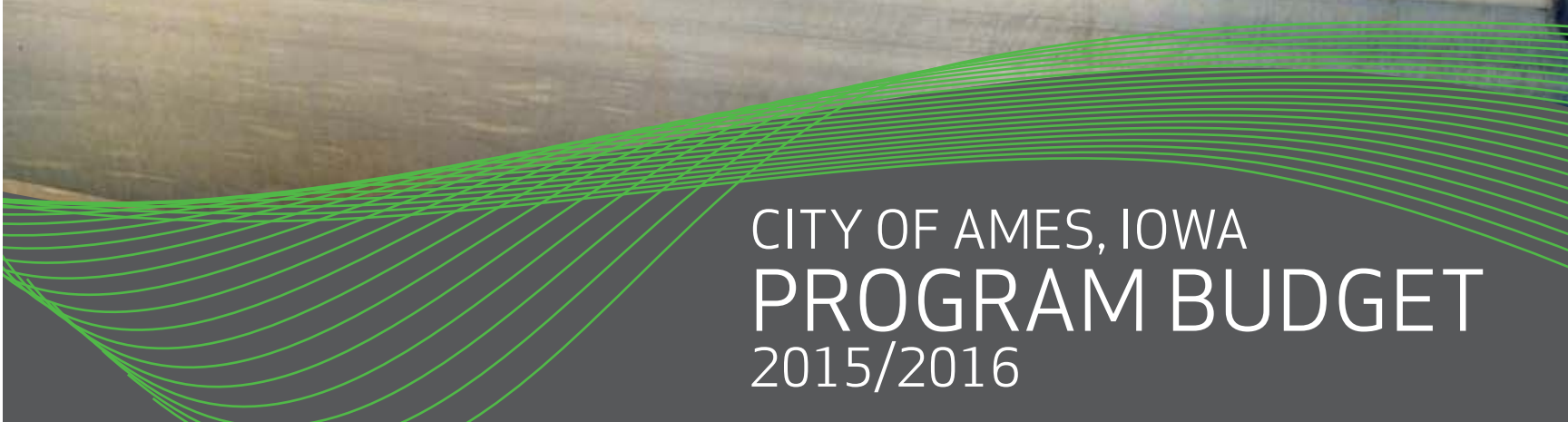




CITY OF
Ames™



CITY OF AMES, IOWA
PROGRAM BUDGET
2015/2016



The theme for this year's Budget is the Library renewal project, a plan that expanded and renovated the Ames Public Library at its current location. The project increased the building from 48,000 square feet to 77,455 square feet, renovated all areas of the library, and transformed this beloved community asset into the open and inviting library Ames deserves. The design for the project is based on years of planning and study along with feedback from many public forums. Artist renderings, photographs, and floor plans fill the pages of this year's Budget.

A decorative graphic at the bottom of the page consisting of multiple thin, parallel, wavy lines in a light green color, creating a sense of movement and flow.

Smart Choice

CITY OF AMES, IOWA

2015/16 PROGRAM BUDGET

**ADOPTED BY THE CITY COUNCIL
MARCH 3, 2015**

**MAYOR
ANN CAMPBELL**

**COUNCIL MEMBERS
GLORIA BETCHER
AMBER CORRIERI
TIMOTHY GARTIN
MATTHEW GOODMAN
CHRIS NELSON
PETER ORAZEM**

**CITY MANAGER
STEVEN L. SCHAIKER**



Mission Statement

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

We Value...

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

We Are...

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

Caring People, Quality Programs, Exceptional Service

TABLE OF CONTENTS

| | |
|--|------------|
| City Manager’s Budget Letter..... | 1 |
| City Council Goals and Objectives | 8 |
| How To Use This Budget Document..... | 9 |
| Budget and Fiscal Policies | 13 |
| City of Ames Organizational Chart..... | 23 |
| Property Tax Levy | 33 |
| City of Ames Honors | 36 |
| Grand Totals | 37 |
| Revenue Highlights | 41 |
| Expenditure Highlights | 47 |
| Change in FTEs | 52 |
| CIP Information | 56 |
| Long-Range Planning..... | 66 |
| Public Safety Program | 71 |
| Utilities Program..... | 115 |
| Transportation Program | 175 |
| Community Enrichment Program | 207 |
| General Government Program | 267 |
| Debt Service | 309 |
| Internal Service Program..... | 315 |
| Transfers..... | 328 |
| Fund Summaries | 329 |
| Explanatory Notes..... | 387 |
| Alphabetical Index By Subject | 390 |



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

City of Ames

Iowa

For the Fiscal Year Beginning

July 1, 2014

A handwritten signature in black ink, appearing to read 'Jeffrey R. Erwin'.

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Ames, Iowa for its annual budget for the fiscal year beginning July 1, 2014. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communication device.

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



July, 2015

Mayor and Ames City Council:

In last year's budget message I indicated there was reason to be optimistic that our local economy was showing signs of emerging from the financial downturn that had gripped the country for many years. I am happy to report that this year there are specific indicators that verify this economic resurgence. Demand for additional industrial, commercial, and residential development continues to increase as we experience further growth in Iowa State University enrollment as well as in the number of new jobs created in our community. Due to this growth in development we are projecting that the number of building permits issued in FY 2014/15 will increase by 18% over the previous year's total. Because of this upturn in the local economy, \$91,602,424 of additional taxable property valuation was added. Another indicator of the improved financial health of our community is evidenced by the increase in our Local Option Sales Tax receipts, which are projected to increase by \$362,250 in FY 2015/16, or 5%, over the prior year's adopted level.

The attached Adopted Budget for Fiscal Year 2015/16 reflects this excellent financial environment. Expenditures totaling \$258,026,896 are included for the various programs and services that we plan to provide to our customers during this fiscal year.

This letter provides a summary of some of the major highlights included in this program budget.

PROPERTY TAXES - 2.5% Tax Rate Decrease - From \$10.86 to \$10.63

The budget reflects an overall property tax rate decrease of 2.1% from \$10.86 per \$1,000 of taxable valuation to \$10.63 per \$1,000 of taxable valuation. The property tax rate decrease reflected in this budget is intended to mitigate the impact of the increase in the state-mandated rollback percentage from 54.40% to 55.73% for residential properties and the 3.9% increase (\$55,964,000) in property valuations due to reassessments on existing properties as the result of an improving housing market. Due to the excellent work of the department heads and their staff members, expenditures to finance the operations supported by the General Fund are budgeted to increase by 3.6% in FY 2015/16. As a result of their efforts, this relatively small increase in expenses will require only an additional \$392,291 in property tax revenue to balance this budget and maintain a 23.3% available balance in the General Fund.

You will note that in FY 2015/16 the budget reflects funding of \$1,038,180 from the State government to meet its obligation to replace lost property tax revenue as the result of the new state legislation that now applies a 90% rollback on the assessed values for commercial and industrial properties.

INCREASED CAPACITY TO RESPOND TO ECONOMIC DEVELOPMENT REQUESTS

One of the top goals of the City Council is to promote economic development in our community. As I mentioned at the outset of my letter, we are fortunately experiencing extraordinary growth in our economy. In order to accommodate this growth and respond to the increasing number of development requests in a timely manner, a new Planner position has been approved beginning in FY 2014/15. The investment of approximately \$100,000 for this new position in FY 2015/16 will allow us to stay on schedule with the ambitious work program of the Planning Division that includes updating our Land Use Policy Plan, finalizing a Lincoln Way Corridor Study, and completing numerous analyses related to updates to the Municipal Code and zoning map to accomplish the City Council's goal of promoting economic development.

ELECTRIC UTILITY - No Rate Increase

The utility's major focus will be on the conversion of our power plant from coal fired boilers to natural gas. The City Council's decision to pursue this estimated \$26,000,000 project was in response to the need to select the most economically viable alternative that would have the highest probability of meeting federal air quality requirements within the mandated timelines and would meet the City Council's goal to expand our sustainability efforts.

Converting our power plant to natural gas is estimated to reduce carbon emissions by 40%, or approximately 312,000 tons of CO₂ per year. This conversion, coupled with our current commitment of 14.2% of renewable energy (2.8% from the burning of the community's refuse in our power plant boilers and 11.4% from the purchase of 30 megawatts of wind energy), will place us well on the way to accomplishing the sustainability goal of the City Council.

While no electric rate increase has been included in this budget, the full impact of the gas conversion project should be felt first in FY 2016/17 when the Energy Cost Adjustment portion of our customers' bills will be increased by an estimated 5% to reflect the higher costs of burning natural gas in our power plant. In addition, in FY 2017/18 we are projecting the need for a 4% rate increase to complete the financing of the conversion project.

In the meantime, a strong effort was exerted to hold down the expenditures in the operations of this utility to help delay the need for an immediate rate increase. As a result, the estimated expenditures for operations, less purchased power, are less than 1% higher in FY 2015/16 than the previous year's adopted level.

WATER UTILITY - 4% Rate Increase

Here again, one project will dominate the attention of the staff in this utility – the new \$74,000,000 water treatment plant. In keeping with the City Council's sustainability goal, we have received a \$6,224,000 forgivable loan for this project because of our commitment to construct this new facility to a LEED certified standard.

In anticipation of the opening of the new plant in a few years, an effort has been made to forestall as much maintenance costs on the old plant as possible. Therefore, the FY 2015/16 operations budget calls for an actual decrease in expenditures of .3% as compared to the prior fiscal year. **The 4% water rate increase that is incorporated into the budget represents the last in the series of increases needed to finance the new treatment plant.**

Innovation is a value that drives our thoughts and actions in the city organization. An excellent example of this value is evidenced in the creation of the Student Intern Operator positions at the water plant. These positions allowed us to eliminate a full-time position as well as to reduce the number of weekend work days required of the remaining Operators.

In order to preserve the capacity of the 22 existing wells, a new program for routine well rehabilitation has been introduced into this budget. Four wells are scheduled for rehab in FY 2015/16.

SANITARY SEWER UTILITY - 5% Rate Increase

In 2014, the Water Pollution Control facility received the Platinum Peak Performance Award for the 24th consecutive year. This award represents the third longest record in the nation for operating compliance.

The budget includes funding to upgrade the communication components of the Flood Early Warning System. The City will pay for 40% of the system, while the remaining 60% is split among Story County, the Iowa Department of Transportation, and Iowa State University.

If this new system is removed from the calculation, the operating budget for this utility will increase by only 1.5% over the prior year's adopted level. **Therefore, the need for the 5% sewer rate increase is predominantly due to the Sanitary Sewer Rehabilitation capital improvement project that will allocate more than \$18,000,000 over the next five years to the repair or replacement of deficient sewer lines and deteriorated manholes.** These upgrades will decrease the amount of clean water entering the sanitary sewer system and eliminate the need for treatment at the Water Pollution Control Plant. This project was judged to be the most cost-effective strategy for maintaining adequate capacity for the Plant.

STORM SEWER UTILITY - No Monthly Fee Increase

As you know, the current monthly Storm Water Utility fee of \$3.45 per equivalent residential unit (ERU) is not adequate to cover the operational maintenance and capital improvement costs related to handling the ever-increasing amount of storm water that is transported through our community due to the increase in development and its associated impervious surfaces. Therefore, in FY 2015/16, \$777,189 from storm water utility fee revenues is being budgeted for various storm water capital improvement projects and maintenance work by City crews. An additional \$644,000 of G.O. Bond funding is needed to complete the planned capital improvement projects. Should the Council continue to rely partially on the issuance of debt to fund some of the needed capital improvement projects, it is estimated that the monthly ERU rate will need to be increased by \$0.25 in FY 2016/17 and another \$0.25 in FY 2018/19.

Since 2007, there has been one FTE (Storm Water Specialist) devoted to administering the Municipal Separate Storm Sewer System (MS4) permit issued by the EPA. This employee is aided by a part-time consultant. Their responsibilities include: plan review, field inspections, education/outreach, coordination with other environmental groups, monitoring chemical applications on public properties, and monitoring/meeting MS4 permit activities. **Because of the increase in development throughout the community and in the demands of the MS4 permit, additional staff time is needed to comply with the MS4 permit. Therefore, the FY 2015/16 budget includes a new 3/4 FTE for a Storm Water Specialist.** The incremental cost of this position is \$23,400, since the consultant expenses will be eliminated from the budget.

Staff time associated with administering the MS4 permit has not been covered by the permit fees, as originally hoped. **The FY 2015/16 budget includes minimal permit fee increases to better cover these costs. In addition, two new permits, the subdivision stormwater plan review (\$450) and the grading plan review (\$250), are being introduced.** The grading permit will enable developers to advance construction activities, while complying with the MS4 permit. Even with these fee increases, the projected expenses for administering the MS4 permit will exceed revenues by \$74,800. This difference is covered from the Storm Water Utility.

RESOURCE RECOVERY UTILITY - No increase in Per Capita or Tipping Fees

The staff in this utility remains some of the most innovative employees we have in the City organization. They are constantly exploring ways to improve the efficiency of the Resource Recovery Plant. In 2013, a slow speed, high torque shredder replaced an older model which reduced the electric consumption at the Plant. In addition, the staff was able to design and fabricate the replacement for a major conveyor at the Plant. **Because of their dedication, the budget reflects only a 1.7% increase in operational expenses for FY 2015/16.**

The financial status of this utility remains strong, which allows us to maintain the Per Capita charge to our member cities and Story County to support this operation at \$9.10. In addition, this budget shows no increase in the \$52.75 per ton tipping fee to the garbage haulers.

Since the Per Capita fee remains the same for FY 2015/16, the City's property tax support for this utility will again be \$452,862.

ADMINISTRATIVE SERVICES - New Activity

Historically, each department is assigned specific administrative support staff to answer customer questions, direct customers to the appropriate staff members, and provide customers with materials that will assist them in their interaction with the City. Because the offices of community development related services are located in close proximity to each other on the second floor of City Hall, we have a unique opportunity to streamline the interactions with customers who many times need to interact with staff members in all of three of these offices.

Seizing upon this opportunity, the budget reflects the creation of a new Administrative Services function. This new arrangement combines the clerical staff from the Planning and Housing Department, Public Works Department, and Inspections Division of the Fire Department into one central location. The goal of this new activity is to share services, increase collaboration, and provide a "one-stop-shop" related to our community development services.

GENERAL FUND PROJECT ADDITIONS

In some years we are fortunate to have available funds from the prior year that have accumulated either because expenditures came in less than budgeted or revenues received surpassed the appropriated totals. When this happens, I have explained that the City Council could take advantage of these additional funds by applying them to reduce property taxes. However, because this excess should be considered "one-time funding", I believe the wiser approach is to apply them to specific one-time projects where continued funding will not be required.

Available funding for the Adjusted FY 2014/15 budget totals approximately \$1,700,000. This abnormally high total is attributed to 1) \$598,467 in higher than anticipated building permit fees in FY 2013/14, 2) \$623,436 in expenditure savings in FY 2013/14 due to staff vacancies, reduced overtime, and lower than expected fleet maintenance costs, and 3) an additional \$524,753 to be received in Local Option Sales Tax revenue in FY 2014/15 that will be transferred to the General Fund for property tax relief.

The timing of these additional funds comes at a very fortuitous time since we were able to earmark them for the following projects in FY 2014/15, thereby eliminating the need to raise property taxes to accomplish them.

| | | |
|------------------------|------------|---|
| Planning Services | \$100,000* | For additional funding to update LUPP *(Total amount accumulated = \$228,000 for consultant \$80,000 for Lincoln Way Corridor Study \$40,000 for temporary Planner) |
| Planning Services | \$50,000 | For development of concept plan related to East Industrial Area |
| Facilities | \$700,000 | For City Hall roof replacement |
| Facilities | \$500,000 | For City Hall parking lot repair |
| Facilities | \$30,000 | For renovation of Planning/Public Works offices |
| City Council | \$20,000 | For workshops expenses associated with Council goals (Evidence-Based Youth Programming) (Improving Environment for Entrepreneurialism) |
| Law Enforcement | \$45,000 | For depreciation of mobile data terminals |
| Information Technology | \$45,000 | For furniture needed for relocation to City Hall |
| Public Relations | \$200,000 | For City brand implementation |

URBAN FOREST DIVERSIFICATION & REFORESTATION PROGRAM

The City Council recently approved a twenty year plan to respond to the pending infestation of the Emerald Ash Borer on trees in the City's rights-of-way. During the first five years of the plan implementation, we will focus our efforts on removing both trees with a diameter of 6 inches or less and defective trees. To mitigate the visual impact of tree removal in our neighborhoods, only every fourth tree on a block will be removed annually. The remaining trees will receive chemical treatment until they are removed. Finally, the impacted areas will be replanted with new trees with an emphasis on diversity of species.

The FY 2014/15 adjusted budget includes \$291,655 to initiate this plan (\$200,062 in Right-of-Way Maintenance and \$91,593 in Parks Maintenance). In FY 2015/16, the budgeted amount for this program decreases to \$229,627 (\$211,098 in Right-of-Way Maintenance and \$18,529 in Parks Maintenance).

LIBRARY SERVICES

The much anticipated opening of our newly renovated Library was accomplished in FY 2014/15. The expansion of the building to 78,992 square feet posed significant challenges to providing staff coverage in this larger facility. As a result, the overall departmental structure was reorganized. You will note the net increase in FTEs is 3.75 from the reorganization. While 4.75 new part-time positions were added by transitioning existing temporary employees to permanent part-time positions, the overall budget was not impacted. To offset the cost of these new positions, savings were generated through the elimination of the Assistant Director position, along with a reduction in the amount budgeted for temporary salaries.

TRANSIT

Because of the ever-increasing enrollment at Iowa State University, ridership on CyRide is anticipated to grow to 6.8 million rides in FY 2014/15. This total represents a staggering 59% increase in ridership since FY 2006/07.

The Transit Board recently reaffirmed its support for maintaining the current high level of service to our riders. However, the magnitude of the growth in ridership, along with cutbacks in federal funding for vehicles, has caused a number of operational and infrastructure challenges that need to be addressed in the near future. A critical issue being discussed by the Transit Board is the appropriate level of financial support that should be provided by each of the funders. As ISU enrollment has increased, so too has the student's overall percentage of the ridership. While ISU students represent over 90% of the ridership on CyRide, the contribution from students' fees equals 67% of the total provided by the three funding parties. Ultimately, no significant change in the funding percentages was agreed to. Therefore, to meet the ever-increasing ridership, the FY 2015/16 budget includes the following additional services: 1) five additional hours of weekday service per day and 2) an additional bus on the Gray route each weekday from 7 a.m. to 10 p.m. The City's contribution to CyRide will increase by 5.03% in FY 2015/16 or an additional \$79,401 over the previous year.

PARKING

A review of the Parking Fund reveals that expenditures for our parking operations are expected to exceed revenues generated from parking space rentals, overtime violations, illegal parking violations, and parking meter collections by \$53,045 in FY 2015/16. Some of this deficit in financing can be attributed to the loss of revenue that has been historically waived in support of events in Downtown and Campustown. For example, in 2014 these waivers totaled approximately \$18,000. Fortunately, there is a sufficient balance in the Parking Fund so that an immediate increase in our fees is not required.

An important policy issue that the Council should consider in the near future is whether or not to finance the reconstruction of the City parking lots with revenues from the Parking Fund, or from the General or Local Option Sales Tax Funds. If a preference is to rely on parking operations revenue to finance the lot improvements, the Council should give serious consideration to increasing these fees in the near future to begin to accumulate the necessary funds to pay for these repairs.

Many of you are aware of our Excellence Through People (ETP) initiative. One of the goals of ETP is to provide exceptional service to our customers, at the best price. The program budget that was prepared by our department heads for the City Council's approval assures that this goal is being met!

In addition, I need to recognize Duane Pitcher, Finance Director; Nancy Masteller, Budget Officer; Emily Burton, Finance Department Secretary; Bob Kindred, Assistant City Manager; and Melissa Mundt, Assistant City Manager for their assistance in providing the leadership to complete this important management tool.

Respectfully submitted,



Steven L. Schainker
City Manager

City Council Goals

Established January, 2014

Revised January, 2015

To Be Accomplished by December 31, 2015

PROMOTE A SENSE OF ONE COMMUNITY

- ❖ Review “One Community” report to identify action steps to improve community involvement and integration
- ❖ Develop a process for neighborhood engagement to proactively address community issues
- ❖ Work with the school districts within Ames to identify mutual goals

STRENGTHEN DOWNTOWN AND CAMPUSTOWN

- ❖ Develop a façade grant program for Campustown
- ❖ Consult with Main Street Iowa (IEDA) regarding downtown betterment and funding opportunities

EXPAND SUSTAINABILITY EFFORTS

- ❖ Research what other cities are doing to consider environmental impact when implementing policies
- ❖ Build energy efficiency strategy into transportation planning
- ❖ Explore options for parking standards that improve storm water management
- ❖ Develop a greenbelt trail plan

ADDRESS HOUSING NEEDS

- ❖ Explore ways to encourage availability of all types of housing
- ❖ Investigate ways to increase availability of affordable housing
- ❖ Reevaluate building and zoning codes to determine if changes should be made to improve the existing housing stock at a lower cost
- ❖ Explore creation of tenant and landlord services, including education, complaint and conflict resolution with GSB, ISU, Ames Rental Association, etc.

STRENGTHEN HUMAN SERVICES

- ❖ Increase the accountability of funded services
- ❖ Proactively engage with the ASSET funders in understanding the needs in the community (including mental health and youth needs)

PROMOTE ECONOMIC DEVELOPMENT

- ❖ Review and update the economic development policy
- ❖ Pursue the industrial park opportunity
- ❖ Examine the LUPP for relevancy and effectiveness
- ❖ Develop a brand communication plan
- ❖ Identify characteristics of the type of community that supports ISU’s technology transfer efforts

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’ decision. 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 balances. 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
- Transit Fund

Combined, these major funds represent approximately 80% of total City expenses. In the Fund Summary section, see the index for funds by type and the top of each fund sheet for its definition or usage.

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 financial statements and schedules. The service measures are designed to assist users in assessing the economy, efficiency, and effectiveness of services provided. The future budget year's projected measures are an estimate or target.

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 second 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 in October for project carryovers from the previous fiscal year and prepares a final amendment 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, and printing; and external charges for training, conferences, dues, recruiting, utilities, repairs, maintenance, 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 and software, 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 a program activity are 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.

It is not always possible to assign the 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 the Manager Recommended or Adopted column and the Adopted column for the previous fiscal year.

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 2,080 hours of work per year by full-time and permanent part-time employees (52 weeks times 40 hours per week equals 2,080 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 capital assets in the Enterprise and Internal Service Funds, and inventory in all of the funds. Excluded from liabilities are employee benefits which are not recorded on City books, but are shown in the audited City financial statements as a liability.

Emphasis has been placed on the beginning balances for the current year adjusted, which are then carried forward based on the estimated revenues and expenditures to estimate a beginning balance for the beginning of the next 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.

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 hookup 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.

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 information about the market for the fees being assessed.
- 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 encumbrance; 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 recovered will be credited to the Equipment Replacement Fund. The City Information Technology 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 within the operating program budget. 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 benefitted 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, follow a policy of full disclosure on every financial report and bond prospectus (Official Statement), and strive to maintain the highest bond rating that is financially feasible.

Debt Capacity

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

Abated Debt – If the City debt management analysis shows that adequate debt capacity is available and will remain available, general obligation bonds may be issued for City enterprise fund activities. The

repayment of this debt will be provided by the activity receiving funding. The City's annual budget will provide a report of all abated debt and the source of funding for repayment of the debt.

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

Conduit Financings

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

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

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

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

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

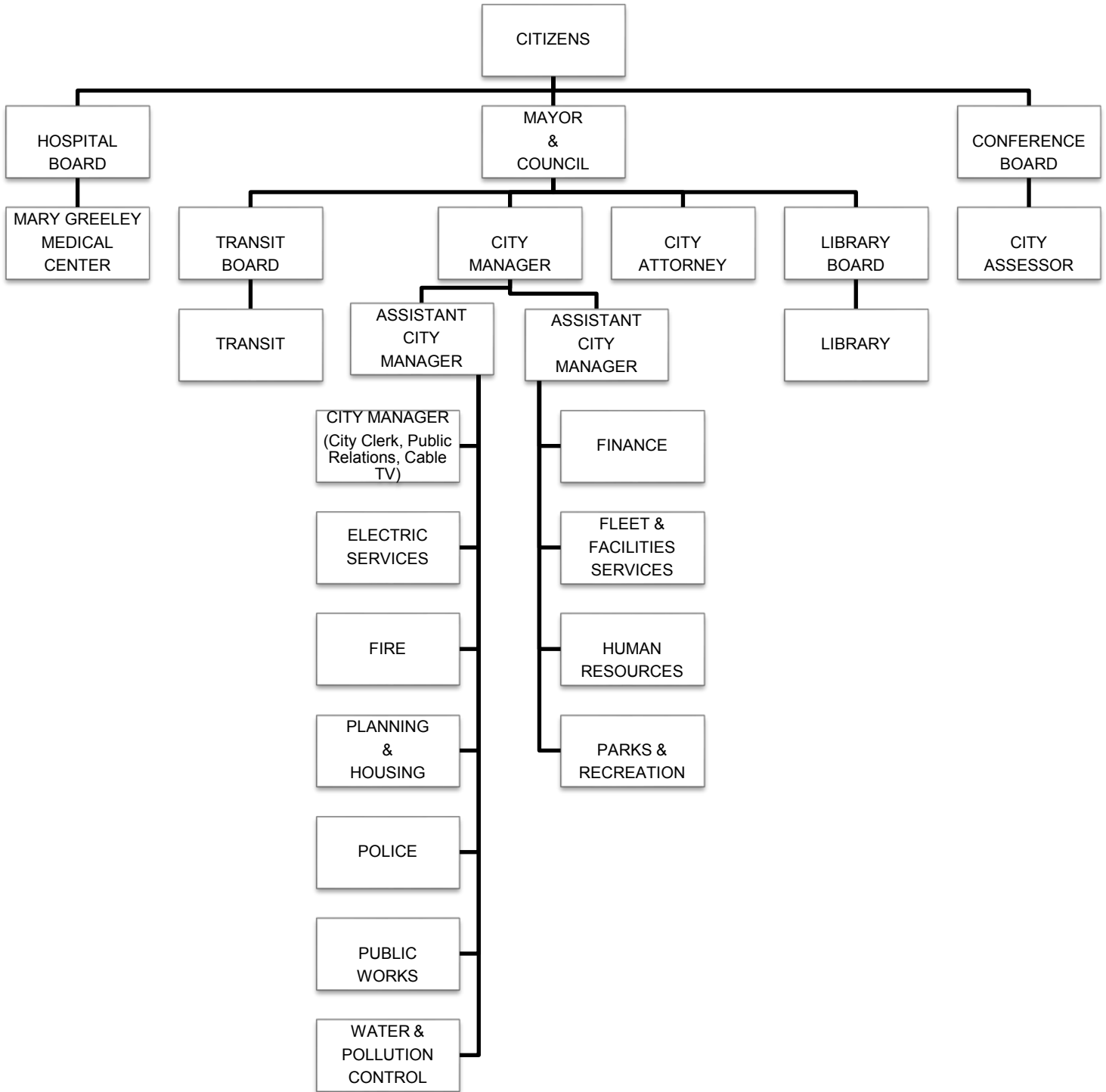
The work scope necessary to address these issues will vary from request to request, and will have to be determined on a case-by-case basis. Additionally, the City should generally be fully reimbursed for the cost of evaluating the request; however, this should also be determined on a case-by-case basis.

EXCELLENCE THROUGH PEOPLE (ETP)

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

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

CITY OF AMES, IOWA ORGANIZATIONAL CHART



AMES CITY COUNCIL APPOINTEES

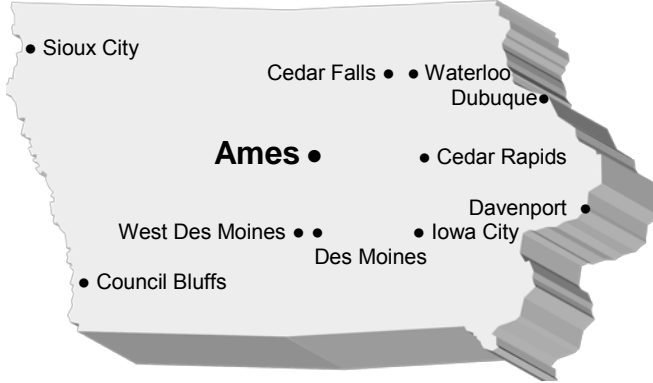
| Name | Title | Phone Number |
|-----------------|---------------|---------------------|
| Steve Schainker | City Manager | 515-239-5101 |
| Judy Parks | City Attorney | 515-239-5146 |

CITY OF AMES, IOWA, DEPARTMENT HEADS

| Name | Department | Phone Number |
|----------------|---------------------------|---------------------|
| Donald Kom | Electric | 515-239-5171 |
| Duane Pitcher | Finance | 515-239-5114 |
| Shawn Bayouth | Fire | 515-239-5414 |
| Corey Mellies | Fleet Services/Facilities | 515-239-5520 |
| Vacant | Human Resources | 515-239-5199 |
| Lynne Carey | Library | 515-239-5630 |
| Keith Abraham | Parks & Recreation | 515-239-5350 |
| Kelly Diekmann | Planning & Housing | 515-239-5400 |
| Chuck Cychosz | Police | 515-239-5130 |
| John Joiner | Public Works | 515-239-5162 |
| Sheri Kyras | Transportation – CyRide | 515-239-5563 |
| John Dunn | Water & Pollution Control | 515-239-5150 |

THE AMES COMMUNITY – MISCELLANEOUS STATISTICS

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



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

Date of Incorporation: 1864

Form of Government: Council – Manager

Fiscal Year: July 1 through June 30

Area: 24.5 square miles

| POPULATION | |
|--|--------|
| 1980 | 45,775 |
| 1990 | 47,198 |
| 1995 | 48,691 |
| 2000 | 50,731 |
| 2010 | 58,965 |
| Ames is the home of Iowa State University with a student population of about 34,732. | |

| SCHOOL ENROLLMENT | |
|-------------------|-------|
| 1980 | 5,031 |
| 1990 | 4,802 |
| 2000 | 4,754 |
| 2010 | 4,280 |
| 2011 | 4,224 |
| 2012 | 4,229 |
| 2013 | 4,244 |
| 2014 | 4,312 |

| UTILITIES CUSTOMERS | |
|-----------------------|--------|
| Electric | 25,683 |
| Water | 17,550 |
| Wastewater | 17,444 |
| Storm Sewer | 26,055 |
| Yard Meter/Irrigation | 1,671 |

| MISCELLANEOUS CENSUS INFORMATION | | CLIMATE | |
|--|---|----------------------------|--------------|
| Median Age of Population | 23.8 years | Average Winter Temperature | 24.0 degrees |
| Median Household Income | \$ 40,321 | Average Summer Temperature | 74.0 degrees |
| | | Average Annual Rainfall | 35.83 inches |
| | | Average Annual Snowfall | 31.0 inches |
| Police Protection – One Station | Fire Protection – Three Stations | Library – One Main | |
| 52 Sworn Officers | 54 Full-time Firefighters | Bookmobile | |

| RANKED NATIONALLY AS A GREAT PLACE TO LIVE | |
|---|--|
| <i>"Second Best College Town In The Nation" – American Institute for Economic Research – 2014 and 2013 (college towns with fewer than 250,000 residents); based on culture, entertainment, earning potential, student diversity, and cost of living</i> | |
| <i>"One Of The 25 Best Places To Retire" – Forbes Magazine (February 2013) – based on cost of living, taxes, crime, availability of doctors, opportunity to stay active with outdoor exercise, and volunteer work</i> | |
| <i>"America's 20 Geekiest Cities" – Forbes.com (August 2011)</i> | |
| <i>"Top 10: 2010 MSN Real Estate Most Livable Bargain Markets" – MSN.com (2010)</i> | |
| <i>"Ninth Best Place To Live" – CNNMoney.com (2010)</i> | |
| <i>"Top 25 Best Places to Retire" – CNNMoney.com (2010)</i> | |
| <i>"#1 Ozone Ranking America's Greenest Cities" – Forbes.com (2010)</i> | |
| <i>"Fifth Best Place To Live The Simple Life" – AARP (2009)</i> | |

THE AMES COMMUNITY

PRINCIPAL EMPLOYERS

| <u>Employer</u> | <u>Employees</u> | <u>Percentage of Total City Employment</u> |
|-----------------------------------|------------------|--|
| Iowa State University | 15,654 | 30.93% |
| Mary Greeley Medical Center | 1,289 | 2.55% |
| City of Ames | 1,281 | 2.53% |
| Iowa Department of Transportation | 925 | 1.83% |
| McFarland Clinic, P.C. | 920 | 1.82% |
| Hy-Vee Food Stores | 809 | 1.60% |
| Ames Community School District | 675 | 1.33% |
| Danfoss ¹ | 650 | 1.28% |
| Wal-Mart | 440 | 0.87% |
| Ames Laboratories | 432 | 0.85% |

¹ Formerly Sauer-Danfoss.

Major private sector employers in Ames include: McFarland Medical Clinic; Hy-Vee Food Stores; Danfoss Corporation, a hydro-transmissions manufacturer; Wal-Mart; Hach Chemical, a manufacturer of water analysis equipment; and Workiva, a developer of cloud-based SEC reporting software.

Major public sector employers located in Ames include: Iowa State University, Mary Greeley Medical Center, the City of Ames, the Iowa Department of Transportation, the Ames Community Schools, and the National Animal Disease Center/National Veterinary Service Laboratories. The presence of these public employers has served to insulate the local economy as evidenced by the City's unemployment rate of 2.7%, compared to the statewide rate of 4.1%.

