

CITY OF AMES, IOWA

2010/11 PROGRAM BUDGET



A YEAR OF PROGRESS!

CITY OF AMES, IOWA

2010/11 PROGRAM BUDGET

**SUBMITTED TO THE CITY COUNCIL
January 29, 2010**

**MAYOR
ANN CAMPBELL**

**COUNCIL MEMBERS
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MATTHEW GOODMAN
JAMI LARSON
RIAD MAHAYNI
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**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

City Manager's Office

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January 29, 2010

Mayor and Ames City Council Members:

I have attached for your approval my recommended budget for fiscal year 2010-11. Compared to prior years, you will note that there are very few new initiatives reflected in this administrative/financial plan for the City. Because of the difficult economic environment in which we find ourselves, it is my intent to accomplish two objectives: 1) offer a budget that maintains the same level of service for the numerous programs we provide; and 2) mitigate the impact of property taxes, user fees, and utility rates on our citizens.

It should come as no surprise that the development of this budget was challenging for all involved in its preparation. However, because of prudent budget decisions made in the past by the City Council and adherence to conservative fiscal policies, we are in the fortunate position of being able to weather this financial storm easier than many other public and private entities.

While expenditures reflected in this document equal \$183,101,741, it is difficult to draw meaningful conclusions from this total, since the City operates a variety of utilities and enterprise funds. Therefore, I have attempted to provide you with the following major highlights from the budget.

GENERAL FUND OPERATIONS – Property Tax Rate Decrease

The majority of our property tax receipts are utilized to pay for law enforcement, fire/rescue, library, parks and recreation, and planning services. **To support these services, the budget calls for a reduction in the City tax rate from \$10.86/\$1000 of taxable valuation to \$10.77/\$1,000 of taxable valuation.** In the face of significant reductions in General Fund revenues such as building fees, interest earnings, and local option tax receipts, the Department Heads have worked hard to offset this downturn in revenues by holding the expenditure increase to only 2.1%. Given the fact that 77% of their budgets is driven by personnel costs, many of which are set by collective bargaining contracts, the proposed increase in expenditures is very reasonable.

As was the case in previous years, this tax rate reduction was further made possible because of balances in two of our funds. In FY 2010-11, we will continue this strategy by applying \$800,000 from the available balance in the Debt Service Fund to partially support our principal and interest obligation for G.O. Bonds, and \$185,000 from the Fire and Police Trust Fund to partially support our contribution to the state-mandated retirement system for our police officers and firefighters.

Building Safety Program

The one program impacted most by the downturn in the economy is our building inspection activities. Each year we attempt to match building, plumbing, and electric permit revenue with our expenditures to support these inspection activities. Because it is impossible to predict precisely how many inspections we will engage in each year, sometimes revenues exceed expenditures in a year, while other times the expenditures exceed revenues. Unfortunately, in FY 2009-10 we are estimating a shortfall in revenue of over \$200,000 and over \$100,000 in FY 2010-11. To mitigate the impact of the revenue reductions, we will not fill a vacant Building Inspector position, and will reassign a supervisory position to help administer capital improvement projects in the Electric Services and Public Works Departments that were originally planned to be contracted out. Interestingly, while permit revenue is down significantly, the number of construction permits is not. It appears we are experiencing an increase in smaller renovations rather than new, larger projects. To eliminate any more inspectors from this program will negatively impact service levels in an area that the City Council has established as a primary goal to improve.

Recreational Opportunities

As you will recall, we were informed by the Ames Community School District officials after our budget was certified for 2009-10 that they would no longer be willing to “subsidize” the City’s recreation programs by providing the use of their facilities at no charge. They indicated that the cost to the City would be approximately \$88,000 per year and that it was their intent to initiate this charge immediately. This change in our long-standing policy where no fees have been levied was problematic to us because of the magnitude of the charges and the fact that our fees had already been established for the year.

Over the past months we have worked closely with the School District representatives to determine what the actual incremental cost are being incurred to allow the City to use their facilities for our recreation programs. Upon further analysis, it appears the actual incremental costs to the School District are approximately \$3,000 per year, or about \$1.25 per participant, which is significantly less than the \$88,000 that we were first quoted.

While I regret that the School District will begin charging us to use their facilities, I understand that their limited funds will not allow them to continue this practice. Therefore, the budget includes fee increases to pay for this new facility charge to the Ames School District for the incremental costs associated with lighting and sanitary sewer usage by our participants.

RESOURCE RECOVERY UTILITY – No Per Capita or Tipping Fee Increase

The financial condition of the Resource Recovery operation remains strong. Therefore, the property tax support for this operation, allocated on a per capita basis to the City and all of the other municipalities in Story County that utilize our facility, will remain at \$10.50. The tipping fee we charge the haulers who deposit their garbage for processing at our plant will remain at \$52.75 per ton.

Of the \$723,429 per capita needed to fund our operation, \$423,475 will come from the taxpayers of Ames in FY 2010-11. This total financial obligation is the same as in previous years.

However, in the past, \$315,000 of this total was reflected in our Debt Service Levy and the remaining \$108,475 in the General Levy. With the outstanding debt now paid off, the total obligation will be reflected only in the General Levy. While the overall tax levy will not be impacted, the General Levy will be increased significantly this year.

STORM SEWER UTILITY– No Rate Increase

No increase is being recommended in our \$3.00 monthly storm sewer utility fee. In FY 2010-11, as directed by the Council, staff will be providing options for modifying the fee structure to reflect impervious land differences. If implemented, these modifications will result in higher fees for some property owners and less for others. The intent would be revenue neutral overall. However, since the Environmental Protection Agency’s Phase II Storm Water Regulations will require significantly more revenue from this utility to meet these obligations, a fee increase might be needed as early as FY 2012-13. Revenue increases may also be needed to administer the new program.

An interesting new initiative is reflected in the Storm Sewer Maintenance and Sanitary Sewer Maintenance programs. A new Jet Vac machine will be purchased to allow our City crews to accomplish more sewer cleaning than is being accomplished by private companies with whom we currently contract.

WATER UTILITY – 10% Rate Increase

Our five-year financial projections indicate we will need four consecutive years of water rate increases in order to finance a new 15 MGD treatment plant. Because of the impact of the debt associated with this capital project, we have worked hard to hold the line on operational costs in this utility. Budgeted operating expenses in FY 2010-11 are basically flat.

It appears that the new seasonal rate structure and Smart Water conservation programs have been effective in reducing water demand and the associated operating costs.

WATER POLLUTION CONTROL UTILITY – 9% Rate Increase

Current projections indicate that a series of four consecutive increases will be needed to cover the projected operational and capital improvement costs for our sanitary sewer utility. The FY 2010-11 budget includes an 8.3% increase in operational expenses. This total includes an update to our flood notification system, along with \$150,000 to shift from in-house application of bio-solids to a contracted service. Without these two commitments, the operational increase would be only .01%.

ELECTRIC UTILITY – No Rate Increase

Last year, we predicted that a rate increase would be needed in this utility. However, because many of our most costly capital improvement projects have been delayed, a rate increase to finance these projects can likewise be delayed. Current projections now indicate a need for a rate increase in each of the following two years.

Even without a rate increase, our customers will experience an increase of approximately 5% in their total bill. This is because the Energy Cost Adjustment (ECA) portion of their bills will increase due to the cost of our recently approved coal transportation and wind energy contracts. In an effort not to exacerbate these costs, the FY 2010-11 budget calls for only a 2.2% increase in expenditures over the previously adopted budget. This total is being accomplished even in the

face of a \$600,000 increase in contracted ash hauling and \$190,000 for a new, automated electric outage management system.

OTHER PROGRAMS OF WHICH TO TAKE NOTE

We have some good news related to two of our operations. In previous years, I expressed concern for the Homewood Golf Course and Ice Arena Funds because of insufficient balances. By the end of FY 2010-11, we expect to have grown our available balances to meet our desired goals.

This year, I need to call your attention to three other programs where expenditures are exceeding the associated revenue. First, maintaining our two cemeteries will require a \$26,565 property tax subsidy. While this is not an enterprise fund, we traditionally try to finance this operation from its own revenue. However, a major decrease in interest revenue is preventing this goal from being achieved. Second, the Parking Fund will require dipping into our available balance by \$61,784. While expenditures are actually down from previous year's adopted level, the projected revenue for FY 2010-11 is down even more. It appears this decrease in revenue is due to fewer tickets being written. Because of the economic downturn, fewer shoppers are parking in our commercial areas. In addition, the Council continues to waive parking regulations to support Downtown events that have resulted in anywhere from \$12,000 to \$19,000 per year in lost revenues over the past five years. Third, our leased housing program continues to reflect the trend whereby the federal funds provided to administer this service are inadequate to cover our administrative expenses. In FY 2010-11 we will be able to finance this shortfall from an available balance. However, it appears that within the next two years there will be insufficient monies in the fund balance to continue this program. We could discontinue providing the service (the Department of Housing and Urban Development (HUD) will assign another housing authority to administer the program), contract it out to another housing agency, or rely on other City funding sources to finance this service.

The City of Ames is very fortunate to have a group of department heads who are committed to maintaining the highest quality of service to our customers even in the face of these troubling financial times. We owe them our special thanks for this dedication. In addition, I would like to thank Duane Pitcher, Carol Collings, Nancy Masteller, Sharon Hjortshoj, Sheila Lundt, and Bob Kindred for their leadership in developing this Program Budget for fiscal year 2010-11.

Sincerely,

Steve

Steven L. Schainker
City Manager

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A YEAR OF PROGRESS!

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 10/11 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 2010/11 and the 2009/10 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 09/10 adjustment, and are then carried forward based on the estimated revenues and expenditures to estimate a beginning balance for the beginning of the 10/11 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.

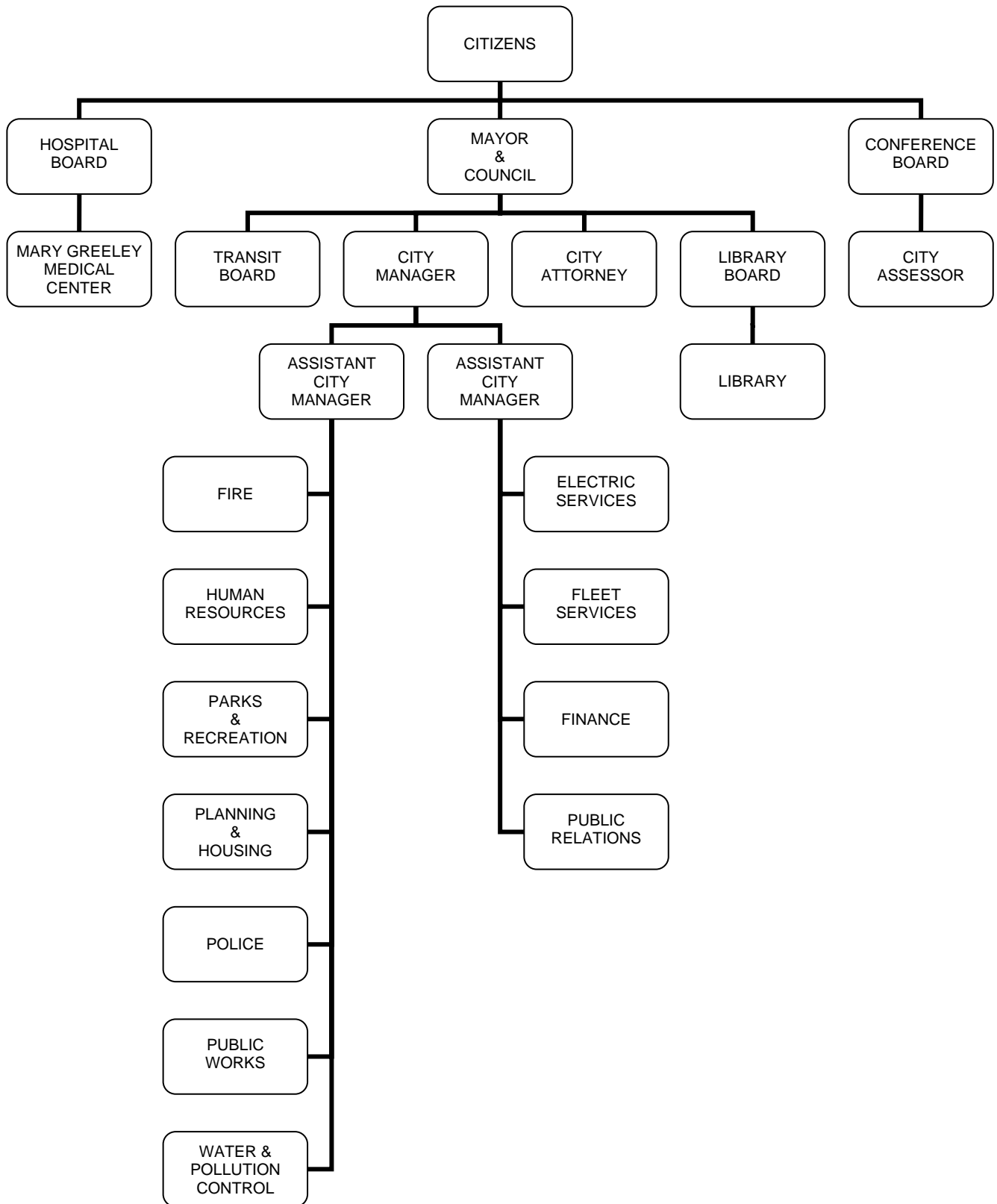
CITY OF AMES, IOWA 2010/11 BUDGET FACTS

Property Valuation \$ 2,126,174,883
 % Increase From 09/10 4.7%

LEVY REQUIRED	RATE PER	AMOUNT	RATE		AMOUNT	
	\$1,000		CHANGE	%	CHANGE	%
VALUATION						
General Fund Requirement	7.75024	16,478,369	0.14855	1.95	1,041,041	6.74
Less Local Option Property Tax Reduction	1.67907	3,570,000	0.10842	6.07	60,000	1.65
Net General Levy	6.07117	12,908,369	0.25697	4.42	1,101,041	9.33
Trust and Agency Levy (Partial Police/Fire Benefits)	.51112	1,086,731	0.03842	8.13	126,790	13.21
Transit Levy	.61864	1,315,338	(0.00716)	(1.14)	44,480	3.50
Total Before Debt Service	7.20093	15,310,438	0.28823	4.17	1,272,311	9.06
Debt Service Levy	3.57104	7,592,649	0.37445	(9.49)	(419,754)	(5.24)
Grand Total Tax Levy	10.77197	22,903,087	(0.08622)	(0.79)	852,557	3.87

Ag Levy - Valuation: \$1,387,447 x 3.00375 = \$4,168

CITY OF AMES, IOWA ORGANIZATIONAL CHART



CALHOUN PARK

In June 2009, the Charles and June Calhoun Park was dedicated as the City's first eco-friendly "smart park." The park, adjacent to the southeast end of Ada Hayden Heritage Park, includes rain gardens and bioswales. These features divert rain water and replenish the aquifer.



SUMMARY OF TOTAL REVENUES AND EXPENDITURES

ALL FUNDS - REVENUE SUMMARY

	2008/09 Actuals	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Property Taxes	21,365,656	21,997,191	21,980,516	22,864,177	3.9
Utility Excise Tax	71,152	76,894	76,894	63,080	-18.0
Local Option Sales Tax	6,241,700	6,050,000	5,946,716	5,950,000	-1.7
Hotel/Motel Taxes	1,822,205	1,440,000	1,440,000	1,470,000	2.1
Other Taxes	8,135,057	7,566,894	7,463,610	7,483,080	-1.1
Licenses & Permits	1,087,124	1,216,627	954,581	962,614	-20.9
Federal Grants	4,203,734	4,777,471	13,844,998	4,777,765	0
State Road Use Taxes	4,204,593	4,590,784	4,540,425	4,692,618	2.2
Monies and Credits	15,842	12,500	15,800	15,800	26.4
State Grants	2,099,609	4,306,639	9,109,423	11,200,591	160.1
County Contributions	172,035	175,219	189,919	214,438	22.4
Government Cont/Partic	3,986,667	3,938,208	3,843,763	3,965,965	.7
Intergov'tmental Revenue	14,682,480	17,800,821	31,544,328	24,867,177	39.7
Utility Charges	62,314,524	67,208,116	63,332,541	68,952,900	2.6
Other Chgs for Services	8,506,309	9,105,460	8,559,049	8,793,859	-3.4
Charges for Services	70,820,833	76,313,576	71,891,590	77,746,759	1.9
Fines, Forfeit & Penalty	793,545	783,900	760,865	745,950	-4.8
Interest	2,765,786	2,342,400	1,209,082	1,207,504	-48.5
Other Uses of Money	793,933	755,740	748,636	765,920	1.4
Use of Money & Property	3,559,719	3,098,140	1,957,718	1,973,424	-36.3
Proceeds from Bonds	15,350,000	12,732,573	11,165,000	6,601,000	-48.2
Other Misc. Revenues	2,073,753	1,445,834	2,355,169	1,604,610	-11.0
Miscellaneous Revenues	17,423,753	14,178,407	13,520,169	8,205,610	-42.1
Internal Services	12,178,075	12,730,518	12,345,518	12,675,597	-.4
Total Before Transfers	150,046,242	155,686,074	162,418,895	157,524,388	1.2
Transfers	12,265,714	13,093,276	12,632,089	11,711,869	-10.6
Grand Total Revenues	162,311,956	168,779,350	175,050,984	169,236,257	.3

ALL FUNDS - EXPENDITURES

	2008/09 Actuals	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
OPERATIONS					
Public Safety					
421 Law Enforcement	6,699,053	7,065,473	7,590,256	7,271,137	2.9
422 Fire Safety/Admin	4,932,173	5,139,933	5,121,528	5,301,927	3.2
423 Inspection/Building Safety	976,752	1,041,524	944,132	883,553	-15.2
424 Traffic Control	706,167	817,577	861,604	873,376	6.8
428 Other Community Protect	650,331	649,000	690,000	724,000	11.6
Total Public Safety	13,964,476	14,713,507	15,207,520	15,053,993	2.3
Utilities					
481 Resource Recovery	2,932,301	3,324,976	3,210,299	3,330,556	.2
482 Water Utility	4,191,383	4,785,852	4,842,237	4,743,730	-.9
483 Storm Water Diversion	202,502	259,244	252,559	320,902	23.8
484 Wastewater Disposal	3,062,885	3,295,634	3,310,139	3,547,410	7.6
485 Electric Operations	35,296,815	46,538,395	40,951,240	48,003,086	3.1
486 Utility Customer Service	1,310,676	1,424,978	1,406,734	1,446,366	1.5
Total Utilities	46,996,562	59,629,079	53,973,208	61,392,050	3.0
Transportation					
431 Street System	2,808,933	2,836,011	2,883,867	2,908,451	2.6
434 Public Parking	611,553	726,662	697,823	706,104	-2.8
426 Transit System	6,518,453	7,167,276	7,018,269	7,421,330	3.5
438 Airport	130,439	109,092	118,277	110,243	1.1
Total Transportation	10,069,378	10,839,041	10,718,236	11,146,128	2.8
Community Enrichment					
451 Recreation/Administration	2,318,984	2,666,142	2,509,765	2,723,773	2.2
452 Parks	1,016,596	1,042,930	1,067,414	1,080,834	3.6
455 Library Services	3,106,895	3,252,792	3,235,325	3,323,260	2.2
456 Library Grants/Donations	225,543	265,590	118,239	63,000	-76.3
441 Health & Sanitation	148,150	157,649	150,491	152,348	-3.4
442 Animal Sheltering/Control	310,028	335,864	344,966	332,384	-1.0
444 Human Services	1,011,330	1,019,988	1,035,668	1,142,440	12.0
445 Art Services/Agencies	147,445	150,480	155,106	127,709	-15.1
461 Cemetery	126,313	128,391	127,926	130,665	1.8
462 Leased Housing	1,197,811	1,196,051	1,129,159	1,158,967	-3.1
463 Affordable Housing	15,316	44,342	22,918	7,640	-82.8
464 Comm. Dev. Block Grant	684,917	597,842	1,313,300	524,274	-12.3
465 Economic Development	159,837	162,359	233,836	161,228	-0.7
466 FEMA Disaster Activity	151,502		84,289		
467 Cable TV	61,594	114,720	108,558	115,954	1.1
Total Community Enrichment	10,682,261	11,135,140	11,636,960	11,044,476	-0.8

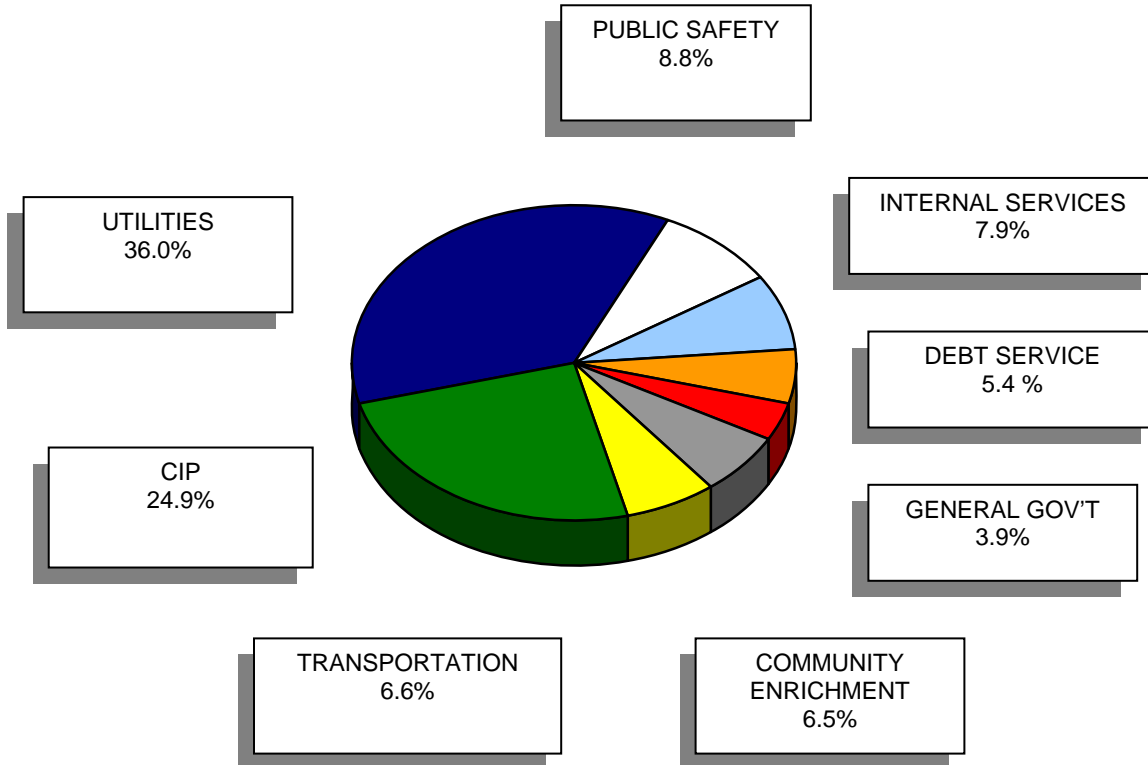
ALL FUNDS – EXPENDITURES, continued

	2008/09 Actuals	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
General Government					
410 City Council Spec. Alloc.	69,150	48,000	54,000	44,000	-8.3
411 Legislative	381,241	450,547	437,881	419,383	-6.9
412 City Council Contingency	26,126	50,000	116,707	50,000	0.0
413 Executive	564,541	580,003	596,442	607,915	4.8
414 Financial Services	1,182,988	1,232,715	1,210,647	1,244,053	.9
415 Administrative Services	1,831,382	1,944,905	1,933,068	1,982,962	2.0
416 Public Works Admin/Engr	1,553,086	1,688,567	1,695,130	1,665,329	-1.4
417 Merit Adjustment		191,838		161,894	-15.6
418 Public Buildings	506,403	494,480	559,572	499,025	.9
Total General Government	6,114,917	6,681,055	6,603,447	6,674,561	-.1
TOTAL OPERATIONS	87,827,594	102,997,822	98,139,371	105,311,208	2.3
CIP					
419 General Gov't CIP	159,037	1,436,228	1,955,596	830,000	-42.2
429 Public Safety CIP	1,084,401	1,385,913	3,952,925	1,921,016	38.6
489 Utilities CIP	11,469,135	20,414,895	24,034,116	25,780,305	26.3
439 Transportation CIP	7,551,918	15,021,000	30,549,567	13,348,000	-11.1
459 Community Enrich CIP	8,050,972	555,400	2,673,838	571,600	2.9
529 Internal Services CIP	37,829	205,000	87,478		
TOTAL CIP	28,353,292	39,018,436	63,253,520	42,450,921	8.8
DEBT SERVICE					
471 General Obligation Bonds	15,648,949	9,510,740	8,851,106	9,105,994	-4.3
478 Bond Costs	107,965		96,897		
Total Debt Service	15,756,914	9,510,740	8,948,003	9,105,994	-4.3
INTERNAL SERVICES					
511 Information Technology	1,646,029	2,032,155	2,103,765	1,834,479	-9.7
512 Telephone & WiFi Systems	240,004	224,801	297,779	247,290	10.0
513 Purchasing Services	387,978	429,613	415,850	411,130	-4.3
521 Risk Administration	1,638,619	1,828,281	1,930,015	1,738,614	-4.9
522 Health Ins Management	5,444,863	6,104,181	5,609,180	6,075,322	-0.5
525 Fleet Maintenance Svcs	1,771,787	1,852,510	1,712,993	1,717,898	-7.3
526 Fleet Acquisition & Disp.	984,043	1,787,676	3,642,139	1,447,016	-19.1
Total Internal Services	12,113,323	14,259,217	15,711,721	13,471,749	-5.5
Total Expenditures Before Transfers	144,051,123	165,786,215	186,052,615	170,339,872	2.8

ALL FUNDS – EXPENDITURES, continued

	2008/09 Actuals	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
TRANSFERS					
598 Transfers	12,265,714	13,093,276	12,632,089	11,711,869	-10.6
531 Hotel/Motel Pass Thru	1,301,054	1,028,571	1,028,571	1,050,000	2.1
Total Transfers	13,566,768	14,121,847	13,660,660	12,761,869	-9.6
GRAND TOTAL EXPENDITURES	157,617,891	179,908,062	199,713,275	183,101,741	1.8

WHERE THE MONEY IS SPENT... 2010/11 MANAGER RECOMMENDED

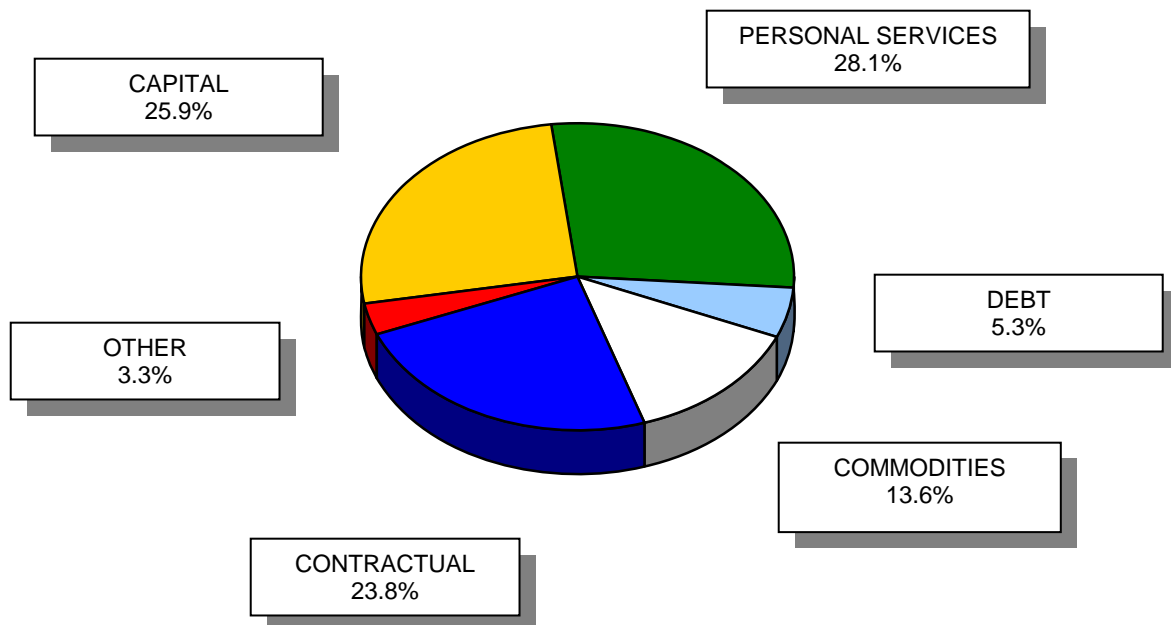


Excluding Transfers

ALL FUNDS - EXPENDITURES BY CATEGORY

	2008/09 Actuals	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Personal Services	42,678,391	46,135,546	45,362,817	47,761,066	3.5
Contractual	35,243,843	38,140,562	40,301,829	40,580,433	6.4
Commodities	19,916,731	24,892,800	19,785,213	23,206,936	-6.8
Capital	25,504,478	41,464,467	66,561,438	44,013,852	6.2
Debt	15,756,914	9,510,740	8,948,003	9,105,994	-4.3
Other (Refunds, Insurance Claims, etc.)	4,950,766	5,642,100	5,093,315	5,671,591	.5
Transfers	13,566,768	14,121,847	13,660,660	12,761,869	-9.6
Total Expenditures	157,617,891	179,908,062	199,713,275	183,101,741	1.8

BREAKDOWN BY MAJOR EXPENSE CATEGORY 2010/11 MANAGER RECOMMENDED

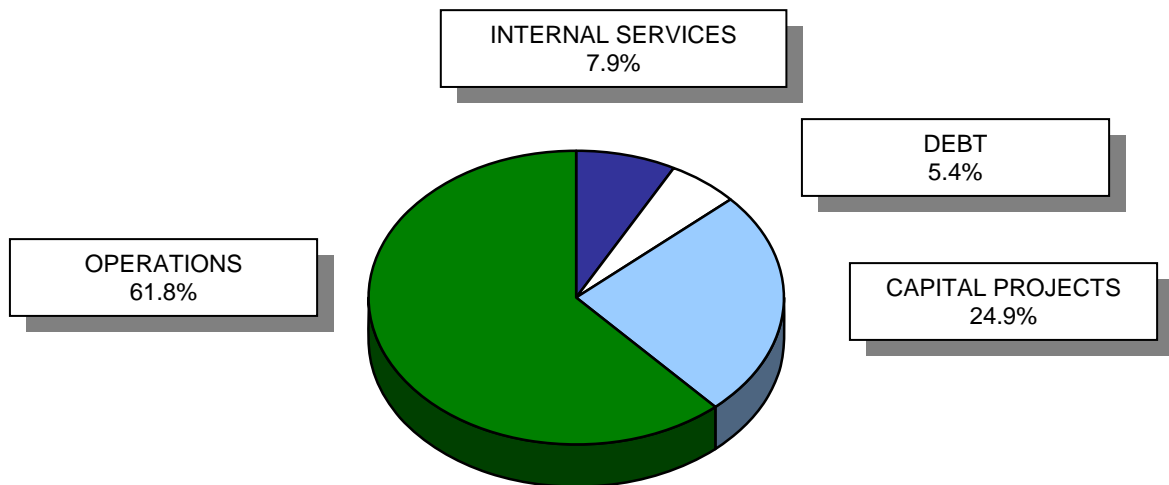


Excluding Transfers

ALL FUNDS - EXPENDITURES BY TYPE

	2008/09 Actuals	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Operations	87,827,594	102,997,822	98,139,371	105,311,208	2.3
CIP	28,353,292	39,018,436	63,253,520	42,450,921	8.8
Debt	15,756,914	9,510,740	8,948,003	9,105,994	-4.3
Internal Services	12,113,323	14,259,217	15,711,721	13,471,749	-5.5
Sub-Total Before Transfers	144,051,123	165,786,215	186,052,615	170,339,872	2.8
Transfers	13,566,768	14,121,847	13,660,660	12,761,869	-9.6
Total Expenditures	157,617,891	179,908,062	199,713,275	183,101,741	1.8

EXPENDITURES BY TYPE 2010/11 MANAGER RECOMMENDED



Excluding Transfers

BUDGET CALENDAR

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

SPRING

Resident Satisfaction Survey administered to 1,350 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 09/10 and proposed 10/11 operational budgets. Resident Satisfaction Survey results are presented to the City Council.

OCTOBER

October 6 – 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 24 – City Council budget meeting to review issues, priorities, and preferences in service levels for the 10/11 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 19 – CIP workshop** with City Council. **January 26 – Public hearing** for resident input on CIP.

FEBRUARY

January 29 and February 2, 3, 4, 9 – City Council reviews entire program budget with department heads in five (5) **public meetings** held on one afternoon and four evenings.

MARCH

March 2 – Final budget hearing and adoption of amended 09/10 budget and 10/11 budget. **State statute requires the budget be certified with the County Auditor by March 15.**

MAY

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

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

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec
City Manager	9.25	9.25	9.25	9.25
Legal Services	6.00	7.00	7.00	7.00
Human Resources	7.25	7.25	7.25	7.25
Planning & Housing	10.50	10.50	10.50	10.50
Finance	40.75	40.75	40.75	40.75
Fleet Services/Facilities	9.50	9.50	9.50	9.50
Transit	75.70	75.70	75.70	75.95
Fire/Inspections	68.00	68.00	68.00	68.00
Police/Animal Ctrl/Parking Enforcement	74.65	74.65	74.65	75.65
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:				
Administration	3.00	3.00	3.00	3.00
Traffic/Engineering	7.25	7.25	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	549.60	550.60	550.60	551.85

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

The staffing level changes for the City of Ames, Iowa, included in the 2009/10 Adjusted Budget and the 2010/11 budget are as follows:

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

2010/11 Manager Recommended

+0.25 FTE CyRide made several changes that resulted in an increase of 0.25 FTE in the Fixed Route Program; three dispatchers increased from three-quarter time to full-time for an increase of 0.75 FTE; a new half-time dispatcher position was added and one full-time custodian position was eliminated.

+1.00 FTE The Police Department Emergency Communication Center budget includes an additional FTE for an additional dispatcher position. This position will reduce costs for part-time positions and overtime for full-time positions.

551.85 Total FTEs

SUMMARY OF PROGRAM EXPENDITURES

	2008/09 Actuals	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
PUBLIC SAFETY:					
Operations	13,964,476	14,713,482	15,207,520	15,053,993	2.3
CIP	1,084,401	1,385,938	3,952,925	1,921,016	38.6
Total Public Safety	15,048,877	16,099,420	19,160,445	16,975,009	5.4
UTILITIES:					
Operations	46,996,562	59,629,079	53,973,208	61,392,050	3.0
CIP	11,469,135	20,414,895	24,034,116	25,780,305	26.3
Total Utilities	58,465,697	80,043,974	78,007,324	87,172,355	8.9
TRANSPORTATION:					
Operations	10,069,378	10,839,041	10,718,236	11,146,128	2.8
CIP	7,551,918	15,021,000	30,549,567	13,348,000	-11.1
Total Transportation	17,621,296	25,860,041	41,267,803	24,494,128	-5.3
COMMUNITY ENRICHMENT:					
Operations	10,682,261	11,135,140	11,636,960	11,044,476	-0.8
CIP	8,050,972	555,400	2,673,838	571,600	2.9
Total Community Enrichment	18,733,233	11,690,540	14,310,798	11,616,076	-0.6
GENERAL GOVERNMENT:					
Operations	6,114,917	6,681,055	6,603,447	6,674,561	-1
CIP	159,037	1,436,228	1,955,596	830,000	-42.2
Total General Government	6,273,954	8,117,283	8,559,043	7,504,561	-7.5
DEBT SERVICE:	15,756,914	9,510,740	8,948,003	9,105,994	-4.3
INTERNAL SERVICE:					
Operations	12,113,323	14,259,217	15,711,721	13,471,749	-5.5
CIP	37,829	205,000	87,478		
Total Internal Service	12,151,152	14,464,217	15,799,199	13,471,749	-6.9
Total Before Transfers	144,051,123	165,786,215	186,052,615	170,295,872	2.7
Transfers	13,566,768	14,121,847	13,660,660	12,761,869	-9.6
CITY EXPENDITURES GRAND TOTAL	157,617,891	179,908,062	199,713,275	183,101,741	1.8

POLICE SEGWAYS

The Ames Police Department is doing its part to reduce patrol car usage by accessing other resources when possible. In addition to seeing officers on bicycle patrol, Ames residents may be greeted by a police officer on a Segway. A Segway is a self-balancing, zero emissions, battery powered, personal transportation vehicle. They maneuver in small spaces and operate on pedestrian sidewalks and pathways. The Police Department has two Segways to use during large outdoor events such as road races and football games, enabling officers to move easily through crowds.



Officer Heath Ropp demonstrates how the operator is standing more than a foot off the ground, making it easier in large crowds to see greater distances and be seen by others who may need assistance.

PUBLIC SAFETY PROGRAM

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PUBLIC SAFETY PROGRAM

420

Program Description:

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

	2008/09	2009/10	2009/10	2010/11	% Change
Use of Funds:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Law Enforcement	6,699,053	7,065,473	7,590,256	7,271,137	2.9%
Fire Safety/Admin	4,932,173	5,139,933	5,121,528	5,301,927	3.2%
Inspection/Building Safety	976,752	1,041,524	944,132	883,553	-15.2%
Traffic Control	706,167	817,577	861,604	873,376	6.8%
Other Community Protection	650,331	649,000	690,000	724,000	11.6%
Total Operations	13,964,476	14,713,507	15,207,520	15,053,993	2.3%
Public Safety CIP	1,084,401	1,385,913	3,952,925	1,921,016	38.6%
Total Expenditures	15,048,877	16,099,420	19,160,445	16,975,009	5.4%
Personnel – Authorized FTE	143.37	143.37	143.37	144.37	

PUBLIC SAFETY PROGRAM

420

	2008/09	2009/10	2009/10	2010/11	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Personal Services	11,411,099	12,015,543	11,821,482	12,325,299	2.6%
Contractual	2,272,908	2,364,788	2,867,746	2,332,266	-1.4%
Commodities	364,184	343,659	954,225	353,314	2.8%
Capital	923,055	1,375,430	3,505,710	1,964,130	42.8%
Other Expenditures	77,631	-	11,282	-	
Total Expenditures	15,048,877	16,099,420	19,160,445	16,975,009	5.4%
Funding Sources:					
General Fund	13,216,766	13,984,430	13,785,697	14,278,050	2.1%
Local Option	428,247	430,913	1,670,038	250,000	-42.0%
Suncrest Developer Fund	68,531	-	14,782	-	
Road Use Tax Fund	1,091,727	904,077	1,272,056	1,072,919	18.7%
Police Forfeiture	20,296	-	4,000	-	
Police Grants	41,939	-	635,564	3,024	
Police & Fire Donations	10,595	100,000	152,720	167,961	68.0%
Street Construction	156,264	330,000	1,268,241	655,000	98.5%
Bike Licenses	-	-	1,250	17,055	
GO Bonds	14,512	350,000	356,097	531,000	51.7%
Total Funding Sources	15,048,877	16,099,420	19,160,445	16,975,009	5.4%

LAW ENFORCEMENT ACTIVITIES

421

Activity Description:

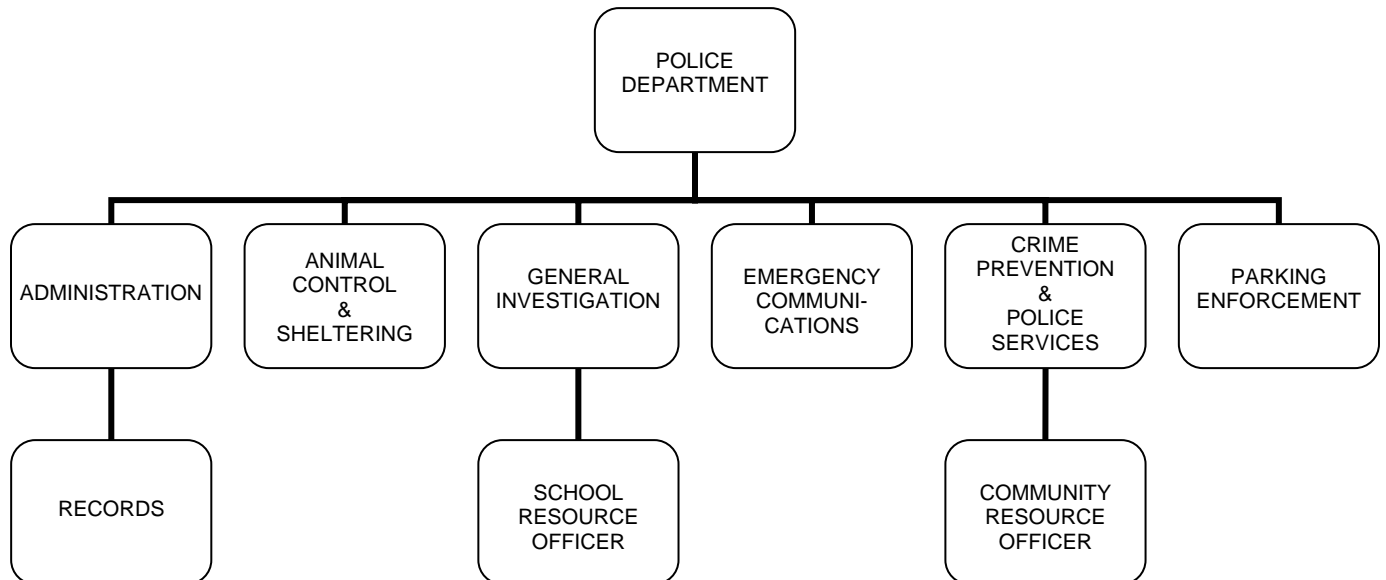
Law Enforcement Activities comprise five areas: Administration and Records includes departmental supervision, finance, and records systems. Crime Prevention and Police Services includes uniformed patrol, emergency response, traffic enforcement, and school crossing safety. General Investigations is responsible 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:	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Police Admin & Records	673,285	726,601	714,134	745,522	2.6%
Crime Prevention & Police Svc.	4,132,953	4,366,106	4,293,643	4,491,963	2.9%
General Investigation	926,060	990,993	958,843	1,019,056	2.8%
Emergency Communications	897,282	981,773	982,352	1,011,572	3.0%
Police Forfeiture/Grants	69,473	-	641,284	3,024	
Total Operations	6,699,053	7,065,473	7,590,256	7,271,137	2.9%
Personnel - Authorized FTE	69.25	69.25	69.25	70.25	

LAW ENFORCEMENT ACTIVITIES

421

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	5,736,848	5,979,846	5,971,040	6,232,368	4.2%
Contractual	752,010	932,200	809,108	867,071	-7.0%
Commodities	137,041	132,549	730,526	151,434	14.2%
Capital	64,054	20,878	77,582	20,264	-2.9%
Other	9,100	-	2,000	-	
Total Expenditures	6,699,053	7,065,473	7,590,256	7,271,137	2.9%
Funding Sources:					
General Fund	6,298,098	6,734,706	6,624,305	6,941,933	3.1%
Ames School District	17,976	37,318	37,318	38,438	3.0%
Police Services	15,740	25,000	20,500	25,000	0.0%
Fees & Fines, Court	175,276	149,400	149,400	145,400	-2.7%
Miscellaneous Revenue	31,897	24,049	28,449	28,342	17.9%
Labor Reimbursement	85,493	92,000	86,000	86,000	-6.5%
Tobacco Labor Reimbursement	5,100	3,000	3,000	3,000	0.0%
Police Forfeiture	20,296	-	4,000	-	
Police Grants	41,939	-	635,564	3,024	
Police & Fire Donations	7,238	-	1,720	-	
Total Funding Sources	6,699,053	7,065,473	7,590,256	7,271,137	2.9%



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

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	577,794	596,937	600,847	617,344	3.4%
Contractual	86,162	121,250	104,873	122,428	1.0%
Commodities	7,367	8,414	8,414	5,750	-31.7%
Capital	1,962	-	-	-	
Other	-	-	-	-	
Total Expenditures	673,285	726,601	714,134	745,522	2.6%
Funding Sources:					
General Fund	673,285	726,601	714,134	745,522	2.6%
Total Funding Sources	673,285	726,601	714,134	745,522	2.6%
 Personnel - Authorized FTE	 6.50	 6.50	 6.50	 6.50	

POLICE – ADMINISTRATION & RECORDS

421 -- 2515

Highlights:

The Ames Police Department has invested significant resources in preparing officers to address the **changing nature of the Ames community**. During the last year, each police officer had an opportunity to expand their understanding of diversity through training. Two officers have also been selected to receive advanced training on issues of community relations and cultural diversity. Those two officers will bring that training back to the department and provide expertise to both the department and a multi-agency group that is focusing on improvements in community relations. Similarly, in the next six months the department will focus attention on the next recruiting cycle with the intent of developing innovative ways of encouraging applications from a broad applicant pool.

The **demand for police records** information continues to be high. To meet the demand, the Records Division implemented several new types of service. The daily police log is now available in electronic format through the department’s website. This is particularly useful for the various media organizations who review this information daily. Records staff collaborated with the Story County Sheriff’s Office to also make the arrest log available electronically through the website. The department has nearly completed the conversion from older VHS video to more effective and efficient digital formats for the in-car, booking room and interview room video recordings. The Records staff has worked with the Story County Attorney’s Office to make this new digital video, and other police records, more easily accessible in the criminal discovery process. They have also worked with the Clerk of Court’s Office to facilitate the electronic transfer of criminal case information.

Budget concerns for the department are largely related to personnel costs. Increases in the contributions to the Municipal Fire and Police Retirement System of Iowa have been significant and are projected to continue into the near future. Overtime costs continue to be a notable part of the budget. Training requirements for new officers who are replacing senior, retiring officers, injuries and other circumstances that require light duty, community policing initiatives and maintaining minimum staffing levels have all put pressure on the overtime budget.

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Attorney requests for information	1,468	1,593	1,443	1,500
Accident reports processed	875	1,172	839	900
Verification of loss reports processed	206	172	177	200
Record checks processed	100	125	103	120
Total # of incidents handled	27,936	28,229	29,495	29,000
Hours of transcription	479	535	481	480
Efficiency and Effectiveness:				
% of citizens somewhat or very satisfied with Police services	89%	90%		

CRIME PREVENTION AND POLICE SERVICES

421 -- 2532

This activity is the core of the Law Enforcement Program. The Patrol Division is the largest area of operations within the department. The department has a total authorized strength of 51 sworn officers and 40 of those officers are assigned to the Patrol Division. 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 up to nine patrol cars serves the four patrol areas.

Service Objectives:

- ✓ Strengthen partnerships within the community
 - ✓ Enhance community involvement in day-to-day policing
 - ✓ Provide rapid response to developing emergencies within the City
 - ✓ Reach out through public education and crime prevention
- ✓ Expand data-driven decision making, deployment, and problem-solving
 - ✓ Provide a highly competent on-street presence
 - ✓ Ensure a supervisor is always on duty
 - ✓ Enhance trust with the community by building relationships and communicating effectively

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	3,531,961	3,684,916	3,672,052	3,839,292	4.2%
Contractual	483,676	565,487	502,651	525,049	-7.2%
Commodities	89,210	96,925	103,025	117,622	21.4%
Capital	28,096	18,778	15,915	10,000	-46.7%
Other	10	-	-	-	
Total Expenditures	4,132,953	4,366,106	4,293,643	4,491,963	2.9%
Funding Sources:					
General Fund	4,132,953	4,366,106	4,293,643	4,491,963	2.9%
Total Funding Sources	4,132,953	4,366,106	4,293,643	4,491,963	2.9%
 Personnel - Authorized FTE	 41.45	 41.45	 41.45	 41.45	

CRIME PREVENTION AND POLICE SERVICES

421 -- 2532

Highlights:

The Patrol Division has again experienced a year of **increased workload**, with approximately 578 cases per officer, in conjunction with a loss of patrol officer work time as a result of retirements, resignations, special training, National Guard duty, and injuries sustained both on and off duty. Overtime and mandatory officer callback was used extensively this past year to ensure that the patrol shifts were staffed at a minimum level.

The department continues to deploy a two-person **Party Response Team** in an effort to develop a closer rapport with Iowa State University students and to provide early intervention in an effort to build rapport and prevent gatherings in residential areas from getting out-of-hand. This team has also worked closely with Campustown area rental property managers. The cooperative effort assisted in creating a marked decrease in calls regarding inappropriate and criminal activity. Over the past year, the Party Response Team, along with the 11-7 patrol shift, has dealt with several large and unruly crowds in the Welch Avenue area during bar closing.

During the fall Iowa State University football season and during the spring, leading up to VEISHEA, the Party Response Team is supplemented with two additional officers working on overtime from the regular shifts, in an effort to provide **additional coverage** during a time when the University impacted area experiences increased activity.

Members of the Patrol Division continue to promote the **Certified Crime-Free Housing Program**. The department has trained over 70 landlords, property owners, and maintenance personnel. Officers are also conducting Crime Prevention Through Environmental Design evaluations. One property manager has completed all phases of this process and is currently certified at locations on South 5th Street. Shift officers and the Community Resource Officer make daily contacts with rental staff within the community. They also provide additional security checks of apartment building parking lots and conduct walk-through evaluations of problem apartment complexes.

The Patrol Division has been very responsive to citizen complaints of **speeding vehicles** at various locations throughout the community. In addition to officers performing proactive radar/speed enforcement operations, the department has utilized the mobile speed radar trailer to provide a visual means to educate motorists about speed limits. The radar trailer has also been strategically positioned around the Ames Community Schools in an effort to slow traffic in school zones.

Officers have been very active in a number of **special traffic enforcement programs** designed to reduce traffic fatalities in Story County. These traffic projects have focused not only on excessive speed but also on seatbelt violations and defective equipment. The department has also partnered with other law enforcement agencies in conducting multi-jurisdictional traffic projects not only within Ames, but also throughout the county.

The department continues to take a proactive role in the City's "**Go Green**" initiative. One of the ways in which we have conserved energy and reached out to the public is through the use of two Segways. Patrol officers have found that the Segways not only reduce the City's carbon footprint, but are really fun to operate. The public has also been very interested in these machines. Officers have used the Segways at numerous special functions throughout the community including Midnight Madness, Main Street concerts, ACCESS fundraiser, neighborhood block parties, Welcome Back Student event, ACPC picnics, and Iowa State University football games.

CRIME PREVENTION AND POLICE SERVICES

421 -- 2532

Highlights, continued:

The department is also working with a local solar energy company to test the use of a solar panel on patrol cars. A panel has been installed on one of the cars and the company is gathering data from its use.

Alcohol abuse continues to be the number one substance abuse problem within the Ames community. Patrol officers continue to actively discourage underage drinking and the possession of alcohol through a number of initiatives including random bar patrols, checking for those under the legal age who may have used a fake ID to gain entrance to the bar, Party Response Team patrol of neighborhood parties, and special surveys conducted of liquor license retailers through the use of underage cooperating individuals. Our officers are also proactive in identifying individuals of legal age who purchase alcohol for those under the legal age. The Patrol Division also conducts quarterly meetings with bar managers and provides training to employees of local liquor licensed establishments. This training involves both state and local laws along with current trends in identifying fake IDs.

During the past year, the department has been involved with the beta testing of a new software product, **Mobile Architecture for Communications Handling (MACH)** for the Iowa Department of Transportation. This program enables a patrol officer in the field and communications personnel to communicate with each other via secured and encrypted laptop based messaging. It also provides mapping capability. Through the use of this program, officers and communication staff are able to see a map of the city along with the locations of all marked units. This has assisted in the deployment of police personnel.

The department's **Emergency Response Team (ERT)** continues to provide support to the Patrol Division and to the Central Iowa Drug Task Force. Team members currently train twice a month and are on-call 24/7. The team has been deployed a number of times this past year to assist with drug search warrants, high risk arrest warrants, and to help clear the area and evacuate the victim of a shooting from a local residence. Efforts to actively identify state and federal grants resulted in grant funding received to purchase new ballistic vests for team members. The team also works closely with the Story County's Emergency Response Team in the event they are called upon to assist one another in a protracted emergency situation.

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Number of assaults investigated	274	231	280	
Number of thefts investigated	1,114	1,008	1,219	
OWI arrests	249	305	224	
Liquor violations	405	394	565	
Noise complaints investigated	1,470	1,686	1,779	
Public intoxication investigations	608	622	643	
Efficiency and Effectiveness:				
Community Resource Officer contacts	7,656	7,134	2,666	7,000
Crime prevention presentations	46	38	51	50
Number of participants	2,502	1,430	3,000	2,500
Cases per sworn position	548	554	578	580



A YEAR OF PROGRESS!

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.

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

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	821,258	846,477	844,393	894,000	5.6%
Contractual	89,895	127,163	97,297	109,053	-14.2%
Commodities	14,907	15,253	17,153	16,003	4.9%
Capital	-	2,100	-	-	-100.0%
Total Expenditures	926,060	990,993	958,843	1,019,056	2.8%
Funding Sources:					
General Fund	908,084	953,675	921,525	980,618	2.8%
Ames School District	17,976	37,318	37,318	38,438	3.0%
Total Funding Sources	926,060	990,993	958,843	1,019,056	2.8%
 Personnel - Authorized FTE	 9.00	 9.00	 9.00	 9.00	

POLICE - GENERAL INVESTIGATION

421 -- 2533

Highlights:

The Criminal Investigation Division (CID) investigated several major cases during the past year. These included an attempted murder and suicide, four armed robberies, and several stabbings and assaults. The CID investigated a wide array of cases including a serious domestic dispute that resulted in a stabbing and the assault of two individuals in their home, a dispute at a party that resulted in a stabbing, a home invasion burglary that resulted in an assault on a tenant, and a loud party call that resulted in an assault on a police officer. In addition to these cases, burglaries and fraud/financial crimes have been high demand areas over the past year.

The department is in the second year of a \$34,400 federal grant designed to train and provide equipment in **computer forensics**. One investigator and one patrol officer have received extensive training in cyber crime investigation. They have been involved in several successful investigations where they have examined computers for the transmission and receipt of suspected child pornography, harassment, and fraud. Mobility and the foreign location of suspects continue to be a challenge for investigators.

The **School Resource Officer (SRO) Program** was suspended in January of 2009 due to a promotion and the Ames Community Schools' decision to save money during the interim search for a replacement SRO. The program was resumed in August 2009 with renewed vigor. The goal of the SRO is to establish trust and a spirit of cooperation while building positive relationships with students, parents, and school officials. The SRO, in cooperation with Youth and Shelter Services (YSS), conducted periodic alcohol and tobacco compliance checks throughout the year. The SRO and Juvenile Investigator assisted YSS with two drug drop-offs this past year.

The department continues to actively investigate cases involving the possession, selling and manufacturing of illegal drugs. One officer from the Investigation Division is assigned to the **Central Iowa Drug Task Force** on a full-time basis. High grade marijuana continues to be very prominent in our area. Cocaine, crack cocaine, and heroin are additional areas of current concern. There were two documented cases of heroin overdose in Ames this past year; one was fatal. Two suspects have been identified and charged in federal court.

The challenges of **mental health issues** continue to be a concern for our community. The department is an active partner in the Story County Mental Health/Criminal Task Force by providing notification and diversion opportunities to appropriate community resource programs. The Ames Police Department has made 320 mental health related notifications to the Task Force during the past year.

Important changes have been made this past year to the **Sex Offender Registry**. Tier systems have been introduced for sex offenders which affects where they can live and how often they report. An investigator does periodic residency checks on those individuals living in Ames who are currently on the Sex Offender Registry.

Two longtime investigators with the department retired this past year taking with them many years of investigative experience, education, and expertise. An effort is being made to replace the competency level of those investigators by ensuring that their replacements are receiving appropriate, ongoing training. In an effort to train as many investigators as possible, the department hosted a specialized investigative school.

POLICE - GENERAL INVESTIGATION

421 -- 2533

Highlights, continued:

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Homicide cases	2	3	0	
Attempted homicide	0	0	0	
Robbery	12	9	19	
Sexual assault	38	48	44	
Other sex offenses	17	14	5	
Child abuse	6	5	9	
Burglary	495	589	605	
Drug investigations	343	339	309	
Juvenile cases	628	607	607	
Juvenile arrests	382	301	325	
Financial crimes	149	210	132	
Domestic calls for service	624	559	531	
Domestic related arrests	89	102	89	
Efficiency and Effectiveness:				
Community outreach contacts - juvenile	22	25	27	25
Number of juveniles participating	6,453	3,661	5,183	4,500

BLOCK PARTY TRAILER



“Street ‘N’ Greet”, the new block party trailer sponsored by the Strengthening Neighborhoods Action Team, is available for reservations by any Ames resident. This block party trailer is intended to encourage conversation and new connections for all people in the community and welcome the diversity that makes Ames a unique place to live.

Use of the trailer is free for any neighborhood block party and the City of Ames will close down the street, get any necessary permits, and deliver and pick up the trailer.

The trailer is stocked with tables and chairs, outdoor games, a sound system, a first-aid kit, community information, nametags, and barricades. Signage to advertise the party and fliers to invite the neighbors are available upon reservation of the trailer.

The goal of this trailer is to encourage neighborhoods that may not have a tradition of block parties to start having them, helping to connect residents to new neighbors.

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, 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

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	783,287	851,516	848,108	881,732	3.5%
Contractual	85,057	118,300	102,287	110,541	-6.6%
Commodities	11,715	11,957	11,957	9,035	-24.4%
Capital	17,223	-	20,000	10,264	
Other	-	-	-	-	
Total Expenditures	897,282	981,773	982,352	1,011,572	3.0%
Funding Sources:					
General Fund	897,282	981,773	982,352	1,011,572	3.0%
Total Funding Sources	897,282	981,773	982,352	1,011,572	3.0%
Personnel – Authorized FTE	12.30	12.30	12.30	13.30	

POLICE – EMERGENCY COMMUNICATIONS

421 -- 2535

Highlights:

Over the last several years, the Emergency Communications Center established a **data network** along with 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. The FY 10/11 budget includes the addition of a full-time dispatcher position. The additional dispatcher position is expected to reduce overtime and part-time hours, resulting in a net additional cost of \$4,649.

In 2008, the department learned that the vendor for its computer aided dispatching system, known as CAD6, would not support that product past January of 2012. This 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. A request for proposal (RFP) for a new system was distributed this year and the task force has narrowed the respondent group to the most qualified candidates and will conduct on-site interviews during January of 2010. The group hopes to have a recommendation for a new system ready during the spring of next year.

During the past year, the staff from each of the Communications Centers has begun **cross-training** to better understand the facilities and operations of its partners. This process prepares the dispatchers to work out of an alternate facility should a disaster take one of the communications centers out of service. The dispatchers have demonstrated that Ames' emergency responders could be dispatched from Story County or Iowa State University by Ames dispatchers should an emergency demand that kind of response. The exchange has also improved working relationships between the dispatchers.

The department continues to work toward establishing an **Emergency Medical Dispatching (EMD)** program. 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 in the final stages of negotiating with Mary Greeley Medical Center to share the initial and ongoing costs of this improvement. This year's budget includes \$20,000 for the City's half of the initial investment costs in EMD.

In the coming year, the Emergency Communications Center is slated to receive new, next generation radio consoles funded by a **Statewide Interoperable Communication Board Grant** and the Story County E911 Board. This equipment will prepare the Center to move to the more versatile digital information systems. The E911 Board is currently working to secure a consultant to review radio services in the county. Once complete, the Communications Center will be the first step in an upgrade process.

POLICE – EMERGENCY COMMUNICATIONS

421 -- 2535

Highlights, continued:

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Non-emergency telephone inquiries	110,231	122,017	122,000	122,000
Emergency "911" calls	21,641	23,081	23,000	23,000
Radio communications	677,862	623,771*	622,000	622,000
Cases created	27,936	28,229	29,495	29,000
State system transactions/inquiries	50,187	46,351*	46,000	46,000
 Efficiency and Effectiveness:				
Mean "pick-up" time for 911 calls (in seconds)	5.2	5.2	5.2	5.2

* MACH mobile communications installed



A YEAR OF PROGRESS!

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

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	22,548	-	5,640	-	
Contractual	7,220	-	2,000	-	
Commodities	13,842	-	589,977	3,024	
Capital	16,773	-	41,667	-	
Other	9,090	-	2,000	-	
Total Expenditures	69,473	-	641,284	3,024	
Funding Sources:					
Police Forfeiture	20,296	-	4,000	-	
Police Grants	41,939	-	635,564	3,024	
Police & Fire Donations	7,238	-	1,720	-	
Total Funding Sources	69,473	-	641,284	3,024	
Personnel - Authorized FTE	0	0	0	0	

POLICE - FORFEITURE/GRANTS

421 – 2537

Highlights:

The department has been fortunate to receive a number of state and federal grants this year that will provide a significant infusion of funds. These funds will allow the department to purchase equipment and run programs generally not otherwise possible.

During the past year, the department received a \$386,000 **Buffer Zone Protection** grant from the Department of Homeland Security. These grants are available to strengthen local law enforcement agencies that provide law enforcement services to federal facilities in their jurisdiction. Funds from this grant will be used primarily to purchase an upgrade software system to manage emergency response dispatching and records management. Funds will also be used to purchase equipment to strengthen department capabilities.

The department has also received two Department of Justice **Edward Byrne Memorial Justice Assistance Grants**. The first grant of \$166,324 is shared with the Story County Sheriff's Office and the Nevada Police Department and will provide funds for equipment and training. The second grant of \$31,465 will be used to improve the department's CyberCrime unit and train and equip new officers in latent fingerprint examination.

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.

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 also received an additional \$7,432 grant through the Department of Justice 2009 **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.

Funds acquired through the **criminal forfeiture** process will be used to promote a variety of law enforcement activities. In the past year, forfeiture funds have been used to acquire a laser radar unit for traffic enforcement, a Taser for special assignments, Yak Trax for all officers and Community Safety Officers, a new set of stop sticks for evaluation by patrol, a light meter for the Crime Free Housing program, and a digital camera and a portable printer for the Investigations Division.

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:	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Fire Admin/Support	844,729	932,983	895,913	923,109	-1.1%
Suppression/Emergency Action	3,972,282	4,085,226	4,103,736	4,252,374	4.1%
Prevention/Safety Education	115,162	121,724	121,879	126,444	3.9%
Total Operations	4,932,173	5,139,933	5,121,528	5,301,927	3.2%
 Personnel - Authorized FTE	 55.45	 55.60	 55.60	 55.60	

FIRE SAFETY ACTIVITIES

422

	2008/09	2009/10	2009/10	2010/11	% Change
Expenditures By Type:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Personal Services	4,424,233	4,620,255	4,555,091	4,810,104	4.1%
Contractual	400,212	423,143	433,288	403,393	-4.7%
Commodities	96,945	96,535	96,499	88,430	-8.4%
Capital	10,783	-	36,650	-	
Total Expenditures	4,932,173	5,139,933	5,121,528	5,301,927	3.2%
Funding Sources:					
General Fund	3,683,771	3,839,818	3,826,014	3,960,627	3.1%
Iowa State University Contract	1,229,820	1,279,940	1,275,339	1,320,208	3.1%
Haz Mat Activities	-				
MGMC Reimbursement	18,264	20,175	20,175	21,092	4.5%
Miscellaneous Revenue	318	-	-	-	
Total Funding Sources	4,932,173	5,139,933	5,121,528	5,301,927	3.2%

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

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
Expenditures:					Adopted
Personal Services	714,982	766,687	732,117	766,567	0.0%
Contractual	122,857	158,146	140,646	148,392	-6.2%
Commodities	6,890	8,150	8,150	8,150	0.0%
Capital	-	-	15,000	-	
Total Expenditures	844,729	932,983	895,913	923,109	-1.1%
Funding Sources:					
General Fund	631,543	699,737	671,935	692,332	-1.1%
Iowa State University Contract	213,186	233,246	223,978	230,777	-1.1%
Total Funding Sources	844,729	932,983	895,913	923,109	-1.1%
Personnel – Authorized FTE	6.60	6.75	6.75	6.75	

FIRE - ADMINISTRATION AND SUPPORT

422 -- 2210

Highlights:

- The Fire Department has helped take the lead in the rollout of **CodeRED**. This new reverse 911 mass notification system, purchased by the Story County E911 Board, will be integral for emergency citizen or municipality message notifications. Personnel have helped establish a city database of contact numbers, created city-wide call-back groups, and have helped educate both the public and city department heads in the importance of logging in online to ensure personal information is entered into this emergency notification system.
- After receiving a successful Assistance to Firefighters Grant to be used for mobile data computers in front-line apparatus, Fire Department personnel began preparations for initiating a **pre-plan program**. A committee was formed to develop a method for gathering pre-incident information on all commercial occupancies within the city. While committee members were researching, purchasing, and monitoring equipment installation, crews were being trained in the process of scheduling business familiarization walk-throughs, gathering data while performing pre-plans, and entering acquired information into the software data management system. Checklists were developed and implemented to assist crews with the process, which overall has resulted in good feedback from Ames' businesses.
- Fire Department personnel continued to promote safety education and awareness through community education. During **Fire Prevention Week**, personnel visited every grade school in Ames to educate children in the value of life safety and fire prevention. Fire Prevention Week culminated at North Grand Mall with an interactive event inside the mall. Thirteen firefighters spent a total of 53 hours at this event, positively impacting approximately 400 adults and children throughout the greater Ames community.
- After two years of work by the EMS Process Improvement Committee, changes implemented for AFD personnel assigned to the **medical report auditing process** have created a significant reduction in time required. The entire system is now paperless, allowing auditors to access and complete audit forms directly on the computer and transfer EMS data to Mary Greeley Medical Center by e-mail.
- Administrative staff has culminated a year-long development and implementation of a **paperless process for tracking payroll hours**. All scheduling functions - including leave taken, shift trades, and overtime scheduled – can now be entered, accessed, and altered with computer software by administrative staff. Reports are easily created, printed, and evaluated, which allows for more effective use of personnel time.
- Fire Department committee personnel released six new **Standard Operating Guidelines (SOGs)**. New SOGs included *Safety Vests*, derived from new State of Iowa legislation. New SOGs on *Seat Belt Use*, *Animal Rescue*, and *Confined Space Rescue* should assist department personnel in remaining safe and making appropriate decisions during incidents involving life safety.

FIRE - ADMINISTRATION AND SUPPORT

422 -- 2210

Highlights, continued:

	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Service Accomplishments:				
Ames businesses pre-planned/hours spent	0/39	0/372	258/473	324/594
Total presentations/hours spent in the public education (Pub-Ed) of fire safety topics	53/294	590/767	1,026/1,191	1,000/1,100
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	970/3,263	4,738/5,301	6,723/5,780	7,000/6,000
Number of City-related supervisory leadership training hours	164	253.5	33	179
Number of FD-related administrative support training hours	383	351	600	400
Newly acquired State and/or National emergency services related certifications achieved	29	23	15	20
Efficiency and Effectiveness:				
Respond to emergencies (in the City) within five minutes (departmental goal of 85% within 5 minutes or less)	87%	83.9%	85%	85%
Percentage of City limit acreage (19,983 acres) within a 5 minute or less response time (Council goal of 85%)	83%	83%	83%	83%
Maintain equipment and certify according to nationally recognized standards annual tests (pumps, ladders, hose)	100%	100%	100%	100%

ADA HAYDEN HERITAGE PARK NATURE SCULPTURE



“Restless By Nature”

Environmental artist, Patrick Dougherty, sculpts art out of nature. At the northwest corner of Ada Hayden Heritage Lake, he wove saplings, sticks, and twigs into the existing willows. Dougherty, from North Carolina, has created more than 150 sculptures in the U. S., Europe, and Asia.

The sculpture, named “Restless By Nature”, forms a meandering series of shelters with windows and views out all angles.

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

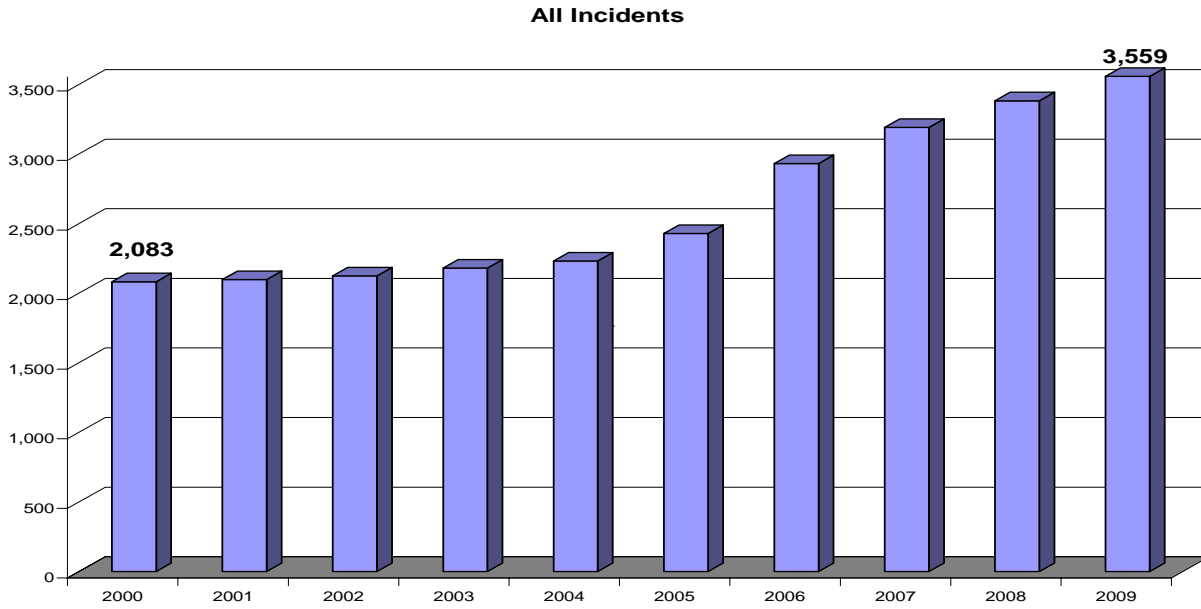
	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	3,611,558	3,752,508	3,721,903	3,936,623	4.9%
Contractual	265,847	251,183	278,684	242,321	-3.5%
Commodities	84,094	81,535	81,499	73,430	-9.9%
Capital	10,783	-	21,650	-	
Total Expenditures	3,972,282	4,085,226	4,103,736	4,252,374	4.1%
Funding Sources:					
General Fund	2,966,173	3,048,788	3,062,670	3,173,462	4.1%
Iowa State University Contract	987,527	1,016,263	1,020,891	1,057,820	4.1%
Haz Mat	-	-	-	-	
MGMC Reimbursement	18,264	20,175	20,175	21,092	4.5%
Miscellaneous Revenue	318	-	-	-	
Total Funding Sources	3,972,282	4,085,226	4,103,736	4,252,374	4.1%
Personnel - Authorized FTE	47.85	47.85	47.85	47.85	

FIRE - SUPPRESSION AND EMERGENCY ACTION

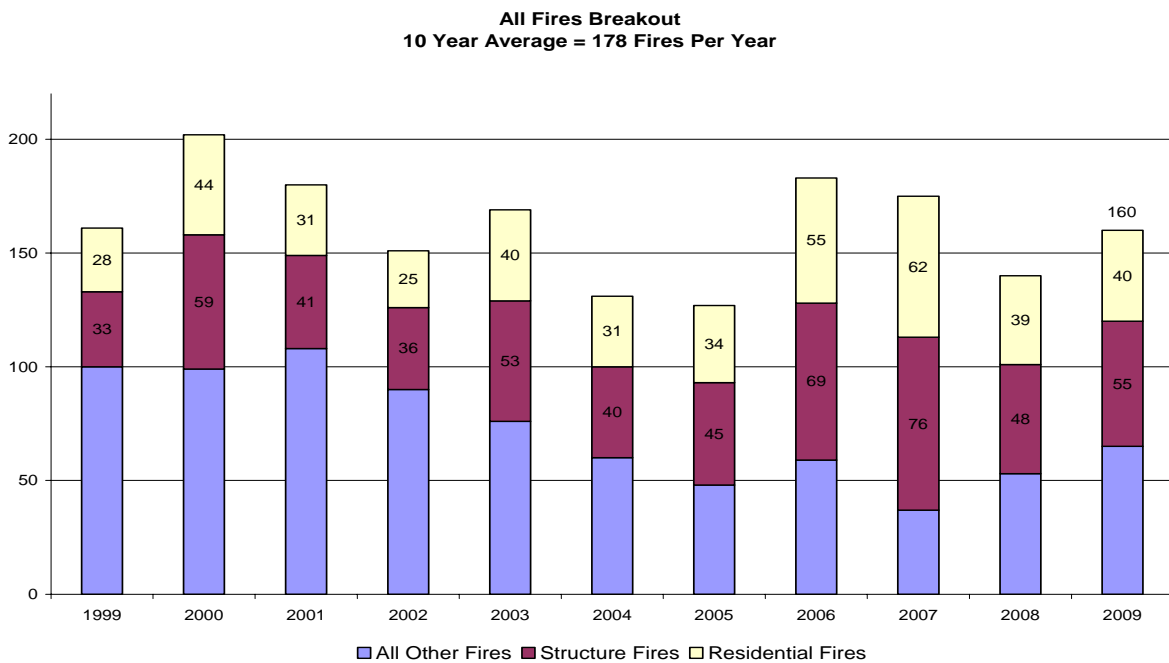
422 -- 2220

Highlights:

Incident response continues to increase; however, the increase has not been as large of a jump as in the prior years, as shown in the chart below.



Fire response varies by year with no definitive patterns emerging. The good news was that the number of fires in Ames during 2009 decreased. This year's total was below the ten-year average.



FIRE - SUPPRESSION AND EMERGENCY ACTION

422 -- 2220

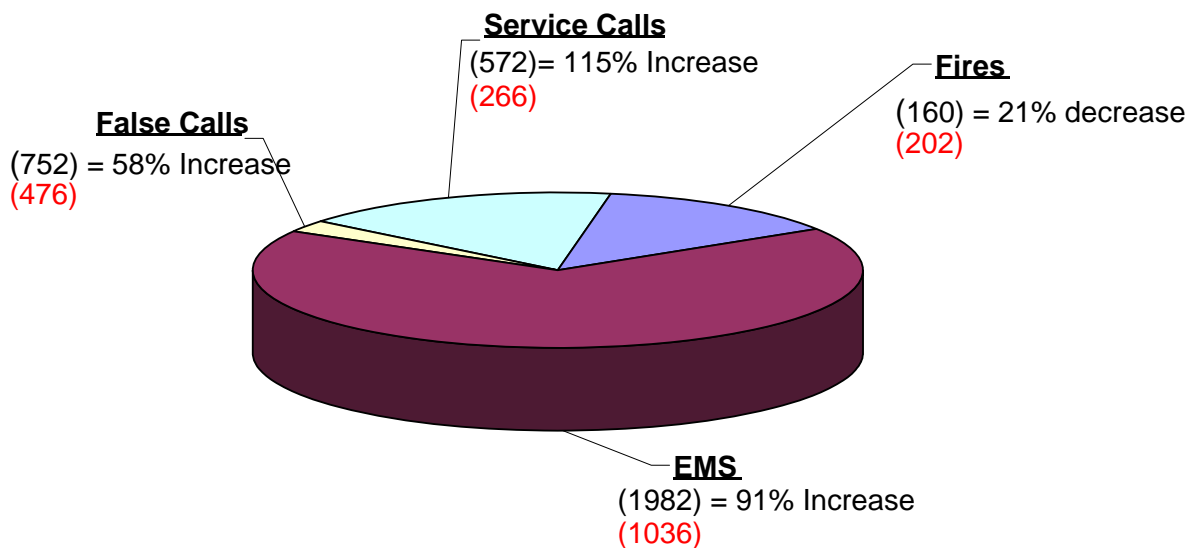
Highlights, continued:

During the last decade the largest **growth in incident types** has occurred in EMS, service calls, and false alarms.

Increase in Call Volume Breakout

(2009) 3,559 Calls (increase of 1,476 Calls or a 70.9% Increase)

(2000) 2,083 Incidents



Due to the downturn in the national economy, the return on investments for the **Municipal Fire and Police Retirement System of Iowa** has been lower. The City's contribution rate has increased 17%, and it is anticipated that the City's contribution rate in future years will be increased by double digits.

Firefighters joined with Public Works employees to train in **trench rescue** and support operations. The team interaction was positive and members from both departments learned from each other. The City of Ames acquired a trailer from Story County Emergency Management to store the rescue equipment.

FIRE - SUPPRESSION AND EMERGENCY ACTION

422 -- 2220

Highlights, continued:

	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Service Accomplishments:				
Continue to train utilizing live fire training in accordance with State and Federal standards	2	1	1	1
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	40/48	42/48
Residential fires	65	44	44	53
Structure fires	74	60	60	64
Arson fires	1	1	1	1
Unintentional and system malfunctions	493	504	540	510

FIRE - PREVENTION AND SAFETY EDUCATION

422 -- 2230

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

Service Objectives:

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

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	97,693	101,060	101,071	106,914	5.8%
Contractual	11,508	13,814	13,958	12,680	-8.2%
Commodities	5,961	6,850	6,850	6,850	0.0%
Total Expenditures	115,162	121,724	121,879	126,444	3.9%
Funding Sources:					
General Fund	86,055	91,293	91,409	94,833	3.9%
Iowa State University Contract	29,107	30,431	30,470	31,611	3.9%
Total Funding Sources	115,162	121,724	121,879	126,444	3.9%
Personnel - Authorized FTE	1.00	1.00	1.00	1.00	

FIRE - PREVENTION AND SAFETY EDUCATION

422 -- 2230

Highlights:

- Fire Inspections personnel worked closely with the **Ad-Hoc Rental Housing Committee** to successfully introduce several known fire safety concerns into the established rental code, including key box installations, fire alarm requirements, and fire extinguisher maintenance. The Fire Inspector coordinated and promoted an eight-hour certification preparation course jointly hosted by the Ames Fire Department and the Fire Service Training Bureau. This course was held specifically for rental housing owners desiring to comply with the new code requirements.
- The safety of the Greek Community is of high concern for fire prevention personnel. On a positive note, twenty-three of forty-one **Greek houses** now have installed and working fire sprinkler systems, with another four houses in some stage of installation. The Fire Inspector now devotes the entire month of October to performing initial and follow-up fire code inspections of Greek housing. The Inspector effectively resolved 350 Greek house fire code violations.
- During FY 08/09, Fire Inspections worked with the Building Official and the Building Inspections Supervisor to jointly remove several **non-compliant hood and exhaust systems** throughout Ames. Fire prevention efforts have been increased in an attempt to locate and eradicate unsafe and obsolete cooking equipment in commercial occupancies licensed to serve food. Through the perseverance of Inspections staff, 12 new fire suppression systems have replaced obsolete, non-compliant arrangements.
- Delivering **fire and life safety messages and training** to the community is a major aspect of Fire Inspections. The Fire Inspector has invested significant time in this area by assisting with fire drills, emergency planning, and fire prevention education planning. Several hours were devoted to training rental housing employees on fire protection system maintenance and other fire inspection considerations. Greek house inspections were demonstrated for ISU Environmental Health and Safety employees, and fire safety presentations were given to landlords attending the Crime Free Housing discussions.
- Fire Inspections continues to represent departmental interests and concerns in planning for shared City/ISU special events and for fire protection planning for **ISU construction projects**, such as new water service for Jack Trice Stadium, sprinkler updates to ISU Department of Energy storage buildings, the new Chemistry Building, the Bio-Resources project, and the installation of a new fire sprinkler system at the Oak Elm Dining Hall.
- Fire Inspections maintains an active role in the **quarterly bar patrol meetings** for business owners and their employees. The Inspector regularly assisted the Ames Police Department in performing occupancy load checks of bars/taverns after-hours during weekends and nights with high activity levels in the downtown and Campustown areas.

FIRE - PREVENTION AND SAFETY EDUCATION

422 -- 2230

Highlights, continued:

- Fire Inspections reviewed 100% of all **Development Review Committee** plans, performed numerous final acceptance tests of fire alarm/sprinkler systems, and ensured that adequate fire protection occurred at the phased Northwood Preschool Center project. The Inspector conducted fire/life safety inspections on 100% of all occupancies licensed by the State Fire Marshall (i.e., preschools, schools, nursing homes, health care facilities) and attended training at the Regional National Fire Academy in Champaign, Illinois; the Campus Firewatch Forum; and the Hawkeye Safety Conference.

Service Accomplishments:	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Commercial inspections/re-inspections	821/113	438/273	420/178	400/200
Educational inspections/re-inspections	45/3	27/15	36/4	30
Residential inspections/re-inspections	152/3	167/61	168/44	160
Plan reviews-consultations-complaints contacts/hours committed	108	100/83	132/114	200/250
Public education contacts/hours committed	79/217	246/341	465/939	300/400
% of Ames' elementary schools visited for Fire Prevention Week	100%	100%	100%	100%
Violations discovered/corrected	1,556/?	1,346/960	1,624/828	1,500/800
Efficiency and Effectiveness:				
Civilian fire deaths	0	0	0	0
Civilian fire injuries	2	2	2	2



A YEAR OF PROGRESS!

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

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	851,585	893,674	792,982	728,771	-18.5%
Contractual	117,808	135,075	139,412	141,732	4.9%
Commodities	7,359	12,775	11,738	13,050	2.2%
Capital	-	-	-	-	
Total Expenditures	976,752	1,041,524	944,132	883,553	-15.2%
Funding Sources:					
General Fund	157,818	97,856	265,109	200,706	105.1%
Building Permit	343,593	461,440	237,964	238,388	-48.3%
Electrical Permit	108,353	111,343	74,663	74,772	-32.8%
Mechanical Permit	52,117	47,636	51,785	51,785	8.7%
Plumbing Permit	83,185	80,308	79,935	79,935	-0.5%
Sidewalk Permit	-	400	400	400	0.0%
Sign Permit	12,710	9,000	8,334	8,334	-7.4%
Misc. Housing Inspection	1,800	-	-	-	
Rental Housing	217,096	233,541	225,942	229,233	-1.8%
Apprentice License Fee	80	-	-	-	
Total Funding Sources	976,752	1,041,524	944,132	883,553	-15.2%
Personnel - Authorized FTE	11.15	11.00	11.00	11.00	

FIRE - BUILDING SAFETY

423

Highlights:

- The revised **Ames Rental Housing Code** was enacted in July of 2009. The division developed new inspection procedures, checklists, and reporting methods to implement the new code. Landlord training in new code highlights was offered and inspections began under the new code in the fall of 2009. The new Property Maintenance Appeals Board established by this code was appointed and began regular monthly meetings.
- Work on the Rental Housing 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 regarding possible adoption of a Property Maintenance Code. An ad hoc **Private Residential Property Maintenance Committee** was created to study the matter. The ad hoc committee has recommended alternatives to address exterior property maintenance issues that will be presented for Council discussion in spring 2010.
- FY 10/11 building project valuations and building permit revenues are projected to continue about the same as FY 09/10. This decrease in total permit revenues for these two years creates a funding deficit. Actions proposed in this budget include the following:
 - 1) reduce one full-time staff position by holding a vacant Building Inspector position open;
 - 2) reduce a second full-time staff position by contracting the services of one Inspector to other departments for specific project management, supervision, or inspection services for a period expected to be one year or longer until new building construction and permit revenues rebound;
 - 3) reduce staff by eliminating a one-half time Clerk position;
 - 4) reduce Inspector training expense to the minimum required to maintain professional certifications; and
 - 5) reduce all discretionary expenditures, and defer computer replacements to a future year
- Despite a decrease in new home construction and new commercial building construction in Ames, which has resulted in a serious decline in permit revenue, all **other building activity has remained strong**. For example, commercial and residential interior remodels, additions, and similar building improvements continued at a constant level for the first five months of FY 09/10. These projects generate less permit revenue per permit than new homes or new commercial buildings, but generally require more inspections per permit.
- Staff began work with the **combined Building, Electrical, and Plumbing/Mechanical Boards** on the adoption of the 2009 International Codes and will submit recommended updates to the Ames Building, Electrical, Mechanical, and Plumbing Codes to Council for discussion in spring 2010.

FIRE - BUILDING SAFETY

423

Highlights, continued:

Service Accomplishments:	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
<u>Building Inspections</u>				
Building plans reviewed	604	620	555	555
Building permits issued	737	682	615	615
Building inspections performed	4,019	3,238	3,350	3,350
Electrical permits issued	660	608	670	670
Electrical inspections performed	1,364	1,350	1,455	1,455
Mechanical permits issued	629	637	990	990
Mechanical inspections performed	1,043	1,016	1,220	1,220
Plumbing permits issued	1,036	1,234	1,425	1,425
Plumbing inspections performed	2,644	2,657	2,560	2,560
Sign permits issued	120	141	145	145
Total inspections performed	12,856	12,183	12,985	12,985
<u>Rental Inspections</u>				
Rental housing units registered	11,563	11,841	11,900	12,020
Rental inspections performed	5,384	4,305	3,000	3,000
<u>Neighborhood Inspections</u>				
Neighborhood concerns identified	332	472	470	470
Identified by citizens (reactive)	266	284	280	280
Identified by Inspector (proactive)	67	202	200	200
Total of inspections necessary to address cases	834	1,504	1,500	1,500

NON-FERROUS METAL RECOVERY SYSTEM

The Arnold O. Chantland Resource Recovery Plant takes in garbage from Ames and twelve surrounding communities and separates the combustible material into refuse derived fuel (RDF). The RDF is sold as a supplemental fuel to the Ames Electric Utility. Ferrous metals are separated and sold on the scrap market for recycling.

A non-ferrous metal recovery system was recently added to recover metals such as aluminum, copper, and stainless steel. These metals previously were hauled to the landfill.

This photo shows part of the system being hoisted through the side of the building.



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

	2008/09	2009/10	2009/10	2010/11	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	337,223	403,279	413,794	425,679	5.6%
Contractual	160,033	163,588	161,211	154,057	-5.8%
Commodities	117,340	101,350	110,950	99,600	-1.7%
Capital	13,920	13,223	12,223	18,100	36.9%
Total Expenditures	628,516	681,440	698,178	697,436	2.3%
Funding Sources:					
General Fund	788	-	-	-	
External Labor Reimbursement	27,142	28,500	26,927	27,643	-3.0%
Road Use Tax Fund	600,586	652,940	671,251	669,793	2.6%
Total Funding Sources	628,516	681,440	698,178	697,436	2.3%
Personnel - Authorized FTE	6.07	6.07	6.07	6.07	

TRAFFIC MAINTENANCE

424 – 73

Highlights:

Each year, traffic signal staff replaces hundreds of incandescent bulb signal indications with **light-emitting diode (LED) lamps**. Most recently, staff has been and will continue to focus on replacing lamps in the pedestrian heads before focusing on the yellow lights. A typical signalized intersection with incandescent bulbs costs an average of \$1,174 per year. With installation of LED lamps, the average cost is \$430 per year. Considering that the City has sixty-three traffic signals, this equates to a reduction in power consumption costs of over \$46,800.

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 due to normal wear-and-tear and 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. The City of Ames made application during the summer of 2009 for a Quiet Zone on the east/west mainline corridor. If approved by FRA, the Quiet Zone may be effective spring/summer 2010. As part of the Quiet Zone, the current wayside horns will become inactive.

Staff members are responsible for the maintenance of roadway markings. Through utilization of technologies such as the Graco Line Driver (a motorized attachment for paint machines) 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.

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
# of signalized intersections in City	59	63	64	68
LED bulbs installed	269	207	225	230
Utility locates	195	155	175	175
# of signs in City	9,274	9,441	9,500	9,700
# of lane miles painted	66.0	68.0	69.0	72.0
# of crosswalks painted	691	702	702	705
Gallons of traffic paint used	1,880	2,110	2,225	2,250
Pounds of reflective beads used	5,000	7,500	7,600	7,700
Efficiency and Effectiveness:				
Average # of sign repairs/week	12	17.7	20	22
Average # of service calls/signalized intersection	7.3	5.9	6.0	6.0
Signs serviced	644	925	900	875
% of time automated train horns are operational	99%	99%	100%	N/A
Cost per mile, pavement markings	\$0.22	\$0.23	\$0.25	\$0.25

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

	2008/09	2009/10	2009/10	2010/11	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Personal Services	49,907	106,489	80,575	120,377	13.0%
Contractual	18,881	23,782	60,589	50,013	110.3%
Commodities	4,113	450	4,512	800	77.8%
Capital	4,750	5,416	17,750	4,750	-12.3%
Total Expenditures	77,651	136,137	163,426	175,940	29.2%
Funding Sources:					
Road Use Tax Fund	77,651	76,137	108,038	103,126	35.4%
General Fund/MPO	-	60,000	55,388	72,814	21.4%
Total Funding Sources	77,651	136,137	163,426	175,940	29.2%
Personnel - Authorized FTE	1.45	1.45	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, intersection improvements, as well as roadway improvements required by new commercial, industrial, and residential developments within the City. In FY 2009/10, twenty-five percent of the Traffic Engineering responsibility has shifted to **administration of the Ames Municipal Airport**.

A Transportation Planner has been added to Traffic Engineering. This full-time Transportation Planner assists the Traffic Engineer with the increasing responsibilities of the **Ames Area Metropolitan Planning Organization (AAMPO)**. The position receives 80 percent reimbursement from Federal Transportation funding.

The **update to the Long-Range Transportation Plan** began in FY 2008/09 and will continue through FY 2010/11. The Traffic Engineer is leading this community-wide effort, which will ultimately identify transportation improvements needed to support the City Council’s adopted Land Use Policy Plan. In addition to roadway improvements, this plan also incorporates pedestrian, bicycle, and transit improvements.

In FY 2008/09, the City implemented a GIS-based **pavement management system**. To develop the system, automated data collection of information on cracking, rutting, roughness, potholes and rideability is performed on an annual basis. Additionally, high resolution video of the road right-of-way is captured every three years. On average, the City spends approximately \$20,000 annually to maintain and develop the system. The pavement management system provides a rapid, objective assessment of pavement conditions to help support decision making to better plan and manage road pavement reconstruction and maintenance activities.

Service Accomplishments:	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
# of meetings regarding specific capital projects	130	150	160	170
# of other citizen contacts handled	595	600	610	625
# of meetings with ISU students on class projects	5	25	10	10
# of parking waivers processed	N/A	34	42	45
# of block party requests reviewed	N/A	47	51	55
# of oversized load permits reviewed	N/A	26	36	40
 Efficiency and Effectiveness:				
Average time to respond to citizens (days)	0.5	1.0	1.0	1.0
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.

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	1,832	12,000	8,000	8,000	-33.3%
Contractual	647,918	637,000	682,000	716,000	12.4%
Commodities	581	-	-	-	
Total Expenditures	650,331	649,000	690,000	724,000	11.6%
Funding Sources:					
Street Lights – General Fund	647,603	635,000	680,000	714,000	12.4%
Civil Defense – General Fund	2,728	14,000	10,000	10,000	-28.6%
Total Funding Sources	650,331	649,000	690,000	724,000	11.6%
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:	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Fire:					
Miscellaneous Fire Donations	2,800				
Fire Station #1 Renovation	5,653		5,000		
Fire Station #2 Renovation	16,155				
FEMA – Mobile Data Terminal	557		51,000		
Fire Engine #2				531,000	
Sub-Total	25,165		56,000	531,000	
Police:					
Police Radio Consoles				167,961	
Police CAD/Dispatching		208,913	208,913		
Mobile Data Terminals	6,088		13,912		
Firearms Training Range		102,000	102,000		
Sub-Total	6,088	310,913	324,825	167,961	
Electric:					
Outdoor Storm Warning System	143,235		71,765		
Sub-Total	143,235		71,765		
Traffic/Engineering:					
Signal L-Way/Sheldon Avenue	5,797		119,173		
Skunk River Trail SE 16 th /L-Way	32,309		517,691		
Shared Path Ontario	1,351		42,735		
Long-Range Transportation Plan	51		399,949		
Skunk Rvr Trail E L'Way Srv				750,000	
RR Crossing 9 th & UPRR			137,500		
Signal 28 th & Grand				195,000	
Signal S. Dayton/S.E. 16 th				160,000	
NE Area Shared Use Path		500,000	500,000		
20 th & Grand Intersection				50,000	
Traffic Calming Study				50,000	
US 69 Improvements 13 th /Grand	200,631		36,165		
Shared Use Path Lighting/Signs				17,055	
Signal L-Way and Ash	125	175,000	174,875		
Multi-Modal Safety Study		50,000	50,000		
Traffic Engineering Studies	9,324		45,676		
RR Quiet Zone Improvements	14,552		81,513		
Signal L-Way/Welch	141,764				
RR Crossing 20 th /UPRR	83,577		53,923		
RR Crossing 16 th /UPRR			137,500		
RR Medians North-South		100,000	100,000		
Skunk River Trail Ext AHHP	18,459		381,377		
Oakwood Road Shared Path			74,263		
Skunk River Trail HYSC-SE 16 th		250,000			
Stim SR Trail 13 th -Carr	7,983		182,097		

PUBLIC SAFETY CIP

429

Activities:	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Traffic/Engineering, cont.:					
Cedar Lane Developer Escrow	68,531		9,282		
Path Grand Ave/20 th -Murray	185,947		7,503		
07/08 Traffic Signal L-Way/Lynn	120,462				
Walkway west side N. Dakota	19,050		315,801		
Walkway east side N. Dakota			133,312		
Sub-Total	909,913	1,075,000	3,500,335	1,222,055	
Total CIP	1,084,401	1,385,913	3,952,925	1,921,016	38.6%



A YEAR OF PROGRESS!



A YEAR OF PROGRESS!

POWER LINE CONSTRUCTION PROJECT

The City of Ames Electric Services Department constructed a 161,000-volt power line between the Stange Road Substation and the Ames Power Plant, following the existing 69,000-volt line. This project provides valuable backup capability for system reliability. The new line allows the City to import adequate power to continue service to its customers during maintenance outages at the Power Plant.



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.

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Use of Funds:					
Resource Recovery	2,932,301	3,324,976	3,210,299	3,330,556	0.2%
Water Utility	4,191,383	4,785,852	4,842,237	4,743,730	-0.9%
Storm Sewer Maintenance	202,502	259,244	252,559	320,902	23.8%
Wastewater Disposal	3,062,885	3,295,634	3,310,139	3,547,410	7.6%
Electric Operations	35,296,815	46,538,395	40,951,240	48,003,086	3.1%
Utility Customer Service	1,310,676	1,424,978	1,406,734	1,446,366	1.5%
Total Operations	46,996,562	59,629,079	53,973,208	61,392,050	3.0%
Utilities CIP	11,469,135	20,414,895	24,034,116	25,780,305	26.3%
Total Expenditures	58,465,697	80,043,974	78,007,324	87,172,355	8.9%
Personnel - Authorized FTE	159.78	159.78	159.78	159.78	

UTILITIES

480

	2008/09	2009/10	2009/10	2010/11	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	
Personal Services	12,673,064	14,184,854	13,827,993	14,563,379	2.7%
Contractual	20,161,064	24,082,548	24,445,736	26,975,841	12.0%
Commodities	16,644,486	21,362,192	16,050,097	20,028,757	-6.2%
Capital	8,898,266	20,220,200	23,485,957	25,365,570	25.4%
Other Expenditures	88,817	194,180	197,541	238,808	23.0%
Total Expenditures	58,465,697	80,043,974	78,007,324	87,172,355	8.9%
Funding Sources:					
Project Share	21,982	18,075	21,500	21,500	18.9%
Water	5,427,244	7,120,700	9,285,685	6,276,898	-11.8%
Sewer	4,460,139	6,693,766	8,118,594	6,050,462	-9.6%
Sewer Improvements	-	-	-	2,450,000	
Electric	40,354,650	60,765,618	53,844,037	64,214,777	5.7%
Storm Sewer Utilities	794,608	832,689	1,343,432	889,762	6.9%
Resource Recovery	4,392,515	3,738,126	3,855,398	3,828,956	2.4%
G.O. Bonds	3,014,559	875,000	1,538,678	-	-100.0%
Electric Revenue Bonds	-	-	-	-	
Water Construction	-	-	-	3,440,000	
Total Funding Sources	58,465,697	80,043,974	78,007,324	87,172,355	8.9%

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

	2008/09	2009/10	2009/10	2010/11	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	1,000,876	1,125,670	1,130,746	1,191,358	5.8%
Contractual	1,641,020	1,805,556	1,685,498	1,684,443	-6.7%
Commodities	290,405	264,680	280,987	284,730	7.6%
Capital	-	16,000	-	19,265	20.4%
Other	-	113,070	113,068	150,760	33.3%
Total Expenditures	2,932,301	3,324,976	3,210,299	3,330,556	0.2%
Funding Sources:					
Resource Recovery	2,932,301	3,324,976	3,210,299	3,330,556	0.2%
Total Funding Sources	2,932,301	3,324,976	3,210,299	3,330,556	0.2%
 Personnel - Authorized FTE	 15.00	 15.00	 15.00	 15.00	

RESOURCE RECOVERY OPERATIONS

481

Highlights:

For FY 2010/11, 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 and passenger vans are \$8.00; and pickups or vehicles with trailers are \$22.00. These rates have been maintained since FY 2002/03.

A feasibility study is being considered to explore turning municipal solid waste and yard waste into a synthetic fuel. Options for future construction and demolition disposal will also be explored.

Three properties on Borne Avenue east of the plant have been purchased; a recyclables building with parking will be constructed on the site in FY 2010/11.

Staff will continue to work on reducing the rejects, currently 12,109 tons or 23%, that are sent to the landfill. To help in that effort, an eddy current system and an induction sorting system have been added to the mix of machinery at the plant. These machines capture brass, aluminum, copper, and stainless steel from the reject stream, materials that previously would have gone to the landfill. It is expected that these new systems will capture 200 tons of material per year to sell for scrap rather than be placed in the landfill.

The #2 mill grate size has been reduced in order to send a better, smaller product to the Power Plant.

Staff is investigating grinding bulky rejects outside of the current system so that some of those materials can be used for refuse derived fuel (RDF) rather than be placed in the landfill.

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Tons of refuse into plant (tons available)	57,905	54,895	56,505	58,000
ISU tons into plant	3,946	4,085	3,204	4,000
Tons of refuse processed	52,482	50,057	50,000	53,000
Pounds of HHM* collected	9,580	11,228	10,000	10,000
Tons of glass recycled	106	124	130	140
Tons of metal recycled	2,055	2,106	2,200	2,300
Average # of vehicles/free yard waste day	1,174	843	900	900
Efficiency and Effectiveness:				
% of available materials processed	91%	91%	90%	93%
Tons processed/operation hour	19.43	23.44	22.00	22.00
Processing costs/processed tons (including ISU)	\$51.26	\$56.43	\$61.75	\$59.77
Total expenses/processed tons (including ISU)	\$53.60	\$58.58	\$66.64	\$64.30
Reject disposal rate/ton	\$40.50	\$41.50	\$41.50	\$41.50
% of available materials that are sent to the landfill as rejects	26%	25%	23%	22%
Reject transportation rate/ton	\$11.69	\$12.67	\$12.00	\$13.00
Average cost/user free yard waste day	\$2.55	\$4.74	\$4.00	\$4.00

* Household Hazardous Materials

WATER OPERATIONS

482 -- 35

Activity Description:

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

Activities:	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Water Admin	613,346	694,852	676,156	677,297	-2.5%
Production	363,680	427,081	416,841	451,973	5.8%
Treatment	1,245,678	1,630,351	1,746,606	1,566,537	-3.9%
Laboratory	162,831	178,761	180,431	190,702	6.7%
Pumping	274,208	258,959	257,620	267,260	3.2%
Metering/Cross Connection	696,086	689,338	685,129	708,303	2.8%
Total Operations	3,355,829	3,879,342	3,962,783	3,862,072	-0.4%
 Personnel – Authorized FTE	 19.00	 19.00	 19.00	 19.00	

WATER OPERATIONS

482 -- 35

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	1,542,703	1,614,464	1,612,168	1,658,214	2.7%
Contractual	1,102,338	1,466,243	1,609,622	1,454,725	-0.8%
Commodities	683,591	771,125	713,395	732,535	-5.0%
Capital	25,687	26,000	26,000	15,000	-42.3%
Other	1,510	1,510	1,598	1,598	5.8%
Total Expenditures	3,355,829	3,879,342	3,962,783	3,862,072	-0.4%
Funding Sources:					
Water	3,165,999	3,598,131	3,683,739	3,574,130	-0.7%
Sewer	189,830	281,211	279,044	287,942	2.4%
Total Funding Sources	3,355,829	3,879,342	3,962,783	3,862,072	-0.4%

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)

	2008/09	2009/10	2009/10	2010/11	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	489,584	508,248	515,332	523,189	2.9%
Contractual	114,460	178,854	152,824	148,108	-17.2%
Commodities	4,992	5,750	6,000	6,000	4.3%
Capital	4,310	2,000	2,000	-	
Total Expenditures	613,346	694,852	676,156	677,297	-2.5%
 Funding Sources:					
Water	613,346	694,852	676,156	677,297	-2.5%
Total Funding Sources	613,346	694,852	676,156	677,297	-2.5%
 Personnel - Authorized FTE	 5.00	 5.00	 5.00	 5.00	

WATER ADMINISTRATION

482 -- 3501

Highlights:

The **Water Treatment Plant Infrastructure and Capacity Needs Assessment** concluded in July when Council endorsed a plan to construct a new 15 MGD lime softening plant. In the coming months, the detailed design for the plant will be developed, looking toward an early 2011 bid. Staff has spent considerable time touring other treatment facilities talking with vendors, suppliers, and other plant operators about the advantages and disadvantages of various types of equipment. This has been invaluable in identifying design details for the new plant. In July 2009, a 10 percent rate increase was implemented. This is part of a multi-year rate adjustment necessary to fund the new Water Plant project, estimated at \$49 million. A 10 percent increase is included effective July 2010.

Water demand was down for a second consecutive year in 2009. While both 2008 and 2009 had relatively wet summers, there is growing evidence that the combination of the **Seasonal Rate Structure** (implemented in 2008) and the **Smart Water Conservation Program** (initiated in 2007) have contributed to the lower demands. In 2010, a new Smart Water activity is planned. An open house-style Clean Water Festival will be sponsored jointly with the stormwater and wastewater utilities. Other marketing activities include a continuation of the rain barrel rebate program (jointly funded with Public Works), conservation materials provided to area classrooms (jointly funded with Electric Services), and promotional materials distributed during the Council-sponsored ISU Welcome Back event. Funds are included in FY 10/11 for a new, smaller water trailer that can be easily taken to community events.

The current-year budget includes funds for **Water Quality Testing at Ada Hayden Park**. The monitoring began in 2000. The current contract began in May 2009 and will continue through the summer of 2010. Funds in the FY 10/11 budget request will complete the work currently under contract but do not include an extension of the monitoring program at this time.

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Total revenue, \$ million	6.735	6.931	7,435	8,063
Water pumped to mains, billion gallons/year	2.30	2.05	2.33	2.35
CIP project load, \$ million	2.050	3.123	2.772	4.605
Efficiency and Effectiveness:				
Typical single-family water bill (600 cf/mo), \$	15.64	15.64	17.47	19.22
Median of IA cities >10,000 population, \$	15.64	15.64*	17.47	17.47*
Typical commercial bill (10,000 cf/mo), \$				
Summer	168.20	220.20	238.20	262.02
Winter	168.20	171.20	189.20	208.12
Median of Iowa cities >10,000 pop., \$	197.77	197.77*	207.00	207.00*

* Rate survey data are updated every two years.

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

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	66,431	71,429	71,431	74,110	3.8%
Contractual	267,422	309,992	299,912	346,865	11.9%
Commodities	17,152	20,150	19,900	17,400	-13.6%
Capital	11,165	24,000	24,000	12,000	-50.0%
Other Expenditures	1,510	1,510	1,598	1,598	5.8%
Total Expenditures	363,680	427,081	416,841	451,973	5.8%
Funding Sources:					
Water	363,680	427,081	416,841	451,973	5.8%
Total Funding Sources	363,680	427,081	416,841	451,973	5.8%
Personnel - Authorized FTE	1.00	1.00	1.00	1.00	

WATER PRODUCTION

482 -- 3510

Highlights:

Using data generated from an ongoing Water Supply Capacity Study, staff developed a **Source Water Protection Ordinance** to help protect the City's 22 potable supply wells from contamination resulting from man-made surface water impoundments. This ordinance was approved by Council in late summer 2009.

Completion of the **Raw Well Water Transmission Pipeline** in the summer of 2009 has increased the capacity of the existing wells to an estimated 12.5 million gallons per day (MGD). Future source water development tasks include the purchase of ground for a new well field, with the subsequent construction of the new well field dictated by growth in demand or by the need to replace existing wells.

An annual **Well Rehabilitation Program** is continued in the budget request (\$146,000). 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 the City's existing wells and significantly helps postpone the need for replacement wells. Four wells are scheduled for rehabilitation in FY 09/10, and another five wells are scheduled for FY 10/11. A multi-year project to replace the well meters will conclude in FY 10/11 (\$10,500).

Staff was able to secure a **Hazard Mitigation Grant** (\$20,397) from the State of Iowa to cover 90 percent of the cost to relocate the electronics and controls for two wells located in flood-prone areas along Squaw Creek. An additional well will have the controls relocated in FY 10/11 (\$12,000), although this well will not be eligible for a grant. Structural repairs are also planned for the meter vault for Well No. 13 (\$12,000).

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Potable supply – # of wells	22	22	22	22
Average day pumpage, MGD	6.05	5.92	6.00	6.06
Peak day pumpage, MGD	8.9	9.01	9.1	9.2
Estimated raw water capacity, MGD	11.5	12.5	12.5	12.5
Number of wells rehabilitated	5/22	5/22	4/22	5/22
Efficiency and Effectiveness:				
Electrical efficiency				
kW-hr/million gallons pumped	870	791	800	800
Average day of peak month (MGD)	7.63	6.83	6.9	7.0
% of raw water capacity	66	55	55	56

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

	2008/09	2009/10	2009/10	2010/12	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	494,645	517,702	508,107	527,170	1.8%
Contractual	296,874	552,399	739,929	516,787	-6.4%
Commodities	443,964	560,250	498,570	519,580	-7.3%
Capital	10,195	-	-	3,000	
Total Expenditures	1,245,678	1,630,351	1,746,606	1,566,537	-3.9%
Funding Sources:					
Water	1,245,678	1,630,351	1,746,606	1,566,537	-3.9%
Total Funding Sources	1,245,678	1,630,351	1,746,606	1,566,537	-3.9%
Personnel - Authorized FTE	6.00	6.00	6.00	6.00	

WATER TREATMENT

482 -- 3520

Highlights:

After several years of high volatility, the cost for **water treatment chemicals** appears to have stabilized. This has allowed a reduction in the current-year estimate for chemicals (-\$70,430) and in next year's request (-\$39,720).

The budget is beginning to reflect a transition from investing in the existing water treatment plant to **preparing for a new treatment facility**. Annual maintenance support for the current SCADA software has been dropped (-\$10,000) in anticipation of a complete controls replacement in the new plant, with the funds being redirected to needed SCADA computer replacements that cannot be deferred until a new plant comes online.

Disposal of the lime residuals (the by-product of lime softening) is accomplished by contracting for land application. Because of the wet fall and early winter last year, a significant portion of the FY 08/09 contract (\$218,109) was left incomplete. The lagoons used to hold the material have only slightly more than one year's capacity, so the work from last year must be rolled over into the current year. This results in a substantial drop in last year's contractual expenses and a corresponding substantial increase in current year expenses. The contractual expenses for FY 10/11 reflect a more normal level of lime residual disposal activity.

	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 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	2.13	2.04	2.09	2.09
Number of visitors touring Water Plant	401	540	550	550
Efficiency and Effectiveness:				
Peak 3-day average demand, MGD	9.1	7.7	9.2	9.3
As a % of treatment capacity	76	64	77	78
Operating budget, \$ per MG treated	1,473	1,645	1,908	1,870
Energy efficiency, kW-hr/MG treated	328	320	320	320
Lime residual disposal, wet tons/year	24,869	6,422	49,578	24,000
Wet tons/MG treated	11.68	3.15	23.72	11.48

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

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Contractual	162,831	178,761	180,431	190,702	6.7%
Total Expenditures	162,831	178,761	180,431	190,702	6.7%
Funding Sources:					
Water	162,831	178,761	180,431	190,702	6.7%
Total Funding Sources	162,831	178,761	180,431	190,702	6.7%
Personnel – Authorized FTE	0	0	0	0	

WATER LABORATORY

482 -- 3540

Highlights:

The current year adjustment includes a request to purchase water treatment tanks (\$2,500) used to produce ultra-pure laboratory water. These tanks have been leased for a number of years; but with a pay-back period of only 13 months, it is cost-effective to own them outright. An operating capital request is included for FY 10/11 to replace a 30-year-old steam pressure sterilizer used for bacterial analyses (\$8,000).

Highlighted activities performed during the past fiscal year include conducting a special study of naturally occurring ammonia in the potable supply wells, performing additional testing of special parameters to support decisions made in the selection of the appropriate treatment scheme for the new Water Treatment Plant, special bacterial monitoring during construction of the new elevated water tank at State and Mortensen and the new well line loop, and working with Public Works to offer training sessions on pipeline disinfection procedures for plumbers and contractors who do work in Ames.

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Consecutive years certified	11	12	13	14
Bacterial water quality analyses				
Distribution system monitoring	772	730	730	770
New service lines/mains	81	122	100	100
Efficiency and Effectiveness:				
Total samples received	3,001	3011	3,010	3,010
Number of in-house analyses	15,778	15,800	15,800	15,800
% completed in-house	95	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

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	66,435	71,429	71,431	74,110	3.8%
Contractual	203,890	183,030	177,739	187,700	2.6%
Commodities	3,883	4,500	8,450	5,450	21.1%
Capital	-	-	-	-	
Total Expenditures	274,208	258,959	257,620	267,260	3.2%
Funding Sources:					
Water	274,208	258,959	257,620	267,260	3.2%
Total Funding Sources	274,208	258,959	257,620	267,260	3.2%
 Personnel – Authorized FTE	 1.00	 1.00	 1.00	 1.00	

WATER PUMPING

482 -- 3550

Highlights:

A **new elevated water storage tank** at State and Mortensen (SAM) was completed and placed in service during the summer of 2009. Now that this tank is operable, the Bloomington Road Elevated Tank (BRET) will be temporarily taken out of service to allow the installation of a mixing system and for the 20-year-old tank to be repainted. When work on the BRET tank is completed, the SAM tank will be taken out of service to be cleaned (\$3,500) and a two-year warranty inspection performed.

Accurate measurement of the volume of water being delivered to our customers is an important metric. To ensure the accuracy of these crucial meters, money is budgeted annually for a factory recalibration of one of the high service pump station's meters (\$2,000).

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Peak day demand, MGD	9.1	8.0	9.2	9.3
As a % of high service pump capacity	57	50	58	58
 Water pumped to west zone (MGY)	 329	 326	 330	 333
As a % of total water pumped	14	16	15	15
 Efficiency and Effectiveness:				
Energy efficiency, kW-hr/million gallon				
High service pump station (east zone)	903	980	980	1078
SAM pump station (west zone)	448	419	430	430

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

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	425,608	445,656	445,867	459,635	3.1%
Contractual	56,861	63,207	58,787	64,563	2.1%
Commodities	213,600	180,475	180,475	184,105	2.0%
Capital	17	-	-	-	
Total Expenditures	696,086	689,338	685,129	708,303	2.8%
Funding Sources:					
Water	506,256	408,127	406,085	420,361	3.0%
Sewer	189,830	281,211	279,044	287,942	2.4%
Total Funding Sources	696,086	689,338	685,129	708,303	2.8%
Personnel - Authorized FTE	6.00	6.00	6.00	6.00	

WATER METERING/CROSS CONNECTION CONTROL

482 -- 3560

Highlights:

The current-year budget completes a funding shift for the Water Meter Division, with 45 percent of the metering expenses (\$271,172) being covered from the wastewater utility. Revenues for the division are partially generated by the meter setting fees charged at the time of the initial meter installation. This fee provides for the perpetual maintenance of the meters at no cost to the individual customer. With the downturn in construction activity, the revenues from meter settings are down significantly; less than one-third of what they were at their peak (FY 05 - \$154,195; FY 10 - \$55,000 estimate).

The primary responsibility for the Water Meter 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. A goal of eight percent is projected for the next two years which can be accomplished until there is a significant increase in new meters added to the system.

The **Cross-Connection Control Program** is now tracking approximately 2,065 assemblies that are required to be tested annually. The Cross-Connection Control Coordinator has made progress with the **Clear Water Diversion Program** by working with property owners to complete as many conversions as possible with the funds available. This program solely benefits the wastewater utility. The current-year budget reflects a transfer of 10 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.

	2007/08	2008/09	2009/10	2010/11
Service Accomplishments:	Actual	Actual	Adjusted	Projected
Meters in service (end of year)				
Primary meters	16,553	16,706	16,829	16,879
Yard meters	<u>1,748</u>	<u>1,770</u>	<u>1,800</u>	<u>1,820</u>
Total	18,301	18,476	18,629	18,699
 Total service orders completed	 2,559	 2,604	 2,889	 2,800
 Cross-connection control program				
Number of backflow devices in service	1,949	2,065	2,181	2,256
Number of irrigation systems in service	545	571	585	615
 Efficiency and Effectiveness:				
Meter change-out program				
Routine meter changes	1,391	1,482	1,464	1,500
As a % of total inventory	7.6	8.0	7.9	8.0
Non-routine meter changes	152	104	96	75
 Unaccounted-for water, %	 9.7*	 1.9**+	 8.0	 8.0
 Average cost per meter in service, \$ (operating expenses/total meters)	 32.22	 33.40	 32.35	 33.45

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

** High Service Pump Station meters were replaced with new measuring elements.

+ Public Works Utility Maintenance has implemented more accurate estimating and tracking of their water use.

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

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	535,599	555,292	556,403	574,396	3.4%
Contractual	192,132	203,821	202,324	196,462	-3.6%
Commodities	109,517	134,510	112,040	110,800	-17.6%
Capital	-	12,887	8,687	-	
Other	-	-	-	-	
Total Expenditures	837,248	906,510	879,454	881,658	-2.7%
Funding Sources:					
Water	796,632	864,149	837,788	839,798	-2.8%
Sewer	40,616	42,361	41,666	41,860	-1.2%
Total Funding Sources	837,248	906,510	879,454	881,658	-2.7%
Personnel - Authorized FTE	7.40	6.40	6.40	6.40	

WATER DISTRIBUTION MAINTENANCE/UTILITY LOCATING

482 -- 8283

Highlights:

In FY 2009/10 and FY 2010/11, \$6,000 has been shifted from the cost of buying rock and other street material used for water main replacement to the cost of **crushing used concrete**. This process will result in more available material for this activity than could have been purchased in the market at the same cost.

The cost of **pipe fittings and other parts for mains and valves** has not increased as much as originally expected. Therefore, to reflect this trend, the FY 2009/10 budget has been decreased by \$15,000 and the FY 2010/11 budget continues at the decreased level.

The somewhat stable number of **locates** continues to reflect the depressed economy.

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Miles of water main in system	235	236	238	240
Water main breaks	44	29	30	30
Rusty water complaints	8	10	10	10
Water main abandonments	6	8	10	10
Fire hydrants in system	2,628	2,668	2,700	2,740
# of valves in system	3,937	3,976	4,000	4,000
Fire flow tests	5	12	10	10
Bacteriological tests (mains, fire lines)	77	122	100	100
Call outs	36	41	45	50
Utility locates performed	5,502	5,650	5,700	5,800
# of fire hydrants repaired	63	131	75	75
# of fire hydrants painted	1,000	750	500	250
# of valves exercised	500	500	750	1,000
Efficiency and Effectiveness:				
% of fire hydrants flushed	25%	25%	25%	25%
Cost per locate	\$16.97	\$18.25	\$18.59	\$18.39

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

	2008/09	2009/10	2009/10	2010/11	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	
Personal Services	115,478	159,699	134,199	151,868	-4.9%
Contractual	56,243	64,945	69,060	56,234	-13.4%
Commodities	30,781	34,600	49,300	29,100	-15.9%
Capital	-	-	-	83,700	
Total Expenditures	202,502	259,244	252,559	320,902	23.8%
Funding Sources:					
Storm Sewer Utility	202,502	259,244	252,559	320,902	23.8%
Total Funding Sources	202,502	259,244	252,559	320,902	23.8%
Personnel - Authorized FTE	1.63	1.63	1.63	1.63	

STORM SEWER MAINTENANCE

483 -- 77

Highlights:

In FY 2010/11, \$83,700 is included in this activity to supplement the purchase cost of a **new jet/vac combination truck** (the remaining cost is in the Sanitary Sewer Maintenance activity). Savings in FY 2010/11 of \$10,000 from an annual sewer cleaning contract helps to offset the cost of this equipment purchase. This new equipment will allow for the **inspection and cleaning of storm sewers by City crews rather than by contracted labor**. City crews will be able to complete more inspection and cleaning of the storm sewers than was possible within the contract funding limitations of the contract. This will better enable the City to reach federal storm sewer discharge requirements of annually inspecting/cleaning 10% of its system. In addition, crews will be able to provide timely response to requests for service.

Unanticipated repairs on Main Street, at North Grand Mall, and on Lincoln Way have resulted in an additional \$14,000 contractual expense in FY 2009/10.

Tree removals in the College Creek area (\$20,000 in FY 2009/10) will be coordinated with projects identified for the Watershed Improvement Resource Board (WIRB) grant shown in the 2009-2014 Capital Improvements Plan (CIP). This coordination will result in removing only those trees necessary for improvement of the College Creek drainage area.

Included in FY 2009/10 and FY 2010/11 is \$25,000 for **materials for intake repairs**, allowing City crews to continue to repair approximately 100 intakes and 30 manholes per year.