PRINCIPAL PROPERTY TAXPAYERS

| <u>Taxpayer</u> | <u>Taxable Assessed Value</u> | <u>Percentage of Total Assessed Value</u> |
|-------------------------------------|-------------------------------|---|
| Barilla America, Inc. | \$ 34,389,050 | 1.48% |
| Iowa State University Research | 32,370,170 | 1.39% |
| Campus Investors IS, LLC | 30,767,449 | 1.32% |
| North Grand Mall Partners, LLC | 23,308,630 | 1.00% |
| Clinic Building Co., Inc. | 20,475,255 | 0.88% |
| Wal-Mart Stores, Inc. | 18,050,000 | 0.78% |
| Dayton Park, LLC | 17,060,819 | 0.73% |
| Cycloneball, LLC | 16,413,150 | 0.71% |
| West Towne Condos, OOC | 14,179,458 | 0.61% |
| University West Property Owner, LLC | 13,522,162 | 0.58% |

SERVICES PROVIDED TO AMES CITIZENS:

The City of Ames provides police and fire service, library services, recreation programs, building inspections, and planning and economic development services. The City maintains the city's street system, parking lots, parks, and municipal cemeteries, as well as operates the Ames Animal Shelter, the Furman Aquatic Center, the Ames/ISU Ice Arena, Homewood Golf Course, and the Ames Municipal Airport.

Electrical service, water, sanitary sewer service, and storm water control are all provided by City utilities. The City also operates the Resource Recovery Plant, which collects garbage and converts it to refuse which can be burned for fuel at the City's Power Plant.

The City's transit system, CyRide, is operated by a board consisting of the City of Ames, Iowa State University administration, and the Government of the Student Body (GSB) at Iowa State. The City Manager serves as the City's representative on the Transit Board.

Medical service is provided by Mary Greeley Medical Center, a non-profit municipal hospital which, by City ordinance, is governed by a Board of Trustees. The hospital's financial and budget information is not included in the City's budget document, but is included in the City's annual audited financial statements.

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 Project (CIP) information for the 5-year plan and begin preparation of amended 2014/15 and proposed 2015/16 operational budgets. Resident Satisfaction Survey results are presented to the City Council. |
| OCTOBER | October 7 – Public town budget meeting to receive input from residents for budget service levels and projects. The meeting is televised and the public can call in and e-mail questions. |
| NOVEMBER DECEMBER | November 25 – City Council budget meeting to review issues, priorities, and preferences in service levels for the 2015/16 budget. Staff drafts 5-year CIP. PROBE meetings (Productive Review of Budget Entries) are conducted with Assistant City Managers, Finance Director, Budget Officer, and City departments. All revenues, operational program costs, and current year CIP adjustments are reviewed. |
| JANUARY | City Manager holds budget review meetings with departments. The City Manager’s recommended draft budget document is prepared. January 20 – CIP workshop with City Council. January 27 – Public hearing for resident input on CIP. |
| FEBRUARY | January 30, February 3, 4, 5, 10 – City Council reviews entire program budget with department heads in five (5) public meetings held on one afternoon and four evenings. |
| MARCH | March 3 – Final budget hearing and adoption of amended 2014/15 budget and 2015/16 budget. State statute requires the budget be certified with the County Auditor by March 15. |
| MAY | Departments review their budgeted revenues and expenses in May in order to make adjustments which will more accurately reflect the City’s anticipated revenues and expenses for the fiscal year ending June 30. After City Council review and approval, the amendments are submitted to the County Auditor by the end of May as required by State statute. |

THE BUDGET PROCESS

The budget process begins in late August with the Internal Service group of departments called the “Early 8”. The Early 8 group prepares budget adjustments for the current fiscal year and budget projections for the future fiscal year. PROBE (Productive Review of Budget Entries) meetings are conducted with the Assistant City Managers, Finance Director, Budget Officer, and Early 8 Department/Division Heads in September. By early October, internal service schedules are prepared from the Early 8’s approved budgets for IT services, fleet services, risk and property insurance, financial services, messenger service, and human resources.

In September, departments are asked to identify any uncompleted capital improvement projects or capital purchases from the prior fiscal year that need to be incorporated into the current year budget. These “carryover” amounts are summarized and presented to City Council in September or October as the first amendment to the current year’s adopted budget.

In early October, budget instructions, along with the internal services schedules, are sent to the rest of the City departments. Payroll projections for both the current and future fiscal years are also provided. These projections include any staffing changes, updated salary information, union settlements, and health insurance rate changes that may have occurred since the current year’s budget was adopted. The departments then have until mid-November to complete adjustments for the current fiscal year and projections for the future fiscal year.

Departments also prepare proposed Capital Improvement Plan (CIP) project sheets in September and October. The City Manager’s Office conducts tours with each department in October to review the proposed projects, and revised project sheets are submitted to the Finance Department by mid-November. The Finance Department edits the sheets and prepares summary reports for the City Manager to determine the total funding necessary for the proposed projects.

Preliminary fund projections are prepared after the mid-November operational budget and CIP deadlines. The month of December is spent in PROBE meetings with the remaining City departments to review their operational budgets. CIP review meetings are also held to determine the adequacy of funding, and a draft CIP document is prepared.

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

A budget overview is presented to City Council in late January or early February, followed by departmental budget presentations. A final budget wrap-up meeting is held in early February to approve the amended current year budget, the future year budget, and the Capital Improvement Plan.

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

In April, a final amendment to the current year’s budget is prepared if necessary. Any necessary amendments are summarized by the Finance Department and presented to the City Manager and the City Council by the end of May. Amendments are submitted to the County Auditor by the end of May as required by the State of Iowa.

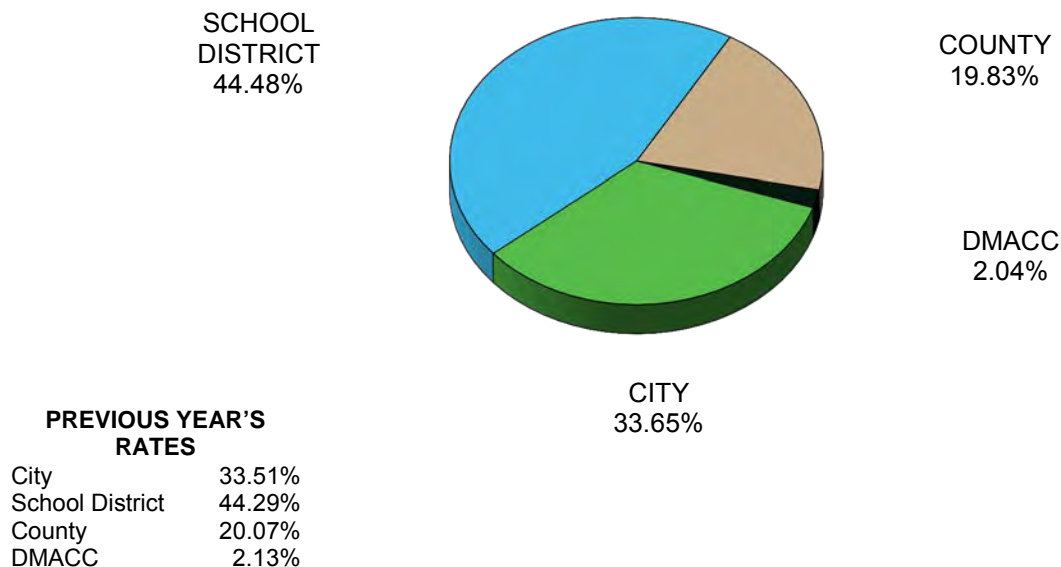
ACCOUNTING/BUDGET BASIS

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

PROPERTY TAXES

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

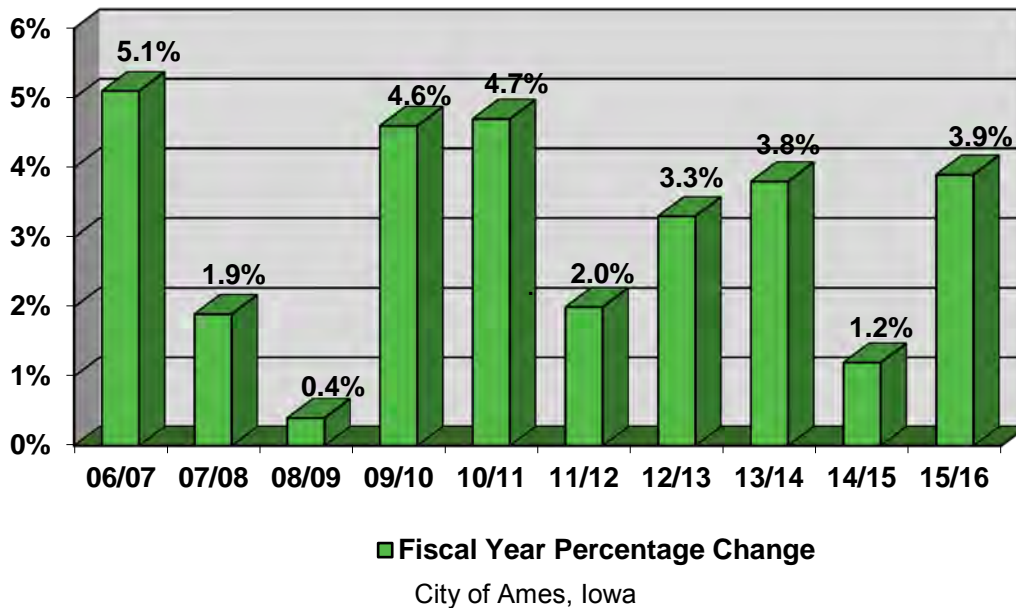
2014/15 PROPERTY TAX RATES



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

VALUATION GROWTH

VALUATION PERCENTAGE INCREASE 10 YEARS OF DATA



The 2015/16 budget is based on a \$91,602,424, or 3.9%, increase in the City's taxable valuation. The average annual valuation increase over the last ten years is 3.1%. The total taxable valuation of \$2,444,958,642 is made up of the following components:

| | Taxable Valuation | Percentage of Valuation | Change From Prior Year |
|-----------------------------|----------------------|----------------------------|---------------------------|
| Residential property | 1,549,839,267 | 63.4% | 9.3% |
| Commercial property | 757,802,880 | 31.0% | -4.2% |
| Industrial property | 120,629,790 | 4.9% | -4.2% |
| Utilities | 11,120,683 | 0.5% | -5.9% |
| Utilities subject to excise | 5,566,022 | 0.2% | -13.5% |
| | <u>2,444,958,642</u> | <u>100.0%</u> | <u>3.9%</u> |

FACTORS IMPACTING VALUATION GROWTH

The taxable valuation for the FY 2015/16 budget is based on property valuation as of January 1, 2014. The three primary factors impacting taxable valuation are additions or removals of taxable property, changes in valuation of existing property, and changes in the state mandated rollback rate. The total growth in taxable valuation of \$91.6 million, or a 3.9% increase over the prior year, is reflective of positive growth in both the addition of new property and the increased valuation on existing property. The new additional taxable value and the change in the taxable value of existing property each contributed about \$60 million in increased taxable value, reflecting the overall strength of the Ames market. This increase was partially offset by reductions on taxable value due to temporary tax exemptions on some commercial property, changes in the state rollback adjustment, and some shifting of property from a commercial to a residential classification, which is taxed at a lower rate. The combination of these factors reduced the growth in taxable value by approximately 25%. The largest reduction on taxable value was caused by the implementation of the second

and final year of property tax reform by the State of Iowa. Commercial and industrial property previously taxed at 100% of market value was reduced to 95% in FY 2014/15 and to 90% for FY 2015/16. The rate will remain at 90% for future years, with the State making up the lost revenue as State Replacement Tax.

GENERAL FUND ENDING BALANCE

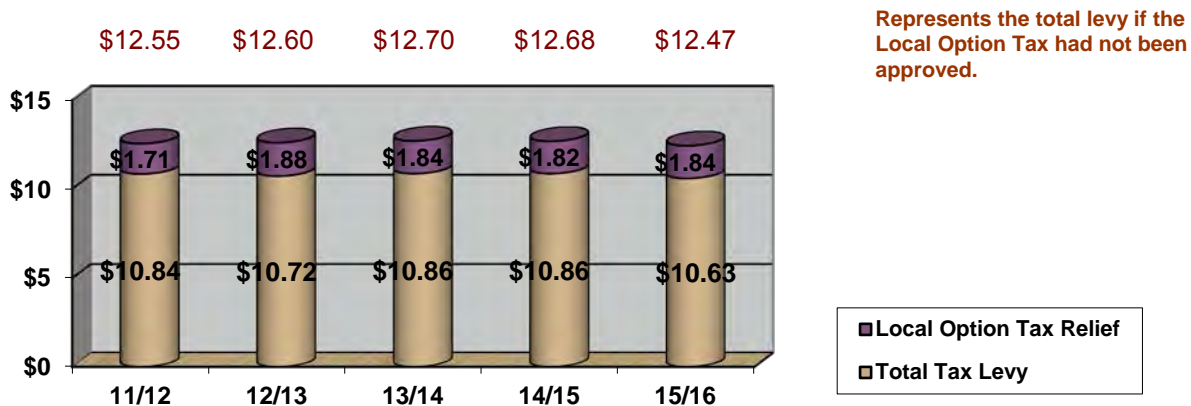
The General Fund’s budgeted ending balance for June 30, 2016 is \$6,940,667, or 23.3% of budgeted expenditures. The City’s General Fund balance policy calls for an ending balance of at least 20% of expenditures. The City Council maintains this fund balance to help cover unexpected changes in expenses and revenues and to mitigate property tax rate increases in future years.

EMERGENCY RESERVE

In addition to the General fund balance, the City annually budgets an additional amount as an emergency reserve. These are discretionary funds over and above the general fund balance for use as designated by City Council. This money is typically used for projects or requests which occur after the budget has been adopted. In recent years, \$50,000 had been included in the adopted budget, and another \$50,000 added as part of the amendment process. For FY 2014/15, however, the adopted amount of \$50,000 was determined to be sufficient. A total of \$50,000 has also been budgeted as an emergency reserve for FY 2015/16.

LOCAL OPTION SALES TAX

Effect of Local Option Sales Tax – Property Tax Levy/\$1,000 Valuation



On November 4, 1986, the citizens of Ames approved a Local Option Tax of 1% to be used for property tax relief (60%) and community betterment (40%). The property tax relief portion of this tax will generate \$4,490,763 in FY 2015/16, which will lower the total necessary tax levy by \$1.84. The chart above illustrates what the total levy would need to be if the Local Option Sales Tax had not been approved. Adjusted local option tax revenues for FY 2014/15 will be \$7,996,943, or \$874,588 higher than the adopted budget. The increase is due to a higher than anticipated settlement amount received for FY 2013/14. Local option tax revenues for FY 2015/16 are projected to be \$7,484,605, a 5.1% increase over the amount adopted for FY 2014/15.

**FY 2014/15
PROPERTY TAX LEVY COMPARISONS**

| CITY | POPULATION | GENERAL LEVY PER \$1,000 | TOTAL LEVY PER \$1,000 | TOTAL LEVY PER CAPITA |
|------------------|-------------------|---|---------------------------------------|--------------------------------------|
| Waterloo * | 68,406 | \$8.10 | \$17.95 | \$587.39 |
| Council Bluffs * | 62,230 | 8.10 | 17.75 | 687.02 |
| Des Moines | 203,433 | 8.10 | 16.92 | 543.20 |
| Davenport * | 99,685 | 8.10 | 16.78 | 673.43 |
| Iowa City | 67,862 | 8.10 | 16.71 | 766.79 |
| Sioux City * | 82,684 | 8.10 | 16.36 | 449.59 |
| Cedar Rapids | 126,326 | 8.10 | 15.22 | 706.97 |
| West Des Moines | 56,609 | 8.10 | 12.05 | 854.24 |
| Ankeny | 45,582 | 7.03 | 11.90 | 584.14 |
| Cedar Falls * | 39,260 | 8.10 | 11.81 | 450.53 |
| Dubuque * | 57,637 | 8.10 | 11.03 | 430.60 |
| Ames * | 58,965 | 5.83 | 10.86 | 433.43 |
| Urbandale | 39,463 | 7.12 | 9.72 | 588.62 |
| Average | | 7.77 | 14.24 | |

* Cities that collect local option sales tax

Iowa law limits a city's tax levy for the general fund to no more than \$8.10 per \$1,000 valuation in any tax year, except for specific levies authorized outside the limit. The City of Ames general fund levy for 2014/15 was \$5.83.

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

| | \$100,000 Home* | | |
|-----------------------------|-----------------|------------|------------|
| | 2013/14 | 2014/15 | 2015/16 |
| Streets/Traffic | 138 | 139 | 145 |
| Police Protection | 131 | 136 | 135 |
| Fire Protection | 89 | 89 | 88 |
| Library | 71 | 77 | 76 |
| Parks and Recreation | 52 | 56 | 52 |
| Transit | 34 | 36 | 36 |
| General Support Services | 23 | 23 | 24 |
| Planning Services | 10 | 10 | 11 |
| Storm Sewer System | 7 | 6 | 5 |
| Resource Recovery | 6 | 6 | 6 |
| Animal Control | 5 | 5 | 5 |
| Facilities/Cemetery/Airport | 4 | 5 | 6 |
| Building Safety | 3 | 3 | 3 |
| | <hr/> 573 | <hr/> 591 | <hr/> 592 |
| *Assessed Value | 100,000 | 100,000 | 100,000 |
| Rollback | 52.8166 | 54.4002 | 55.7335 |
| Taxable Value | 52,817 | 54,400 | 55,734 |
| Tax Rate per \$1,000 | 10.8578 | 10.8554 | 10.6294 |
| Calculated Tax | 573 | 591 | 592 |

All categories reflect their applicable amounts for debt service

CITY OF AMES, IOWA FY 2015/16 PROPERTY TAX LEVY

Taxable Valuation \$ 2,444,958,642

% Change From FY 14/15 3.9%

| LEVY REQUIRED | LEVY PER \$1,000 VALUATION | DOLLAR AMOUNT | RATE CHANGE | % | DOLLAR CHANGE | % |
|---|----------------------------------|-------------------|------------------|---------------|------------------|-------------|
| Total Requirement | 7.84202 | 19,173,408 | 0.07345 | 0.95 | 891,191 | 4.87 |
| Less: | | | | | | |
| State Replacement Tax | 0.23053 | 563,644 | | | | |
| Local Option Property Tax | 1.83674 | 4,490,763 | (0.02086) | (1.15) | (217,350) | (5.09) |
| Net General Levy | 5.77474 | 14,119,001 | (0.05825) | (1.00) | 391,889 | 2.85 |
| Trust and Agency Levy (Partial Police/Fire Benefits) | .71216 | 1,741,202 | (0.07115) | (9.08) | (102,213) | (5.54) |
| Transit Levy | .65200 | 1,594,113 | (0.00519) | (0.79) | 47,507 | 3.07 |
| Total Before Debt Service | 7.13890 | 17,454,316 | (0.13459) | (1.85) | 337,183 | 1.97 |
| Debt Service Levy | 3.49047 | 8,540,433 | (0.09142) | (2.55) | 105,068 | 1.25 |
| Grand Total Tax Levy | 10.62937 | 25,994,749 | (0.22601) | (2.08) | 442,251 | 1.73 |

Ag Levy – Valuation: \$1,879,319 x 3.00375 = \$5,645

TIF valuation available for Debt Service - \$1,827,450

City of Ames Honors

Aa1 Bond Rating for 2014, from Moody's Investors Service.

The Healthy Iowa Community Award for 2012 was presented to the City of Ames by the Academy for a Healthy Iowa – a collaboration of the Iowa Department of Public Health, Governor's Council on Physical Fitness and Nutrition, and Wellness Council of Iowa. Award winners were selected based on providing access to wellness, programming, financial commitment, measurability, and sustainability.

Ames Electric Services was one of 176 of the nation's more than 2,000 public power utilities to earn "Gold Level" Reliable Public Power Provider™ (RP³) recognition from the American Public Power Association (APPA) for providing consumers with the highest degree of reliable and safe electric service in 2012. The Reliable Public Power Provider designation is awarded based on proficiency in four key disciplines: reliability, safety, training, and system improvements.

The City received the Wellness Councils of America (WELCOA) Well Workplace Gold designation in September 2012. For 20 consecutive years, the City of Ames has been designated as a Well Workplace, building from bronze level to the first gold designation in 2000. Gold Well Workplaces are companies that have successfully built comprehensive worksite wellness initiatives and are demonstrating and documenting concrete outcomes.

The Water Pollution Control (WPC) Facility received a *Platinum-22 Peak Performance Award* from the National Association of Clean Water Agencies (NACWA) in 2012 and 2013. This award recognized the facility and its staff for 24 consecutive years with 100% compliance with its discharge permit. In the 21+ years since the plant came online, it has met over 24,000 numerical limits without a single violation. According to NACWA's tracking, there are only two facilities in the country with longer compliance records.

Fleet Services was recognized in 2011, 2012, and 2013 as one of the "100 Best Fleets in North America" by Government Fleet Magazine. This award recognized excellence in 12 categories: accountability, use of technology, collaboration, creativity, celebration, evidence of a high trust culture, performance recognition, doing it right the first time, quick efficient turnaround, competitive pricing, staff development, and resources stewardship.

The Arnold O. Chantland Resource Recovery Plant was selected as the "Facility of the Year in Material Recovery" at the 19th Annual North American Waste-to-Energy Conference held in Lancaster, PA. The event was co-sponsored by the Energy Recovery Council, the American Society of Mechanical Engineers, and the Solid Waste Association of North America.

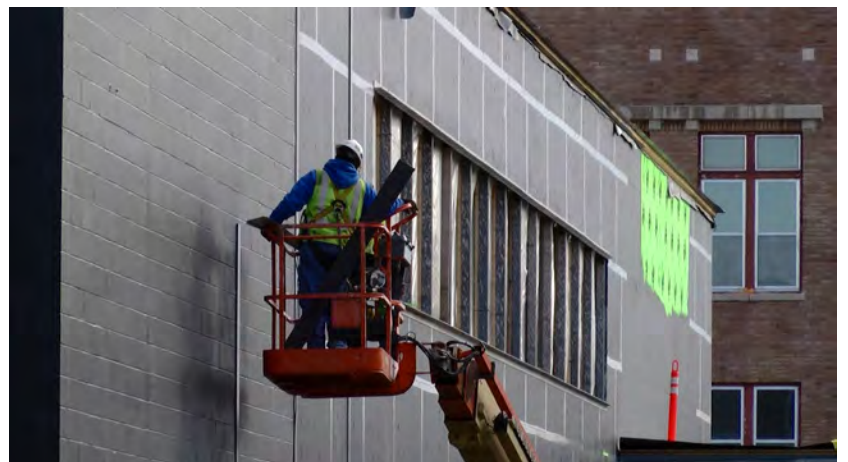
For 37 consecutive years, the City has received a Certificate of Achievement for Excellence in Financial Reporting, Government Finance Officers Association.

The Distinguished Budget Presentation Award has been given to the City by the Government Finance Officers Association every year since 1986/87.

Ames has been designated as a Tree City USA for 30 consecutive years.

GRAND TOTALS

LIBRARY EXTERIOR CONSTRUCTION



SUMMARY OF TOTAL REVENUES AND EXPENDITURES

ALL FUNDS – REVENUE SUMMARY

| | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted | % Change From Adopted |
|--------------------------------------|--------------------|--------------------|---------------------|--------------------|-----------------------------|
| Property Taxes | 25,209,338 | 25,543,129 | 25,543,129 | 26,000,576 | 1.8% |
| State Replacement Tax | - | 524,239 | 524,239 | 1,038,180 | 98.0% |
| Utility Excise Tax | 64,592 | 69,896 | 69,896 | 59,156 | -15.4% |
| Local Option Sales Tax | 6,648,615 | 7,122,355 | 7,996,943 | 7,484,605 | 5.1% |
| Hotel/Motel Taxes | 1,832,470 | 1,650,000 | 1,750,000 | 1,775,000 | 7.6% |
| Other Taxes | 8,545,677 | 9,366,490 | 10,341,078 | 10,356,941 | 10.6% |
| Licenses & Permits | 1,921,654 | 1,381,200 | 1,626,449 | 1,486,425 | 7.6% |
| Federal Grants | 3,391,856 | 2,467,995 | 3,635,949 | 3,413,760 | 38.3% |
| State Road Use Tax | 5,859,929 | 5,805,989 | 5,805,989 | 5,925,077 | 2.1% |
| Monies & Credits | 17,819 | 17,818 | 17,818 | 17,818 | 0.0% |
| State Grants | 11,873,573 | 36,151,229 | 36,492,760 | 39,982,854 | 10.6% |
| County Contributions | 118,916 | 119,000 | 128,530 | 118,000 | -0.8% |
| Government Participation | 4,938,209 | 5,391,034 | 5,829,252 | 6,071,493 | 12.6% |
| Intergovernmental Revenue | 26,200,302 | 49,953,065 | 51,910,298 | 55,529,002 | 11.2% |
| Utility Charges | 77,335,491 | 75,553,309 | 76,469,004 | 78,471,942 | 3.9% |
| Other Charges for Services | 8,546,808 | 8,927,185 | 8,821,138 | 9,021,179 | 1.1% |
| Charges for Services | 85,882,299 | 84,480,494 | 85,290,142 | 87,493,121 | 3.6% |
| Fines, Forfeit, & Penalty | 800,552 | 798,000 | 814,840 | 797,000 | -0.1% |
| Interest Revenue | 1,245,830 | 709,882 | 805,200 | 735,200 | 3.6% |
| Other Uses of Money | 995,050 | 958,898 | 967,654 | 948,961 | -1.0% |
| Use of Money & Property | 2,240,880 | 1,668,780 | 1,772,854 | 1,684,161 | 0.9% |
| Proceeds from Bonds | - | 32,840,000 | 9,840,000 | 32,767,990 | -0.2% |
| Other Miscellaneous Revenues | 1,882,390 | 1,418,505 | 1,966,938 | 2,506,424 | 76.7% |
| Miscellaneous Revenues | 1,882,390 | 34,258,505 | 11,806,938 | 35,274,414 | 3.0% |
| Internal Services | 15,763,937 | 15,245,084 | 15,638,145 | 16,526,424 | 8.4% |
| Total Before Transfers | 168,447,029 | 222,694,747 | 204,743,873 | 235,148,064 | 5.6% |
| Transfers | 14,576,019 | 14,962,382 | 15,705,465 | 16,745,333 | 11.9% |
| Grand Total Revenues | 183,023,048 | 237,657,129 | 220,449,338 | 251,893,397 | 6.0% |

ALL FUNDS - EXPENDITURES

| | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted | % Change From Adopted |
|--------------------------|-------------------|--------------------|---------------------|--------------------|-----------------------------|
| Operations: | | | | | |
| Public Safety: | | | | | |
| Law Enforcement | 8,221,769 | 8,614,405 | 8,752,273 | 8,820,192 | 2.4% |
| Fire Safety | 6,030,496 | 6,412,166 | 6,325,726 | 6,607,573 | 3.1% |
| Building Safety | 1,197,591 | 1,385,906 | 1,345,482 | 1,459,409 | 5.3% |
| Traffic Control | 914,846 | 928,044 | 977,442 | 989,151 | 6.6% |
| Animal Control | 380,665 | 386,464 | 406,331 | 366,233 | -5.2% |
| Other Public Safety | 739,827 | 734,500 | 746,500 | 794,500 | 8.2% |
| Total Public Safety | 17,485,194 | 18,461,485 | 18,553,754 | 19,037,058 | 3.1% |
| Utilities: | | | | | |
| Resource Recovery | 3,556,391 | 3,730,439 | 3,724,588 | 3,793,759 | 1.7% |
| Water Operations | 2,808,308 | 2,971,583 | 2,916,730 | 2,962,531 | -0.3% |
| Storm Sewer Maintenance | 230,684 | 207,579 | 251,155 | 252,189 | 21.5% |
| Water Pollution Control | 2,517,843 | 2,840,560 | 2,836,003 | 2,919,830 | 2.8% |
| Electric Services | 48,023,791 | 49,880,481 | 49,827,393 | 51,383,447 | 3.0% |
| Utility Support Services | 4,261,018 | 4,268,403 | 4,431,998 | 4,569,869 | 7.1% |
| Total Utilities | 61,398,035 | 63,899,045 | 63,987,867 | 65,881,625 | 3.1% |
| Transportation: | | | | | |
| Street System | 3,448,508 | 3,646,002 | 3,814,596 | 3,941,210 | 8.1% |
| Public Parking | 790,560 | 838,985 | 848,129 | 851,900 | 1.5% |
| Transit System | 8,869,683 | 9,440,489 | 9,770,653 | 10,230,327 | 8.4% |
| Airport | 145,399 | 123,068 | 132,710 | 138,136 | 12.2% |
| Total Transportation | 13,254,150 | 14,048,544 | 14,566,088 | 15,161,573 | 7.9% |
| Community Enrichment: | | | | | |
| Parks and Recreation | 3,771,085 | 3,991,646 | 4,094,529 | 4,120,761 | 3.2% |
| Library Services | 3,493,706 | 3,891,464 | 3,952,621 | 4,039,191 | 3.8% |
| Human Services | 1,060,788 | 1,155,850 | 1,159,563 | 1,233,357 | 6.7% |
| Art Services | 161,104 | 181,401 | 206,948 | 189,733 | 4.6% |
| Cemetery | 126,703 | 148,693 | 161,317 | 168,195 | 13.1% |
| City-Wide Housing | 32,477 | 42,898 | 46,827 | 48,754 | 13.7% |
| Comm Dev Block Grant | 653,164 | 523,489 | 1,191,895 | 487,470 | -6.9% |
| Economic Development | 235,619 | 231,291 | 221,573 | 223,314 | -3.5% |
| FEMA Disaster Activity | 10,364 | - | - | - | |
| Cable TV | 124,595 | 124,991 | 142,250 | 139,415 | 11.5% |
| Total Comm Enrichment | 9,669,605 | 10,291,723 | 11,177,523 | 10,650,190 | 3.5% |

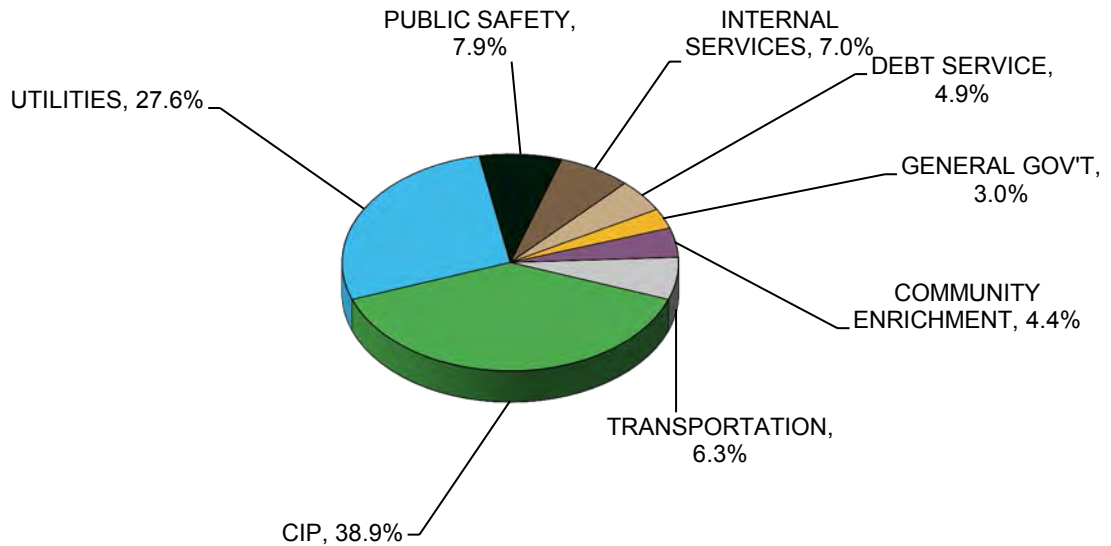
ALL FUNDS – EXPENDITURES, continued

| | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted | % Change From Adopted |
|--|--------------------|--------------------|---------------------|--------------------|-----------------------------|
| General Government: | | | | | |
| City Council | 301,209 | 342,770 | 371,316 | 332,912 | -2.9% |
| City Clerk | 367,865 | 341,187 | 349,173 | 357,296 | 4.7% |
| City Manager | 693,022 | 692,031 | 711,542 | 734,993 | 6.2% |
| Financial Services | 1,647,606 | 1,719,344 | 1,748,205 | 1,774,736 | 3.2% |
| Administrative Services | 1,833,060 | 1,992,693 | 2,635,814 | 2,173,191 | 9.1% |
| Public Works | 1,050,030 | 1,204,946 | 1,208,085 | 1,267,150 | 5.2% |
| Facilities | 511,608 | 535,809 | 572,494 | 541,549 | 1.1% |
| Merit Adjustment | - | 174,111 | - | 174,971 | 0.5% |
| Total General Government | 6,404,400 | 7,002,891 | 7,596,629 | 7,356,798 | 5.1% |
| | | | | | |
| Total Operations | 108,211,384 | 113,703,688 | 115,881,861 | 118,087,244 | 3.9% |
| | | | | | |
| CIP: | | | | | |
| Public Safety CIP | 1,213,245 | 717,175 | 4,050,741 | 2,243,175 | 212.8% |
| Utilities CIP | 18,096,770 | 63,594,850 | 68,060,521 | 69,061,900 | 8.6% |
| Transportation CIP | 12,513,019 | 15,220,170 | 26,706,578 | 20,543,718 | 35.0% |
| Community Enrichment CIP | 12,055,872 | 1,276,500 | 7,200,074 | 1,239,000 | -2.9% |
| General Government CIP | 745,848 | 50,000 | 2,658,301 | 50,000 | 0.0% |
| Internal Services CIP | 11,667 | 122,500 | 134,241 | 111,000 | -9.4% |
| Total CIP | 44,636,421 | 80,981,195 | 108,810,456 | 93,248,793 | 15.2% |
| | | | | | |
| Debt Service: | | | | | |
| General Obligation Bonds | 10,082,600 | 9,800,973 | 9,743,158 | 10,671,238 | 8.9% |
| SRF Loan Payments | 148,300 | - | 301,716 | 1,122,492 | |
| Bond Costs | 2,000 | - | 53,000 | - | |
| Total Debt Service | 10,232,900 | 9,800,973 | 10,097,874 | 11,793,730 | 20.3% |
| | | | | | |
| Internal Services: | | | | | |
| Fleet Services | 3,593,491 | 4,071,485 | 4,689,221 | 4,119,760 | 1.2% |
| Information Technology | 2,154,660 | 2,201,223 | 2,659,489 | 2,237,158 | 1.6% |
| Risk Management | 2,116,398 | 2,349,903 | 2,301,047 | 2,361,272 | 0.5% |
| Health Insurance | 7,380,865 | 7,613,656 | 7,652,072 | 8,165,749 | 7.3% |
| Total Internal Services | 15,245,414 | 16,236,267 | 17,301,829 | 16,883,939 | 4.0% |
| | | | | | |
| Total Expenditures Before Transfers | 178,326,119 | 220,722,123 | 252,092,020 | 240,013,706 | 8.7% |