Service Accomplishments:	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Miles of storm sewer in system (totals do not include footing and subdrains)	249	257	260	260
Miles inspected (NPDES requirement is 10%)	N/A	N/A	2	26
Lineal footage televised	6,840	7,050	7,500	8,000
System blockages cleaned	33	35	35	35
Lineal footage cleaned	7,340	8,070	9,000	10,000
Intakes/manholes repaired by City crews	18	76	75	80
Intakes inspected and cleaned	361	991	800	800
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.

Activities:	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Administration	654,879	676,316	679,287	759,787	12.3%
Plant Maintenance	576,766	652,563	698,519	689,390	5.6%
Plant Operation	1,033,440	1,115,910	1,057,845	1,227,175	10.0%
Laboratory	302,403	331,984	332,081	350,372	5.5%
Total Operations	2,567,488	2,776,773	2,767,732	3,026,724	9.0%
 Personnel - Authorized FTE	 22.50	 22.50	 22.50	 22.50	

WPC OPERATIONS

484 -- 30

	2008/09	2009/10	2009/10	2010/11	% Change
Expenditures By Type:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Personal Services	1,667,520	1,781,703	1,783,718	1,879,798	5.5%
Contractual	704,034	783,700	767,328	891,851	13.8%
Commodities	173,667	185,050	190,686	198,575	7.3%
Capital	16,999	20,820	20,500	50,500	142.6%
Other Expenditures	5,268	5,500	5,500	6,000	9.1%
Total Expenditures	2,567,488	2,776,773	2,767,732	3,026,724	9.0%
Funding Sources:					
Sewer	2,567,488	2,776,773	2,767,732	3,026,724	9.0%
Total Funding Sources	2,567,488	2,776,773	2,767,732	3,026,724	9.0%

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

	2008/09	2009/10	2009/10	2010/11	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	535,035	552,648	554,624	594,945	7.7%
Contractual	77,958	77,498	79,177	83,992	8.4%
Commodities	36,618	34,850	37,986	40,850	17.2%
Capital	-	5,820	2,000	34,000	484.2%
Other Expenditures	5,268	5,500	5,500	6,000	9.1%
Total Expenditures	654,879	676,316	679,287	759,787	12.3%
 Funding Sources:					
Sewer	580,340	591,891	593,087	660,787	11.6%
Farm Land Income	67,814	75,000	75,000	75,000	0.0%
Flood Warning Reimbursement	6,725	9,425	11,200	24,000	154.6%
Total Funding Sources	654,879	676,316	679,287	759,787	12.3%
 Personnel – Authorized FTE	 6.00	 6.00	 6.00	 6.00	

WPC ADMINISTRATION

484 -- 3001

Highlights:

A primary activity during the past year has been to complete conceptual studies for the addition of disinfection to the plant and for an upgrade to the biosolids handling portion of the treatment process. Both studies have been completed, and the focus now shifts toward implementation of the recommended disinfection and biosolids handling improvements. As staff met with the Iowa Department of Natural Resources (IDNR) on each of these projects, discussion included the stalled **National Pollutant Discharge Elimination System** (NPDES) permit for the facility. City staff applied for a permit renewal in February 1999 and again in August 2007; to date no specific proposed permit has been provided for City staff to respond to.

Staff continued to play an active role in the development of **new state and federal regulations** during the past year. A notable success was the revisions by the IDNR to clarify the numerical bacterial standards contained in the Iowa Administrative Code. Staff is watching closely the actions of the U.S. Environmental Protection Agency and IDNR as they seek to revise the requirements for handling peak wet-weather flows and as they work to develop future nutrient standards. Both issues have the potential for significant financial impacts on wastewater treatment facilities across the state.

Staff has made it a priority to increase communication with the National Weather Service when flood warnings are being issued for the Ames area. The FY 10/11 request includes a proposal to hire an ISU graduate student (\$20,000) to update the computer model used to make flood predictions, as well as a request for hardware upgrades for the rain and river gauge stations (\$34,000). Expenses for the **flood warning system** are shared through a 28E Agreement with Iowa State University, Story County, and the Iowa Department of Transportation. The model update and equipment upgrades will only proceed if the funding partners concur.

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Total revenue, \$ million	5.042	5.295	5.079	5.239
Wastewater treated, billion gallons/year	2.507	2.438	2.500	2.500
Peak day, million gallons/day	29.3	18.5	20.0	20.0
Industrial Pretreatment Program				
Number of pretreatment permits	15	15	15	15
Number of pretreatment inspections	9	12	8	12
Number of "Notice of Violation" issued	19	34	20	20
CIP project load, \$ million	0.525	0.441	2.438	3.620
Efficiency and Effectiveness:				
Typical single-family sewer bill (600 cf/mo), \$	15.35	16.63	16.63	18.13
Median of IA cities >10,000 population, \$	16.97	16.97*	19.98	19.98*
Typical commercial sewer bill, \$				
(10,000 cf/mo)	161.05	174.55	174.55	190.26
Median of IA cities > 10,000 population, \$	207.01	207.01*	215.09	221.35*

* Rate survey data are updated every two years.

WPC PLANT MAINTENANCE

484 -- 3010

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

Service Objectives:

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

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	286,825	311,653	320,498	341,682	9.6%
Contractual	178,484	217,810	251,421	227,608	4.5%
Commodities	106,609	115,600	115,600	120,100	3.9%
Capital	4,848	7,500	11,000	-	-100.0%
Total Expenditures	576,766	652,563	698,519	689,390	5.6%
Funding Sources:					
Sewer	576,766	652,563	698,519	689,390	5.6%
Total Funding Sources	576,766	652,563	698,519	689,390	5.6%
Personnel – Authorized FTE	5.00	5.00	5.00	5.00	

WPC PLANT MAINTENANCE

484 -- 3010

Highlights:

The Water Pollution Control Plant has entered a phase where, after more than 20 years of service, much of the original **mechanical and electrical components** are in need of major maintenance. Examples of major activities planned in the current year and coming year include replacement of the Raw Water Pump Station Heat Recovery Unit, a multi-year replacement of the main vertical turbine pumps, and completion of a multi-year clarifier painting project.

This past year the plant has experienced a number of episodes of poor power quality that resulted in significant out-of-pocket expenses. While the most significant source of the issues can be traced to problems with the rural electric cooperative's incoming power quality, an evaluation of **the plant electrical system** has revealed a number of necessary maintenance activities within the plant. These tasks are needed both to ensure that City equipment is not contributing to the power quality problems and as appropriate preventative maintenance, given the age of the facility and the corrosive environment in which many of the electrical components must be housed. Maintenance is planned in the current year on the main plant breakers and on the neutral current transformers (\$21,200). CIP projects will replace the main plant transformer (\$50,000) in FY 10/11 and perform a complete cleaning of the plant electrical switchgear (\$100,000) in FY 11/12.

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Biosolids recycling				
Total quantity disposed, tons/year	746	793	600	600
Grit recycling				
Total quantity disposed, tons/year	162	266	150	150
Methane gas production				
Million cubic feet/year (estimated)	24	23	24	24
Efficiency and Effectiveness:				
Energy efficiency				
kW-hr per MG treated	2,078	2,145	2,075	2,075
On-site production, 1,000 kW-hrs/yr	1,279	1,178	1,300	1,300
% of total plant demand	20	18	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

	2008/09	2009/10	2009/10	2010/11	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	478,613	516,763	500,090	519,418	0.5%
Contractual	543,424	587,797	546,405	698,932	18.9%
Commodities	4,022	3,850	3,850	4,825	25.3%
Capital	7,381	7,500	7,500	4,000	-46.7%
Total Expenditures	1,033,440	1,115,910	1,057,845	1,227,175	10.0%
Funding Sources:					
Sewer	1,033,440	1,115,910	1,057,845	1,227,175	10.0%
Total Funding Sources	1,033,440	1,115,910	1,057,845	1,227,175	10.0%
Personnel – Authorized FTE	6.00	6.00	6.00	6.00	

WPC PLANT OPERATION

484 -- 3020

Highlights:

For the 19th consecutive year, the City of Ames Water Pollution Control Plant achieved 100 percent compliance with its **NPDES discharge permit** during calendar year 2008. Only two facilities in the entire U.S. have longer compliance streaks. The facility has again met the requirements for calendar year 2009 and is looking forward to receiving a *Platinum-20 Peak Performance Award* next summer.

The WPC facility will also surpass another milestone in 2010, reaching the original design life of the facility. The original hydraulic and organic design loading capacity of the plant was projected forward 20 years to 2010. While the plant still has considerable remaining organic capacity, peak flows are driving a need to re-evaluate **cost-effective wet-weather flow control**. Capital improvements projects by both Public Works and Water and Pollution Control will seek to cost-effectively balance the elimination of extraneous flows from the collection system with the cost to process the flows at the treatment plant.

The results of the **Biosolids Handling Study** revealed that the land application of biosolids could be performed more cost-effectively by an outside contractor. Staff is proposing to conduct a two-year trial of contract biosolids application beginning in FY 10/11 (\$150,000 per year). During this period, the planned replacement of existing City-owned land application vehicles and equipment will be postponed. If the trials prove to be successful, the equipment can be sold and the accumulated depreciation funds will be used for other utility purposes. If the trial is unsuccessful, staff will pursue equipment replacement and resume in-house biosolids application. The FY 09/10 adjusted budget request includes a 10 percent increase in anticipated electricity costs (\$30,000) from the rural electric cooperative. This is offset by a reduction in the anticipated costs for natural gas in the FY 09/10 budget year (-\$58,500).

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Consecutive years with 100% permit compliance	18	19	20	21
Number of visitors touring WPC*	~180	394	300	300
Efficiency and Effectiveness:				
Number of permit violations (out of 1,163)	0	0	0	0
% compliance	100	100	100	100
Operating budget, \$ per MG treated	1,019	1,053	1,096	1,213
Daily average flow (MGD)	6.85	6.68	6.80	6.80
% of design cap. (8.6 MGD)	80	78	80	80
Annual average BOD ₅ loading (lbs/day)	7,254	5,671	7,500	7,500
% design cap. (12,430 lbs/day)	58	46	60	60
Removal efficiency, %	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

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	367,047	400,639	408,506	423,753	5.8%
Contractual	66,999	79,356	70,756	72,021	-9.2%
Commodities	26,418	30,750	33,250	32,800	6.7%
Capital	4,770	-	-	12,500	
Other	-	-	-	-	
Sub-Total	465,234	510,745	512,512	541,074	5.9%
Water Fund Reimbursements	(162,831)	(178,761)	(180,431)	(190,702)	6.7%
Total Expenditures	302,403	331,984	332,081	350,372	5.5%
Funding Sources:					
Sewer	302,403	331,984	332,081	350,372	5.5%
Total Funding Sources	302,403	331,984	332,081	350,372	5.5%
 Personnel – Authorized FTE	 5.50	 5.50	 5.50	 5.50	

WPC LABORATORY

484 -- 3040

Highlights:

Every two years the Iowa Department of Natural Resources must recertify all laboratory facilities, procedures, and staff. The most recent inspection took place in November 2009. Staff from the Iowa Department of Natural Resources, the University of Iowa Hygienics Laboratory, and a U.S. Environmental Protection Agency observer all offered glowing comments at the conclusion of the inspection.

The Laboratory Services Division continues to perform all of the sampling and most of the analyses necessary to support the **Industrial Waste Pretreatment Program**. This program monitors those non-domestic customers who are either in specific industrial classifications identified by the U.S. EPA for special monitoring or who have been identified by staff as having 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 in 2001. 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. In addition, laboratory staff participated in a special project with Public Works and Iowa State University to conduct in-depth evaluations at multiple points along College Creek.

Sanitary sewer rates are based on the typical strength of waste from residential customers. As a condition of the construction grant obtained in the 1980s during construction of the new plant, the City was required by the U.S. EPA to develop a user charge system that recoups the cost from commercial and industrial customers for wastewater strength in excess of the typical residential waste. In the next fiscal year, laboratory staff will be conducting sampling in the sewer collection system to evaluate the appropriateness of a new sewer rate for some commercial customers due to high discharges of **fats, oils and grease (FOG)**. Should the data suggest such a rate is appropriate, staff will meet with potentially affected customers before developing an ordinance for Council consideration.

	2007/08	2008/09	2009/10	2010/11
Service Accomplishments:	Actual	Actual	Adjusted	Projected
Consecutive years certified	11	12	13	14
Urban stream samples collected	39	51	35	35
Skunk River samples analyzed	140	146	150	150
Pretreatment samples collected	52	65	65	65
Plant samples (regulatory)	794	799	795	795
Plant samples (process control)	930	903	910	910
 Efficiency and Effectiveness:				
Total analyses (water & wastewater)	16,670	16,653	16,650	16,650
Total average cost per analysis, \$	29.06	27.94	31.14	32.71
(Lab operating budget/total analyses)				

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

	2008/09	2009/10	2009/10	2010/11	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	251,091	256,529	256,875	264,953	3.3%
Contractual	188,886	197,040	231,945	100,833	-48.8%
Commodities	54,727	47,850	49,100	42,100	-12.0%
Capital	693	17,442	4,487	112,800	546.7%
Total Expenditures	495,397	518,861	542,407	520,686	0.4%
 Funding Sources:					
Sewer	495,397	518,861	542,407	520,686	0.4%
Total Funding Sources	495,397	518,861	542,407	520,686	0.4%
 Personnel – Authorized FTE	 2.60	 3.60	 3.60	 3.60	

SANITARY SEWER MAINTENANCE

484 -- 82

Highlights:

The purchase of a new jet/vac combination truck (\$346,000) in FY 2010/11 will allow for the inspection and cleaning of sanitary and interceptor sewers by City crews rather than by contracted labor. By using City crews, more sewers can be cleaned and inspected than was possible under the funding limits of the contract. In addition, a more timely response to problems will be seen. Overall, these efficiencies will result in **fewer sewer backups and a more effective system**. The entire purchase cost of the jet/vac combination truck that is funded through the Sanitary Sewer Maintenance activity (\$252,300) will be offset within the activity—from replacement funds and trade-in value (\$154,500) of a jet truck (that will not be replaced) and savings of \$97,800 from the annual sewer and interceptor cleaning contract in FY 2010/11. The remaining \$93,700 of the purchase price of the jet/vac is included in the Storm Sewer Maintenance activity.

Unanticipated emergency repairs to the sanitary sewer in the vicinity of **Lincoln Way/Kellogg Avenue** cost \$19,000 in FY 2009/10.

In FY 2009/10 and FY 2010/11, \$5,000 has been shifted from the cost of buying rock and other street material used for rebuilding manholes to cover the cost of **crushing used concrete**. This process will result in more available material for this activity than could have been purchased in the market at the same cost.

	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Service Accomplishments:				
Miles of sanitary sewer in the system	201	202	204	206
Number of manholes in system	3,883	3,896	3,900	3,900
Lineal feet of sanitary sewer cleaned by City crews	51,006	55,100	60,000	100,000
Lineal feet of sanitary sewer cleaned by contractor	199,782	86,052	20,000	20,000
Lineal feet of sanitary sewer televised	27,181	36,225	40,000	45,000
House connection sewer trouble calls	22	26	30	30
System blockages cleared	6	11	15	15
Lineal feet of root foaming (City crews)	4,502	5,140	5,500	6,000
Lineal feet of root cutting	19,542	19,755	20,000	20,000
Sanitary sewer main repairs	9	13	15	15
Manholes raised	21	35	40	40
Call outs	22	11	20	20
Efficiency and Effectiveness:				
% of system cleaned	21%	11%	7%	11%

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.

Activities:	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Electric Admin	1,716,021	1,634,696	1,763,481	1,582,247	-3.2%
Electric Production	7,852,282	11,686,273	11,705,197	14,587,698	24.8%
Fuel & Purchased Power	21,862,194	27,039,157	21,919,202	25,719,216	-4.9%
Electric Dist/Oper/Maint	2,329,501	2,582,656	2,460,168	2,784,911	7.8%
Electric Dist/Extn/Improv	687,917	1,787,204	1,466,277	1,584,217	-11.4%
Electric Technical Services	403,410	989,344	1,015,898	903,752	-8.7%
Electric Engineering	445,490	819,065	621,017	841,045	2.7%
Electric Operations	35,296,815	46,538,395	40,951,240	48,003,086	3.1%
Personnel - Authorized FTE	81.00	81.00	81.00	81.00	

ELECTRIC UTILITY

485

	2008/09	2009/10	2009/10	2010/11	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	
Personal Services	6,770,481	7,934,300	7,597,132	8,046,482	1.4%
Contractual	13,563,321	18,110,065	18,322,336	20,711,549	14.4%
Commodities	14,714,710	19,908,824	14,600,104	18,610,455	-6.5%
Capital	247,769	584,656	431,118	634,000	8.4%
Other Expenditures	534	550	550	600	9.1%
Total Expenditures	35,296,815	46,538,395	40,951,240	48,003,086	3.1%
Funding Sources:					
Electric	35,296,815	46,538,395	40,951,240	48,003,086	3.1%
Total Funding Sources	35,296,815	46,538,395	40,951,240	48,003,086	3.1%

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

	2008/09	2009/10	2009/10	2010/11	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	549,554	572,826	576,614	592,672	3.5%
Contractual	1,126,859	1,006,370	1,144,067	944,325	-6.2%
Commodities	39,608	48,000	35,300	35,250	-26.6%
Capital	-	7,500	7,500	10,000	33.3%
Total Expenditures	1,716,021	1,634,696	1,763,481	1,582,247	-3.2%
Funding Sources:					
Electric	1,716,021	1,634,696	1,763,481	1,582,247	-3.2%
Total Funding Sources	1,716,021	1,634,696	1,763,481	1,582,247	-3.2%
Personnel - Authorized FTE	5.00	5.00	5.00	5.00	

ELECTRIC ADMINISTRATION

485 -- 40

Highlights:

Beginning in FY 2009/10 and continuing into FY 2010/11, Electric Services staff has been involved in projects both large and small, which cover the spectrum of energy conservation, renewable generation, transmission and distribution, and power supply markets.

Electric Services began new **Demand Side Management programs** to complement those already in place. These programs provide incentives to customers, both residential and commercial, to use energy more efficiently. The programs have been well received, particularly the air-conditioning rebate and appliance rebate programs where participation has been well above projections. As a result of these programs, it is estimated that the peak demand will be reduced by over 5,210 kilowatts and energy usage by over 4,418,000 kilowatt-hours. Mayor Campbell has also started a program, called the "Green Team", to recognize larger customers who have embraced our programs fervently. To date, the team includes Lowes, Becker Underwood, Colorbiotics, and Ag Leader. Staff will continue to implement demand and energy reducing programs in FY 10/11 looking at a "custom rebate" aimed at recognizing unique customer-suggested projects to save energy.

Beginning in 2008, Electric Services started to research adding additional renewable energy to the City's generation portfolio. Efforts began with a group of other municipal electric utilities in the state to study the feasibility of constructing a wind farm (IAMWind). Staff also sent out a Request For Proposal to investigate other opportunities. The responses were favorable in terms of pricing and timing of the projects. This culminated in the signing of a contract with NextEra for **36 MW of wind generation** of which six MW is for Iowa State University. Energy from the project began to flow in December 2009. With this sizable purchase, the need to remain in IAMWind was reduced; Ames has since left the group.

Staff continues to work on the **transmission expansion plan** to support the electrical needs of customers. Work has been completed on an in-town 161 kV line which connects the City's Stange substation with the Ames Plant substation. The final and most important leg of the project, a 161 kV line from Ames to Ankeny, has been designed and a routing study has been completed. Staff held public meetings with land owners in December and work has begun to acquire easements along the route. After a franchise from the Iowa Utilities Board is received, construction in the fall of 2010 is anticipated. Completion of this line will provide a strong, reliable transmission system for years to come.

The American Public Power Association nationally recognized Ames with their "Innovator Award" and "Community Service Award."

Electric Services hosted two events this past year to showcase the City's "award winning" utility. These events included an **Open House** on October 10, 2009, as a way to say thank you to the citizens of Ames. The 8th annual **Energy Fair** was held on Saturday, March 28, 2009. 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.

Beginning in 2010, staff will be working on a cost-of-service and a rate study. Results will provide useful information for future rate design aimed at encouraging energy conservation and matching rates with time-of-use.

ELECTRIC ADMINISTRATION

485 -- 40

Highlights, continued:

On Sept 1, 2009, Ames entered the Midwest Independent System Operator (MISO) power market. This not-for-profit organization is the independent system operator for the Midwest region. The entity controls the operation of the transmission grid as well as managing a robust energy market. Through the market, loads and generation are “bid” into the market and energy prices are settled in a day ahead and real-time market. Congestion and losses are added that send price signals to participants. This “new world” has both benefits and risks for the City and its customers.

Service Accomplishments:	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
<u>Rating of electric service dependability</u>				
Very satisfied	64%	66%		
Somewhat satisfied	32%	30%		
Total very/somewhat satisfied	96%	96%		96%
<u>% Ames rates are above (below) average of neighboring utilities</u>				
Residential – winter	(35%)	(42%)	(34.5%)	(30%)
Residential – summer	(29%)	(39%)	(32.6%)	(24%)
Commercial – winter	(12%)	(11.5%)	(1.7%)	(23%)
Commercial – summer	(6%)	(6.25%)	3.4%	(17%)
Industrial – winter	(1%)	3%	13.4%	8%
Industrial – summer	3%	(1%)	8.8%	4%
CAIDI (Customer Average Interruption Duration Index)	87.47	108.55	79.93*	70.00
SAIDI (System Average Interruption Duration Index)	63.59	64.32	27.02*	25.00
SAIFI (System Average Interruption Frequency Index)	4.40	3.94	2.20*	2.10
Efficiency and Effectiveness:				
<u>Demand Side Management</u>				
Prime time power switches installed this year/total	949 / 7,612	549/8,161	314/8,475	275/8,750
Air-conditioner rebates	245	379	398	300
Commercial light projects	12	87	40	40
Residential weatherization/audit	16 / 61	22/159	30/100	25/100
Residential light bulbs – rebate/giveaway	N/A	56	90	90
Residential appliance rebate	N/A	673	1,074	500
Power factor rebate	N/A	2	20	10
kW reduced (capacity)	3,353	4,284	5,210	6,000
kWh reduced (energy)	769,670	2,899,707	4,418,296	5,200,000
Energy Cost /kWh (Dept. O & M cost divided by kWh sales)	\$0.066	\$0.063	\$0.075	\$0.082

* 12 month rolling value ending Dec 31, 2009

RAW WELL-WATER TRANSMISSION PIPELINE

The raw well-water transmission pipeline project transports water from wells to the water treatment facility. The project included the installation of 13,500 feet of piping to connect pipes and wells across Ames, starting at the Hunziker Youth Sports Complex and ending at the intersection of East Sixth Street and Crawford Avenue. A new 30-inch pipeline was installed to provide a second transmission source for 65 percent of the City's raw water supply. The project will add an additional 1,000,000 gallons of raw water supply to the treatment plant by reducing frictional losses within the existing 24-inch line and allowing higher production from current City well fields.



Council Member Goodman and City staff at the ribbon cutting for the new 30-inch pipeline

ELECTRIC PRODUCTION

485 -- 41

The Production Division and Electric Control Division have been successfully combined under one budget division within the Electric Services Department this past year.

Power Plant Operations, Maintenance, and Electric Control sub-activities are now operating as part of Electric Production. This includes operation and maintenance of the boilers, turbines, fuel handling system (coal and refuse derived fuel), and the remote operated combustion turbines and SCADA 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
- ✓ Reduce coal yard fugitive dust issues
- ✓ Change of membership from MAPP to MISO

	2008/09	2009/10	2009/10	2010/11	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Personal Services	4,073,468	4,474,645	4,380,582	4,566,262	2.0%
Contractual	2,498,738	5,223,878	5,346,208	8,198,436	56.9%
Commodities	1,210,610	1,931,750	1,917,407	1,793,000	-7.2%
Capital	69,466	56,000	61,000	30,000	-46.4%
Total Expenditures	7,852,282	11,686,273	11,705,197	14,587,698	24.8%
 Funding Sources:					
Electric	7,852,282	11,686,273	11,705,197	14,587,698	24.8%
Total Funding Sources	7,852,282	11,686,273	11,705,197	14,587,698	24.8%
 Personnel - Authorized FTE	 46.00	 46.00	 46.00	 46.00	

ELECTRIC PRODUCTION

485 -- 41

Highlights:

The Burns and McDonnell study two years ago recommended that the City maintain #7 and #8 units rather than buying into a new generating plant. The FY 10/11 budget continues to have many CIP projects to attain the goal of much more reliable steam units. This past year 11 forced outages on #8 unit were experienced, and the unit availability was about 64% (the goal is 80% or above).

The Low-NO_x burner upgrade was postponed due to court actions in Washington a year ago. This court action was reversed and the project was re-bid, tentatively scheduled for late spring 2010. However, this project was again cancelled in late November and regulations are still not finalized. The replacement of the bottom fifty feet of the wall tubes in #8 boilers was delayed due to concerns about compliance with the Department of Natural Resources (DNR) and the Environmental Protection Agency (EPA). The boiler tube replacement is now scheduled to begin the last half of FY 09/10. The hauling of ash from the ash pond is in the bidding process. The cost of hauling ash is expected to be higher than estimated due to the longer hauls that will be required. A new mercury CEMS (Continuous Emission Monitoring System) was installed this year, thus preparing the City for future mercury regulation and monitoring on #8 unit. Depending on mercury levels, it may be necessary to install mercury CEMS on #7 unit also. Annual RATA (Relative Accuracy Test Audit) for CEMS and CT2 (Combustion Turbine) formaldehyde tests were completed successfully. CT1 has had the new control system and a new MCC (Motor Control Center) installed. Participation in Midwest Independent System Operator (MISO) has begun and still proves to be dynamic and challenging in several areas.

The FY 09/10 budget reflects an increase due to rollover of needed materials ordered or projects involving engineering, ash hauling, and plant equipment not accomplished in the FY 08/09 budget.

The annual system peak this year was 121.5 MW on July 23, 2009. That compares to the City's all-time peak which is still 126.2 MW on July 31, 2006.

Data taken July 1, 2008 to June 30, 2009

	2007/08	2008/09	2009/10	2010/11
Service Accomplishments:	Actual	Actual	Adjusted	Projected
Annual net system peak load (MW)	124.1	118.5	121.5	<122.4
Annual gross generation (MWh)	473,260 <small>(July – October) #7 not available</small>	456,526	163,721	477,070
Annual net system load (MWh)	608,373 <small>(July – October) #7 not available</small>	586,940	244,375	613,646

Efficiency and Effectiveness:

# of reportable accidents	7	8	1	0
# of lost time accidents	1	6	1	0
Forced outages #7	1	1	4	0
Forced outages #8	3	9	11	0
#8 Unit availability	91.5%	61.5%	63.7%	>80.0%
#7 Unit availability	32%	80.9%	79.4%	>80%
#8 Unit heat rate BTU/kWh net	11,660	11,509	11,125	11,100
#7 Unit heat rate BTU/kWh net	12,614	12,468	11,512	11,500

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

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	71,465	74,137	76,682	78,341	5.7%
Contractual	8,914,286	10,117,520	10,215,520	9,885,875	-2.3%
Commodities	12,874,566	16,847,500	11,627,000	15,755,000	-6.5%
Capital	1,877	-	-	-	
Total Expenditures	21,862,194	27,039,157	21,919,202	25,719,216	-4.9%
Funding Sources:					
Electric	21,862,194	27,039,157	21,919,202	25,719,216	-4.9%
Total Funding Sources	21,862,194	27,039,157	21,919,202	25,719,216	-4.9%
Personnel - Authorized FTE	1.00	1.00	1.00	1.00	

FUEL/PURCHASED POWER

485 -- 42

Highlights:

The commodity and the delivery components of the coal contract expired on December 31, 2009. Staff issued a Request for Proposal (RFP) and received several proposals, most for coal only. Only a single proposal for coal delivery services was received. The combination of the coal contract and delivery services contract has resulted in much higher fuel costs for the Power Plant. This additional cost will be reflected in the Energy Cost Adjustment and will cause the average residential customer's bill to increase by 7.5%.

Alternative energy sources continue to play an important part in Ames' energy portfolio. The Power Plant continues to burn **refuse derived fuel (RDF)**. This decreases the City's dependence on coal and reduces the amount of garbage taken to the landfill. **In support of the City Council's "Go Green" goal**, the City has entered into a 20-year contract with NextEra to purchase 36 megawatts of wind resources. A portion, six megawatts, is being passed through to Iowa State University. The 36 MW is part of a larger "wind farm" built near Zearing, Iowa. The actual energy produced is based upon when the wind blows and the strength of the wind. Staff is estimating that the City of Ames' portion of this new wind farm will produce more than 92,000,000 kilowatt hours of energy per year. Based upon Ames' current annual energy consumption, approximately 575,000,000 kilowatt hours, nearly 16% of the City's energy needs will be provided by wind. The turbines began operation in December 2009.

Fuel and Purchased Power is the largest component of the Electric Services budget with estimated total expenditures for FY 2010/11 at \$29,000,000. The major items include transmission service, market energy purchases, wind, fuel oil, refuse-derived-fuel payments, and coal. Coal accounts for nearly 47% of the Fuel and Purchased Power budget.

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Coal consumed (in tons)	280,729	275,610	256,400	256,400
Market Energy purchased (in MWh)	155,997	226,080	257,400	257,400
<u>Renewable Energy</u>				
RDF consumed (in tons)	35,266	35,847	30,600	30,600
Renewable energy credits (in MWh)	375			
Efficiency and Effectiveness:				
Energy cost adjustment	\$0.0200	\$0.0137	\$0.0180	\$0.0192
Fuel cost for energy production (\$/MWh)	\$35.25	\$30.31	\$34.84	\$39.36
Purchased power cost (\$/MWh)	\$63.14	\$38.45	\$31.00	\$31.00
Delivered fuel cost – coal (\$/ton)	\$38.82	\$32.97	\$45.50	\$53.75

ELECTRIC DISTRIBUTION OPERATION/MAINTENANCE

485 -- 44

This operation is responsible for constructing and maintaining the lines (underground and overhead) 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 working with the Technical Services Division (substation crew) to perform routine and emergency maintenance on all substations and the downtown central business district underground network.

Service Objectives:

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

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	1,363,246	1,363,950	1,278,565	1,360,808	-0.2%
Contractual	761,049	966,556	928,453	1,008,553	4.3%
Commodities	189,625	245,150	241,831	280,950	14.6%
Capital	15,047	6,450	10,769	134,000	1977.5%
Other Expenditures	534	550	550	600	9.1%
Total Expenditures	2,329,501	2,582,656	2,460,168	2,784,911	7.8%
Funding Sources:					
Electric	2,329,501	2,582,656	2,460,168	2,784,911	7.8%
Total Funding Sources	2,329,501	2,582,656	2,460,168	2,784,911	7.8%
Personnel - Authorized FTE	21.00	17.00	17.00	17.00	

ELECTRIC DISTRIBUTION OPERATION/MAINTENANCE

485 - 44

Highlights:

There are 17 full-time positions in the division. Throughout this past year, Electric Distribution has operated with less than a full staff. In January 2010, the Electric Distribution Manager's position was filled after remaining open for nearly a year. Another challenge has been in the area of Lineworker recruitment. Four Lineworkers have been hired in the past year, and one Lineworker position is still open.

One of the biggest division budget items is the annual tree trimming contract. For the coming fiscal year, that contract is approximately \$285,000.00. This contract provides for trimming branches and cutting down trees that can cause power outages. A major outage is caused when a tree or branch falls on the 69,000- or 13,800-volt lines, affecting a large section of the City. A minor incident is when an outage affects only a few or just one customer. The work being done under this tree trimming contract is managed by this division and continues all year long.

Another large capital expenditure item this year (\$95,000) is for an outage management system. Distribution is sharing the cost of this system with the Electric Engineering Division. The outage management system will improve outage response time by more quickly and graphically identifying the likely location of an outage. The project requires a significant integration and implementation effort, including training. Other increases to the budget include some much-needed building maintenance, continued contracted inspections of the distribution system, replacement of older pole structures, and some 161,000-volt transmission line maintenance.

Accomplishments:

- Replaced two transformers at Ball Plastics with upgraded transformers
- Finished 15kV breaker replacements at Stange Substation
- Storm siren replacements still in progress
- 161kV transmission line construction continues on schedule
- Somerset commercial subdivision continues as requested
- South Bell underground extension started
- Records retention clean-up in progress
- South Dayton reroute near completion
- Replacement of failed primary cable continues as needed

Total footage of primary cable installed/replaced: 36,821 feet

Total number of wood poles installed/replaced: 25

Total number of streetlight poles installed/replaced: 31

Installation of new services: 30

	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Efficiency and Effectiveness:				
<u>Time to restore service after interruption:</u>				
Very satisfied	67%	56%	56%	56%
Somewhat satisfied	27%	37%	39%	39%
Total very/somewhat satisfied	94%	93%	95%	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

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	155,773	299,404	280,670	302,117	0.9%
Contractual	92,835	382,500	342,500	340,500	-11.0%
Commodities	305,401	640,300	578,107	576,600	-9.9%
Capital	133,908	465,000	265,000	365,000	-21.5%
Total Expenditures	687,917	1,787,204	1,466,277	1,584,217	-11.4%
Funding Sources:					
Electric	687,917	1,787,204	1,466,277	1,584,217	-11.4%
Total Funding Sources	687,917	1,787,204	1,466,277	1,584,217	-11.4%
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 remains strong in commercial and industrial development; this includes expansion of existing customer sites requiring load additions. The need for system improvements and maintenance activities remains high. Reconstruction continues in the replacement of obsolete, deteriorating 4 kV facilities and replacement of deteriorated underground and overhead facilities. Infrared inspections proactively identify hot/failing connections and equipment in need of repair. Corresponding maintenance work continues to avoid unnecessary interruptions. Feeder upgrades will be needed in FY 10/11 to support commercial, industrial, and Iowa State University (ISU) growth. New service levels through 2010 and 2011 are expected to be approximately equal to, or below 2009 levels.

Projects for FY 09/10 are:

- South Dayton Avenue extension, completion
- Ag Leader expansion, completion
- All-Iowa Attack Gymnasium, completion
- S. Bell Avenue TIF area, completion
- Ball Plastics transformer replacement, completion
- McFarland Clinic (3815 Stange Road), completion
- Somerset 22nd Addition, completion
- Dayton feeder #DA22 underground cable replacement and overhead conductor upgrade
- Replace aged underground cable, ongoing
- Replace obsolete, unreliable overhead switches, ongoing
- Downtown network upgrades, ongoing
- Brookside Park – 4 kV to 15 kV conversion
- 16th Street improvements (Burnett Ave to Duff Ave)
- ISU Research Park (Building #5) transformer upgrade
- Petco service & adjacent overhead line reconstruction
- University Towers (111 Lynn) transformer replacement

Projects for FY 10/11 are:

- Vet Med relay replacements
- North Grand Mall – relocation of facilities
- Replace aged underground cable, ongoing
- Replace obsolete, unreliable overhead switches, ongoing
- Kellogg Avenue improvements (Main St to 7th St)
- Increased kVAR capacity on capacitor banks
- Mortensen Road feeder extension
- S. Dayton to S. Bell feeder extension
- Vet Med Substation expansion
- Mary Greeley Medical Center – relocation of facilities

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
- ✓ Monitor power quality on all feeders by 2012
- ✓ Record and monitor Power Factor on largest user
- ✓ Randomly test 1-phase meters yearly
- ✓ 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

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

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	254,882	639,678	636,467	653,251	2.1%
Contractual	33,728	113,642	107,054	88,371	-22.2%
Commodities	91,249	188,224	196,434	162,130	-13.9%
Capital	23,551	47,800	75,943	-	-100.0%
Total Expenditures	403,410	989,344	1,015,898	903,752	-8.7%
Funding Sources:					
Electric	403,410	989,344	1,015,898	903,752	-8.7%
Total Funding Sources	403,410	989,344	1,015,898	903,752	-8.7%
Personnel - Authorized FTE	3.00	7.00	7.00	7.00	

ELECTRIC TECHNICAL SERVICES

485 - 46

Highlights:

Metering Group:

Twelve high-end meters have been relocated to various feeders, twelve more will be installed on additional feeders, and ten will be installed in substations to replace existing single-phase charts. One of the two meter test boards has been replaced and is operating. Metering continues to take a greater role in relay testing and replacement, reducing the need for contract work.

Substation Group:

- Pammel Court Substation: replace rock, reconfigure transformer and place back in service without tap-changer, saving the cost of new transformer
- Replace Power Plant unit #8 oil breaker with 2000 amp gas breaker
- Major reconditioning of two oil breakers to be used at Ontario Substation
- Replaced battery set and several chargers
- SCADA monitoring
- Work continues on converting Downtown network to 13.8kV
- Replaced 13.8kV control assemblies on several vacuum breakers
- Installed 911 addresses on all substations
- Graduated a Substation Apprentice to Journeyman

Service Accomplishments:	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Service Orders Completed	1,555	693	700	650
Consumption Complaints	87	90	80	70
Temporary Sets/Removals	133	60	70	60
Meter Removals	206	111	50	40
Meter Sets	345	323	200	250
Conversions	103	73	770	70
Verifications, Instrument Rated	68	54	70	60
Relays	215	284	216	200
 <u>Meters in Service:</u>				
Residential	21,050	21,385	21,368	21,503
General Power	2,750	2,819	2,861	2,857
Large Power & Industrial	3	3	3	3
Total	23,803	24,207	24,232	24,363
 <u>Meters Tested:</u>				
Residential	1,705	652	900	900
General/Large Power/Industrial	202	247	400	300
 Relays Tested	 150	 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

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	302,093	509,660	367,552	493,031	-3.3%
Contractual	135,826	299,599	238,534	245,489	-18.1%
Commodities	3,651	7,900	4,025	7,525	-4.7%
Capital	3,920	1,906	10,906	95,000	4884.3%
Total Expenditures	445,490	819,065	621,017	841,045	2.7%

Funding Sources:

Electric	445,490	819,065	621,017	841,045	2.7%
Total Funding Sources	445,490	819,065	621,017	841,045	2.7%

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** (from Ames Power Plant to Stange substation) was concluded in November 2009. Only minor restoration work remains, which will be concluded in the spring of 2010. The final phase of 161kV construction will continue with the line to MidAmerican Energy Company's Northeast Ankeny substation in 2010, pending the granting of a franchise from the State of Iowa. Public meetings on this last phase and right-of-way acquisition for remaining easements began December 8, 2009. A new franchise petition was filed in January 2010. This is the final component of a multi-year project that is very important to Ames' electric system reliability, and will relieve transmission constraints that currently limit Ames' import capability.

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 is nearly complete along the new South Dayton Avenue extension. Work continues to replace deteriorated 4kV cable and transformers in the downtown network. Outside contractors are 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. Engineering design will be needed for the Vet Med Substation expansion, Top-O-Hollow improvements, Ames Plant Switchyard relay upgrades, and the Ames Plant distribution substation expansion.

Outside testing services continue to be needed to a lesser extent for relay testing/maintenance and engineering support. Technical Services has begun doing this testing, reducing these outside services costs substantially. An overall transmission system protection coordination **study** will continue in FY 10/11 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 and graphically identifying the likely location of an outage. This project requires a significant integration and implementation effort, including training. It also represents a \$95,000 increase in operation and maintenance funds in FY 10/11 for Engineering and a \$95,000 increase in Electric Distribution (cost is shared between divisions).

To satisfy a new requirement in the National Electric Safety Code concerning worker safety, a special assessment has been performed to determine the arc-flash energy levels available at various locations throughout the electric system. Continued training and ongoing assessment is expected through the next year to meet this requirement. 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.

	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Service Accomplishments:				
# of new customers	165	241	60	100
Job orders prepared	114	100	100	100
Line inspections (poles)	803	619	589	600
New overhead distribution line (miles)	.26	.10	.10	.10
Replaced overhead distribution line (mi)	.1	.99	4.32	1.0
New underground distribution line (miles)	.78	2.11	2.00	1
Replaced underground line	.23	.72	1.04	1
New and relocated overhead transmission line (mi)	.40	0	8.03	22

CUSTOMER SERVICES

486 -- 17

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

Service Objectives:

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

	2008/09	2009/10	2009/10	2010/11	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	705,905	747,197	746,752	781,310	4.6%
Contractual	516,948	562,428	541,005	569,244	1.2%
Commodities	5,619	14,303	16,152	15,962	11.6%
Capital	-	27,500	26,000	-	-100.0%
Other Expenditures	82,204	73,550	76,825	79,850	8.6%
Total Expenditures	1,310,676	1,424,978	1,406,734	1,446,366	1.5%
 Funding Sources:					
Project Share	21,982	18,075	21,500	21,500	18.9%
Water	347,288	383,420	374,850	387,970	1.2%
Sewer	316,967	349,560	341,700	353,250	1.1%
Electric	623,087	672,223	666,984	681,691	1.4%
Storm Sewer Utility	1,352	1,700	1,700	1,955	15.0%
Total Funding Sources	1,310,676	1,424,978	1,406,734	1,446,366	1.5%
 Personnel - Authorized FTE	 10.65	 10.65	 10.65	 10.65	

CUSTOMER SERVICES

486 -- 17

Highlights:

Capital in FY09/10 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. Staff time related to remittance processing is expected to be reduced by at least 500 hours per year.

A new service (E-notification) will be offered to Utility customers in FY09/10. E-notification allows customers to receive an e-mailed billing summary rather a mailed paper bill. The notification contains a link to "My Account" so customers can sign-on and view their detailed billing information online.

The City adopted an Identity Theft Protection Program in order to comply with revisions to the FACT Act. The revisions hold businesses liable for the prevention, detection and mitigation of identity theft. The FY10/11 request includes \$16,800 for verifying the identities of applicants who apply for utility service via the City's website.

	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Service Accomplishments:				
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	8.8	9.6	10.0	10.0
Maintain a net write-off amount of less than 0.12%	0.10	.06	.08	.10
Maintain the number of day's sales in accounts receivable to less than 21 days	17.2	16.9	16.5	16.5
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:				
% of accounts with billing periods equal to or less than 34 days	99.6	98.0	99.3	99.0
% of final bills mailed within 14 days of termination date	91.8	97.6	97.5	97.5
% of customer service requests received over the Internet	22.1	25.4	26.0	26.0
% of utility payments received electronically	27.3	29.4	30.0	30.5
Avg # of payments processed per day	1,169	1,181	1,190	1,195
Avg # of telephone calls answered/day	134	140	140	140
Avg # of work orders generated/day	176	165	167	170
Avg # of meter readings/day	2,200	2,204	2,207	2,210
Avg cost per meter reading	\$0.49	\$0.53	\$0.56	\$0.59
Avg cost per bill generated	\$3.88	\$4.01	\$4.05	\$4.10

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:	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Water Pollution Control:					
WPC Plant Equipment	15,977		105,600		
Automation Study/Upgrade	(2,105)	450,000	462,100		
Trickling Filter Heat Recovery	83,671				
Clarifier Painting	256,194	290,000	290,000	290,000	
WPC San Sewer/Sump Pump	(51)				
WPC Plant Disinfection		520,000	595,000	2,450,000	
Vertical Turbine Pumps		240,000	420,000	300,000	
Raw Water Pump Station HVAC	9,990		140,000		
Plant Residuals Handling	52,281	600,000	300,000		
Vertical Turbine Pump Repair	25,540				
Lagoon Liners		125,000	125,000		
WPC Alternative Energy Study				30,000	
WPC Electric Repairs				50,000	
WPC Bar Screen/Grinder				50,000	
Sub-Total	441,497	2,225,000	2,437,700	3,170,000	
Water:					
Water Supply Expansion	14,963				
WTP Security Improvements	6,091		2,000		
Repaint Lime Storage Bins	56,277				
SW Pressure Zone	61,371				
Water Supply Capacity Study	3,550		32,550		
Raw Well Water Loop Line	2,909,524	400,000	221,300		
Water Plant Expansion	244,146	900,000	1,735,000	3,440,000	
Electric NADC Pump Station			50,000		
Bloomington Rd. EI Tank Improv		475,000	475,000		
River Valley Low Head Dam				125,000	
NADC Pump Station Improv				425,000	
Water Meter Test Bench				125,000	
Sub-Total	3,295,922	1,775,000	2,515,850	4,115,000	
Electric:					
Demand Side Management	607,017	800,000	837,083	800,000	
#7 and #8 Dist. Control System	14,620	450,000	620,000	350,000	
Downtown Network 13.8kV Conv		150,000	150,000		
NERC Compliance Program		100,000	100,000		
Street Light & Line Relocates	893	470,000	470,000		
#7 & #8 Oil Gun Upgrade		350,000	350,000	625,000	
GT#1 Inspection & Overhaul		650,000		650,000	
Plant 69kV Relay/Control		80,000			
Automated Metering Pilot		350,000	350,000		
Inlet Heating for GT2				750,000	
Feedwater Heater Tube		500,000	20,000	1,000,000	
#8 Air Heater Basket		75,000		75,000	
Plant Dist. Substation Expansion		150,000	250,000		
Vet Med Substation			400,000	3,600,000	
MGMC Steam Line Evaporator				80,000	

UTILITIES CIP

489

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Activities:					
Electric, continued:					
Power Plant Roof Replacement				450,000	
Unit #7 Boiler Tubes				150,000	
Combustion Turbine Control	243,980		134,020		
Mid-American Energy Connect	208,245	1,000,000	1,091,755	5,500,000	
Ames Stange In-Town 161kV	2,334,310	830,000	2,095,690		
Power Plant Fire Protection	625,885	300,000	300,000	550,000	
Top-O-Hollow Substation	24,883	800,000		150,000	
SE 16 th 69 kV Relocate	746				
SCADA Upgrade	51,841		86,159		
#7 Nitrogen Oxide Control	17,599	2,000,000	20,000	150,000	
Grand Ave S. Ext Relocation	97				
#8 Nitrogen Oxide Control	30,306		25,000	350,000	
#8 Mercury Emission Monitoring	250,432		50,000		
#8 Boiler Repair/Tube Replace	23,894	4,500,000	4,876,106	300,000	
Sub-Total	4,434,748	13,555,000	12,225,813	15,530,000	
Water Distribution:					
07/08 Water System Improv	570,783		102,307		
08/09 Water System Improv	21,860		872,021		
Aquatic Center Water Main	114,705		591		
09/10 Water System Improv	1,461	900,000	898,539		
10/11 Water System Improv				900,000	
Sub-Total	708,809	900,000	1,873,458	900,000	
Sanitary Sewer:					
Onion Creek San Sewer Study	18,832		70,318		
Sanitary Swr System Evaluation				500,000	
07/08 San Swr Rehab	54,393		506,699		
08/09 Sanitary Sewer Rehab	2,560		296,938		
09/10 Sanitary Sewer Rehab		300,000	300,000		
10/11 Sanitary Sewer Rehab				300,000	
07/08 Clear Water Diversion	323,429		143,520		
08/09 Clear Water Diversion	9,130		190,870		
09/10 Clear Water Diversion		200,000	200,000		
10/11 Clear Water Diversion				200,000	
Sub-Total	408,344	500,000	1,708,345	1,000,000	
Storm Sewer:					
05/06 Low Pt Drain Sheldon/16 th	132,811		38,299		
S. Duff Area Storm Sewer	44,696		1,104,157		
Low Pt Stanton/Chamberlain	134,182		140,919		
06/07 Storm Sewer Intake	49,900				
06/07 Storm Sewer Outlet	109,023				
Low Point W. L-Way/Bentwood	2,500		89,428		
07/08 Storm Sewer Intake	22				
Gateway Storm Wtr Rehab	3,600		40,072		
08/09 Low Pt Drainage BS Rd	9,650		90,350		
Storm Sewer Outlet Erosion	69,754	196,745	338,089		
08/09 St Wtr Rehab – Eastgate	8,156		91,844		

UTILITIES CIP

489

Activities:	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Storm Sewer, continued:					
SW Stormwater Greenbriar	80,551	475,000	394,449		
Storm Wtr Fac Moore M Park	270	100,000	99,730		
09/10 Low Pt Crystal Street	135	125,000	124,865		
09/10 Storm Swr Intake Rehab	74,351	150,000	75,649		
10/11 Storm Swr Outlet C Cr				191,905	
10/11 Storm Wtr Rehab Spring V				100,000	
10/11 Low Point Ironwood Ct				125,000	
10/11 Storm Swr Intake Rehab				150,000	
Sub-Total	719,601	1,046,745	2,627,851	566,905	
Resource Recovery:					
Res. Rec. System Improvements	333,919	243,150	261,998	208,400	
Res. Rec. Non-Ferrous System	957,919		98,477		
Res. Rec. Land Acquisition	168,359		114,641		
Res. Rec. Recyclables Bldg	17	170,000	169,983	240,000	
Res. Rec. Truck Bay/Fire System				50,000	
Sub-Total	1,460,214	413,150	645,099	498,400	
Total CIP	11,469,135	20,414,895	24,034,116	25,780,305	26.3%



Fare Free Summer * May 15-Aug 15



During the summer of 2009, the Ames Transit System (CyRide) provided fare-free service to introduce the use of public transit to a wider group of users. Additional "Go-Green" projects included a demonstration program to add bike racks to several buses, purchase of a hybrid car, and the addition of solar panels on a bus stop.



TRANSPORTATION PROGRAM

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TRANSPORTATION PROGRAM

430

Program Description:

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

	2008/09	2009/10	2009/10	2010/11	% Change
Use of Funds:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Street System	2,808,933	2,836,011	2,883,867	2,908,451	2.6%
Public Parking	611,553	726,662	697,823	706,104	-2.8%
Transit System	6,518,453	7,167,276	7,018,269	7,421,330	3.5%
Airport	130,439	109,092	118,277	110,243	1.1%
Total Operations	10,069,378	10,839,041	10,718,236	11,146,128	2.8%
Transportation CIP	7,551,918	15,021,000	30,549,567	13,348,000	-11.1%
Total Expenditures	17,621,296	25,860,041	41,267,803	24,494,128	-5.3%
 Personnel – Authorized FTE	 102.07	 102.07	 102.07	 102.32	

TRANSPORTATION PROGRAM

430

	2008/09	2009/10	2009/10	2010/11	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	
Personal Services	6,518,545	6,811,472	6,988,046	7,405,323	8.7%
Contractual	3,775,092	2,306,636	2,681,696	2,251,735	-2.4%
Commodities	1,403,212	1,678,183	1,427,217	1,485,970	-11.5%
Capital	5,924,018	15,063,350	30,169,644	13,350,600	-11.4%
Other Expenditures	429	400	1,200	500	25.0%
Total Expenditures	17,621,296	25,860,041	41,267,803	24,494,128	-5.3%
Funding Sources:					
General Fund	143,494	131,586	134,433	125,151	-4.9%
Local Option	238,543	200,000	507,925	200,000	0.0%
Road Use Tax	4,231,688	3,863,915	4,101,948	3,419,414	-11.5%
TIF South Bell	77,857	192,000	1,074,143	-	
Special Assessments	-	-	-	-	
Street Construction	1,557,202	1,664,427	4,770,990	958,366	-42.4%
Airport Construction	180,373	1,125,000	4,055,311	1,345,000	19.6%
G.O. Bonds	2,343,096	10,355,573	11,663,031	5,990,000	-42.2%
Parking	616,065	731,264	701,480	709,867	-2.9%
Transit Operating	6,518,453	7,167,276	7,018,269	7,421,330	3.5%
Transit Capital Reserve	1,653,915	429,000	7,166,838	3,900,000	809.1%
Developer Funding	-	-	68,435	-	
Water Fund	30,305	-	2,500	-	
Sewer Fund	30,305	-	2,500	-	
	-	-	-	425,000	
Total Funding Sources	17,621,296	25,860,041	41,267,803	24,494,128	-5.3%

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

	2008/09	2009/10	2009/10	2010/11	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	589,712	689,137	686,874	753,352	9.3%
Contractual	405,191	393,532	355,061	375,312	-4.6%
Commodities	189,272	185,470	189,100	173,700	-6.3%
Capital	1,269	237	237	-	-100.0%
Total Expenditures	1,185,444	1,268,376	1,231,272	1,302,364	2.7%
 Funding Sources:					
General Fund	(2,414)	-	-	-	
External Labor Reimbursement	15,275	21,494	16,156	14,908	-30.6%
Road Use Tax Fund	1,172,583	1,246,882	1,215,116	1,287,456	3.3%
Total Funding Sources	1,185,444	1,268,376	1,231,272	1,302,364	2.7%
Personnel - Authorized FTE	12.05	12.05	12.05	12.05	

STREET SURFACE MAINTENANCE

431 -- 77

Highlights:

In FY 2010/11, \$150,000 is included for **materials** to repair asphalt and concrete streets.

A new, contracted **street restoration process** introduced in FY 2009/10 resulted in a **more permanent patch** than other processes that have previously been used. Therefore, \$10,000 is again included in FY 2010/11 for continued use of this process.

A **Hot Box** (\$30,000) has replaced the purchase of an asphalt recycling machine in FY 2009/10. The Hot Box will enable **on-site patching**. More time is needed to research the use and effectiveness of an asphalt recycling machine before purchasing it.

Concrete crushing (\$35,000) will continue in FY 2010/11 to crush reclaimed concrete from water main breaks and street projects that 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.

Purchasing **joint sealant material** occurs every other year and has been included in FY 2009/10 (\$15,000). The **bi-annual bridge inspection** is also included in FY 2010/11 (\$3,500).

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.

	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Service Accomplishments:				
Miles of streets maintained	249	250	251	252
Blocks of streets crack sealed	108	51	75	100
Blocks of streets slurry sealed	46	0	0	0
Miles of off-street bike paths maintained	35	37	40	40
# of block parties for which barricades were provided	42	45	50	50
Efficiency and Effectiveness:				
Cost per mile for street maintenance	\$4,149	\$4,760	\$4,891	\$5,139
Citizen satisfaction* with bike path maintenance	80%	83%	85%	85%
Citizen satisfaction* with condition of streets in neighborhoods	73%	77%	80%	80%
Citizen satisfaction* with surface condition of major streets	68%	66%	68%	68%

* % 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)

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	95,150	96,262	92,570	102,145	6.1%
Contractual	127,712	130,096	110,379	117,550	-9.6%
Commodities	298	140	470	350	150.0%
Total Expenditures	223,160	226,498	203,419	220,045	-2.8%
Funding Sources:					
Road Use Tax Fund	223,160	226,498	203,419	220,045	-2.8%
Total Funding Sources	223,160	226,498	203,419	220,045	-2.8%
Personnel - Authorized FTE	1.30	1.30	1.30	1.30	

STREET SURFACE CLEANING

431 -- 7821

Highlights:

Streets in the business districts, arterial and collector streets, and some residential streets are regularly cleaned by City crews. In addition, City crews respond to clean-up activities that arise from emergency incidents (accidents, spills, etc.) and clean-up of mud and debris that is tracked out onto the streets at construction sites. They also clean the streets affected by maintenance sites of City crews. **Timely response** is essential to these types of incidents.

Contracted services continue to be used to supplement City crews in sweeping residential streets (\$30,000).

	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Service Accomplishments:				
Curb miles cleaned – arterial and collector streets	1,748	1,758	1,775	1,800
Curb miles cleaned – residential streets (City crews)	2,776	3,074	3,200	3,300
Curb miles cleaned – residential streets (Contractor)	985	1,074	1,100	1,100
Curb miles cleaned – Business District	462	576	600	700
Efficiency and Effectiveness:				
Cost/mile of streets cleaned (City crews)	\$35.35	\$35.96	\$31.64	\$32.76
Cost/mile of streets cleaned (Contractor)	\$34.34	\$26.67	\$24.54	\$27.27
Citizen satisfaction* with street sweeping in business areas	93%	93%	94%	94%
Citizen satisfaction* with street sweeping in neighborhoods	73%	83%	84%	84%
% of street sweeping needs provided by City crews	75%	75%	75%	77%
% of street sweeping needs provided by contractor	25%	25%	25%	23%

* % 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. Following typical snowstorms, 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

	2008/09	2009/10	2009/10	2010/11	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Personal Services	325,372	358,928	365,124	389,454	8.5%
Contractual	426,970	359,651	347,757	362,033	0.7%
Commodities	171,175	85,725	151,300	158,000	84.3%
Capital	-	60,000	113,889	-	-100.0%
Total Expenditures	923,517	864,304	978,070	909,487	5.2%
 Funding Sources:					
Road Use Tax Fund	923,517	864,304	978,070	909,487	5.2%
Total Funding Sources	923,517	864,304	978,070	909,487	5.2%
 Personnel – Authorized FTE	 4.35	 4.35	 4.35	 4.35	

SNOW AND ICE CONTROL

431 -- 7943

Highlights:

A 2,000 ton **salt contract** is in place for the FY 2009/10 snow season. The contract salt cost is \$66.65/ton (\$133,300 total), an increase from the original estimate of \$58.00/ton. Savings from FY 2008/09 operations and from a supervisory vacancy early in FY 2009/10 covered the additional cost of salt. In FY 2010/11, \$140,000 is included for salt. **Calcium chloride** purchases will continue at a cost of \$10,000 in both FY 2009/10 and FY 2010/11. **Clean rock chips** (\$2,000 each year) will continue to be used for ice control in unpaved alleys.

In FY 2009/10 and FY 2010/11, City crews will utilize **31 units** (pickups, trucks, road grader, skid steers, backhoes, etc.) for snow and ice control activities. In addition, 30 units (mostly tractors with plows) with **contracted drivers** will be available to supplement City crews (\$75,000) in these activities. Included in the \$75,000 cost for these contracted services is a subsidy for the additional insurance that must be placed on each tractor to meet City insurance requirements.

In addition to a leased motor grader that has been used for a number of years, a **skid steer lease** (\$4,250) has been added in FY 2009/10 and will continue into the future. This leased equipment will be coupled with a **snow blower** (\$5,000) that was purchased in FY 2009/10 and will be used for snow blowing at the Airport and throughout the City as necessary. The cost of this equipment will be shared by the Streets Division and the Airport.

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. In addition, the FY 2009/10 Adjusted Budget includes a **mid-mount wing plow** (\$12,000), a **Quik-tach retrofit** for a loader (\$19,400), and a **wing plow for a tandem truck** (\$20,000) as carryovers from FY 2008/09.

Included in FY 2010/11 are **two wing plows** (\$30,000) and **two triple blade plows** (\$20,000) from fleet replacement funds.

	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Service Accomplishments:				
Annual snowfall (inches)				
(39" 5-year historical average; 35" 10-year historical average)	49	48	40	40
Miles of street maintained	249	250	251	252
# of ice control operations	27	24	25	25
Sodium chloride applied (tons)	2,474	3,210	2,500	2,500
Calcium chloride applied (gallons)	23,650	18,350	10,000	10,000
Salt brine used (gallons)	12,150	45,200	30,000	30,000
Snow fence installed (miles)	1.78	1.76	1.75	1.75
Efficiency and Effectiveness:				
Cost of snow plowing/ice removal per inch of accumulation per mile of street	\$80.30	\$76.95	\$97.41	\$90.22
Citizen satisfaction* with snow plowing on major City streets	74%	79%	80%	80%
Citizen satisfaction* with snow plowing in neighborhoods	64%	63%	64%	64%
Citizen satisfaction* with ice control at intersections	61%	71%	72%	72%

* % 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

	2008/09	2009/10	2009/10	2010/11	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	286,946	287,111	284,232	291,601	1.6%
Contractual	144,964	171,422	167,074	168,154	-1.9%
Commodities	44,902	15,300	16,800	16,800	9.8%
Capital	-	3,000	3,000	-	
Total Expenditures	476,812	476,833	471,106	476,555	-0.1%
 Funding Sources:					
General Fund	(2,371)	-	-	-	
Labor Reimbursement	2,565	1,000	-	-	-100.0%
Road Use Tax Fund	472,106	471,231	467,449	472,792	0.3%
Parking Fund	4,512	4,602	3,657	3,763	-18.2%
Total Funding Sources	476,812	476,833	471,106	476,555	-0.1%
Personnel - Authorized FTE	3.70	3.70	3.70	3.70	

RIGHT-OF-WAY MAINTENANCE

431 -- 94

Highlights:

Included in FY 2010/11 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 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.