ALL FUNDS – EXPENDITURES, continued

| | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted | % Change From Adopted |
|---------------------------------|--------------------|--------------------|---------------------|--------------------|-----------------------------|
| Transfers: | | | | | |
| Transfers | 14,576,019 | 14,962,382 | 15,705,465 | 16,745,333 | 11.9% |
| Hotel/Motel Pass Through | 1,308,384 | 1,178,571 | 1,250,000 | 1,267,857 | 7.6% |
| Total Transfers | 15,884,403 | 16,140,953 | 16,955,465 | 18,013,190 | 11.6% |
| Grand Total Expenditures | 194,210,522 | 236,863,076 | 269,047,485 | 258,026,896 | 8.9% |

WHERE THE MONEY IS SPENT... 2015/16 ADOPTED



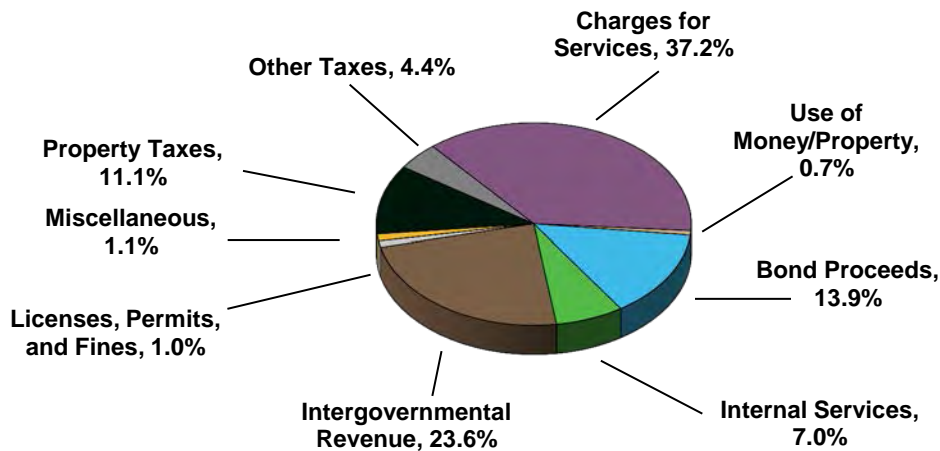
Excluding Transfers

REVENUE HIGHLIGHTS

REVENUE PROJECTIONS

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

WHERE THE MONEY COMES FROM... 2015/16 ADOPTED

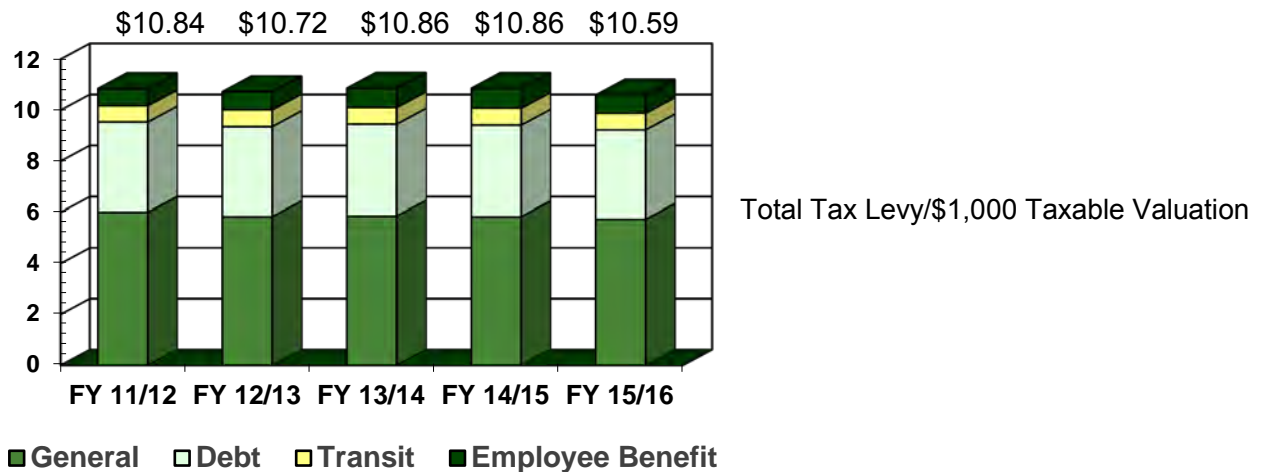


Excluding Transfers

REVENUE CLASSIFICATIONS/EXPLANATIONS

PROPERTY TAXES

All property taxes collected for the City are levied on the assessed valuation of real and personal property as determined by the City Assessor. For FY 2015/16, the total tax levy of \$25,994,749 is a 1.7% increase. Total tax property tax revenue also includes \$5,645 for ag land, \$18,000 for mobile home taxes, and \$41,346 for TIF related tax collections. The City's overall levy is made up of four parts as described below. Part of the reason for the small increase in property taxes was the implementation of property tax reform by the State of Iowa. For FY 2015/16, the taxable valuation of commercial and industrial property will be set at 90% of market value. The State of Iowa will fund the \$1,038,180 in reduced property tax revenue caused by this reduction in taxable value.



General Levy

The general levy, which is used to fund many basic City services such as police and fire protection, park maintenance, and library services, is limited by the State of Iowa to \$8.10 per \$1,000 of assessed valuation. The City of Ames' general levy for FY 2015/16 is \$5.77474, down slightly from the FY 2014/15 rate of \$5.83299. Sixty percent of the City's local option sales tax is applied to property tax relief which creates a credit of \$1.84/\$1,000 valuation for FY 2015/16. \$563,644 will also be received in State Replacement Tax for 2015/16.

Transit Levy

A transit levy can be implemented without voter approval to fund the operations of a municipal transit system. This levy may not exceed \$0.95/\$1,000 valuation. The levy is collected in the General Fund, and then transferred to the Transit Fund. The FY 2015/16 levy of \$0.65200 will generate \$1,594,113, a 3.1% increase over the amount collected for FY 2014/15. \$69,504 will also be received in State Replacement Tax for 2015/16. The additional funds will be used to provide additional service due to increased ridership.

Trust and Agency Levy

A trust and agency levy is available to fund all payroll benefits, but is used by the City only for the planned phase-in of the costs for the state police/fire retirement system. The City

had an excess balance of more than \$4 million when the State of Iowa statewide system took over the police and fire retirement systems. Initially, the City paid all of its yearly obligation to the system from these leftover funds. A plan to phase in tax support for this obligation increases the tax subsidy annually. The trust balance will be totally used, resulting in the total cost of police and fire retirement being tax supported by approximately 2018. Of the total FY 2015/16 obligation of \$2,060,706, \$1,741,202 will be funded by the trust and agency levy, \$69,504 will be funded by State Replacement Tax revenue, and \$250,000 will be funded by the trust fund balance.

Debt Service Levy

The debt service levy is used to collect the funds necessary to pay the principal and interest on the City’s general obligation debt. The tax amount required for FY 2015/16 is \$8,540,433, with another \$341,400 funded by State Replacement Tax revenue. This results in a levy of \$3.19047/\$1,000 valuation for FY 2015/16, which is slightly lower than the rate required for FY 2014/15.

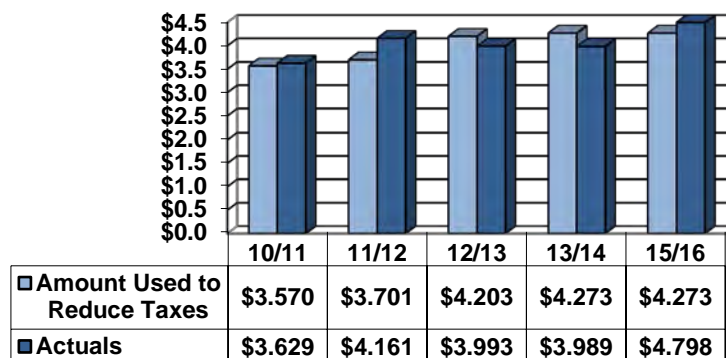
OTHER TAXES

Local Option Sales Tax

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

The State of Iowa collects all sales tax and makes monthly remittances of Local Option Sales Tax to the City based on 95% of their estimate of monthly receipts. In November of each year, the State performs a reconciliation of Local Option Sales Tax for the prior fiscal year and makes an adjusting payment to the City to reflect actual receipts.

LOCAL OPTION TAXES
FOR PROPERTY TAX REDUCTION



Sales tax receipts can be somewhat volatile, and the chart above shows the difficulty in projecting the annual revenues. Actual revenues have exceeded the estimate in three of the last five years, but were below the estimate for the two others.

Adding the November 2014 adjustment to the State's estimate for FY 2014/15 resulted in an increase of \$874,588 compared to the adopted budget. Local option sales tax receipts for FY 2015/16 are projected to be \$7,484,605, a 5.1% increase over the amount adopted for FY 2014/15.

Hotel/Motel Tax

The hotel/motel tax is a 7% tax levied upon the occupancy of any room furnished by a hotel or motel in the City. Out of the \$0.07/\$1.00 tax, \$0.05 goes to the Ames Convention and Visitors Bureau, \$0.01 goes to the local option tax fund to replace the \$0.01 local option tax, and \$0.01 goes to economic development activities. The portion which goes to the local option tax fund is split 60% to the general fund for property tax relief and 40% for community betterment projects. Voters approved an increase in the rate from 5% to 7% effective July 1, 2005. Revenues for FY 2015/16 are projected to be \$1,775,000, a 7.6% increase over FY 2014/15. Projections are based on two quarters of actual receipts in FY 2014/15.

LICENSES AND PERMITS

Fees from licenses and permits include cable TV franchise fees, beer and liquor licenses, cigarette permits, garbage hauling licenses, service connections, and building, electrical, mechanical, plumbing, sign, and sidewalk permits. Licenses and permits are budgeted to increase by 7.6% in FY 2015/16.

INTERGOVERNMENTAL REVENUE

Road Use Tax

Road Use Tax (RUT) is collected by the State of Iowa on motor vehicle fuel sales and allocated to municipalities on a per capita basis. The City's allocation is budgeted to increase by 2%, or a little over \$119,088, for FY 2015/16. This increase was budgeted before the State of Iowa passed an increase in the percentage of RUT to be charged on fuel sales. The additional funds received will be allocated to street programs in the Public Works operating budget and street improvement and maintenance projects in the Capital Improvement Plan.

Other Intergovernmental Revenue

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

Revenues are also received from Story County for library services, Iowa State University Government of the Student Body (GSB) and Iowa State University for transit services, and Iowa State University for fire protection.

CHARGES FOR SERVICES

Utility Charges

The largest revenue area for the City is metered charges for electricity, water, sanitary sewer service, and storm water collection. Electric rates for FY 2015/16 do not include a rate increase. Several future rate increases are planned to help finance the conversion of the City's power plant from coal to natural gas.

A 4% rate increase is being implemented for water metered sales for FY 2015/16. This increase represents the last in a series of rate increases necessary to finance the new Water Treatment Plant.

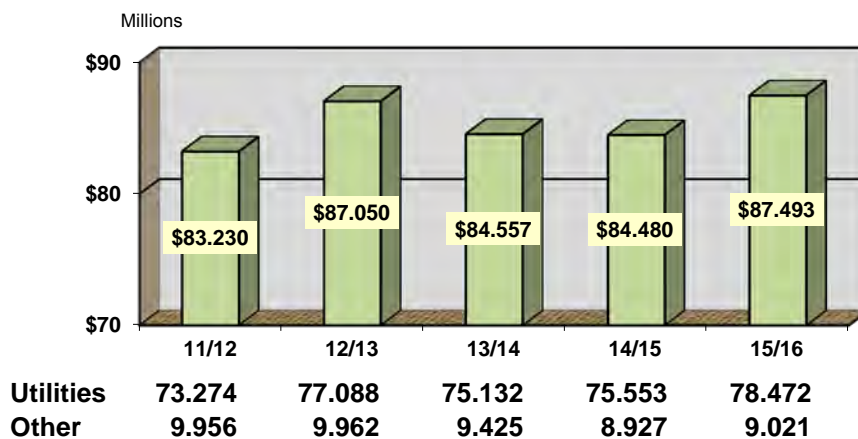
Sanitary sewer rates will increase 5% for FY 2015/16 to provide funding for future capital improvement projects for the Water Pollution Control Plant and sanitary sewer collection system. Recommendations from the Sanitary Sewer System Evaluation and Long-Term Facilities Study identified the need for an increase in capital improvements in this utility over the next five years.

In FY 2012/13, the rate structure for storm sewer fees was changed to a rate based on impervious surface area. No additional changes or increases are projected for FY 2015/16.

Other Charges for Services

This includes charges for other City services exclusive of utilities, such as transit services, parking rental, recreation facilities and programs, library services, rental housing fees, and the Ames Municipal Cemetery. Fees have been increased slightly for some recreation programs in FY 2015/16.

CHARGES FOR SERVICES



FINES, FORFEITURES, AND PENALTIES

Revenue included in this category is derived from fines and penalties such as municipal court fines, and overtime and illegal parking. No fine or penalty increases have been implemented for FY 2015/16, resulting in a 0.1% decrease in this revenue category.

USE OF MONEY AND PROPERTY

Interest Revenue

Interest is earned on investments and pooled cash accounts managed by the City Treasurer. Projections are computed using actual and projected cash and investment balances and current and expected interest rates. Interest earnings citywide reflect on-going low interest rates, and are projected to be \$735,200 in FY 2015/16.

Other Uses of Money and Property

Rental of City-owned property, such as farmland and land leased for cell tower use, is accounted for in this revenue category, which remains flat for FY 2015/16.

MICELLANEOUS REVENUE

Bond Proceeds

Proceeds from the sale of general obligation bonds are used to fund large City projects. A \$13,892,990 general obligation bond issue is planned to cover the FY 2015/16 CIP, including \$2,000,000 for the East Industrial Area Sanitary Sewer Extension which will be abated by Sewer Utility revenues, \$2,938,990 for Phase III of the ISU Research Park which will be TIF abated, and \$943,000 for the Airport Terminal project which will be abated by airport revenues.

A total of \$18,875,000 will also be generated by the sale of Electric Revenue bonds to fund the conversion of the power plant boilers from coal to natural gas and to repair the cooling towers. Electric Utility revenues will be used to pay the principal and interest on these bonds.

Other Miscellaneous Revenue

Miscellaneous revenue includes revenues of a non-recurring nature which are not assigned to any other specific categories. Examples include donations, grants received from private groups, and the sale of capital assets.

INTERNAL SERVICES

Internal service revenue is earned by departments who operate as internal service funds and perform services for other City departments. These services include fleet maintenance, data processing, phone and communication systems, and risk and health insurance. Total internal service revenue is projected to be \$16,526,424 for FY 2015/16, an 8.4% increase over the adopted budget for FY 2014/15. The increase is due primarily to higher fleet maintenance costs and increases in health insurance costs.

TRANSFERS

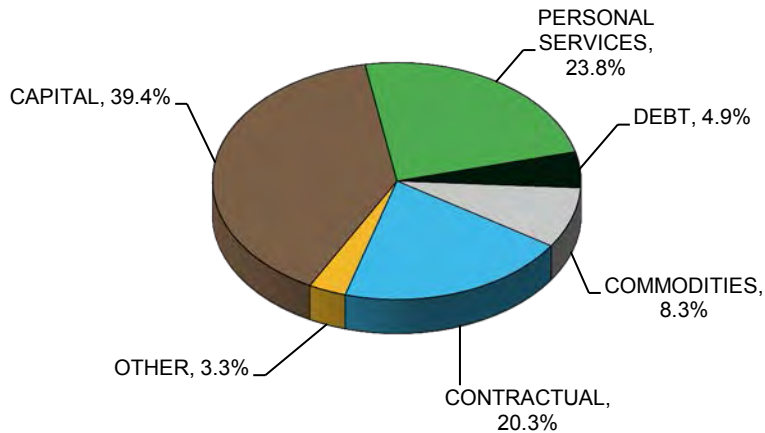
Transfers of money between City funds will total \$16,745,333 in FY 2015/16. This total includes \$2,119,027 from the Electric Utility to the General Fund as a payment in lieu of taxes. This payment is calculated annually by applying the current year's tax levy to the historical capital value of the Electric Utility as stated in the previous year's audited financial statements.

EXPENDITURE HIGHLIGHTS

ALL FUNDS – EXPENDITURES BY CATEGORY

| | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted | % Change From Adopted |
|--|--------------------|--------------------|---------------------|--------------------|-----------------------------|
| Personal Services | 51,784,508 | 54,627,441 | 54,342,129 | 57,055,783 | 4.5% |
| Contractual | 49,315,824 | 42,985,607 | 45,166,915 | 48,790,563 | 13.5% |
| Commodities | 21,526,851 | 24,393,680 | 23,603,869 | 19,820,031 | -18.8% |
| Capital | 38,514,059 | 81,949,246 | 111,544,992 | 94,615,859 | 15.5% |
| Debt | 10,232,900 | 9,800,973 | 10,097,874 | 11,793,730 | 20.3% |
| Other (Refunds, Insurance Claims, etc) | 6,951,977 | 6,965,176 | 7,336,241 | 7,937,740 | 14.0% |
| Total Expenditures Before Transfers | 178,326,119 | 220,722,123 | 252,092,020 | 240,013,706 | 8.7% |
| Transfers | 15,884,403 | 16,140,953 | 16,955,465 | 18,013,190 | 11.6% |
| Total Expenditures | 194,210,522 | 236,863,076 | 269,047,485 | 258,026,896 | 8.9% |

BREAKDOWN BY MAJOR EXPENSE CATEGORY 2015/16 ADOPTED



FY 15/16 EXPENDITURE CHANGES

EXPENDITURES BY CATEGORY 2015/16 Adopted Budget Compared to 2014/15 Adopted Budget

Personal Services: \$2,428,342 (4.5%) Increase

Personal Services includes salaries and benefits for all full-time, permanent part-time, and temporary employees, including overtime, vacation, sick leave, and compensatory time. For 2015/16, an increase of 2.25% has been budgeted for all salaried employees, and another 1% has been projected for merit increases. Health insurance contributions are budgeted to increase by 9% in 2015/16. Turnover in several higher salaried positions and a lower health insurance increase held the overall increase to only 2.9% in this category in 2014/15.

Contractual: \$5,804,956 (13.5%) Increase

Contractual expenditures include payments for services performed either internally by other City departments, such as fleet support, data services, legal services, and messenger service, or services provided by outside vendors, such as consulting services, outside attorney services, and repairs and maintenance charges. This category also includes utility charges, paid either to the City for electricity, water, and sewer, or to outside utilities for gas and phone service. The large increase in this category is caused by the addition of \$6,000,000 to purchase natural gas for the City's Electric Utility as it converts from coal to natural gas as a fuel source.

Commodities: \$4,573,649 (18.8%) Decrease

Commodities include all equipment and supplies that are noncapital in nature, such as tools, fuel, equipment parts, and chemicals. The large decrease in this category is caused by the reduction to the Electric Utility's coal budget as it converts from coal to natural gas a power source. Due to the conversion, the Utility's coal budget was reduced by \$4,650,000.

Capital: \$12,666,613 (15.5%) Increase

Capital expenditures include large capital projects, such as street and utility improvements, as well as specific capital equipment costing over \$5,000, such as vehicles and large pieces of equipment. The large increase in this category is due to the addition of several large capital improvement projects, including a project to mitigate river flooding (\$1,078,000), the extension of sanitary sewer service to the new East Industrial Area (\$2,030,000), a new terminal building at the Ames Municipal Airport (\$2,410,000), and the expansion of Iowa State University Research Park (\$6,949,718).

Debt: \$1,992,757 (20.3%) Increase

Debt includes principal and interest payments made on general obligation bonds, as well as payments made on any City loans. In FY 2015/16, the City will begin to pay principal and interest on loans received through the State's Revolving Loan Fund. These payments account for \$1,122,492 of the increase in debt service for FY 2015/16.

Other: \$972,564 (14.0%) Increase

Expenditures such as insurance claims, refunds, and pass-through funds, such as economic development funds received from the state and passed on to specific

businesses, are accounted for in this category. The increase in other expenditures is largely due to an expected increase in insurance claims in FY 2015/16.

Transfers: \$1,872,237 (11.6%) Increase

Transfers are the shifting of dollars between City funds. Most are routine in nature, such as the transferring of a percentage of local option tax receipts to the General Fund for property tax relief. A complete listing of transfers is included on page 328.

GRAND TOTAL: \$21,163,820 (8.9%) Increase

CAPITAL SUMMARY

| | | |
|------------------------------|---------------|--------------------------|
| Total FY 2015/16 Capital | \$ 94,615,859 | |
| CIP (capital portion only) * | - 91,446,793 | |
| | \$ 3,169,066 | Operating Capital |

* The CIP totals \$93,273,793 and includes \$25,000 that is the responsibility of Ames Community Schools and not included in the budget. The CIP also includes \$1,802,000 in non-capital items:

- Electric Utility's Demand Side Management program (\$1,000,000)
- Clarifier maintenance at the Water Pollution Control Plant (\$200,000)
- Source Water Protection Plan (\$200,000)
- Various other studies and grant programs (\$402,000)

SIGNIFICANT OPERATIONAL CAPITAL

| | | |
|---|-------------------------|--------------|
| Recurring Capital Purchases: | | |
| Fleet Purchases | | \$ 1,865,557 |
| Electric Transformers | | 475,000 |
| Computer Purchases | | 116,249 |
| Library Collection Acquisitions and Donations | | 372,819 |
| Public Art Acquisitions | | 41,000 |
| | Total Recurring Capital | \$ 2,870,625 |

| | | |
|---|---------------------|------------|
| Non-Recurring Capital Purchases: | | |
| Electric Technical Services Test System | | 76,000 |
| Snow Plow/Loader | | 25,000 |
| Resource Recovery Office Furniture | | 35,000 |
| WPC Plant Data Logger | | 35,000 |
| | Total Non-Recurring | \$ 171,000 |

| | | |
|--|--|---------------------|
| | | \$ 3,041,625 |
|--|--|---------------------|

| | | |
|---|--|------------------|
| Remaining Balance of Citywide Capital Under \$20,000 | | \$127,441 |
|---|--|------------------|

ADJUSTED BUDGET FOR FY 2014/15 COMPARED TO ADOPTED BUDGET FOR FY 2014/15

| 2014/15 Adopted | 2014/15 Adjusted | Change | % Change From Adopted |
|--------------------|---------------------|---------------|--------------------------|
| \$236,863,076 | \$ 269,047,485 | \$ 32,184,409 | 13.6% |

CIP Project Carryovers and Adjustments:

| | |
|----------------------------------|---------------|
| Traffic projects | \$ 3,245,689 |
| Police and Fire projects | 87,877 |
| Resource Recovery projects | 268,761 |
| Water Treatment Plant projects | -4,237,786 |
| Water Distribution projects | 1,512,057 |
| Storm Sewer projects | 2,917,497 |
| Sanitary Sewer projects | 2,351,355 |
| Water Pollution Control projects | 4,030,178 |
| Electric Services projects | -2,376,391 |
| Transit buses and projects | 663,256 |
| Street improvement projects | 10,791,853 |
| Airport projects | 31,299 |
| Park and Recreation projects | 713,068 |
| Library projects | 5,025,371 |
| Cemetery improvements | 85,712 |
| Downtown Façade Program | 79,423 |
| Campustown Façade Program | 20,000 |
| City Hall and facility projects | 2,620,042 |
| Subtotal | \$ 27,829,261 |

Other Significant Changes:

| | |
|---------------------------------|--------------|
| CDBG program carryover | \$ 668,406 |
| Fleet purchase carryovers | 649,061 |
| Additional transit service | 330,164 |
| Emerald Ash Borer program | 291,655 |
| SRF loan principal and interest | 301,716 |
| Computer/technology purchases | 459,804 |
| Property tax relief transfer | 742,633 |
| Additional planning projects | 150,000 |
| Subtotal | \$ 3,593,439 |

| | |
|--|---------------|
| Remaining Increase: .6% of total operations of \$115,881,861 | 761,709 |
| Total Difference Between Adopted and Adjusted for FY 2014/15 | \$ 32,184,409 |

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

| | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted |
|--|-------------------|--------------------|---------------------|--------------------|
| City Manager | 10.00 | 10.00 | 10.00 | 10.00 |
| Legal Services | 6.00 | 6.00 | 6.00 | 6.00 |
| Human Resources | 7.25 | 7.25 | 7.25 | 7.25 |
| Planning & Housing | 8.00 | 8.00 | 7.00 | 7.00 |
| Administrative Services | 0.00 | 0.00 | 6.50 | 6.50 |
| Finance | 40.75 | 40.75 | 40.75 | 40.75 |
| Fleet Services/Facilities | 9.50 | 9.50 | 9.50 | 9.50 |
| Transit | 75.95 | 81.55 | 81.55 | 83.05 |
| Fire/Inspections | 68.50 | 68.50 | 65.00 | 65.00 |
| Police/Animal Ctrl/Parking Enforcement | 77.65 | 77.65 | 77.65 | 77.65 |
| Library | 31.50 | 31.50 | 35.25 | 35.25 |
| Parks & Recreation | 19.50 | 19.50 | 19.50 | 19.50 |
| Waste & Pollution Control | 41.25 | 41.25 | 40.05 | 40.05 |
| Electric | 81.00 | 81.00 | 81.00 | 81.00 |
| Public Works: | | | | |
| Administration | 3.00 | 3.00 | 1.50 | 1.50 |
| Traffic/Engineering | 7.00 | 7.00 | 7.00 | 7.00 |
| Streets | 19.00 | 19.00 | 19.00 | 19.00 |
| Engineering | 13.00 | 13.00 | 13.00 | 14.75 |
| 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 | 2.00 | 2.00 | 2.00 | 2.00 |
| Public Works Total | 75.00 | 75.00 | 73.50 | 75.25 |
| TOTAL | 551.85 | 557.45 | 560.50 | 563.75 |

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

The staffing level changes for the City of Ames that are included in the 2014/15 Adjusted Budget and 2015/16 Manager Recommended Budget are as follows:

2014/15 Adjusted: 560.50 FTEs (3.05 increase)

- 0.50 FTE Support staff from Planning and Housing (2.00 FTEs), Fire and Building Safety (3.50 FTEs), and Public Works Administration (1.5 FTEs) were combined into a new Administrative Services Division, which supports all three activities. This support staff restructuring resulted in a .50 FTE decrease.

- +3.75 FTE The Library eliminated its Assistant Director position and used the salary savings, along with reducing its temporary salary budget, to create several part time positions including a Client Support Technician (.75 FTE), Library Clerks (3.0 FTEs), and Library Assistants (1.0 FTE). This restructuring created a net increase of 3.75 FTEs.

- 1.20 FTE The Water and Pollution Control Department initiated a student operator program in 2014/15. The new program has allowed the reduction of a 1.0 Operator FTE. A Lab Aide position was also decreased from a .5 FTE to a .3 FTE.

- +1.00 FTE An additional Planner position has been added in the Planning and Housing Department due to the increased workload associated with the Land Use Policy Plan update and other projects.

2015/16 Manager Recommended: 563.75 FTEs (3.25 increase)

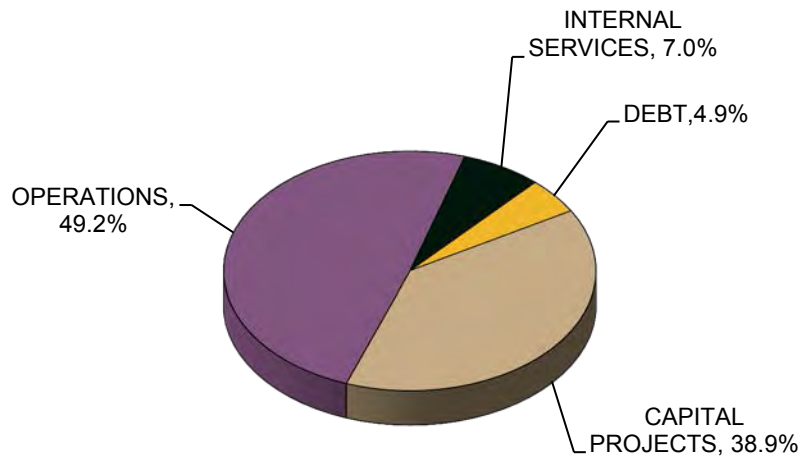
- + 1.50 FTE Transit drivers have been increased by 1.5 FTEs due to increased service levels that are required to meet the anticipated ridership increase.

- +1.75 FTE To assist with the increased workload due to capital improvement projects and stormwater permit activities, two new positions have been added to Public Works Engineering:
 - Design Technician 1.00 FTE
 - Stormwater Specialist .75 FTE

ALL FUNDS – EXPENDITURES BY TYPE

| | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted | % Change From Adopted |
|--|--------------------|--------------------|---------------------|--------------------|-----------------------------|
| Operations | 108,211,384 | 113,703,688 | 115,881,861 | 118,087,244 | 3.9% |
| CIP | 44,636,421 | 80,981,195 | 108,810,456 | 93,248,793 | 15.2% |
| Debt | 10,232,900 | 9,800,973 | 10,097,874 | 11,793,730 | 20.3% |
| Internal Services | 15,245,414 | 16,236,267 | 17,301,829 | 16,883,939 | 4.0% |
| Total Expenditures Before Transfers | 178,326,119 | 220,722,123 | 252,092,020 | 240,013,706 | 8.7% |
| Transfers | 15,884,403 | 16,140,953 | 16,955,465 | 18,013,190 | 11.6% |
| Total Expenditures | 194,210,522 | 236,863,076 | 269,047,485 | 258,026,896 | 8.9% |

EXPENDITURES BY TYPE 2015/16 ADOPTED



Excluding Transfers

SUMMARY OF PROGRAM EXPENDITURES

| | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted | % Change From Adopted |
|--|--------------------|--------------------|---------------------|--------------------|-----------------------------|
| Public Safety: | | | | | |
| Operations | 17,485,194 | 18,461,485 | 18,553,754 | 19,037,058 | 3.1% |
| CIP | 1,213,245 | 717,175 | 4,050,741 | 2,243,175 | 212.8% |
| Total Public Safety | 18,698,439 | 19,178,660 | 22,604,495 | 21,280,233 | 11.0% |
| Utilities: | | | | | |
| Operations | 61,398,035 | 63,899,045 | 63,987,867 | 65,881,625 | 3.1% |
| CIP | 18,096,770 | 63,594,850 | 68,060,521 | 69,061,900 | 8.6% |
| Total Utilities | 79,494,805 | 127,493,895 | 132,048,388 | 134,943,525 | 5.8% |
| Transportation: | | | | | |
| Operations | 13,254,150 | 14,048,544 | 14,566,088 | 15,161,573 | 7.9% |
| CIP | 12,513,019 | 15,220,170 | 26,706,578 | 20,543,718 | 35.0% |
| Total Transportation | 25,767,169 | 29,268,714 | 41,272,666 | 35,705,291 | 22.0% |
| Community Enrichment: | | | | | |
| Operations | 9,669,605 | 10,291,723 | 11,177,523 | 10,650,190 | 3.5% |
| CIP | 12,055,872 | 1,276,500 | 7,200,074 | 1,239,000 | -2.9% |
| Total Comm Enrichment | 21,725,477 | 11,568,223 | 18,377,597 | 11,889,190 | 2.8% |
| General Government: | | | | | |
| Operations | 6,404,400 | 7,002,891 | 7,596,629 | 7,356,798 | 5.1% |
| CIP | 745,848 | 50,000 | 2,658,301 | 50,000 | 0.0% |
| Total General Government | 7,150,248 | 7,052,891 | 10,254,930 | 7,406,798 | 5.0% |
| Debt Service: | 10,232,900 | 9,800,973 | 10,097,874 | 11,793,730 | 20.3% |
| Internal Services: | | | | | |
| Operations | 15,245,414 | 16,236,267 | 17,301,829 | 16,883,939 | 4.0% |
| CIP | 11,667 | 122,500 | 134,241 | 111,000 | |
| Total Internal Services | 15,257,081 | 16,358,767 | 17,436,070 | 16,994,939 | 3.9% |
| Total Expenditures Before Transfers | 178,326,119 | 220,722,123 | 252,092,020 | 240,013,706 | 8.7% |
| Transfers | 15,884,403 | 16,140,953 | 16,955,465 | 18,013,190 | 11.6% |
| Grand Total Expenditures | 194,210,522 | 236,863,076 | 269,047,485 | 258,026,896 | 8.9% |

PROGRAM OPERATIONS BY FUND 2015/16 ADOPTED BUDGET

| FUNDS | MAJOR PROGRAMS | | | | | GRAND TOTAL |
|-------------------------------|-------------------|-------------------|-------------------|----------------------|------------------|--------------------|
| | PUBLIC SAFETY | UTILITIES | TRANSPOR-TATION | COMMUNITY ENRICHMENT | GENERAL GOV'T | |
| General Fund | 18,122,231 | - | 140,454 | 7,634,570 | 3,311,547 | 29,208,802 |
| Special Revenue Funds: | | | | | | |
| Local Option Sales Tax | - | - | - | 1,453,275 | 135,332 | 1,588,607 |
| Hotel/Motel Tax | - | - | - | 159,800 | - | 159,800 |
| Road Use Tax | 904,977 | - | 3,933,554 | - | 280,383 | 5,118,914 |
| Animal Shelter Donations | 9,850 | - | - | - | - | 9,850 |
| City-Wide Housing | - | - | - | 48,754 | - | 48,754 |
| Comm. Dev. Block Grant | - | - | - | 487,470 | 808 | 488,278 |
| Police/Fire Pension | - | - | - | - | 13,599 | 13,599 |
| Library Friends Foundation | - | - | - | 15,500 | - | 15,500 |
| Library Donations/Grants | - | - | - | 67,968 | - | 67,968 |
| Utility Assistance | - | 16,000 | - | - | - | 16,000 |
| Sub-Total | 914,827 | 16,000 | 3,933,554 | 2,232,767 | 430,122 | 7,527,270 |
| Capital Projects: | | | | | | |
| Special Assessments | - | - | - | - | 4,967 | 4,967 |
| Street Construction | - | - | - | - | - | - |
| Bond Funds | - | - | - | - | 85,443 | 85,443 |
| Sub-Total | - | - | - | - | 90,410 | 90,410 |
| Enterprise: | | | | | | |
| Water Utility | - | 5,104,410 | - | - | 712,102 | 5,816,512 |
| Sewer Utility | - | 4,605,529 | - | - | 659,591 | 5,265,120 |
| Electric Utility | - | 52,107,338 | - | - | 1,221,995 | 53,329,333 |
| Parking | - | - | 857,238 | - | 74,627 | 931,865 |
| Transit | - | - | 10,230,327 | - | - | 10,230,327 |
| Storm Sewer Utility | - | 254,589 | - | - | 326,158 | 580,747 |
| Ames/ISU Ice Arena | - | - | - | 514,126 | 1,150 | 515,276 |
| Homewood Golf Course | - | - | - | 268,727 | 785 | 269,512 |
| Resource Recovery | - | 3,793,759 | - | - | 346,950 | 4,140,709 |
| Sub-Total | - | 65,865,625 | 11,087,565 | 782,853 | 3,343,358 | 81,079,401 |
| Internal Service: | | | | | | |
| Fleet Services | - | - | - | - | 171,017 | 171,017 |
| Information Technology | - | - | - | - | 7,988 | 7,988 |
| Risk Management | - | - | - | - | 1,023 | 1,023 |
| Health Insurance | - | - | - | - | 1,333 | 1,333 |
| Sub-Total | - | - | - | - | 181,361 | 181,361 |
| GRAND TOTALS | 19,037,058 | 65,881,625 | 15,161,573 | 10,650,190 | 7,356,798 | 118,087,244 |

This schedule illustrates how the operational programs in the budget and the City's funds tie together. The total operating budget of \$118,087,244 for FY 2015/16 is 3.9% higher than the \$113,703,688 operating budget adopted for FY 2014/15.

CAPITAL IMPROVEMENTS PLAN (CIP)

The City's five-year Capital Improvement Program, contained in a separate document, is used to plan for major changes to the City's infrastructure and other major capital improvements. **The 2015/16 approved capital projects are incorporated into the budget as capital programs. They are found at the end of each applicable program section.**

Construction projects, equipment purchases, and certain studies that cost \$15,000 or more will be included in the Capital Improvements Plan (CIP); minor capital outlays of less than \$15,000 generally will be included within the operating program budgets. CIP projects are also infrequent in nature, there will be operating and maintenance projects that exceed the \$15,000 threshold but will not qualify as CIP projects.

Departments evaluate the need for CIP projects and submit proposed project sheets in the fall of each year. The City Manager and Assistants tour the projects and discuss them with the departments. In Mid-November, after the operational budgets are submitted, fund projections are prepared to determine funding for the proposed projects. A draft CIP is prepared by the end of December. In January, the City Council has a CIP workshop followed a week later by a public hearing for citizen input. The CIP is approved in March with the operating budget.

RECONCILIATION OF CAPITAL PROGRAMS FOR 2014/15 TO THE CIP DOCUMENT

| | | |
|--|----------|---------------|
| Total 2015/16 projects included in the Capital Improvements Plan | | \$ 93,273,793 |
| CIP projects for the Municipal Pool are split equally with Ames Community Schools and their half is not shown in the budget. | | (25,000) |
| Total CIP in Budget Document | | \$ 93,248,793 |
| Public Safety CIP | Page 111 | \$ 2,243,175 |
| Utility CIP | Page 168 | 69,061,900 |
| Transportation CIP | Page 202 | 20,543,718 |
| Community Enrichment CIP | Page 264 | 1,239,000 |
| General Government CIP | Page 307 | 50,000 |
| Internal Services CIP | Page 327 | 111,000 |
| | | \$ 93,248,793 |

DISCUSSION OF THE FIVE-YEAR CAPITAL IMPROVEMENTS PLAN

The Capital Improvements Plan for FY 2015/16 through FY 2019/20 reflects a commitment of \$251,885,728 over the next five years in the following areas that will improve the quality of life for those who choose to live in or visit the City of Ames.

| Expenditures: | Total | 2015/16 | 2016/17 | 2017/18 | 2018/19 | 2019/20 |
|---------------------------|--------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Public Safety | 5,030,510 | 2,243,175 | 604,335 | 679,000 | 752,000 | 752,000 |
| Utilities | 161,436,200 | 69,061,900 | 36,510,100 | 17,655,600 | 15,670,100 | 22,538,500 |
| Transportation | 79,784,018 | 20,543,718 | 11,553,000 | 15,166,000 | 17,213,500 | 15,307,800 |
| Community Enrichment | 5,635,000 | 1,425,000 | 1,190,000 | 1,025,000 | 1,025,000 | 970,000 |
| Total Expenditures | 251,885,728 | 93,273,793 | 49,857,435 | 34,525,600 | 34,660,600 | 39,568,300 |
| Revenues: | | | | | | |
| Debt | 136,636,590 | 65,148,990 | 29,183,600 | 10,450,000 | 10,660,000 | 21,194,000 |
| City | 75,636,410 | 18,458,875 | 13,276,685 | 15,862,650 | 15,503,200 | 12,535,000 |
| Other | 39,612,728 | 9,665,928 | 7,397,150 | 8,212,950 | 8,497,400 | 5,839,300 |
| Total Revenues | 251,885,728 | 93,273,793 | 49,857,435 | 34,525,600 | 34,660,600 | 39,568,300 |

Funding for the five-year Capital Improvements Plan is from a combination of City revenues, outside funding, and debt issuance. To fund the utility projects, rate increases will be required. Planned debt issuance includes \$43,621,590 in general obligation bonds, and \$28,875,000 in electric revenue bonds. \$63,140,000 in state revolving fund loans will also be used to finance \$44,109,000 in water treatment projects and \$19,031,000 in sanitary sewer projects. \$1,000,000 in previously issued but unused general obligation bond proceeds are also being redirected to new CIP projects.

PUBLIC SAFETY - \$5,030,510

Fire - \$336,510

The most significant project in this area involves the replacement of the **Self-Contained Breathing Apparatus** used by the Fire Department. This essential protective gear for the firefighters allows them to enter hazardous environments to perform their duties.

Storm Warning System - \$40,000

As the City's boundaries expand, there is a need for additions to the City's **Outdoor Storm Warning System**. The funds provided by this program will be used to fill gaps in siren coverage in the Northern Growth area along Grant Avenue and near Ada Hayden Heritage Park.

Traffic - \$4,654,000

The **Accessibility Enhancements Program** is being introduced into the CIP for the first time. This program replaces the Sidewalk Safety Program by combining elements of the previous program along with additional accessibility upgrades to intersection crosswalks, traffic control devices, and on-street and parking lot spaces. The **Multi-Modal Roadway Improvements Program** continues the City's desire to create a safer interaction between bicyclists and motorists using techniques such as on-street bike lanes and sharrows. Traffic adaptive systems

have been added to the fifth year of the CIP in the annual **Traffic Signal Program**. These systems will allow real time optimization of traffic and pedestrian flow at signalized intersections to promote increases travel efficiency throughout the city.

UTILITIES - \$161,436,200

Resource Recovery - \$2,105,800

Approximately \$1,600,000 has been identified for various projects over the next five years as part of the annual **Resource Recovery System Improvements** program. The construction of a **Cold Storage Building** to provide safe, secure storage for Resource Recovery equipment is also included in the fifth year of the CIP.

Water - \$60,079,000

The **New Water Treatment Plant** is the single largest project ever constructed by the City of Ames. This new \$74,000,000 facility, with 15 million gallons per day capacity, is designed to meet all current federal and state water quality standards as well as accommodate the City's projected drinking water needs for the next 20 years. A related project, the **Demolition of the Old Water Treatment Plant** is scheduled to take place once the new plant is fully operational. The **Water Supply Expansion** project calls for the construction of three new wells to be built with a capacity of 1.5 million gallons per day.

Over the next five years, \$5,375,000 will be invested in the **Water System Improvements** program to install larger water mains, remove or abandon 4-inch water supply lines, and eliminate duplicate water mains. The goal of this program is to reduce rusty water and improve water flow in the older sections of the city.

As Campustown becomes a focal point for commercial and multi-family developments, water lines, sanitary sewer lines, storm sewer lines, and streets will need to be reconstructed in this area. The **Campustown Public Improvements** project will begin to address these issues in FY 2017/18 at a projected cost of \$1,550,000.

Storm Sewer - \$12,144,400

In an effort to reduce damage related to river flooding in developed sections of the community, the **Flood Mitigation – River Flooding** project is included in the CIP. This \$5,854,000 project to “restore” the Squaw Creek channel on both sides of the Duff Avenue bridge was identified in a recently completed Flood Mitigation Study as the most cost-effective strategy to reduce flooding in historically affected areas.

As the Ames community continues to grow, the impact of runoff from resulting development on surrounding properties continues to increase. The CIP earmarks \$5,570,400 over the next five years in various projects to improve the City's storm water system.

Sanitary Sewer - \$32,072,000

Faulty sanitary sewer lines allow infiltration of storm water into the sanitary sewer system, thereby increasing the demand for expanded capacity at the City's Water Pollution Control (WPC) plant to treat this clean water. In order to meet existing clean water standards and secure the necessary operating permits from the Iowa Department of Natural Resources, the City needed to decide whether to engage in a costly expansion of the WPC plant or concentrate on replacing deteriorated sanitary sewer collection lines.

Having determined that the latter approach would be more cost-effective, two projects are included in the CIP to accomplish the City's goal of reducing storm water in the sanitary sewer system. The **Sanitary Sewer Rehabilitation Program** earmarks \$18,338,000 over the next five years to rehabilitate or reconstruct sections of deteriorated sanitary sewer to prevent the infiltration of clean storm water into the treatment process. In addition, the **Flow Equalization Expansion** project will increase the capacity of the equalization basins at the WPC plant by six million gallons. This project, which will cost \$1,075,000, will increase the plant's effective storage capacity to 10.4 million gallons.

The recently completed Long-Range Facility Plan identified maintenance issues which needed to be addressed at the 25 year old WPC plant. The CIP includes \$9,992,000 over the next five years for various projects to address these issues.

Electric - \$55,035,000

The second largest project included in the CIP involves the conversion of the Electric Utility's power source from coal to natural gas. This project, which began in FY 2014/15, is estimated to cost approximately \$26,000,000 overall, with \$15,000,000 included in the CIP for FY 2015/16. Carbon emissions for the City's power plant are expected to be reduced by approximately 312,000 tons per year because of the conversion.

In order to assure that the power plant is in good working order, the CIP includes \$15,380,000 for various improvements and upgrades at the plant.

Service reliability is also reliant upon strong transmission and distribution system. These systems allow the City to acquire lower cost energy from the open market when available, and to obtain energy when the power plant is taken off line due to a mechanical failure to for preventative maintenance. Over the life of the CIP, \$8,355,000 is included for various projects related to these systems.

TRANSPORTATION - \$79,784,018

Streets - \$67,015,018

In keeping with the feedback received from the City's annual Citizen Satisfaction Survey, a substantial portion of funds in the CIP are devoted to improvements to the City's transportation infrastructure. The CIP allocates approximately \$32,000,000 to reconstruct and repair the street system. The determination of need is based on a structural evaluation system that prioritizes deteriorated street sections each year.

The **Grand Avenue Extension** project will alleviate traffic congestion along the busiest corridor in the City, Highway 69 from Grand Avenue to Highway 30. With the elimination of federal earmarks, this \$18,000,000 has been delayed over the years as staff seeks non-City revenue to partially fund the project. As the search for alternative funding continues, the required environmental study portion of the proposed route will begin in FY 2015/16.

Iowa State University Research Park Phase III is a project new to the CIP. Already one of the most successful economic generators in the community, few lots remain available to accommodate companies in the park. Therefore, the CIP includes \$6,949,718 to widen University Boulevard as well as extend water and sewer lines to Phase III.

Shared Use Paths - \$3,183,300

Over the next five years, \$3,183,300 has been included in the **Shared Use Path System Expansion** and the **Shared Use Path Maintenance** projects in the CIP. These funds will be used to expand and repair the City's shared use path system, providing a safe and convenient alternative to driving in the community.

Bridges - \$3,320,000

The 2012 Bridge Inspection and Maintenance Report indicated that the 6th Street bridge needed to be replaced (\$3,020,000), and that the decking on the East Lincoln Way bridge needed to be repaired (\$300,000). The funding to accomplish these projects is included in the **Bridge Rehabilitation Program** in the CIP.

Airport - \$5,312,000

To enhance the capacity of the Ames Municipal Airport to accommodate larger aircraft, plans are underway in the **Airport Improvements** project to extend the airport's main runway to 8,000 feet. A companion project is the **Terminal Building Replacement**. It's estimated that this new 6,500 square foot facility will cost \$2,410,000. Commencement of the project will occur once the additional revenue needed to partially fund this initiative is identified.

Transit - \$7,457,000

Unfortunately, even as CyRide continues to experience unprecedented growth in ridership, the availability of federal funds to purchase buses has been eliminated. Therefore, over the next five years, the City will rely on the purchase of used buses to meet ridership needs as reflected in the **CyRide Vehicle Replacement** program. In addition, the City continues its commitment to updating the transit system's facilities and equipment by earmarking \$2,111,000 through the **CyRide Building and Modernization** and the **CyRide Shop and Office Equipment** programs.

COMMUNITY ENRICHMENT – \$5,635,000

Parks and Recreation - \$4,254,000

Over the five years of the CIP, \$4,254,000 has been budgeted to improve the City's park system and related recreation facilities. Of this total, \$2,439,000 is planned for park improvements, \$255,000 is earmarked for recreation building improvements, \$700,000 is reflected in aquatic facility improvements, \$300,000 is identified for improvements at the Ames/ISU Ice Arena, and \$360,000 is budgeted for improvements at Homewood Golf Course. In anticipation of new housing development expected in the north growth area of the City, the **Rose Prairie Park Development** project is being reflected in the CIP for the first time.

Strengthening Our Neighborhoods - \$750,000

The popular **Neighborhood Improvement Program** continues to receive funding in the CIP, with the goal of improving the appearance of our neighborhoods and promoting a greater sense of community through resident participation in neighborhood projects. In addition to residential neighborhoods, the City Council continues to support commercial areas. The **Downtown Façade Grant Program** and the **Campustown Façade Grant Program** each include \$500,000 in grant funds available to property owners who wish to make exterior improvements to their buildings in accordance with an approved set of design standards unique to each business district.

CIP TOTALS FOR FY 15/16 COMPARED TO FY 14/15

| | 2014/15 Adopted | 2015/16 Adopted | Change | % Change |
|---|--------------------|--------------------|----------------------------|----------------------------|
| | \$80,981,195 | \$93,248,793 | \$12,267,598 | 15.1% |
| | | | 2014/15 Adopted | 2015/16 Adopted |
| | | | \$ Change | % Change |
| Public Safety: | | | 717,175 | 2,243,175 |
| Projects: | | | | 1,526,000 |
| West Lincoln Way Intersection project | | | | 1,200,000 |
| New Accessibility Enhancements program | | | | 150,000 |
| Increase in other Traffic projects | | | | 176,000 |
| | | | | 1,526,000 |
| Utilities: | 63,594,850 | 69,061,900 | 5,467,050 | 8.6% |
| Projects: | | | | |
| Decrease in Resource Recovery projects | | | | -364,950 |
| Increase in Water Supply Expansion project | | | | 1,607,000 |
| Decrease in other Water Treatment projects | | | | -100,000 |
| Flood Mitigation – River Flooding project | | | | 1,078,000 |
| Increase in other Storm Sewer projects | | | | 52,000 |
| East Industrial Area Sewer Expansion project | | | | 2,030,000 |
| WPC Flow Equalization Expansion project | | | | 1,075,000 |
| Increase in other WPC projects | | | | 410,000 |
| Decrease in Electric Services projects | | | | -320,000 |
| | | | | 5,467,050 |
| Transportation: | 15,220,170 | 20,543,718 | 5,323,548 | 35.0% |
| Projects: | | | | |
| Decrease in Transit Building Improvements | | | | -555,000 |
| Decrease in Transit vehicle replacement | | | | -1,132,000 |
| Decrease in other Transit projects | | | | -63,170 |
| Airport Terminal Replacement project | | | | 2,410,000 |
| Airport Runway Rehabilitation project | | | | 222,000 |
| Increase in Bridge Rehabilitation program | | | | 3,140,000 |
| Completion of Grant Avenue Paving project | | | | -2,825,000 |
| New ISU Research Park project | | | | 6,949,718 |
| Decrease in other street improvement projects | | | | -2,823,000 |
| | | | | 5,323,548 |
| Community Enrichment: | 1,276,500 | 1,239,000 | -37,000 | -2.9% |
| Projects: | | | | |
| Increase in Park System Improvements program | | | | 238,000 |
| Completion of Roosevelt Park development | | | | -80,000 |
| Decrease in Ada Hayden improvements | | | | -180,000 |
| Decrease in other Parks and Recreation projects | | | | -35,500 |
| Increase in Campustown Façade program | | | | 20,000 |
| | | | | -37,500 |
| General Government: | 50,000 | 50,000 | - | 0.0% |
| Internal Services: | 122,500 | 111,000 | -11,500 | -9.4% |
| Projects: | | | | |
| Decrease in Maintenance Facility Improvements | | | | -11,500 |
| Total CIP Change | 50,981,195 | 93,248,793 | 12,267,598 | 15.1% |

CIP ANNUAL OPERATING BUDGET IMPACT

| Program | 2015/16 Capital Budget | Personal Services | Operational Capital | Other Operations | Debt Service | Revenue Increases | Total |
|-------------------------------|------------------------------|----------------------|------------------------|---------------------|------------------|----------------------|-------------------|
| Public Safety | 2,243,175 | | | | 45,208 | | 2,288,383 |
| Utilities | 69,061,900 | | | -225,000 | 1,337,883 | | 70,174,783 |
| Transportation | 20,543,718 | | | 12,000 | 1,135,121 | -94,736 | 21,584,103 |
| Community Enrichment | 1,239,000 | | | | | | 1,239,000 |
| General Government | 50,000 | | | | | | 50,000 |
| Internal Services | 111,000 | | | | | | 111,000 |
| Total Expenditures | 93,248,793 | 0 | 0 | -225,000 | 2,518,212 | -94,736 | 94,447,269 |

Electric Service's Feedwater Heater Tube Replacement project, scheduled for FY 2015/16, will spend \$450,000 to replace the heater tubes in Unit #7, making it more efficient to operate. The waste heat will be captured and used to pre-heat the feed water going into the boiler, which will reduce the amount of fuel needed to produce the same amount of energy. The expected payback period for this project is two years.

Additional paved roads and extensions to the shared use path system will add approximately \$12,000 to the operating budget for additional maintenance and snow removal expense.

The New Airport Terminal Project is being partially funded through airport revenue abated general obligation bonds. Improvements being done at the airport are expected to increase airport revenues by \$94,736 to offset the debt service on these bonds.

Other Effects on Operations

Electric Service's Demand Side Management Program is aimed at reducing consumer use of energy through conservation and efficiency measures. It is estimated that this program, budgeted at \$1,000,000 annually, has reduced demand on the City's electric system by 15 megawatts, delaying the need to invest in the costly expansion of electric capacity.

Construction began on the City's new \$74,000,000 water treatment plant in October of 2014. The facility, which will be constructed to a LEED-certified standard, is scheduled to be completed in FY 2016/17. Operating costs will be identified later in the construction phase.

The renovation of the Ames Public Library was completed in August of 2014. This approximately \$20,000,000 project was also constructed to LEED-certified standards, resulting in similar utility costs for the new, larger space as compared to the older structure. Staffing at the Library was reorganized to better serve the public in the new space, but personal service costs were held level.

CIP Planning

Many studies and plans are utilized by City officials and department heads in developing the Capital Improvements Plan.

The **Sanitary Sewer System Evaluation (SSSE)** is a comprehensive and systematic program for identifying defects in the sanitary sewer collection system that allow the infiltration and inflow of storm water into the system, prioritizing the defects, and establishing rehabilitation costs so that repairs can be included in the Capital Improvements Plan. The study, which began in the spring of 2012 and is currently 95% complete, is being conducted concurrently with the Long-Range Facility Plan for Water Pollution Control (WPC) facility. The results of these two studies are being used to prioritize wet weather flow mitigation activities in the collection system and at the treatment plant.

The **Long-Range WPC Facility Plan** is a comprehensive evaluation of the current WPC facility that was completed in FY 2013/14. The purpose of the study was to evaluate the condition of structural and mechanical elements at the facility, estimate their remaining useful lives, and propose a prioritized schedule of major replacement needs. The study also evaluated the capacity of the facility to determine the timing of any necessary capacity expansion needs over a projected 20-year period. Several CIP projects are a result of the study, including the Flow Equalization Expansion project and

In recent years, the electric utility industry, especially utilities with fossil-fuel generation resources, has been challenged by the introduction of several imposing environmental regulations promulgated by the United States Environmental Protection Agency (EPA). At the same time, the price and supply of natural gas has improved significantly. These two factors, environmental regulations and the low price and abundance of natural gas, have caused the electric industry to seriously evaluate its strategies for how to generate power in the future. The City of Ames, with two coal-fired generating units that are 30 and 45 years old, must likewise now evaluate the best methods of supplying power in light of these same factors.

As a result, the City of Ames performed the **Energy Resource Options Study** to assess the electric generating and power supply options available. The study assessed the City's existing electric utility infrastructure, including its power generation assets and resources, and evaluated all possible options for generating electricity to meet the City's electric power requirements for 2015 and beyond. This study resulted in the decision by City Council in the fall of 2013 to convert from a coal-fired power generation system to one that will be powered by natural gas. This decision is responsible for the inclusion of the Unit #7 and #8 Fuel Conversion project in the Capital Improvement Plan.

In a parallel study, the **Gasification System Financial Modeling Study** is assessing the costs and technical viability of converting the City's Resource Recovery Plant to a gasification system. The Resource Recovery Plant currently converts municipal solid waste (MSW) into Refuse-Derived Fuel (RDF) which is directly injected into the Electric Plant's coal-fired boilers. This processing method has several drawbacks: approximately 30% of the MSW received cannot be processed into fuel; bottlenecks in the processing flow reduces MSW throughput and storage; burning RDF requires costly boiler equipment and additional ash disposal costs; and the cost of keeping boilers running to dispose of RDF is sometimes higher when it would be more economical to turn off the boilers and purchase

energy from the outside market. Most importantly, as previously mentioned, federal regulations may actually force the City to move away from a coal-fired power plant.

Gasification is an emerging technology that converts solid waste into a “sungas” or liquid fuel. As Electric Services undergoes its study to consider alternatives for providing electricity, this second study will determine the costs to integrate gasification into several different combustible options, including options that could operate independent of the Electric Plant.

The location of Ames at the confluence of Squaw Creek and the South Skunk River has created challenges with flooding in the community. Major floods occurred in 1965, 1975, 1990, twice in 1993, 1996, 2007, 2008, and 2010. The most recent flood was severe and affected many Ames businesses and residents. The flood of 2010 motivated the Ames City Council to undertake the **Flood Mitigation Study**, which was completed in 2013 and developed a list of recommendations to reduce the impact of future flooding in the Ames community. One of the recommendations resulted in the Flood Mitigation – River Flooding project included in the first two years of the Capital Improvements Plan.

Localized flash flooding has also occurred at various locations during high rainfall events. A new study, the **Storm Sewer System Analysis** has been introduced in the CIP. Beginning in FY 2016/17, this study will establish an accurate GIS storm sewer system and hydraulic modeling of the network which can be used to analyze the system and program improvements to prevent future flash flooding.

The **Source Water Protection Plan** is introduced in the CIP for the first time in FY 2015/16. This project will develop a plan to protect the alluvial aquifer that supplies the City’s municipal drinking water. The plan will assess the specific susceptibility of the City’s water supply to contamination, and identify strategies that can be implemented to minimize or mitigate that risk.

Another new study included in the CIP for FY 2015/16 is the **Shared Use Path Utilization and Regional Trail Connectivity Study**. This study will collect bicycle and pedestrian traffic volume information for the City’s shared use path system by time of day and facility. This information will be used to prioritize maintenance activities and alternative funding source pursuits. A particular emphasis will be placed on routes in and out of the community to provide a planning tool for programming the improvements necessary to connect Ames to the greater Central Iowa Trail system.

FUND STRUCTURES AND SUMMARY OF CHANGES IN ENDING BALANCES FOR THE 2015/16 ADOPTED BUDGET

| FUND | BEGINNING BALANCE | REVENUES | TRANSFERS IN | EXPENSES | TRANSFERS OUT | CHANGE | ENDING BALANCE | % CHANGE | COMMENT REFERENCE |
|--------------------------------|-------------------|--------------------|-------------------|--------------------|-------------------|-------------------|-------------------|--------------|-------------------|
| GENERAL FUND | 6,940,667 | 24,452,479 | 8,822,639 | 29,208,802 | 4,066,316 | - | 6,940,667 | 0.0% | |
| SPECIAL REVENUE FUNDS: | | | | | | | | | |
| Local Option Sales Tax | 3,373,191 | 7,484,605 | 101,429 | 3,077,782 | 4,510,763 | -2,511 | 3,370,680 | -0.1% | |
| Hotel/Motel Tax | 512,347 | - | 1,775,000 | 1,427,657 | 253,572 | 93,771 | 606,118 | 18.3% | A |
| Road Use Tax | 1,185,448 | 5,925,077 | - | 6,216,914 | 27,750 | -319,587 | 865,861 | -27.0% | B |
| Public Safety Spec Revenues | 218,515 | 16,200 | - | 9,850 | - | 6,350 | 224,865 | 2.9% | |
| City-Wide Housing | 706,506 | - | - | 48,754 | - | -48,754 | 657,752 | -6.9% | |
| CDBG | 43,311 | 488,278 | - | 488,278 | - | - | 43,311 | 0.0% | |
| Tax Increment Financing (TIF) | -264,149 | 2,980,336 | - | 2,938,990 | 413,220 | -371,874 | -636,023 | 140.8% | C |
| Employee Benefit Property Tax | - | 1,810,706 | - | - | 1,810,706 | - | - | - | |
| Fire/Police Pension | 571,571 | 5,500 | - | 13,599 | 250,000 | -258,099 | 313,472 | -45.2% | D |
| Parks & Rec Spec Revenues | 1,865,346 | 14,300 | - | - | - | 14,300 | 1,879,646 | 0.8% | |
| Library Friends Foundation | 6,854 | 65,000 | - | 15,500 | 49,500 | - | 6,854 | 0.0% | |
| Library Donations/Grants | 110,109 | 19,000 | 49,500 | 67,968 | - | 532 | 110,641 | 0.5% | |
| Utility Assistance | 10,270 | 16,000 | - | 16,000 | - | - | 10,270 | 0.0% | |
| Public Art Donations | 170 | - | - | - | - | - | 170 | 0.0% | |
| Developer Projects | 144,110 | - | - | - | - | - | 144,110 | 0.0% | |
| Economic Development | 633,807 | - | - | - | - | - | 633,807 | 0.0% | |
| Sub-Total | 9,117,406 | 18,825,002 | 1,925,929 | 14,321,292 | 7,315,511 | -885,872 | 8,231,534 | -9.7% | |
| PERMANENT FUNDS: | | | | | | | | | |
| Cemetery Perpetual Care | 928,006 | 10,500 | - | - | - | 10,500 | 938,506 | 1.1% | |
| Aquatic Center Trust | 1,106,454 | 7,200 | - | - | - | 7,200 | 1,113,654 | 0.7% | |
| Sub-Total | 2,034,460 | 17,700 | - | - | - | 17,700 | 2,052,160 | 0.9% | |
| DEBT SERVICE | 630,535 | 8,926,787 | 1,774,443 | 10,671,238 | - | 29,992 | 660,527 | 4.8% | |
| CAPITAL PROJECTS: | | | | | | | | | |
| Special Assessments | -423,478 | 442,728 | - | 4,967 | 442,728 | -4,967 | -428,445 | 1.2% | |
| Street Construction | 279,357 | 6,945,728 | - | 6,945,728 | - | - | 279,357 | 0.0% | |
| Airport Construction | 335,279 | 750,000 | 85,973 | 822,000 | - | 13,973 | 349,252 | 4.2% | |
| Bond Proceeds | -239,016 | 8,954,000 | - | 10,039,443 | - | -1,085,443 | -1,324,459 | 454.1% | E |
| Sub-Total | -47,858 | 17,092,456 | 85,973 | 17,812,138 | 442,728 | -1,076,437 | -1,124,295 | 2,249.2% | |
| ENTERPRISE FUNDS: | | | | | | | | | |
| Water Utility | 17,042,888 | 37,465,815 | 627,731 | 36,770,243 | 1,049,538 | 273,765 | 17,316,653 | 1.6% | |
| Sewer Utility | 3,944,534 | 15,600,340 | 494,761 | 16,119,881 | 788,226 | -813,006 | 3,131,528 | -20.6% | F |
| Electric Utility | 23,502,480 | 78,494,000 | - | 79,609,333 | 2,119,027 | -3,234,360 | 20,268,120 | -13.8% | G |
| Parking | 356,296 | 878,820 | - | 931,865 | - | -53,045 | 303,251 | -14.9% | H |
| Transit | 2,422,382 | 9,851,181 | 2,457,745 | 11,232,327 | 800,000 | 276,599 | 2,698,981 | 11.4% | I |
| Storm Sewer Utility | 965,258 | 1,977,652 | - | 1,916,747 | - | 60,905 | 1,026,163 | 6.3% | |
| Ames/ISU Ice Arena | 496,795 | 553,225 | 20,000 | 735,276 | - | -162,051 | 334,744 | -32.6% | J |
| Homewood Golf Course | 169,086 | 270,702 | - | 269,512 | - | 1,190 | 170,276 | 0.7% | |
| Resource Recovery | 3,784,465 | 3,810,895 | 452,862 | 4,506,609 | 163,987 | -406,839 | 3,377,626 | -10.8% | K |
| Sub-Total | 52,684,184 | 148,902,630 | 4,053,099 | 152,091,793 | 4,920,778 | -4,056,842 | 48,627,342 | -7.7% | |
| INTERNAL SERVICE FUNDS: | | | | | | | | | |
| Fleet Services | 6,985,444 | 4,208,307 | 83,250 | 4,401,777 | - | -110,220 | 6,875,224 | -1.6% | |
| Information Technology | 2,475,648 | 2,215,475 | - | 2,245,146 | - | -29,671 | 2,445,977 | -1.2% | |
| Risk Management | 1,487,734 | 2,454,013 | - | 2,362,295 | - | 91,718 | 1,579,452 | 6.2% | |
| Health Insurance | 2,439,252 | 8,053,215 | - | 8,167,082 | - | -113,867 | 2,325,385 | -4.7% | |
| Sub-Total | 13,388,078 | 16,931,010 | 83,250 | 17,176,300 | - | -162,040 | 13,226,038 | -1.2% | |
| TOTAL | 84,747,472 | 235,148,064 | 16,745,333 | 241,281,563 | 16,745,333 | -6,133,499 | 78,613,973 | -7.2% | |

The City's overall change in fund balances is a 7.2% decrease. Some of the larger changes are:

- A Hotel/Motel revenues are projected to increase for 2015/16, while expenses have been held relatively level.
- B Road Use Tax Fund expenses include additional projects approved out of the unreserved fund balance.
- C A TIF project causes a fund deficit for several years while Debt Service is being paid, but tax receipts have not started to be collected.
- D The Police and Fire Pension's fund balance is being gradually drawn down over a 10-year period to lessen the impact of the full tax levy when the surplus runs out.
- E Unused bond proceeds from prior issues have been reallocated to new projects in 2015/16.
- F The Sewer Utility's fund balance is being drawn down to finance necessary capital improvements to the plant and collection system.
- G The Electric Utility's fund balance is being used to finance a large portion of the conversion from coal to natural gas at the Utility's power plant.
- H The Parking Fund's reduced fund balance is being evaluated to determine if parking fee increases need to be implemented.
- I Transit's fund balance is being built up to replace federal funding that is expected to decrease for additions to the fleet.
- J The Ice Arena's fund balance is being drawn down to finance several capital improvements at the facility in 2015/16.
- K Resource Recovery's accumulated fund balance is being used to finance several capital improvement projects in 2015/16.

Fund Balance: The net assets of a fund calculated on a budgetary basis and used as a measure of financial resources available in the fund.

LONG-RANGE FINANCIAL PLANNING

In addition to the Budget and the Capital Improvements Plan, the City, as part of its budget process, prepares long-range plans for City-owned utilities, debt service, and several of the special revenue funds. These plans are used to forecast projected necessary rate increases, to level debt and necessary tax increases, and to schedule large capital projects. These plans are revised annually in response to the strategic goals set by the City Council at its annual goal-setting session.

LOCAL OPTION SALES TAX FUND

| | Adjusted 2014/15 | Adopted 2015/16 | 2016/17 | 2017/18 | 2018/19 | 2019/20 |
|--------------------------|-----------------------------|----------------------------|------------------|------------------|------------------|------------------|
| Revenues: | | | | | | |
| Local Option Sales Tax | 7,996,943 | 7,484,605 | 7,709,143 | 7,940,417 | 8,178,630 | 8,423,989 |
| Hotel/Motel Tax Transfer | 100,000 | 101,429 | 103,458 | 105,527 | 107,638 | 109,791 |
| Total Revenues | 8,096,943 | 7,586,034 | 7,812,601 | 8,045,944 | 8,286,268 | 8,533,780 |
| Expenses: | | | | | | |
| Property Tax Relief | 4,798,166 | 4,490,763 | 4,625,486 | 4,764,251 | 4,907,179 | 5,054,394 |
| Other Program Expenses | 1,563,276 | 1,608,607 | 1,689,037 | 1,773,489 | 1,862,163 | 1,955,271 |
| Total Expenses | 6,361,442 | 6,099,370 | 6,314,523 | 6,537,740 | 6,769,342 | 7,009,665 |
| Net Increase (Decrease) | 1,735,501 | 1,486,664 | 1,498,078 | 1,508,204 | 1,516,926 | 1,524,115 |
| Beginning Balance | 5,810,904 | 3,373,191 | 3,370,680 | 3,043,423 | 2,926,627 | 2,775,053 |
| Available for CIP | 7,546,405 | 4,859,855 | 4,868,758 | 4,551,627 | 4,443,553 | 4,299,168 |
| CIP Projects | 4,173,214 | 1,489,175 | 1,825,335 | 1,625,000 | 1,668,500 | 1,732,800 |
| Ending Balance | 3,373,191 | 3,370,680 | 3,043,423 | 2,926,627 | 2,775,053 | 2,566,368 |

Assumptions: Local Option Sales tax revenue increases 3% each year, the Hotel/Motel Tax transfer increases 2% each year, and program expenses increase 5% each year. CIP project expenses are based on the adopted 2015–2020 Capital Improvements Plan.