Sidewalks in Campustown and the Downtown Business District are swept three times a week for six months of the year at an annual cost of approximately \$7,300. In addition, contracted **garbage pickup** occurs three times per week (Monday, Wednesday, and Friday) in both areas at an annual cost of \$8,190. These activities help to improve the cleanliness of those areas.

Different **turf restoration options** are being explored on a recent capital improvement project. These options will be evaluated for use on future projects.

Temporary personnel continue to augment full-time staff during summer months to maintain rights-of-way. A temporary gardener and a gardener's helper maintain several planting areas throughout the City. An increase of \$1,500 in the cost of planting supplies to \$7,500 is seen in both FY 2009/10 and FY 2010/11.

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Rights-of-way mowed (acres)	745	755	760	760
Complaint letters sent – weeds	68	60	65	70
Complaint notices issued – snow/ice on sidewalk	123	287	300	150
Actual # of billings for snow/ice removal from sidewalks	13	95	100	40
Bush/trees overhang letters sent	62	50	60	60
Sidewalk repair letters sent	74	65	75	75
Trees and shrubs planted	302	375	375	375
Efficiency and Effectiveness:				
Citizen satisfaction* with appearance of medians and parkways	91%	91%	92%	92%

* % 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

	2008/09	2009/10	2009/10	2010/11	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	
Personal Services	109,383	138,571	126,771	128,635	-7.2%
Contractual	71,400	60,913	65,381	56,500	-7.2%
Commodities	22,117	27,950	28,050	28,000	0.2%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	202,900	227,434	220,202	213,135	-6.3%
Funding Sources:					
Parking	202,900	227,434	220,202	213,135	-6.3%
Total Funding Sources	202,900	227,434	220,202	213,135	-6.3%
Personnel – Authorized FTE	1.82	1.82	1.82	1.82	

PARKING OPERATION AND MAINTENANCE

434 -- 96

Highlights:

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

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.

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
# of parking stalls	2,804	2,806	2,806	2,806
# of parking stalls painted	2,150	1,800	2,150	1,800
Electronic parking meters in use	915	943	943	943
# of meter complaints	702	787	750	725
# of preventive maintenance checks done on meters	5,650	4,559	4,559	4,559
Efficiency and Effectiveness:				
Reserved parking space rented (%)	73.2%	79%	80%	80%

PARKING LAW ENFORCEMENT

434 -- 2510

This activity has the responsibility of enforcing all parking regulations in the Downtown and Campustown business areas as well as other locations around the City. 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
- ✓ Address parking issues proactively
- ✓ Increase efficiency through the use of civilian employees
- ✓ Provide funeral escorts and assist in traffic control
- ✓ Resolve neighborhood complaints
- ✓ Assist in response to snow emergencies

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	215,360	249,095	249,077	257,753	3.5%
Contractual	62,194	88,558	81,617	74,402	-16.0%
Commodities	2,038	3,300	2,300	2,350	-28.8%
Capital	-	4,113	-	7,600	84.8%
Other	-	-	-	-	
Total Expenditures	279,592	345,066	332,994	342,105	-0.9%
Funding Sources:					
Parking Fund	279,592	345,066	332,994	342,105	-0.9%
Total Funding Sources	279,592	345,066	332,994	342,105	-0.9%
 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, who are responsible for administrative duties. The department has hired nine CSOs to work approximately 20 hours per week. 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.

This year the CSOs introduced the use of two **Segway personal transportation devices**. These devices are shared with the Patrol Division. These all electric vehicles have been successfully implemented and provide cost-effective parking enforcement activities in Downtown and Campustown areas.

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.

The CSOs are also responsible for delivery and pickup of the City's new **Block Party Trailer**. This community relations initiative gives the CSOs a chance to interact with the community in a very positive way.

The role of the CSOs was expanded this year to include **some limited animal control functions**. Several CSOs were 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 during hours they are not usually available, the response to public concerns has been improved. As part of that process, the department acquired a topper for one of the CSO pickup trucks with the intended goal of providing safe and secure transportation of animals.

PARKING LAW ENFORCEMENT

434 -- 2510

Highlights, continued:

	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Service Accomplishments:				
Parking citations issued by parking officer + daytime CSOs				
Overtime	23,663	22,489	18,682	20,000
Illegal	8,595	5,532	6,452	7,000
Illegal citations by evening CSOs	17,698	18,208	14,851	15,000
Illegal citations by patrol division	2,853	2,442	2,451	2,500
Total illegal citations	29,146	26,182	23,754	24,500
Total overtime citations	28,785	28,572	24,119	25,000
Total all citations	57,931	54,754	47,873	49,500
Efficiency and Effectiveness:				
Cost for each illegal citation to parking total budget	\$5.63	\$4.67	\$7.03	
Cost for each overtime citation to parking total budget	\$5.60	\$5.55	\$6.92	
Cost for all citations to parking total budget	\$5.66	\$5.11	\$6.97	



A YEAR OF PROGRESS!

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

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	57,037	59,798	60,740	62,496	4.5%
Contractual	70,373	91,139	81,262	86,168	-5.5%
Commodities	1,651	3,225	2,625	2,200	-31.8%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	129,061	154,162	144,627	150,864	-2.1%
Funding Sources:					
Parking	129,061	154,162	144,627	150,864	-2.1%
Total Funding Sources	129,061	154,162	144,627	150,864	-2.1%
Personnel - Authorized FTE	1.10	1.10	1.10	1.10	

PARKING VIOLATION COLLECTION

434 -- 1716

Highlights:

A downward trend in the number of parking tickets being issued began in FY08/09. The trend was expected to end in FY09/10. However, the downward trend has continued. The continued decrease in the number of tickets being issued is expected to reduce FY09/10 expenses for postage, office supplies, non-city services, and collection fees by \$10,000. The FY10/11 request is based on the number of tickets being issued in FY10/11 to be the same as originally projected for FY09/10.

Legal Department staff is currently responsible for the task of coding unpaid parking tickets so either a summons gets generated or a ticket gets referred to a collection agency. It has been proposed to assign this task to staff assigned to the Parking Violation Collection Program. This program can assume the task without incurring any additional costs. Advantages of this change include ensuring the task is done on a weekly basis, improving the consistency in how established guidelines are applied, and providing Legal Department staff with more time to focus on tasks relevant to their program.

	2007/08	2008/09	2009/10	2010/11
	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
% of payments made by credit card	34.7	36.4	37.0	37.5
% of payments reported to collection agency within a week of receipt	100.0	100.0	100.0	100.0
% of reminder notices mailed on date generated	100.0	100.0	100.0	100.0
% 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	53,096	43,992	40,000	40,000
Number of overpayments processed	587	440	350	350
Number of reminder notices mailed	23,667	20,622	19,000	19,000
Average cost for payment processed	\$2.44	\$2.93	\$3.62	\$3.79

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.

Activities:	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Transit Administration	1,451,696	1,534,518	1,500,429	1,575,623	2.7%
Fixed Route Service	4,930,187	5,455,198	5,366,892	5,688,612	4.3%
Dial-A-Ride Service	136,570	177,560	150,948	157,095	-11.5%
Total Operations	6,518,453	7,167,276	7,018,269	7,421,330	3.5%
 Personnel – Authorized FTE	 75.70	 75.70	 75.70	 75.95	

TRANSIT SYSTEM

436

	2008/09	2009/10	2009/10	2010/11	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Personal Services	4,708,625	4,890,003	5,071,573	5,376,185	9.9%
Contractual	858,456	932,100	910,174	947,675	1.7%
Commodities	949,221	1,344,773	1,033,622	1,096,970	-18.4%
Capital	1,722	-	1,700	-	
Other Expenditures	429	400	1,200	500	25.0%
Total Expenditures	6,518,453	7,167,276	7,018,269	7,421,330	3.5%
Funding Sources:					
Transit	(746,274)	(534,807)	(528,971)	(399,363)	-25.3%
Federal Grants	1,328,822	1,526,513	1,442,590	1,500,000	-1.7%
State Grants	635,736	689,210	694,206	716,540	4.0%
Interest	57,320	60,000	30,000	30,000	-50.0%
Transportation Fees & Charges	688,067	679,206	613,506	644,389	-5.1%
ISU Administration	530,764	557,321	557,302	576,808	3.5%
Property Tax	1,207,749	1,270,858	1,270,858	1,315,338	3.5%
GSB	2,760,265	2,898,375	2,898,278	3,008,118	3.8%
Miscellaneous Revenue	23,910	5,600	15,500	4,500	-19.6%
MPO Funding	32,094	15,000	25,000	25,000	66.7%
Total Funding Sources	6,518,453	7,167,276	7,018,269	7,421,330	3.5%

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 5.5 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 13 years or less ✓ Implement a coordinated plan to improve bus stop locations | <ul style="list-style-type: none"> ✓ Maintain an operating budget balance of no less than 9% ✓ Educate the business, student and general resident population through promotions ✓ Ensure compliance with all federal, state and local regulations |
|--|--|

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	924,977	1,005,492	985,625	1,035,940	3.0%
Contractual	466,150	474,176	457,762	480,443	1.3%
Commodities	58,847	54,850	55,342	59,240	8.0%
Capital	1,722	-	1,700	-	
Other	-	-	-	-	
Total Expenditures	1,451,696	1,534,518	1,500,429	1,575,623	2.7%
Funding Sources:					
Transit	1,451,696	1,534,518	1,500,429	1,575,623	2.7%
Total Funding Sources	1,451,696	1,534,518	1,500,429	1,575,623	2.7%
Personnel – Authorized FTE	9.20	9.20	9.20	9.20	

TRANSIT ADMINISTRATION AND SUPPORT

436 -- 11

Highlights:

The past two years have evidenced increased **ridership** in excess of 7%, ending FY 2008/09 with its highest ridership year in CyRide history, providing over 5 million rides. Based on early FY 2009/10 ridership patterns, previous record ridership will be surpassed once again with more than 5.5 million rides expected to be provided this year. This new ridership plateau (5+ million) is anticipated to continue into the FY 2010/11 budget year and beyond. Higher ridership can be attributed to three factors – higher student enrollment at Iowa State University (ISU), summer fare free promotions, and uncertain fuel prices.

Student fees will be held constant in the FY 2010/11 budget with no increase, as this year’s closing balance will exceed \$600,000. Total local revenue is anticipated to increase 3.5% from each of the three funding partners – City of Ames, Government of the Student Body, and ISU.

During the FY 2008/09 and FY 2009/10 budget years, CyRide entered into fuel contracts in an effort to stabilize fuel expenses. This has proven to be beneficial in the current economic climate. This practice is anticipated to be beneficial during the FY 2010/11 budget year as well, and will allow fuel to be budgeted at \$2.30 per gallon.

The FY 2010/11 budget reflects a net change of .25 in the number of full-time equivalent positions. This is accomplished by a realignment of staff to meet CyRide’s higher ridership demand. One maintenance position will be eliminated and an increase of 1.25 positions will occur in the operations department.

The City Council appropriated \$93,200 from the local option sales tax funding for a one-time experiment for fare-free CyRide during the summer months of 2009. This program was very successful, resulting in 113,258 additional rides for a 26.7% increase during the three-month demonstration project. This program has not been included in the FY 2010/11 budget.

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Ridership	4,646,554	5,002,146	5,500,000	5,500,000
Grant applications received	\$1,057,632	971,494	6,611,583	1,836,640
Average fleet age	14.3	12.8	11.9	11.6
Efficiency and Effectiveness:				
Passenger trips/capita	88.8	95.6	105.1	105.1
Passenger trips/revenue hour	43.9	46.0	49.5	49.5
Revenue hours/capita	2.0	2.1	2.1	2.1
Grant funds/expenses	16.2%	11.8%	46.9%	21.3%

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

	2008/09	2009/10	2009/10	2010/11	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	
Personal Services	3,775,435	3,875,951	4,077,300	4,331,150	11.7%
Contractual	263,949	288,924	310,112	319,232	10.5%
Commodities	890,374	1,289,923	978,280	1,037,730	-19.6%
Other Expenditures	429	400	1,200	500	25.0%
Total Expenditures	4,930,187	5,455,198	5,366,892	5,688,612	4.3%
 Funding Sources:					
Transit	4,930,187	5,455,198	5,366,892	5,688,612	4.3%
Total Funding Sources	4,930,187	5,455,198	5,366,892	5,688,612	4.3%
 Personnel - Authorized FTE	 66.45	 66.45	 66.45	 66.70	

FIXED ROUTE SERVICE

436 -- 12

Highlights:

Fixed route ridership is anticipated to increase approximately 12% in the current year to approximately 5.5 million rides. Increased enrollment in the current year, predicted stabilized enrollment for the future, and changing fuel prices will allow CyRide to increase ridership with a sustained, higher ridership level than has been evidenced in the recent past. The FY 2010/11 budget reflects **the addition of part-time drivers as two more buses will be placed in service and a new route to the E. 13th/Dayton area** is added to meet the higher ridership demand.

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 FY 2010/11 budget year.

Increased 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 economic stimulus funding received in the FY 2008/09 and FY 2009/10 budget years, CyRide will be able to lower its fleet age from the existing 16 years to 13 years. An added benefit of this funding is the ability to purchase 12 of the 15 new buses with hybrid technology, moving CyRide closer to the community and Council's sustainability goals and positively impacting the budget through reduced fuel usage and maintenance costs.

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Ridership	4,580,411	4,938,642	5,433,500	5,433,500
Average percent work assigned	89.4%	90.2%	90.0%	90.0%
Passenger compliments	11	18	20	20
Efficiency and Effectiveness:				
Passengers/revenue hour	45.8	47.5	51.5	51.5
Cost/revenue mile	\$4.52	\$4.43	\$4.72	\$4.89
Cost/passenger	\$1.05	\$0.98	\$0.95	\$0.98
Cost/revenue hour	\$47.92	\$46.60	\$50.8	\$52.58
Miles between preventable accidents	25,756	24,547	25,000	25,000

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

	2008/09	2009/10	2009/10	2010/11	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	
Personal Services	8,213	8,560	8,648	9,095	6.3%
Contractual	128,357	169,000	142,300	148,000	-12.4%
Commodities	-	-	-	-	
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	136,570	177,560	150,948	157,095	-11.5%
Funding Sources:					
Transit	136,570	177,560	150,948	157,095	-11.5%
Total Funding Sources	136,570	177,560	150,948	157,095	-11.5%
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. A new contract will be negotiated prior to its expiration.

Dial-A-Ride **ridership decreased** 5.4% during FY 2008/09, but is expected to increase slightly, stabilizing at approximately 34,000 annual rides. Higher 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.

	2007/08	2008/09	2009/10	2010/11
Service Accomplishments:	Actual	Actual	Adjusted	Projected
Ridership	10,920	10,208	11,000	11,000
# of complaints	1	0	0	0
% of applications processed in 21 days	98%	98%	98%	98%
Efficiency and Effectiveness:				
Passengers/revenue hour	3.7	3.8	3.8	3.8
Farebox revenue/expense	7.9%	7.0%	7.0%	7.0%
Cost/passenger	\$13.34	\$13.38	\$13.48	\$13.50
Cost/revenue mile	\$4.39	\$4.26	\$4.56	\$4.72

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

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	40,005	42,567	43,085	43,702	2.7%
Contractual	87,154	64,225	66,392	63,941	-0.4%
Commodities	3,280	2,300	2,300	2,600	13.0%
Capital	-	-	6,500	-	
Other	-	-	-	-	
Total Expenditures	130,439	109,092	118,277	110,243	1.1%
Funding Sources:					
General Fund	(44,872)	(75,386)	(61,501)	(70,697)	-6.2%
Airport Farm	55,461	58,380	58,380	58,380	0.0%
Hangar Leases	69,949	68,359	68,359	70,521	3.2%
Fuel Sales	8,571	13,400	8,700	8,700	-35.1%
Miscellaneous	224	2,000	2,000	1,000	-50.0%
Sigler Companies	41,106	42,339	42,339	42,339	0.0%
Total Funding Sources	130,439	109,092	118,277	110,243	1.1%
 Personnel – Authorized FTE	 .55	 .55	 .55	 .55	

AIRPORT

438 -- 70

Highlights:

Hap's Air Service has completed their second 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 \$96,028 at the end of FY 2009/10 and \$90,279 at the end of FY 2010/11. In FY 2009/10, 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 2010/11.

Cash rent for the airport farm is expected to be \$58,380 in FY 2010/11.

Gallons of fuel sold during FY 2008/09 and projected through the rest of FY 2009/10 decreased from previous years due to economic conditions and closure of Runway 13/31 for reconstruction of the pavement. During this time period, recreational users of the airport bought less fuel.

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.

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Gallons of fuel sold (AVGAS)	81,624	64,659	45,000	70,000
Gallons of fuel sold (FBO) jet	136,646	93,432	78,000	115,000
Gallons of fuel sold (ISU) jet	16,780	9,520	7,800	12,000
# of based single engine aircraft	43	43	43	43
# of based multi-engine aircraft	7	7	7	7
# of based ultra-light aircraft	1	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:	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Transit Administration:					
IA-16-X001-015-10			50,000		
Locally Funded Capital	609,490	279,000	146,600	230,000	
IA-03-0088-04	28,390	100,000			
IA-16-X001-015-08	65,945	50,000	50,000	50,000	
IA-04-0111-01			100,000	1,700,000	
5317 New Freedom FY 08	113,426				
IA 04-0113-015-07	334,340				
Needs Analysis FY 09			200,000		
IA 04-0113-015-08	355,552		366,000		
STA-IG-015-FY10			200,000		
IA-57-X001-015-09	113,425		384,000		
IA-95-X003-015-09			1,144,000		
ARRA 06-0001-015-09	33,347		2,865,480		
IA-77-X001 Tigger			1,455,608		
Intermodal Facility Study			1,150		
IA-04-0113-015-10			204,000	1,920,000	
Sub-Total	1,653,915	429,000	7,166,838	3,900,000	
Airport Operations:					
06/07 Airport Master Plan	3,809		10,149		
Rehab Runway 13/31	176,564		2,920,162		
09/10 Rehab Taxiway A1		1,125,000	1,125,000		
10/11 West Apron Rehab				1,345,000	
Sub-Total	180,373	1,125,000	4,055,311	1,345,000	
Street Surface Maintenance:					
10/11 Shared Use Path Pave				50,000	
08/09 Shared Use Path Pave	3,089		46,911		
09/10 Shared Use Path Pave		50,000	50,000		
Retaining Wall S. Dayton		40,000	40,000		
10/11 Sidewalk Safety				50,000	
08/09 Sidewalk Safety	43,035		1,443		
07/08 Sidewalk Safety	76,094				
09/10 Sidewalk Safety	8,001	50,000	41,999		
Bridge Rehab Program		15,000	15,000	165,000	
08/09 Seal Coat	518,802		182,329		
07/08 Seal Coat	55,897				
06/07 Concrete Pave Recon	405		281,903		
Concrete Pave Green Hills	73,198				
08/09 Concrete Pavement	58,637	1,225,000	1,366,105		
Squaw Creek Path Bridge			85,000		
09/10 Curb Marston Avenue	756	75,000		75,000	
Sub-Total	837,914	1,455,000	2,110,690	340,000	

TRANSPORTATION CIP

439

Activities	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Public Works Engineering:					
05/06 Arterial 24 th /Stange	215,172		101,123		
10/11 Asphalt Resurface/I-JOBS				825,000	
09/10 Asphalt Resurface/I-JOBS			221,578		
09/10 Asphalt Resurfacing	4,370	1,025,000	799,052		
08/09 Asphalt Resurfacing	523,717				
06/07 Asphalt Resurfacing	301,780		11,792		
Asphalt Pave Arizona Avenue	9,180	350,000	387,572		
09/10 Asphalt Northwood Dr	180	500,000	499,820		
10/11 Asphalt Pavement				850,000	
S. Bell TIF Project	77,857	192,000	1,075,668		
08/09 & 09/10 Collector St Pave	116,185	900,000	1,883,385		
Bloomington Retain Wall	27,182		7,818		
09/10 Collect 16 th /Garfield/Ross		1,000,000			
08/09 Neighborhood Curb	99,413				
10/11 Collector Storm Street				925,000	
08/09 CyRide Toronto-Hutchison	68,463	540,000	531,537		
10/11 Arterial Duff/L'Way/7 th				1,003,000	
10/11 Arterial 6 th /Grand/NW				550,000	
07/08 Col/Beach/L-Way/Morten	8,133				
NE Area Regional 570 th Street		950,000	950,000		
S. Dayton Ave Improvements	1,083,283		586,119		
Topographic Mapping	68,610		5,000		
Kellogg Ave L-Way to Main	54,236	500,000	445,764		
Main Street Alley	4,795		39,328		
SE 16 th Paving and Bridge	290,620				
Kellogg Avenue & Main Street				1,610,000	
Burnett Avenue Main to 7 th	8,255	700,000	729,438		
08/09 Arterial ND/Delawr/Ontario	115,861	1,070,000	983,874		
Arterial 13 th Stange RR	60,011	1,500,000	1,448,268		
09/10 Concrete Pavement	225	1,625,000	1,624,775		
Stim Duff Rehab 6-13 th			684,898		
Stim GWC Stange/Bloomington	18,107		771,494		
Stim L'Way/Hickory/Franklin	15,974		619,012		
10/11 Concrete Pavement				1,050,000	
Grand Avenue Extension	1,325,733		923,483		
08/09 CyRide NW 28 th -30 th	4,454	360,000	388,681		
09/10 CyRide Rt Ash/Knapp	19,483	800,000	780,517		
10/11 CyRide Ontario				950,000	
S Duff Ave Improvement Project	282,403		254,830		
Bloomington Road Widening	76,034		316,902		
Sub-Total	4,879,716	12,012,000	17,071,728	7,763,000	
Right-of-Way Maintenance:					
Green Space 13 th & Grand			145,000		
Sub-Total			145,000		
Total CIP	7,551,918	15,021,000	30,549,567	13,348,000	-11.1%

SOUTHEAST ENTRYWAY AREA



The traffic flow in the southeast entryway area of the City of Ames was improved with two major projects. South 16th Street was paved and a new bridge installed. Additionally, South Dayton Avenue was relocated diagonally between the U.S. Highway 30/South Dayton Avenue interchange and South Dayton Avenue/S. E. 5th Street.



BRIDGE IN BROOKSIDE PARK

A new pre-fabricated steel bridge replaced a wooden suspension bridge in Brookside Park over Squaw Creek. The old bridge was scheduled for replacement when the flood of May 2008 contributed to the bridge's poor condition. The new structure is eight feet wide and 120 feet in length.



Brookside Park Bridge – Under Construction



Brookside Park Bridge - Finished

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.

	2008/09	2009/10	2009/10	2010/11	% Change
Use of Funds:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Recreation/Administration	2,318,984	2,666,142	2,509,765	2,723,773	2.2%
Parks	1,016,596	1,042,930	1,067,414	1,080,834	3.6%
Library Services	3,106,895	3,252,792	3,235,325	3,323,260	2.2%
Library Grants/Donations	225,543	265,590	118,239	63,000	-76.3%
Health and Sanitation	148,150	157,649	150,491	152,348	-3.4%
Animal Control	310,028	335,864	344,966	332,384	-1.0%
Human Services	1,011,330	1,019,988	1,035,668	1,142,440	12.0%
Art Services/Agencies	147,445	150,480	155,106	127,709	-15.1%
Cemetery	126,313	128,391	127,926	130,665	1.8%
Leased Housing	1,197,811	1,196,051	1,129,159	1,158,967	-3.1%
Affordable Housing	15,316	44,342	22,918	7,640	-82.8%
Community Dev. Block Grant	684,917	597,842	1,313,300	524,274	-12.3%
Storm Disaster Activity	151,502	-	84,289	-	
Economic Development	159,837	162,359	233,836	161,228	-0.7%
Cable TV	61,594	114,720	108,558	115,954	1.1%
Total Operations	10,682,261	11,135,140	11,636,960	11,044,476	-0.8%
Community Enrichment CIP	8,050,972	555,400	2,673,838	571,600	2.9%
Total Expenditures	18,733,233	11,690,540	14,310,798	11,616,076	-0.6%
Personnel – Authorized FTE	63.49	63.49	63.49	63.49	

COMMUNITY ENRICHMENT PROGRAM

450

	2008/09	2009/10	2009/10	2010/11	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	
Personal Services	5,216,188	5,661,716	5,490,723	5,827,853	2.9%
Contractual	4,524,442	4,699,453	5,367,404	4,516,994	-3.9%
Commodities	548,589	399,667	388,359	387,939	-2.9%
Capital	8,435,820	929,704	3,064,290	883,240	-5.0%
Other Expenditures	8,194	-	22	50	
Total Expenditures	18,733,233	11,690,540	14,310,798	11,616,076	-0.6%
Funding Sources:					
General Fund	6,398,247	6,962,441	6,803,567	7,122,793	2.3%
Local Option	1,716,726	1,599,962	1,804,412	1,679,017	4.9%
Hotel/Motel	202,252	212,359	323,005	211,228	-0.5%
Leased Housing	1,197,811	1,196,051	1,129,159	1,158,967	-3.1%
Housing Assistance	14,168	23,422	22,918	7,640	-67.4%
Co. Wide Affordable Housing	1,148	20,920	-	-	-100.0%
Cemetery	-	-	-	-	
Block Grant	684,917	597,842	1,313,300	524,274	-12.3%
G.O. Bonds	6,391,692	-	-	-	
Park Development	392,358	-	75,550	138,100	
Park & Rec Spec Revs	19,703	-	95,672	-	
Library Donations	259,058	265,590	339,724	63,000	-76.3%
Piano Donation	-	-	-	-	
Furman Aquatic Donations	634,014	-	423,761	-	
Aquatic Center Donation	-	-	1,020,000	-	
Economic Development RLF	-	-	75,000	-	
Parking	-	-	-	-	
Animal Shelter Donations	10,712	14,125	35,620	-	
Public Art Donations	-	-	-	15,900	
FEMA – 2007 Ice Storm	151,502	-	84,289	-	
Ice Arena	445,399	470,933	456,779	471,235	0.1%
Ice Arena Capital – City	-	50,000	41,725	-	
Ice Arena Capital – ISU	-	50,000	41,725	-	
Homewood Golf	211,931	226,895	224,592	223,922	-1.3%
Electric Fund	1,595	-	-	-	
Total Funding Sources	18,733,233	11,690,540	14,310,798	11,616,076	-0.6%

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.

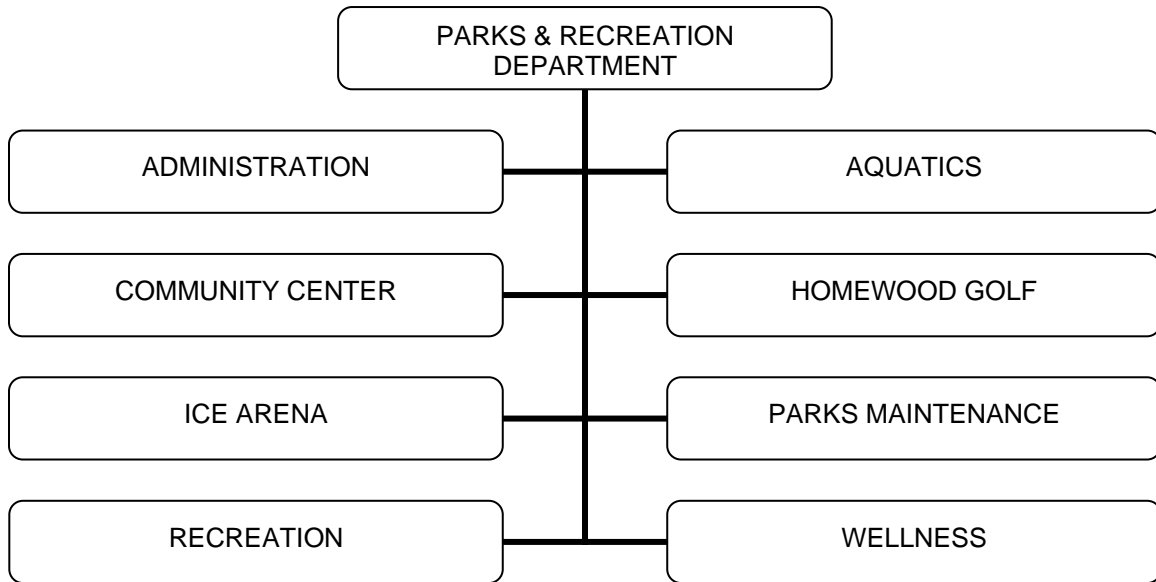
As in all Parks and Recreation activities, the challenge is to balance affordability and the necessary amount of tax support needed to offer a well-rounded program. The department is placing a high premium upon program marketability and the idea that direct costs should be recovered through non-tax revenues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

	2008/09	2009/10	2009/10	2010/11	% Change
Activities:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Parks & Rec Dept Administration	243,709	246,397	245,299	249,294	1.2%
Recreation Administration	98,863	100,371	103,985	105,484	5.1%
Instructional Programs	248,067	259,943	244,688	247,740	-4.7%
Athletic Programs	160,697	166,312	198,585	201,886	21.4%
Aquatics Programs	364,252	620,961	472,020	653,031	5.2%
Comm Ctr/Auditorium/Bandshell	297,008	310,702	313,186	316,481	1.9%
Wellness Programs	249,058	263,628	250,631	254,700	-3.4%
Homewood Golf	211,931	226,895	224,592	223,922	-1.3%
Ice Arena	445,399	470,933	456,779	471,235	0.1%
Total Operations	2,318,984	2,666,142	2,509,765	2,723,773	2.2%
Personnel - Authorized FTE	11.65	11.65	11.65	11.65	

RECREATIONAL OPPORTUNITIES

451

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	1,421,565	1,685,806	1,556,454	1,702,808	1.0%
Contractual	701,934	757,586	746,028	791,112	4.4%
Commodities	174,250	204,955	186,488	218,753	6.7%
Capital	20,899	17,795	20,795	11,100	-37.6%
Other Expenditures	336	-	-	-	
Total Expenditures	2,318,984	2,666,142	2,509,765	2,723,773	2.2%
Funding Sources:					
General Fund	836,659	853,555	852,349	847,191	-0.7%
Ice Arena	445,399	470,933	456,779	471,235	0.1%
Homewood Golf	211,931	226,895	224,592	223,922	-1.3%
Local Option Tax	-	24,094	24,094	25,368	5.3%
User Fees	824,995	1,090,665	951,951	1,156,057	6.0%
Total Funding Sources	2,318,984	2,666,142	2,509,765	2,723,773	2.2%



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
- ✓ Provide departmental budget fiscal responsibility and complete authorized CIP projects within designated fiscal year
- ✓ Work with key staff members and user groups to optimize usage of Ice Arena, Homewood Golf Course, and City Auditorium
- ✓ Ensure Donald and Ruth Furman Aquatic Center **opens July of 2009** and stays within construction budget
- ✓ Pursue partnerships with other governmental and private sector entities to ensure best and most economical delivery of recreational services to residents
- ✓ Further develop and support the City's efforts in "going green"
- ✓ 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

	2008/09	2009/10	2009/10	2010/11	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Personal Services	162,163	165,068	165,991	169,533	2.7%
Contractual	76,827	78,179	75,832	76,186	-2.5%
Commodities	4,719	3,150	3,476	3,575	13.5%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	243,709	246,397	245,299	249,294	1.2%
 Funding Sources:					
General Fund	238,687	240,397	239,799	243,294	1.2%
Miscellaneous Revenue	5,022	6,000	5,500	6,000	0.0%
Total Funding Sources	243,709	246,397	245,299	249,294	1.2%
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 and was completed in November 2009. This 11-acre facility, including the parking lot, is located 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.

Budget Implications of Transitioning to the New Aquatic Center – Summer 2010

The Furman Aquatic Center will open on Saturday, May 29, 2010. It is anticipated that 90% of all season ticket sales for the summer of 2010 will occur in May and June. Therefore, for FY 09/10, it is anticipated that the facility will net \$30,000 more than expenses which total \$368,700. In FY 10/11, the Aquatic Center is projected to break-even. Carr Pool will not open in 2010, and the basin is scheduled for demolition in the spring/summer of 2011.

City Use of Ames Community School District Facilities

In the fall of 2009, the District informed the City that fees would need to be assessed for City usage of District facilities for Parks and Recreation programs. Following several conversations, the District agreed to waive fees for FY 09/10. In January of 2010, administrators from both entities agreed to recommend to their respective policy-making boards that the City reimburse the District for the incremental costs (electricity and water) which would total approximately \$3,500 for FY 10/11. The Parks and Recreation Commission approved an approximate \$1.25 increase in individual program fees to cover this cost.

Capital Improvements

Numerous large-scale projects were completed within the park system in FY 09/10: the Dog Park; replacement of the bridge at Brookside Park; a new restroom at the southern end of Ada Hayden Heritage Park; installation of a new practice green at Homewood Golf Course; the opening of Charles and June Calhoun Park; and the completion of the Furman Aquatic Center.

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Conduct a minimum of six focus groups	n/a	9	12	12
Maintain a tax subsidy level of <67%	66%	66%	64%	61%
Efficiency and Effectiveness:				
Maintain 97%+ user satisfaction with:				
Overall appearance of parks	97%	97%	98%	98%
Shelters	94%	95%	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

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	63,110	65,859	67,847	69,664	5.8%
Contractual	34,071	32,648	33,159	33,670	3.1%
Commodities	1,682	1,864	2,979	2,150	15.3%
Total Expenditures	98,863	100,371	103,985	105,484	5.1%
Funding Sources					
General Fund	98,863	100,371	103,985	105,484	5.1%
Total Funding Sources	98,863	100,371	103,985	105,484	5.1%
Personnel - Authorized FTE	.77	.77	.77	.77	

RECREATION ADMINISTRATION

451 -- 50

Highlights:

Iowa Parks and Recreation Association (IPRA)

In September of 2009, the Department hosted the IPRA Fall Workshop. Over 120 parks and recreation professionals from across the State attended this three day event. Attendees participated in tours of the park system and ISU sport facilities. They also attended numerous educational sessions which emphasized the City of Ames' Excellence Through People initiative.

	2007/08	2008/09	2009/10	2010/11
Service Accomplishments:	Actual	Actual	Adjusted	Projected
# of scholarship (low-income) participants	29	57	60	60
Scholarship funding provided	\$565	\$936	\$1,000	\$1,000
# of recreation programs	139	138	138	138
# of computer registrations	11,176	11,838	11,850	11,850
% of online computer registrations	24%	24%	25%	25%

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%

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	187,001	206,757	190,749	193,172	-6.6%
Contractual	35,222	34,352	33,866	37,951	10.5%
Commodities	18,310	16,339	17,578	16,617	1.7%
Capital	7,534	2,495	2,495	-	-100.0%
Other Expenditures	-	-	-	-	
Total Expenditures	248,067	259,943	244,688	247,740	-4.7%
Funding Sources:					
General Fund	89,611	90,287	85,042	80,916	-10.4%
Instructional Fees	158,456	169,656	159,646	166,824	-1.7%
Total Funding Sources	248,067	259,943	244,688	247,740	-4.7%
 Personnel - Authorized FTE	 1.78	 1.78	 1.58	 1.58	

INSTRUCTIONAL PROGRAMS

451 -- 51

Highlights:

The Personal Services budget decreased by .20 FTE. This change was made to better reflect a Recreation Coordinator's time to supervise Adult Softball which is in the Athletic Program.

In 2010, the Small Wonders pre-school program may be restructured and relocated from the Gateway Administrative Office to the downtown Community Center. This action would be in response to staff's desire to combine Small Wonders with another 3-to-5 year old program currently held at the Community Center, Giggles and Wiggles.

In 2010, for the fourth consecutive year, the City will continue in a successful partnership with the Ames Racquet and Fitness Club (ARFC) to provide Parks and Recreation tennis lessons. This partnership has increased program quality and positive comments have been received from participants.

Annually, \$10,500 has been transferred from the Excellence Through People account, administered by Human Resources, to provide seasonal staff support to this activity program. This allows a full-time Recreation Supervisor approximately 12.5% of his time to lead Process Improvement Teams within the overall organization. This amount will increase to \$12,000 in FY 10/11.

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
# of programs	41	40	40	39
# of registrations	3,470	3,403	3,224	3,110
# of youth sport sponsors	30	12	13	15
# of youth sport teams sponsored	52	37	29	30
Youth sport sponsor revenue	\$9,025	\$5,450	\$3,825	\$4,000
% of programs instructor/participant ratios adhered to	100%	100%	100%	100%
Efficiency and Effectiveness:				
Instructional operational subsidy	31%	36%	35%	33%
City cost per registration	\$66.66	\$72.90	\$75.90	\$78.53
Subsidy per registration	\$20.50	\$26.33	\$26.38	\$26.02

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

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	111,383	121,272	140,244	143,142	18.0%
Contractual	32,493	33,288	37,818	38,092	14.4%
Commodities	16,758	11,752	20,523	20,652	75.7%
Capital	-	-	-	-	
Other Expenditures	63	-	-	-	
Total Expenditures	160,697	166,312	198,585	201,886	21.4%
Funding Sources:					
General Fund	45,408	57,765	65,817	67,011	16.0%
Athletic Fees	115,289	108,547	132,768	134,875	24.3%
Total Funding Sources	160,697	166,312	198,585	201,886	21.4%
 Personnel - Authorized FTE	 .83	 .83	 1.03	 1.03	

ATHLETIC PROGRAMS

451 -- 52

Highlights:

A new program, Fall Sand Volleyball, began in September of 2009 with 19 teams participating (over 150 people).

Annually, \$10,500 has been transferred from the Excellence Through People account, administered by Human Resources, to provide seasonal staff support to this activity program. This allows a full-time Recreation Supervisor approximately 12.5% of his time to lead Process Improvement Teams within the overall organization. This amount will increase to \$12,000 in FY 10/11.

The Personal Services budget increased by .20 FTE from Instructional Programs. This change is a result of an increase in a Recreation Coordinator's time allocation to more accurately reflect the work activity in this program (oversight of Adult Softball).

The Ames Slowpitch Softball Association (ASSA) operated the softball complex concession stand from the early 1980s to the spring of 2009. ASSA informed City staff that they no longer had the capability to get volunteers to manage this operation. In response to their decision, Parks and Recreation now operates the facility. This action resulted in Personnel Services and Commodities costs increasing. However, the revenues that were generated offset all the expenses, including hiring seasonal workers to staff the stand and \$4,000 in utility costs. Therefore, the stand breaks-even operationally.

The Ames Community School District notified the City that they would begin charging fees for use of indoor District facilities for Parks and Recreation programs. After much discussion, the District has agreed to charge only incremental cost for use of the facilities, or a total of \$3,500 for FY 10/11. This additional cost will be paid with a small increase in participant fees.

The increase in adult sport league teams is due to the popularity of Sand Volleyball (19 new teams for the fall league and 13 additional teams in the summer).

	2007/08	2008/09	2009/10	2010/11
Service Accomplishments:	Actual	Actual	Adjusted	Projected
# of programs	27	27	28	28
# of teams	331	341	372	385
# of participants	4,076	4,177	4,474	4,548
 Efficiency and Effectiveness:				
Athletic program subsidy	35%	28%	32%	33%
% of direct costs covered	100%	100%	100%	100%
City cost per participant	\$37.13	\$38.47	\$43.37	\$44.39
Subsidy per participant	\$12.99	\$10.87	\$13.70	\$14.73

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

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	209,691	392,394	280,312	401,570	2.3%
Contractual	122,525	149,036	144,327	172,080	15.5%
Commodities	31,982	79,531	47,381	79,381	-0.2%
Capital	-	-	-	-	
Other Expenditures	54	-	-	-	
Total Expenditures	364,252	620,961	472,020	653,031	5.2%
Funding Sources:					
General Fund	147,783	150,616	149,948	154,095	2.3%
Daily Receipts/Lessons	195,708	393,245	285,172	418,533	6.4%
Concessions	20,761	77,100	36,900	80,403	4.3%
Total Funding Sources	364,252	620,961	472,020	653,031	5.2%
Personnel – Authorized FTE	.75	.75	.75	.75	

AQUATICS

451 -- 54

Highlights:

Furman Aquatic Center

The motto for the Furman Aquatic Center is “Fun Today – Memories for a Lifetime.” In support of this motto, staff developed customer-driven facility policies and procedures, and will conduct seasonal staff training to ensure customers have a safe, fun, and memorable experience at this facility.

The Furman Aquatic Center will open on May 29, 2010. It is anticipated that 90% of all season ticket sales for the summer of 2010 will occur in May and June. Therefore, for FY 09/10, it is anticipated that the facility will net \$30,000 more than expenses which total \$368,700. In FY 10/11, the Aquatic Center is projected to break-even. Carr Pool will not open in 2010, and the basin is scheduled for demolition in the spring/summer of 2011.

Swimming lessons continue to be popular with over 1,700 people of all ages learning to swim each year.

Brookside Wading Pool

On a daily basis, approximately 14 children under the age of six use the wading pool. The FY 09/10 Adjusted budget includes \$3,040 in Commodities to replace the pumps and filter at this 23-year-old facility.

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
# of visits to Carr Pool	27,444	21,873	14,429	closed
# of visits to Municipal Pool	38,542	41,929	42,172	42,500
# of visits to the Brookside Wading Pool	1,098	1,161	700	700
# of visits to the Furman Aquatic Center	N/A	N/A	25,000	80,000
Total aquatic user visits	67,084	64,963	82,601	123,200
Swim lesson registrations	1,689	1,718	1,780	1,780
Private swim lessons	656	597	600	600
Efficiency and Effectiveness:				
Subsidy per visit for Carr Pool	\$2.29	\$2.93	\$2.10	N/A
Subsidy per visit for Municipal Pool	\$2.35	\$2.59	\$2.65	\$2.61
Subsidy per visit for Brookside Wading Pool	0	\$.91	\$7.84	\$3.50
Subsidy per visit for Furman Aquatic Center	N/A	N/A	0	0
# of focus groups held each season	2	2	2	2
Percent of tax support	40%	41%	32%	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:

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

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	182,890	189,711	190,400	194,196	2.4%
Contractual	102,648	109,758	108,131	111,599	1.7%
Commodities	10,025	11,233	11,655	10,686	-4.9%
Capital	1,445	-	3,000	-	
Other	-	-	-	-	
Total Expenditures	297,008	310,702	313,186	316,481	1.9%
Funding Sources:					
General Fund	213,615	202,611	204,927	196,391	-3.1%
Open Gym	17,909	21,486	18,661	18,661	-13.1%
Auditorium Rental	50,621	47,500	52,784	63,000	32.6%
Piano Rental/Tuning Fee	-	800	800	-	-100.0%
Auditorium Productions	8,238	4,050	1,759	3,200	-21.0%
Ticket Sales	3,636	2,900	2,900	2,600	-10.3%
Soda Machines	2,989	3,100	3,100	3,100	0.0%
Local Option/Municipal Band	-	24,094	24,094	25,368	5.3%
Social Program Fees	-	4,161	4,161	4,161	0.0%
Total Funding Sources	297,008	310,702	313,186	316,481	1.9%
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 5 a.m. to 10 p.m. daily and receives over 100,000 user visits per year. Drop-in usage for open gym during the winter months continues to be limited due to scheduled youth and adult sport leagues and activities.

Auditorium

The three highest revenue streams for the Auditorium are Bridgeway Church at \$20,400; Story Theater at \$6,026; and Central Iowa Symphony at \$3,779. These three groups meet at this facility multiple times per year, generating the following attendance: Story Theater 7,037; Bridgeway Church 6,994; and the Central Iowa Symphony 2,424.

Bandshell

The Ames Jaycees successfully hosted “Ames on the Half Shell” on seven Friday evenings during the summer of 2009.

Staff worked closely with the Ames Jaycees in their efforts to partner with the Downtown Cultural District 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 \$27,000 and is financed with Local Option Sales Tax funding.

The other two Social programs (Craft Fair / Bookends) cost a total of \$8,100 and are offset with approximately \$4,000 in revenue (Craft Fair).

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Drop-in visits (gym, weight room)	35,809	34,449	34,000	34,000
Total user visits (programs included)	112,562	114,754	115,000	115,000
# of Auditorium events	65	57	65	65
# of Auditorium hours used	1,190	1,035	1,100	1,100
# of days Auditorium used	250	252	250	250
# of Auditorium visits	34,711	33,626	32,000	32,000
Efficiency and Effectiveness:				
Subsidy per user visit – Community Ctr	\$1.21	\$1.42	\$1.53	\$1.56
Tax subsidy – Community Center:				
Dollar amount	\$135,983	\$162,750	\$175,298	\$181,274
Percent	86%	89%	89%	89%
Subsidy per user visit – Auditorium	\$0.70	\$0.73	\$0.89	\$0.51
Tax subsidy – Auditorium:				
Dollar amount	\$24,400	\$24,407	\$28,433	\$16,254
Percent	29%	28%	33%	19%
Auditorium facility rated good/excellent	100%	97%	100%	100%
Auditorium staff rated good/excellent	100%	83%	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%

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	186,757	195,648	184,049	187,742	-4.0%
Contractual	42,843	45,780	44,732	45,258	-1.1%
Commodities	7,538	9,400	9,050	10,600	12.8%
Capital	11,920	12,800	12,800	11,100	-13.3%
Other	-	-	-	-	
Total Expenditures	249,058	263,628	250,631	254,700	-3.4%
Funding Sources:					
General Fund	2,692	11,508	2,831	-	-100.0%
Wellness – Fees	246,366	252,120	247,800	254,700	1.0%
Total Funding Sources	249,058	263,628	250,631	254,700	-3.4%
Personnel – Authorized FTE	1.40	1.40	1.40	1.40	

WELLNESS PROGRAM

451 -- 56

Highlights:

A new style of fitness class entitled “Zumba” has been extremely popular in 2009. Nine classes are offered weekly with over 225 registrations. Zumba combines Latin music with high-energy movements. These classes provide a net revenue gain of approximately \$17,000.

A fitness program for older adults, Silver Sneakers® Fitness Program, affords residents with limited mobility to be seated in a chair for 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, 55 people participate in two classes per week; generating \$4,500 in net revenues annually.

The weight room / cardio space continues to be a popular facility with usage exceeding 21,000 visits annually.

Due to Iowa State University (ISU) renovating the State Gym, the older adult Warm Water Aqua Exercise program was moved to ISU’s Forker pool. This has resulted in a decrease in participation due to cooler water and limited parking at the facility.

Capital funding for FY 10/11 includes \$11,100 to replace a treadmill (\$6,300) and an elliptical trainer (\$4,800).

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
% of State Gym Aqua Program revenues exceeding direct expenses	30.6%	22.3%	28.9%	21.6%
Total # of wellness classes offered weekly	54	54	54	54
Total # of wellness program registrations	7,755	7,797	7,797	7,884
Total # of annual weight room visits	22,524	21,392	22,000	21,500
Total # of new programs created	7	3	3	3
Efficiency and Effectiveness:				
City cost per registration	\$7.79	\$8.79	\$8.95	\$8.73
Subsidy per registration	0	0	0	0

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

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
Expenditures:					Adopted
Personal Services	122,607	131,671	129,633	132,098	0.3%
Contractual	62,183	61,888	60,738	59,577	-3.7%
Commodities	27,007	30,836	31,721	32,247	4.6%
Capital	-	2,500	2,500	-	-100.0%
Other Expenditures	134	-	-	-	
Total Expenditures	211,931	226,895	224,592	223,922	-1.3%
Funding Sources:					
Homewood Golf	(24,351)	(10,992)	(16,055)	(20,533)	86.8%
Fees & Season Tickets	158,930	164,344	162,302	165,030	0.4%
Interest	1,581	1,000	1,200	1,200	20.0%
Rents	24,992	23,686	25,800	26,543	12.1%
Miscellaneous Revenue	100	200	100	100	-50.0%
Merchandise Sales	25,216	22,954	25,542	25,542	11.3%
Western Wireless Lease	25,463	25,703	25,703	26,040	1.3%
Total Funding Sources	211,931	226,895	224,592	223,922	-1.3%
Personnel - Authorized FTE	1.30	1.30	1.30	1.30	

HOMEWOOD GOLF COURSE

451 – 57

Highlights:

The **two financial goals** for this operation are to: 1) offset operational expenses with user-generated revenues; and 2) maintain a fund balance of 27% of operational expenses, or \$60,858.

Homewood continues to operate below the fund balance goal of 27% of operational expenses. The fund balance as of July 1, 2009 was \$52,869 or 22% of the expenses. Strategies to increase revenue next season should increase the fund balance to \$89,457 as of June 30, 2011. 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 e-mailing season pass holders and daily golfers to inform them of special incentives.

It is important to remember that the Cell Tower Lease Agreement generates \$26,040 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 operate at a net loss of \$7,847 in FY 10/11.

The number of rounds of golf has remained consistent during the past few years at 19,600. This is atypical. Nationally, the number of rounds played has decreased by approximately 5%. Staff's goal is to maintain this quantity of rounds at Homewood.

The rental of motorized carts continues to be successful, generating net revenue of approximately \$8,000.

A new 4,850 square feet putting green opened in September 2009.

The FY 10/11 revenue reflects a 3% increase to daily admission and season ticket sales.

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
# of rounds per year	18,859	19,605	19,600	19,600
# of days affected by weather	43	53	45	45
# of leagues	5	5	5	5
Efficiency and Effectiveness:				
% of respondents rating course conditions "very good" or "good"	96%	95%	97%	97%
% of respondents rating courtesy of clubhouse staff "very good" or "good"	100%	100%	100%	100%
User focus groups held	3	6	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

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	195,963	217,426	207,229	211,691	-2.6%
Contractual	193,122	212,657	207,425	216,699	1.9%
Commodities	56,229	40,850	42,125	42,845	4.9%
Capital	-	-	-	-	
Other Expenditures	85	-	-	-	
Total Expenditures	445,399	470,933	456,779	471,235	0.1%
Funding Sources:					
Ice Arena	(16,280)	(7,491)	3,395	6,749	-190.1%
Recreation Charges	45,483	47,950	48,702	46,273	-3.5%
Interest	17,009	18,000	8,300	8,300	-53.9%
Rents	330,638	350,352	331,217	339,652	-3.1%
Miscellaneous Revenue	305	1,000	300	300	-70.0%
Merchandise Sales	68,244	61,122	64,865	69,961	14.5%
Reimbursements	-	-	-	-	
Total Funding Sources	445,399	470,933	456,779	471,235	0.1%
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 to: 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 (approximately \$8,000 annually).

The **Operational Fund** balance was \$144,484 as of June 30, 2009 and is projected to be \$133,433 as of June 30, 2011. The **Capital Reserve Fund** totaled \$438,428 as of June 30, 2009 and is estimated to total \$394,978 as of June 30, 2010. It should be remembered that annually the City and Iowa State University (ISU) each contribute \$20,000 to the Capital Reserve Fund.

A new \$108,450 ice resurfer was approved in 2009 and is currently being manufactured. It will arrive at the facility in March of 2010. Funding for this purchase included a \$25,000 trade-in allowance on the current machine and \$83,450 from the Ice Arena's Capital Reserve Fund.

FY 10/11 revenues reflect a 3% increase in ice rental fees and approximately a 10% increase for items sold at the concession stand. Collectively, this will generate approximately \$14,000 in additional revenues.

A new system uses cold water, as opposed to using hot water, when resurfacing the ice. This equipment change should result in decreased usage of natural gas to heat water, thereby leading to a cost savings of approximately \$2,000 per year.

FY 10/11 Contractual Services increased \$4,221 due to a 5% increase in electric costs and \$4,209 due to an increase in fleet maintenance repairs for the ice resurfer.

The FY 09/10 adjusted revenue includes the addition of the Central States Collegiate Hockey League Tournament. The Ice Arena hosted both the State High School Varsity and Jr. Varsity Hockey Tournaments in 2009 and will do so again in 2010. Each tournament results in an additional \$5,000 in rental revenue.

	2007/08	2008/09	2009/10	2010/11
Service Accomplishments:	Actual	Actual	Adjusted	Projected
User visits: winter public skate sessions	9,667	9,161	9,850	9,700
User visits: summer public skate sessions	2,788	2,760	2,800	2,800
Rented prime-time ice hours – school year	1,508	1,447	1,370	1,370
Percent of rented prime-time ice/school yr	71%	69%	65%	65%
Rented non-prime-time ice hrs/school yr	502	607	550	550
Rented ice hours – summer	334	301	335	350
Percent of rented prime-time hrs/summer	46%	42%	46%	48%
 Efficiency and Effectiveness:				
User focus groups held	2	3	3	3
Public skate hours available:				
October – March	14.5/wk	14.5/wk	14.5/wk	14.5/wk
% revenue to expense (without interest from the fund balance being transferred)	99.4%	99.8%	97.4%	97%

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

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	665,840	688,704	694,995	721,697	4.8%
Contractual	285,517	297,011	304,514	290,662	-2.1%
Commodities	65,239	53,215	65,405	63,475	19.3%
Capital	-	4,000	2,500	5,000	25.0%
Other Expenditures	-	-	-	-	
Total Expenditures	1,016,596	1,042,930	1,067,414	1,080,834	3.6%

Funding Sources:

General Fund	955,055	975,576	991,084	1,006,403	3.2%
Shelter Reservations	3,110	-	-	-	
Facility Rentals	30,890	36,694	36,700	36,700	0.0%
Dog Park Fees	11,226	14,000	20,880	20,731	48.1%
Athletic Rentals	660	2,100	1,400	1,400	-33.3%
Donations	4,398	2,000	4,200	2,800	40.0%
Miscellaneous Revenue	-	100	450	100	0.0%
Concessions and Pop	9,492	11,860	12,100	12,100	2.0%
Reimbursements	1,765	600	600	600	0.0%
Total Funding Sources	1,016,596	1,042,930	1,067,414	1,080,834	3.6%

Personnel – Authorized FTE	8.85	8.85	8.85	8.85
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PARKS ACTIVITIES

452

Highlights:

The development of Charles and June Calhoun Park was completed during the summer of 2009. Park amenities include a shelter, parking lot with a section of pervious pavement, a bio-retention swale, and landscaping.

The Dog Park opened in June 2009 with over 900 passes being sold in six months. It is projected that this facility will operate on a break-even basis. User permit fees (\$20,731) should fund the annual maintenance expense.

The “Adopt a Flower Garden” program engages over 125 volunteers in the care of 55 gardens. Holub Greenhouse and Garden Center annually donates \$8,000 in flowers for this program.

Softball league fees will generate \$23,606 for ball field services (seasonal labor, equipment, and supplies) in FY 10/11. Additionally, \$4,500 generated from sales at the softball concession stand pay for utility costs and upkeep of this facility.

	2007/08	2008/09	2009/10	2010/11
Service Accomplishments:	Actual	Actual	Adjusted	Projected
# of parks	34	35	36	37
# of park acres	1,199	1,209	1,213	1,217
Acres developed	245	255	259	263
Acres undeveloped	824	824	824	824
Acres of water (lake at Ada Hayden)	130	130	130	130
# of shelter reservations	1,201	1,214	1,203	1,203
# of ball field reservations	199	50	106	100
# of acres mowed	330	332	333	337
# of athletic fields	18	18	18	18
# of acres fertilized	60	60	60	60
# of trees planted	59	57	45	49
# of trees trimmed/removed	300	350	800	800
# of park shelters	13	13	13	13
# of restrooms	8	9	9	9
# of tennis courts	20	20	20	20
Miles of bike path – snow removal	25	26	27	28
# of annual playground inspections	1	2	2	2
 Efficiency and Effectiveness:				
% of residents giving “very good” or “good” ratings in park appearance	97%	97%	98%	98%

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.

Activities:	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Administration	743,771	776,979	785,665	805,483	3.7%
Outreach	265,934	274,268	281,097	284,546	3.7%
Collection Development	743,244	755,013	757,461	774,190	2.5%
Youth Services	326,543	348,090	345,990	357,459	2.7%
Information Services	445,718	474,313	479,967	488,105	2.9%
Circulation	428,953	451,882	433,559	443,582	-1.8%
Network Services	152,732	172,247	151,586	169,895	-1.4%
Total Operations	3,106,895	3,252,792	3,235,325	3,323,260	2.2%
Personnel - Authorized FTE	31.00	31.00	31.00	31.00	

LIBRARY ACTIVITIES

455

	2008/09	2009/10	2009/10	2010/11	% Change From Adopted
Expenditures By Type:	Actual	Adopted	Adjusted	Mgr Rec	
Personal Services	2,233,559	2,357,294	2,376,451	2,441,280	3.6%
Contractual	416,832	425,572	397,274	413,400	-2.9%
Commodities	73,945	82,815	74,467	75,530	-8.8%
Capital	382,491	387,111	387,111	393,000	1.5%
Other Expenditures	68	-	22	50	
Total Expenditures	3,106,895	3,252,792	3,235,325	3,323,260	2.2%
Funding Sources:					
General Fund	2,731,227	2,877,373	2,873,306	2,962,414	3.0%
Library State Aid	63,012	57,000	60,000	60,000	5.3%
Central Iowa Interlibrary Loan	2,748	2,250	2,250	-	-100.0%
Library County	119,385	121,000	125,500	125,000	3.3%
Library Gilbert	52,650	54,219	54,219	55,846	3.0%
Desk Receipts	128,876	130,000	110,000	110,000	-15.4%
Media Receipts	8,786	9,750	10,000	10,000	2.6%
Equipment Rent	-	-	-	-	
Sale of Assets/Misc. Revenue	211	1,200	50	-	-100.0%
Interlibrary Loan Charge	-	-	-	-	
Total Funding Sources	3,106,895	3,252,792	3,235,325	3,323,260	2.2%

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:

- ✓ Finalize plans for library expansion
- ✓ Adopt new models of service based on changing technologies

- ✓ Maintain user satisfaction level at 96%
- ✓ Partner with ISU libraries for mutual service benefit

- ✓ Develop strategic plan for next three years
- ✓ Increase fundraising capacity through the Foundation

- ✓ Foster volunteer opportunities to fulfill mission

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
Expenditures:					Adopted
Personal Services	495,475	530,015	554,963	569,459	7.4%
Contractual	228,037	227,629	207,602	215,384	-5.4%
Commodities	20,259	19,335	23,100	20,640	6.7%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	743,771	776,979	785,665	805,483	3.7%
Funding Sources:					
General Fund	743,771	776,979	785,665	805,483	3.7%
Total Funding Sources	743,771	776,979	785,665	805,483	3.7%
Personnel - Authorized FTE	6.50	6.50	6.50	6.50	

LIBRARY – ADMINISTRATION

455 -- 2610

Highlights:

- Held 19 community forums attended by 645 citizens on library expansion project. The purpose was to learn from the public the site and the priorities for the expansion project.
- Identified potential site for new library facility. A site option was chosen by the Library Board at its September meeting.
- Participated as a test market in “Geek the Library” campaign to increase awareness nationwide about the value of public libraries and how they are funded.
- Upgraded elevator to ensure safety and security of patrons and staff.
- Surveyed library users, with the assistance of STATCOM (ISU graduate students in statistical analysis), on how and why they use the library.
- Dedicated library board room to Dale H. Ross, long time library advocate.
- Voters approved changes to library ordinance by nearly 85%.
- Reduced conference travel budget in current year by establishing stricter criteria for attendance; membership in professional organizations also limited to division heads.
- Wages for hourly employees engaged in activities supporting overall mission (such as community events, off-site registrations, staffing the computer commons) were assigned to the Administration budget.