HOTEL/MOTEL TAX FUND

| | Adjusted 2014/15 | Adopted 2015/16 | 2016/17 | 2017/18 | 2018/19 | 2019/20 |
|-------------------------|-----------------------------|----------------------------|------------------|------------------|------------------|------------------|
| Revenues: | | | | | | |
| Hotel/Motel Tax | 1,750,000 | 1,775,000 | 1,828,250 | 1,883,098 | 1,939,591 | 1,997,779 |
| Total Revenues | 1,750,000 | 1,775,000 | 1,828,250 | 1,883,098 | 1,939,591 | 1,997,779 |
| Expenses: | | | | | | |
| Pass-through to ACVB | 1,250,000 | 1,267,857 | 1,305,893 | 1,345,070 | 1,385,422 | 1,426,985 |
| Property Tax Relief | 150,000 | 152,143 | 156,707 | 161,408 | 166,250 | 171,238 |
| Transfer | | | | | | |
| Community Betterment | 100,000 | 101,429 | 104,472 | 107,606 | 110,834 | 114,159 |
| Transfer | | | | | | |
| Economic Development | 177,457 | 159,800 | 159,800 | 159,800 | 159,800 | 159,800 |
| Total Expenses | 1,677,457 | 1,681,229 | 1,726,872 | 1,773,884 | 1,822,306 | 1,872,182 |
| Net Increase (Decrease) | 72,543 | 93,771 | 101,378 | 109,214 | 117,285 | 125,597 |
| Beginning Balance | 439,804 | 512,347 | 606,118 | 707,496 | 816,710 | 933,995 |
| Ending Balance | 512,347 | 606,118 | 707,496 | 816,710 | 933,995 | 1,059,592 |

Assumptions: Hotel/Motel tax receipts increase 3% each year; the pass through to Ames Convention and Visitors Bureau and the transfers for property tax relief and community betterment also increase by 3% each year. Other program expenses remain unchanged each year.

ROAD USE TAX FUND

| | Adjusted 2014/15 | Adopted 2015/16 | 2016/17 | 2017/18 | 2018/19 | 2019/20 |
|---------------------------|-----------------------------|----------------------------|----------------|----------------|----------------|------------------|
| Revenues | 5,805,989 | 5,925,077 | 6,102,829 | 6,285,914 | 6,474,491 | 6,668,726 |
| Operating Expenses | 4,950,226 | 5,118,914 | 5,272,481 | 5,430,655 | 5,593,575 | 5,761,382 |
| Net Increase (Decrease) | 855,763 | 806,163 | 830,348 | 855,259 | 880,916 | 907,344 |
| Beginning Balance | 4,439,095 | 1,185,448 | 865,861 | 718,459 | 588,718 | 329,634 |
| Available for CIP | 5,294,858 | 1,991,611 | 1,696,209 | 1,573,718 | 1,469,634 | 1,236,978 |
| CIP Projects | 4,109,410 | 1,125,750 | 977,750 | 985,000 | 1,140,000 | 1,582,000 |
| Ending Balance | 1,185,448 | 865,861 | 718,459 | 588,718 | 329,634 | (345,022) |

Assumptions: Revenue estimated using IDOT rates, assuming no population changes, and operating expenses increase by 3% each year. CIP project expenses are based on the adopted 2015–2020 Capital Improvement Plan.

Effective March 1, 2015, the Iowa legislature increased the motor fuel tax rate which provides, by formula, Road Use Tax revenue to the City of Ames and other local governments. The projections above do not reflect this increase as the change occurred after the City's budget process was completed.

WATER UTILITY/WATER CONSTRUCTION FUNDS

| | Adjusted 2014/15 | <i>4% rate increase</i> Adopted 2015/16 | 2016/17 | <i>4% rate increase</i> 2017/18 | 2018/19 | <i>4% rate increase</i> 2019/20 |
|-------------------------|-----------------------------|---|-------------------|---|-------------------|---|
| Revenues: | | | | | | |
| Water Utility Revenues | 10,326,787 | 11,047,815 | 11,462,864 | 11,778,665 | 11,714,594 | 12,009,301 |
| Grant Revenue | - | - | - | - | - | - |
| SRF Loan Proceeds | 22,100,000 | 26,418,000 | 17,691,000 | 611,000 | - | - |
| Total Revenues | 32,426,787 | 37,465,815 | 29,153,864 | 12,389,665 | 11,714,594 | 12,009,301 |
| Expenses: | | | | | | |
| Operating Expenses | 5,692,482 | 5,816,512 | 6,049,172 | 6,291,139 | 6,542,785 | 6,804,496 |
| Debt Service | 503,942 | 1,021,788 | 1,693,860 | 4,797,105 | 4,721,647 | 4,603,888 |
| Total Expenses | 6,196,424 | 6,838,300 | 7,743,032 | 11,088,244 | 11,264,432 | 11,408,384 |
| Net Increase (Decrease) | 26,230,363 | 30,627,515 | 21,410,832 | 1,301,421 | 450,162 | 600,917 |
| Beginning Balance | 16,138,893 | 17,042,888 | 17,316,653 | 17,089,735 | 16,213,156 | 15,038,318 |
| Available for CIP | 42,369,256 | 47,670,403 | 38,727,485 | 18,391,156 | 16,663,318 | 15,639,235 |
| SRF Funded Projects | 22,100,000 | 26,418,000 | 17,691,000 | - | - | - |
| Other CIP Projects | 3,226,368 | 3,935,750 | 3,946,750 | 2,178,000 | 1,625,000 | 2,660,000 |
| Ending Balance | 17,042,888 | 17,316,653 | 17,089,735 | 16,213,156 | 15,038,318 | 12,979,235 |

Assumptions: Charges for services include projected rate increases, Iowa State University contract payments fluctuate with projected capital payments, interest revenue varies with the projected fund balance, and operating expenses increase 4% each year. State Revolving Fund loan proceeds, debt service expense, and CIP project expenses are based on the adopted 2015–2020 Capital Improvement Plan. Demand for water may decrease due to rate increases.

SEWER UTILITY/SEWER CONSTRUCTION FUNDS

| | <i>8% rate increase</i> Adjusted 2014/15 | <i>5% rate increase</i> Adopted 2015/16 | 2016/17 | <i>8% rate increase</i> 2017/18 | 2018/19 | <i>8% rate increase</i> 2019/20 |
|-------------------------|--|---|-------------------|---|-------------------|---|
| Revenues: | | | | | | |
| Sewer Utility Revenues | 8,401,540 | 8,637,340 | 8,448,839 | 8,998,830 | 9,404,082 | 9,837,154 |
| Bond Proceeds | - | 2,000,000 | - | - | - | - |
| SRF Loan Proceeds | 7,043,511 | 4,963,000 | 3,354,000 | 3,460,000 | 3,570,000 | 3,684,000 |
| Total Revenues | 15,445,051 | 15,600,340 | 11,802,839 | 12,458,830 | 12,974,082 | 13,521,154 |
| Expenses: | | | | | | |
| Operating Expenses | 5,112,719 | 5,265,120 | 5,423,074 | 5,585,766 | 5,753,339 | 5,925,939 |
| Debt Service | 256,647 | 760,476 | 640,283 | 1,000,207 | 1,205,563 | 1,425,410 |
| Total Expenses | 5,369,366 | 6,025,596 | 6,063,357 | 6,585,973 | 6,958,902 | 7,351,349 |
| Net Increase (Decrease) | 10,075,685 | 9,574,744 | 5,739,482 | 5,872,857 | 6,015,180 | 6,169,805 |
| Beginning Balance | 5,838,846 | 3,941,565 | 3,128,559 | 3,507,291 | 4,920,148 | 3,929,328 |
| Available for CIP | 15,914,531 | 13,516,309 | 8,868,041 | 9,380,148 | 10,935,328 | 10,099,133 |
| SRF Funded Projects | 6,790,280 | 4,963,000 | 3,354,000 | 3,460,000 | 3,570,000 | 3,684,000 |
| Other CIP Projects | 5,182,686 | 5,424,750 | 2,006,750 | 1,000,000 | 3,436,000 | 1,360,000 |
| Ending Balance | 3,941,565 | 3,128,559 | 3,507,291 | 4,920,148 | 3,929,328 | 5,055,133 |

Assumptions: Charges for services increase 2% in years without rate increases, Iowa State University revenue varies with contract terms, and interest revenue varies with the projected fund balance. Operating expenses increase 3% each year. State Revolving Fund loan proceeds, bond proceeds, debt service, and CIP project expenses are based on the adopted 2015-2020 Capital Improvements Plan.

ELECTRIC UTILITY FUND

| | Adjusted 2014/15 | Adopted 2015/16 | 2016/17 | <i>4% rate increase</i> 2017/18 | 2018/19 | 2019/20 |
|---------------------------|-----------------------------|----------------------------|-------------------|---|-------------------|-------------------|
| Revenues: | | | | | | |
| Electric Utility Revenues | 57,980,500 | 59,619,000 | 60,215,190 | 62,623,798 | 63,250,036 | 63,882,536 |
| Revenue Bond Proceeds | - | 18,875,000 | - | - | - | 10,000,000 |
| Total Revenues | 57,980,500 | 78,494,000 | 60,215,190 | 62,623,798 | 63,250,036 | 73,882,536 |
| Expenses: | | | | | | |
| Operating Expenses | 53,799,464 | 55,448,360 | 56,557,327 | 57,688,474 | 58,842,243 | 60,019,088 |
| Debt Service | - | 1,645,000 | 1,645,000 | 1,645,000 | 1,645,000 | 2,517,445 |
| Total Expenses | 53,799,464 | 57,093,360 | 58,202,327 | 59,333,474 | 60,487,243 | 62,536,533 |
| Net Increase (Decrease) | 4,181,036 | 21,400,640 | 2,012,863 | 3,290,324 | 2,762,793 | 11,346,003 |
| Beginning Balance | 43,664,508 | 23,502,480 | 18,623,120 | 18,128,133 | 13,766,107 | 11,099,300 |
| Available for CIP | 47,845,544 | 44,903,120 | 20,635,983 | 21,418,457 | 16,528,900 | 22,445,303 |
| CIP Projects | 24,343,064 | 26,280,000 | 2,507,850 | 7,652,350 | 5,429,600 | 13,042,100 |
| Ending Balance | 23,502,480 | 18,623,120 | 18,128,133 | 13,766,107 | 11,099,300 | 9,403,203 |

Assumptions: The fund balance in the Electric Utility is being drawn down to fund the conversion of the power plant from coal to natural gas. A rate increase is anticipated for 2017/18; charges for services in other years increase 1% each year. Interest revenue varies with the fund balance and operating expenses increase 2% each year. Revenue bond proceeds, debt service expense, and CIP project expenses are based on the adopted 2015-2020 Capital Improvements Plan.

STORM SEWER UTILITY FUND

| | Adjusted 2014/15 | Adopted 2015/16 | 2016/17 | 2017/18 | 2018/19 | 2019/20 |
|-------------------------|-----------------------------|----------------------------|------------------|------------------|------------------|------------------|
| Revenues: | | | | | | |
| Storm Sewer Revenues | 1,951,314 | 1,977,652 | 1,997,429 | 2,017,403 | 2,037,577 | 2,057,953 |
| Expenses: | | | | | | |
| Operating Expenses | 558,377 | 580,747 | 603,977 | 628,136 | 653,261 | 679,391 |
| Net Increase (Decrease) | 1,392,937 | 1,396,905 | 1,393,452 | 1,389,267 | 1,384,316 | 1,378,562 |
| Beginning Balance | 2,119,547 | 965,258 | 1,026,163 | 1,589,615 | 2,019,882 | 2,456,198 |
| Available for CIP | 3,512,484 | 2,362,163 | 2,419,615 | 2,978,882 | 3,404,198 | 3,834,760 |
| CIP Projects | 2,547,226 | 1,336,000 | 830,000 | 959,000 | 948,000 | 830,000 |
| Ending Balance | 965,258 | 1,026,163 | 1,589,615 | 2,019,882 | 2,456,198 | 3,004,760 |

Assumptions: Charges for services increase 1% each year, interest revenue varies with the projected fund balance, and operating expenses increase 4% each year. Grant proceeds and CIP project expenses are based on the adopted 2015-2020 Capital Improvements Plan.

RESOURCE RECOVERY FUND

| | Adjusted 2014/15 | Adopted 2015/16 | 2016/17 | 2017/18 | 2018/19 | 2019/20 |
|-------------------------|-----------------------------|----------------------------|------------------|------------------|------------------|----------------|
| Revenues: | | | | | | |
| Charges for Services | 2,864,040 | 2,830,540 | 2,887,151 | 2,944,894 | 3,003,792 | 3,063,868 |
| Other Revenues | 1,457,217 | 1,433,217 | 1,433,217 | 1,433,217 | 1,433,217 | 1,433,217 |
| Bond Proceeds | 300,000 | - | - | - | - | - |
| Total Revenues | 4,621,257 | 4,263,757 | 4,320,368 | 4,378,111 | 4,437,009 | 4,497,085 |
| Expenses: | | | | | | |
| Operating Expenses | 4,049,796 | 4,140,709 | 4,285,634 | 4,435,631 | 4,590,878 | 4,751,559 |
| Debt Service | 154,375 | 163,987 | 166,387 | 163,688 | 165,988 | 163,188 |
| Total Expenses | 4,204,171 | 4,304,696 | 4,452,021 | 4,599,319 | 4,756,866 | 4,914,747 |
| Net Increase (Decrease) | 417,086 | (40,939) | (131,653) | (221,208) | (319,857) | (417,662) |
| Beginning Balance | 4,206,303 | 3,784,465 | 3,377,626 | 2,927,873 | 2,345,065 | 1,761,108 |
| Available for CIP | 4,623,389 | 3,743,526 | 3,245,973 | 2,706,665 | 2,025,208 | 1,343,446 |
| CIP Projects | 838,924 | 365,900 | 318,100 | 361,600 | 264,100 | 796,100 |
| Ending Balance | 3,784,465 | 3,377,626 | 2,927,873 | 2,345,065 | 1,761,108 | 547,346 |

Assumptions: Charges for services increase 2% each year, interest revenue varies with the projected fund balance, and operating expenses increase 3.5% each year. Bond proceeds, debt service expense, and CIP project expenses are based on the adopted 2015-2020 Capital Improvements Plan.

DEBT SERVICE

| | Adjusted 2014/15 | Adopted 2015/16 | 2016/17 | 2017/18 | 2018/19 | 2019/20 |
|-----------------------------|-----------------------------|----------------------------|------------------|-------------------|-------------------|-------------------|
| Debt Service Issues: | | | | | | |
| Current | 8,608,636 | 8,077,033 | 8,092,594 | 7,739,592 | 7,180,222 | 6,332,209 |
| Proposed 2015/16 | - | 804,800 | 804,800 | 804,800 | 804,800 | 804,800 |
| Proposed 2016/17 | - | - | 817,620 | 817,620 | 817,620 | 817,620 |
| Proposed 2017/18 | - | - | - | 702,230 | 702,230 | 702,230 |
| Proposed 2018/19 | - | - | - | - | 712,276 | 712,276 |
| Proposed 2019/20 | - | - | - | - | - | 754,470 |
| Total Debt Service | 8,608,636 | 8,881,833 | 9,715,014 | 10,064,242 | 10,217,148 | 10,123,605 |
| Less: | | | | | | |
| State Replacement Tax | 172,981 | 342,818 | 342,818 | 342,818 | 342,818 | 342,818 |
| Use of Fund Balance | - | - | 350,000 | 250,000 | - | - |
| | 172,981 | 342,818 | 692,818 | 592,818 | 342,818 | 342,818 |
| Net Debt Service | 8,435,655 | 8,539,015 | 9,022,196 | 9,471,424 | 9,874,330 | 9,780,787 |
| Debt Service Levy | 3.58189 | 3.48989 | 3.57997 | 3.64876 | 3.69318 | 3.55164 |

Assumptions: 3% annual growth in taxable value of property; state replacement tax remains level after 2016/16. Debt service projections are based on the adopted 2015-2020 Capital Improvements Plan. Future debt service is estimated using a term of 12 years and an interest rate of 3%. Tax supported debt only is included in the projection; abated debt is excluded.

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PUBLIC SAFETY

LIBRARY INTERIOR RENOVATION



PUBLIC SAFETY

| | |
|---|-----|
| Law Enforcement | 74 |
| Police Administration and Records..... | 76 |
| Crime Prevention and Police Services | 78 |
| General Investigation | 82 |
| Emergency Communications | 86 |
| Police Forfeiture/Grants | 88 |
| | |
| Fire Safety | 90 |
| Fire Administration and Support..... | 92 |
| Fire Suppression and Emergency Action | 94 |
| Fire Prevention and Safety Education | 97 |
| Building Safety/Inspections | 100 |
| | |
| Traffic Control | |
| Traffic Maintenance..... | 104 |
| Traffic Engineering | 106 |
| | |
| Animal Control | 108 |
| | |
| Other Community Protection | 110 |
| (Street Lights and Civil Defense) | |
| | |
| Public Safety CIP | 111 |

PUBLIC SAFETY

Program Description:

One of the primary functions of the Ames City government is to safeguard and protect the lives, health, and property of its citizens. Such protection extends across the following major areas in Law Enforcement: crime prevention activities, Safe Neighborhoods Team, patrol and emergency response, traffic enforcement, juvenile services, and specialized criminal investigations. Fire Safety 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. Building Safety entails the enforcement of structural, rental housing, electrical, plumbing, and mechanical codes which have been adopted for citizens’ safety. Traffic Control has the responsibility for the construction, maintenance, and replacement of controls for the Transportation System. Animal Control operates the City’s animal shelter, which provides impoundment and shelter for domestic animals found within the City, as well as urban wildlife. Other Community Protection includes expenditures for electricity for street light and 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.

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Use of Funds: | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Law Enforcement | 8,221,769 | 8,614,405 | 8,752,273 | 8,820,192 | 2.4% |
| Fire Safety | 6,030,496 | 6,412,166 | 6,325,726 | 6,607,573 | 3.1% |
| Building Safety | 1,197,591 | 1,385,906 | 1,345,482 | 1,459,409 | 5.3% |
| Traffic Control | 914,846 | 928,044 | 977,442 | 989,151 | 6.6% |
| Animal Control | 380,665 | 386,464 | 406,331 | 366,233 | -5.2% |
| Other Public Safety | 739,827 | 734,500 | 746,500 | 794,500 | 8.2% |
| Total Operations | 17,485,194 | 18,461,485 | 18,553,754 | 19,037,058 | 3.1% |
| Public Safety CIP | 1,213,245 | 717,175 | 4,050,741 | 2,243,175 | 212.8% |
| Total Expenditures | 18,698,439 | 19,178,660 | 22,604,495 | 21,280,233 | 11.0% |
| | | | | | |
| Personnel - Authorized FTE | 152.17 | 152.17 | 147.75 | 147.75 | |

PUBLIC SAFETY

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|---------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 14,542,547 | 15,376,868 | 15,070,841 | 15,545,575 | 1.1% |
| Contractual | 2,444,834 | 2,597,976 | 2,897,919 | 3,017,654 | 16.2% |
| Commodities | 384,626 | 375,801 | 424,954 | 414,088 | 10.2% |
| Capital | 112,313 | 110,840 | 160,040 | 59,741 | -46.1% |
| Other | 874 | - | - | - | |
| Total Operations | 17,485,194 | 18,461,485 | 18,553,754 | 19,037,058 | 3.1% |
| Public Safety CIP | 1,213,245 | 717,175 | 4,050,741 | 2,243,175 | 212.8% |
| Total Expenditures | 18,698,439 | 19,178,660 | 22,604,495 | 21,280,233 | 11.0% |
| Funding Sources: | | | | | |
| Charges for Services | 3,518,489 | 3,117,843 | 3,132,358 | 3,260,133 | 4.6% |
| MPO Reimbursement | 51,004 | 66,614 | 63,716 | 63,674 | -4.4% |
| Donations and Grants | 105,215 | 37,690 | 121,865 | 9,850 | -73.9% |
| General Fund | 12,971,390 | 14,378,908 | 14,334,089 | 14,798,424 | 2.9% |
| Road Use Tax | 839,096 | 860,430 | 896,726 | 904,977 | 5.2% |
| Operations Funding | 17,485,194 | 18,461,485 | 18,548,754 | 19,037,058 | 3.1% |
| Public Safety CIP Funding: | | | | | |
| GO Bond Funds | 23,534 | - | 29,816 | 450,000 | |
| Local Option Sales Tax | 60,601 | 215,175 | 1,295,198 | 260,175 | 20.9% |
| Road Use Tax | 432,060 | 432,000 | 1,205,665 | 658,000 | 52.3% |
| Street Construction Fund | 697,009 | 70,000 | 1,497,508 | 875,000 | 1150.0% |
| Suncrest Developer Fund | - | - | 5,500 | - | |
| Fire Donations | 41 | - | - | - | |
| Bike Licenses | - | - | 17,054 | - | |
| CIP Funding | 1,213,245 | 717,175 | 4,050,741 | 2,243,175 | 212.8% |
| Total Funding Sources | 18,698,439 | 19,178,660 | 22,599,495 | 21,280,233 | 11.0% |

LAW ENFORCEMENT

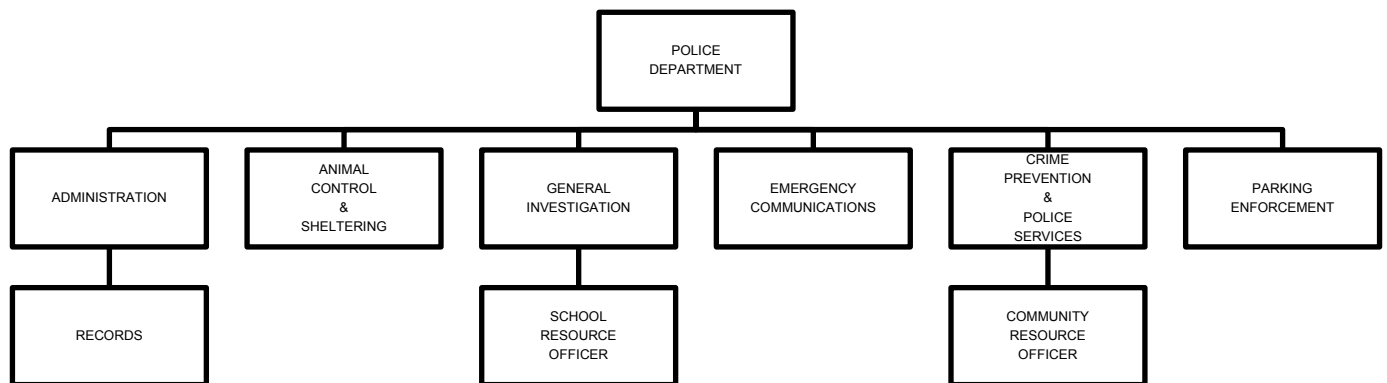
Activity Description:

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, Safe Neighborhoods Team, 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, implementation of the emergency medical dispatch program, and the initial documentation associated with fire, law enforcement, and emergency 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 a separate Public Safety activity.)

| Activities: | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Requested | % Change From Adopted |
|-----------------------------------|---------------------------|----------------------------|-----------------------------|------------------------------|--------------------------------------|
| Administration/Records | 808,190 | 838,171 | 827,007 | 849,729 | 1.4% |
| Crime Prevention/Police Svcs | 5,234,159 | 5,514,585 | 5,629,557 | 5,663,908 | 2.7% |
| General Investigation | 1,013,671 | 1,119,327 | 1,088,279 | 1,123,547 | 0.4% |
| Emergency Communications | 1,079,986 | 1,142,322 | 1,140,180 | 1,183,008 | 3.6% |
| Police Forfeiture/Grants | 85,763 | - | 67,250 | - | |
| Police Operations | 8,221,769 | 8,614,405 | 8,752,273 | 8,820,192 | 2.4% |
| Personnel - Authorized FTE | 72.25 | 72.25 | 72.25 | 72.25 | |

LAW ENFORCEMENT

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change From Adopted |
|------------------------------|------------------|------------------|------------------|------------------|-----------------------------|
| Expenditures: | Actual | Adopted | Adjusted | Requested | |
| Personal Services | 7,095,630 | 7,450,381 | 7,497,027 | 7,611,326 | 2.2% |
| Contractual | 894,329 | 976,673 | 1,030,267 | 1,016,967 | 4.1% |
| Commodities | 158,748 | 158,051 | 189,479 | 164,113 | 3.8% |
| Capital | 72,188 | 29,300 | 35,500 | 27,786 | -5.2% |
| Other | 874 | - | - | - | |
| Total Expenditures | 8,221,769 | 8,614,405 | 8,752,273 | 8,820,192 | 2.4% |
| Funding Sources: | | | | | |
| Police Revenues: | | | | | |
| Ames Community Schools | 40,990 | 41,912 | 41,912 | 42,855 | 2.3% |
| Police Services | 22,366 | 26,945 | 26,945 | 26,945 | 0.0% |
| False Alarm Charges | 2,400 | 2,000 | 2,000 | 2,000 | 0.0% |
| Municipal Fines/Fees | 124,437 | 150,000 | 150,000 | 140,000 | -6.7% |
| Labor Reimbursement | 80,859 | 94,000 | 94,000 | 94,000 | 0.0% |
| Tobacco Labor Reimbursement | 2,100 | 2,250 | 2,250 | 2,250 | 0.0% |
| Police Forfeiture | 12,974 | - | 5,000 | - | |
| Police Grants | 72,789 | - | 62,250 | - | |
| Donations | 30 | - | - | - | |
| Miscellaneous | 11,580 | 9,099 | 9,099 | 12,117 | 33.2% |
| Revenue Subtotal | 370,525 | 326,206 | 393,456 | 320,167 | -1.9% |
| General Fund Support | 7,851,244 | 8,288,990 | 8,358,817 | 8,500,025 | 2.6% |
| Total Funding Sources | 8,221,769 | 8,614,405 | 8,752,273 | 8,820,192 | 2.4% |



POLICE ADMINISTRATION AND RECORDS

Police Administration includes finance, scheduling, general supervision, and planning. The division provides leadership and direction for the department as a whole through strategic planning, crime analysis, prioritization and strategic budgeting. The Division serves as the supervisory and administrative backbone of the department. The division also coordinates departmental improvement through policy development and review, leadership and supervisory development, 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 services and decision-making
- ✓ Provide timely, accurate reports and public information
- ✓ Enhance communications with the citizens
- ✓ **Implement creative and bold ideas to address crime in support of City Council's goal to strengthen and protect neighborhoods**
- ✓ Build trust within the community

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|-----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 687,526 | 705,003 | 695,255 | 718,516 | 1.9% |
| Contractual | 103,272 | 120,323 | 118,957 | 123,618 | 2.7% |
| Commodities | 8,200 | 6,845 | 6,795 | 7,595 | 11.0% |
| Capital | 9,192 | 6,000 | 6,000 | - | |
| Total Expenditures | 808,190 | 838,171 | 827,007 | 849,729 | 1.4% |
| Funding Sources: | | | | | |
| General Fund | 808,190 | 838,171 | 827,007 | 849,729 | 1.4% |
| Total Funding Sources | 808,190 | 838,171 | 827,007 | 849,729 | 1.4% |
| Personnel - Authorized FTE | 7.00 | 7.00 | 7.00 | 7.00 | |

POLICE ADMINISTRATION AND RECORDS

Highlights:

In November of 2013, Phase 1 of a **facility remodel** project was completed. Phase 1 provided improvements to the Emergency Operations Center, booking and prisoner security, evidence storage, energy efficiency, and customer access and security. The improvements have provided a more effective and efficient work environment. To complete the facility remodel, work began on Phase 2 of the project in early 2014. Phase 2 will impact the Police Department by renovating investigators' and administrative offices, improving the crime lab and locker rooms and developing a new armory. All police functions will be consolidated on the first floor, making the most efficient use of available space. A key part of the remodel will reallocate space adjacent to the public lobby to improve access to detectives and administration, enhancing the customer service experience.

Improvements in **technology** have been a priority for the Police Department. Technology improvements have allowed department personnel to be more effective and efficient in meeting the demand for services. Over the last few years the department has implemented an in-car video system that both records good quality audio and video and also manages that information for distribution to the public, attorneys and others. The same system manages booking and interview room video. The public expectation that there will be video of incidents and the volume of video data to be managed continues to grow. The Emergency Communications Center has been transformed into a high tech center with improved information management software, radio equipment and a next generation capable telephone system. Mobile computing has allowed officers to access and use information in the field in an effective way. Technology innovation will continue to be a priority as the department evaluates officer-worn cameras, cameras in public places like Campustown, updated radio communications, and text to 911.

Proactively addressing community issues continues to be a priority. The Safe Neighborhoods Team, the Community Resource Officer, the Mental Health Advocate, area officers and all other department personnel work to establish good community relationships. They network in a problem-solving mode providing direct assistance to citizens. Programs that make the community safer, like Crime Prevention Through Environmental Design (CPTED), carrying AEDs in patrol cars, and Safe Car Seats, will continue.

| | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|---|-------------------|-------------------|---------------------|----------------------|
| Service Accomplishments: | | | | |
| Attorney requests for information | 2,214 | 2,232 | 2,112 | 2,200 |
| Accident reports processed | 655 | 660 | 680 | 670 |
| Verification of loss reports processed | 77 | 72 | 61 | 70 |
| Record checks processed | 1,209 | 1,060 | 1,180 | 1,200 |
| Total # of incidents handled | 16,029* | 6,671 | 6,132 | 6,400 |
| Public records requests | 171 | 188 | 200 | 200 |
| Efficiency and Effectiveness: | | | | |
| % of citizens somewhat or very satisfied with Police services | 90% | 86% | 88% | 88% |

*Change in software from HTE to OSSI June 2013. Under HTE, all incidents were reported to Records. Under OSSI, only incidents that generate a report will be reported to Records.

CRIME PREVENTION AND POLICE SERVICES

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 53 sworn officers and 42 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 ten patrol cars serves the four patrol areas. This unit also includes a Mental Health Advocate, and the Safe Neighborhoods Team that emphasizes community policing and relationship building in high call volume areas.

Service Objectives:

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

| | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted | % Change From Adopted |
|-----------------------------------|-------------------|--------------------|---------------------|--------------------|-----------------------------|
| Expenditures: | | | | | |
| Personal Services | 4,536,475 | 4,752,931 | 4,815,426 | 4,865,095 | 2.4% |
| Contractual | 565,104 | 616,823 | 663,749 | 654,503 | 6.1% |
| Commodities | 100,401 | 121,531 | 127,082 | 124,255 | 2.2% |
| Capital | 32,179 | 23,300 | 23,300 | 20,055 | -13.9% |
| Other | - | - | - | - | |
| Total Expenditures | 5,234,159 | 5,514,585 | 5,629,557 | 5,663,908 | 2.7% |
| Funding Sources: | | | | | |
| General Fund | 5,234,159 | 5,514,585 | 5,629,557 | 5,663,908 | 2.7% |
| Total Funding Sources | 5,234,159 | 5,514,585 | 5,629,557 | 5,663,908 | 2.7% |
| Personnel - Authorized FTE | 43.25 | 43.25 | 43.25 | 43.25 | |

CRIME PREVENTION AND POLICE SERVICES

Highlights:

Crime Prevention and Police Services (Patrol) is the **largest program** within the Ames Police Department. Of the department's 53 sworn officers, 42 are assigned to Patrol. For the majority of FY 2014/15, the program operated below its authorized sworn officer strength due to military duty leave and long-term officer injuries. Officer overtime and mandatory call-back duty were used extensively during the 2014/15 budget year to adequately staff the three patrol shifts.

The first phase of the **facility remodel** was completed in FY 2013/14. The Emergency Operations Center (EOC) became fully operational during this time. The EOC is used by the Police Department for daily shift briefings and training sessions while still being available for any citywide emergency.

The **Safe Neighborhoods Team (SNT)** includes four patrol officers and a supervising sergeant. It also includes the Community Resource Officer, who has been assigned to the team to enhance coordination with SNT. They share the complementary roles of relationship building and community problem solving. SNT renewed the relationship with the SNT mentors who are helping the team, particularly the officers new to the team, expand connections to the local community. The SNT has continued with some of the duties of the decommissioned Party Response Team such as monitoring liquor license establishments and responding to loud parties; however, its scope is much wider. Team members have worked with apartment managers and owners to reduce repeat calls and solve quality of life problems. The team also has direct interaction with a wide array of neighborhood organizations and student groups. In addition to solving some of the problems affecting these areas, the communication has assisted in neighborhood information sharing and several arrests. The team has fostered stronger working relationships with neighborhoods and students, and furthered the Council's goal of proactively addressing community issues.

Problem solving and **building relationships** are core goals of the department. A significant amount of Patrol time is invested in quality of life problems such as noise complaints, vandalism, garbage, and illegal parking. Patrol members collaborate with other City departments and community stakeholders to address these issues in a timely and effective manner. The department is also using strategies such as hot spots policing to address property crimes such as thefts and burglaries. Crime data is placed on a map and officers are directed to specific locations based on times of the day or week. This allows officers to recognize patterns of crime and to intervene earlier to reduce crime and increase public safety.

As in years past, **alcohol continues to be a significant factor in the crimes that occur** within our community. Officers are very proactive in their efforts to limit underage and excessive drinking within our community. A number of strategies are directed towards this problem. Some of these include:

- Routine and random bar patrols in an effort to identify underage bar patrons and fake IDs.
- Special compliance checks of retail alcohol vendors. This effort utilizes the services of an underage, cooperating individual to see if a bar or retail alcohol vendor will sell or serve alcohol illegally.
- Undercover investigations directed at identifying individuals of legal age who buy alcohol for those under the legal age.
- Training for employees of retail liquor licensed vendors. This training provides information regarding both state and local laws governing alcohol sales and teaches ways of identifying fake IDs.