	2007/08	2008/09	2009/10	2010/11
Service Accomplishments:	Actual	Actual	Adjusted	Projected
Total circulation	1,346,924	1,386,273	1,435,000	1,485,000
Total library visits	462,967	424,504	450,000	475,000
Total reference questions	51,584	54,548	55,000	57,000
Total program attendance	41,587	44,711	50,000	55,000
Total registered borrowers*	38,453	31,149	35,000	36,000
Total items in collection	198,292	201,838	202,000	202,000
Total volunteers	534	544	545	550
Total volunteer hours	14,675	15,825	15,835	15,975
 Efficiency and Effectiveness:				
Circulation per capita**	26.6	27.3	28.3	29.3
Visits per capita**	9.1	8.4	8.9	9.4
Reference questions per capita**	1.0	1.1	1.1	1.1
Cost per circulation	\$2.20	\$2.24	\$2.26	\$2.26
Collection turnover rate	6.79	6.87	7.1	7.4
Registrations as % of population	75.8%	61.4%	69.0%	71.0%
Volunteers as FTE	7.1	7.6	7.6	7.7

* In 2009, registered borrowers included all registrants having checked out materials after July 1, 2006, as per state guidelines.

** 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 for outreach work in home-bound services and 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

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	222,467	231,750	237,622	240,645	3.8%
Contractual	41,814	41,468	41,025	41,811	0.8%
Commodities	1,653	1,050	2,450	2,090	99.0%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	265,934	274,268	281,097	284,546	3.7%
Funding Sources:					
General Fund	265,934	274,268	281,097	284,546	3.7%
Total Funding Sources	265,934	274,268	281,097	284,546	3.7%
Personnel - Authorized FTE	3.50	3.50	3.50	3.50	

LIBRARY - OUTREACH

455 -- 2611

Highlights:

- Added bookmobile stop at Fareway on Bloomington Road.
- Implemented bookmobile stops at senior centers and retirement communities.
- Featured the bookmobile and Smyles mascot at several City-wide events, including VEISHEA, July 4 parade, Family FunFest, WelcomeFest, Spirits in the Garden events.
- Established a collection of books for Project Smyles.
- Implemented "Saturdays in the Park," in conjunction with Parks and Recreation, during the summer months.
- Began using ZENN car for Project Smyles visits.

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Outreach circulation	121,538	123,080	130,000	135,000
Project Smyles programs	608	795	770	770
Total Project Smyles program attendance	7,956	11,168	10,780	10,780
Home delivery recipients	50	56	60	65
Number of home deliveries	511	636	660	715
Centers served by deposit collections	19	20	20	22
 Efficiency and Effectiveness:				
Outreach circulation per FTE	34,725	35,166	37,143	38,571
Outreach circulation as % of system total	9.0%	8.9%	9.1%	9.1%
% change in outreach circulation	0.8%	1.3%	5.6%	3.8%
# of deliveries per homebound recipient	10.2	11.3	11.0	11.0

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
- ✓ Maintain high level of interlibrary loan service

- ✓ Catalog all materials added to the collection within one week of receipt
- ✓ Process high-demand items within 24 hours of receipt

- ✓ Maintain materials acquisition budget to achieve at least "B" level status as specified by Iowa Library Commission standards
- ✓ Investigate potential efficiencies in acquisition methods, including outsourcing with vendors

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	280,168	291,499	295,963	304,051	4.3%
Contractual	52,369	44,453	45,615	48,489	9.1%
Commodities	28,148	31,950	28,750	28,600	-10.5%
Capital	382,491	387,111	387,111	393,000	1.5%
Other	68	-	22	50	
Total Expenditures	743,244	755,013	757,461	774,190	2.5%
Funding Sources:					
General Fund	743,244	755,013	757,461	774,190	2.5%
Total Funding Sources	743,244	755,013	757,461	774,190	2.5%
Personnel - Authorized FTE	4.00	4.00	4.00	4.00	

LIBRARY – COLLECTION DEVELOPMENT

455 -- 2612

Highlights:

- Expanded interlibrary loan to include non-print media, such as DVDs, CDs, etc.
- Expanded downloadable audio book offerings via contract with NetLibrary.
- Implemented new selection procedures for efficiency of staff time.
- Streamlined collection codes to improve internal processes.
- Eliminated most magnetic tape media from the collection.

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Items added to the collection	24,804	25,470	25,000	25,000
Items withdrawn	24,687	20,369	24,000	24,000
Items mended	2,041	2,725	2,000	2,000
DVD and CDs buffed and repaired	2,426	3,846	3,900	4,000
Interlibrary loans borrowed from others	752	1,421	1,600	1,650
Interlibrary loans to others	4,582	4,941	5,000	5,100
Efficiency and Effectiveness:				
% of items processed within 24 hours	42%	56%	60%	60%
% of items processed within one week	95%	94%	95%	95%
Items processed per FTE	6,201	6,368	6,250	6,250

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 summer and winter reading programs for all ages of youth
 - ✓ Evaluate library spaces to enhance age-appropriate areas for various age groups of youth
 - ✓ Develop web-based activities for children and teens
- ✓ Partner with Ames Community Schools and community organizations for youth programming
 - ✓ Provide print and non-print collections focusing on emergent literacy skills
 - ✓ Develop programs for teen library users; promote services targeted for this age group

	2008/09 Actual	2009/10 Adopted	2008/09 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	311,650	328,365	328,930	342,511	4.3%
Contractual	10,248	15,625	12,743	10,598	-32.2%
Commodities	4,645	4,100	4,317	4,350	6.1%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	326,543	348,090	345,990	357,459	2.7%
Funding Sources:					
General Fund	326,543	348,090	345,990	357,459	2.7%
Total Funding Sources	326,543	348,090	345,990	357,459	2.7%
Personnel - Authorized FTE	5.50	5.50	5.50	5.50	

LIBRARY – YOUTH SERVICES

455 -- 2613

Highlights:

- Introduced regularly scheduled story hours in Russian, German, Spanish, and Chinese languages.
- Collaborated with Ames Community Schools for collection development.
- Designed and implemented space dedicated to “tweens” (elementary school age children).
- Acquired Early Literacy Computer Stations.
- Provided a library internship through the University of Illinois Library School; awarded a library school course in return for participation in the internship program.
- Offered “experience awards” for summer reading program participants (examples: lunch with a librarian, special visit by “Smyles”, bookmobile ride, etc.)

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Youth/family program attendance	30,163	34,437	35,000	35,500
Teen program attendance	1,259	1,143	1,175	1,200
Total youth program attendance	23,466	35,580	36,175	36,700
Summer reading program participation	1,900	1,977	2,000	2,100
Total youth circulation	483,655	514,755	520,000	525,000
Youth reference questions	7,306	11,024	11,500	11,750
Efficiency and Effectiveness:				
Circulation per capita (youth population)*	65.30	69.5	70.20	70.88
Total program attendance per capita*	3.17	4.8	4.88	4.95
Youth reference questions per capita*	0.99	1.49	1.55	1.59

*Circulation statistics are for the Main Library only; population is based on persons in Ames 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
 - ✓ Design creative programs to increase program attendance for general audiences
 - ✓ Increase use of web-based services by developing more interactive opportunities
- ✓ Increase opportunities for greater interaction with patrons
 - ✓ Develop and manage collections by purchasing new print and non-print materials based on customer needs and interests

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	433,846	457,790	465,468	477,203	4.2%
Contractual	9,572	14,473	12,849	9,252	-36.1%
Commodities	2,300	2,050	1,650	1,650	-19.5%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	445,718	474,313	479,967	488,105	2.9%
Funding Sources:					
General Fund	445,718	474,313	479,967	488,105	2.9%
Total Funding Sources	445,718	474,313	479,967	488,105	2.9%
Personnel - Authorized FTE	6.65	6.65	6.75	6.75	

LIBRARY – INFORMATION SERVICES

455 -- 2614

Highlights:

- Smart Investing @ the Library, funded by the FINRA Foundation and the American Library Association (ALA), was lauded as a model program. The Information Services Coordinator has been invited to advise and train future grant recipients at two upcoming national conferences.
- Partnered with Story County Genealogical Society for patron assistance in genealogical research.
- Implemented several new general programming events, including book clubs, film programs, and topical speakers.
- Increased number of reference questions due to more proactive interaction with patrons.
- Acquired new reference databases for career search and investment information, which substantially increased use of electronic resources.
- Staff reassignment resulted in a .10 FTE increase.

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Adult print circulation	355,054	366,963	378,000	387,450
Adult non-print circulation	383,274	378,176	378,200	383,875
# of general interest programs	253	264	265	265
Total audience at programs	9,323	9,131	9,500	9,750
Use of electronic resources	68,105	197,872	198,000	200,000
“Ask a Librarian” web ref. activity	1,761	2,206	2,250	2,500
# of reference questions	41,587	43,524	44,000	45,000
Efficiency and Effectiveness:				
% change in adult print circulation	1.3%	3.4%	3.0%	2.5%
% change in non-print circulation	-9.2%	-1.3%	0%	1.5%
Attendance per program	36.9	35	36	37
Reference per FTE	6,253	6,448	6,519	6,667
Reference questions per open hour	12.1	12.8	12.9	13.2

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 effectiveness in retrieving overdue books and fine collection
 - ✓ Increase usage of self-check units
 - ✓ Implement performance appraisal system for hourly staff
- ✓ Provide off-site borrower's card registration at community events such as "Welcome Fest"
 - ✓ Study automated systems for materials handling

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	411,578	431,254	412,699	424,504	-1.6%
Contractual	14,738	16,428	15,660	15,878	-3.3%
Commodities	2,637	4,200	5,200	3,200	-23.8%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	428,953	451,882	433,559	443,582	-1.8%
Funding Sources:					
General Fund	428,953	451,882	433,559	443,582	-1.8%
Total Funding Sources	428,953	451,882	433,559	443,582	-1.8%
Personnel - Authorized FTE	3.75	3.75	3.75	3.75	

LIBRARY - CIRCULATION

455 -- 2615

Highlights:

- Implemented “courtesy notifications” to advise borrowers when due dates are approaching, resulting in fewer overdue collections but higher patron satisfaction.
- Self-check units were dispersed to public service areas; currently a majority of circulations are processed via self-check units.
- Implemented procedures for checking shelving accuracy.
- Ranked among top ten cities of our size in the nation for the circulation of books and other library materials.

	2007/08	2008/09	2009/10	2010/11
Service Accomplishments:	Actual	Actual	Adjusted	Projected
Circulation at library (excluding Outreach)	1,225,174	1,263,193	1,301,000	1,340,000
Holds processed	116,362	122,030	125,700	129,475
Fines/fees collected	\$153,023	\$137,662	\$139,750	\$120,000
Referrals to collection agency	679	597	600	625
Value of materials recovered via collection	\$5,756	\$7,576	\$7,740	\$8,000
Money collected via collection agency	\$17,050	\$14,720	\$15,000	\$15,250
 Efficiency and Effectiveness:				
% change in library circulation (excluding Outreach)	-1.3%	3.1%	3.0%	3.0%
Items checked out per hours open	357.2	371.1	381.4	392.8
Items circulated per FTE*	90,753	93,570	96,370	99,259

*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
- ✓ Study and implement new automation solutions for efficiency and economy
- ✓ Replace computer equipment as per replacement schedule
- ✓ Update automation systems as new upgrades become available

	2008/09	2009/10	2009/10	2010/11	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	
Personal Services	78,375	86,621	80,806	82,907	-4.3%
Contractual	60,054	65,496	61,780	71,988	9.9%
Commodities	14,303	20,130	9,000	15,000	-25.5%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	152,732	172,247	151,586	169,895	-1.4%
Funding Sources:					
General Fund	152,732	172,247	151,586	169,895	-1.4%
Total Funding Sources	152,732	172,247	151,586	169,895	-1.4%
Personnel - Authorized FTE	1.10	1.10	1.00	1.00	

LIBRARY - NETWORK SERVICES

455 -- 2616

Highlights:

- Installed “tween” computers in Youth Services Department.
- Installed Early Literacy Stations for emerging readers.
- Installed thin client computer system in bookmobile.
- Replaced two network servers.
- Upgraded wireless access in the library.
- Doubled Internet capacity by adding T1 line.
- New mobile computer lab now being used extensively by other City departments.
- Used depreciation funds for replacement of minor computer equipment as a budget-cutting measure in the current fiscal year.
- Staff reassignment resulted in a .10 FTE decrease.

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
# of public access computers	26	28	30	32
Public access user sessions	56,241	59,073	70,000	75,000
Total public access hours	37,494	39,382	46,900	50,250
Helpdesk requests submitted	166	148	150	155
Helpdesk requests resolved	166	146	148	150
Public catalog searches	1,290,905	1,296,000	1,325,000	1,350,000
Efficiency and Effectiveness:				
# of sessions per computer	2,163	2,110	2,483	2,500
Average # of minutes per session	40	40	40	40
% of time computers in use	45%	45%	53%	54%
% helpdesk requests resolved	100%	98.6%	98.7%	96.8%
Public catalog searches per capita	25.4	25.5	26.1	26.6

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
 - ✓ Maintain "Books for Babies" program with Mary Greeley Medical Center and other Story County libraries
 - ✓ Continue Library expansion project
- ✓ Enhance print and non-print collections
 - ✓ Develop programs based on community interests
 - ✓ Acquire equipment for library projects and programs

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	74,474	40,000	60,000	60,000	50.0%
Contractual	46,417	165,150	7,559	325	-99.8%
Commodities	59,701	23,842	27,285	2,675	-88.8%
Capital	44,951	36,598	23,395	-	-100.0%
Other	-	-	-	-	
Total Expenditures	225,543	265,590	118,239	63,000	-76.3%
Funding Sources:					
Library Bequests	43	155,000	13,882	-	-100.0%
Library State Funds	25,726	23,718	-	-	-100.0%
Friends of the Library	24,826	25,000	29,000	-	-100.0%
Library Donations	174,948	61,872	75,357	63,000	1.8%
Total Funding Sources	225,543	265,590	118,239	63,000	-76.3%
Personnel - Authorized FTE	.00	.00	.00	.00	

LIBRARY - GRANTS AND GIFTS

456 – 26

Highlights:

- Established Memoranda of Understanding between the Library Board of Trustees and its two support organizations, the APL Foundation and Friends of the APL, which clarifies the rights and responsibilities of the parties and establishes a framework for compensation.
- Began Phase I of the architectural work for the library expansion project. Site selection feasibility and options were aired in a series of public forums (partially funded by bequest account and state aid, balance funded by CIP).
- Acquired a digital microfilm reader/printer that increases resolution of microfilm copies and corrects film defects such as scratching and blurring (State funding).
- Maintained “Books for Babies” program, which provides a children’s book to each Story County newborn and a parent’s packet to encourage the development of reading to children. (direct State aid).
- Acquired two early literacy station computers for emerging readers (State aid).
- Made use of supplemental funding for the print and non-print collections (Friends of the Library, Ames Public Library Foundation).
- Featured Special Concert Series, including youth programs and general appeal programs such as “Fall for Ames” and APL Unplugged (Friends of the Library; ACVB grant; Iowa Arts Council grant).
- Offered Smart Investing @ the Library, a project for investment and financial management education, in partnership with ISU Extension (FINRA/ALA grant).
- Received maintenance for rain garden with service provided by Prairie Rivers Conservation and Development (State aid).
- Added shelving for DVDs and CDs (State aid).
- Continued Project Smyles, a service to daycare centers to provide reading programs and instruction for daycare providers in the encouragement of reading for pre-school children (Story County Empowerment Grant; Target grant; United Way Golf Fore Kids Grant).

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

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	132,556	136,261	129,218	132,621	-2.7%
Contractual	14,895	19,088	18,607	17,061	-10.6%
Commodities	699	2,300	2,666	2,666	15.9%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	148,150	157,649	150,491	152,348	-3.4%
Funding Sources:					
General Fund	77,550	93,463	79,262	79,848	-14.6%
Garbage Hauling Licenses	2,750	2,500	2,500	2,500	0.0%
Motel Inspection	1,091	1,151	1,104	1,104	-4.1%
Restaurant Inspection	66,589	60,000	67,315	68,586	14.3%
Vending Inspection	170	535	310	310	-42.1%
Total Funding Sources	148,150	157,649	150,491	152,348	-3.4%
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”, ISU extension food safety documents, and the Department of Inspection and Appeal’s basic food safety fact sheet. These handouts are very useful during emergencies.
- 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 July 4th celebration).
- 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 summer, routine to little action was required in this program.

Service Accomplishments:	2007/08	2008/09	2009/10	2010/11
<u>Licenses issued/inspections conducted:</u>	Actual	Actual	Adjusted	Projected
Food service establishments	243/588	245/590	249/601	255/610
Mobile food units	14/20	15/22	12/18	12/20
Schools	17/36	18/38	17/35	18/40
Temporary food services	45/45	35/35	34/34	35/35
Hotels/motels	19/19	20/20	20/20	20/20
Vending machine operations	4/51	4/55	4/50	4/60
Food establishments	58/129	60/130	59/108	65/120
Mosquito control city parks – acres/week	200	400	100	400
Garbage collection vehicles	49	50	49	50

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 without 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 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.

Service Objectives:

- ✓ Manage animal related conflicts within the City
- ✓ Manage emergency response where animals are involved
- ✓ Provide safe and humane animal sheltering facilities
- ✓ Assist citizens in responding to wildlife issues
- ✓ Provide public education on animal concerns
- ✓ Enhance prevention programming and outreach
- ✓ Effectively manage donations
- ✓ Collaborate in problem solving

	2008/09	2009/10	2009/10	2010/11	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	245,544	252,425	253,751	261,032	3.4%
Contractual	49,058	62,874	71,650	52,152	-17.1%
Commodities	15,426	20,565	19,565	19,200	-6.6%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	310,028	335,864	344,966	332,384	-1.0%
Funding Sources:					
General Fund	275,645	292,739	280,346	287,484	-1.8%
Animal Impounding Fees	23,671	29,000	29,000	29,000	0.0%
Infraction Serving	-	-	-	-	
Animal Shelter Donations	10,712	14,125	35,620	15,900	12.6%
Total Funding Sources	310,028	335,864	344,966	332,384	-1.0%
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. In the past year, several Community Safety Officers were trained by Animal Control staff to handle residents' concerns during those hours when an Animal Control officer is not available. Although **CSOs are trained to respond** only to some of the animal control needs, the response to community needs will be improved.

The Ames Police Department has taken a leadership role in the City's "Go Green" energy saving program. In addition to a number of energy saving initiatives undertaken by the Patrol Division, the department has also proposed using the Ames Animal Control Shelter as a model for "Energy Efficient Innovations and Testing." The goal of this project is to **research energy efficient lighting, HVAC, insulation and other building support systems** that could be adapted to the Animal Shelter to maximize energy efficiency and provide a public demonstration of these systems.

This project would include considerations for the use of solar systems for the heating of water and air, a grass roof with runoff water retention for reuse within the kennel, and heat pumps for heating and cooling the building along with the maximization of building insulation and the use of programmable thermostats.

Ultimately, the overall goal of this project is to **reduce energy requirements** for this facility to the lowest level possible using commercially available systems. This project will also demonstrate to the public the abilities, opportunities, and the economics related to each project component, including the system's capital costs, energy savings, payback time frames, and the level of carbon footprint reductions these initiatives can have.

Along similar lines, Animal Control has also recently replaced its very large van with a more efficient **minivan**. Although the reduced space was a concern during the analysis of this move, the minivan has proven adequate to the task. Its better handling and sight lines and its fuel efficiency have made it a positive upgrade for the division.

	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Service Accomplishments:				
Animals through the program (dogs, cats wildlife, exotics, other domestics, ordinance impounds, relinquishments	1,172	1,163	1,180	1,180
Adoptions and reclamations	853	799	825	825
Annual phone calls	14,451	12,986	13,200	13,200
Visitations	18,625	18,672	18,000	18,000
Public talks and tours	9	12	13	13
Carcass disposals	245	294	270	270
Field calls	2,700	3,111	3,000	3,000
Citations issued	26	25	25	25
Trap permits	13	13	13	13
Wildlife directly handled	191	226	232	232
Efficiency and Effectiveness:				
Adoptions/reclamations as %	91.5%	90%	90%	90%

HUMAN SERVICE AGENCIES

444 -- 64

This program accounts for the allocations which are made by the City Council to Human Service providers in the Ames community. These human service agencies also receive funding from Story County, Iowa State University (ISU), Government of the Student Body (GSB), and the United Way, along with other public and private sources. The agencies provide human services in several broad categories or federations: child care services, community and crisis services, health and development services, Story County senior citizen services, and youth and family services. Recommendations on this funding are made to the City Council by the Analysis of Social Service Evaluation Team (ASSET) committee. A portion of the salary of one Assistant City Manager is located here for work with ASSET.

Service Objectives:

- ✓ Promote coordination of human services planning and funding among sponsoring organizations
- ✓ Assess needs for human services programs in Story County and evaluate capabilities of agencies to provide needed programs
- ✓ Provide funding recommendations to governing bodies of sponsoring organizations
- ✓ Perform additional tasks or conduct service research as requested by funders
- ✓ Monitor trends in human services provision in other parts of state/country for possible consideration in Story County

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	16,570	17,221	17,217	17,640	2.4%
Contractual	966,193	1,002,767	1,018,451	1,124,800	12.2%
Commodities	28,567	-	-	-	
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	1,011,330	1,019,988	1,035,668	1,142,440	12.0%
Funding Sources:					
Local Option	1,011,330	1,019,988	1,035,668	1,142,440	12.0%
Total Funding Sources	1,011,330	1,019,988	1,035,668	1,142,440	12.0%
Personnel – Authorized FTE	.12	.12	.12	.12	

HUMAN SERVICE AGENCIES

444 -- 64

Highlights:

- For FY 09/10, the City Council allocated \$986,889 for ASSET services, based on the recommendations from the volunteers. This was an increase of 5.4% over the previous year's allocations.
- For FY 10/11, \$1,120,500 was made 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 26 agencies through this process.
- During FY 08/09, the City Council allocated an additional \$45,000 for an emergency allocation to the Richmond Center. This funding helped provide nursing services and capital funds to upgrade technology. Approximately \$19,400 of these funds were eventually carried over to FY 09/10. This was done outside of the ASSET process. The City is being asked to continue to fund the nursing services as a part of the FY 10/11 operating requests to ASSET.
- 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 is being asked to help fund this growing service as a part of the FY 10/11 operating request from Heartland to ASSET.
- The portion of an Assistant City Manager's salary allocated to this program remained at 12% for FY 09/10 in recognition of time spent on the ASSET process and on various human services projects.

**HUMAN SERVICE AGENCIES RECEIVING CITY LOCAL OPTION
FUNDING THROUGH THE A.S.S.E.T. PROCESS**

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec
Child Care Services:				
Center for Childcare Resources	12,053	13,291	13,291	
Ames Community Preschool	63,768	66,347	66,347	
University Community Childcare	34,124	36,856	36,856	
ChildServe	12,308	12,950	12,950	
Community & Crisis Services:				
Center for Creative Justice	41,450	45,000	45,000	
Assault Care Center Extending Shelter and Support	44,650	45,560	45,560	
Health & Development Services:				
Homeward of MGMC	21,510	23,400	23,400	
Community & Family Resources	99,188	103,709	103,709	
Lutheran Services in Iowa	1,880	3,325	3,325	
National Alliance for Mentally ill	250	300	300	
Story County Senior Citizens:				
Heartland Senior Services	136,265	137,289	137,289	
Retired Senior Volunteer Prog	23,000	23,500	23,500	
Foster Grandparents		3,000	3,000	
Youth and Family:				
ARC of Story County	3,106	6,760	6,760	
Boys and Girls Club	82,950	85,445	85,445	
Campfire USA	5,354	5,595	5,595	
Youth & Shelter Services	157,589	167,814	167,814	
Legal Aid Society	62,000	64,332	64,332	
Mid-Iowa Community Action	33,999	38,250	38,250	
Emergency Residence Project	45,000	46,940	46,940	
American Red Cross	20,390	21,891	21,891	
Good Neighbor	11,000	11,500	11,500	
The Richmond Center	47,066	19,335	35,769	
Human Services Campus	30,000			
Human Services Funding		11,678	11,678	
Volunteer Center of Story County	2,500	4,500	4,500	
Total Funding Available	991,400	998,567	1,015,001	1,120,500



A YEAR OF PROGRESS!

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

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	1,194	-	-	-	
Contractual	125,579	120,480	120,480	127,709	6.0%
Commodities	3,272	-	-	-	
Capital	17,400	30,000	34,626	-	-100.0%
Other	-	-	-	-	
Total Expenditures	147,445	150,480	155,106	127,709	-15.1%
Funding Sources:					
Local Option	147,445	150,480	155,106	127,709	-15.1%
Public Art Donations	-	-	-	-	
Hotel/Motel	-	-	-	-	
Total Funding Sources	147,445	150,480	155,106	127,709	-15.1%
Personnel – Authorized FTE	.00	.00	.00	.00	

ARTS SERVICES/AGENCIES

445 -- 64

Highlights:

Commission On The Arts (COTA)

For FY 2010/11, the Commission On The Arts was allocated a total of \$127,709, an increase of 6% over the FY 09/10 allocation.

For FY 10/11, there were no new organizations requesting funding from the City through COTA. The Commission did increase the amount of funding allocated to the annual grants and reserved less for the mini-grants based on input from the organizations, and the fact that the mini-grant funds have not been entirely drawn down recently.

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. This sculpture continues to be enjoyed by many community members.

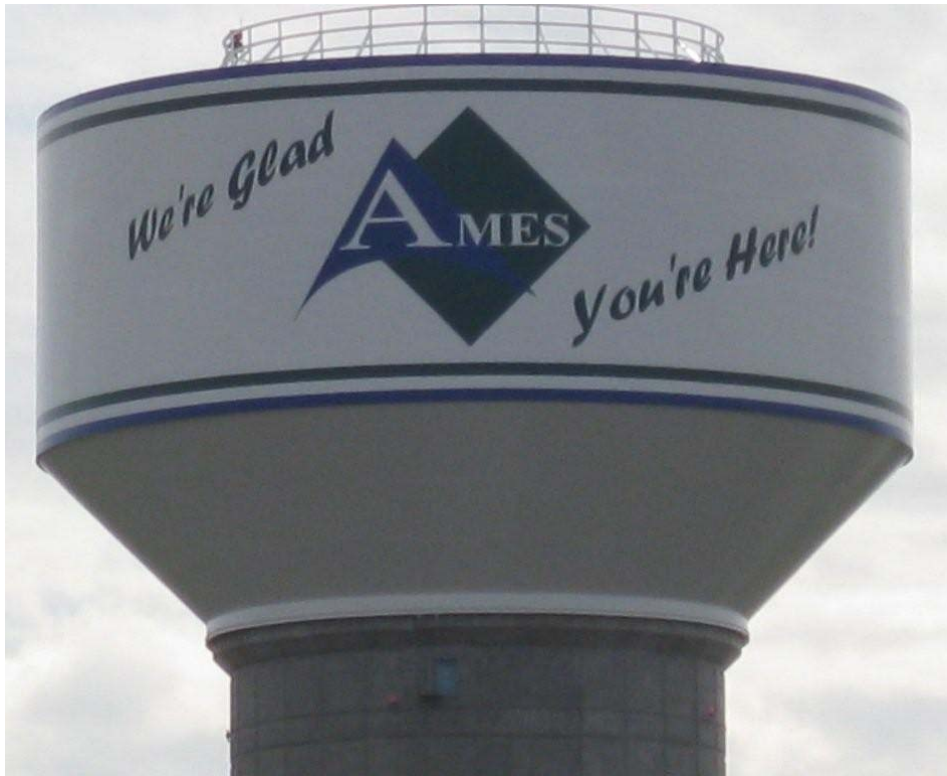
In addition to the PAC's successful, ongoing programs in "Art Around The Corner" and Neighborhood Art, the Commission has also initiated a proactive artwork maintenance program to preserve the City's existing artwork collection. Significant effort is also being invested in fund-raising, to tap into private dollars to augment the City's annual investment of Local Option Sales Tax dollars.

The Commission is hoping to continue its collaboration with the Parks and Recreation Commission to install one major artwork in a park every three years.

**PUBLIC ARTS AGENCIES RECEIVING CITY LOCAL OPTION
RECOMMENDATIONS FROM C.O.T.A. – COMMISSION ON THE ARTS**

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec
ACTORS (Ames Community Theater)	7,220	9,000	9,000	
AIOFA (Ames International Orchestra Festival)	6,100	7,280	7,280	
Ames Chamber Artists	2,030	2,150	2,150	
Ames Children’s Choirs	7,500	8,630	8,630	
Ames Choral Society	1,960	2,100	2,100	
Ames Community Arts Council	5,000	6,100	6,100	
Ames Town & Gown	8,000	14,000	14,000	
Central Iowa Symphony	8,000	8,000	8,000	
Co’Motion:				
Kids Co’Motion	2,200	2,440	2,440	
Co’Motion Dance Theater	4,800	5,220	5,220	
Commission on the Arts Mini Grants	7,266	7,000	7,000	
Friends of Ames Strings	1,140	1,200	1,200	
Story Theater Company	11,000	8,360	8,360	
The Octagon	37,000	39,000	39,000	
Total Funding Available	109,216	120,480	120,480	127,709

WATER TOWER



In June 2009, the Water and Pollution Control Department celebrated the successful completion of a new elevated water tank on State Avenue and Mortensen Road. The tank, dubbed SAM (due to the location at State and Mortensen), holds one million gallons of water and cost \$1.7 million. The new elevated tank was the last major item necessary to complete the development of a new pressure zone in the Ames water distribution system. This new zone has expanded the water system's ability to provide service in the south and southwest portions of Ames, an area where the City's growth plan encourages future development.

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

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	70,389	64,110	67,673	69,622	8.6%
Contractual	54,555	63,081	58,813	59,603	-5.5%
Commodities	1,369	1,200	1,440	1,440	20.0%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	126,313	128,391	127,926	130,665	1.8%
Funding Sources:					
General Fund	20,711	-	18,585	26,565	
Current Need Lot Sales	9,690	13,600	10,000	10,000	-26.5%
Pre-Need Lot Sales	20,203	19,200	20,000	20,000	4.2%
Marker Footings	2,736	3,000	2,500	2,500	-16.7%
Interments	47,248	57,841	57,841	57,000	-1.5%
Columbarium	-	750	5,000	1,000	33.3%
Interest	25,725	34,000	14,000	13,600	-60.0%
Total Funding Sources	126,313	128,391	127,926	130,665	1.8%
Personnel – Authorized FTE	1.08	1.08	1.08	1.08	

CEMETERY

461

Highlights:

General Fund support of the cemetery is projected to increase to \$26,565 for FY 2010/11 (from \$18,585 in FY 2009/10) due to the continuing **decrease in interest earnings**.

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 2009/10 and FY 2010/11. The total cost of mowing is now estimated at \$30,000/year.

Cemetery **rates** for interments, cremations, lots, etc. continue to be competitive with surrounding communities. The last fee increase was in 2005.

Large tree trimming continues throughout the cemetery at an annual cost of \$2,500. Also included in both FY 2009/10 and FY 2010/11 is \$2,500 for **monument repairs**.

Due to the decrease in interments, the cost of digging graves (work done by Utility Maintenance crews) has decreased (by \$3,000) to \$3,000 in both FY 2009/10 and FY 2010/11.

	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
Service Accomplishments:				
Regular interments	88	55	60	70
Cremains interments	33	35	35	35
Columbarium spaces sold	1	0	1	1
Lots sold	111	100	100	100
Markers/monuments set	73	44	50	50
Efficiency and Effectiveness:				
Revenues as a % of expenses	118%	84%	86%	80%

LEASED HOUSING

462

This activity administers the federally funded Section 8 Voucher Rental Assistance Program. The overall goal of this program is to assist very low-income families, elderly, disabled, and handicapped persons to gain access to affordable, decent, safe and sanitary housing; to improve their housing status; and secure economic stability. The program will endeavor to implement these activities in a manner consistent with applicable Housing and Urban Development (HUD) regulations and the overall City's affordable housing goals and values.

Service Objectives:

- ✓ Increase and/or maintain the availability of decent, safe, and affordable housing
- ✓ Ensure equal opportunity in housing for citizens of Ames
- ✓ Continue to provide reliable, high quality service to both external and internal customers
- ✓ Increase and improve partnerships with local police, social service agencies, and workforce
- ✓ Promote self-sufficiency and asset development of families and individuals
- ✓ Improve community's quality of life and economic vitality
- ✓ Implement the program operations in an efficient and effective manner
- ✓ Operate the Ames Public Housing Authority in full compliance with all equal opportunity laws and regulations
- ✓ Administer the program in accordance with the rules and regulations as required by the Dept. of Housing & Urban Development and the program's administrative plan
- ✓ Participate with community groups, neighborhoods, and other organizations in order to discuss and/or address the housing needs of the community

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	144,693	128,920	92,233	150,550	16.8%
Contractual	1,051,735	1,066,056	1,035,851	1,007,367	-5.5%
Commodities	1,330	1,075	1,075	1,050	-2.3%
Capital	-	-	-	-	
Other	53	-	-	-	
Total Expenditures	1,197,811	1,196,051	1,129,159	1,158,967	-3.1%
Funding Sources:					
Leased Housing	78,757	41,321	119,170	149,646	262.2%
Federal Grants	1,113,119	1,145,980	1,006,991	1,006,991	-12.1%
Interest	4,237	7,500	1,200	-	-100.0%
Miscellaneous Revenue	1,698	1,250	1,798	2,330	86.4%
Total Funding Sources	1,197,811	1,196,051	1,129,159	1,158,967	-3.1%
Personnel - Authorized FTE	2.20	2.20	2.20	2.20	

LEASED HOUSING

462

Highlights:

Due to a combination of several factors, **the cost for the City to administer this program exceeds the funding provided by HUD.** This has been a trend over several years and the program in Ames is not expected to be sustainable without a permanent funding subsidy source such as property taxes. In a recent development, HUD had required housing agencies with fund balances to utilize those balances for basic housing assistance payments. The City of Ames' fund balance had been accrued over many years and was used for both administrative costs and rent assistance. It now appears that HUD will require the City to spend down our balance. At this point, it is unclear whether HUD will then restore our needed level of federal funding, or whether we will then need additional subsidy from local resources (such as property taxes or local option sales taxes).

The FY 10/11 budget includes full staffing level and costs to administer the program in excess of revenues, requiring use of the Leased Housing fund balance to cover the shortfall. Based on current projections, it is anticipated that the Leased Housing fund balance will be exhausted in FY 11/12, requiring use of another funding source. Staff intends to bring this issue to Council early in 2010 to determine if the City should provide subsidized administration of the Section 8 Leased Housing program within our community, or allow another agency to administer the program.

	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Service Accomplishments:				
Maintain 95% avg annual lease-up rate or 95% annual budget expenditure	81%	92%	88%	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	92%	100%	100%	98%
Maintain 95% data submittal rating through PIH Information Center (PIC) system	100%	100%	100%	100%
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%
# of community forums/events to educate public on various housing topics/awareness, program policies/procedures, etc.	100% (5)	100%	100% (2)	100% (4)
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)	N/A	(93%)	N/A	(90%)
Customer satisfaction survey indicates at least a 90% rating for excellent customer service provided	90%	(90%)	N/A	(92%)
Biannual program audits meet compliance standards	N/A	Yes	N/A	Yes

AFFORDABLE HOUSING

463

This activity administers affordable housing programs that will assist various housing related activities including, but not limited to: housing fairs, homebuyer educational seminars, property maintenance assistance, and downpayment and closing cost assistance. The overall goal of these programs is to encourage and promote better housing and economic conditions for low and moderate income citizens residing in Ames and Story County. This program includes both the Ames/Story County Partnership Programs (ASCP) and the various miscellaneous affordable housing programs of the City of Ames.

Service Objectives:

- ✓ Implement activities in a manner consistent with applicable regulations and City's overall affordable housing initiatives
 - ✓ Increase and maintain housing stock of affordable housing in Ames and Story County
 - ✓ Continue to seek opportunities to increase and/or maintain the programs implemented through the ASCP
- ✓ Continue to provide reliable, high quality service to both external and internal customers
 - ✓ Implement program activities in a manner consistent with applicable regulations and the Ames/Story County Partnership's overall affordable housing initiatives
 - ✓ Increase and maintain partnership with state, federal, cities, county, lenders, realtors, developers, and non-profit organizations to increase affordable housing opportunities

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	5,821	35,799	19,648	4,381	-87.8%
Contractual	3,162	7,568	2,745	2,734	-63.9%
Commodities	526	975	525	525	-46.2%
Capital	5,807	-	-	-	
Other	-	-	-	-	
Total Expenditures	15,316	44,342	22,918	7,640	-82.8%
Funding Sources:					
Housing Assistance	14,168	23,422	22,918	7,640	-67.4%
County-Wide Affordable Housing	1,148	20,920	-	-	-100.0%
Total Funding Sources	15,316	44,342	22,918	7,640	-82.8%
Personnel - Authorized FTE	.31	.41	.41	.41	

AFFORDABLE HOUSING

463

Highlights:

For FY 09/10, staff will be recommending that the City no longer be the contract administrator and withdraw as a member of the County-wide Affordable Housing partnership. The County-wide partnership program has been inactive since 2006. If withdrawal from the partnership is approved, the City will receive a percentage of the remaining fund balance.

The FY 09/10 budget for contractual expenditures includes a (FY 03/04) rollover allocation of \$15,000 to implement a **Sustainable Neighborhood Program**. This was 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. Since the inception of the pilot program, two households have received downpayment and closing cost assistance. **Staff will be recommending that the pilot program be closed in the FY 09/10 fiscal year.**

In FY 09/10, the Housing Coordinator provided support for the **US 69 Intersection Improvements CIP project**, providing administration for the acquisition, tenant relocation, and demolition of the property at 629/631 13th Street.

Service Accomplishments:	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Downpayment assistance (Story County)	0	0	0	0
Minor housing rehab program (Ames/Story County program)	0	0	0	0
# of families participating in homebuyer classes/seminars (Ames/Story County)	5	0	0	0
# of housing fairs/community forums	5	1	0	0
# of neighborhood sustainability program downpayment grants	1	0	0	0
Conduct at least one community forum/ event to educate public on various housing topics/awareness, program policies/procedures, etc.	Yes	Yes	No	No

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

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	100,841	107,760	83,639	119,400	10.8%
Contractual	146,490	489,132	789,347	404,524	-17.3%
Commodities	291	950	650	350	-63.2%
Capital	437,295	-	439,664	-	
Other	-	-	-	-	
Total Expenditures	684,917	597,842	1,313,300	524,274	-12.3%
Funding Sources:					
Block Grant	684,917	597,842	1,313,300	524,274	-12.3%
Total Funding Sources	684,917	597,842	1,313,300	524,274	-12.3%
Personnel - Authorized FTE	1.34	1.24	1.24	1.24	

COMMUNITY DEVELOPMENT BLOCK GRANT

464

Highlights:

The City of Ames received its **sixth allocation of Community Development Block Grant (CDBG)** funding in the amount of \$491,369 for FY 09/10, and approximately \$666,327 of a rollover balance from the FY 07/08 and FY 08/09 allocations for a total available allocation of \$1,157,695. Up to 20% (\$98,274) of the FY 09/10 allocation may be designated for administrative expenses with the remaining \$393,095 for program expenses. The CDBG allocation for FY 10/11 is **anticipated** to be at the same level as in FY 09/10.

For FY 09/10, staff is implementing the **programs** outlined below as approved in the FY 09/10 Annual Action Plan. Staff will also be recommending the continuation of these programs in **FY 10/11**. The deadline for submitting the FY 10/11 Annual Action Plan to Housing and Urban Development (HUD) is on or before May 17, 2010.

- Neighborhood sustainability programs (acquisition/re-use, housing improvement, slum and blight, homebuyer assistance)
- Renter affordability programs (deposit, utility, transportation assistance)
- Public facilities improvement programs (minor repair for non-profits, infrastructure improvements in targeted census tracts)
- General program administration

The budget also reflects an anticipated **program income** (i.e. sales of homes, repayments, loan repayments, etc.) of approximately \$32,920 for FY 09/10. Up to 20% of the program income earned (\$6,584) can be used towards **program administration**.

For FY 09/10, the City of Ames was awarded \$130,258 in Community Development Block Grant Recovery (CDBG-R) funds. The funds will be used to implement the following programs: 1) **Neighborhood Infrastructure Improvement Program (NIIP)**. The objective will be to replace and/or repair curbs, **driveway approaches**, sidewalks, and/or street resurfacing areas that have deteriorated and are causing premature pavement failure in HUD designated low-income census tracts. 2) **EcoSmart Housing Retrofit Program (ESHRFP)**. The objective will be to utilize an existing single-family home owned by the City to create the first environmentally friendly, healthy, affordable home by incorporating “go-green” features as part of the rehabilitation of the property. The “green” affordable home would then be sold to an eligible, low-to-moderate income, first-time homebuyer.

	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Service Accomplishments:				
Annually maintain 70% expenditure rate of funds on activities that serve low and moderate income persons	100%	100%	100%	100%
# of existing single-family rental housing units converted into single-family ownership and/or were foreclosures	2	1	4	1
# of low and moderate income persons assisted through renter affordability programs (deposit, utilities, transportation, childcare)	190	233	100	125
# of non-profit facilities improved through minor repair assistance	5	N/A	5	6
# of first-time homebuyers assisted	0	1	3	5
# of persons attending homebuyer seminars	12	7	6	10
% of dollars budgeted on housing related activities	100%	80%	90%	95%
Conduct at least one community forum/event to educate public on various housing topics/awareness, program policies/procedures, etc.	5	5	3	3
Efficiency and Effectiveness:				
Demonstrated compliance with HUD’s monitoring of program reports, files, etc.	Satisfactory	Satisfactory	Satisfactory	Satisfactory
Bi-annual program audit meets compliance standards	Yes	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.

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	4,878	-	-	-	
Contractual	115,900	-	84,289	-	
Commodities	17,289	-	-	-	
Capital	13,435	-	-	-	
Other	-	-	-	-	
Total Expenditures	151,502	-	84,289	-	
Funding Sources:					
State FEMA	151,502	-	84,289	-	
Total Funding Sources	151,502	-	84,289	-	
 Personnel - Authorized FTE	 0	 0	 0	 0	

STORM DISASTER ACTIVITY

466

Highlights:

Beginning on May 30, 2008, the City of Ames experienced flooding and related storm damage which qualified as a FEMA disaster.

All projects are complete. The costs submitted and approved for reimbursement include expenses from FY 09/10 and the previous two years. Federal FEMA funds will pay 90% and the State will fund 10% of the \$384,816 total.

Debris removal	\$	44,845
Emergency response		83,761
Electric		88,318
Parks		41,826
WPC Road/Culvert/Pumps		40,012
S. E. 16 th Street Bridge		33,591
Embankments/Culvert		47,139
Miscellaneous		5,324
Total	\$	<u>384,816</u>

ECONOMIC DEVELOPMENT

465

The Economic Development activity supports both existing and new businesses in their efforts to provide opportunities for quality employment in the City of Ames. This activity provides local support for state and federal sponsored economic development programs and administration and oversight of all economic development programs.

Service Objectives:

- ✓ Create quality jobs
 - ✓ 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”**

	2008/09	2009/10	2009/10	2010/11	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	
Personal Services	64,797	67,301	65,235	67,592	0.4%
Contractual	95,040	95,058	168,601	93,636	-1.5%
Commodities	-	-	-	-	
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	159,837	162,359	233,836	161,228	-0.7%
Funding Sources:					
Hotel/Motel	159,837	162,359	158,836	161,228	-0.7%
Economic Development	-	-	75,000	-	
Total Funding Sources	159,837	162,359	233,836	161,228	-0.7%
Personnel – Authorized FTE	.51	.51	.51	.51	

ECONOMIC DEVELOPMENT

465

Highlights:

Economic development projects approved by City Council included:

- **NewLink Genetics Corporation**, a pharmaceutical company developing products with a primary focus on cancer. After working with the company for four years 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 150 new technology jobs in Ames.
- **Webfilings, LLC**, a California based software company with an Ames sales and development facility, received local assistance in the amount of \$75,000 as a local match for state assistance. This expanded Ames based software development and sales and marketing support of a new Securities and Exchange Commission reporting software product.
- An application was updated 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. Local funding for this project is contingent on securing company funding and finalizing state assistance.
- Established the **South Bell Tax Increment Financing District** and additional 32 acres of industrial land for development.

	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Service Accomplishments:				
(1) CEBA – grants originated	2	2	2	2
(2) CMA – grants originated				
(3) PFSA – originated				
Other:				
City revolving loans originated	2	2	2	2
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
Webfilings, LLC	\$ 500,000	\$ 75,000	No	\$ 3,725,000	\$ 4,300,000	70	
NewLink Genetics	6,414,200	200,000	No	30,580,000	37,194,200	95	
Totals	\$ 6,914,200	\$ 275,000		\$ 34,305,000	\$ 41,494,200	165	

Analysis of Investments:

\$ Per # of Jobs	\$ 41,904.24	\$ 1,666.67		\$ 207,909.09	\$ 251,480
\$ Leveraged by Local \$	\$ 25.14			\$ 124.75	\$ 150.89

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

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	33,467	80,115	74,209	79,230	-1.1%
Contractual	25,714	28,030	26,182	31,909	13.8%
Commodities	2,413	2,775	2,275	2,275	-18.0%
Capital	-	3,800	5,892	2,540	-33.2%
Other	-	-	-	-	
Total Expenditures	61,594	114,720	108,558	115,954	1.1%
Funding Sources:					
General Fund	(325,689)	(270,280)	(286,442)	(289,046)	6.9%
Cable TV Franchise	387,283	385,000	395,000	405,000	5.2%
Miscellaneous Revenue	-				
Total Funding Sources	61,594	114,720	108,558	115,954	1.1%
Personnel - Authorized FTE	1.13	1.13	1.13	1.13	

CABLE TV SERVICES

467

Highlights:

Cable TV is staffed by one full-time producer who is primarily devoted to the government access channel (TV12), and several part-time interns who assist with meeting coverage and programming. The full-time producer also provides playback support for Public Access, Channel 16. Since June of 2009, Channel 12 has more than doubled the output of original programming and greatly increased the hours of programming replay. A few minor technical changes have improved the overall quality of Channel 12's live and taped programming. In partnership with Information Technology, Cable TV Services is preparing to provide Video on Demand service of TV12 programming. 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 streaming video online 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.
- Disseminates critical information to the public.
- Makes equipment upgrades to Council Chambers and Channel 12 studio/production equipment.
 - There is a future need for Council Chambers upgrades, including a new projector to replace the failing projector currently in the Council Chambers.
 - Video on Demand capability will be available within the next few months; this will allow certain TV 12 programs (most notably Council meetings) to be available for instant playback to anyone with an Internet connection.

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.
- TV16 serves primarily as a playback service for citizens who bring in VHS tapes or DVDs.
- There is no replacement schedule for equipment that wears out or breaks.
 - **There is a need for new equipment to keep Channel 16 functioning.**

Service Accomplishments:	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Departmental video programs, Channel 12	100	60	150	175
Hours of programming replay, Channel 12	2,750	2,400	3,200	4,000
Hours of live meeting coverage, Channel 12	165	180	185	200
 Efficiency and Effectiveness:				
*% Channel 12 somewhat/very useful for City information	79%	71%	72%	75%
*% citizens who view Channel 12	50%	45%	48%	50%
*Of viewers, % who view Channel 12 between 6 and 9 p.m.	71%	64%	63%	65%

* Numbers taken from those who view Channel 12 according to the 2007, 2008, and 2009 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:	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
City Manager:					
Neighborhood Improv Program	8,866	50,000	55,663	50,000	
Duff Ave Open Space	1,595				
Sub-Total	10,461	50,000	55,663	50,000	
Economic Development:					
Downtown Façade Improv. Prog.	24,209	50,000	163,869	50,000	
Sub-Total	24,209	50,000	163,869	50,000	
Library:					
Library Security	53,519				
Library Exterior Repair		82,900	31,900		
Library Building Project	112,950		244,050		
A/C and Elevator Repair	39,750		49,277		
Library Skylight Replacement				48,000	
Sub-Total	206,219	82,900	325,227	48,000	
Parks and Recreation:					
Park Facility Maintenance	321,245	140,000	205,259	203,000	
Don & Ruth Furman Aqua. Cntr.	7,025,706		1,443,761		
Moore Park Improvements	1,332				
Bandshell			1,518		
08/09 Municipal Pool Maint			15,000		
09/10 Municipal Pool Maint	6,749	102,500	102,500		
10/11 Municipal Pool Maint				7,500	
Ada Hayden Fishing Pier			140,000		
Facility Assessment Study	634				
Ada Hayden Heritage Park	9,701		4,154		
Playground/Park Equipment	24,269	30,000	56,000	75,000	
Ice Resurfacer		100,000	83,450		
Charles Calhoun Memorial Park	138,701		11,950		
Auditorium Improvements	814				
Greenbriar Park Development				138,100	
Disc Golf Course Improvements	399		1,587		
Campustown Court Renovation	18,206		300		
Northridge Heights Park			53,500		
Mary Adams Estate	8,670				
Ada Hayden Park Restroom	55,517		4,347		
Dog Park	198,140		5,753		
Sub-Total	7,810,083	372,500	2,129,079	423,600	
Total CIP	8,050,972	555,400	2,673,838	571,600	2.9%

CITY HALL COURTYARD

The City Hall courtyard renovation project was designed and completed as a partnership opportunity with the Story County Master Gardeners, the City of Ames, and many volunteers, including City employees, who spent countless hours shoveling, planting, and watering the new landscape.

The overgrown landscaping from years ago was removed and replaced with properly sized trees, grasses, and perennial plantings. Gravel paths, a water feature, and a pergola were also added.



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GENERAL GOVERNMENT

410

Program Description:

The General Government program is comprised of leadership, management, and support activities. These activities give direction and needed background assistance to the City's "front-line" services.

The General Government program includes the following activities: Legislative which includes the legislative and policy-making leadership provided by the Mayor and City Council, and the City Clerk which records and maintains the records of the City Council and various appointed commissions and committees. Executive Management includes the City Manager and assistants who provide day-to-day administration and coordination of all the City's service programs. The remainder of this program includes the wide array of staff services, such as Financial Services, Administrative Services, Public Works, Facilities, and the Merit Adjustment. Also included are the activities financed with the contingency Emergency Reserve account.

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
Use of Funds:					Adopted
Legislative	381,241	450,547	437,881	419,383	-6.9%
Executive	564,541	580,003	596,442	607,915	4.8%
Financial Services	1,182,988	1,232,715	1,210,647	1,244,053	0.9%
Administrative Services	1,831,382	1,944,905	1,933,068	1,982,962	2.0%
Public Works	1,553,086	1,688,567	1,695,130	1,665,329	-1.4%
Facilities	506,403	494,480	559,572	499,025	0.9%
Emergency Reserve	26,126	50,000	116,707	50,000	0.0%
City Council Special Allocations	69,150	48,000	54,000	44,000	-8.3%
Merit Adjustment	-	191,838	-	161,894	-15.6%
Total Operations	6,114,917	6,681,055	6,603,447	6,674,561	-.1%
General Government CIP	159,037	1,436,228	1,955,596	830,000	-42.2%
Total Expenditures	6,273,954	8,117,283	8,559,043	7,504,561	-7.5%
Personnel – Authorized FTE	52.81	53.81	53.76	53.81	

GENERAL GOVERNMENT

410

	2008/09	2009/10	2009/10	2010/11	% Change
Expenditures By Type:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Personal Services	4,681,133	5,139,320	4,954,388	5,240,318	2.0%
Contractual	1,300,092	1,392,700	1,506,438	1,315,893	-5.5%
Commodities	119,794	119,102	119,604	117,527	-1.3%
Capital	172,920	1,466,161	1,978,613	830,823	-43.3%
Other Expenditures	15	-	-	-	
Total Expenditures	6,273,954	8,117,283	8,559,043	7,504,561	-7.5%
Funding Sources:					
General Fund	3,278,028	4,195,898	4,208,480	3,545,014	-15.5%
Local Option	201,537	301,793	1,221,191	294,164	-2.5%
Hotel/Motel	27,150	6,247	396	6,001	-3.9%
Leased Housing	-	1,477	-	1,233	-16.5%
Road Use Tax	143,649	189,694	183,341	186,693	-1.6%
County Affordable Housing	-	172	-	-	-100.0%
Fire Retirement	11,679	12,074	11,793	12,076	0.0%
G.O. Bonds	2,400	2,400	2,400	82,400	3333.3%
Special Assessment	4,587	4,782	152,693	4,818	0.8%
Water	581,889	588,978	576,650	600,552	2.0%
Sewer	505,618	547,903	535,080	546,289	-0.3%
Electric	726,432	827,709	798,751	864,400	4.4%
Parking	135,998	146,215	142,228	149,104	2.0%
Storm Sewer	282,003	271,665	276,306	258,968	-4.7%
Ice Arena	-	1,174	-	987	-15.9%
Homewood	-	777	-	689	-11.3%
Resource Recovery	236,916	260,706	254,071	270,085	3.6%
Equipment	136,068	158,882	151,663	171,494	7.9%
Internal Services	-	8,540	-	6,499	-23.9%
Risk Insurance	-	768	-	794	3.4%
Health Insurance	-	1,924	-	1,276	-33.7%
Housing Assistance	-	95	-	34	-64.2%
Comm. Develop. Block Grant	-	1,182	-	991	-16.2%
Police & Fire Donations	-	586,228	-	-	
Energy Efficiency Block Grant	-	-	44,000	500,000	
Total Funding Sources	6,273,954	8,117,283	8,559,043	7,504,561	-7.5%

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
- ✓ Channel input from public and other community institutions into City-provided service programs
- ✓ Act as Board of Directors for various city utilities (electric, water, wastewater, solid waste)
- ✓ Oversee financial commitments of the City and prioritize spending
- ✓ Set policy, approve ordinances and contracts, provide direction to City Manager and City Attorney, represent City in joint ventures, provide forum for community interaction
- ✓ **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**
- ✓ **Work toward the goal to have 10% of the City’s energy come from renewables by the year 2015**

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	53,939	54,013	54,013	54,013	0.0%
Contractual	42,273	70,736	54,907	64,715	-8.5%
Commodities	16,330	21,380	19,130	19,490	-8.8%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	112,542	146,129	128,050	138,218	-5.4%
Funding Sources:					
General Fund	112,542	138,229	128,050	133,218	-3.6%
FACES Donations/Grants	-	2,900	-	-	-100.0%
Hotel/Motel/FACES	-	5,000	-	5,000	0.0%
Total Funding Sources	112,542	146,129	128,050	138,218	-5.4%
Personnel - Authorized FTE	.00	.00	.00	.00	

CITY COUNCIL

411 -- 01

Highlights:

The City Council goals for 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”
- Research Branding Ames

Progress has been made on a number of these goals, such as the modification of the Electric Utility’s Demand Side Management program; the work done by the Fleet Services Director on the City’s global warming inventory and carbon footprint; and the Council goals on reduction of 15% of CO₂ levels by 2014, set in October of 2008. The Electric Utility successfully entered into a contract with Garden Wind, LLC, to add approximately 30 megawatts of wind energy to the City’s portfolio. This should be 10% to 15% of the City’s energy, depending on the actual output of the 30 turbines. An additional six megawatts was secured for Iowa State University under the same contract.

The WiFi pilot is underway at various park and City property locations. The cost for this service totals \$13,105 in FY 10/11 and is projected to be slightly over \$11,300 in FY 09/10. The WiFi service is the major reason for the increases in the City Council’s contractual expenses.

The City Council met in early January of 2010, and began working on goals for the next two years. With three new members, it was a significant commitment of time and energy. The overall goals resulting from the Council’s efforts are as follows:

- Go Green to Promote Environmental Sustainability
- Promote Economic Development
- Create a Community Vision
- Rejuvenate Campustown
- Strengthen and Protect our Neighborhoods for a United Ames
- Further Streamline and Improve Government Processes

Service Accomplishments:	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
The figures below represent the comparison of the levies among the largest eleven cities in Iowa:				
Total Levy/1,000 Ames	\$ 10.44	\$ 11.06	\$ 10.86	\$ 10.86
High	18.77	18.71	18.31	18.35
Low	10.32	9.97	9.86	9.90
Average	15.55	15.54	15.43	15.50
Ames’ rank	10 th of 11	10 th of 11	10 th of 11	
Valuation/Capita Ames	\$ 38,109	\$ 38,267	\$ 40,030	\$ 40,990
High	66,261	72,290	76,547	79,900
Low	23,227	23,565	24,185	24,300
Average	35,050	37,035	38,450	38,780
Ames’ rank	3 rd of 11	4 th of 11	4 th of 11	
Total Levy/Capita Ames	\$ 397.86	\$ 423.34	\$ 434.73	\$ 4452.00
High	798.45	871.10	922.40	970.00
Low	315.22	324.71	330.85	335.00
Average	525.48	557.74	578.09	598.00
Ames’ rank	9 th of 11	9 th of 11	8 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.

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	218,190	237,426	223,944	229,761	-3.2%
Contractual	48,809	65,220	68,031	49,754	-23.7%
Commodities	1,685	1,772	1,856	1,650	-6.9%
Capital	-	-	16,000	-	
Other Expenditures	15	-	-	-	
Total Expenditures	268,699	304,418	309,831	281,165	-7.6%

Funding Sources:

General Fund	130,705	171,840	174,416	147,365	-14.2%
Beer & Liquor Licenses	68,103	65,000	68,000	68,000	4.6%
Cigarette Permits	4,550	4,500	4,500	4,500	0.0%
Misc. Licenses/Permits/Fees	4,142	4,500	4,030	4,056	-9.9%
Electrician License	3,185	-	-	-	
Plumbers License	1,890	-	-	-	
Mechanical License	470	-	-	-	
Zoning Appeal Fee	2,050	1,500	1,000	1,200	-20.0%
Water	13,401	14,270	14,471	14,011	-1.8%
Sewer	13,401	14,270	14,471	14,011	-1.8%
Electric	26,802	28,538	28,943	28,022	-1.8%
Total Funding Sources	268,699	304,418	309,831	281,165	-7.6%

Personnel - Authorized FTE	3.00	3.00	3.00	3.00	
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CITY CLERK

411 – 03

Highlights:

A total of 513 permits/licenses were issued during FY 2009/10; this represents a 20% reduction over last fiscal year. The decrease is due to all trades licenses (electricians, plumbers, and mechanical contractors) now being licensed by the state. The change in licensing requirements has resulted in approximately \$20,000 less revenue during FY 2008/09 and beyond. The staff member formerly responsible for processing licenses has been reassigned to cover requests for Special Events.

The City Clerk/Records Manager is responsible for responding to City-wide Public Records requests that are not of a routine nature. Since February 28, 2009, there have been ten requests. Research by several departments is often necessary. Under Chapter 22, Code of Iowa, the City is allowed to charge the requesting party for the employees' time (based on salary without benefits) and materials necessary to provide the request. Due to the vastness of the records, oftentimes the requestor does not want to pay the fee; therefore, no longer wants the records after the research has been done. This has resulted in \$2.10 being paid to the City Clerk's Office and \$306.93 received by the Information Technology division.

Routine 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. In an effort to further increase staff efficiency and customer service, an update to the Files Management System is being pursued. This software program change will allow staff to have instant access to permanent official City records housed in the City Clerk's vault, instead of only displaying the file number. The cost of this update is approximately \$16,000, which will be funded by salary savings realized from hiring an employee at entry level to replace a long-time employee.

The City Clerk/Records Manager is facilitating the Records Management Team meetings with the goal of updating the Records Retention Schedule. Each department is responsible for inventorying its records and ensuring that the Records Retention Schedule is inclusive of all records categories.

Other free-of-charge services performed for our customers during FY 2009/10 included 42 Temporary Obstruction Permits, 18 Banner Permits, and 164 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 47 City Council meetings, 12 Civil Service meetings, and 12 Zoning Board of Adjustment meetings during FY 2008/09.

	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Service Accomplishments:				
% of City Council minutes published within timeframe prescribed by <u>Code of Iowa</u>	100%	100%	100%	100%
% of legal notices published within timeframe prescribed by <u>Code of Iowa</u>	100%	100%	100%	100%
Efficiency and Effectiveness:				
# of meetings reported	75	68	75	75
# of legal notices processed	224	250	260	250
# of resolutions finalized	490	552	550	550
# of documents recorded	69	106	100	100
# of licenses/permits processed	1,003	650	513	525
# of cemetery deeds issued	61	51	50	50
# of election petitions accepted	9	13	0	0

EXECUTIVE MANAGEMENT

413 -- 04

It is the responsibility of the City Manager's Office to provide the overall administrative direction for the City organization in accordance with policies established by the City Council. Other responsibilities are to ensure that City operations are conducted economically, efficiently, and effectively, and that City Council and citizen concerns are addressed. This office also develops recommendations to the City Council for changes in programs, operations, and policies. In addition, the City Manager's office presents, reviews, and monitors the annual operating budget for the City. The office personnel also staff a number of City boards and commissions ranging from external public advisory bodies to internal employee committees, and represent the City as a member of the union contract negotiating teams. The office personnel also work with the City Council on community development issues and with Iowa State University on joint concerns.

Service Objectives:

- ✓ Provide comprehensive vision and leadership for the City organization so that desires and needs of the community and City Council goals are met
- ✓ Prepare and provide to the City Council a fiscally responsible budget to finance City operations in support of community desires and City Council goals
- ✓ Oversee and support City departments as they provide the best possible services to the community at the lowest possible cost
- ✓ Represent the City in relationships with other state, federal, and local organizations
- ✓ Provide complete and objective information and recommendations to City Council
- ✓ Respond to public requests and inquiries in a courteous and timely manner

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	511,550	524,138	537,568	547,715	4.5%
Contractual	42,581	44,840	47,799	50,180	11.9%
Commodities	10,410	11,025	11,075	10,020	-9.1%
Capital	-	-	-	-	
Total Expenditures	564,541	580,003	596,442	607,915	4.8%
Funding Sources:					
General Fund	330,038	332,758	342,161	348,724	4.8%
Employee Council Revenues	2,518	2,000	2,000	2,000	0.0%
Water	58,136	59,592	61,302	62,495	4.9%
Sewer	58,136	59,592	61,302	62,495	4.9%
Electric	115,713	126,061	129,677	132,201	4.9%
Total Funding Sources	564,541	580,003	596,442	607,915	4.8%
Personnel - Authorized FTE	3.71	3.71	3.71	3.71	

EXECUTIVE MANAGEMENT

413 -- 04

Highlights:

For FY 09/10, the portion of the City Manager’s office salaries charged to the Electric Utility was increased to 22%, based on time spent planning for future capacity, the 161 kV tie line project, participation in IAMWind, and public improvement contract support. This level of support from the Electric Fund will continue for FY 10/11.

Staff will be spending additional time in FY 10/11 supporting and analyzing building and plant alterations in various areas to address the space needs of several departments. Major projects will occur in the Electric and Water Utilities with plant maintenance and possible new construction, City Hall modifications, a possible development of an intermodal transit facility in Campustown, and possible Library expansion. As always, a major emphasis of this office is the facilitation of the accomplishment of Council goals and staffing of various Council–appointed boards and commissions.

For FY 10/11, 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, United Ames, and organizers of various community events. The Community Conversations process was completed and a VISTA volunteer is now assisting in implementation of the recommendations through United Ames.

	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Service Accomplishments:				
% of citizen requests resolved in:				
One day	22%	20%	20%	20%
2-7 days	21%	19%	19%	19%
1-4 weeks	36%	38%	38%	38%
More than 4 weeks	21%	23%	23%	23%
 # Union contracts negotiated	 0	 2	 2	 5
 Efficiency and Effectiveness:				
Survey rating for quality of City services:				
Good	64%	65%	64%	64%
Very good	35%	32%	34%	34%

FINANCE ADMINISTRATION AND BUDGET

414 -- 15

The purpose of the Finance Administration and Budget activity is to provide overall financial management and analysis for the City of Ames. The activity provides direct supervision of Accounting and Reporting, Utility Customer Service, Information Services, Communications Services, Purchasing Services, and Debt Service activities and provides financial advice and direction to all City departments.

Service Objectives:

- ✓ Coordinate the preparation of the City's Annual Operating and Capital Budgets
- ✓ 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

	2008/09	2009/10	2009/10	2010/11	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	280,312	291,550	291,489	298,421	2.4%
Contractual	43,898	48,126	43,549	47,522	-1.3%
Commodities	1,720	1,500	1,500	1,400	-6.7%
Capital	-	-	-	-	
Total Expenditures	325,930	341,176	336,538	347,343	1.8%
 Funding Sources:					
General Fund	65,188	68,235	67,307	69,468	1.8%
Police/Fire 411 Spec. Revenue	3,259	3,412	3,365	3,473	1.8%
Water	48,889	51,176	50,481	52,102	1.8%
Sewer	48,889	51,176	50,481	52,102	1.8%
Electric	136,890	143,294	141,346	145,884	1.8%
Parking	3,259	3,412	3,365	3,473	1.8%
Resource Recovery	13,037	13,647	13,462	13,894	1.8%
Fleet Services	6,519	6,824	6,731	6,947	1.8%
Total Funding Sources	325,930	341,176	336,538	347,343	1.8%
Personnel - Authorized FTE	2.84	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.
- Consolidated and refunded five outstanding bond issues for a net present value savings to the City of \$442,532.
- The Aaa bond rating from Moody's Investor Services for general obligation bond issues was maintained.
- **To help meet the City Council goal for renewable energy, researched wind energy, assisted in drafting of RFP, reviewed proposals, and negotiated agreement for wind energy.**
- Completed purchasing policy review and update, reviewed Workers' Compensation process, assisted with RFP process and service provider.
- Reviewed post employment benefit cost reporting (GASB 45) process and coordinated with Mary Greeley Medical Center for improved financial reporting.

	2007/08	2008/09	2009/10	2010/11
Service Accomplishments:	Actual	Actual	Adjusted	Projected
Bonded Indebtedness:				
General Obligation Bonds	41,195,000	42,700,000	46,735,000	46,516,000
Revenue Bonds	100,000	0	0	0
 Years Received GFOA Distinguished Budget Presentation Award	 21	 22	 23	 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	 16/31	 22/31	 15/31	 15/31
 General Fund actual expenses as a percent of the adopted budget	 99.9%	 100.05%	 100%	 100%
 General Fund actual revenues as a percent of the adopted budget	 100.3%	 102.3%	 100%	 100%
 Financial documents posted on website within one week of completion	 6/6	 6/6	 6/6	 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.

	2008/09	2009/10	2009/10	2010/11	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	599,259	624,438	629,208	645,586	3.4%
Contractual	312,506	328,073	305,886	314,317	-4.2%
Commodities	7,221	5,850	6,100	6,300	7.7%
Capital	2,238	-	-	-	
Other	-	-	-	-	
Sub-Total	921,224	958,361	941,194	966,203	0.8%
Reimbursements	(64,166)	(66,822)	(67,085)	(69,493)	4.0%
Total Expenditures	857,058	891,539	874,109	896,710	0.6%

Funding Sources:

Reimbursements	64,166	66,822	67,085	69,493	4.0%
General Fund	228,743	237,996	231,444	236,599	-0.6%
Road Use Tax Fund	10,565	10,978	10,743	11,017	0.4%
Police/Fire 411 Spec. Revenue	8,122	8,370	8,130	8,318	-0.6%
Special Assessment	4,587	4,782	4,693	4,818	0.8%
Bond Funds	2,400	2,400	2,400	2,400	0.0%
Water	66,147	68,800	67,513	69,291	0.7%
Sewer	44,527	46,234	45,316	46,491	0.6%
Electric	254,197	264,365	259,298	266,091	0.7%
Parking	18,428	19,166	18,823	19,324	0.8%
Resource Recovery	115,129	119,983	117,833	120,970	0.8%
Fleet Services	40,047	41,643	40,831	41,898	0.6%
Total Funding Sources	857,058	891,539	874,109	896,710	0.6%

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.

	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 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	1,458	1,474	1,450	1,450
Average monthly electronic/ACH payments to vendors	27	27	30	30
Average monthly payroll checks issued	259	247	250	250
Percent of employees using direct deposit	85%	85%	86%	86%
Annual number of W-2 forms issued	1,200	1,200	1,200	1,200
Audit findings noted	1	0	0	0
Number of years GFOA Achievement of Excellence in Financial Reporting certificate received	30	31	32	33
Number of bond issues monitored	15	17	14	15
Average amount of outstanding bond principal	\$41,195,000	\$42,700,000	\$47,370,000	\$41,000,000
Average \$ value of investment portfolio	\$75,736,264	\$75,000,000	\$75,000,000	\$75,000,000
Average rate of return on investments	4.5%	2.06%	1.00%	.50%
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
- ✓ Serve as primary media contact and source of information for media inquiries
- ✓ Work with departments/divisions to produce custom publications
- ✓ Coordinate the annual Ames Citizens Academy
- ✓ Monitor and update City of Ames website
- ✓ Produce press releases
- ✓ Coordinate advertising purchase and placement for several City departments
- ✓ Oversee government access television programming
- ✓ Produce annual Resident Satisfaction survey with assistance from Iowa State University
- ✓ **Support Utilities in marketing and promoting programs in support of the City Council's "Go Green" goal**
- ✓ Hire and mentor Iowa State University interns

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	100,754	106,230	109,272	112,194	5.6%
Contractual	36,626	34,972	38,618	40,211	15.0%
Commodities	347	1,000	500	600	-40.0%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	137,727	142,202	148,390	153,005	7.6%

Funding Sources:

General Fund	68,772	71,102	74,195	76,500	7.6%
Water	13,791	14,220	14,839	15,301	7.6%
Sewer	13,791	14,220	14,839	15,301	7.6%
Electric	27,582	28,440	29,678	30,602	7.6%
Resource Recovery	13,791	14,220	14,839	15,301	7.6%
Total Funding Sources	137,727	142,202	148,390	153,005	7.6%

Personnel - Authorized FTE	1.19	1.19	1.19	1.19
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PUBLIC RELATIONS SERVICES

415 -- 05

Highlights:

One full-time Public Relations Officer (PRO) staffs the Public Relations Office. The office budget includes one part-time public relations intern and supervision of the Electric Services Department part-time intern. The budget also includes a portion of the Principal Clerk's salary.

The PRO accomplished the following during 2008/09:

- Continued developing marketing materials for Smart Energy Demand Side Management program, which has grown annually in number of participants.
- Updated the Resident Satisfaction Survey by working with Iowa State University Extension. Electronic survey for students has resulted in increased returns.
- 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; served on internal Cool City Committee.
- Facilitated and implemented the fifth Ames Citizens Academy.
- Worked with City's website content and design.
- Coordinated the "Welcome Back Students" event in August.
- With Parks and Recreation, coordinated the annual July 4th Community Pancake Breakfast.
- Produced an updated, four-color City Side monthly newsletter on certified recycled paper.
- Produced the quarterly Neighborhood News newsletter and monthly internal newsletter.

Continued efforts for FY 09/10 and FY 10/11:

- Coordinate Census 2010 public education campaign.
- Plan and implement the Furman Aquatic Center opening event in May.
- Facilitate the new website slated for unveiling in spring/summer 2010.
- Remain active in City-County Communications & Marketing Association (3CMA), and the Iowa Public Relations, Advertising, Marketing (PrAM) group.
- Handle media relations, press releases, and special events; update publications.
- Supervise the TV staff, budget, and operations.

Service Accomplishments:	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
# of media releases distributed	132	153	145	150
# of City-assisted community events	7	6	8	8
# of marketing campaigns developed	4	5	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	82	82	81	80
Ames Tribune	94	96	91	90
KASI Radio	94	86	84	90
Des Moines Register	79	77	76	75
City Side	93	91	88	90
Channel 12	79	71	72	80
City of Ames web page	94	92	94	95
AmesNewsOnline (formerly Ames365.com)	71	63	73	75
The Sun	-	-	69	75

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
 - ✓ Respond to community needs for analysis and policies for long-range land use
 - ✓ Assess and update adopted policies and plans against projected need as directed by City Council
 - ✓ **Support City Council goals in defining desired growth and the annexation study**
- ✓ Provide data for long-range planning decisions
 - ✓ Encourage meaningful and timely community input
 - ✓ Coordinate long-range planning policies and regulations with other jurisdictions and agencies
 - ✓ Explore new trends and innovative means of achieving long-range planning objectives

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	279,463	298,554	293,941	305,093	2.2%
Contractual	59,828	34,144	45,268	32,011	-6.2%
Commodities	2,813	3,300	2,900	2,950	-10.6%
Capital	2,561	-	-	-	
Total Expenditures	344,665	335,998	342,109	340,054	1.2%
Funding Sources:					
General Fund	344,665	332,403	338,514	340,054	2.3%
Local Option	-	3,595	3,595	-	
Total Funding Sources	344,665	335,998	342,109	340,054	1.2%
Personnel - Authorized FTE	3.23	3.23	3.23	3.23	

LONG-RANGE PLANNING

415 – 08

Highlights:

FY 09/10

- Updated and reported on population, employment and housing data in preparation for review of Land Use Policy Plan (LUPP) projections
- Reported to Council on targeted growth alternatives to determine the relative costs of including land to the north in a targeted growth area
- Working with consultant, Will Page, developed and processed Historic Preservation Plan for the City
- Developed and processed comprehensive solar energy regulations to allow this in the City as an alternative energy source
- Worked with Neighborhood Intern to improve support for neighborhood activities, including access to information on City website, model documents for neighborhood associations, and block parties

FY 10/11

- Further develop and process proposals for wind power in residential areas
- Evaluate and propose land use designations of property adjacent to West Lincoln Way
- Review standards for allowable materials in local historic districts
- Continue outreach to encourage development and/or registration of neighborhood associations and encouraging inactive associations to become active
- Work with Public Works, IDOT, ISU and consultants on long-range transportation plan travel demand model that is coordinated with LUPP
- Continue working with Story County and Gilbert on urban fringe planning
- Continue code updates as identified and referred by City Council
- Implement other Council and Planning and Zoning Commission planning priorities, as directed by City Council

Service Accomplishments (process completions):	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
	Number of Applications			
LUPP amendments completed (map or text)	5	1	4	5
Rezoning completed	5	2	3	2
Zoning text amendments completed	1	12	16	12
Annexations completed	1	1	1	0

Efficiency and Effectiveness:

Average number of days to bring the following <u>citizen-initiated</u> actions to the Planning & Zoning Commission level*:	Number of Days to Process						(No projections provided; actual data provided in 2011)
	Staff Time Only	Total Time	Staff Time Only	Total Time	Staff Time Only	Total Time	
Rezoning	n/a	n/a	n/a	n/a	Spring 2010	Spring 2010	
Annexations	"	"	"	"	"	"	
LUPP Map Amendments	"	"	"	"	"	"	
LUPP Text Amendments	"	"	"	"	"	"	
Zoning Text Amendments	"	"	"	"	"	"	

* Processing time for these long-range planning applications has not been calculated in this manner up to this point. This is a new approach to calculating processing time that will be reflected in next year's budget highlights.

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

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	283,520	305,931	290,752	308,659	0.9%
Contractual	27,737	30,549	30,628	32,011	4.8%
Commodities	896	1,000	1,050	1,050	5.0%
Capital	2,561	-	-	-	
Total Expenditures	314,714	337,480	322,430	341,720	1.3%
Funding Sources:					
General Fund	305,910	323,480	313,930	333,220	3.0%
Development Review Fees	7,160	12,000	7,000	7,000	-41.7%
Map/Document Sales	1,644	2,000	1,500	1,500	-25.0%
Total Funding Sources	314,714	337,480	322,430	341,720	1.3%
Personnel – Authorized FTE	3.22	3.22	3.22	3.22	

CURRENT PLANNING

415 -- 09

Highlights:

FY 09/10

- Implemented the quarterly *Over-Easy Meet-n-Eat* meeting with developers to exchange ideas, provide updates and respond to concerns
- Anticipate processing a total of 93 current planning applications

FY 10/11

- Continue work with Development Review Committee (DRC) composed of representatives of various City departments to improve the procedures for review of proposed development projects
- Continue efforts to fine tune and implement schedule for processing of applications to coordinate needs of developers with realistic review time by staff
- Amend customer survey process to encourage increased numbers of returned survey responses

Service Accomplishments (process completions):	2007/08	2008/09	2009/10	2010/11
	Actual	Actual	Adjusted	Projected
	Number of Applications			
Preliminary plat	7	4	1	3
Final plat	8	11	10	10
Plat of survey	n/a	n/a	20	20
Certificate of Appropriateness	6	4	12	10
Façade Grants	4	4	4	4
Major site development plan/master plan	2	6	5	5
Minor site development plan	29	23	18	20
Permitted home occupation	6	7	8	8
Solar energy zoning permit	n/a	n/a	1	2
Special Use Permit	6	3	3	3
Variance	0	7	6	6

Efficiency and Effectiveness:

Percent of Development Process Survey ratings of "courteous/helpful" or better. 80% (4/5) 100% (9/9)

Average number of days to process the following complete applications: **	Number of Days to Process*						
	Staff Time Only	Total Time	Staff Time Only	Total Time	Staff Time Only	Total Time	(No projections provided; actual data provided in 2011)
Preliminary plat		28		56		n/a	
Final plat		20		38		22	
Plat of survey		n/a		n/a		30	
Certificate of Appropriateness		28		42		8	
Façade Grants		30		27		16	
Major site development plan/master plan		28		62		80	
Minor site development plan		50		59		23	
Permitted home occupation		22		6		5	
Solar energy zoning permit		n/a		n/a		n/a	
Special Use Permit		57		n/a		19	
Variance		17		43		19	

* Total time includes both staff review time, Council review time (when applicable), and applicant response time.

** For the 08/09 and 09/10 years, the only time indicated is for total time. Calculations for staff time only began in December 2009 and the data is therefore not available during the 10/11 budget cycle. It will be reflected in the 10/11 figures during the 11/12 budget cycle. Processing time for 09/10 is not projected (adjusted) to end of fiscal year; it reflects actual time for applications completed through 12/30/09 (budget preparation time).

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
- ✓ Supervise and monitor all legal work performed by outside counsel
- ✓ Incorporate advances in technology to enhance legal services in a timely and efficient manner
- ✓ Provide legal advice and support at all meetings of City Council and at meetings of boards and commissions as needed
- ✓ Draft ordinances and amendments, and publish Municipal Code
- ✓ Draft and review contracts, real estate, and other legal documents
- ✓ Litigate in District and Appellate Courts claims by and against the City
- ✓ Respond to public inquiries regarding City Code and City matters
- ✓ Collect unpaid bills and fines through negotiation and settlement or litigation as needed
- ✓ Advise and represent Mary Greeley Medical Center in contract, employment, and regulatory matters
- ✓ Represent the City in all administrative and arbitration claims, including labor and employment, inspections, housing, licensing, animal control, and other administrative matters
- ✓ Prosecute all criminal complaints, traffic tickets, code enforcement violations, parking violations, and other municipal infractions in courts-of-law as necessary

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	532,925	595,069	601,593	612,280	2.9%
Contractual	50,100	48,684	47,318	51,388	5.6%
Commodities	4,898	2,325	2,504	2,397	3.1%
Capital	-	-	13,070	823	
Other Expenditures	-	-	-	-	
Total Expenditures	587,923	646,078	664,485	666,888	3.2%
Funding Sources:					
General Fund	386,642	401,613	399,743	356,441	-11.2%
Mary Greeley Medical Center	10,258	8,000	14,000	14,000	75.0%
Other Departments	3,453	4,000	4,026	4,000	0.0%
Fees and Fines	39,396	28,000	39,000	39,000	39.3%
Water	8,770	18,437	19,528	30,338	64.5%
Sewer	4,385	9,218	9,764	9,731	5.6%
Electric	36,834	61,276	64,900	90,443	47.6%
Parking	97,131	103,816	102,761	107,052	3.1%
Process Server Parking Rev.	1,054	2,500	1,000	1,000	-60.0%
Resource Recovery	-	9,218	9,763	14,883	61.5%
Miscellaneous Revenue	-	-	-	-	
Total Funding Sources	587,923	646,078	664,485	666,888	3.2%
Personnel - Authorized FTE	5.95	6.95	6.95	6.95	

LEGAL SERVICES

415 -- 20

Highlights:

Demand for legal services continued to rise in 2009-2010. Litigated court cases (primarily criminal misdemeanors and municipal infractions) increased 44%. Administrative proceedings increased 22% over last year. **A third attorney was added to the legal staff this year** to handle this increased caseload and to provide consistent legal advice. Major legal victories included: an opinion from the Iowa Supreme Court reversing lower court decisions and establishing the City's ability to terminate employees who lose credentials necessary to perform essential job duties; a district court jury verdict in favor of the City and upholding the right to terminate a service contract based on contractor's fraudulent practices; and a district court ruling upholding the City Council's designation of local historic landmark and historic preservation overlay.

The FY 09/10 adjusted budget includes capital in the amount of \$13,070 to fund new furnishings for an office reconfiguration to improve efficiency, provide a small conference room, and improved offices for Legal staff in accordance with the City's space needs study.

For FY 10/11, Legal staff reviewed data from the new docketing system and determined that adjustments to the charges for utilities for legal services were needed. This resulted in a total increase in charges to utilities of approximately \$42,000 and a corresponding reduction to the General Fund.

- Litigated more than 279 court cases to final judgment (44% increase)
- Represented City in more than 50 administrative actions, including liquor license cases, Civil Service actions, grievance arbitrations, property assessment appeals, mediations, dangerous animal appeals, unemployment benefits hearings, and Housing Division appeals (22% increase)
- Improved timeliness of customer service by responding to phone calls by the end of the next business day (12% improvement)
- Responded to 229 public and media inquiries regarding City Code and legal issues
- Reviewed and coordinated City departments' processes for debt collection in small claims court
- Implemented electronic records Litigation Hold Policy to conform with new court rules
- Represented City in proceedings involving extraordinary legal remedies, including public records protective orders, motions to quash, and seized property disposition determinations

Service Accomplishments:	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Automated docketing system – ProLaw:				
Legal matters opened (litigation, advice, subdivision review, etc.)	1,753	1,503	1,539	1,577
Documents created/reviewed	7,298	10,585	12,225	14,058
Other events and legal services requiring review by Legal Department	10,361	9,323	7,665	7,665
Ability to locate and retrieve electronic files	100%	100%	100%	100%
Cases docketed in ProLaw and filed with the court	643	625	744	818
Efficiency and Effectiveness:				
% of incoming phone calls returned by end of the next business day	75%	87%	82%	87%
Total # of active matters	1,778	1,680	1,902	2,092
# of matters closed	1,145	1,230	1,452	1,597
% of timely responses by legal dept. target dates	96%	89%	82%	96%

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

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	427,490	435,694	439,571	451,601	3.7%
Contractual	111,011	154,162	116,671	137,758	-10.6%
Commodities	12,414	10,550	9,717	8,450	-19.9%
Capital	3,845	-	-	-	
Other	-	-	-	-	
Sub-Total	554,760	600,406	565,959	597,809	-0.4%
Reimbursements	(108,407)	(117,259)	(110,305)	(116,514)	-0.6%
Total Expenditures	446,353	483,147	455,654	481,295	-0.4%
Funding Sources:					
General Fund	239,146	259,015	246,645	260,525	0.6%
Road Use Tax Fund	31,639	34,223	32,373	34,195	-0.1%
Water	31,028	33,563	31,015	32,760	-2.4%
Sewer	27,365	29,600	27,166	28,695	-3.1%
Electric	92,752	100,328	94,232	99,535	-0.8%
Parking	6,217	6,725	6,339	6,695	-0.4%
Storm Sewer Utility	2,553	2,762	2,094	2,212	-19.9%
Resource Recovery	15,153	16,391	15,394	16,260	-0.8%
Hotel/Motel Tax	500	540	396	418	-22.6%
Total Funding Sources	446,353	483,147	455,654	481,295	-0.4%
Personnel - Authorized FTE	4.47	4.47	4.42	4.47	

HUMAN RESOURCES

415 -- 21

Highlights:

The 2008/2009 fiscal year held many accomplishments for the department including the settlement of voluntary agreements with three labor unions, hiring of a new Risk and Benefits Manager, and realignment of departmental duties based on transitions in staff. In addition, the department underwent a document scanning project to convert large quantities of paper files to digital format. In the training arena, the technology series was hugely popular with employees. The Excellence Through People steering team transitioned to include all department heads. We are also in the initial phase of launching an online application process which will go live during the 2009/2010 fiscal year which will greatly reduce the amount of paper used and received by the department.

Service Accomplishments:	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
# of leadership development coaching hours provided to leaders	107.75	0	100	100
# of hours of leadership and management development training offered	71.5	115	104	140
Attendance at formal training programs offered through Employee Development Center	1,140	2,324	2,000	2,400
# of recruitments (open and promotional)	40	47	40	40
# of applications (open and promotional)	1,515	2,130	1,700	1,700
# of external hires	96	85	90	90
# of internal promotions	40	33	35	35
Efficiency and Effectiveness:				
% of City employees that rated sponsored training programs as above average or better	80%	87%	90%	90%
Average # of work days to complete external recruitment for full-time positions (from date posted to date offer extended)	60	56	54	50
% of diverse (protected class) applicants based on total applications received	7.00	7.98	8.00	8.50

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:

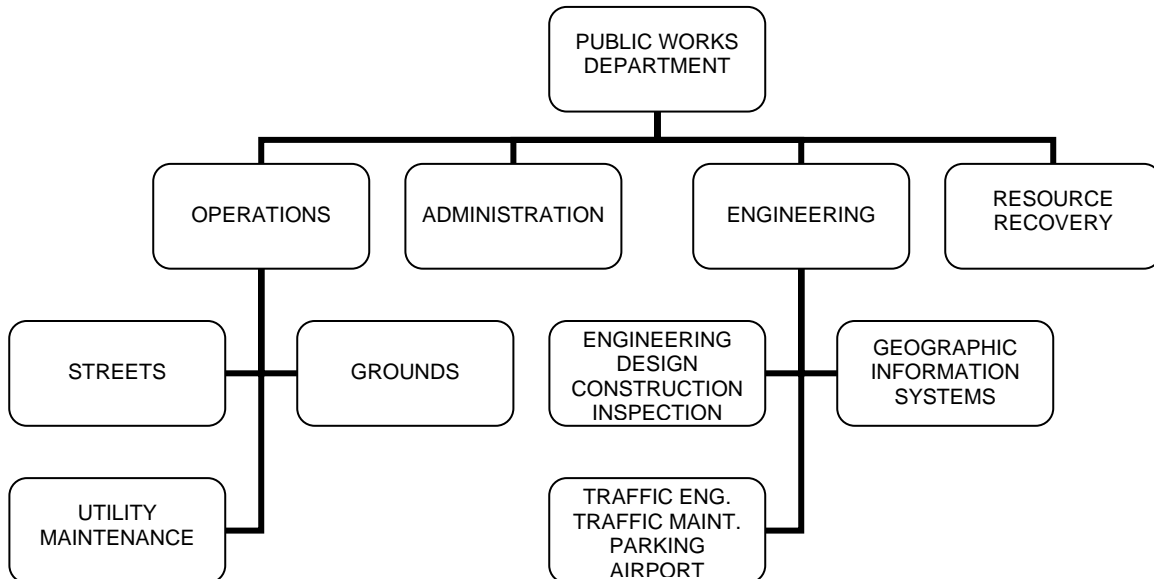
- ✓ Oversee and coordinate the activities of four Public Works divisions (Engineering, Operations, Resource Recovery, and Administration)
 - ✓ Provide oversight and guidance for the Public Works portion of the Capital Improvements Plan
- ✓ Provide management direction and administrative support to Public Works employees
 - ✓ Sell and arrange for installation of Veterans' Memorial bricks

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	273,358	285,745	287,533	294,701	3.1%
Contractual	38,839	37,728	36,031	36,830	-2.4%
Commodities	1,489	9,750	2,500	9,500	-2.6%
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	313,686	333,223	326,064	341,031	2.3%

Funding Sources:

General Fund	1,531	2,250	2,000	2,000	-11.1%
Road Use Tax Fund	78,038	82,744	81,016	84,757	2.4%
Water	78,039	82,743	81,016	84,758	2.4%
Sewer	78,039	82,743	81,016	84,758	2.4%
Resource Recovery	78,039	82,743	81,016	84,758	2.4%
Total Funding Sources	313,686	333,223	326,064	341,031	2.3%

Personnel - Authorized FTE 3.00 3.00 3.00 3.00



PUBLIC WORKS ADMINISTRATION

416 -- 72

Highlights:

Issues that require **staff involvement** in FY 2009/10 are the increased public involvement with both the Long-Range Transportation Plan and the federal storm water discharge regulations. In FY 2010/11, staff involvement will shift to implementing the Quiet Zone along the railroad east/west corridor through the City, the extension of Grand Avenue from South 4th Street to Southeast 16th Street, and the 20th Street/Grand Avenue (US 69) Intersection Improvements.

The Public Works Director is serving as **President** of the Iowa Chapter of the American Public Works Association for 2010. As part of that role, the annual Fall Conference of that organization will be held in Ames.

An **open house** featuring Public Works Department services, equipment, and personnel will be held in FY 2010/11. Planning for this event will begin in FY 2009/10.

	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Service Accomplishments:				
Number of projects with reimbursements from grants and other outside sources	6	8	16	5
Dollars received as reimbursements for project costs	\$1,791,620	\$1,918,642	\$9,773,968	\$2,505,021
Number of Veterans' Memorial bricks sold	22	26	20	20
# of departmental FTEs	73.0	73.0	74.0	74.0
Efficiency and Effectiveness:				
Administrative cost per employee	\$4,041	\$4,276	\$4,379	\$4,581
Administrative costs as a percent of operations	3.1%	2.9%	2.9%	2.9%

PUBLIC WORKS ENGINEERING

416 -- 80

The Engineering Division provides technical designs and construction inspection to ensure reliability and quality control for capital improvement projects. The Division also provides design review/acceptance and inspection services on subdivision public infrastructure construction. The Engineering Division is also involved in the long-range planning of projects to ensure development of streets, water distribution, sanitary sewer and storm sewer systems to meet current and future needs of the community. Another function of the Engineering Division is to maintain records for public infrastructure, including an electronic Geographic Information System (GIS) of this infrastructure.

Service Objectives:

- ✓ Plan, design, and implement public infrastructure projects including water main, sanitary sewers, storm drains, and streets rehabilitation and reconstruction
- ✓ Provide a high level of communication to the public throughout all stages of projects; coordinate meetings and citizen advisory committees as necessary
- ✓ Prepare certified engineering plans and specifications and administer bid process for capital improvement plan construction projects
- ✓ Develop and maintain city-wide GIS, provide GIS support to user department and coordinate with Mapping & Policy Support (MAPS) for base map information
- ✓ Supervise construction of all authorized public improvement projects
- ✓ Review plans and plats for consideration of public and private improvements
- ✓ Employ interns and co-ops for design, inspection, GIS, and traffic analysis
- ✓ Provide technical support to the Ames Area Metropolitan Planning Organization
- ✓ Maintain as-built drawings and archive records of public infrastructure construction
- ✓ Manage the City of Ames NPDES / Municipal Separate Storm Sewer System (MS4) permit

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	1,008,880	1,065,574	1,079,824	1,097,499	3.0%
Contractual	205,647	237,337	228,645	206,599	-13.0%
Commodities	11,024	22,500	22,650	20,200	-10.2%
Capital	13,849	29,933	37,947	-	-100.0%
Total Expenditures	1,239,400	1,355,344	1,369,066	1,324,298	-2.3%

Funding Sources:

General Fund	(110,159)	-	-	-	
General Fund Fees/Permits	623,053	609,351	610,351	603,500	-1.0%
Road Use Tax Fund	-	32,012	35,851	27,858	-13.0%
Water	233,320	206,091	207,217	202,229	-1.9%
Water Fees	11,060	10,300	10,000	10,000	-2.9%
Sewer	191,997	200,721	201,346	195,203	-2.7%
Sewer Fees	10,679	15,100	15,000	15,000	-0.7%
Storm Sewer	180,506	206,621	181,412	164,833	-20.2%
Storm Sewer Fees/Permits	98,944	60,100	92,800	90,500	50.6%
Electric Fund	-	15,048	15,089	15,175	0.8%
Total Funding Sources	1,239,400	1,355,344	1,369,066	1,324,298	-2.3%

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. **Rain Barrel and Rain Garden Cost Share Programs** continue through this budget cycle.

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 as an annual event. This festival is organized to focus on water quality components, including current initiatives to improve watershed runoff and increase water conservation. The festival is 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.

Upon completion by the Department of Natural Resources of the construction specifications focusing on water quality facilities, a **Post-Construction Storm Water Management Ordinance** is required to be adopted. This will result in additional work for the Stormwater Specialist to review and monitor the construction and maintenance status of these facilities.

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. For some large projects that include land acquisition, such as the **Grand Avenue Extension**, staff implements context sensitive solutions to a larger degree which enables the citizens to provide input prior to hiring a design consultant. This also allows citizen input throughout the entire project design.

PUBLIC WORKS ENGINEERING

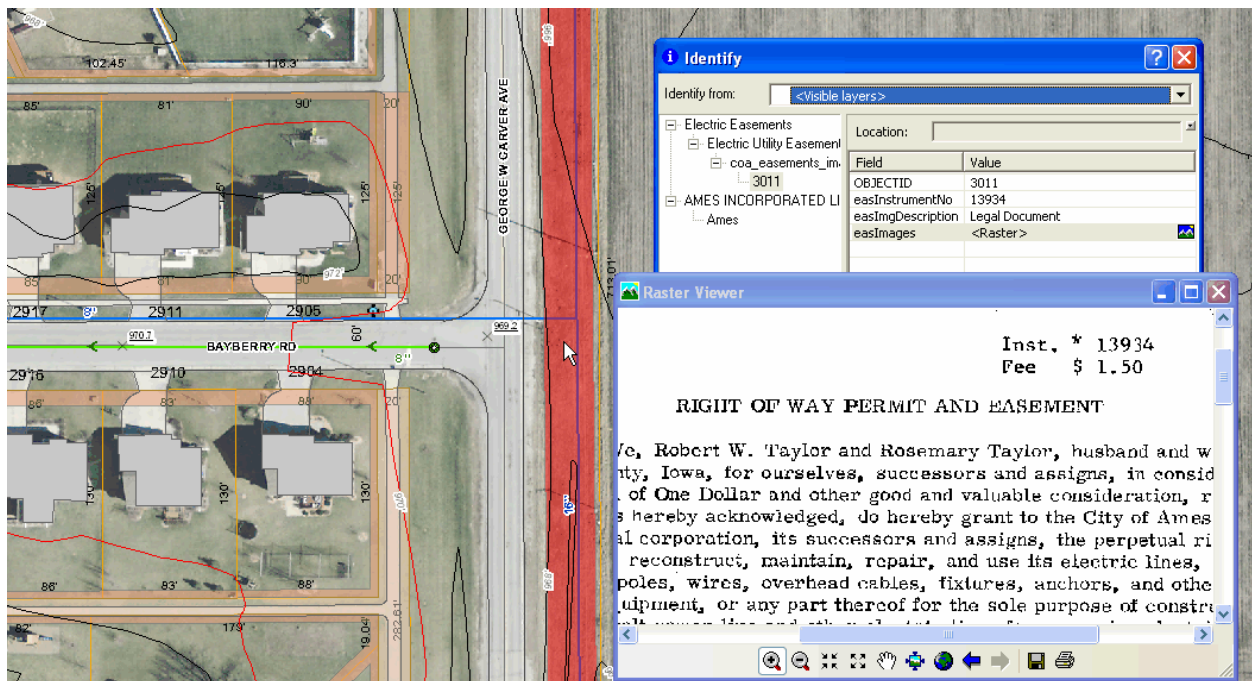
416 – 80

Highlights, continued:

Throughout FY 2010/11, 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 and planimetrics** was completed. Staff continues to incorporate recorded easements within the GIS system. This information is available to internal City departments through the city-wide GIS coordination.



PUBLIC WORKS ENGINEERING

416 – 80

Highlights, continued:

Management of the City-wide GIS system was shifted from the Planning Division to Public Works in FY 2009/10. 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.

	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Service Accomplishments:				
# of CIP projects inspected/managed	19	25	35	30
# of subdivision public infrastructure projects inspected	22	18	10	25
# of site plans reviewed	33	29	25	30
# of subdivision plats reviewed	16	15	12	15
# of construction site erosion and sediment control site inspections	355	265	525	475
# of plans and specifications prepared for capital improvement plan projects	13	18	25	25
Efficiency and Effectiveness:				
Projects bid within 10% of engineer's estimate	60%	60%	75%	80%
Projects completed within 10% of original bid	85%	85%	90%	90%
Projects completed on time	95%	100%	100%	100%
% of completed as-builts transferred to official records	80%	85%	90%	95%

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)
 - ✓ Maintain efficient equipment (motors, pumps, generators, boiler, etc.) at City Hall
 - ✓ Provide quality janitorial services
 - ✓ Perform monthly building walkthrough inspections at City Hall
 - ✓ **Establish baseline carbon footprint data and track City progress against Council goal to reduce CO₂ output by 15% by 2014**
- ✓ Provide limited maintenance activities to other City buildings
 - ✓ Maintain the Ames Veterans' Memorial
 - ✓ Coordinate and manage special projects
 - ✓ **Create strategic plan outlining goals and action steps for the City of Ames government to reduce carbon emissions**

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	111,389	123,120	115,680	120,901	-1.8%
Contractual	362,573	349,194	410,850	349,479	0.1%
Commodities	37,533	27,150	38,122	33,520	23.5%
Capital	-	-	-	-	
Sub-Total	511,495	499,464	564,652	503,900	0.9%
Reimbursements	-	-	(5,080)	(4,875)	
Total Expenditures	511,495	499,464	559,572	499,025	-0.1%

Funding Sources:

General Fund	301,731	270,592	336,141	264,589	-2.2%
Interdepartmental Labor	571	5,000	-	-	-100.0%
City Assessor	13,877	13,582	13,735	13,381	-1.5%
Road Use Tax Funds	23,407	22,908	23,358	22,407	-2.2%
Police/Fire 411 Special Revenue	298	292	298	285	-2.4%
Water	19,308	18,897	19,268	18,484	-2.2%
Sewer	14,409	14,102	14,379	13,793	-2.2%
Electric	35,662	34,902	35,588	34,138	-2.2%
Parking	10,963	10,729	10,940	10,494	-2.2%
Resource Recovery	1,767	1,730	1,764	1,692	-2.2%
Fleet Services	89,502	106,730	104,101	119,762	12.2%
Total Funding Sources	511,495	499,464	559,572	499,025	-0.1%

Personnel - Authorized FTE	1.20	1.20	1.20	1.20
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FACILITIES

418 -- 29

Highlights:

City Hall

The courtyard renovation was completed in 2009, and the door replacement project was completed in January 2010.

The east entry walk will be reconstructed in the spring of 2010.

Maintenance and utility costs for the Veterans' Memorial are part of City Hall's operating budget.

Maintenance is now being scheduled and provided by staff, in lieu of using a service contractor.

Sink faucets, and the batteries for emergency and exit lights will be replaced over the next 12 months.

The back-up generator is inspected and serviced every six months, and has been load tested to ensure it will function properly, if grid power is interrupted.

Maintenance Facility – Located on Edison Street

This building is used by Fleet, Streets Maintenance, Utility Maintenance, Parking Meter, Sign and Signal, Police Department (for evidence storage), Fire Department (for equipment and supply storage), Story County (for off-site record storage) and Engineering divisions. There is no surplus space without a major renovation or remodel.

The north parking lot is used for parking surplus: CyRide buses; Electric Distribution tree trimming contractor equipment; Fleet surplus storage; confiscated vehicles; vehicles/equipment waiting for maintenance; and all the City vehicles and equipment assigned to Public Works' maintenance divisions. Space is also used for the second jet turbine generator.

Most of the overhead doors and walk-in doors have been replaced to improve the energy efficiency of this facility.

Carpenter Shop – Located East of the water plant

This shop is located in an old clay tile structure inside the high security fenced-in area of the Water Plant. Future relocation of this shop may be required due to the Water Plant expansion. Staff spends minimal time in the shop and most of the time at City Hall. A carpenter shop is still needed for building small projects for other departments.

Service Accomplishments:	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Maintenance Cost Per Square Foot:				
City Hall – excluding Community Center	\$5.66	\$6.62	\$6.64	\$6.37
Maintenance Facility	\$2.84	\$2.56	\$2.98	\$3.44

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.

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	-	-	-	-	
Contractual	18,112	50,000	116,707	50,000	0.0%
Commodities	8,014	-	-	-	
Capital	-	-	-	-	
Other	-	-	-	-	
Total Expenditures	26,126	50,000	116,707	50,000	0.0%
Funding Sources:					
General Fund	26,126	50,000	116,707	50,000	0.0%
Total Funding Sources	26,126	50,000	116,707	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.

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	-	-	-	-	
Contractual	66,150	48,000	54,000	44,000	-8.3%
Commodities	3,000	-	-	-	
Capital	-	-	-	-	
Total Expenditures	69,150	48,000	54,000	44,000	-8.3%
Funding Sources:					
General Fund	-	-	-	-	
Local Option	42,500	48,000	54,000	44,000	-8.3%
Hotel/Motel	26,650	-	-	-	
Total Funding Sources	69,150	48,000	54,000	44,000	-8.3%
Project Detail:					
Ames Partner City Association		3,000	6,000	3,000	
Ames Historical Society	15,000	16,000	16,000	16,000	
Main Street Cultural District		4,000	4,000		
Hunziker Youth Sports Complex	25,000	25,000	25,000	25,000	
RAGBRAI 2008 Ames Stop	10,000				
Conversation on Diversity	2,500				
Community Needs Assessment			3,000		
Homecoming Pancake Feed	1,000				
VEISHEA Pancake Feed	7,000				
4 th of July Bandshell	350				
ACVB Meeting Space Study	8,300				
Total	69,150	48,000	54,000	44,000	-8.3%

MERIT PAYROLL ADJUSTMENT

417 -- 66

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	-	191,838	-	161,894	-15.6%
Total Expenditures	-	191,838	-	161,894	-15.6%
Funding Sources:					
General Fund	-	109,714	-	93,681	-14.6%
Local Option	-	198	-	164	-17.2%
Leased Housing	-	1,477	-	1,233	-16.5%
Road Use Tax Fund	-	6,829	-	6,459	-5.4%
Housing Assistance	-	95	-	34	-64.2%
Water	-	10,889	-	8,783	-19.3%
Sewer	-	10,927	-	8,709	-20.3%
Electric	-	25,457	-	22,309	-12.4%
Parking	-	2,367	-	2,066	-12.7%
Storm Sewer Utility	-	2,182	-	1,423	-34.8%
Ice Arena	-	1,174	-	987	-15.9%
Homewood Golf	-	777	-	689	-11.3%
Resource Recovery	-	2,774	-	2,327	-16.1%
Fleet Services	-	3,685	-	2,887	-21.7%
Information Services	-	8,540	-	6,499	-23.9%
Risk Insurance	-	768	-	794	3.4%
Health Insurance	-	1,924	-	1,276	-33.7%
Hotel/Motel	-	707	-	583	-17.5%
County-Wide Affordable Housing	-	172	-	-	-100.0%
Comm. Develop. Block Grant	-	1,182	-	991	-16.2%
Total Funding Sources	-	191,838	-	161,894	-15.6%
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.

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Activities:					
Long-Range Planning:					
Southeast Entryway	464		293,000		
Southeast Entryway IDOT Grant			683,000		
Sub-Total	464		976,000		
Facilities:					
City Hall Mechanical/Structural	2,706	50,000	47,294	130,000	
City Hall Space Re-Use		1,186,228	600,000		
ARRA Energy Block Grant			44,000	500,000	
Cool Cities Facility Improvemnts		200,000	200,000	200,000	
Sub-Total	2,706	1,436,228	891,294	830,000	
Public Buildings:					
07/08 City Hall Improvements	83,232		44,878		
08/09 City Hall Improvements	55		26,063		
HSPG Grant City Hall Doors	72,580		17,361		
Sub-Total	155,867		88,302		
Total CIP	159,037	1,436,228	1,955,596	830,000	-42.2%



A YEAR OF PROGRESS!

CITY HALL EXTERIOR DOORS



The City Hall building at 515 Clark Avenue was originally constructed in 1938 as the Ames High School. The building had been used as a junior high school prior to being purchased by the City of Ames in 1988 to be used as a City Hall. During the extensive renovation, exterior wood doors were installed to recreate the original external architecture of the building. Although these doors were maintained on a yearly basis, constant exposure to moisture, temperature extremes, and sunlight contributed to their deterioration.

The 28 replacement doors feature additional insulation and thermopane glass for increased energy efficiency. The wood and glass construction of the new doors maintains the historic look of the City Hall building while offering the benefits of modern construction.

DEBT SERVICE

470

This program accounts for the payment of principal and interest on bonds issued by the City of Ames. There are two types of bonds that this covers: 1) General Obligation Bonds which are accounted for in the Debt Service Fund and which are full face and an obligation of the City; and 2) Revenue Bonds which are accounted for from the earnings of the enterprise funds. The City has Revenue Bonds for the Electric Fund.

Use of Funds:	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
General Obligation Funds	15,687,550	9,510,740	8,851,106	9,105,994	-4.3%
Electric Revenue Bonds	-	-	-	-	
Bond Costs	69,364	-	96,897	-	
Electric Revenue	-	-	-	-	
Total Expenditures	15,756,914	9,510,740	8,948,003	9,105,994	-4.3%

The City of Ames' debt is managed in accordance with the Capital Improvement Financing and Debt Management policies adopted by the City Council. Total debt service cost is expected to grow at an average rate of just under three percent over the five-year capital planning period. The levy rate for debt service is expected to remain relatively flat for the term of the CIP with the use of fund balances to stabilize property tax rates. The City expects to remain well under debt limits set by the Code of Iowa and further limited by City Council reserves. The City's General Obligation bonds currently have the highest rating (Aaa) from Moody's Investor Services. Two of the reasons stated for the strong rating include rapid retirement of debt principal and low debt burden. These positions will be maintained throughout the five-year capital planning period.

All outstanding debt is fully amortized with approximately equal principal and interest payments each year during the term of the bonds.

DEBT SERVICE

470

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures By Type:					
Contractual	120,787		96,897		
Other Expenditures	15,636,127	9,510,740	8,851,106	9,105,994	-4.3%
Total Expenditures	15,756,914	9,510,740	8,948,003	9,105,994	-4.3%
Funding Sources:					
Debt Service	15,687,550	9,510,740	8,851,106	9,105,994	-4.3%
Electric Sinking	-	-	-	-	
Issuance From Proceeds		-	-	-	
2007/08 G.O. Bonds	-	-	-	-	
2008/09 G.O. Bonds	69,364	-	-	-	
Electric Revenue	-	-	-	-	
Total Funding Sources	15,756,914	9,510,740	8,948,003	9,105,994	-4.3%
Debt Service Principal and Interest Breakdown:					
<u>G.O. Bonds</u>					
Issuance Costs	120,787		96,897		
Principal	13,845,000	7,380,862	7,130,000	7,272,063	-1.5%
Interest	1,791,127	2,129,878	1,721,106	1,833,931	-13.9%
Total G.O. Bonds	15,756,914	9,510,740	8,948,003	9,105,994	-4.3%
<u>Revenue Bonds</u>					
Principal	-	-	-	-	
Interest	-	-	-	-	
Total Revenue Bonds	-	-	-	-	
Total Debt Service	15,756,914	9,510,740	8,948,003	9,105,994	-4.3%

DEBT SERVICE COST ALLOCATION FOR 2010/2011 BUDGET

Valuation \$2,126,174,883

Use of Bond Proceeds	Allocated Debt Service	Debt Service Abatements	Property Tax Support	Rate Per \$1,000 Valuation
Fire Department Apparatus	\$ 142,133	\$ 35,534	\$ 106,599	0.05014
Fire Station 3	128,915		128,915	0.06063
Ice Arena	186,474		186,474	0.08770
Ada Hayden Heritage Park	431,264		431,264	0.20284
Aquatic Center	941,567		941,567	0.44285
Water Projects	330,715	330,715		
Urban Renewal – TIF	117,808	117,808		
Storm Sewer	339,806		339,806	0.15982
Streets	5,588,662		5,588,663	2.62850
Special Assessments	215,551	215,551		0.00000
2010/2011 CIP G.O. Bonds	683,098	13,737	669,361	0.31482
Total G. O. Debt	\$ 9,105,994	\$ 713,345	\$ 8,392,649	3.94730
Use of Fund Balance		800,000	(800,000)	-0.37626
Total Debt Service Cost	\$ 9,105,994	\$ 1,513,345	\$ 7,592,649	3.57104
 FY 10/11 Debt Service Levy			 \$ 7,592,649	 3.57104
 2010/2011 CIP G. O. Issue				
Fire Apparatus Replacement		\$ 531,000*		
CyRide Route Pavement Improvements		900,000		
Arterial Street Pavement Improvements		775,000		
Collector Street Pavement Improvements		850,000		
Concrete Pavement Improvements		1,000,000		
Asphalt Pavement Improvement Program		800,000		
Downtown Pavement Improvements		1,500,000		
Bridge Rehabilitation Program		165,000		
City Hall Improvements		80,000		
Total Debt Issue		\$ 6,601,000		
 Planned Issues Not Included From Prior Years				
NE Area Shared Use Path		\$ 350,000		
NE Area Commercial		950,000		
		\$ 1,300,000		

* Partially abated by Iowa State University

CITY OF AMES, IOWA

PROJECTION OF DEBT CAPACITY

	2008/09 ACTUAL	2009/10 BUDGETED	2010/11 PROJECTED
1. Total Actual Valuation	3,224,629,664	3,327,852,693	3,431,600,584
2. State Mandated Debt Limit	161,231,483	166,392,635	171,580,029
3. City Reserve (25% of Limit)	40,307,871	41,598,159	42,895,007
Unreserved Debt Capacity	120,923,612	124,794,476	128,685,022
4. Outstanding Debt	42,700,000	46,735,000	39,915,000
5. Proposed Issues			6,601,000
6. Balance of Proposed Issues			
Total Debt Subject to Limit	42,700,000	46,735,000	46,516,000
7. Available Unreserved Debt Capacity (\$)	78,223,612	78,059,476	82,169,022
8. Available Unreserved Debt Capacity (%)	64.69%	62.55%	63.85%
9. Total Debt Capacity (\$)	118,531,483	119,657,635	125,064,029
10. Total Debt Capacity (%)	73.52%	71.91%	72.89%

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

	2011/12 PROJECTED	2012/13 PROJECTED	2013/14 PROJECTED	2014/15 PROJECTED
1. Total Actual Valuation	3,534,548,602	3,640,585,060	3,749,802,612	3,862,296,690
2. State Mandated Debt Limit	176,727,430	182,029,253	187,490,131	193,114,835
3. City Reserve (25% of Limit)	44,181,858	45,507,313	46,872,533	48,278,709
Unreserved Debt Capacity	132,545,572	136,521,940	140,617,598	144,836,126
4. Outstanding Debt	33,385,000	27,325,000	22,075,000	17,970,000
5. Proposed Issues	6,323,000	6,419,000	6,788,000	6,488,000
6. Balance of Proposed Issues	6,148,937	11,571,028	16,617,989	21,521,060
Total Debt Subject to Limit	45,856,937	45,315,028	45,480,989	45,979,060
7. Available Unreserved Debt Capacity (\$)	86,688,635	91,206,912	95,136,609	98,857,066
8. Available Unreserved Debt Capacity (%)	65.40%	66.81%	67.66%	68.25%
9. Total Debt Capacity (\$)	130,870,493	136,714,225	142,009,142	147,135,775
10. Total Debt Capacity (%)	74.05%	75.11%	75.74%	76.19%

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.

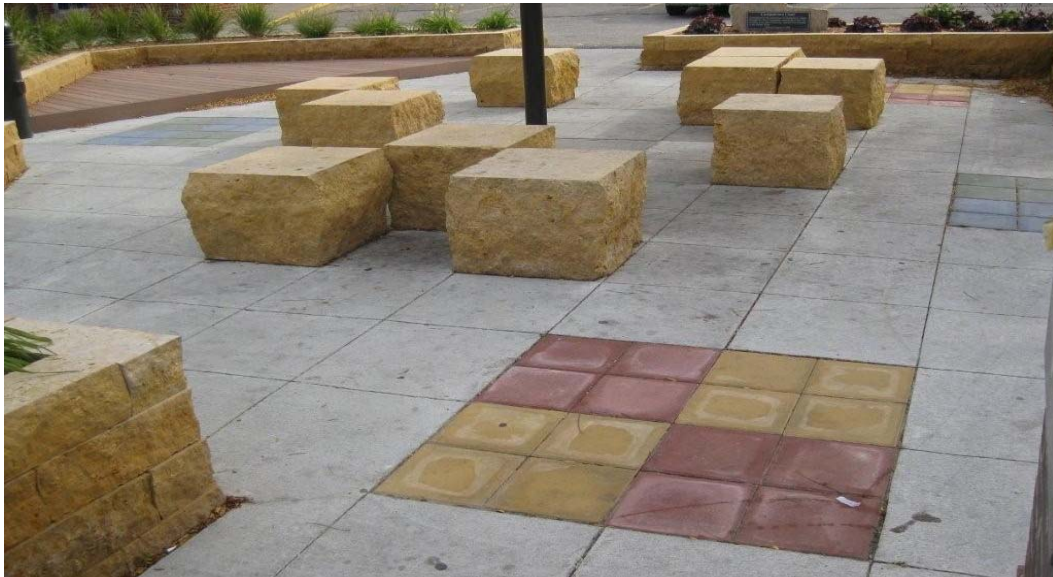
SUMMARY OF ALL BONDS PAYABLE AT JUNE 30, 2009 FOR THE CITY OF AMES

Bond Type	Date of Issue	Interest Rates	Maturity Date	Amount Originally Issued	Outstanding June 30, 2008
<u>General Obligation Bonds:</u>					
Ames Quarry	5/02	4.00 – 5.13%	6/21	3,475,000	2,500,000
Corporate Purpose 2002B	10/02	2.25 – 3.60%	6/14	5,885,000	2,685,000
Res. Rec. G.O. Refund 2002C	10/02	2.50 – 3.50%	6/10	3,976,194	425,000
Corp. & Ada Hayden Park	9/03	1.10 – 3.70%	6/15	6,555,000	3,270,000
Corp. Fire & Ada Hayden Park	10/04	2.75 – 3.25%	6/14	6,030,000	3,210,000
Corp. Fire & G.O. Refunding	9/05	3.50 – 3.65%	6/17	5,495,000	2,670,000
Corporate Purpose 2006	10/06	4.00%	6/18	5,285,000	4,265,000
Corporate, Pool & Water	11/07	3.75 – 4.15%	6/19	9,630,000	8,700,000
Corporate, Pool & Water	10/08	3.75 – 4.15%	6/20	8,355,000	7,980,000
G.O. Refunding	4/09	2.50 – 3.00%	6/13	6,995,000	6,995,000
Total G.O. Bonds					\$ 42,700,000 (a)
<u>Revenue Bonds:</u>					
Total Revenue Bonds					\$ 0
TOTAL ALL BONDS					\$ 42,700,000

(a) Excludes unamortized premiums of \$37,996.

CAMPUSTOWN COURT RENOVATION

The Campustown Court renovation was a unique collaboration between the City, the Government of the Student Body, and the administration of Iowa State University. The small park is located at the corner of Welch and Chamberlain Avenues in Campustown. The features include an overhead shade structure, a raised performance stage, limestone planters and seats, lights, and colored brick pavers representing the colors of Iowa State University and the City of Ames. The park is also a City of Ames WiFi hotspot.



Mayor Campbell and members of the committee unveil the plaque.

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.