CRIME PREVENTION AND POLICE SERVICES

Highlights, continued:

- Large and loud neighborhood parties are identified and checked by officers for underage and excessive alcohol consumption, along with other quality of life issues such as littering, public urination, vandalism, noise violations, and illegal parking.
- Development of a close working relationship with the ISU Dean of Students to identify those students engaged in illegal activities and risky behaviors.
- Alcohol safety presentations to student groups in conjunction with ISU Prevention Services.

There is a continued increase in the number of **mental health related calls**. A significant amount of patrol officer time is committed to helping people obtain psychiatric attention and other needed support services. In order to deliver the best service to mental health consumers and their families, police officers will be required to attend additional state mandated mental health training in January 2015.

Patrol officers continue to be responsive to citizen concerns related to **traffic violations** occurring in neighborhoods throughout the community. Mapping software is utilized to identify high accident areas and target enforcement to these areas. Work with the Traffic Engineer continues on engineering changes that make our streets safer for motorists. A number of initiatives were directed toward these areas in order to create a safer environment. Some of these include:

- Enhanced police patrols along with increased radar/speed enforcement efforts.
- Deployment of the radar speed trailer as a visual reminder to motorists.
- Joint traffic enforcement operations with other area law enforcement agencies by utilizing a traffic safety grant. By working with other agencies, we are able to have a greater presence within an area to enhance public awareness of enforcement actions.
- Targeting special areas within the community for enhanced enforcement activities such as the new Edwards Elementary School and other elementary schools. These actions have provided a safer environment for our children.
- The department has also been involved in pedestrian, skateboard, and bike safety initiatives, which target areas with high pedestrian traffic in an effort to provide safer street crossing for pedestrians and bicyclists. Many of our initiatives have focused on the Campustown area and Duff Avenue.
- Partnering with the school district's bus service to work on the problem of motorists who do not stop for school bus stop arms.
- Membership in the Story County Multi-Disciplinary Safety Team. This team is comprised of local law enforcement; state, county, and city engineers; federal transportation officials; and other parties interested in reducing motor vehicle accidents. The team is currently working on issues associated with the Highway 30 corridor.

The Patrol program continues to promote the "**Certified Crime Free Housing Program**" along with conducting "Crime Prevention through Environmental Design" (CPTED) evaluations. These programs have helped to develop a strong rapport between our department and the many rental housing owners and managers throughout the community. They have also helped to provide a safer environment for those living within these rental units. This voluntary program is in support of the Council's previous goal to strengthen and protect neighborhoods. CPTED evaluations are also being completed as part of the Mary Greeley Medical Center renovation project.

CRIME PREVENTION AND POLICE SERVICES

Highlights, continued:

The officers are continually working to build positive relationships with the citizens of our community through such programs as:

- Shop With A Cop
- Angel Tree Program
- Child Car Seat Inspections
- Bicycle Safety Inspections
- Tours of the Police Department
- Citizen Police Academy
- Safe Neighborhoods Team Outreach
- National Night Out
- Carving with Cops
- Coffee with Cops
- “Tweet-Alongs”- virtual ride-alongs via social media

The Ames Police Department continues to partner with other City departments in the City’s “Go Green” initiatives. Bicycle Team and Segways are used extensively throughout the warmer months of the year. These “Go Green” modes of transportation are used at the many special events hosted in Ames such as ISU football games, neighborhood block parties, welcome/goodbye student events, the Midnight Madness Road Race, and many other special events. The Community Safety Officers also utilize the Segways for parking enforcement duties.

The process of transitioning from full-size Ford Crown Victoria squad cars to Ford Interceptor squad cars continues. The Interceptors provide enhanced safety features, all-wheel drive, and increased fuel efficiency. The Interceptors have proven to be a very reliable vehicle; however, due to its smaller size, the Interceptors limit the ability to store equipment and fit larger officers. The department will also try out one crossover Ford Utility Vehicle to provide solutions to some of the issues with equipment storage and interior room, and at the same time maintain fuel efficiency.

In recent years, the department has been authorized by Council to replace a retiring Police Officer prior to the actual retirement date. This authorization has allowed the 27 weeks of new officer training to be accomplished prior to the retirement and, as a consequence, enables adequate shift coverage for patrol calls. If funds are not used for this purpose in the current year, they are carried over to the next year.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|--------------------------------------|----------------|----------------|-----------------|------------------|
| | Actual | Actual | Adjusted | Projected |
| Service Accomplishments: | | | | |
| Number of assaults investigated | 301 | 282 | 257 | |
| Number of thefts investigated | 1,007 | 1,045 | 773 | |
| OWI arrests | 205 | 192 | 181 | |
| Liquor violations | 256 | 191 | 149 | |
| Noise complaints investigated | 1,532 | 1,277 | 1,299 | |
| Public intoxication investigations | 514 | 372 | 373 | |
| Efficiency and Effectiveness: | | | | |
| Community Resource Officer contacts | 4,449 | 4,376 | 4,400 | 4,400 |
| Crime prevention presentations | 48 | 47 | 48 | 48 |
| Number of participants | 2,241 | 3,651 | 2,500 | 2,500 |
| Incidents per sworn position | 541 | 527 | 530 | 530 |

GENERAL INVESTIGATION

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 also includes the School Resource Officer, Juvenile Investigations, Mental Health Advocate, and Fraud.

The objective of this activity is to investigate and resolve complex criminal activity.

Service Objectives:

- ✓ Build working partnerships with citizens and businesses
- ✓ Maintain effective investigations by partnering with other agencies
- ✓ Contribute to a regional drug investigations unit
- ✓ Collaborate with the Ames Community Schools
- ✓ Establish proactive crime prevention programs
- ✓ Collaborate with other youth service agencies
- ✓ Participate in the Sexual Assault Response Team (SART)
- ✓ Identify and apprehend repeat offenders and investigate major crimes

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|---------------------------------------|------------------|------------------|------------------|------------------|-------------------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 906,790 | 989,898 | 955,428 | 996,182 | 0.6% |
| Contractual | 92,544 | 111,079 | 108,301 | 110,715 | -0.3% |
| Commodities | 14,337 | 18,350 | 18,350 | 16,650 | -9.3% |
| Capital | - | - | 6,200 | - | |
| Total Expenditures | 1,013,671 | 1,119,327 | 1,088,279 | 1,123,547 | 0.4% |
| Funding Sources: | | | | | |
| General Fund | 972,681 | 1,077,415 | 1,046,367 | 995,527 | -7.6% |
| Ames Community Schools | 40,990 | 41,912 | 41,912 | 42,855 | 2.3% |
| Total Funding Sources | 1,013,671 | 1,119,327 | 1,088,279 | 1,038,382 | -7.2% |
| Personnel - Authorized FTE | 9.00 | 9.00 | 9.00 | 9.00 | |

GENERAL INVESTIGATION

Highlights:

The General Investigations program is staffed by six Investigators, one Sergeant, two part-time Evidence Technicians, one part-time Mental Health Advocate, one School Resource Officer, and one Commander. Due to a promotion and staff shortages, the program has operated for about half of the year with one less Investigator.

The officers assigned to Investigations work in a team-oriented environment, which has resulted in numerous **successful case investigations**. Examples include:

- Investigators, members of the Safe Neighborhoods Team, and federal partners conducted an investigation in prostitution and human trafficking in the Ames area. Officers made a number of arrests for prostitution. We did not find any evidence of human trafficking, but we do continue to work with other agencies and federal partners in an active role to investigate the cases.
- The entire unit assisted with the investigation of the Welch Ave. disturbance in April. Investigators put in many hours examining records material and charging individuals responsible for various acts of vandalism. The unit worked closely with the ISU Police Department and the ISU Dean of Students Office.
- Investigators worked a large embezzlement case from a local pawn shop.
- In September, an Iowa State student was reported missing. Her body was ultimately located in Iowa City, apparently a victim of foul play. Our department continues to work this case with the Department of Criminal Investigations, Iowa City Police Department and ISU Police Department.
- One of the Investigators has been increasingly utilized for the **forensic analysis of electronic media**. When authorized under a search warrant, this Investigator has assisted in the analysis of more than 100 electronic devices. We have seen about a 10% increase in these cases from last year to this year.

The resale of stolen goods through retail establishments, including pawn shops, was addressed in FY 2014/15 with the implementation of an online tracking and monitoring service called **LeadsOnline**. Local pawn shops and other retailers log the purchase of property through the LeadsOnline web portal. Officers who are registered and trained can then log on to compare information to stolen property records. LeadsOnline is a nationally recognized program that allows tracking property across much of the country.

Investigations also includes the Ames Police Department's Public Information Officer (PIO). The PIO has continued and expanded the Police Department's **social media program**. Currently, the Police Department is actively using both Twitter and Facebook platforms. Social media has become a legitimate form of communication and information sharing and it makes sense for the Police Department to be a part of this discussion. Our second annual Halloween Tweet-along was conducted and it was very popular. The PIO continues to use social media to get information out to the public we serve. Some examples include SCAMS, crime alerts, missing persons, traffic conditions and general information. Information on a missing person was posted, and because a citizen saw the post, he called the police department when he saw the missing person resulting in officers locating the person and getting them the help they needed. Social media has been a positive enterprise and seems to be widely accepted and appreciated by the public.

GENERAL INVESTIGATION

Highlights, continued:

Ongoing **advanced training** within Investigations continues to be a priority. In the fall, several investigators hosted a statewide conference on financial crimes. Grant funding and donations were secured to put this training on at no cost to the attendees.

Examples of training received during the past year include:

- Crime Scene Processing and Photography
- Human Trafficking
- Computer Forensics Investigations
- School Resource Officer/School Safety
- Clandestine Drug Labs
- Interview & Interrogation Techniques
- Latent Fingerprint Identification
- Mental Health Advocate Training
- Protect Our Children Conference
- Iowa Sex Crimes and Investigator Conference
- Hostage Negotiator Training (advanced)
- Domestic Abuse Advocate Training

A very strong working relationship with the Ames Community School District is being maintained through the proactive work of our **School Resource Officer** (SRO). Officer Brook McPherson completed her five year assignment at the end of the 2014 school year, and Officer Nick Schieffer was selected as our new School Resource Officer. Officer Schieffer started his assignment in the fall and will serve for the next five years. The community and the School District were represented in the selection process.

The SRO also continues to conduct tobacco compliance checks with area retailers for the purpose of educating and reducing the use of tobacco products by underage individuals. A new trend is electronic cigarettes and some of the enforcement issues that come along with them.

A strong partnership with the mental health community and the Story County Mental Health Task Force has been created through the work of our **Mental Health Advocate**. The Task Force is a cooperative endeavor comprised of area mental health professionals, county service agencies, and other area law enforcement officers. The Mental Health Advocate continues to monitor mental health calls for service and distribute information to task force members and professionals who provide services.

Approximately 1,100 mental health related calls for service were reported in 2014. There were 963 mental health related calls in 2013. In 2012, there were 652. We are starting to see a possible leveling off in the area as mental health call for service increased 32% between 2012 and 2013 and 14% between 2013 and 2014. The overall trend has been an increase in calls from late spring through fall, with lower numbers of calls in cooler months. The Mental Health Advocate will also be heavily involved in the provision of ongoing training to other members of the department to comply with a new state mental health training mandate.

GENERAL INVESTIGATION

Highlights, continued:

An officer is assigned to the **Central Iowa Drug Task Force** on a full-time basis. Marijuana continues to be a prevalent illicit drug within our community. Staff continues to observe a troubling increase in synthetic drugs, heroin, and non-regulated and non-FDA studied stimulants. The task force members continue to investigate the possession and sale of illegal drugs in our community. They are also closely monitoring activity in other states where marijuana has been legalized and/or de-criminalized.

The Investigation program continues an ongoing commitment to the **Sexual Assault Response Team (S.A.R.T.) model**. Over the last two years both medical and advocacy services have gone through significant changes in how services are delivered. While there have been some modifications to the model, staff is committed to the teamwork model and our victims continue to be well served. We continue to work with the other stakeholders.

The Ames Police Department is an active member of the F.B.I. **Joint Terrorism Task Force (JTTF)**. An officer from Investigations assists the JTTF on a part-time basis. The purpose of the task force is to develop effective working partnerships among various federal and local law enforcement agencies and to ensure that pertinent information and sensitive intelligence is shared with all law enforcement members.

Ames typically has 43-50 individuals who live in the community that must register with the state's **Sex Offender Registry**. In order to properly conduct effective, periodic compliance checks on these individuals, Investigations has assigned two Investigators to perform this task.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|--|----------------|----------------|-----------------|------------------|
| | Actual | Actual | Adjusted | Projected |
| Service Accomplishments: | | | | |
| Homicide cases (attempted) | 0 | 1 | 0 | |
| Robbery | 7 | 11 | 11 | |
| Sexual assault | 48 | 45 | 44 | |
| Other sex offenses | 0 | 0 | 0 | |
| Child abuse | 8 | 8 | 3 | |
| Burglary | 379 | 360 | 361 | |
| Drug investigations | 371 | 268 | 255 | |
| Juvenile cases | 364 | 289 | 314 | |
| Juvenile arrests | 225 | 218 | 165 | |
| Mental health related contacts | 652 | 963 | 1,100 | |
| Domestic calls for service | 446 | 359 | 306 | |
| Domestic related arrest | 64 | 68 | 87 | |
| Efficiency and Effectiveness: | | | | |
| Community outreach contacts – juvenile | 10 | 9 | 10 | 10 |
| Number of juveniles participating | 689 | 671 | 680 | 680 |

EMERGENCY COMMUNICATIONS

Activity in this area includes the operation of the 911 Center and the initial dispatch of emergency responders. Emergency communications staff also provides advance medical information through the emergency medical dispatch program, 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 for fire, police, and emergency medical personnel
- ✓ Provide countywide interoperability through 800 MHz radio communication system
- ✓ Facilitate the resolution of the non-emergency concerns of citizens
- ✓ Provide emergency medical direction to callers in need
- ✓ Maintain a reliable telephone and radio communications system for emergency responses
- ✓ Enhance community and regional partnerships
- ✓ Promote responder safety
- ✓ Coordinate emergency response assets
- ✓ Provide a customer-centered service

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|---------------------------------------|------------------|------------------|------------------|------------------|-------------------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 941,649 | 1,002,549 | 996,037 | 1,031,533 | 2.9% |
| Contractual | 117,432 | 128,448 | 132,148 | 128,131 | -0.3% |
| Commodities | 12,910 | 11,325 | 11,995 | 15,613 | 37.9% |
| Capital | 7,995 | - | - | 7,731 | |
| Total Expenditures | 1,079,986 | 1,142,322 | 1,140,180 | 1,183,008 | 3.6% |
| Funding Sources: | | | | | |
| General Fund | 1,079,986 | 1,142,322 | 1,140,180 | 1,183,008 | |
| Total Funding Sources | 1,079,986 | 1,142,322 | 1,140,180 | 1,183,008 | 3.6% |
| Personnel - Authorized FTE | 13.00 | 13.00 | 13.00 | 13.00 | |

EMERGENCY COMMUNICATIONS

Highlights:

The **Emergency Medical Dispatch (EMD)** program is a set of written protocols that provides a stable and consistent response for dispatchers who have taken over the function of dispatching fire and medical personnel to medical calls while providing instructions to callers. Dispatchers handled over 3,700 EMD calls in the last year. A part-time EMD Quality Assurance Coordinator was hired this year to provide additional training and support to the program. The Coordinator’s work has included working directly with dispatchers to improve responses to EMD calls. It has also included a community outreach program to medical, medical-related, and assisted living facilities to improve the public understanding of EMD and to improve response to EMD protocols.

In late 2013 the Communications Center moved to a new location as part of the larger Police Department **remodel project**. The new location was specifically designed to accommodate the needs of dispatchers and the technology of an advanced emergency communications center. The Communications Center manages 911 and other phone calls and radio traffic for emergency responders. Additional electronic infrastructure was built into the project to support these functions. Specially designed furnishings were installed to improve the efficiency and comfort of dispatchers who spend long hours at the work station. New computer equipment, including multiple displays, were installed to allow dispatchers to more effectively access and manage the information available to them.

The Communications Center implemented **new equipment to receive and manage both 911 and non-emergency phone calls**. The new system is IP-based and is capable of handling the next generation developments in communications like text to 911. Funding for the new system was provided by the Story County E911 Service Board and a State of Iowa 911 grant program. For some time, emergency response agencies in the county have collaborated to enhance information access and exchange and to maximize efficiency in the financial investment. Improvements to the telephone equipment continue that tradition with a system that functions at Ames, Story County and Iowa State University. Information is more effectively shared between the communications centers. Should one center experience a catastrophic failure, dispatchers could operate out of another location without loss of efficiency. As dispatchers required time to adjust to the new equipment, a temporary increase in call pick up time resulted.

The Communications Center staff is preparing for the advent of **text to 911**, which is tentatively scheduled to become available throughout the state in the coming year.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|--|----------------|----------------|-----------------|------------------|
| | Actual | Actual | Adjusted | Projected |
| Service Accomplishments: | | | | |
| Non-emergency telephone inquiries | 112,044 | 115,405 | 115,600 | 115,500 |
| Emergency “911” calls | 23,649 | 23,958 | 23,850 | 23,850 |
| Emergency medical dispatch calls | 3,666 | 3,776 | 3,800 | 3,800 |
| Incidents created | 28,650 | 27,934 | 28,833 | 28,000 |
| State system transactions/inquiries | 119,802 | 123,396 | 125,200 | 125,000 |
| Efficiency and Effectiveness: | | | | |
| Average “pick-up” time for 911 calls (in seconds) | 5.8 | 6.1 | 5.9 | 5.9 |

POLICE FORFEITURE/GRANTS

Chapter 809.12 of the Code of Iowa provides for court procedures to forfeit property and seize assets directly related to criminal activities. The use of these funds is governed by State law and includes law enforcement activities or items which are not currently budgeted. This section also includes grant programs that support law enforcement activities.

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

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change From Adopted |
|-----------------------------------|---------------|----------------|-----------------|----------------|-----------------------------|
| Expenditures: | Actual | Adopted | Adjusted | Adopted | |
| Personal Services | 23,190 | - | 34,881 | - | |
| Contractual | 15,977 | - | 7,112 | - | |
| Commodities | 22,900 | - | 25,257 | - | |
| Capital | 22,822 | - | - | - | |
| Other | 874 | - | - | - | |
| Total Expenditures | 85,763 | - | 67,250 | - | |
| | | | | | |
| Funding Sources: | | | | | |
| Forfeiture | 12,974 | - | 5,000 | - | |
| Grants | 72,789 | - | 62,250 | - | |
| Donations | - | - | - | - | |
| Total Funding Sources | 85,763 | - | 67,250 | - | |
| | | | | | |
| Personnel - Authorized FTE | 0.00 | 0.00 | 0.00 | 0.00 | |

POLICE FORFEITURE/GRANTS

Highlights:

A number of state and federal grants were received this year that will provide a significant infusion of funds. These funds allowed for the purchase of equipment and support of programs of value to the community without relying exclusively on property tax support. Although grant funding opportunities continue to be available, budget cuts at the federal level have impacted the size of many of the grants. Recordkeeping, reporting, and compliance requirements that are attached to federal grant funding have become increasingly complex and staff time necessary to learn, understand, and manage these grant requirements has grown accordingly.

A Department of Justice **Edward Byrne Memorial Justice Assistance Grant** was awarded. Funds awarded under this grant will be used to purchase equipment to support officer safety during high risk operations. Vests, helmets and shields will be purchased. In addition, two laptop computers will be acquired to assist command officers in the field. This equipment will improve communication and operations. A total of \$20,565 was awarded under this grant.

Grant funding from the Governor's Traffic Safety Bureau (GTSB) continues for another year. Funding from this year's GTSB's **State and Community Highway Safety grant** program will address highway safety issues including impaired driving. The grant provides funds for officer overtime (with officer activity centered on traffic enforcement), educational materials, and specific equipment or hardware to aid in the enforcement process. Grant funding for this year is \$29,950.

The relationship with the Iowa Alcohol Beverages Division in the **education and enforcement of tobacco regulations** will also continue. This grant provides funding for officer time to test local retailers for performance on compliance regulations. Every tobacco retailer in the city will be tested for compliance within the grant period. The amount of the grant is based on the number of compliance checks, currently estimated to be between 40 and 50 retailers.

An additional \$4,468 grant through the Department of Justice 2014 **Bulletproof Vest Partnership** was awarded. This grant will provide matching funds over the next two years to assist in acquiring new and replacement bulletproof vests for officers.

Funds acquired through the **criminal forfeiture** process have been used to promote a variety of law enforcement activities. In the past year, forfeiture funds have been used to acquire a stainless steel bench and a printer/fax for the new booking room, a new LIDAR for patrol use and a specially constructed secure container for the transportation of chemical munitions. Forfeiture funds were also used to support officer attendance to the NAACP annual awards dinner where several Ames officers received recognition. In addition, the forfeiture account continues to fund a portion of the expenses of the Central Iowa Drug Task Force.

FIRE SAFETY

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 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, 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.

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|------------------|------------------|------------------|------------------|-----------------|
| Activities: | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Administration/Support | 1,006,345 | 1,073,654 | 1,060,007 | 1,090,770 | 1.6% |
| Suppression/Emergency Action | 4,887,366 | 5,193,400 | 5,119,725 | 5,367,001 | 3.3% |
| Prevention/Safety Education | 136,785 | 145,112 | 145,994 | 149,802 | 3.2% |
| Fire Operations | 6,030,496 | 6,412,166 | 6,325,726 | 6,607,573 | 3.1% |
| | | | | | |
| Personnel - Authorized FTE | 55.80 | 55.80 | 54.75 | 54.75 | |

FIRE SAFETY

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|------------------------------|------------------|------------------|------------------|------------------|-------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 5,560,030 | 5,879,606 | 5,720,330 | 5,969,451 | 1.5% |
| Contractual | 407,026 | 424,185 | 487,021 | 518,901 | 22.3% |
| Commodities | 63,440 | 100,875 | 100,875 | 115,850 | 14.9% |
| Capital | - | 7,500 | 17,500 | 3,371 | -55.1% |
| Total Expenditures | 6,030,496 | 6,412,166 | 6,325,726 | 6,607,573 | 3.1% |
| Funding Sources: | | | | | |
| Fire Revenues: | | | | | |
| Iowa State University | 1,503,656 | 1,597,552 | 1,575,930 | 1,644,805 | 3.0% |
| MGMC | 21,961 | 21,961 | 22,008 | 28,359 | 29.1% |
| Miscellaneous | 208 | - | - | - | |
| Revenue Subtotal | 1,525,825 | 1,619,513 | 1,597,938 | 1,673,164 | 3.3% |
| General Fund Support | 4,504,671 | 4,792,653 | 4,727,788 | 4,934,409 | 3.0% |
| Total Funding Sources | 6,030,496 | 6,412,166 | 6,325,726 | 6,607,573 | 3.1% |

FIRE ADMINISTRATION AND SUPPORT

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
- ✓ Encourage the acquisition of State and/or National emergency services related certifications
- ✓ Promote safety education and awareness through community education

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|------------------|------------------|------------------|------------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 854,150 | 895,971 | 827,020 | 837,891 | -6.5% |
| Contractual | 147,081 | 168,233 | 223,537 | 239,558 | 42.4% |
| Commodities | 5,114 | 9,450 | 9,450 | 9,950 | 5.3% |
| Capital | - | - | - | 3,371 | |
| Total Expenditures | 1,006,345 | 1,073,654 | 1,060,007 | 1,090,770 | 1.6% |
| Funding Sources: | | | | | |
| General Fund | 751,556 | 805,240 | 795,005 | 818,077 | 1.6% |
| Iowa State University | 254,789 | 268,414 | 265,002 | 272,693 | 1.6% |
| Total Funding Sources | 1,006,345 | 1,073,654 | 1,060,007 | 1,090,770 | 1.6% |
| Personnel - Authorized FTE | 6.95 | 6.95 | 5.75 | 5.75 | |

FIRE ADMINISTRATION AND SUPPORT

Highlights:

- In July of 2014, the Planning and Housing, Public Works, and Fire Departments combined their clerical staff into a central location in an effort to offer “exceptional service to the citizens of Ames.” By combining staff from all three departments into one area, the goal is to share services, increase collaboration, and provide a “one stop shop” for these services. Personal services and other shared costs are charged to this new program, and then allocated back to the supported programs through an internal charge. In Fire Administration, this support staff restructuring resulted in a reduction to personal services of 6.5%, but an increase to contractual charges of \$50,494.
- Reduced frequency and inconsistent scheduling of **firefighter recruit academies** at the Iowa Fire Service Training Bureau has made it very difficult to ensure that new, uncertified recruits are prepared to work in a timely fashion after getting hired. To help offset this problem, \$15,000 has been added to both the 2014/15 and 2015/16 budgets. These funds will be used pay for a contract training officer to coordinate and teach inter-departmental training academies.
- The contribution rate structure for the **Municipal Fire and Police Retirement System of Iowa** (MFPRSI) is established by the Code of Iowa, Chapter 411. The compensation rate for the City of Ames is established each year by the Board of Trustees following the completion of the annual actuarial valuation. As a consequence of the past economic downturn and prior poor investment performance, the City’s contribution rate had been steadily increasing each year. However, measures to reduce volatility have been enacted by the MFPRSI, resulting in a significant reduction in contribution rate from 30.41% in FY 2014/15 to 27.77% in FY 2015/16.
- Over the last several years, there have been many documented events of vandalism to personal vehicles at **Fire Station #2** in Campustown. After installing a 6’ wrought iron fence around the entire parking area and a cantilevered rolling gate to the east of the station, vehicle security appears to be vastly improved. Firefighting crews participating in the Campustown safety walks have also noticed potential updates to the lighting around the station, and efforts are underway to ensure that the area remains well lit.

| Service Accomplishments: | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|--|---------------------------|---------------------------|-----------------------------|------------------------------|
| Number of City-related supervisory leadership training hours | 111 | 161 | 110 | 120 |
| Number of FD-related administrative support training hours | 580 | 695 | 792 | 650 |
| Newly acquired State and/or National emergency services related certifications achieved | 10 | 3 | 5 | 10 |
| Efficiency and Effectiveness: | | | | |
| Respond to emergencies (in the City) within five minutes (departmental goal of 85% within 5 minutes or less) | 87.9% | 88.1% | 87.2% | 85.0% |
| Maintain and certify, according to nationally recognized standards, pumps, hose, and SCBA components | 100% | 100% | 100% | 100% |

FIRE SUPPRESSION AND EMERGENCY ACTION

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
- ✓ Continue trench rescue training 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

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change From Adopted |
|-----------------------------------|------------------|------------------|------------------|------------------|--------------------------------------|
| Expenditures: | Actual | Adopted | Adjusted | Adopted | |
| Personal Services | 4,582,156 | 4,856,503 | 4,765,913 | 5,001,554 | 3.0% |
| Contractual | 250,760 | 243,497 | 250,412 | 266,447 | 9.4% |
| Commodities | 54,450 | 85,900 | 85,900 | 99,000 | 15.3% |
| Capital | - | 7,500 | 17,500 | - | |
| Total Expenditures | 4,887,366 | 5,193,400 | 5,119,725 | 5,367,001 | 3.3% |
| Funding Sources: | | | | | |
| General Fund | 3,650,077 | 3,878,579 | 3,823,288 | 4,003,981 | 3.2% |
| Iowa State University | 1,215,120 | 1,292,860 | 1,274,429 | 1,334,661 | 3.2% |
| MGMC | 21,961 | 21,961 | 22,008 | 28,359 | 29.1% |
| Miscellaneous | 208 | - | - | - | |
| Total Funding Sources | 4,887,366 | 5,193,400 | 5,119,725 | 5,367,001 | 3.3% |
| Personnel - Authorized FTE | 47.85 | 47.85 | 48.00 | 48.00 | |

FIRE SUPPRESSION AND EMERGENCY ACTION

Highlights:

- Total **calls for emergency response** continue to rise. Specifically, emergency medical services calls for 2013/14 totaled more than 2,400, more than a six percent increase above the previous fiscal year.
- During early summer 2014, a potentially serious **structure fire** occurred on the roof and the penthouse area at Iowa State University's Sweeney Hall. Quick response and decisive action ensured the fire was quickly extinguished, however extensive deconstruction to the roof area was required to make certain the fire did not travel further. Firefighters also responded to a locomotive fire near Hazel Ave. The fire was in the engine compartment and rail service was shut down for a brief period of time. No injuries were reported and the rail lines were re-opened in a timely fashion.
- In 2013, the Fire Department received notice that Electronic Engineering will only be able to support all current **radio hardware** (which is nearly two decades old) through 2014. This necessitates the purchase and installation of more modern and expensive portables, mobiles, and base station radios. As a first step in this process improvement, a total of \$5,400 has been set aside to cover the upgrading costs to portable radios only, to the newer technology radio that the Police Department now uses.
- In support of a mutually beneficial partnership to ensure quality EMS service delivery for the citizens of Ames, Mary Greeley Medical Center has contractually agreed to pay for one half of any **new extrication equipment** purchased by the Fire Department. Thus, the cost of new extrication equipment for Engine 1 is attributed to both the increase of commodities (up 15.3%) and fees received from Mary Greeley Medical Center (up 29.1%).
- **Expenditure costs are up** under Internal Services and Contractual due primarily to an increase in Fleet charges. Operating/maintenance and replacement funds have been increased substantially to more accurately reflect prior year costs.
- Fire Department personnel **completed 255 preplans** in 2013/14, and now have a total of more than 1,400 businesses and facilities throughout Ames preplanned. A preplan consists of documentation that firefighters gather in advance of an emergency, including information on contacts, water supply, fire protection systems, utilities and disconnects, building layout and construction type, and other specific hazards. In the event of an emergency, a preplan will assist the firefighters with the information that they may need to effectively mitigate the situation.
- During 2013/14 Fire Department personnel developed a plan to contain costs for **purchasing** items for department use. Many of the items were cleaning products that were purchased at grocery or hardware stores. A process improvement program was developed which helped identify acceptable products and corresponding costs from just two acceptable vendors. This change has resulted in reduced costs and minimized trips to the store, thereby saving time, fuel, and potential future maintenance costs.
- Fire department personnel reviewed past **personal protective equipment (PPE) clothing purchases** and projected high spikes in PPE purchases over the course of the next several years. Anticipated purchases were better spread out over more years to even out the costs.
- Though Emergency Medical Service incidents are the primary responsibility of the Mary Greeley Medical Center Mobile Intensive Care Services (paramedics), the Fire Department continues to offer its support in developing solutions to address the annual rise in demand for services.

FIRE SUPPRESSION AND EMERGENCY ACTION

Highlights, continued:

| | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|---|---------------------------|---------------------------|-----------------------------|------------------------------|
| Service Accomplishments: | | | | |
| Ames businesses pre-planned/hours spent | 273/368 | 255/295 | 270/351 | 280/350 |
| Efficiency and Effectiveness: | | | | |
| Conduct training with Public Works employees, utilizing trench rescue skills at least one time per year | 1 | 0 | 1 | 1 |
| Maintain hazardous material technician level for firefighters | 42/48 | 44/48 | 42/48 | 45/48 |
| Residential fires | 44 | 46 | 36 | 45 |
| Structure fires | 62 | 58 | 45 | 55 |
| Arson fires | 1 | 2 | 1 | 1 |
| False alarms - unintentional and system malfunctions | 701 | 820 | 800 | 850 |
| Emergency Medical Services incidents | 2,325 | 2,471 | 2,559 | 2,600 |

FIRE PREVENTION AND SAFETY EDUCATION

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

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|---------------------------------------|----------------|----------------|-----------------|----------------|-------------------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 123,724 | 127,132 | 127,397 | 130,006 | 2.3% |
| Contractual | 9,185 | 12,455 | 13,072 | 12,896 | 3.5% |
| Commodities | 3,876 | 5,525 | 5,525 | 6,900 | 24.9% |
| Total Expenditures | 136,785 | 145,112 | 145,994 | 149,802 | 3.2% |
| Funding Sources: | | | | | |
| General Fund | 103,038 | 108,834 | 109,495 | 112,351 | 3.2% |
| Iowa State University | 33,747 | 36,278 | 36,499 | 37,451 | 3.2% |
| Total Funding Sources | 136,785 | 145,112 | 145,994 | 149,802 | 3.2% |
| Personnel - Authorized FTE | 1.00 | 1.00 | 1.00 | 1.00 | |

FIRE PREVENTION AND SAFETY EDUCATION

Highlights:

- The Fire Department hosted its first ever **open house** during the Saturday of fire prevention week. Citizens had the opportunity to explore Fire Station #1, squirt a fire hose, and see all the equipment that firefighters use during an emergency. Because the Fire Department is looking for additional opportunities such as the open house to share fire prevention and life safety information throughout the year, a modest increase of \$1,400 in included in the budget. This amount accounts for the 24.9% increase in commodities.
- By working closely with the **Development Review Committee** to ensure new buildings are code compliant and fire systems are tested, the Fire Inspector continues to represent departmental interests and concerns in planning for new construction. He was instrumental in ensuring fire safety requirements were met for such projects as the Mary Greeley Medical Center expansion, Kingland project, and Copper Beech apartments.
- The Fire Inspector continues to work very closely with other City Inspectors. He has spent considerable efforts helping **Rental Housing and Building Safety** inspectors become more familiar with fire code and enforcement concerns, including the development of a fire extinguisher checklist. He has also worked closely with the Building Official and Building Board of Appeals, while seeking input from local contractors and customers, to adopt the 2012 International Fire Code.
- During the 2014 holiday season, efforts were undertaken to work with local Christmas tree vendors to tag trees with a special holiday season **fire safety message**. The safety message included information on how to properly care for your tree and other holiday decorations in a fire safe manner.
- Working closely with the Ames Community School District, prevention personnel continue to promote safety education and awareness through community education. During the 2014 **Fire Prevention Week**, personnel visited every grade school in Ames to educate all 3rd grade children in the value of life safety and fire prevention. Seventeen firefighters spent a total of more than 48 hours at these events, positively impacting more than 3,000 children and adults throughout the greater Ames community.

| Service Accomplishments: | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|---|---------------------------|---------------------------|-----------------------------|------------------------------|
| Commercial inspections/re-inspections | 787/213 | 721/215 | 730/200 | 725 |
| Educational inspections/re-inspections | 51/4 | 76/10 | 40/8 | 35/7 |
| Residential inspections/re-inspections | 220/49 | 187/54 | 188/40 | 182/44 |
| Plan reviews-consultations-complaints contacts/hours committed | 168/125 | 131/91 | 125/81 | 130/90 |
| Inspection hours committed | 679 | 623 | 600 | 650 |
| Violations discovered/corrected | 2,163/1,607 | 1,650/1,150 | 1,600/1,100 | 1,650/1,130 |
| Fire Prevention Week Pub-Ed presentations at Ames Community Schools | 100% | 100% | 100% | 100% |

Highlights, continued:

| | | | | |
|--|-------------|-------------|-------------|-------------|
| Total presentations/hours spent in the public education (Pub-Ed) of fire safety topics | 699/1,138 | 933/977 | 900/1,100 | 950/1,200 |
| Number of civilian adults/children attending FD sponsored public education presentations | 6,752/5,264 | 7,533/5,963 | 7,400/6,200 | 7,500/6,300 |
| Efficiency and Effectiveness: | | | | |
| Civilian fire deaths | 0 | 0 | 0 | 0 |
| Civilian fire injuries | 2 | 2 | 0 | 0 |

BUILDING SAFETY/INSPECTIONS

Building Safety provides permits, inspections, public information and enforcement of building, electrical, mechanical, plumbing, rental housing, sign, and zoning codes. Program objectives are accomplished through review of construction plans for code compliance; issuance of permits and through the performance of on-site project inspections; issuance of rental housing Letters of Compliance (LOC) and performance of periodic dwelling inspections; and the investigation of code violations.

Service Objectives:

- ✓ Provide public information on building construction, property maintenance, and related topics
- ✓ Perform plan reviews of proposed building construction projects
- ✓ Issue permits and perform inspections of building construction projects
- ✓ Perform periodic inspections of rental dwellings and issue letters of compliance
- ✓ Promote and develop community partnerships
- ✓ Review and adopt applicable nationally recognized codes
- ✓ Provide continued proficiency through continuing education

| | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted | % Change From Adopted |
|---|-------------------|--------------------|---------------------|--------------------|-----------------------------|
| Expenditures: | | | | | |
| Personal Services | 979,904 | 1,101,494 | 909,979 | 981,193 | -10.9% |
| Contractual | 203,645 | 275,212 | 400,303 | 468,791 | 70.3% |
| Commodities | 14,042 | 9,200 | 9,200 | 9,425 | 2.5% |
| Capital | - | - | 26,000 | - | |
| Total Expenditures | 1,197,591 | 1,385,906 | 1,345,482 | 1,459,409 | 5.3% |
| Funding Sources: | | | | | |
| Inspections Revenue: | | | | | |
| Building Permits | 945,673 | 555,000 | 584,249 | 592,170 | 6.7% |
| Electrical Permits | 181,733 | 109,000 | 139,000 | 131,296 | 20.5% |
| Mechanical Permits | 85,548 | 59,000 | 59,000 | 72,517 | 22.9% |
| Plumbing Permits | 129,390 | 83,000 | 83,000 | 100,540 | 21.1% |
| Sign Permits | 12,860 | 11,000 | 11,000 | 11,402 | 3.7% |
| Rental Housing Fees | 322,262 | 336,915 | 312,965 | 338,877 | 0.6% |
| Miscellaneous | 85 | - | - | - | |
| Revenue Subtotal | 1,677,551 | 1,153,915 | 1,189,214 | 1,246,802 | 8.1% |
| Support from (contribution to) General Fund | (479,960) | 231,991 | 156,268 | 212,607 | -8.4% |
| Total Funding Sources | 1,197,591 | 1,385,906 | 1,345,482 | 1,459,409 | 5.3% |

BUILDING SAFETY/INSPECTIONS

Highlights:

- In July of 2014, the Planning and Housing, Public Works, and Fire Departments combined their clerical staff into a central location in an effort to offer “exceptional service to the citizens of Ames.” By combining staff from all three departments into one area, the goal is to share services, increase collaboration, and provide a “one stop shop” for these services. Personal services and other shared costs are charged to this new program, and then allocated back to the supported programs through an internal charge. In Building Safety, this support staff restructuring resulted in a reduction to personal services of 10.9%, but an increase of \$168,144 to contractual charges.
- The City of Ames continues to see a **robust construction economy**, resulting in the attraction of both commercial (e.g., Kingland Systems, Wallaby’s Bar and Grill, Workiva, etc.) and residential growth. This has been especially visible in the multi-family sector, anchored by such large housing projects as Copper Beach, The Foundry by the Opus Group, and 23 Twenty Lincoln by the Gilbane Development Company. In addition, one-hundred-and-ten single-family homes were built in Ames during 2013/14. This is an 8% increase from the 2012/13 fiscal year, when 101 new homes were constructed. Based on permits issued to date, it appears likely that more than 100 new single-family homes will be constructed during the 2014/15 fiscal year. With several newly annexed properties in north Ames and the expansion of the ISU Research Park, even stronger single family residential growth is projected throughout 2015/16.
- After completing a thorough evaluation process, representatives from several City departments recommended **EnerGov** for the Inspection Division’s data management and permitting software system vendor. Subsequently, EnerGov has contracted with the City to provide its software package, which will be paid for by \$250,000 included in IT’s budget and augmented by a \$26,000 rollover capital contribution in Rental Housing’s budget. Work has already begun to move the Inspection Division over to the new technology. Ongoing maintenance fees for the new Inspection Software system have been added into the 2015/16 budget cycle, including \$36,000 in Building Safety and \$18,000 in Rental Housing.
- The FY 2015/16 budget includes no increases for the Building permit or Rental Housing fees.
- While the Inspection Division continues to evaluate **staffing needs**, several personnel changes have occurred. The Division is back to one plumbing inspector, and has now added an Assistant Building Official position to assist with the increasing administration demands of the Division. The Building Official has been working hard to ensure that each inspector has a qualified backup. Without a second plumbing inspector, a total of \$24,000 has been set aside for contract inspectors to cover for vacation/sick/training time. This amount partially accounts for the 70% increase in contractual expenditures.
- The 2013/14 fiscal year saw an overall 7% increase in the number of **building, mechanical, plumbing, and electrical permits** issued. Increases included building permits by 9% and plumbing permits by 12%.
- Funds have been included to cover the **2015 International Code adoption** process (including new code books) and the necessary newspaper publication. New codes to be adopted include the International Building Code, International Residential Code, International Existing Building Code, International Fire Code, International Mechanical Code, International Energy Conservation Code, Uniform Plumbing Code, and the International Fuel Gas Code. The code adoption process also affords staff the opportunity to make needed changes and modifications to Chapters 5 (Building, Electrical, Mechanical, and Plumbing Code), and 8 (Fire Code) of the City of Ames Municipal Code.

BUILDING SAFETY/INSPECTIONS

Highlights, continued:

| Service Accomplishments: | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|---|---------------------------|---------------------------|-----------------------------|------------------------------|
| Single family permits issued | 101 | 110 | 130 | 140 |
| Building permits issued/inspections | 640/2,289 | 696/2,455 | 821/2,986 | 880/3,000 |
| Electrical permits issued/inspections | 604/1,675 | 607/1,671 | 716/1,971 | 770/2,000 |
| Mechanical permits issued/inspections | 925/1,212 | 941/1,393 | 1,110/1,643 | 1,100/1,500 |
| Plumbing permits issued/inspections | 1,445/2,627 | 1,642/3,045 | 1,937/3,593 | 1,300/2,500 |
| Sign permits issued | 163 | 134 | 160 | 160 |
| Rental housing units registered/inspections | 12,379/1,319 | 12,420/1,081 | 12,800/1,200 | 12,900/1,200 |
| Neighborhood concerns/inspections | 367/1,162 | 186/547 | 140/350 | 150/400 |
| Total inspections performed | 10,284 | 10,192 | 11,743 | 10,600 |



TRAFFIC MAINTENANCE

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
- ✓ Paint parking stalls including 715 on-street and 917 parking lot stalls
- ✓ Maintain the parking meter database
- ✓ Paint crosswalks along school routes
- ✓ Enhance roadway markings on pavement
- ✓ Paint medians for public safety purposes
- ✓ Maintain the traffic sign Geographic Information System (GIS) database
- ✓ Paint curbs as needed to delineate fire zones, tow-away zones, parking prohibitions

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|---------------------------------------|----------------|----------------|-----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 508,434 | 510,074 | 539,468 | 562,678 | 10.3% |
| Contractual | 140,001 | 135,584 | 174,359 | 161,002 | 18.8% |
| Commodities | 120,775 | 84,600 | 98,000 | 98,400 | 16.3% |
| Capital | 18,486 | 36,800 | 20,200 | 28,584 | -22.3% |
| Total Expenditures | 787,696 | 767,058 | 832,027 | 850,664 | 10.9% |
| Funding Sources: | | | | | |
| General Fund | 24,746 | 1,000 | 17,000 | 20,500 | 1950.0% |
| Road Use Tax Fund | 762,950 | 766,058 | 815,027 | 830,164 | 8.4% |
| Total Funding Sources | 787,696 | 767,058 | 832,027 | 850,664 | 10.9% |
| Personnel - Authorized FTE | 6.07 | 6.07 | 5.15 | 5.15 | |

TRAFFIC MAINTENANCE

Highlights:

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, which is primarily due to the deterioration of roadway pavement. **Radar Vehicle Detection Systems**, non-intrusive installations suitable for bikeway detection, have now been installed at twelve intersections as part of pavement rehabilitation or traffic signal system improvement projects. By the end of FY 2015/16, radar detection systems will be placed again at six more intersections, which is similar to FY 2014/15. There have been a total of 16 intersections retrofitted with radar detection, leaving 50 to be converted by FY 2035.

During FY 2014/15, two new traffic signal systems were installed, one at Lincoln Way and Hayward Avenue and the other at 20th Street and Grand Avenue (US Highway 69). By request of a citizen with disabilities, staff has also conducted two major ADA improvements at signalized intersections at 13th Street and Duff Avenue and the signalized pedestrian crossing at Fire Station 1 by installing vibrotactile-audible pedestrian push-button systems. The unscheduled cost was estimated to be \$15,000.

Staff continues to work on development of the **Traffic Sign Database and Mobile GIS Application**. As part of this project, labels that include a bar code are being placed on each regulatory sign. This will aid in having a more accurate inventory of each sign and will provide the ability to more quickly replace signs that are damaged or found stolen. Each sign is also being shot with a retroreflectometer (over 50% of signs to date) to verify that they meet minimum Federal retro reflectivity requirements. A part-time technician is included in the budget in the amount of \$17,500 for FY 14/15 and \$17,500 for FY 15/16.

Seasonal temporary workers provided much needed assistance to full-time traffic maintenance staff during the spring, summer, and fall months each year by conducting much of the pavement parking and sign maintenance activities in our residential areas. This allows the full-time staff to focus on the higher volume roadways which require more time to work on. Temporary staff can also work directly with full-time staff on specific projects that include traffic signal and parking meter maintenance, in addition to their main job functions. The budget for FY 2015/16 is anticipated to see increases due to continued efforts to **improve the quality and longevity of city pavement markings**. Due to environmental regulations affecting how traffic paint is made, staff has been required to increase the thickness, reflective beads, and time necessary to apply markings. This change also requires increases in temporary seasonal salaries shown in order to complete citywide painting activities in one painting season.

Staff time for working special events such as home Iowa State University football games is **reimbursed** into the general fund as actual costs are incurred.

| | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|--|-------------------|-------------------|---------------------|----------------------|
| Service Accomplishments: | | | | |
| # of signalized intersections in City | 65 | 66 | 66 | 66 |
| LED bulbs installed | 79 | 27 | 50 | 50 |
| Utility locates | 313 | 329 | 350 | 350 |
| # of signs in City | 9,501 | 9,464 | 9,500 | 9,550 |
| # of lane miles painted | 63 | 68 | 70 | 70 |
| # of crosswalks painted | 712 | 720 | 730 | 730 |
| Gallons of traffic paint used | 1,980 | 2,560 | 2,500 | 2,500 |
| Pounds of reflective beads used | 10,750 | 14,250 | 12,000 | 12,000 |
| Efficiency and Effectiveness: | | | | |
| Average # of sign repairs/week | 132.5 | 81.92 | 57.69 | 38.46 |
| Average # of service calls/signalized intersection | 5.05 | 4.45 | 5.00 | 5.00 |
| Signs serviced | 6,890 | 4,260 | 3,000 | 2,000 |

TRAFFIC ENGINEERING

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
- ✓ Update/maintain traffic engineering software
- ✓ Procure grant funding for Capital Improvement Plan projects
- ✓ Design and implement traffic signal coordination plans
- ✓ Design traffic signal replacement program
- ✓ Review site development plans & plats
- ✓ Maintain Shared Use Path maps
- ✓ Review Traffic Impact Studies (TIS) for new developments
- ✓ Administer the Ames Area Metropolitan Planning Organization (AAMPO)
- ✓ Maintain the pavement management system
- ✓ Approve parking waivers and block parties
- ✓ **Build energy efficiency strategy into transportation planning**
- ✓ **Develop a greenbelt trail plan**

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|--|----------------|----------------|----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 110,331 | 142,921 | 122,802 | 126,766 | -11.3% |
| Contractual | 38,089 | 36,565 | 40,813 | 36,721 | 0.4% |
| Commodities | 2,905 | 1,000 | 1,300 | 5,000 | 400.0% |
| Capital | 2,956 | 10,500 | 10,500 | - | -100.0% |
| Total Expenditures | 154,281 | 190,986 | 175,415 | 168,487 | -11.8% |
| Engineering reflected directly in another program or CIP project | (27,131) | (30,000) | (30,000) | (30,000) | |
| Net Expenditures | 127,150 | 160,986 | 145,415 | 138,487 | -14.0% |
| Funding Sources: | | | | | |
| MPO Reimbursement | 51,004 | 66,614 | 63,716 | 63,674 | -4.4% |
| Road Use Tax Fund | 76,146 | 94,372 | 81,699 | 74,813 | -20.7% |
| Total Funding Sources | 127,150 | 160,986 | 145,415 | 138,487 | -14.0% |
| Personnel - Authorized FTE | 1.45 | 1.45 | 1.45 | 1.45 | |

TRAFFIC ENGINEERING

Highlights:

Near the end of FY 13/14 staff began installation of **permanent count stations**, which will provide hourly traffic data for inputs into the regional traffic model, traffic safety estimation and forecasting, as well as use in the citywide pavement management system. Installation of 26 permanent count stations has been finalized in the first half of FY 14/15. Installation of another 10 to 12 count stations is anticipated in FY 15/16, which will complete the second and final phase of this project.

Traffic Engineering staff has continued work on updating the Ames Metropolitan Planning Organization (MPO) **Long-Range Transportation Plan**. The update will include numerous public input meetings and data collection/analysis. The update will also incorporate the Council’s goals of incorporating energy efficiency into transportation planning and of developing a greenbelt trail system. The updated plan is required to be adopted by October 2015.

Traffic Engineering staff continues to work with other members of the Public Works Engineering Division on the design of major intersection, shared use path, and roadway improvements throughout the city of Ames. **Transportation projects** include roadway rehabilitation and reconstruction, intersection improvements, pedestrian/shared use path improvements, traffic calming measures, as well as roadway improvements required by new commercial, industrial, and residential developments within the city. The completed Traffic Calming Toolkit is used by staff to ensure that measures are used in accordance with engineering standards.

Traffic Engineering seasonal temporary employees are included in this area of the operating budget to help with the numerous traffic studies, including gathering traffic counts and turning movements. The interns also help with gathering data for traffic calming requests and working on various GIS-related projects. This activity has seen decreases in the last couple fiscal years as more work has become billable to various capital improvement projects. There is a resulting decrease in the Personal Services for this activity and corresponding shift to Traffic Maintenance.

The City has 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 periodically. As part of the asset management initiative, the Iowa Department of Transportation is now paying to collect and provide Ames the system data. This is a savings of approximately \$27,500 to the City in FY 13/14.

| | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|---|---------------------------|---------------------------|-----------------------------|------------------------------|
| Service Accomplishments: | | | | |
| # of other citizen contacts | 570 | 600 | 625 | 650 |
| # of meetings with ISU students on class projects | 15 | 30 | 40 | 45 |
| # of parking waivers processed | 30 | 44 | 50 | 55 |
| # of block party requests reviewed | 48 | 69 | 75 | 80 |
| # of oversized load permits reviewed | 88 | 127 | 140 | 160 |
| # of traffic engineering studies | 8 | 15 | 25 | 30 |
| Efficiency and Effectiveness: | | | | |
| Average time to respond to citizens (days) | 3.5 | 3.75 | 4 | 4 |

ANIMAL CONTROL

The Animal Sheltering/Control activity provides impoundment and sheltering for domestic animals found within the City. Animals are also accepted from pet owners who wish to terminate their ownership without euthanasia or abandonment. 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 some 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, low-income spay/neuter funding, and nuisance wildlife education.

Service Objectives:

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

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|----------------|----------------|--------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 283,083 | 284,892 | 273,735 | 286,661 | 0.6% |
| Contractual | 57,120 | 55,757 | 59,156 | 61,272 | 9.9% |
| Commodities | 21,779 | 19,075 | 23,100 | 18,300 | -4.1% |
| Capital | 18,683 | 26,740 | 50,340 | - | |
| Total Expenditures | 380,665 | 386,464 | 406,331 | 366,233 | -5.2% |
| Funding Sources: | | | | | |
| Animal Impounding Fees | 17,407 | 19,000 | 19,000 | 20,000 | 5.3% |
| Animal Shelter Donations | 32,396 | 37,690 | 59,615 | 9,850 | -73.9% |
| Miscellaneous | - | - | - | - | |
| Revenue Subtotal | 49,803 | 56,690 | 78,615 | 29,850 | |
| General Fund Support | 330,862 | 329,774 | 327,716 | 336,383 | 2.0% |
| Total Funding Sources | 380,665 | 386,464 | 406,331 | 366,233 | -5.2% |
| Personnel - Authorized FTE | 3.90 | 3.90 | 3.90 | 3.90 | |

ANIMAL CONTROL

Highlights:

Animal Control is a set of essential public and animal safety services provided to the community. This activity protects people from stray and dangerous animals, defends animals from inhumane treatment, provides a safe refuge for lost and unwanted pets, ensures the safety of our community by field enforcement and rabies control, provides public education on animal issues, assists in neighborhood problem solving, and provides many other public services to help people and their animals. One of the most significant accomplishments is the live release rate of animals entering and leaving the shelter. Over 95% of all domestic animals received at the Shelter are reclaimed by their owners or adopted into new homes.

The Animal Control staff acquired a state of the art shelter management software **database (Chameleon)** to track all animals, requests for field services, donors, fiscal operations and customer data in a single application. The new database will increase productivity, provide accurate statistical data, increase donor recognition, improve field response times and maintain historical data regarding field enforcement activities, dangerous animals and animals cared for at the Animal Shelter. The primary source of funding for the new software was a private foundation grant. The grant was supplemented by local donations.

The Animal Shelter **volunteer program** was revitalized to help achieve optimal outcomes. The new and improved program provides for consistent volunteer opportunities and enhanced animal care. Volunteers assist with shelter operations such as caring for shelter pets, providing behavior enrichment, socializing and exercising animals, sanitizing kennel housing quarters and maintaining a clean and welcoming environment for the community.

Facility enhancements continue as we **improve our animal housing** areas. In FY 2014/15, the aging cat kennels were replaced with modern, safe and disease resistant kennels. The budget includes \$26,000 to improve the aging and inefficient dog kennels. A \$5,000 grant enabled the shelter to modernize dog play areas adjacent to the shelter building by adding fence jumping protectors and other amenities. Other enhancements included painting the get acquainted room, socialization room, and the front office, and providing shade material for the dog play yards. The grant also included an additional \$5,000 in dog food donations.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|--|----------------|----------------|-----------------|------------------|
| | Actual | Actual | Adjusted | Projected |
| Service Accomplishments: | | | | |
| Animals through the program (all live animals) | 793 | 781 | 790 | 805 |
| Adoptions and owner reclaims | 616 | 626 | 630 | 640 |
| Wildlife received | 115 | 117 | 125 | 130 |
| Requests for field services | 2,550 | 2,595 | 2,625 | 2,700 |
| Carcass disposals | 244 | 238 | 255 | 275 |
| Citations issued | 24 | 35 | 35 | 35 |
| Trap permits | 21 | 16 | 20 | 20 |
| Public talks and tours | 12 | 12 | 12 | 12 |
| Efficiency and Effectiveness: | | | | |
| Adoptions/owner reclaims as % | 94% | 95% | 95% | 95% |

OTHER COMMUNITY PROTECTION

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.

There is a noticeable increase in Contractual Expenditures from FY 2014/15 to 2015/16. The increase is due to charges for electricity and maintenance of street lights, which have gone up as additional street lights are added in new subdivisions within the city.

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|----------------|----------------|-------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 5,135 | 7,500 | 7,500 | 7,500 | 0.0% |
| Contractual | 731,755 | 724,000 | 736,000 | 784,000 | 8.3% |
| Commodities | 2,937 | 3,000 | 3,000 | 3,000 | 0.0% |
| Total Expenditures | 739,827 | 734,500 | 746,500 | 794,500 | 8.2% |
| Funding Sources: | | | | | |
| General Fund-Street Lights | 731,103 | 720,000 | 732,000 | 780,000 | 8.3% |
| General Fund-Civil Defense | 8,724 | 14,500 | 14,500 | 14,500 | 0.0% |
| Total Funding Sources | 739,827 | 734,500 | 746,500 | 794,500 | 8.2% |
| Personnel - Authorized FTE | 0.00 | 0.00 | 0.00 | 0.00 | |

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 |
|-----------------------|---------|---------|----------|---------|
| | Actual | Adopted | Adjusted | Mgr Rec |
| Sirens | | | | |
| City | 15 | 16 | 16 | 17 |
| Iowa State University | 5 | 5 | 5 | 5 |
| Street Lights | | | | |
| City Owned | | | 6,372 | 6,442 |
| Midland Owned | | | 11 | 11 |
| Alliant Owned | | | 23 | 23 |

PUBLIC SAFETY CIP

Activity Description:

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

| Activities: | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted | % Change From Adopted |
|--------------------------------|-------------------|--------------------|---------------------|--------------------|-----------------------------|
| Fire: | | | | | |
| FEMA - Mobile Data Terminals | 19,710 | - | 5,433 | - | |
| Fire Station Improvements | 25,066 | - | 28,204 | - | |
| SCBA Equipment | - | 145,175 | 145,175 | 145,175 | |
| Miscellaneous Donations | 41 | - | - | - | |
| Sub-Total | 44,817 | 145,175 | 178,812 | 145,175 | |
| Police: | | | | | |
| Police CAD/Dispatching | - | - | 40,328 | - | |
| Mobile Data Terminals | - | - | 13,912 | - | |
| Sub-Total | - | - | 54,240 | - | |
| Electric: | | | | | |
| Outdoor Storm Warning System | - | 40,000 | 40,000 | 40,000 | |
| Sub-Total | - | 40,000 | 40,000 | 40,000 | |
| Traffic/Engineering: | | | | | |
| Transportation Studies | 125,609 | 50,000 | 504,536 | 50,000 | |
| Traffic Signal Program | 426,185 | 250,000 | 583,911 | 400,000 | |
| Dotson/L'Way Intersection | 536,664 | - | 414,727 | - | |
| Franklin/L'Way Intersection | - | 125,000 | 125,000 | 1,200,000 | |
| Squaw Creek Footbridge | 3,854 | - | - | - | |
| RR Median Improvements | - | - | - | - | |
| Skunk River Trail | 14,663 | - | 1,559,545 | - | |
| Oakwood Road Shared Path | 1,162 | - | 73,101 | - | |
| South Duff Shared Path | - | 100,000 | 100,000 | - | |
| Shared Use Path Lighting/Signs | - | - | 17,054 | - | |
| Traffic Count Stations | - | - | 223,750 | - | |
| Multi-Modal Improvements | 1,435 | 7,000 | 102,565 | 88,000 | |
| Camera Detection Retrofits | 58,856 | - | - | - | |
| Traffic Calming Program | - | - | 73,500 | 45,000 | |
| Accessibility Enhancements | - | - | - | 150,000 | |
| Regional Transportation Counts | - | - | - | 125,000 | |
| Sub-Total | 1,168,428 | 532,000 | 3,777,689 | 2,058,000 | |
| Total Public Safety CIP | 1,213,245 | 717,175 | 4,050,741 | 2,243,175 | 212.8% |

PUBLIC SAFETY CIP PROJECT DESCRIPTIONS

FIRE

The Self-Contained Breathing Apparatus (SCBA) project will replace the SCBA equipment that firefighters utilize to enter hazardous environments while performing firefighting duties or to operate in areas that are oxygen deficient. The current SCBAs are reaching the end of their estimated life expectancy, and 41 SCBA units along with the supporting software, supplied air units, and four rapid intervention kits, need to be replaced. The \$145,175 budgeted in FY 2015/16 is the second half of this two-year project.

ELECTRIC

A total of \$40,000 is budgeted in FY 2015/16 for the Outdoor Storm Warning System. This program allows the City to purchase additional storm sirens to fill in gaps in the community's existing storm siren coverage.

TRAFFIC

The Transportation Studies program allocates \$50,000 in FY 2015/16 for a Shared Use Path Utilization and Regional Trail Connectivity Study. This study will collect bicycle and pedestrian traffic volume information on the City's shared use path system by time of day and facility. This information will be used to prioritize maintenance activities and provide a planning tool for programming improvements needed to connect Ames to the Central Iowa Trail system.

Two projects are included in the annual Traffic Signal Program for FY 2015/16. A traffic signal will be installed at the intersection of the US 30 westbound off-ramp and University Boulevard at a cost of \$250,000. The City has also budgeted \$150,000 for maintenance and equipment upgrades at various locations throughout the City.

A total of \$1,200,000 is budgeted in FY 2015/16 for the construction phase of the Franklin Avenue/Lincoln Way Intersection Improvements project. The FY 2014/15 budget included \$125,000 for land acquisition and planning for this project.

The Multi-Modal Roadway Improvements program focuses on improving roadways to create a safer interaction between bicycles and automobiles. In FY 2015/16, \$88,000 is budgeted to retrofit several signalized intersections to radar detection to facilitate the movement of bicycles through the intersections.

The Traffic Calming Program was created after the completion of the City's Neighborhood Traffic Calming Handbook. This handbook is meant to serve as a technical guide, compiling nationally recognized best practices in the field of traffic calming, and then modifying these methods and their application to fit the context of the Ames community. For FY 2015/16, \$45,000 is budgeted under this program for the Hyde Avenue neighborhood.

Accessibility Enhancements is a new annual program created to replace the Sidewalk Safety program. Activities of the Sidewalk Safety program, which focused on public sidewalks and intersection crosswalks, will be combined with new accessibility upgrades at traffic signals and publicly owned parking facilities. Funding for this program may be used for separate projects or in conjunction with roadway, traffic signal, or shared use path

improvement projects. Because of the increased scope of the program, funding has been increased to \$150,000 in FY 2015/16 from the previous annual level of \$100,000.

Another new program is the Regional Transportation Count program, which was created in response to an ongoing need for transportation-related data in the Ames regional area. A total of \$125,000 is allocated to this program in FY 2015/16 to complete the installation of permanent count stations which continuously record traffic volumes, speeds, and vehicle classification on arterial and collector streets throughout the City's network. This data will support Long Range Transportation Planning and Modeling efforts, as well as Pavement Management, Safety Analysis, and other system performance measures.



UTILITIES

LIBRARY INTERIOR RENOVATION



UTILITIES

| | |
|---|-----|
| Resource Recovery | 118 |
| Water Operations | 123 |
| Water Administration | 124 |
| Water Production..... | 126 |
| Water Treatment | 128 |
| Water Pumping..... | 130 |
| Storm Sewer Maintenance | 132 |
| Water Pollution Control Operations | 134 |
| WPC Administration | 136 |
| Plant Maintenance..... | 138 |
| Plant Operation | 140 |
| Electric Services | 142 |
| Electric Administration..... | 144 |
| Electric Production | 147 |
| Fuel and Purchased Power | 149 |
| Distribution Operations and Maintenance | 151 |
| Distribution Extension and Improvements | 154 |
| Electric Technical Services | 156 |
| Electric Engineering | 158 |
| Utility Support Services | |
| W&PC Metering..... | 160 |
| W&PC Laboratory | 162 |
| Utility Maintenance | 164 |
| Utility Customer Service | 166 |
| Utilities CIP | 168 |

UTILITIES

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. The Water Operations 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. Water Pollution Control provides for the collection and treatment of wastewater in compliance with federal and state regulations to ensure public health. Electric Operations provides Ames citizens with electricity, distribution of electricity, metering of customer usage and administration of the system. Utility Support Services includes metering and lab support for Water and Water Pollution Control, water and sewer line maintenance by the Public Works Department, and the billing and collection of utility charges by Utility Customer Service.

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|-------------------|--------------------|--------------------|--------------------|-------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| Use of Funds: | | | | | Adopted |
| Resource Recovery | 3,556,391 | 3,730,439 | 3,724,588 | 3,793,759 | 1.7% |
| Water Operations | 2,808,308 | 2,971,583 | 2,916,730 | 2,962,531 | -0.3% |
| Storm Sewer Maintenance | 230,684 | 207,579 | 251,155 | 252,189 | 21.5% |
| Water Pollution Control | 2,517,843 | 2,840,560 | 2,836,003 | 2,919,830 | 2.8% |
| Electric Services | 48,023,791 | 49,880,481 | 49,827,393 | 51,383,447 | 3.0% |
| Utility Support Services | 4,261,018 | 4,268,403 | 4,431,998 | 4,569,869 | 7.1% |
| Total Operations | 61,398,035 | 63,899,045 | 63,987,867 | 65,881,625 | 3.1% |
| Utilities CIP | 18,096,770 | 63,594,850 | 68,060,521 | 69,061,900 | 8.6% |
| Total Expenditures | 79,494,805 | 127,493,895 | 132,048,388 | 134,943,525 | 5.8% |
| Personnel - Authorized FTE | 158.83 | 158.76 | 159.61 | 159.61 | |

UTILITIES

| | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted | % Change From Adopted |
|-------------------------------|-------------------|--------------------|---------------------|--------------------|-----------------------------|
| Expenditures: | | | | | |
| Personal Services | 15,370,641 | 15,980,572 | 15,981,444 | 16,761,245 | 4.9% |
| Contractual | 28,031,130 | 26,980,064 | 27,929,721 | 33,075,187 | 22.6% |
| Commodities | 17,221,366 | 20,093,718 | 19,180,282 | 15,309,121 | -23.8% |
| Capital | 679,300 | 752,000 | 806,623 | 641,500 | -14.7% |
| Other | 95,598 | 92,691 | 89,797 | 94,572 | 2.0% |
| Total Operations | 61,398,035 | 63,899,045 | 63,987,867 | 65,881,625 | 3.1% |
| Utilities CIP | 18,096,770 | 63,594,850 | 68,060,521 | 69,061,900 | 8.6% |
| Total Expenditures | 79,494,805 | 127,493,895 | 132,048,388 | 134,943,525 | 5.8% |
| Funding Sources: | | | | | |
| Resource Recovery Fund | 3,556,391 | 3,730,439 | 3,724,588 | 3,793,759 | 1.7% |
| Water Utility Fund | 4,882,519 | 4,913,750 | 5,006,037 | 5,104,410 | 3.9% |
| Storm Sewer Utility Fund | 232,734 | 209,979 | 253,555 | 254,589 | 21.2% |
| Sewer Utility Fund | 4,013,406 | 4,440,044 | 4,471,065 | 4,605,529 | 3.7% |
| Electric Utility Fund | 48,695,653 | 50,586,933 | 50,515,822 | 52,107,338 | 3.0% |
| Project Share Donations | 17,332 | 17,900 | 16,800 | 16,000 | -10.6% |
| Operations Funding | 61,398,035 | 63,899,045 | 63,987,867 | 65,881,625 | 3.1% |
| Utilities CIP Funding: | | | | | |
| GO Bonds | 1,424,923 | 600,000 | 3,332,957 | 2,644,000 | 340.7% |
| Special Assessments | 231,103 | - | 115,591 | - | |
| State Revolving Fund | 5,365,147 | 31,667,000 | 28,890,280 | 31,381,000 | -0.9% |
| Resource Recovery Fund | 445,147 | 430,850 | 838,924 | 365,900 | -15.1% |
| Water Utility Fund | 1,596,833 | 2,055,000 | 3,152,808 | 3,858,000 | 87.7% |
| Sewer Utility Fund | 1,230,994 | 1,892,000 | 5,149,126 | 3,397,000 | 79.6% |
| Storm Sewer Utility Fund | 826,889 | 500,000 | 2,507,226 | 1,286,000 | 157.2% |
| Electric Utility Fund | 6,975,734 | 26,450,000 | 24,073,609 | 26,130,000 | -1.2% |
| CIP Funding | 18,096,770 | 63,594,850 | 68,060,521 | 69,061,900 | 8.6% |
| Total Funding Sources | 79,494,805 | 127,493,895 | 132,048,388 | 134,943,525 | 5.8% |

RESOURCE RECOVERY

The City of Ames and surrounding communities are served by the Arnold O. Chantland Resource Recovery Center. Communities sharing in this endeavor are **Cambridge, 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 2010 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 20, 1992). Ferrous and non-ferrous metals are also separated and sold on the scrap market for recycling. Plant maintenance is generally conducted during an annual two-week downtime to perform major repairs in addition to the daily routine maintenance and repairs. Yard waste activities involve the source separation and contracted composting/land application of "yard waste" (leaves, grass, tree limbs, etc.). In 2006, glass recycling was added to the recycling options provided by the plant. Household hazardous materials (HHM) collection began in 1998 with local events, and has progressed to Wednesday afternoon appointments for residents to dispose of their waste. Tires are accepted for a fee and recycled through a national tire recycling company. Compact fluorescent and incandescent light bulbs are accepted at no charge for recycling. A new bin has been placed on the tipping floor for used American flag collection, as well as a locked container specifically for sharps (needles, lancets, etc.) collection. Waste oil and batteries are also accepted for recycling.