	2008/09	2009/10	2009/10	2010/11	% Change
Use of Funds:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Information Technology	1,646,029	2,032,155	2,103,765	1,834,479	-9.7%
Communication & WiFi Services	240,004	224,801	297,779	247,290	10.0%
Purchasing Services	387,978	429,613	415,850	411,130	-4.3%
Risk Management	1,638,619	1,828,281	1,930,015	1,738,614	-4.9%
Health Insurance Management	5,444,863	6,104,181	5,609,180	6,075,322	-0.5%
Fleet Maintenance Services	1,771,787	1,852,510	1,712,993	1,717,898	-7.3%
Fleet Acquisition & Disposal	984,043	1,787,676	3,642,139	1,447,016	-19.1%
Total Operations	12,113,323	14,259,217	15,711,721	13,471,749	-5.5%
Internal Services CIP	37,829	205,000	87,478	-	-100.0%
Total Expenditures	12,151,152	14,464,217	15,799,199	13,471,749	-6.9%
 Personnel – Authorized FTE	 28.08	 28.08	 28.13	 28.08	

INTERNAL SERVICES PROGRAM

510 -- 529

	2008/09	2009/10	2009/10	2010/11	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	
Personal Services	2,178,362	2,322,641	2,280,185	2,398,894	3.3%
Contractual	3,089,458	3,294,437	3,335,912	3,187,704	-3.2%
Commodities	836,466	989,997	845,711	833,429	-15.8%
Capital	1,150,399	2,409,622	4,357,224	1,619,489	-32.8%
Other Expenditures	4,896,467	5,447,520	4,980,167	5,432,233	-0.3%
Total Expenditures	12,151,152	14,464,217	15,799,199	13,471,749	-6.9%
Funding Sources:					
General Fund	51,362	36,243	33,784	44,481	22.7%
Road Use Tax Fund	8,942	14,760	13,805	13,739	-6.9%
Street Construction	11,280	17,246	16,129	10,389	-39.8%
Water	39,227	31,664	29,616	30,356	-4.1%
Sewer	15,528	16,234	15,183	13,791	-15.0%
G.O. Bonds	29,888	69,314	64,834	55,244	-20.3%
Electric	205,840	218,588	218,589	216,041	-1.2%
Parking	525	665	621	497	-25.3%
Resource Recovery	21,101	20,574	19,243	23,334	13.4%
Internal Services	1,389,620	1,547,799	1,473,868	1,579,736	2.1%
Fleet Maintenance Services	1,934,060	2,189,611	1,906,757	1,853,672	-15.3%
Risk Insurance	1,638,619	1,828,281	1,930,015	1,738,614	-4.9%
Health Insurance	5,444,863	6,104,181	5,609,180	6,075,322	-0.5%
Fleet Acquisition & Disposal	828,299	1,659,900	3,512,421	1,314,500	-20.8%
Computer Replacement	496,413	709,157	927,676	502,033	-29.2%
Local Option Tax Fund	35,585	-	27,478	-	
Total Funding Sources	12,151,152	14,464,217	15,799,199	13,471,749	-6.9%

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

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Personal Services	759,184	866,351	832,458	900,530	3.9%
Contractual	522,077	574,058	529,207	574,149	0.0%
Commodities	40,204	19,900	28,890	18,811	-5.5%
Capital	320,199	571,846	713,210	340,989	-40.4%
Other Expenditures	4,365	-	-	-	
Total Expenditures	1,646,029	2,032,155	2,103,765	1,834,479	-9.7%
Funding Sources:					
Interest	68,569	60,000	35,000	35,000	-41.7%
Miscellaneous Revenue	4,291				
Data Processing Fee	1,164,329	1,322,998	1,247,828	1,353,696	2.3%
Equipment Replacement Funds	285,378	508,108	684,723	305,989	-39.8%
Shared Communication ISU	29,309	32,330	32,402	33,018	2.1%
Shared Comm. Story County	32,009	35,030	35,210	35,826	2.3%
Shared Comm. E911 Board	26,669	39,859	34,640	36,372	-8.8%
Shared Emerg. Comm. Police	35,475	33,830	33,962	34,578	2.2%
Total Funding Sources	1,646,029	2,032,155	2,103,765	1,834,479	-9.7%
Personnel - Authorized FTE	10.00	10.00	10.00	10.00	

INFORMATION TECHNOLOGY

511

Highlights:

For FY 09/10

- Implement WiFi at City Hall, Ice Arena, Municipal Pool, and Aquatic Center to provide both staff and public access.
- Replace the financial application server.
- Replace four file servers.
- Replacement of desktop PCs per user schedules.
- Reduction in personal services reflects planned delay in hiring technical support position for public safety systems.
- Upgrade the City's website to a content management/hosted solution.
- Replace PC antivirus software.
- Add a Storage Area Network that allows for the consolidation of servers, electrical power savings, and network disk storage.

For FY 10/11

- Replacement of desktop PCs per user schedules.
- Replace three file servers.
- Implement PC Client Management software.
- Purchase network testing and monitoring equipment.

Service Accomplishments:	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Number of clients	443	448	457	457
Departmental PCs/printers supported	329/192	349/197	358/214	358/226
Servers supported (Intel/IBM Power6)	19/3	24/3	24/3	25/3
Number of business applications supported	81	83	85	85

Efficiency and Effectiveness:

Clients who said our services met their needs	85.9%	88.1%	90.3%	90.0%
Clients who said our support met or exceeded their expectations	89.6%	83.8%	81.0%	85.0%
Number of PCs/laptops replaced	63/19.1%	76/17.0%	83/18.2%	82/18.1%
Client support logs	2,655	2,338	2,400	2,400
Information Technology cost per City FTE	\$2,067	\$2,141	\$2,246	\$2,435

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
 - ✓ Coordinate future system development
 - ✓ Accumulate replacement costs to replace the phone switch and phones by 2011
 - ✓ Maintain WiFi system in selected locations
- ✓ Provide training and support for users of City voice systems
 - ✓ Repair and recover costs of accidental cable cuts to the system
 - ✓ Charge all the long-distance expense to departments

	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Expenditures:					
Contractual	223,822	220,149	221,759	243,327	10.5%
Commodities	1,469	4,652	4,281	3,963	-14.8%
Capital	14,713	-	71,739	-	
Other Expenditures					
Total Expenditures	240,004	224,801	297,779	247,290	10.0%
Funding Sources:					
Internal Services Fund	14,713		71,739	21,250	
Phone Operation & Maintenance	216,018	215,701	217,365	217,365	.7%
Long Distance	9,273	9,100	8,675	8,675	-4.7%
Total Funding Sources	240,004	224,801	297,779	247,290	10.0%
 Personnel - Authorized FTE	 .00	 .00	 .00	 .00	

COMMUNICATION

512

Highlights:

For FY 09/10

- Implement public WiFi hotspots in selected locations.
- Replacement of the internal phone mail system.
- Replacement of the E911 notification system.

For FY 10/11

- Maintain and provide regular upgrades to the current network and voice communication systems.
- Will have accumulated adequate funding to replace the telephone system.
- The network infrastructure readiness assessment will be reevaluated, telephone system replacement cost will be recalculated, and the RFP for phone system replacement preparation initiated.

In FY 06/07, a study of the total network infrastructure to determine the readiness for Voice-Over-Internet-Protocol (VOIP) telephone was completed. This study provided a total network assessment and a plan for network infrastructure improvements. The implementation of the network infrastructure improvements began in FY 08/09 and the issuing of the VOIP request for proposals is anticipated to be started in FY 11/12.

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 method to maintain the current service level.

	2007/08	2008/09	2009/10	2010/11
Service Accomplishments:	Actual	Actual	Adjusted	Projected
Service calls	169	153	152	152
Extensions charged to departments	387	389	392	392
Other telephone extensions	181	182	184	184
Qwest communication lines	81	81	82	82
 Efficiency and Effectiveness:				
Extension charge to departments	\$555	\$555	\$555	\$555
Equivalent outside vendor cost	\$606	\$564	\$564	\$564
\$ accumulated for system replacement	\$405,122	\$478,710	\$455,056	\$468,274
% new phone switch cost accumulated	83.2%	98.3%	93.5%	96.2%
Phone switch is latest software version	Yes	Yes	Yes	Yes
% of long-distance charges collected from departments	96.2%	112.5%	100%	100%
Contracted long-distance rate per minute	7.5¢	4.0¢	4.0¢	4.0¢

PURCHASING SERVICES

513 -- 515

The services provided by the Purchasing activity include purchase and contract processing and administration assistance, purchase card program administration, office supply management, centralized document processing and decentralized copier administration, and mail processing and messenger services.

Service Objectives:

- ✓ Provide timely and cost-effective procurement of goods and services meeting the needs of various City programs in compliance with applicable laws, regulations, policies, and professional standards
 - ✓ Maintain standardized bidding documents complying with applicable laws, regulations, and policies and protecting the interests of the City
 - ✓ Provide an environment of fair and open competition in which to conduct business with the City
 - ✓ Provide frequent training and distribution of information to City customers, vendors, and other stakeholders regarding applicable laws, regulations, and policies
 - ✓ Provide 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

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	460,398	512,610	498,418	513,066	0.1%
Contractual	119,665	201,628	199,104	190,839	-5.4%
Commodities	28,671	33,070	32,365	34,055	3.0%
Capital	21,545	10,000	10,000	-	-100.0%
Other Expenditures	-	-	-	-	
Sub-Total	630,279	757,308	739,887	737,960	-2.6%
Reimbursements	(242,301)	(327,695)	(324,037)	(326,830)	-0.3%
Total Expenditures	387,978	429,613	415,850	411,130	-4.3%
Funding Sources:					
General Fund	44,628	29,758	28,956	39,375	61.8%
Road Use Tax Fund	8,942	14,760	13,805	13,739	-6.9%
Street Construction	11,280	17,246	16,129	10,389	-39.8%
GO Bonds	29,888	69,314	64,834	55,244	-20.3%
Water	39,227	31,664	29,616	30,356	-4.1%
Sewer	15,528	16,234	15,183	13,791	-15.0%
Electric	205,840	218,588	218,589	216,041	-1.2%
Parking	525	665	621	497	-25.3%
Resource Recovery	21,101	20,574	19,243	23,334	13.4%
Fleet Maintenance Services	4,285	4,325	4,046	3,258	-24.7%
Outside Offset/Printer	3,603	3,605	3,103	3,303	-8.4%
Miscellaneous	1,531	1,200			
Messenger Reimbursement	1,600	1,680	1,725	1,803	7.3%
Total Funding Sources	387,978	429,613	415,850	411,130	-2.3%
Personnel - Authorized FTE	7.00	7.00	7.00	7.00	

PURCHASING SERVICES

513 – 515

Highlights:

Purchasing services:

- Revisions to purchasing policies and procedures became effective June 1, 2009.
- The Purchasing Division Intranet site was enhanced to include more forms and references. Links to contract vendors for state and national cooperative contracts were also added.
- Seven new term contracts were added in FY 2008/2009 to provide more economic and efficient means of procuring goods and services.
- A total of thirty training sessions were developed and presented by Purchasing Division staff in FY 2008/2009 including a series of six bid and proposal development and contract administration sessions to improve administration of the City Council approved purchasing policies.
- New project planning and project tracking worksheets were developed to assist departments with contract administration tasks.

Printing services:

- Color printing, added in FY 2005/2006, is now 18% of shop sales.
- The Print Shop offers a variety of document services. Approximately 60% of Print Shop orders include service.

Messenger Services:

- The delivery route was revised based on input from departments. Changes included deletion of a cross-town trip previously made daily for delivery and pickup at a single destination.
- The average cost of an outgoing US Mail piece, exclusive of Library parcels but including all other US Mail, was \$.4096 – less than the retail First Class cost of a 1-ounce letter.

FY 2009/2010 goals that are in progress include:

- Purchase and implement standardized commodity code system.
- Review division technology needs.

FY 2010/2011 goals include:

- Review purchasing policies and procedures.
- Regain fully certified agency accreditation. The division's newest buyer will be eligible to test in February 2011.

	2007/08	2008/09	2009/10	2010/11
Service Accomplishments:	Actual	Actual	Adjusted	Projected
Print Shop number of impressions	1,354,909	1,412,534	1,500,000	1,500,000
Volume of bids	\$15,475,259	\$26,395,097	\$12,000,000 ¹	\$20,000,000
Volume of p-card transactions	\$823,228	\$889,909	\$950,000	\$1,000,000
Volume of purchase orders	\$36,579,462	\$42,149,570	\$30,000,000	\$30,000,000
Pieces of outgoing US Mail	197,424	192,331	185,000	182,000
Efficiency and Effectiveness:				
Printing orders that include assembly and/or bindery services	62%	60%	60%	60%
Average cost/impression-black (includes costs of assembly, bindery and materials)	\$.056	\$.054	\$.057	\$.060
Average cost/impression – color	\$.243	\$.221	\$.222	\$.222
Savings on bids	27.4%	52.7%	30%	30%
Annual/term contracts	95	108	110	112
Outgoing US mail sent via discount	88%	87%	87%	87%
Savings realized by discounted mailing programs	\$11,246	\$17,527	\$13,000	\$13,000

¹ Exclusive of renewable energy and coal contract awards

RISK MANAGEMENT

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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

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	114,566	64,933	83,082	85,846	32.2%
Contractual	1,349,182	1,612,798	1,696,583	1,502,418	-6.8%
Commodities	534	550	350	350	-36.4%
Capital	-	-	-	-	
Other Expenditures	174,337	150,000	150,000	150,000	0.0%
Total Expenditures	1,638,619	1,828,281	1,930,015	1,738,614	-4.9%
Funding Sources:					
Risk Insurance	(129,239)	14,182	75,333	(185,078)	-1405.0%
Interest Earnings	22,762	20,000	10,000	10,000	-50.0%
Liability Insurance	335,858	299,713	309,622	321,513	7.3%
Property Insurance Departments	439,173	458,758	482,240	494,296	7.8%
Prof. Liability Departments	29,733	29,801	28,784	30,200	1.3%
Law Enforcement Liability	23,430	24,133	26,722	28,000	16.0%
Transit Insurance Departments	89,419	92,102	97,002	101,000	9.7%
Auto Insurance	59,621	59,984	56,662	59,700	-.5%
General Liability / Auto Claims	50,000	50,000	50,000	50,000	0.0%
Dept Contribution Workers Comp	400,452	458,758	474,000	488,220	6.4%
411 Dept. Cont. Work. Comp.	175,930	179,000	179,000	185,000	3.4%
Safety Training	141,480	141,850	140,650	155,763	9.8%
Total Funding Sources	1,638,619	1,828,281	1,930,015	1,738,614	-4.9%
Personnel - Authorized FTE	1.21	.84	1.08	.84	

RISK MANAGEMENT

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Highlights:

Workers' Compensation

Workers' Compensation claims were outsourced to EMC Risk Services effective August 1, 2009 and the transition has been smooth. The FY 09/10 budget for this service is \$52,000. There is no anticipated increase for FY 10/11.

The severity of the injuries incurred, as well as the rising cost of medical services, explains the increase in the average cost of claims. Incidents per 100 employees, the number of lost days from work and the number of compensable claims are decreasing. This decrease is reflective of the success of transitional duty assignments and the number of injuries requiring time away from work.

Safety

The contract with Iowa Association of Municipal Utilities (IAMU) was renewed for a third year. Required OSHA programs and training are on schedule, with two more years projected until all programs are completed. An average of 110 classes are offered each year. In addition to the operations departments, one safety training session per quarter will be offered in City Hall for FY 10/11.

Insurance

FY09/10 shows an overall increase of 6.5% in property insurance, primarily as a result of increased property valuations. For policy year 10/11, the City of Ames will use a request for proposal process to compare premiums and coverage provided by other carriers.

The liability insurance provided through ICAP had a premium increase of almost 4% for FY 09/10. The City's premiums are based on total operating expenditures and payroll dollars, both of which were higher in FY 09/10 compared to FY 08/09.

The average cost per liability claim for FY 09/10 is deceiving due to one large claim skewing the results.

Service Accomplishments:	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
<u>Workers' Compensation</u>				
# of submitted claims	110	87	60	
# of compensable workers' comp claims	67	58	60	
# of lost work days	310	154	43	
Avg. cost per claim – minus reserves	\$1,135	\$1,509	\$2,670	
Claim incidences per 100 employees	12	10.5	9	
<u>Liability Claims</u>				
# at-fault vehicle accidents	7	20	20	
# of at-fault vehicle accidents per 100 employees	1.29	3.64	3.63	
# of paid liability claims including auto	12	21	20	
Average cost of claim	\$788	\$874	\$1,416	

HEALTH INSURANCE MANAGEMENT

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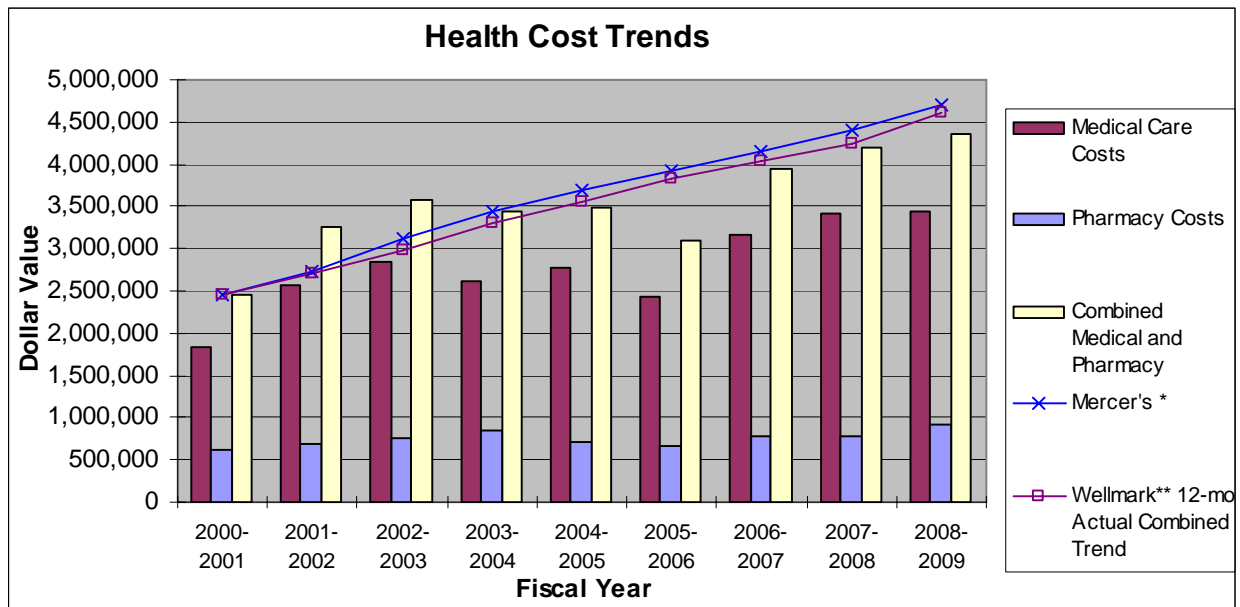
Highlights:

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 09/10, rates for health insurance contributions increased 10% responding to a significant increase in health care claim expenditures during the first half of FY 08/09. For FY 10/11, health insurance rates are budgeted to increase approximately 5%.

Additionally, the Health Care Self Insurance Fund balance maintains a strong balance, representing more than four months of claims costs, greatly improving the City's ability to absorb the inevitable 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. As shown in the graph below, the City's experience is still below what might have been projected for current claims experience and with continued support for health promotion, a leveling of expenditures is expected.



The City has implemented a host of programs and services that have strengthened its ability to moderate and absorb these fluctuations. These programs include:

1. Outcomes Medication Therapy Management Services

- These services help 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.
- In FY 08/09, Outcomes Personal Pharmacists “touched” 221 members for an estimated cost avoidance of almost \$44,185. This is a total return on investment of approximately \$1.70 for every \$1 spent on services in FY 08/09.
- Since the inception of the program in 2000, Outcomes has saved the City an estimated \$850/member.

HEALTH INSURANCE MANAGEMENT

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Highlights, continued:

2. Disease Management Services provided by Wellmark/Healthways

- This program provides personalized nurse support, educational materials and other support services to members diagnosed with asthma, heart failure, coronary artery disease, chronic obstructive pulmonary disease, diabetes, or impact conditions including acid-related stomach disorders and low back pain.
- In a group of 25 members with diabetes from 2004 to 2008, costs for City of Ames members decreased 20% while Wellmark's costs per member per month for diabetic members increased 50% over the same time period.
- Additionally, for that same group, quality of care improved over time.

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.
 - There are a total of 86 participants currently in the program. (16 new participants in FY 09/10)
 - 71/73 completed the program in FY 08/09 (96% completion rate). 69/73 continued in the program for FY 09/10. (95% retention rate)
 - Total health risk factors of the participants have decreased by 50% over the two years. (128 in FY 05/06 to 60 in FY 07/08)
 - The high risk population has decreased from 10 individuals to one in FY 07/08. (90% reduction)
- Flu vaccination continues to be a popular service. 472 flu shots were provided at the work location in FY 09/10. (462 in FY 08/09)
- 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. 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 making recommendations for the plan design changes.
- 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 (WelCOA). We are the only municipality in the state with this level of designation.

HEALTH INSURANCE MANAGEMENT

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Highlights, continued:

	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Service Accomplishments:				
Health Benefit Trust ending balance	\$1,826,172	\$1,887,016	\$2,063,902	\$1,982,276
Well Workplace designation level received	Gold	Gold	Gold	
	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Efficiency and Effectiveness:				
Health insurance rate increases <i>(calculated based on total City contributions for each fiscal year)</i>	4.6%	4.5%	8.3%	5%
		5.54%		
City of Ames medical, pharmacy and dental claims experience – <i>average yearly increase from FY 03/04 – FY 08/09</i>	4.85%	8.72%		
Wellmark Book of Business Combined (medical & pharmacy) Trend	6.1%	6.3%		
Mercer's National Survey of Employer-Sponsored Health Plans Medical Trend				
	<u>FY06/07</u>	<u>FY07/08</u>	<u>FY08/09</u>	<u>FY09/10</u>
Overall satisfaction score for Health Promotion programs (EE survey Nov 2006)	3.85			TBD – Nov 2009
Health Risk Status - percentage in low risk (recommended 70-85%)				
City-wide (Low=0-3 risks)	NA		NA	NA
HE2010 (Low=0-2 risks)	71%	80%	TBD	
Net reduction of risk factors for HE2010 participants (measured yearly)	19	57	TBD	
Annual health care claims/member (includes medical and pharmacy experience)	\$3,013	\$3,148 (+4.5%)	\$3,255 (+3.4%)	
Sick Leave annual average				
National Average	2.5% (2006)	2.3% (2007)	NA (2008)	
City-wide	2.70%	2.58%	2.51%	
HE2010	2.71%	2.6%	2.79%	
Estimated cost of Health Promotion program (amount/eligible member)	\$84	\$122	\$108	\$147

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%

	2008/09	2009/10	2009/10	2010/11	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Personal Services	581,757	595,821	596,982	617,853	3.7%
Contractual	471,841	373,813	385,985	375,870	0.6%
Commodities	716,812	877,000	724,150	724,175	-17.4%
Capital	1,429	5,876	5,876	-	
Other Expenditures	(52)				
Total Expenditures	1,771,787	1,852,510	1,712,993	1,717,898	-7.3%
 Funding Sources:					
Fleet Services	(148,719)	(121,063)	(98,587)	(49,984)	-58.6%
Interest	246,722	210,000	191,393	125,000	-40.5%
Labor	294,790	309,000	309,000	309,000	0.0%
Sublets	260,709	180,000	180,000	180,000	0.0%
Motor Pool User Fees	73,457	50,000	50,000	75,000	50.0%
Stocked Parts & Supplies	49,964	50,000	50,000	50,000	0.0%
Non-Stocked Parts & Supplies	145,958	148,400	148,400	148,400	0.0%
Fuel	533,076	666,250	512,500	512,500	-23.1%
Building User Fees	47,540	52,723	51,555	57,258	8.6%
Insurance	70,962	76,300	70,574	74,102	-2.9%
Administration Fee	350,072	351,000	369,000	369,000	5.1%
Green Fleet Subsidy	3,000	5,876	8,876		
Fleet Acquisition Support	(155,744)	(125,976)	(129,718)	(132,378)	5.1%
Total Funding Sources	1,771,787	1,852,510	1,712,993	1,717,898	-7.3%
 Personnel – Authorized FTE	 7.20	 7.20	 7.20	 7.20	

FLEET MAINTENANCE SERVICES

525

Highlights:

- Fuel prices have declined and currently are more stable, but are still a large part of this budget. Cost projections for FY 09/10 were reduced from \$3.25 to \$2.75 per gallon. FY 10/11 costs are projected at \$3.00 per gallon on 205,000 gallons.
- The cost of tires has increased significantly, and the availability of tires requires longer order times.
- The snow equipment (trucks, spreaders, plows) continues to have accelerated deterioration or failures due to the liquid brine ice melting materials.
- The new “green” vehicles are performing as expected, and acceptance by the operating departments has been very good.
- E85 (ethanol) fuel is not used in cold months due to some poor starting issues; reliability has the priority.
- All new diesel engines are now furnished with a new type of muffler called a DPF – diesel particulate filter – to trap soot from the exhaust and reduce emissions. These units may require the operator to pull over, when notified by a dash-mounted indicator light, and park the unit immediately while it cycles through a burnout process to eliminate the soot. If the operator does not do this, the engine will stop running and the unit will then require towing to a dealer to replace the DPF. This burnout cycle will take around 20 minutes, idling the operator and preventing any use of the unit for that period. Exhaust temperatures during this process will be around 1,200 degrees Fahrenheit (compared to the normal exhaust temperatures of no more than 300 degrees Fahrenheit), creating a potential fire hazard on paper or dry grass. All services on a DPF can only be provided by the original equipment manufacturer dealer, and at City expense. This already has negatively impacted City services due to a truck engine stopping two times, and the truck having to be towed to Des Moines both times for service.

Service Accomplishments:	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
Overall service satisfaction	94%	NA	95%	95%
City shop rate vs. average private sector shop rate	57%	54%	52%	49%
Billable hours vs. hours available	99%	100%	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%
- ✓ Average purchase price paid = < 90% of Manufacturer’s Statement of Retail Prices
- ✓ 15% of vehicles to be “green”
- ✓ Disposal values = > book value

	2008/09	2009/10	2009/10	2010/11	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures:					
Personal Services	116,577	117,673	121,117	125,203	6.4%
Contractual	73,252	8,303	4,301	4,813	-42.0%
Commodities	38,292	36,800	39,300	38,500	4.6%
Capital	755,922	1,616,900	3,469,421	1,278,500	-20.9%
Other Expenditures	-	8,000	8,000	-	-100.0%
Total Expenditures	984,043	1,787,676	3,642,139	1,447,016	-19.1%
Funding Sources:					
Fleet Services	(633,229)	142,895	2,090,531	(80,725)	156.5%
Sales of Assets	125,540	200,000	200,000	200,000	
Replacement Escrow	1,293,501	1,318,805	1,221,890	1,195,363	-9.4%
Deficiency Replacement	42,487				
Fleet Acquisition Support	155,744	125,976	129,718	132,378	5.1%
Total Funding Sources	984,043	1,787,676	3,642,139	1,447,016	-19.1%
Personnel - Authorized FTE	1.10	1.10	1.10	1.10	

FLEET ACQUISITION AND DISPOSAL

526

Highlights:

Total number of “green” vehicles and equipment in the City’s fleet:

- 4 sub-compact cars with high fuel efficiency ratings
- 5 hybrids
- 14 flex-fueled vehicles
- 10 electric vehicles and equipment
- 5 propane powered units
- 38 Total

Total number of all powered units in the City’s fleet:

- 184 vehicles
- 15 pieces of construction equipment
- 19 pieces of utility equipment
- 14 tractors
- 232 Total

As each vehicle or piece of equipment is scheduled for replacement, it is evaluated to determine if a more fuel efficient unit can be purchased to replace it.

Vehicle and equipment manufacturers are constantly changing models and are adding more “green” units. Many models have not been available very long, so there is more of a risk as to how they will perform for the long-term for the City. So far, their performance has been acceptable.

The cost of all units with diesel engines has increased dramatically (\$16,000 per truck) due to diesel engines having to meet two new levels of emission standards since 2007. Light-duty trucks previously powered with diesel engines are now specified with gas engines.

Service Accomplishments:	2007/08 Actual	2008/09 Actual	2009/10 Adjusted	2010/11 Projected
% of replacements completed	100%	25%	100%	100%
Avg % of MSRP* paid	75%	85%	90%	90%
Avg % of book value received for retired units sold	100%	60%	50%	60%
% of fleet considered to be “green”	7%	14%	16%	20%

* Manufacturer’s Suggested 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:	2008/09 Actual	2009/10 Adopted	2009/10 Adjusted	2010/11 Mgr Rec	% Change From Adopted
Fleet Services:					
Building Maint. & Improvements	2,244	205,000	60,000		
Sub-Total	2,244	205,000	60,000		
Information Technology:					
Wi-Fi Hotspots	35,585		27,478		
Sub-Total	35,585		27,478		
Total CIP	37,829	205,000	87,478		

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.

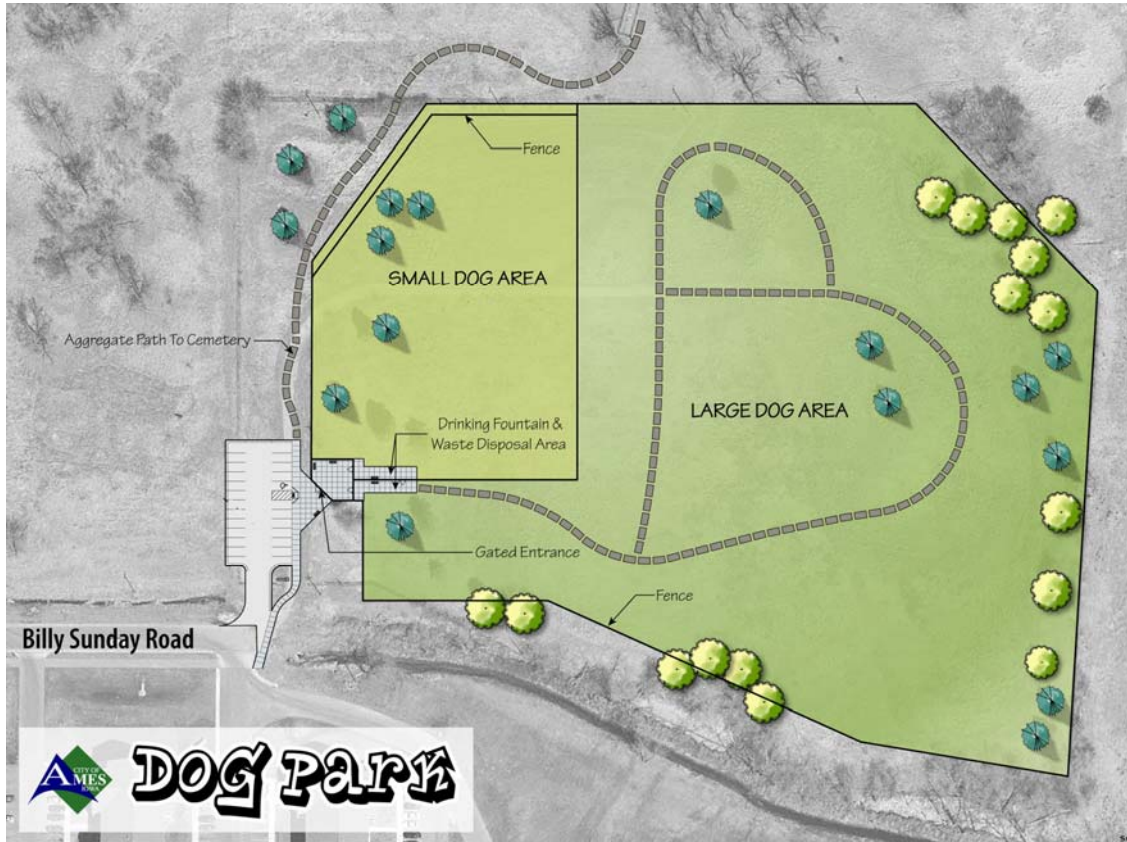
	2007/08	2008/09	2008/09	2009/10	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Adopted	
ACVB Pass Through	1,301,054	1,028,571	1,028,571	1,050,000	2.1%
Transfers	12,265,714	13,093,276	12,632,089	11,711,869	-10.6%
Total Expenditures	13,566,768	14,121,847	13,660,660	12,761,869	-9.6%
Funding Sources:					
General Fund	3,182,915	2,865,795	2,864,205	3,270,270	14.1%
Local Option	3,960,205	3,797,200	3,733,662	3,690,000	-2.8%
Hotel/Motel	1,561,629	1,234,286	1,234,286	1,260,000	2.1%
Road Use Tax Fund	561	51,250	15,000		
T.I.F.	66,402	63,801	63,216		
T.I.F. South Bell		122,748	69,319	117,808	-4.0%
Employee Benefit Property Tax	957,708	959,941	959,941	1,086,731	13.2%
Police/Fire 411 Special Revenue	135,394	110,605	110,605	185,000	67.3%
Library Bequests	43,597				
Library State Funds	33,482	10,000	14,000	14,000	40.0%
Special Assessment	287,714	276,347	275,790	215,551	-22.0%
Summer 2009 G.O. Bonds	78,511	1,152,000	1,073,489		
Water	230,450	426,338	347,468	330,715	-22.4%
Sewer	561	51,250	15,000		
Electric	1,688,368	1,800,411	1,800,411	1,814,794	.8%
Transit	949,171	870,000	773,000	657,000	-24.5%
Resource Recovery	150,100	124,875	124,875		
Fleet Replacement Funds	240,000	205,000	186,393	120,000	41.5%
Total Funding Sources	13,566,768	14,121,847	13,660,660	12,761,869	-9.6%



At the end of May, the Mayor and members of the City Council were on hand for a special “wire-cutting” celebration highlighting the wireless Internet connection available at Tom Evans Plaza. This location is one of several outdoor locations or “WiFi hotspots” providing free Internet service. Other WiFi hotspots include Hunziker Youth Sports Complex, Brookside Park, Campustown Court, and the new Furman Aquatic Center. Current and future inside hotspots include City Hall, Municipal Pool, and the ISU/City of Ames Ice Arena. The City Council pursued offering free Internet hotspots after being approached by citizens who asked for the service. Council Members agreed this service would forward their goal of “connecting the community” and funded the project.



DOG PARK



In June 2009, the City opened the Ames Dog Park, located directly east of the Ames Animal Shelter on Billy Sunday Road.

The Dog Park features ten acres of fenced-in freedom for dogs. The facility is divided into two sections: a two-acre area for dogs weighing less than 25 pounds, and an eight-acre area for larger dogs.

To use the Dog Park, owners must purchase a facility-use permit tag. Current rabies vaccination certification must be provided at the time of permit purchase.

The park is open daily from 6 a.m. to sunset.

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010 General Fund 305
 The General Fund is used to account for resources traditionally associated with government which are not required legally or by sound financial management to be accounted for in another fund.

Special Revenue Funds

These funds account for the proceeds of specific revenue sources that are legally restricted to expenditure for a specified purpose.

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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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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	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Property Taxes:				
General	11,160,252	11,766,152	11,749,477	12,872,815
Excise Tax	37,243	41,176	41,176	35,554
Other	25,974	23,555	23,555	24,168
Transit Levy	1,203,740	1,266,427	1,266,427	1,311,714
Excise Tax	4,009	4,431	4,431	3,624
Total Tax Revenues	12,431,218	13,101,741	13,085,066	14,247,875
Non-Tax Revenues:				
General Services:				
Licenses and Permits	82,260	74,000	76,500	76,500
Cable TV Franchise	387,283	385,000	395,000	405,000
State Gov't Revenues	15,842	12,500	15,800	15,800
Fees/Service Charges	140,135	80,667	102,504	83,843
Metropolitan Planning Org.	2,694	70,000	64,138	79,814
Miscellaneous Revenue	8,943	7,900	5,500	7,500
Interest Earnings	435,811	580,000	200,000	221,000
Hotel/Motel Taxes	1,822,205	1,440,000	1,440,000	1,470,000
Streets:				
State Gov't Revenues	25,812	25,811	25,811	25,811
Fees/Service Charges	73,890	78,494	74,434	71,051
Intra-Gov't. Service Charge	595,995	581,851	581,851	575,000
Police and Fire:				
Licenses and Permits	602,313	712,627	455,581	456,114
Fees/Service Charges	1,592,542	1,686,660	1,677,871	1,732,971
Fines & Forfeitures	175,276	149,400	149,400	145,400
Miscellaneous Revenue	122,958	119,049	117,449	117,342
Airport	175,311	184,478	179,778	180,940
Library	375,668	375,419	362,019	360,846
Cemetery	105,602	128,391	109,341	104,100
Recreation:				
Fees/Service Charges	841,035	1,056,059	960,070	1,120,024
Miscellaneous Revenues	45,501	101,960	64,050	106,303
Total Non-Tax Revenues	7,627,076	7,850,266	7,057,097	7,355,359
Total Before Transfers	20,058,294	20,952,007	20,142,163	21,603,234

GENERAL FUND, continued

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
TRANSFERS:				
Local Option Tax Receipts	3,745,020	3,630,000	3,568,030	3,570,000
Electric - In Lieu of Taxes	1,688,368	1,800,411	1,800,411	1,814,794
Police/Fire Retirement	135,394	110,605	110,605	185,000
Empl. Benefit Prop. Taxes	957,708	959,941	959,941	1,086,731
Hotel/Motel	156,345	123,429	123,429	126,000
Total Transfers	6,682,835	6,624,386	6,562,416	6,782,525
TOTAL REVENUES	26,741,129	27,576,393	26,704,579	28,385,759
EXPENSES:				
Public Safety:				
Crime Prevention/Police Svcs.	4,132,953	4,366,106	4,293,643	4,491,963
General Investigation	926,060	990,993	958,843	1,019,056
Emergency Communications	866,173	943,943	944,390	976,994
Police Admin & Records	673,285	726,601	714,134	745,522
Shared Communications Proj.	31,109	37,830	37,962	34,578
Fire Administration/Support	844,729	932,983	895,913	923,109
Fire Suppression	3,972,282	4,085,226	4,103,736	4,252,374
Fire Prevention/Safety Ed	115,162	121,724	121,879	126,444
Structural Code Enforcement	555,750	569,507	485,948	399,253
Rental Housing Code	210,323	233,541	225,942	229,233
Electric Code Enforcement	68,373	75,195	65,547	74,516
Plumbing & Mechanical	69,197	76,813	76,817	80,621
Property Maint. Inspections	73,109	86,468	89,878	99,930
Traffic Control/Engineering	27,930	88,500	81,065	100,457
Civil Defense	2,728	14,000	10,000	10,000
Street Lights	647,603	635,000	680,000	714,000
Public Safety Total	13,216,766	13,984,430	13,785,697	14,278,050
Transportation:				
Street Surface Maintenance	12,861	21,494	16,156	14,908
Right-of-Way Maintenance	194	1,000		
Airport	130,439	109,092	118,277	110,243
Transportation Total	143,494	131,586	134,433	125,151

GENERAL FUND, continued

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
Community Enrichment:				
Animal Control	299,316	321,739	309,346	316,484
Health & Sanitation	148,150	157,649	150,491	152,348
Library Circulation Services	428,953	451,882	433,559	443,582
Library Information Services	445,718	474,313	479,967	488,105
Library Youth Services	326,543	348,090	345,990	357,459
Library Outreach Services	265,934	274,268	281,097	284,546
Collection Development	743,244	755,013	757,461	774,190
Library Network Services	152,732	172,247	151,586	169,895
Library Administration	743,771	776,979	785,665	805,483
Instructional Programs	248,067	259,943	244,688	247,740
Athletic Programs	160,697	166,312	198,585	201,886
Social Programs		7,939		
Recreation Admin	98,863	100,371	103,985	105,484
Wellness	249,058	263,628	250,631	254,700
Community Center	274,737	278,669	289,299	291,113
Aquatics	364,252	620,961	472,020	653,031
Turf Maintenance	225,517	230,152	231,428	236,393
Forestry	69,602	77,988	76,505	79,522
Parks Structural Maintenance	460,753	451,942	466,652	460,238
Park Administration	258,744	268,848	272,149	283,950
Parks/Recreation Admin	243,709	246,397	245,299	249,294
Dog Park Operations	1,980	14,000	20,680	20,731
Cable TV	61,594	114,720	108,558	115,954
Cemeteries	126,313	128,391	127,926	130,665
Community Enrich Subtotal	<u>6,398,247</u>	<u>6,962,441</u>	<u>6,803,567</u>	<u>7,122,793</u>
General Government:				
City Council	112,542	141,129	128,050	133,218
Executive Management	332,556	334,758	344,161	350,724
Legal Services	440,803	444,113	457,769	414,441
City Clerk	215,095	247,340	251,946	225,121
Human Resources	239,146	259,015	246,645	260,525
Accounting & Reporting	292,909	304,818	298,529	306,092
Finance Administration/Budget	65,188	68,235	67,307	69,468
Public Relations	68,772	71,102	74,195	76,500
Facilities	311,087	284,190	349,876	277,970
Ames Veterans Memorial	1,531	2,250	2,000	2,000
Public Works Engineering	512,894	609,351	610,351	603,500
Long-Term Planning	344,665	332,403	338,514	340,054
Current Planning	314,714	337,480	322,430	341,720

GENERAL FUND, continued

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
General Government, continued:				
City Council Contingency	26,126	50,000	116,707	50,000
Merit/Payroll Adjust		109,714		93,681
Purchasing Services	51,362	36,243	33,784	44,481
General Gov't Sub-Total	<u>3,329,390</u>	<u>3,632,141</u>	<u>3,642,264</u>	<u>3,589,495</u>
General Government CIP:				
City Hall Space Re-use		600,000	600,000	
General Gov't Total		<u>4,232,141</u>		
Total Before Transfers	<u>23,087,897</u>	<u>25,310,598</u>	<u>24,965,961</u>	<u>25,115,489</u>
TRANSFERS:				
Transit Levy	1,207,748	1,270,858	1,270,858	1,315,294
Resource Recovery	108,475	108,475	108,475	423,475
Hotel/Motel	1,822,205	1,440,000	1,440,000	1,470,000
Airport Construction	44,487	46,462	44,872	61,501
Total Transfers	<u>3,182,915</u>	<u>2,865,795</u>	<u>2,864,205</u>	<u>3,270,270</u>
TOTAL EXPENSES	<u>26,270,812</u>	<u>28,176,393</u>	<u>27,830,166</u>	<u>28,385,759</u>
Excess (Deficit) Revenues				
Over (Under) Expenses	470,317	(600,000)	(1,125,587)	0
Beginning Balance	<u>6,616,506</u>	<u>6,603,682</u>	<u>7,086,823</u>	<u>5,961,236</u>
Ending Balance	<u>7,086,823</u>	<u>6,003,682</u>	<u>5,961,236</u>	<u>5,961,236</u>

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	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Local Option Taxes:				
60% Tax Relief	2,496,680	3,630,000	2,378,686	2,380,000
40% Community Betterment	3,745,020	2,420,000	3,568,030	3,570,000
S.E. Entryway IDOT/DNR Grant			683,000	
State Grant City Hall Doors	72,580		17,361	
Downtown Façade Loan Repay	2,752			
Monthly Rents			4,950	
Total Before Transfers	6,317,032	6,050,000	6,652,027	5,950,000
TRANSFERS:				
Hotel/Motel	104,230	82,286	82,286	84,000
TOTAL REVENUES	6,421,262	6,132,286	6,734,313	6,034,000
EXPENSES:				
Public Safety CIP:				
Firearms Training Range		102,000	102,000	
Bike Trails and Paths	238,066	120,000	490,719	250,000
Mobile Data Terminals – Police	6,088		13,912	
Fire Station #1 Renovation	5,653		5,000	
Fire Station #2 Renovation	16,155			
Outdoor Storm Warning System	143,235		71,765	
Police CAD/Dispatching		108,913	108,913	
RR Quiet Zone Improvements			78,616	
Pedestrian Walkway Program	19,050		424,113	
Railroad Crossing – 16 th /UPRR			137,500	
Railroad Crossing 9 th & UPRR			137,500	
RR Medians – North-South		100,000	100,000	
Public Safety Total	428,247	430,913	1,670,038	250,000
Transportation CIP:				
Asphalt Resurfacing	108,324	100,000	137,572	100,000
Sidewalk Safety	127,130	50,000	43,442	50,000
Shared Use Path Pavement	3,089	50,000	181,911	50,000
Greenspace 13 th & Grand			145,000	
Transportation Total	238,543	200,000	507,925	200,000
Community Enrichment CIP:				
Public Art	38,229	30,000	34,626	
Art Services & Agencies	109,216	120,480	120,480	127,709
Human Services	961,400	998,567	1,015,001	1,120,500

SPECIAL REVENUE - LOCAL OPTION TAXES, continued

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
Community Enrich. CIP, cont.				
City Staff – Human Services	19,930	21,421	20,667	21,940
Human Services Campus	30,000			
Municipal Band	22,271	24,094	23,887	25,368
Merit/Payroll Adjustments		198		164
S.E. Entryway	464		828,000	
Neighborhood Improv Program	8,866	50,000	55,663	50,000
City Hall Improvements	158,573	50,000	135,596	50,000
Library Building Maintenance	172,704	82,900	103,742	48,000
Parks & Rec Facility Maint.	321,245	140,000	205,259	203,000
Municipal Pool Maintenance	6,749	102,500	117,500	7,500
Playground Equipment	24,269	30,000	56,000	75,000
AHHP Fishing Pier			50,000	
Auditorium Improvements	814			
Disc Golf Course Improvements	399		1,587	
Cool Cities Mech/Structural		200,000	200,000	200,000
Facility Assessment Study	634			
Historic Preservation Comm.		3,595	3,595	
Community Enrichment Total	1,875,763	1,853,755	2,971,603	1,929,181
Internal Services:				
WiFi Hotspots Project	35,585		27,478	
Internal Services Total	35,585		27,478	
General Government:				
Ames Historical Society	15,000	16,000	16,000	16,000
Youth Sports Complex	25,000	25,000	25,000	25,000
Conversations on Diversity	2,500			
Community Needs Assessment			3,000	
Ames Partner City		3,000	6,000	3,000
Main St. Cultural District		4,000	4,000	
General Government Total	42,500	48,000	54,000	44,000
Total Before Transfers	2,620,638	2,532,668	5,231,044	2,423,181
TRANSFERS:				
To General Fund (Receipts)	3,745,020	3,630,000	3,568,030	3,570,000
To Park Acquisition	149,185	100,000	100,000	100,000
To Ice Arena	20,000	20,000	20,000	20,000
To Transit	46,000	47,200	45,632	
Total Transfers	3,960,205	3,797,200	3,733,662	3,690,000
TOTAL EXPENSES	6,580,843	6,329,868	8,964,706	6,113,181

SPECIAL REVENUE - LOCAL OPTION TAXES, continued

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
Excess (Deficit) Revenues Over (Under) Expenses	(159,581)	(197,582)	(2,230,393)	(79,181)
Beginning Balance	3,896,245	1,692,774	3,736,664	1,506,271
Ending Balance	<u>3,736,664</u>	<u>1,495,192</u>	<u>1,506,271</u>	<u>1,427,090</u>

Fund Balance	1,427,090
Less 1/4 Reserve (of expenses excluding 60% pass-through)	<u>635,795</u>
Unreserved Fund Balance	791,295

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	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Hotel/Motel Taxes	1,822,205	1,440,000	1,440,000	1,470,000
TOTAL REVENUES	1,822,205	1,440,000	1,440,000	1,470,000
EXPENSES:				
Community Environment:				
Human Resources	500	540	396	418
Merit		707		583
City Staff Economic Develop.	68,067	70,474	66,951	69,308
Economic Dev. Projects	90,000	90,000	90,000	90,000
Chamber of Commerce Dues	1,770	1,885	1,885	1,920
FACES Celebration		5,000		5,000
Downtown Façade	24,209	50,000	163,869	50,000
Renovate Campustown Court	18,206		300	
RAGBRAI 2008	10,000			
4 th of July Electric Bandshell	350			
Homecoming Pancakes	1,000			
VEISHEA Pancakes	7,000			
ACVB Convention/Mktg. Study	8,300			
Refund & Withholdings:				
Ames Convention & Visitors	1,301,054	1,028,571	1,028,571	1,050,000
Total Before Transfers	1,530,456	1,247,177	1,351,972	1,267,229
TRANSFERS:				
General Fund	156,345	123,429	123,429	126,000
Local Option	104,230	82,286	82,286	84,000
Total Transfers	260,575	205,715	205,715	210,000
TOTAL EXPENSES	1,791,031	1,452,892	1,557,687	1,477,229
Excess (Deficit) Revenues				
Over (Under) Expenses	31,174	(12,892)	(117,687)	(7,229)
Beginning Balance	422,956	352,937	454,130	336,443
Ending Balance	454,130	340,045	336,443	329,214

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 with the fund exhausted during FY 11/12. If the federal funding and City costs continue at the current rate, additional funding will need to be identified to continue the program for FY 11/12. Most of the fund balance can only be used for rental assistance, not administration.

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Federal Rental Assist. Admin	99,500	99,220	138,301	138,301
Federal Rental Assistance	1,013,619	1,046,760	868,690	868,690
Miscellaneous Revenue	1,698	1,250	1,798	2,330
Interest Earnings	4,237	7,500	1,200	
TOTAL REVENUES	1,119,054	1,154,730	1,009,989	1,009,321
EXPENSES:				
Merit/Payroll Adjustment		1,477		1,233
Leased Housing Admin	167,800	149,291	117,559	171,367
Rental Assistance	1,030,011	1,046,760	1,011,600	987,600
TOTAL EXPENSES	1,197,811	1,197,528	1,129,159	1,160,200
Excess (Deficit) Revenues Over (Under) Expenses	(78,757)	(42,798)	(119,170)	(150,879)
Beginning Balance	417,449	381,149	338,692	219,522
Ending Balance	338,692	338,351	219,522	68,643

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. The reserve was reduced to 5% for FY 10/11. Any fluctuations beyond the small reserve will be accommodated with changes to the CIP. 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	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
State Shared Revenue	4,204,593	4,590,784	4,540,425	4,692,618
TOTAL REVENUES	4,204,593	4,590,784	4,540,425	4,692,618
EXPENSES:				
Public Safety:				
Sign & Signal Maintenance	600,586	652,940	671,251	669,793
Traffic Engineering	77,651	76,137	108,038	103,126
Sub-Total	678,237	729,077	779,289	772,919
Public Safety CIP:				
RR Crossing Improvements	98,129		56,820	
Long-Range Transportation Pln	51		79,949	
Signal – 28 th & Grand				40,000
Traffic Engineering Studies	9,324	50,000	95,676	50,000
Signal – S. Dayton/S.E. 16 th				160,000
Signal – Lincoln Way/Welch	135,683			
US69 Improvements 13 th /Grand	107,810		16,274	
Signal – Lincoln Way/Lynn	56,571			
Signal – Lincoln Way/Sheldon	5,797		119,173	
Signal – Lincoln Way/Ash	125	125,000	124,875	
20 th & Grand Intersection				50,000
CIP Sub-Total	413,490	175,000	492,767	300,000
Public Safety Total	1,091,727	904,077	1,272,056	1,072,919
Transportation:				
Street Surface Maintenance	1,172,583	1,246,882	1,215,116	1,287,456
Street Surface Cleaning	223,160	226,498	203,419	220,045
Snow & Ice Control	923,517	864,304	978,070	909,487
Right-of-Way Maintenance	472,106	471,231	467,449	472,792
Sub-Total	2,791,366	2,808,915	2,864,054	2,889,780
Transportation CIP:				
Neighborhood Curb Program	100,169	75,000		75,000
Asphalt Resurfacing	729,867	925,000	710,844	454,634
Seal Coat Reconstruction	574,699		182,329	
Concrete Pavement Improv.	405		281,903	
Bridge Rehab		15,000	15,000	
Topographic Mapping	8,000			
Retaining Wall Reconstruction	27,182	40,000	47,818	
CIP Sub-Total	1,440,322	1,055,000	1,237,894	529,634
Transportation Total	4,231,688	3,863,915	4,101,948	3,419,414

SPECIAL REVENUE - ROAD USE TAX, continued

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
General Government:				
Human Resources	31,639	34,223	32,373	34,195
Accounting & Reporting	10,565	10,978	10,743	11,017
Facilities	23,407	22,908	23,358	22,407
Merit/Payroll Adjustments		6,829		6,459
Public Works Administration	78,038	82,744	81,016	84,757
Public Works Engineering		32,012	35,851	27,858
Purchasing Services	8,942	14,760	13,805	13,739
General Gov't Total	<u>152,591</u>	<u>204,454</u>	<u>197,146</u>	<u>200,432</u>
Total Before Transfers	5,476,006	4,972,446	5,571,150	4,692,765
TRANSFERS:				
Fleet Services	561	51,250	15,000	
TOTAL EXPENSES	5,476,567	5,023,696	5,586,150	4,692,765
Excess (Deficit) Revenues				
Over (Under) Expenses	(1,271,974)	(432,912)	(1,045,725)	(147)
Beginning Balance	<u>2,925,728</u>	<u>842,329</u>	<u>1,653,754</u>	<u>608,029</u>
Ending Balance	1,653,754	409,417	608,029	607,882

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	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
TOTAL REVENUES	0	0	0	0
EXPENSES:				
Merit/Payroll Adjustment		95		34
Miscellaneous Housing	14,168	23,422	22,918	7,640
Sustainable Neighborhood Proj.				
TOTAL EXPENSES	14,168	23,517	22,918	7,674
Excess (Deficit) Revenues				
Over (Under) Expenses	(14,168)	(23,517)	(22,918)	(7,674)
Beginning Balance	245,143	211,032	230,975	208,057
Ending Balance	230,975	187,515	208,057	200,383

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, in addition to cash and investments held by the fund.

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Program Repayments	6,157		3,000	
Sale of Homes	62,524	141,000	25,000	
Miscellaneous Revenue	5,947			
CDBG Admin	103,718	90,000	98,274	98,000
Community Dev. Block Grant	414,872	360,000	1,059,422	392,000
CDBG R. Recovery			130,258	
TOTAL REVENUES	593,218	591,000	1,315,954	490,000
EXPENSES:				
Merit and Payroll Adjustments		1,182		991
CDBG Administration	109,262	121,146	101,305	132,274
CDBG Programs	575,655	476,696	1,211,995	392,000
TOTAL EXPENSES	684,917	599,024	1,313,300	525,265
Excess (Deficit) Revenues				
Over (Under) Expenses	(91,699)	(8,024)	2,654	(35,265)
Beginning Balance	141,243	37,202	49,544	52,198
Ending Balance	49,544	29,178	52,198	16,933

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, in addition to cash and investments held by the fund.

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Downpayment Repayments	16,705			
Housing Rehab Repayment	16,734			
Interest Earnings	19,083	15,000	7,400	
TOTAL REVENUES	52,522	15,000	7,400	0
EXPENSES:				
Merit/Payroll Adjustment		172		
County-Wide Affordable Housing	1,148	20,920		
TOTAL EXPENSES	1,148	21,092	0	0
Excess (Deficit) Revenues				
Over (Under) Expenses	51,374	(6,092)	7,400	0
Beginning Balance	703,792	727,248	755,166	762,566
Ending Balance	755,166	721,156	762,566	762,566

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	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Interest	3,390	3,000	1,500	
TOTAL REVENUES	3,390	3,000	1,500	0
EXPENSES:				
TRANSFERS:				
Debt Service	66,402	63,801	63,216	
TOTAL EXPENSES	66,402	63,801	63,216	0
Excess (Deficit) Revenues Over (Under) Expenses	(63,012)	(60,801)	(61,716)	0
Beginning Balance	160,884	99,482	97,872	36,156
Ending Balance	97,872	38,681	36,156	36,156

SPECIAL REVENUE - TAX INCREMENT FINANCING (TIF) – SOUTH BELL

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Interest	(654)	(2,500)	(3,000)	(1,500)
TRANSFERS:				
2009 G.O. Bonds	78,511	1,152,000	1,073,489	
TOTAL REVENUES	77,857	1,149,500	1,070,489	(1,500)
EXPENSES:				
South Bell TIF Project	77,857	192,000	1,074,143	
TRANSFERS:				
Debt Service		122,748	69,319	117,808
TOTAL EXPENSES	77,857	314,748	1,143,462	117,808
Excess (Deficit) Revenues Over (Under) Expenses	0	834,752	(72,973)	(119,308)
Beginning Balance	0	(965,000)	0	(72,973)
Ending Balance	0	(130,248)	(72,973)	(192,281)

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	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Interest Revenue	20,490	3,000	6,000	5,000
Dog Park Donations	4,333			
Total Before Transfers	24,823	3,000	6,000	5,000
TRANSFERS:				
Local Option	149,185	100,000	100,000	100,000
Total Transfers	149,185	100,000	100,000	100,000
TOTAL REVENUES	174,008	103,000	106,000	105,000
EXPENSES:				
Calhoun Property	138,701		11,950	
Northridge Heights			53,500	
Restroom Ada Hayden Park	55,517		4,347	
Dog Park	198,140		5,753	
Greenbriar Park				138,100
TOTAL EXPENSES	392,358		75,550	138,100
Excess (Deficit) Revenues				
Over (Under) Expenses	(218,350)	103,000	30,450	(33,100)
Beginning Balance	899,324	608,619	680,974	711,424
Ending Balance	680,974	711,619	711,424	678,324

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 subsidize the City’s ongoing operational costs, to fund future repairs and enhancements, and to replace equipment.

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Interest Earnings	97,926	25,000	18,000	18,000
TOTAL REVENUES	97,926	25,000	18,000	18,000
EXPENSES:				
Don & Ruth Furman Aquatic Ctr	634,014		1,443,761	0
TOTAL EXPENSES	634,014	0	1,443,761	0
Excess (Deficit) Revenues				
Over (Under) Expenses	(536,088)	25,000	(1,425,761)	18,000
Beginning Balance	3,092,624	1,097,624	2,556,536	1,130,775
Ending Balance	2,556,536	1,122,624	1,130,775	1,148,775

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 10/11 required contribution rate increased to 19.9% of payroll.

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Interest Earnings	49,960	55,000	27,000	24,454
TOTAL REVENUES	49,960	55,000	27,000	24,454
EXPENSES:				
Financial Services	11,679	12,074	11,793	12,076
TRANSFERS:				
Transfer to General	135,394	110,605	110,605	185,000
TOTAL EXPENSES	147,073	122,679	122,398	197,076
Excess (Deficit) Revenues Over (Under) Expenses	(97,113)	(67,679)	(95,398)	(172,622)
Beginning Balance	1,684,365	1,587,762	1,587,252	1,491,854
Ending Balance	1,587,252	1,520,083	1,491,854	1,319,232

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	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Property Taxes	954,529	956,599	956,599	1,083,737
Utility Excise Tax	3,180	3,342	3,342	2,994
TOTAL REVENUES	957,709	959,941	959,941	1,086,731
EXPENSES:				
Transfers – General	957,709	959,941	959,941	1,086,731
TOTAL EXPENSES	957,709	959,941	959,941	1,086,731
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	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Sale of Cemetery Lots	17,080	8,200	8,550	8,000
TOTAL REVENUES	17,080	8,200	8,550	8,000
EXPENSES:				
9 th Street Cemetery				
TOTAL EXPENSES	0	0	0	0
Excess (Deficit) Revenues Over (Under) Expenses	17,080	8,200	8,550	8,000
Beginning Balance	845,905	860,256	862,985	871,535
Ending Balance	862,985	868,456	871,535	879,535

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	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Project Share Donations	22,201	18,500	21,500	21,500
Alternative Energy Donations	618			
Animal Shelter Donations	16,661	15,000	15,000	15,000
Maddie's Fund	20,000			
FEMA 2008 Flood	186,523		48,992	
Police Grants	41,940		635,564	3,024
Police Forfeiture	30,231		2,000	
FEMA Mobile Data Terminals	446		40,800	
E911 Mobile Data Terminals			10,200	
EOC Federal Grant		586,228		
State E911 Grant		100,000	100,000	134,369
E911 Radio Consoles				33,592
Misc. Police/Fire Donations	7,350		1,607	
Park & Rec Trust:				
Interest Earnings	7,945	6,700	4,350	4,350
Park Facilities	3,050	3,050	3,050	3,050
Park & Rec Misc. Donations	940			
Iowa DNR Grant			90,000	
Park & Rec Trust Total	11,935	9,750	97,400	7,400
TOTAL REVENUES	337,905	729,478	973,063	214,885
EXPENSES:				
Community Enrichment:				
Moore Park Improvements	1,332			
Ada Hayden Heritage Park	9,701		4,154	
Mary Adams Estate	8,670			
Bandshell			1,518	
Ada Hayden Fishing Pier			90,000	
Animal Control - Maddie's Fund	1,505		18,495	
Animal Control	9,207	14,125	17,125	15,900
Community Enrichment Total	30,415	14,125	131,292	15,900

MISCELLANEOUS SPECIAL REVENUES, continued

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
Public Safety:				
Police Forfeiture	20,296		4,000	
Police Grants	41,939		635,564	3,024
Police/Fire Mobile Data Termin.	557		51,000	
Police CAD/Dispatch		100,000	100,000	
Police Radio Consoles				167,961
Shared Use Path Improvements			1,250	17,055
Miscellaneous Public Safety	10,038		1,720	
Public Safety Total	<u>72,830</u>	<u>100,000</u>	<u>793,534</u>	<u>188,040</u>
Utilities:				
Project Share Assistance	21,982	18,075	21,500	21,500
Facilities:				
City Hall Space Re-use		586,228		
FEMA 2008 Flood	<u>151,502</u>		<u>84,289</u>	
TOTAL EXPENSES	<u>276,729</u>	<u>718,428</u>	<u>1,030,615</u>	<u>225,440</u>
Excess (Deficit) Revenues				
Over (Under) Expenses	61,176	11,050	(57,552)	(10,555)
Beginning Balance	<u>341,170</u>	<u>355,799</u>	<u>402,346</u>	<u>344,794</u>
Ending Balance	<u>402,346</u>	<u>366,849</u>	<u>344,794</u>	<u>334,239</u>

SPECIAL REVENUE - LIBRARY DONATIONS

This fund accounts for general donations and grants to the Library designated for specific purposes.

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Interest Earnings	45,850	31,400	20,600	22,600
Library Friends Donations	28,244	25,000	29,723	25,000
Library Foundation Donations	504		17,000	17,000
Library Direct State Aid	14,124	14,000	14,000	14,000
Donations	3,175	3,000	3,000	3,000
Books for Babies Donations		1,300		
Youth Services Donations	50			
Project Smyles Donations	2,481	3,000	3,000	3,000
ACVB Concert Series Grant	7,500			
Project Smyles Grant	40,151			
NEA Fall Concert Series Grant	1,200			
FINRA Foundation Grant	41,350		36,648	
TOTAL REVENUES	184,629	77,700	123,971	84,600
EXPENSES:				
Administration	30,031	179,218	13,882	
Collections	11,773	13,500	14,700	
Youth Services	6,744	8,105	9,500	
Information Services	6,262	8,500	10,500	
Building Project	33,515		221,485	
Project Smyles	78,914	45,967	63,000	63,000
Books For Babies	11,939	10,300	4,000	
ACVB Concert Series	7,483			
FINRA Foundation Grant	71,197		2,657	
NEA Fall Concert Series	1,200			
TOTAL EXPENSES	259,058	265,590	339,724	63,000
Excess (Deficit) Revenues Over (Under) Expenses	(74,429)	(187,890)	(215,753)	21,600
Beginning Balance	1,506,940	1,404,679	1,432,511	1,216,758
Ending Balance	1,432,511	1,216,789	1,216,758	1,238,358

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	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Sidewalk Agreements	1,357			
Interest	3,429			
TOTAL REVENUES	4,786	0	0	0
EXPENSES:				
Cedar Lane Developer Escrow	68,531		9,282	
Oakwood Road Path			5,500	
Bloomington Road Widening			68,435	
TOTAL EXPENSES	68,531	0	83,217	0
Excess (Deficit) Revenues				
Over (Under) Expenses	(63,745)	0	(83,217)	0
Beginning Balance	321,372	247,340	257,627	174,410
Ending Balance	257,627	247,340	174,410	174,410

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, in addition to cash and investments held by the fund.

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Loan Repayments	18,868	0		
TOTAL REVENUES	18,868	0	0	0
EXPENSES:				
Revolving Loan Fund	7,500		75,000	0
TOTAL EXPENSES	7,500	0	75,000	0
Excess (Deficit) Revenues				
Over (Under) Expenses	11,368		(75,000)	0
Beginning Balance	836,390	767,220	847,758	772,758
Ending Balance	847,758	767,220	772,758	772,758

DEBT SERVICE

This fund accounts for payment of principal and interest on general obligation bonds. Property tax rates per \$1,000: 2009/10 - \$3.95; 2010/11 - \$3.57. 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	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Proceeds from Bonds	6,995,000			
Miscellaneous Revenue	296,094		247,038	
Property Taxes	8,021,161	7,984,458	7,984,458	7,571,743
Excise Tax	26,720	27,945	27,945	20,908
ISU Participation	35,472	35,475	35,475	49,271
Interest	146,342	80,000	78,000	70,000
Total Before Transfers	15,520,789	8,127,878	8,372,916	7,711,922
TRANSFERS:				
Resource Recovery	150,100	124,875	124,875	
Water	229,889	375,088	332,468	330,715
Special Assessment	287,714	276,347	275,790	215,551
T.I.F.	66,402	186,549	132,535	117,808
Transfer Total	734,105	962,859	865,668	664,074
TOTAL REVENUES	16,254,894	9,090,737	9,238,584	8,375,996
EXPENSES:				
Bond Costs	51,423			
Spring '97 G. O. Corp. Purpose	460,575			
Spring '98 G.O. Corp. Purpose	884,469	443,063		
June '99 G. O. Corp. Purpose	1,239,186	430,848		
July '00 G. O. Corp. Purpose	2,466,659	662,628		
July 2001 G.O. Corp. Purpose	4,694,810	1,038,270		
Fire Station #3	612,928	133,858		
Ada Hayden Heritage Park	280,745	279,313	279,313	282,513
July 2002 G.O. Corp. Purpose	589,720	590,170	590,170	589,420
July 2003 G. O. Bonds	675,800	658,088	658,088	640,102
2002C G. O. Refunding	465,100	439,875	439,875	
July 2004 G.O. Bonds	700,275	699,325	699,325	704,988
July 2005 G.O. Bonds	384,003	384,203	384,203	384,052
Summer 2006 G.O. Bonds	565,800	570,600	570,600	569,600
Summer 2007 G.O. Bonds	1,036,938	1,041,250	1,041,250	1,044,438
Summer 2008 G.O. Bonds	579,119	921,082	921,082	913,208
Summer 2009 G.O. Bonds		1,218,167	671,691	1,141,550
Summer 2010 G.O. Bonds				683,098
2009A Refunding Bonds			2,595,509	2,153,025
TOTAL EXPENSES	15,687,550	9,510,740	8,851,106	9,105,994

DEBT SERVICE, continued

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
Excess (Deficit) Revenues				
Over (Under) Expenses	567,344	(420,003)	387,478	(729,998)
Beginning Balance	1,423,410	2,023,895	1,990,754	2,378,232
Ending Balance	1,990,754	1,603,892	2,378,232	1,648,234

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	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Collections	154,043	280,000	380,000	230,000
TOTAL REVENUES	154,043	280,000	380,000	230,000
EXPENSES:				
General Government:				
Accounting/Reporting	4,587	4,782	4,693	4,818
S. E. Entryway			148,000	
Total Before Transfers	4,587	4,782	152,693	4,818
TRANSFERS:				
Debt Service	287,714	276,347	275,790	215,551
Total Transfers	287,714	276,347	275,790	215,551
TOTAL EXPENSES	292,301	281,129	428,483	220,369
Excess (Deficit) Revenues				
Over (Under) Expenses	(138,258)	(1,129)	(48,483)	9,631
Beginning Balance	234,692	222,379	96,434	47,951
Ending Balance	96,434	221,250	47,951	57,582

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	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Stimulus Funding			2,099,290	
Miscellaneous Revenue	1,411	1,384	1,384	
Developer Contributions	560,323	150,000	288,849	
I-JOBS			221,578	270,366
MPO/STP/IDOT Funds	163,058	1,794,427	2,359,786	929,000
Recreation Trail Grant		50,000	225,000	414,000
Safe Routes To School Grant			25,000	
Federal Earmark Grand Ave Ext.	992,259		840,973	
TOTAL REVENUES	1,717,051	1,995,811	6,061,860	1,613,366
EXPENSES:				
Transportation:				
Arterial 13 th /Stange/RR		1,032,000	1,032,000	
10/11 Asphalt – I-JOBS				270,366
Arterial ND/Delaware/Ontario		632,427	632,427	
Grand Avenue Extension	992,258		822,575	
S. Duff Ave Improv. Project	4,620			
09/10 Asphalt – I-JOBS			221,578	
10/11 Arterial - Duff/L-Way/7th				688,000
S. Dayton Avenue Improvements	560,324		138,848	
Stimulus Duff Rehab 6-13 th			628,578	
Stim. GWC Stange-Bloomington			717,800	
Stim. L'Way Hickory-Franklin			577,184	
Transportation Total	1,557,202	1,664,427	4,770,990	958,366
Public Safety:				
Signal Lincoln Way/Ash		50,000	50,000	
Long-Range Transportation Plan			320,000	
U.S. 69 Improv. 13 th & Grand	86,292		19,891	
Walkway West Side N. Dakota			25,000	
Skunk River Trail SE 16 th /L-Way			351,175	
NE Area Shared Use Path		150,000	150,000	
Skunk River Trail Ext AHHP			176,175	
Signal L-Way/Welch	6,081			
Skunk River Trail HYSC–SE 16 th		130,000		
Signal Lincoln Way & Lynn	63,891			
Stim. S.R. Trail 13 th – Carr			176,000	
Skunk Rvr Trail E L'Way-SRV				500,000
Signal 28 th & Grand				155,000
Public Safety Total	156,264	330,000	1,268,241	655,000

CAPITAL PROJECTS - STREET CONSTRUCTION, continued

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
General Government:				
Purchasing Services	11,280	17,246	16,129	10,389
TOTAL EXPENSES	<u>1,724,746</u>	<u>2,011,673</u>	<u>6,055,360</u>	<u>1,623,755</u>
Excess (Deficit) Revenues				
Over (Under) Expenses	(7,695)	(15,862)	6,500	(10,389)
Beginning Balance	<u>123,812</u>	<u>173,391</u>	<u>116,117</u>	<u>122,617</u>
Ending Balance	116,117	157,529	122,617	112,228

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	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Federal Government Revenues	172,914	1,068,750	3,857,346	1,277,750
Total Before Transfers	<u>172,914</u>	<u>1,068,750</u>	<u>3,857,346</u>	<u>1,277,750</u>
TRANSFERS:				
General	44,487	46,462	44,872	61,501
TOTAL REVENUES	<u>217,401</u>	<u>1,115,212</u>	<u>3,902,218</u>	<u>1,339,251</u>
EXPENSES:				
9/10 Rehab Taxiway A1		1,125,000	1,125,000	
Runway Rehab 13/31	176,564		2,920,162	
Airport Master Plan	3,809		10,149	
10/11 West Apron Rehab				1,345,000
TOTAL EXPENSES	<u>180,373</u>	<u>1,125,000</u>	<u>4,055,311</u>	<u>1,345,000</u>
Excess (Deficit) Revenues Over (Under) Expenses	37,028	(9,788)	(153,093)	(5,749)
Beginning Balance	212,093	149,881	249,121	96,028
Ending Balance	<u>249,121</u>	<u>140,093</u>	<u>96,028</u>	<u>90,279</u>

CAPITAL PROJECTS – ARRA ENERGY BLOCK GRANT

This fund accounts for the City’s American Recovery and Reinvestment Act Grant under the Energy Efficiency and Conservation Block Grant Program.

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
ARRA Energy Block Grant			44,000	500,000
TOTAL REVENUES	0	0	44,000	500,000
EXPENSES:				
ARRA Energy Block Grant			44,000	500,000
TOTAL EXPENSES	0	0	44,000	500,000
Excess (Deficit) Revenues Over (Under) Expenses	0	0	0	0
Beginning Balance	0	0	0	0
Ending Balance	0	0	0	0

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	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Bond Proceeds	8,355,000	12,732,573	11,165,000	6,601,000
Interest	243,451			
TOTAL REVENUES	8,598,451	12,732,573	11,165,000	6,601,000
EXPENSES:				
Debt Service:				
Bond Costs	69,364		96,897	
Debt Service Total	69,364		96,897	
Public Safety:				
Stimulus SR Trail 13 th -Carr	7,983		6,097	
Fire Engine #2				531,000
NE Area Shared Use Path		350,000	350,000	
US69 Improvements 13 th /Grand	6,529			
Public Safety Total	14,512	350,000	356,097	531,000
Transportation:				
Concrete Paving Green Hills	73,198			
Asphalt Paving Arizona Avenue	856	350,000	350,000	
Collector Street Pavement	116,185	1,900,000	1,883,385	
Arterial 24 th & Stange	215,172		101,123	
Collector Beech L-Way/Morten	8,133			
Main Street Alley	4,795		39,328	
08/09 CyRide Rt Toronto/Hutch.	68,463	540,000	531,537	
Stim GWC/Stange/Bloomington	18,106		53,694	
Burnett Ave Main to 7 th	8,255	700,000	729,438	
N. E. Area Regional-570 th Street		950,000	950,000	
08/09 Arterial ND/Delaware/Ont	115,861	437,573	351,447	
08/09 CyRide NW 28 th -30 th	4,454	360,000	388,681	
Stim L'Way/Hickory/Franklin	15,975		41,828	
Stimulus Duff Rehab 6 th -13 th			56,320	
S. Duff Improvement Project	277,783		50,000	
Bloomington Road Widening	76,034		248,467	
09/10 CyRide Rt - Ash/Knapp	19,483	800,000	780,517	
South Bell TIF Project			1,525	
South Dayton Improvements	522,959		652,101	
U.S. 69 Grand Ave Extension	333,475		100,908	

CAPITAL PROJECTS - BOND PROCEEDS, continued

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
Transportation, continued:				
09/10 Asphalt Northwood Drive Bridge Rehabilitation	180	500,000	499,820	165,000
Kellogg Ave L'Way to Main Arterial 13 th Stange – RR	54,236 60,011	500,000 468,000	445,764 416,268	
09/10 Concrete Pavement	225	1,625,000	1,624,775	
10/11 Asphalt Pavement				800,000
10/11 Collector Storm Street				850,000
08/09 Concrete Paving S.E. 16 th Paving & Bridge	58,637 290,620	1,225,000	1,366,105	
10/11 Arterial Duff/L'Way/7 th				275,000
10/11 Arterial 6 th /Grand/NW Kellogg Avenue & Main Street				500,000 1,500,000
10/11 Concrete Pavement				1,000,000
10/11 CyRide – Ontario				900,000
Transportation Total	2,343,096	10,355,573	11,663,031	5,990,000
Utilities:				
Gateway Stormwater Rehab	3,600		40,072	
Raw Well Water Loop Line	2,885,712	400,000		
S. Duff Area Storm Sewer	44,696		1,104,157	
SW Stormwater Greenbriar	80,551	475,000	394,449	
Utilities Total	3,014,559	875,000	1,538,678	
Community Enrichment:				
Don & Ruth Furman Aquatic Ctr	6,391,692			
Community Enrichment Total	6,391,692			
General Government:				
Facilities				80,000
Accounting & Reporting	2,400	2,400	2,400	2,400
Purchasing Services	29,888	69,314	64,834	55,244
General Government Total	32,288	71,714	67,234	137,644
Total Before Transfers	11,865,511	11,652,287	13,721,937	6,658,644
TRANSFERS:				
TIF 2008/09 South Bell	78,511	1,152,000	1,073,489	
Total Transfers	78,511	1,152,000	1,073,489	
TOTAL EXPENSES	11,944,022	12,804,287	14,795,426	6,658,644
Excess (Deficit) Revenues				
Over (Under) Expenses	(3,345,571)	(71,714)	(3,630,426)	(57,644)
Beginning Balance	6,298,669	649,300	2,953,098	(677,328)
Ending Balance	2,953,098	577,586	(677,328)	(734,972)

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 10/11 include a 10% rate increase.

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
IDNR Rvr Valley Low Head Dam				75,000
Homeland Security Grant			20,379	
Fees/Service Charges	90,514	84,343	70,245	71,500
Contract Sales	788,058	800,000	880,000	880,000
Metered Sales	5,725,486	6,695,260	6,165,600	7,187,100
Miscellaneous	13,614	10,300	10,000	10,000
Interest Earnings	187,717	160,000	115,000	115,000
Internal Service Charges	70,322	60,000	60,000	60,000
Western Wireless Contract	15,870	15,870	15,870	15,870
Farm Land Rental	9,841	9,841	11,815	11,815
Sprint PCS Land Rental	29,100	30,960	30,960	30,960
TOTAL REVENUES	6,930,522	7,866,574	7,379,869	8,457,245
EXPENSES:				
Utilities:				
Water Production	363,680	427,081	416,841	451,973
Water Treatment	1,245,678	1,630,351	1,746,606	1,566,537
Water Metering	506,256	408,127	406,085	420,361
Water Pumping	274,208	258,959	257,620	267,260
Water Administration	574,227	648,202	624,006	621,397
Water Conservation Marketing	39,119	46,650	52,150	55,900
Water Laboratory	162,831	178,761	180,431	190,702
Water Customer Service	347,288	383,420	374,850	387,970
Utility Locating	62,526	66,284	64,306	64,804
Water Distribution Maintenance	734,106	797,865	773,482	774,994
Amortization	(1,694)			
Sub-Total	4,308,225	4,845,700	4,896,377	4,801,898
Utilities CIP:				
Security Improvements	6,091		2,000	
Water Supply Expansion	14,963			
Water System Improvements	594,104	900,000	1,872,867	900,000
Water Meter Test Bench				125,000
Repaint Lime Storage Bins	56,277			
SW Zone – East Elevated Tank	61,371			
Water Supply Capacity Study	3,550		32,550	
Bloomington Elev. Tank Improv.		475,000	475,000	
Aquatic Center Water Main	114,705		591	
Raw Well Water Loop Line	23,812		221,300	

ENTERPRISE - WATER UTILITY, continued

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
Utilities CIP, continued:				
Topographic Mapping	30,305		2,500	
Water Plant Expansion	244,146	900,000	1,735,000	
NADC Pump Station Electrical			50,000	
River Valley Low Head Dam				125,000
NADC Pump Station Improv				325,000
CIP Sub-Total	<u>1,149,324</u>	<u>2,275,000</u>	<u>4,391,808</u>	<u>1,475,000</u>
Utilities Total	5,457,549	7,120,700	9,288,185	6,276,898
General Government:				
Executive Management	58,136	59,592	61,302	62,495
Legal Services	8,770	18,437	19,528	30,338
City Clerk	13,401	14,270	14,471	14,011
Human Resources	31,028	33,563	31,015	32,760
Accounting & Reporting	66,147	68,800	67,513	69,291
Finance Admin/Budget	48,889	51,176	50,481	52,102
Public Relations	13,791	14,220	14,839	15,301
Public Works Administration	78,039	82,743	81,016	84,758
Public Works Engineering	244,380	216,391	217,217	212,229
Facilities	19,308	18,897	19,268	18,484
Merit/Payroll Adjustment		10,889		8,783
Purchasing Services	39,227	31,664	29,616	30,356
General Government Total	<u>621,116</u>	<u>620,642</u>	<u>606,266</u>	<u>630,908</u>
Total Before Transfers	<u>6,078,665</u>	<u>7,741,342</u>	<u>9,894,451</u>	<u>6,907,806</u>
TRANSFERS:				
Fleet Services	561	51,250	15,000	
Debt Service	229,889	375,088	332,468	330,715
Total Transfers	<u>230,450</u>	<u>426,338</u>	<u>347,468</u>	<u>330,715</u>
TOTAL EXPENSES	<u>6,309,115</u>	<u>8,167,680</u>	<u>10,241,919</u>	<u>7,238,521</u>
Excess (Deficit) Revenues				
Over (Under) Expenses	621,407	(301,106)	(2,862,050)	1,218,724
Beginning Balance	5,789,161	4,660,225	6,410,568	3,548,518
Ending Balance	<u>6,410,568</u>	<u>4,359,119</u>	<u>3,548,518</u>	<u>4,767,242</u>

ENTERPRISE – WATER CONSTRUCTION

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Drinking Water – State Rev. Loan				3,440,000
TOTAL REVENUES	0	0	0	3,440,000
EXPENSES:				
Utilities CIP:				
Water Plant Expansion				3,440,000
CIP Total	0	0	0	3,440,000
TOTAL EXPENSES	0	0	0	3,440,000
Excess (Deficit) Revenues Over (Under) Expenses	0	0	0	0
Beginning Balance	0	0	0	0
Ending Balance	0	0	0	0

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	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Customer Billings	4,211,700	4,171,100	4,052,900	4,614,200
Other Gov't Participation	33,217	23,500	27,000	29,700
Fees/Service Charges	19,568	16,000	18,100	18,100
Interest Earnings	168,922	160,000	84,000	84,000
Farmland Income	67,814	75,000	75,000	75,000
Miscellaneous Revenue	70	100		
Internal Service Charge	54,313	35,000	35,000	40,000
Contract Sales	733,275	729,400	776,000	776,000
Flood Warning Maint. Charge	6,725	9,425	11,200	24,000
TOTAL REVENUES	5,295,604	5,219,525	5,079,200	5,661,000
EXPENSES:				
Utilities:				
Sanitary Sewer System	495,397	518,861	542,407	520,686
Administration	592,711	614,929	618,061	640,828
Flood Warning System	15,529	24,137	23,976	74,209
Plant Maintenance	576,766	652,563	698,519	689,390
Plant Operation	1,033,440	1,115,910	1,057,845	1,227,175
Laboratory	302,403	331,984	332,081	350,372
Farm Operations	46,639	37,250	37,250	44,750
Metering	189,830	281,211	279,044	287,942
Sewer Customer Service	316,967	349,560	341,700	353,250
Utility Locating	40,616	42,361	41,666	41,860
Utilities Sub-Total	3,610,298	3,968,766	3,972,549	4,230,462
Utilities CIP:				
Sanitary Sewer Rehabilitation	56,953	300,000	1,103,637	300,000
Clear Water Diversion	332,559	200,000	534,390	200,000
Sanitary Sewer System Eval				500,000
WPC Plant Equipment	15,926		105,600	
Automation Study/Upgrade	(2,105)	450,000	462,100	
Onion Creek San. Sewer Study	18,832		70,318	
Trickling Filter Heat Recovery	83,671			
Lagoon Liners		125,000	125,000	
Vertical Turbine Pump Repair	25,540			
NADC Pump Station Improv				100,000
WPC Alternate Energy Study				30,000
WPC Electric Repairs				50,000
WPC Bar Screen/Grinder				50,000

ENTERPRISE - SEWER UTILITY - OPERATIONS (Also referred to as WATER POLLUTION CONTROL - WPC), continued

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
Utilities CIP, continued:				
Clarifier Painting	256,194	290,000	290,000	290,000
Topographic Mapping	30,305		2,500	
WPC Plant Disinfection		520,000	595,000	
Vertical Turbine Pumps		240,000	420,000	300,000
Raw Water Pump Station HVAC	9,990		140,000	
Plant Residuals Handling	52,281	600,000	300,000	
CIP Sub-Total	880,146	2,725,000	4,148,545	1,820,000
Utilities Total	4,490,444	6,693,766	8,121,094	6,050,462
General Government:				
City Clerk	13,401	14,270	14,471	14,011
Executive Management	58,136	59,592	61,302	62,495
Legal Services	4,385	9,218	9,764	9,731
Human Resources	27,365	29,600	27,166	28,695
Accounting & Reporting	44,527	46,234	45,316	46,491
Finance Admin/Budget	48,889	51,176	50,481	52,102
Public Relations	13,791	14,220	14,839	15,301
Public Works Admin	78,039	82,743	81,016	84,758
Public Works Engineering	202,676	215,821	216,346	210,203
Facilities	14,409	14,102	14,379	13,793
Merit/Payroll Adjustments		10,927		8,709
Purchasing Services	15,528	16,234	15,183	13,791
General Gov't Total	521,146	564,137	550,263	560,080
Total Before Transfers	5,011,590	7,257,903	8,671,357	6,610,542
TRANSFERS:				
Fleet Services	561	51,250	15,000	
TOTAL EXPENSES	5,012,151	7,309,153	8,686,357	6,610,542
Excess (Deficit) Revenues				
Over (Under) Expenses	283,453	(2,089,628)	(3,607,157)	(949,542)
Beginning Balance	5,534,999	3,974,503	5,818,452	2,211,295
Ending Balance	5,818,452	1,884,875	2,211,295	1,261,753

ENTERPRISE – SANITARY SEWER IMPROVEMENTS

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
State Clean Water Rev. Loan				2,450,000
TOTAL REVENUES	0	0	0	2,450,000
EXPENSES:				
Utilities CIP:				
WPC Plant Disinfection				2,450,000
CIP Total	0	0	0	2,450,000
TOTAL EXPENSES	0	0	0	2,450,000
Excess (Deficit) Revenues Over (Under) Expenses	0	0	0	0
Beginning Balance	0	0	0	0
Ending Balance	0	0	0	0

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 5.0% in the summer of 2009.

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Metered Sales	46,409,136	48,825,000	46,875,000	47,383,000
Adjustment to Sales	(167,868)	(175,000)	(175,000)	
Fly Ash Sales	43,177	50,000	50,000	50,000
Renewable Energy Credits		2,500	2,500	5,000
Other Power Sales	2,134,713	2,650,000	1,500,000	2,410,000
ISU Interconnection	522,331	391,620	680,000	1,177,000
ISU Transmission System Share	50,766	199,020		1,532,100
ISU Wind Purchases		836,000	435,000	870,000
Steam Line Sales	249,695	315,000	315,000	315,000
Street Lights	647,603	635,000	680,000	650,000
Security Lighting Rental	114,666	100,000	115,000	115,000
Subdivision Construction	10,210	10,000	60,000	10,000
Street Lighting Construction	35,940	10,000	30,000	10,000
Fees/Service Charges	101,173	101,300	97,150	97,150
Miscellaneous Revenue	280,831	150,000	260,000	260,000
Interest Earnings	722,100	650,000	320,000	320,000
TOTAL REVENUES	51,154,473	54,750,440	51,244,650	55,204,250
EXPENSES:				
Public Works Engineering:				
Electric Relocations				425,000
Utilities:				
Electric Production	7,852,282	11,686,273	11,270,197	11,307,698
Plant Fuel Purchases	21,862,194	27,039,157	22,354,202	28,999,216
Electric Distribution – Operation	2,329,501	2,478,160	2,460,168	2,784,911
Electric Distribution - Extension	687,917	1,891,700	1,466,277	1,584,217
Electric Technical Services	403,410	989,344	1,015,898	903,752
Electric Engineering	445,490	819,065	621,017	841,045
Electric Administration	1,716,021	1,634,696	1,763,481	1,582,247
Utility Deposit Interest	27,867			
Electric Customer Service	595,220	672,223	666,984	681,691
Utilities Sub-Total	35,919,902	47,210,618	41,618,224	48,684,777

ENTERPRISE - ELECTRIC UTILITY, continued

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
Utilities CIP:				
Inlet Heating for GT2				750,000
Feed Water Heater Tube		500,000	20,000	1,000,000
#8 Air Heater Basket		75,000		75,000
Plant Dist Substation Expansion		150,000	250,000	
Ames Stange In-Town 161 kV	2,334,310	830,000	2,095,690	
Unit #8 Boiler Repair	23,894	4,500,000	4,876,106	300,000
Combustion Turbine Control	243,980		134,020	
Interconnection Improvements	208,245	1,000,000	1,091,755	5,500,000
Power Plant Fire Protection	625,885	300,000	300,000	550,000
Automated Metering Pilot		350,000	350,000	
Top-o-Hollow Substation Switch	24,883	800,000		150,000
Vet Med Substation			400,000	3,600,000
SCADA Upgrade	51,841		86,159	
MGMC Steam Line Evaporator				80,000
Demand Side Management	607,017	800,000	837,083	800,000
#7 Nitrogen Oxide Control	17,599	2,000,000	20,000	150,000
Plant 69 kV Relay/Control		80,000		
Power Plant Roof				450,000
#7 & #8 Oil Gun Upgrade		350,000	350,000	625,000
GT-1 Inspection & Overhaul		650,000		650,000
Unit 7 & 8 Dist Control System	14,620	450,000	620,000	350,000
Downtown Network 13.8 kV		150,000	150,000	
NERC Compliance Program		100,000	100,000	
Street Light/Line Relocations	1,736	470,000	470,000	
Unit 7 Boiler Tubes				150,000
Unit 8 Nitrogen Oxide Control	30,306		25,000	350,000
Unit 8 Mercury Emission Monit	250,432		50,000	
CIP Sub-Total	4,434,748	13,555,000	12,225,813	15,530,000
Utilities Total	40,354,650	60,765,618	53,844,037	64,214,777
General Government:				
Executive Management	117,308	126,061	129,677	132,201
Legal Services	36,834	61,276	64,900	90,443
Public Records	26,802	28,538	28,943	28,022
Human Resources	92,752	100,328	94,232	99,535
Accounting & Reporting	254,197	264,365	259,298	266,091
Finance Admin/Budget	136,890	143,294	141,346	145,884
Public Relations	27,582	28,440	29,678	30,602
GIS Reimbursables		15,048	15,089	15,175

ENTERPRISE - ELECTRIC UTILITY, continued

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
General Government, continued:				
Facilities	35,662	34,902	35,588	34,138
Merit/Payroll Adjustments		25,457		22,309
Purchasing Services	205,840	218,588	218,589	216,041
General Gov't Total	<u>933,867</u>	<u>1,046,297</u>	<u>1,017,340</u>	<u>1,080,441</u>
Total Before Transfers	41,288,517	61,811,915	54,861,377	65,720,218
TRANSFERS:				
Payment in Lieu of Taxes	<u>1,688,368</u>	<u>1,800,411</u>	<u>1,800,411</u>	<u>1,814,794</u>
TOTAL EXPENSES	42,976,885	63,612,326	56,661,788	67,535,012
Excess (Deficit) Revenues				
Over (Under) Expenses	8,177,588	(8,861,886)	(5,417,138)	(12,330,762)
Beginning Balance	<u>25,250,631</u>	<u>22,337,870</u>	<u>33,428,219</u>	<u>28,011,081</u>
Ending Balance	33,428,219	13,475,984	28,011,081	15,680,319

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	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Process Server	1,054	2,500	1,000	1,000
Miscellaneous	4,325	4,140	4,240	4,240
Illegal Parking	110,648	95,000	110,000	110,000
Overtime Parking	161,960	170,000	160,000	160,000
Interest Earnings	9,861	7,800	4,086	4,000
Fines/Clerk of Court	4,092	5,000	4,000	4,000
East District – Downtown	190,020	193,300	193,300	193,250
West District – Campustown	143,749	140,920	143,920	144,420
Community Safety Officer	164,840	205,000	165,000	165,000
Collection Agency Fees	11,335	15,000	12,000	12,000
TOTAL REVENUES	801,884	838,660	797,546	797,910
EXPENSES:				
Transportation:				
Parking Operation/Maintenance	202,900	227,434	220,202	213,135
Parking Law Enforcement	279,592	345,066	332,994	342,105
Parking Violation Collection	129,061	154,162	144,627	150,864
Right-of-Way Maintenance	4,512	4,602	3,657	3,763
Transportation Total	616,065	731,264	701,480	709,867
General Government:				
Legal Services	97,131	103,816	102,761	107,052
Human Resources	6,217	6,725	6,339	6,695
Accounting & Reporting	18,428	19,166	18,823	19,324
Finance Admin/Budget	3,259	3,412	3,365	3,473
Facilities	10,963	10,729	10,940	10,494
Merit/Payroll Adjustments		2,367		2,066
Purchasing Services	525	665	621	497
General Government Total	136,523	146,880	142,849	149,601
TOTAL EXPENSES	752,588	878,144	844,329	859,468
Excess (Deficit) Revenues Over (Under) Expenses	49,296	(39,484)	(46,783)	(61,558)
Beginning Balance	253,316	260,245	302,612	255,829
Ending Balance	302,612	220,761	255,829	194,271

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:

08/09 - \$.62/\$1,000 = \$1,210,300
 09/10 - \$.63/\$1,000 = \$1,270,858
 10/11 - \$.62/\$1,000 = \$1,315,338

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Metro Planning Org Reimb	32,094	15,000	25,000	25,000
FTA Section 5307	1,328,822	1,526,513	1,442,590	1,500,000
IDOT Oper Asst & Reimb	635,736	689,210	694,206	716,540
ISU Administration	530,764	557,321	557,302	576,808
Fees/Service Charges	688,067	679,206	613,506	644,389
Miscellaneous Revenue	26,867	5,600	21,000	10,000
Interest Earnings	57,320	60,000	30,000	30,000
ISU Tuition	2,760,265	2,898,375	2,898,278	3,008,118
ISU Tuition Excess	449,171	157,000	60,000	16,600
Total Before Transfers	6,509,106	6,588,225	6,341,882	6,527,455
TRANSFERS:				
Local Option Tax	46,000	47,200	45,632	
General Levy (Property Tax)	1,207,748	1,270,858	1,270,858	1,315,294
Transfer Total	1,253,748	1,318,058	1,316,490	1,315,294
TOTAL REVENUES	7,762,854	7,906,283	7,658,372	7,842,749
EXPENSES:				
Transportation:				
Fixed Route Service (Cy-Ride)	4,930,187	5,455,198	5,366,892	5,688,612
Dial-a-Ride Service	136,570	177,560	150,948	157,095
Transit Admin/Support	1,451,696	1,534,518	1,500,429	1,575,623
Total Before Transfers	6,518,453	7,167,276	7,018,269	7,421,330
TRANSFERS:				
GSB	449,171	157,000	60,000	25,000
Transit Capital Reserve	500,000	713,000	713,000	632,000
Total Transfers	949,171	870,000	773,000	657,000
TOTAL EXPENSES	7,467,624	8,037,276	7,791,269	8,078,330
Excess (Deficit) Revenues Over (Under) Expenses	295,230	(130,993)	(132,897)	(235,581)
Beginning Balance	810,457	988,610	1,105,687	972,790
Ending Balance	1,105,687	857,617	972,790	737,209

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	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
IDOT Reimbursement	865,268	1,527,196	6,501,077	2,993,600
ISU Parking	17,000	17,000	17,000	17,000
Shuttle Revenue	15,284			
Interest Revenue	24,598	10,000	12,300	12,000
Total Before Transfers	922,150	1,554,196	6,530,377	3,022,600
TRANSFERS:				
Transit	500,000	713,000	713,000	632,000
Total Transfers	500,000	713,000	713,000	632,000
TOTAL REVENUES	1,422,150	2,267,196	7,243,377	3,654,600
EXPENSES:				
Capital Improvements	1,653,915	429,000	7,166,838	3,900,000
TOTAL EXPENSES	1,653,915	429,000	7,166,838	3,900,000
Excess (Deficit) Revenues Over (Under) Expenses	(231,765)	1,838,196	76,539	(245,400)
Beginning Balance	1,236,055	400,069	1,004,290	1,080,829
Ending Balance	1,004,290	2,238,265	1,080,829	835,429

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 \$449,171 in FY 08/09 restored the fund to a positive balance.

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Interest	806	1,000	5,200	6,000
Total Before Transfers	806	1,000	5,200	6,000
TRANSFERS:				
Transit	449,171	157,000	60,000	25,000
TOTAL REVENUES	449,977	158,000	65,200	31,000
EXPENSES:				
Transfer to Operations	0	0	0	0
TOTAL EXPENSES	0	0	0	0
Excess (Deficit) Revenues Over (Under) Expenses	449,977	158,000	65,200	31,000
Beginning Balance	(182,848)	(18,348)	267,129	332,329
Ending Balance	267,129	139,652	332,329	363,329

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	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Fees & Service Charges	779,653	885,500	885,915	886,000
Developer Reimbursement	2,288	15,000	10,000	10,000
Site Plan SWPPP Review	5,700	10,000	7,500	5,000
SW Lot Development Permit	7,200	20,000	10,000	10,000
Interest Earnings	32,724	10,000	14,000	12,000
Internal Service Charges	71,820	15,000	65,000	65,000
Miscellaneous Revenue	11,936	100	300	500
Watershed Improv. Review Bd.	27,332	96,745	148,438	91,905
TOTAL REVENUES	938,653	1,052,345	1,141,153	1,080,405
EXPENSES:				
Utilities:				
Engineering	279,450	266,721	274,212	255,333
Maintenance	202,502	259,244	252,559	320,902
Merit/Payroll Adjustments		2,182		1,423
Human Resources	2,553	2,762	2,094	2,212
Customer Service	1,352	1,700	1,700	1,955
Sub-Total	485,857	532,609	530,565	581,825
Utilities CIP:				
Storm Sewer Intake Rehab	124,273	150,000	75,649	150,000
Low Point Drainage	279,278	125,000	483,861	125,000
Outlet Erosion Control	178,777	196,745	338,089	191,905
S. Water Facility Rehab	8,426	100,000	191,574	100,000
Sub-Total CIP	590,754	571,745	1,089,173	566,905
TOTAL EXPENSES	1,076,611	1,104,354	1,619,738	1,148,730
Excess (Deficit) Revenues				
Over (Under) Expenses	(137,958)	(52,009)	(478,585)	(68,325)
Beginning Balance	1,095,547	375,589	957,589	479,004
Ending Balance	957,589	323,580	479,004	410,679

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.

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Pro Shop Sales	5,309	3,700	5,100	5,100
Equipment Rental	20,127	21,200	21,850	21,350
Skate Sharpening	3,443	3,300	3,443	3,443
Admissions	42,040	44,650	45,259	42,830
Dasher Board Advertising	7,800	7,050	5,545	5,711
Ice Rink Rental	305,006	322,152	303,862	312,797
Concessions	55,135	50,372	54,220	59,150
Interest Earnings	17,009	18,000	8,300	8,300
Miscellaneous Revenue	5,810	8,000	5,805	5,805
Total Before Transfers	461,679	478,424	453,384	464,486
TRANSFERS:				
None				
TOTAL REVENUES	461,679	478,424	453,384	464,486
EXPENSES:				
Ames/ISU Ice Arena	445,399	470,933	456,779	471,235
Merit & Payroll Adjustments		1,174		987
TOTAL EXPENSES	445,399	472,107	456,779	472,222
Excess (Deficit) Revenues Over (Under) Expenses	16,280	6,317	(3,395)	(7,736)
Beginning Balance	128,204	129,594	144,484	141,089
Ending Balance	144,484	135,911	141,089	133,353

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	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Transfer from Local Option	20,000	20,000	20,000	20,000
ISU Participation	20,000	20,000	20,000	20,000
TOTAL REVENUES	40,000	40,000	40,000	40,000
EXPENSES:				
Ice Resurfacers		100,000	83,450	
TOTAL EXPENSES	0	100,000	83,450	0
Excess (Deficit) Revenues				
Over (Under) Expenses	40,000	(60,000)	(43,450)	40,000
Beginning Balance	398,428	438,428	438,428	394,978
Ending Balance	438,428	378,428	394,978	434,978

ENTERPRISE - HOMEWOOD GOLF COURSE

This fund accounts for the operation of a 9-hole municipal golf course.

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Interest Earnings	1,581	1,000	1,200	1,200
Golf Course Fees/Rentals	183,922	188,030	188,102	191,573
Pro Shop Sales	2,726	3,000	2,700	2,700
Concessions	22,590	20,154	22,942	22,942
Western Wireless Rental	25,463	25,703	25,703	26,040
TOTAL REVENUES	236,282	237,887	240,647	244,455
EXPENSES:				
Homewood Golf Course	211,931	226,895	224,592	223,922
Merit & Payroll Adjustments		777		689
TOTAL EXPENSES	211,931	227,672	224,592	224,611
Excess (Deficit) Revenues Over (Under) Expenses	24,351	10,215	16,055	19,844
Beginning Balance	28,518	41,912	52,869	68,924
Ending Balance	52,869	52,127	68,924	88,768

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 \$423,475 is the Ames share of the per capita. Prior to FY 10/11, a portion of the City of Ames per capita was provided as payment of debt service.

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Per Capita Charges	299,954	299,954	299,954	299,954
ISU Charges	222,106	250,000	225,000	225,000
Other Contracts	21,352	15,540	21,540	21,540
Sale of Metals	216,447	340,000	178,000	180,000
Electric Plant	570,317	550,000	627,000	627,000
Public Fees	37,508	37,000	37,000	37,000
Other Customers	2,343,872	2,700,000	2,400,000	2,400,000
Interest	47,761	60,000	22,000	22,000
Other Revenues	32,400	11,500	26,000	26,000
Iowa DNR Grant			825,000	
Total Before Transfers	3,791,717	4,263,994	4,661,494	3,838,494
TRANSFERS:				
General Fund	108,475	108,475	108,475	423,475
TOTAL REVENUES	3,900,192	4,372,469	4,769,969	4,261,969
EXPENSES:				
Utilities:				
Resource Recovery Process	2,156,221	2,367,720	2,363,009	2,485,083
Landfill Operations	13,058	18,700	18,460	18,473
Yard Waste Management	26,118	36,500	38,330	36,500
Processing Reject Disposal	736,904	902,056	790,500	790,500
Sub-Total	2,932,301	3,324,976	3,210,299	3,330,556
Utilities CIP:				
Recyclables Building	17	170,000	169,983	240,000
Non-Ferrous System	957,919		98,477	
Land Acquisition	168,359		114,641	
Resource Rec. Renovations	333,919	243,150	261,998	208,400
RR Bldg/Truck Bay/Fire System				50,000
CIP Sub-Total	1,460,214	413,150	645,099	498,400
Utilities Total	4,392,515	3,738,126	3,855,398	3,828,956
General Government:				
Human Resources	15,153	16,391	15,394	16,260

ENTERPRISE - RESOURCE RECOVERY - OPERATIONS AND IMPROVEMENTS, continued

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
General Government, continued:				
Legal		9,218	9,763	14,883
Accounting & Reporting	115,129	119,983	117,833	120,970
Finance Admin/Budget	13,037	13,647	13,462	13,894
Public Relations	13,791	14,220	14,839	15,301
Facilities	1,767	1,730	1,764	1,692
Merit/Payroll Adjustments		2,774		2,327
Purchasing Services	21,101	20,574	19,243	23,334
Public Works Administration	78,039	82,743	81,016	84,758
General Government Total	<u>258,017</u>	<u>281,280</u>	<u>273,314</u>	<u>293,419</u>
Total Before Transfer	4,650,532	4,019,406	4,128,712	4,122,375
TRANSFERS:				
Debt Service	<u>150,100</u>	<u>124,875</u>	<u>124,875</u>	
TOTAL EXPENSES	4,800,632	4,144,281	4,253,587	4,122,375
Excess (Deficit) Revenues				
Over (Under) Expenses	(900,440)	228,188	516,382	139,594
Beginning Balance	<u>2,204,960</u>	<u>2,287,825</u>	<u>1,304,520</u>	<u>1,820,902</u>
Ending Balance	1,304,520	2,516,013	1,820,902	1,960,496

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	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Interest Earnings	6,722	5,000	5,000	5,000
Operational Dept Charges	1,853,140	1,883,673	1,741,029	1,775,260
Total Before Transfers	1,859,862	1,888,673	1,746,029	1,780,260
TRANSFERS:				
Fleet Purchases Interest	240,000	205,000	186,393	120,000
Road Use Tax Transfer	561	51,250	15,000	
Water Transfer	561	51,250	15,000	
Sewer Transfer	561	51,250	15,000	
Total Transfers	241,683	358,750	231,393	120,000
TOTAL REVENUES	2,101,545	2,247,423	1,977,422	1,900,260
EXPENSES:				
General Government:				
Accounting & Reporting	40,047	41,643	40,831	41,898
Finance Admin/Budget	6,519	6,824	6,731	6,947
Facilities	89,502	106,730	104,101	119,762
Merit/Payroll Adjustments		3,685		2,887
Purchasing Services	4,285	4,325	4,046	3,258
General Government Total	140,353	163,207	155,709	174,752
Internal Services:				
Fleet Maintenance Services	1,768,787	1,848,434	1,704,117	1,717,898
Fleet Acquisition & Disposal	155,744	125,976	129,718	132,516
“Green” Fleet Subsidy	3,000	5,876	8,876	
Facility Improvements	2,244	205,000	60,000	
Internal Services Total	1,929,775	2,185,286	1,902,711	1,850,414
TOTAL EXPENSES	2,070,128	2,348,493	2,058,420	2,025,166
Excess (Deficit) Revenues Over (Under) Expenses	31,417	(101,070)	(80,998)	(124,906)
Beginning Balance	371,929	389,975	403,346	322,348
Ending Balance	403,346	288,905	322,348	197,442

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	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Interest Earnings	226,121	205,000	121,446	120,000
Equip. Replacement Charges	1,461,528	1,518,805	1,421,890	1,395,363
TOTAL REVENUES	1,687,649	1,723,805	1,543,336	1,515,363
EXPENSES:				
Fleet Acquisition & Disposal	828,299	1,659,900	3,512,421	1,314,500
Total Before Transfers	828,299	1,659,900	3,512,421	1,314,500
TRANSFERS:				
Fleet Maintenance Services	240,000	205,000	186,393	120,000
TOTAL EXPENSES	1,068,299	1,864,900	3,698,814	1,434,500
Excess (Deficit) Revenues Over (Under) Expenses	619,350	(141,095)	(2,155,478)	80,863
Beginning Balance	6,910,528	6,179,339	7,529,878	5,374,400
Ending Balance	7,529,878	6,038,244	5,374,400	5,455,263

INTERNAL SERVICES – INFORMATION TECHNOLOGY

Information Technology and Communication Services operate on a reimbursable basis.

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Information Technology Charges	1,164,329	1,322,998	1,247,828	1,353,696
Communication Services	225,291	224,801	226,040	226,040
TOTAL REVENUES	1,389,620	1,547,799	1,473,868	1,579,736
EXPENSES:				
General Government:				
Merit/Payroll Adjustments		8,540		6,499
Internal Services:				
Information Technology	1,164,329	1,309,559	1,247,828	1,353,696
Communication Services	225,291	238,240	226,040	226,040
Internal Services Total	1,389,620	1,547,799	1,473,868	1,579,736
TOTAL EXPENSES	1,389,620	1,556,339	1,473,868	1,586,235
Excess (Deficit) Revenues				
Over (Under) Expenses	0	(8,540)	0	(6,499)
Beginning Balance	147,526	147,526	147,526	147,526
Ending Balance	147,526	138,986	147,526	141,027

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	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Interest	68,569	60,000	35,000	35,000
Equip. Replacement Funds	376,257	257,880	284,193	221,890
Shared Comm. ISU	29,309	32,330	32,402	33,018
Shared Comm. Story County	32,009	35,030	35,210	35,826
Shared Comm. E911 Board	26,669	39,859	34,640	36,372
Shared Comm. Ames Police	35,475	33,830	33,962	34,578
TOTAL REVENUES	568,288	458,929	455,407	396,684
EXPENSES:				
Replacement Computer Equip.	210,679	192,271	227,134	128,793
Info Technology Computer Purch	148,324	220,571	337,323	91,696
Phone System Purchases	14,713		71,739	21,250
Shared Communication Project	122,697	296,315	291,480	260,294
TOTAL EXPENSES	496,413	709,157	927,676	502,033
Excess (Deficit) Revenues Over (Under) Expenses	71,875	(250,228)	(472,269)	(105,349)
Beginning Balance	2,165,892	1,925,991	2,237,767	1,765,498
Ending Balance	2,237,767	1,675,763	1,765,498	1,660,149

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	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Department Insurance Charges	1,168,714	1,156,341	1,191,682	1,240,472
Interest Earnings	22,762	20,000	10,000	10,000
City Contrib. Workers' Comp	576,382	637,758	653,000	673,220
TOTAL REVENUES	1,767,858	1,814,099	1,854,682	1,923,692
EXPENSES:				
General Government:				
Merit/Payroll Adjustments		768		794
Internal Services:				
Risk Management Admin	132,193	74,713	94,241	97,855
Workers Comp Claims	295,113	465,000	465,000	295,000
Workers Comp Admin	3,246	52,000	52,000	55,000
Liability Insurance	168,941	171,000	153,741	161,500
Auto Insurance	58,929	59,984	55,970	59,000
Excess Insurance	55,863	54,000	58,165	61,000
Liability Claims	28,009	50,000	125,000	50,000
Transit Insurance	89,419	92,102	97,002	101,000
Property Insurance	431,373	458,758	482,240	494,296
Prof. Liability Claims	34,741	34,741	28,784	30,200
Internal Safety Training	142,111	141,850	140,650	155,763
411 Medical	175,251	150,000	150,500	150,000
Police Professional Insurance	23,430	24,133	26,722	28,000
TOTAL EXPENSES	1,638,619	1,829,049	1,930,015	1,739,408
Excess (Deficit) Revenues				
Over (Under) Expenses	129,239	(14,950)	(75,333)	184,284
Beginning Balance	843,165	748,333	972,404	897,071
Ending Balance	972,404	733,383	897,071	1,081,355

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 5% rate increase is budgeted for FY 10/11. The reserve for post employment health care benefits reflects the City's liability for funding post employment health care benefits.

FUND SUMMARY	2008/09 ACTUAL	2009/10 ADOPTED	2009/10 ADJUSTED	2010/11 MGR REC
REVENUES:				
Miscellaneous Revenue	149,608		27,970	
Employee/Retiree Contributions	779,253	887,488	764,207	791,404
Medicare Supplement Contribut.	31,978	38,000	33,700	30,000
Interest Earnings	68,005	75,000	45,000	45,000
City Contributions	4,468,165	4,958,659	4,875,779	5,119,568
COBRA Contributions	8,698	5,000	39,410	9,000
TOTAL REVENUES	5,505,707	5,964,147	5,786,066	5,994,972
EXPENSES:				
General Government:				
Merit/Payroll Adjustments		1,924		1,276
Internal Service:				
Health Administration	101,248	108,201	86,641	98,678
Medical Claims	3,445,901	4,038,441	3,440,000	3,737,560
Dental Claims	297,517	308,998	304,500	318,203
Pharmacy Claims	941,284	904,081	1,045,667	1,196,470
Medicare Supplement Premium	32,378	38,000	32,000	30,000
Specific Excess Insurance	124,159	131,445	137,160	142,646
Aggregate Excess	21,000	21,735	19,625	20,410
Reinsurance	30,017	28,000	31,068	32,646
Access Fee	56,672	63,394	57,425	59,722
Health Promotion	145,777	206,945	194,426	169,140
ASO Medical	158,570	162,495	167,291	173,983
ASO Dental	20,051	20,866	20,653	21,273
Pharmacy Outcomes	26,040	26,040	26,040	26,040
Disease Management	44,249	45,540	46,684	48,551
TOTAL EXPENSES	5,444,863	6,106,105	5,609,180	6,076,598
Excess (Deficit) Revenues				
Over (Under) Expenses	60,844	(141,958)	176,886	(81,626)
Beginning Balance	1,826,172	1,550,093	1,887,016	2,063,902
Ending Balance	1,887,016	1,408,135	2,063,902	1,982,276
Reserve for Post-Employment Health Care Benefits		288,992		

ADA HAYDEN HERITAGE PARK RESTROOM

A new restroom was constructed on the south side of Ada Hayden Heritage Park. The park, acquired in 2001, includes 437 acres surrounding an abandoned rock quarry with two lakes. The hard-surface paths that circle the lakes are extremely popular with walkers, runners, bicyclists, and many dogs.

The path around the north lake is 1.4 miles in length. Walking in a figure-eight direction around both lakes is 3.2 miles.



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
Duane Pitcher	Finance	515-239-5113
Clint Petersen	Fire	515-239-5414
Paul Hinderaker	Fleet Services/Facilities	515-239-5520
Julie Huisman	Human Resources	515-239-5199
Art Weeks	Library	515-239-5630
Nancy Carroll	Parks and Recreation	515-239-5350
Steve Osguthorpe	Planning & Housing	515-239-5400
Chuck Cychosz	Police	515-239-5130
John Joiner	Public Works	515-239-5162
Sheri Kyras	Transportation – CyRide	515-239-5563
John Dunn	Water & Pollution Control	515-239-5150

ELECTRIC RATE COMPARISON
For Rates in Effect January 2008
 By Ames Municipal Electric System

RESIDENTIAL RATE COMPARISON

	250 kWh	% *	500 kWh	% *	750 kWh	% *	1,000 kWh	% *
SUMMER								
Ames Electric Svcs.	\$ 27.40	-39%	\$ 50.74	-30%	\$ 73.47	-25%	\$ 96.19	-24%
Alliant Energy	39.62		68.67		92.91		124.66	
MidAmerican Energy	29.57		50.65		71.72		92.79	
Consumers Energy	63.75		97.00		130.25		163.50	
Midland Power Coop	46.50		73.00		99.50		126.00	
WINTER								
Ames Electric Svcs.	25.08	-42%	45.36	-35%	63.94	-33%	82.51	-31%
Alliant Energy	35.00		59.43		79.66		99.90	
MidAmerican Energy	28.95		49.40		69.84		90.29	
Consumers Energy	63.75		97.00		130.25		163.50	
Midland Power Coop	46.50		73.00		99.50		126.00	

COMMERCIAL/GENERAL SERVICE/INDUSTRIAL RATE COMPARISON

	7,500 kWh	% *	10,000 kWh 40KW	% *	12,500 kWh 50KW	% *	30,000 kWh 100 KW	% *
SUMMER								
Ames Electric Svcs.	\$ 687.45	-10%	\$ 898.20	-4%	\$ 1,119.85	-4%	\$ 2,450.60	-7%
Alliant Energy	778.88		1,047.92		1,309.90		2,793.96	
MidAmerican Energy	652.33		835.88		1,019.43		2,304.28	
Consumers Energy	800.80		1,097.60		1,352.40		3,136.00	
Midland Power Coop	815.00		780.00		975.00		2,340.00	
WINTER								
Ames Electric Svcs.	\$663.26	-22%	\$ 786.08	-7%	\$ 972.25	-7%	\$ 2,150.40	-10%
Alliant Energy	601.45		737.36		921.70		1,980.08	
MidAmerican Energy	608.53		773.08		937.63		2,089.48	
Consumers Energy	800.80		1,097.60		1,352.40		3,136.00	
Midland Power Coop	815.00		780.00		975.00		2,340.00	

* % indicates difference in A.M.E.S. rates compared to average of other four utilities.

NOTE: Some utilities also offer optional rates for electric heat, time-of-use, etc.

ENERGY COST ADJUSTMENT FOR 2008 RATE COMPARISON

SUMMER RATE PERIOD

	Residential	Commercial	Industrial		
Ames Electric Svcs.	\$0.01530	\$0.01530	\$0.01530	Ames Electric Svcs.	June, July, Aug, Sep
Alliant Energy	0.01570	0.01570	0.01570	Alliant Energy	June 16 - Sep 15
MidAmerican Energy	N/A	N/A	N/A	MidAmerican Energy	June, July, Aug, Sep
Consumers Energy	0.00000	0.00000	0.00000	Consumers Energy	N/A
Midland Power Coop	0.00541	N/A	N/A	Midland Power Coop	N/A

RESIDENTIAL WATER RATE COMPARISON
Iowa Cities of 10,000 and Over Population
Rates as of September 2009

With Softening

	Population Served	Minimum	600 cf	1,000 cf	10,000 cf	50,000 cf	100,000 cf
Ames	50,731	\$ 8.05	\$ 17.47	\$ 23.75	\$ 165.05	\$ 914	\$ 1,828
Ankeny	36,116	5.62	17.50	28.10	285.15	1,422	2,856
Boone	12,803	7.37	22.97	35.45	461.19	2,326	4,657
Cedar Rapids	125,000	7.60	17.32	23.80	173.86	807	1,585
Iowa City	62,380	6.41	21.36	33.32	243.62	1,104	2,179
Marshalltown	26,009	5.15	13.67	19.35	133.35	538	1,054
Newton	15,579	7.62	13.34	19.06	117.36	550	1,079
W. Des Moines	54,726	3.00	21.45	33.75	310.50	1,544	3,087
Ames Rank Among 21		7	11	14	17	10	10

With Other Treatment

	Population Served	Minimum	600 cf	1,000 cf	10,000 cf	50,000 cf	100,000 cf
Cedar Falls	35,000	\$ 7.90	\$ 12.40	\$ 15.40	\$ 68.00	\$ 293	\$ 570
Fort Dodge	28,047	9.41	16.42	24.82	174.22	739	1,365
Marion	32,800	6.42	9.84	14.40	114.99	522	1,024
Sioux City	85,000	8.23	18.27	28.31	261.90	934	1,710
Ames Rank Among 33		12	17	21	25	16	15

Range		\$ 0.00	\$ 7.86	\$ 11.98	\$ 65.55	\$ 285	\$ 526
	to	13.56	31.72	46.58	461.19	2,326	4,657
Median Rate		\$ 7.60	\$ 17.47	\$ 24.82	\$ 199.70	\$ 850	\$ 1,684
Ames, % of Median		105.9	100.0	95.7	94.7	107.5	108.6

RESIDENTIAL SEWER SERVICE CHARGE COMPARISON
Iowa Cities of 10,000 and Over Population
Rates as of September 2009

	Population Served	Minimum	600 cf	1,000 cf	10,000 cf	50,000 cf	100,000 cf
Ames	50,731	\$ 6.55	\$ 16.63	\$ 23.35	\$ 174.55	\$ 847	\$ 1,687
Ankeny	36,116	11.91	31.67	44.84	356.00	1,727	3,468
Boone	12,803	3.00	45.42	73.70	710.00	3,538	7,073
Cedar Falls	35,000	13.05	19.53	26.01	171.81	820	1,630
Cedar Rapids	125,000	13.98	19.98	25.98	160.98	761	1,511
Fort Dodge	28,047	12.65	16.33	23.68	189.05	924	1,843
Iowa City	62,380	8.15	28.10	44.06	403.16	1,999	3,994
Marshalltown	26,009	10.27	20.83	27.87	186.27	890	1,770
Newton	15,579	7.24	16.52	25.80	234.60	1,163	2,323
Sioux City	85,000	9.03	22.57	36.11	346.00	1,719	3,434
W. Des Moines	54,726	2.50	20.95	33.25	310.00	1,540	3,078
Ames Rank Among 35		22	23	29	27	27	27

Range		\$ 1.92	\$ 11.08	\$ 15.13	\$ 106.25	\$ 511	\$ 1,018
	to	19.00	45.42	73.70	710.00	3,538	7,073
Median Rate		\$ 8.15	\$ 19.98	\$ 27.70	\$ 234.60	\$ 1,145	\$ 2,286
Ames, % of Median		80.4	83.2	84.3	74.4	74.0	73.8

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