Service Objectives:

- ✓ Provide an environmentally sound and socially responsible method of solid waste disposal
- ✓ Continue to accept any fluorescent or incandescent light bulbs for proper disposal
- ✓ Continue researching possible bio-energy connections with the Power Plant
- ✓ Maintain the Household Hazardous Materials (HMM) program
- ✓ Maintain locked bin for sharps on tipping floor
- ✓ Provide used American flag collection for proper disposal
- ✓ Provide refuse derived fuel to the Power Plant as an alternative fuel source to coal
- ✓ Continue to accept lead-acid batteries for proper recycling
- ✓ Maintain positive relationships with member agencies
- ✓ Provide yard waste disposal for Story County residents
- ✓ Continue to expand glass recycling
- ✓ Maintain the closed landfill
- ✓ Continue to accept waste oil for recycling
- ✓ Maintain tire recycling program
- ✓ Continue community connections through school science fairs, service club presentations, and facility tours
- ✓ Maintain 70% recycle/re-use of municipal solid waste

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|------------------|------------------|------------------|------------------|---------------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 1,332,556 | 1,373,323 | 1,356,301 | 1,414,378 | 3.0% |
| Contractual | 1,882,728 | 2,034,504 | 2,038,088 | 2,046,819 | 0.6% |
| Commodities | 331,514 | 319,827 | 327,414 | 294,777 | -7.8% |
| Capital | - | - | - | 35,000 | |
| Other | 9,593 | 2,785 | 2,785 | 2,785 | 0.0% |
| Total Expenditures | 3,556,391 | 3,730,439 | 3,724,588 | 3,793,759 | 1.7% |
| Funding Sources: | | | | | |
| Resource Recovery Fund | 3,556,391 | 3,730,439 | 3,724,588 | 3,793,759 | 1.7% |
| Total Funding Sources | 3,556,391 | 3,730,439 | 3,724,588 | 3,793,759 | 1.7% |
| Personnel - Authorized FTE | 15.00 | 15.00 | 15.00 | 15.00 | |

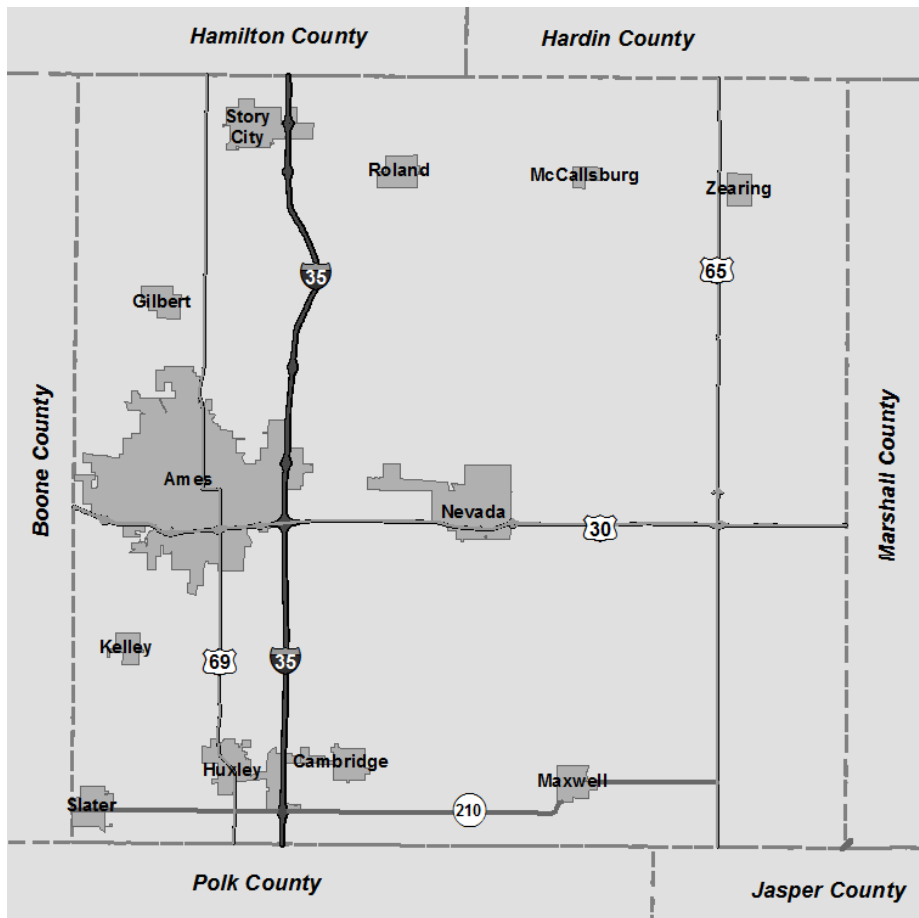
RESOURCE RECOVERY

Highlights:

The **per capita rate** for our partner cities and Story County will remain at \$9.10 for FY 2015/16. **Tipping fees** for municipal solid waste will remain at \$52.75/ton; the rate for cars and passenger vans will remain at \$8.00, and pickups and vehicles with trailers will remain at \$22.00. Except for the per capita rate, all rates have been maintained since FY 2002/03. The per capita rate was last adjusted (decreased) in FY 2012/13.

The City's power generation system went through many short- and long-term maintenance projects during 2012/13 and 2013/14. A return on investment was seen with all of the maintenance and modifications the power plant accomplished. The direct impact to RRP was that power plant availability improved by 53%, allowing for an additional 3,000 tons (+2.7% due to community growth) of municipal solid waste (MSW) to be processed, and improved refuse-derived fuel (RDF) throughput of an additional 3,000 tons (+6.7%).

Twelve of our thirteen partner communities, as well as ISU and Story County, signed new 28E agreements, extending their commitment to sustainable and environmentally sound disposal of MSW for another 20 years. The city of Colo opted not to renew, and will now be burying its waste in the Marshall County landfill.



RESOURCE RECOVERY

Highlights, continued:

Our tipping floor receives approximately 240 trucks per week, as well as the constant wheel loader traffic, slowly eroding the surface so that after a year of this activity the wire reinforcement is showing through. Resurfacing the floor involves cleaning the floor of all waste, milling the asphalt down to the substrate, washing the surface with water and then drying, and finally applying a new coat of asphalt. The new surface was applied during a maintenance outage.



The 1995 Air Density Separator (ADS) and Primary Dust System (PDS) vessels were removed and replaced during the outage. Due to high moisture content of the material, corrosion eats away the vessel structure. The other two vessels are scheduled for replacement in 2018.



RESOURCE RECOVERY

Highlights, continued:

Conveyor #4 (installed in 1995) was removed and replaced with a conveyor designed and fabricated by RRP staff. The conveyor and tail pulley were a plugging point; staff widened the tail pulley, made the conveyor flat, and modified the original design to improve flow characteristics, resulting in reduced downtime and maintenance.



With the continued increase of waste generated within the community, and the potential for reduced annual combustion of RDF by the Power Plant's conversion to natural gas, we are evaluating if gasification could provide new base load electricity, reduce the electric utility's operating costs, reduce the amount of material landfilled, and increase the tons of material RRP could recover on a monthly and annual basis.

In 2013, a slow speed, high torque shredder was installed, replacing the original primary shredder. This had a positive impact on electrical consumption, and resulted in a custom rebate of \$100,000 from the Electric Utility. This installation also came with a few unforeseen drawbacks: we have experienced much more plastic and paper trapped in the ferrous metal product, producing additional contamination. This, in turn, has affected the market price of the product. After many months of operation, staff established an improved and aggressive maintenance plan to combat the oversized, stringy product being produced. Once the staff began weekly maintenance activities versus bi-weekly, enhanced performance was seen with product consistency and throughput. Additional enhancements to the until will be made to continue improving the RDF quality.

New videos were produced and are played on the City's Channel 12:

- How to Use the Resource Recovery Plant (residential)
- How to Use the Resource Recovery Plant (commercial; safety video)
- How to Use the Household Hazardous Materials Program
- The Resource Recovery System Glass Program

RESOURCE RECOVERY

Highlights, continued:

| Service Accomplishments: | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|--|---------------------------|---------------------------|-----------------------------|------------------------------|
| Tons of refuse into plant (tons available) | 53,349 | 54,750 | 55,000 | 55,000 |
| Tons of refuse processed | 48,244 | 43,930 | 46,750 | 49,500 |
| Tons of RDF to Power Plant | 30,956 | 27,878 | 29,000 | 30,000 |
| Tons of glass recycled | 162 | 172 | 170 | 170 |
| Tons of metal recycled | 2,237 | 2,096 | 2,200 | 2,200 |
| Pounds of HHM* collected | 17,604 | 21,167 | 20,000 | 20,000 |
| ISU tons into plant | 3,735 | 3,323 | 3,300 | 3,300 |
| Average # of vehicles/free yard waste day | 955 | 943 | 950 | 950 |
| Efficiency and Effectiveness: | | | | |
| % of available materials processed | 90% | 80% | 85% | 90% |
| Tons processed/operation hour | 22.13 | 22.00 | 22.00 | 22.00 |
| Processing costs/processed tons (including ISU) | \$68.34 | \$51.87 | \$56.94 | \$59.32 |
| Total expenses/processed tons (including ISU) | \$71.96 | \$80.96 | \$85.61 | \$87.59 |
| Reject disposal rate/ton (Boone County) | \$44.50 | \$44.50 | \$44.50 | \$45.50 |
| % of processed materials that are sent to the landfill as rejects | 28% | 28% | 30% | 30% |
| Reject transportation rate/ton | \$14.28 | \$14.19 | \$15.00 | \$15.00 |
| Average cost/user free yard waste day | \$4.85 | \$3.81 | \$3.79 | \$3.79 |

* Household Hazardous Materials

WATER OPERATIONS

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. 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.

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|------------------|------------------|------------------|------------------|--------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Activities: | | | | | |
| Administration | 622,329 | 665,999 | 677,642 | 702,953 | 5.6% |
| Production | 334,108 | 372,567 | 369,143 | 359,591 | -3.5% |
| Treatment | 1,529,228 | 1,634,640 | 1,573,009 | 1,619,728 | -0.9% |
| Pumping | 322,643 | 298,377 | 296,936 | 280,259 | -6.1% |
| Water Operations | 2,808,308 | 2,971,583 | 2,916,730 | 2,962,531 | -0.3% |
| Personnel - Authorized FTE | 12.88 | 12.88 | 11.88 | 11.88 | |
| | | | | | |
| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 1,226,779 | 1,265,137 | 1,220,711 | 1,274,815 | 0.8% |
| Contractual | 1,063,817 | 1,149,165 | 1,134,649 | 1,109,144 | -3.5% |
| Commodities | 509,742 | 542,245 | 543,071 | 576,405 | 6.3% |
| Capital | 3,488 | 13,000 | 16,323 | - | -100.0% |
| Other | 4,482 | 2,036 | 1,976 | 2,167 | 6.4% |
| Total Expenditures | 2,808,308 | 2,971,583 | 2,916,730 | 2,962,531 | -0.3% |
| Funding Sources: | | | | | |
| Water Utility Fund | 2,808,308 | 2,971,583 | 2,916,730 | 2,962,531 | -0.3% |
| Total Funding Sources | 2,808,308 | 2,971,583 | 2,916,730 | 2,962,531 | -0.3% |

WATER ADMINISTRATION

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 in support of the City Council's goal to promote environmental sustainability**
- ✓ Develop and administer the overall water treatment budget
- ✓ Coordinate the implementation of utility security measures
- ✓ Develop and implement the Capital Improvements Plan for the Water Utility (excluding distribution system improvements)
- ✓ Prepare the annual Consumer Confidence Report

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 508,115 | 548,923 | 549,731 | 576,529 | 5.0% |
| Contractual | 103,966 | 112,106 | 120,085 | 120,374 | 7.4% |
| Commodities | 6,760 | 4,970 | 7,826 | 6,050 | 21.7% |
| Capital | 3,488 | - | - | - | |
| Total Expenditures | 622,329 | 665,999 | 677,642 | 702,953 | 5.6% |
| Funding Sources: | | | | | |
| Water Utility Fund | 622,329 | 665,999 | 677,642 | 702,953 | 5.6% |
| Total Funding Sources | 622,329 | 665,999 | 677,642 | 702,953 | 5.6% |
| Personnel - Authorized FTE | 4.88 | 4.88 | 4.88 | 4.88 | |

WATER ADMINISTRATION

Highlights:

With a successful bid opening in late 2014, work on the **new Water Treatment Plant** has entered the construction phase. The contract date for substantial completion, meaning the facility can be utilized for its intended purpose, is May 17, 2017. Final completion is required by August 17, 2017. Installation of the interconnecting piping will take place during 2015 and early 2016.

Personal Services expenses in the latter part of FY 2013/14 and the early part of FY 2014/15 were down due to **vacancies in authorized positions**. All positions have now been filled, and the expenses are projected to return to normal levels in FY 2015/16. The operating budget includes **funding for a second engineering intern** to assist with construction observation activities for various projects.

Promotion of the importance of conserving drinking water continues in the proposed budget with the ongoing **Smart Water Conservation Program**. Much of the work in the program is performed by Iowa State University interns in partnership with the Public Relations Officer.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|--|---------------------|----------------|-----------------|---------------------|
| | Actual | Actual | Adjusted | Projected |
| Service Accomplishments: | | | | |
| High Service Pumpage, BGY ¹ | 2.09 | 2.13 | 2.15 | 2.15 |
| CIP project load, \$ million | 2.355 | 3.260 | 23.556 | 29.405 |
| Efficiency and Effectiveness: | | | | |
| Typical single-family water bill (600 cf/mo ¹), \$ | 21.66 | 22.98 | 22.98 | 22.98 |
| Iowa comparables ² , \$ | 22.17 ³ | 22.98 | 24.12 | 26.41 ³ |
| Typical commercial bill (10,000 cf/mo ¹), \$ | | | | |
| Summer (4 months) | 294.84 | 312.24 | 312.24 | 312.24 |
| Winter (8 months) | 234.84 | 249.24 | 249.24 | 249.24 |
| Iowa comparables ² , \$ | 248.13 ³ | 261.26 | 320.00 | 350.40 ³ |

¹ BGY = billion gallons per year; cf/mo = cubic feet per month

² Median of Iowa Cities >10,000 population with lime softening facilities

³ Estimated based on recent trends (2007-2013)

WATER PRODUCTION

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

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|---------------------------------------|----------------|----------------|-----------------|----------------|----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 84,743 | 87,047 | 87,197 | 90,424 | 3.9% |
| Contractual | 237,235 | 278,484 | 272,970 | 255,000 | -8.4% |
| Commodities | 7,648 | 5,000 | 7,000 | 12,000 | 140.0% |
| Capital | - | - | - | - | |
| Other | 4,482 | 2,036 | 1,976 | 2,167 | 6.4% |
| Total Expenditures | 334,108 | 372,567 | 369,143 | 359,591 | -3.5% |
| Funding Sources: | | | | | |
| Water Utility Fund | 334,108 | 372,567 | 369,143 | 359,591 | -3.5% |
| Total Funding Sources | 334,108 | 372,567 | 369,143 | 359,591 | -3.5% |
| Personnel - Authorized FTE | 1.00 | 1.00 | 1.00 | 1.00 | |

WATER PRODUCTION

Highlights:

After two consecutive years of drought conditions, the spring and summer of 2014 provided some much needed precipitation. The previous two summers, Water Plant staff was not able to consistently operate all of the production wells because of low groundwater conditions. Precipitation in 2014 dropped water demand and helped **replenish the underground water supply**.

In order to preserve the capacity of the 22 existing wells, a program of **routine well rehabilitation** is included in the operating budget. Every well is rehabilitated every five years, with four or five wells being reconditioned every fiscal year. Only four wells are scheduled for FY 2015/16, accounting for the drop in contractual expenses.

Recently, **water quality changes** have been observed in Well #22 (located south of Lincoln Way, in the flood plain west of Skunk River), with the water hardness spiking to a level that makes the well nearly unusable. An investigation into the cause will be undertaken to determine whether this is a temporary anomaly, or if it could be indicative of a plume that is migrating towards the other wells in the Southeast Well Field. This investigation will be funded out of the Source Water Protection CIP project.

Each month, Water Plant staff manually records dozens of data points from the wells, pump stations, and elevated tanks, and compiles the data into a series of monthly reports. With assistance from Public Works staff, the data collection process now utilizes **GIS and wireless technology** to help streamline the process.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|--------------------------------------|----------------|----------------|-----------------|------------------|
| | Actual | Actual | Adjusted | Projected |
| Service Accomplishments: | | | | |
| Potable supply – No. of wells | 22 | 22 | 22 | 22 |
| Average day pumpage, MGD* | 5.9 | 6.1 | 6.2 | 6.2 |
| Peak-day pumpage, MGD | 10.0 | 9.8 | 9.9 | 9.9 |
| Total raw water pumpage, BGY* | 2.17 | 2.24 | 2.25 | 2.27 |
| Estimated raw water capacity, MGD | 13.5 | 13.5 | 13.5 | 13.5 |
| | | | | |
| Number of wells rehabilitated | 5/22 | 5/22 | 4/22 | 5/22 |
| Efficiency and Effectiveness: | | | | |
| Electrical efficiency | | | | |
| kW-hr/million gallons pumped* | 665 | 657 | 657 | 657 |
| | | | | |
| Average day of peak month, MGD | 7.62 | 7.53 | 7.57 | 7.61 |

* MGD = million gallons per day; BGY = billion gallons per year; kW-hr = kilowatt-hour

WATER TREATMENT

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

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|------------------|------------------|------------------|------------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 549,180 | 542,120 | 496,586 | 517,438 | -4.6% |
| Contractual | 490,001 | 565,895 | 556,828 | 550,085 | -2.8% |
| Commodities | 490,047 | 526,625 | 519,595 | 552,205 | 4.9% |
| Capital | - | - | - | - | |
| Total Expenditures | 1,529,228 | 1,634,640 | 1,573,009 | 1,619,728 | -0.9% |
| Funding Sources: | | | | | |
| Water Utility Fund | 1,529,228 | 1,634,640 | 1,573,009 | 1,619,728 | -0.9% |
| Total Funding Sources | 1,529,228 | 1,634,640 | 1,573,009 | 1,619,728 | -0.9% |
| Personnel - Authorized FTE | 6.00 | 6.00 | 5.00 | 5.00 | |

WATER TREATMENT

Highlights:

Maintenance activities at the Water Treatment Plant continue to be scaled back due to the anticipated construction and start-up of the new treatment facility. Only those repairs necessary to keep the existing facility operational are being performed. Routine preventative maintenance is being continued for infrastructure that will remain in operation.

For a number of years the Water Plant has contracted to **remove lime sludge** from four storage ponds. In conjunction with construction of the new treatment plant, a much larger disposal contract was awarded for FY 2013/14 and FY 2014/15. That work is complete, and will allow the contractor building the new Water Treatment Plant to make improvements to the large lime pond.

In the spring of 2014, a new **operator internship program** was implemented, using students from Iowa State University. The students were trained over the spring and summer, and since July have operated the Water Plant on weekends. This program, modeled after similar programs in other college towns, is providing benefits for the utility, the permanent operators, the students, and eventually to the Iowa drinking water profession at large. The modest reduction in the Personal Service expenses is related to this new program, as is the decrease in the number of FTE's. A slight increase in the **projected cost of chemicals used in the treatment process** is included in FY 2015/16, contributing to a higher request for commodities.

| | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|---|-------------------|-------------------|---------------------|----------------------|
| Service Accomplishments: | | | | |
| Months in 100% compliance with regulatory standards | | | | |
| Drinking water quality | 12/12 | 12/12 | 12/12 | 12/12 |
| Monitoring/reporting | 11/12 | 12/12 | 12/12 | 12/12 |
| Billion gallons/year treated | 2.17 | 2.24 | 2.25 | 2.27 |
| Number of visitors touring Water Plant | 456 | 980 | 600 | 600 |
| Efficiency and Effectiveness: | | | | |
| Peak 3-day average demand, MGD* | 9.08 | 8.88 | 8.92 | 8.97 |
| As a % of treatment capacity | 79 | 77 | 78 | 78 |
| Operating budget, \$ per MG treated | 1,326 | 1,254 | 1,298 | 1,307 |
| Energy efficiency, kW-hr/MG* treated | 275 | 288 | 288 | 288 |
| Lime residual disposal, wet tons/year | | | | |
| Routine Operations | 31,705 | 23,300 | 28,000 | 28,000 |
| Modifications for new WTP | | 25,200 | 124,000 | |

* MGD = million gallons per day; kW-hr/MG = kilowatt hours per million gallons

WATER PUMPING

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.

Service Objectives:

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

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|-----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 84,741 | 87,047 | 87,197 | 90,424 | 3.9% |
| Contractual | 232,615 | 192,680 | 184,766 | 183,685 | -4.7% |
| Commodities | 5,287 | 5,650 | 8,650 | 6,150 | 8.9% |
| Capital | - | 13,000 | 16,323 | - | |
| Total Expenditures | 322,643 | 298,377 | 296,936 | 280,259 | -6.1% |
| Funding Sources: | | | | | |
| Water Utility Fund | 322,643 | 298,377 | 296,936 | 280,259 | -6.1% |
| Total Funding Sources | 322,643 | 298,377 | 296,936 | 280,259 | -6.1% |
| Personnel - Authorized FTE | 1.00 | 1.00 | 1.00 | 1.00 | |

WATER PUMPING

Highlights:

Fiscal Year 2013/14 was one of extremes in water demand. August 2013 set an all-time record for the total number of gallons of water pumped during the month of August. It also had the fifth highest peak day ever, at 8.98 million gallons in a single day. In July 2014, however, water demand fell to a 20-year low for the month of July. **These extremes were a direct result of the weather patterns.** FY 2013/14 began in the midst of an extended drought situation and lawn irrigation was high. In contrast, the spring and summer of 2014 were cool and wet, which reduced the amount of irrigation significantly.

The **High Service Pump Station** will continue to be used when the new treatment plant comes on-line and maintenance activities for that facility continue. A replacement for High Service Pump Number Three will take place in FY 2015/16 as a part of the Water Plant Facility Improvements CIP project. This will provide greater flexibility for the operations staff when matching the pumping rate with the water demand.

A new capital item has been added to the FY 2014/15 request to install a **chlorine analyzer in the distribution system**. This improvement is required by the Iowa Department of Natural Resources, and will be installed in the recently renovated National Animal Disease Center pump station.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|---------------------------------------|----------------|----------------|-----------------|------------------|
| | Actual | Actual | Adjusted | Projected |
| Service Accomplishments: | | | | |
| High Service Pumpage, BGY* | 2.09 | 2.13 | 2.14 | 2.15 |
| Peak-day demand, MGD* | 9.5 | 9.8 | 8.0 | 9.0 |
| As a % of high service pump capacity | 59 | 61 | 50 | 56 |
| | | | | |
| Water pumped to west zone, MGY* | 323 | 327 | 329 | 331 |
| As a % of total water pumped | 15 | 15 | 15 | 15 |
| | | | | |
| Efficiency and Effectiveness: | | | | |
| Energy efficiency, kW-hr/MG* | | | | |
| High service pump station (east zone) | 981 | 988 | 988 | 988 |
| SAM pump station (west zone) | 422 | 438 | 425 | 425 |

* BGY = billion gallons per year; MGD = million gallons per day; MGY = million gallons per year; kW-hr/MG = kilowatt hours per million gallons

STORM SEWER MAINTENANCE

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
- ✓ Inspect and repair storm sewer outlets, manholes, and outfalls
- ✓ Construct minor improvements

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|-----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 114,603 | 112,328 | 137,066 | 144,406 | 28.6% |
| Contractual | 93,200 | 67,151 | 85,524 | 79,683 | 18.7% |
| Commodities | 22,881 | 28,100 | 28,565 | 28,100 | 0.0% |
| Capital | - | - | - | - | |
| Other | - | - | - | - | |
| Total Expenditures | 230,684 | 207,579 | 251,155 | 252,189 | 21.5% |
| Funding Sources: | | | | | |
| Storm Sewer Utility Fund | 230,684 | 207,579 | 251,155 | 252,189 | 21.5% |
| Total Funding Sources | 230,684 | 207,579 | 251,155 | 252,189 | 21.5% |
| Personnel - Authorized FTE | 1.03 | 0.96 | 2.14 | 2.14 | |

STORM SEWER MAINTENANCE

Highlights:

In preparing for the adjusted FY 2014/15 and FY 2015/16 budgets, a new methodology was used to project personal service costs for the various programs administered by Public Works Operations. Personal service costs for these programs, which include Street Maintenance, Street Cleaning, Snow and Ice Control, Storm Sewer Maintenance, Utility Maintenance, Right-of-Way maintenance, and the Cemetery, vary greatly from year to year due to weather conditions and workloads. Beginning with the adjusted FY 2014/15 budget, a 5-year average distribution among the programs has been used to project the personal service cost for each program.

A budget increase for the fleet is planned as the equipment inventory was updated to more accurately show lifecycles and replacement values. The increases are \$9,046 for FY 2014/15 and \$12,879 for FY 2015/16.

Two unplanned repairs were performed along Ridgetop Road and Fletcher Boulevard at a cost of \$3,175 and \$4,000, respectively.

| Service Accomplishments: | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|---|---------------------------|---------------------------|-----------------------------|------------------------------|
| Miles of storm sewer in system (totals do not include footings and subdrains) | 265 | 266 | 267 | 268 |
| Percentage of miles televised | 2 | 2 | 2 | 5 |
| System blockages cleaned | 41 | 33 | 40 | 40 |
| Lineal footage cleaned and/or televised | 40,885 | 44,973 | 45,000 | 50,000 |
| Intakes/manholes repaired by City crews | 27 | 31 | 35 | 35 |
| Intakes inspected and cleaned | 414 | 391 | 400 | 400 |
| Storm water detention/retention facilities inspected | 100 | 100 | 100 | 100 |

WATER POLLUTION CONTROL

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.

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|------------------|------------------|------------------|------------------|-----------------|
| Activities: | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Administration | 724,269 | 788,676 | 803,859 | 875,985 | 11.1% |
| Plant Maintenance | 675,184 | 800,316 | 787,300 | 786,847 | -1.7% |
| Plant Operations | 1,118,390 | 1,251,568 | 1,244,844 | 1,256,998 | 0.4% |
| WPC Operations | 2,517,843 | 2,840,560 | 2,836,003 | 2,919,830 | 2.8% |
| Personnel - Authorized FTE | 16.87 | 16.87 | 16.87 | 16.87 | |

WATER POLLUTION CONTROL

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|------------------------------|------------------|------------------|------------------|------------------|-----------------|
| Expenditures: | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Personal Services | 1,521,187 | 1,596,864 | 1,557,187 | 1,648,331 | 3.2% |
| Contractual | 814,816 | 1,018,596 | 1,051,260 | 1,024,649 | 0.6% |
| Commodities | 159,023 | 195,100 | 196,600 | 195,150 | 0.0% |
| Capital | 14,531 | 22,500 | 22,500 | 42,500 | 88.9% |
| Other | 8,286 | 7,500 | 8,456 | 9,200 | 22.7% |
| Total Expenditures | 2,517,843 | 2,840,560 | 2,836,003 | 2,919,830 | 2.8% |
| Funding Sources: | | | | | |
| Sewer Utility Fund | 2,517,843 | 2,840,560 | 2,836,003 | 2,919,830 | 2.8% |
| Total Funding Sources | 2,517,843 | 2,840,560 | 2,836,003 | 2,919,830 | 2.8% |

WPC ADMINISTRATION

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

Service Objectives:

- ✓ Provide administrative oversight for the department
- ✓ Provide engineering and technical assistance to the divisions
- ✓ Plan for and prepare the department to meet the future needs of the utility
- ✓ Implement the Industrial Pretreatment Program
- ✓ Develop and implement the Capital Improvements Plan for the Water Pollution Control Plant
- ✓ Administer the High-Strength Surcharge Program
- ✓ Develop and administer the overall Wastewater Treatment budget
- ✓ Administer the Flood-Warning System
- ✓ Administer the WPC Facility NPDES permit
- ✓ Monitor legislative and regulatory changes

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|-----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 604,273 | 634,764 | 634,386 | 665,444 | 4.8% |
| Contractual | 73,605 | 101,312 | 114,417 | 109,441 | 8.0% |
| Commodities | 34,617 | 45,100 | 46,600 | 49,400 | 9.5% |
| Capital | 3,488 | - | - | 42,500 | |
| Other | 8,286 | 7,500 | 8,456 | 9,200 | 22.7% |
| Total Expenditures | 724,269 | 788,676 | 803,859 | 875,985 | 11.1% |
| Funding Sources: | | | | | |
| Sewer Utility Fund | 724,269 | 788,676 | 803,859 | 875,985 | 11.1% |
| Total Funding Sources | 724,269 | 788,676 | 803,859 | 875,985 | 11.1% |
| Personnel - Authorized FTE | 5.87 | 5.87 | 5.87 | 5.87 | |

WPC ADMINISTRATION

Highlights:

Changing environmental regulations continue to play a dominant role in the workload of the administrative staff and pose a degree of uncertainty when trying to forecast revenue needs and rate increases more than a few years into the future. Staff is anticipating a requirement to perform a **Nutrient Reduction Feasibility Study** when the Water Pollution Control Facility’s NPDES permit is renewed again in the fall of 2015. Funds are being requested (\$10,000) in FY 2014/15 for outside assistance with the current NPDES permit renewal. The 2015 permit will likely be followed by a requirement to construct a major nutrient removal upgrade to the facility as a condition of the 2020 permit renewal.

Expenses for maintenance of the **Flood Early Warning System** are included in the WPC Administration operating budget. The system is operated under a 28E intergovernmental cooperation agreement, where the expenses are shared by Iowa State University (40%), Story County (10%), and the Iowa Department of Transportation (10%). The remaining 40% is funded by the City of Ames out of the Sewer Fund. The existing communication and data logging equipment is several generations old and replacement parts are no longer compatible with the current equipment. As a result, funds are budgeted in FY 2015/16 (\$35,000) for an **upgraded communication system** for the flood warning system, subject to concurrence by the other funding partners.

Budget increases for Personal Services are a result of having the Administration Division fully staffed again. Operating expenses for the **WPC farm** are included in this program area. While the farm is essential to the facility’s biosolids disposal operation, it is nice to know that the cost of operating the farm (\$64,450 in FY 2015/16) is more than offset by the revenue generated (estimated at \$134,000 in FY 2015/16).

With the initiation of the **Fats, Oils, and Grease Control Program**, \$3,000 is included in both fiscal years for distribution of informational materials to restaurants and other stakeholders.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|---|----------------|----------------|-----------------|------------------|
| | Actual | Actual | Adjusted | Projected |
| Service Accomplishments: | | | | |
| Wastewater treated, BGY* | 2.093 | 1.936 | 2.500 | 2.500 |
| Peak day, MGD* | 16.1 | 13.075 | 20.0 | 20.0 |
| Industrial Pretreatment Program | | | | |
| Number of pretreatment permits | 15 | 15 | 16 | 16 |
| Number of pretreatment inspections | 9 | 9 | 9 | 9 |
| Number of “Notices of Violation” issued | 17 | 31 | 95 | 20 |
| CIP project load, \$ million | 2.028 | 2.288 | 3.350 | 3.514 |
| Efficiency and Effectiveness: | | | | |
| Typical single-family sewer bill (600 cf/mo*), \$ | 21.92 | 23.90 | 25.86 | 25.86 |
| Median of IA cities >10,000 population, \$ | 24.77 | 26.38 | 26.85 | 29.37 |
| Typical commercial sewer bill, \$ | | | | |
| (10,000 cf/mo*) | 229.66 | 250.44 | 271.20 | 271.20 |
| Median of IA cities >10,000 population, \$ | 260.87 | 277.48 | 351.03 | 384.03 |

* BGY = billion gallons per year; MGD = million gallons per day; cf/mo = cubic feet per month

WPC PLANT MAINTENANCE

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

Service Objectives:

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

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|-----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 380,284 | 408,043 | 370,216 | 402,067 | -1.5% |
| Contractual | 178,716 | 248,273 | 273,084 | 244,780 | -1.4% |
| Commodities | 116,184 | 144,000 | 144,000 | 140,000 | -2.8% |
| Capital | - | - | - | - | |
| Total Expenditures | 675,184 | 800,316 | 787,300 | 786,847 | -1.7% |
| Funding Sources: | | | | | |
| Sewer Utility Fund | 675,184 | 800,316 | 787,300 | 786,847 | -1.7% |
| Total Funding Sources | 675,184 | 800,316 | 787,300 | 786,847 | -1.7% |
| Personnel - Authorized FTE | 5.00 | 5.00 | 5.00 | 5.00 | |

WPC PLANT MAINTENANCE

Highlights:

The Water Pollution Control Facility has now been in service for more than 25 years. Many of the electrical, mechanical, and HVAC systems have reached the end of their useful life. A **Long Range Facility Plan** completed in 2012 outlined a 20-year plan for reinvesting in the facility, based on prioritizing the needs while balancing the expenses between fiscal years. As many of these maintenance needs are large dollar projects, they are included in the Capital Improvements Plan instead of the operating budget.

The reduction in Personal Services is due to a vacancy early in the current fiscal year that has now been filled. The increase in Contractual Expenses in FY 2014/15 is to purchase replacement elbows for **pipng in the Raw Water Pump Station** (\$55,000). The installation of the elbows will be handled through the WPC Facility Improvements CIP project in FY 2015/16. The expense is partially offset by the elimination of a planned trickling filter pump repair that is no longer necessary after resolving a contractual issue with the pump manufacturer.

| | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|--------------------------------------|-------------------|-------------------|---------------------|----------------------|
| Service Accomplishments: | | | | |
| Biosolids recycling | | | | |
| Total quantity disposed, tons/year | 1,229 | 991 | 600 | 600 |
| Grit recycling | | | | |
| Total quantity disposed, tons/year | 143 | 200 | 150 | 150 |
| Methane gas production | | | | |
| Million cubic feet/year (estimated) | 21.9 | 23.3 | 24 | 24 |
| Efficiency and Effectiveness: | | | | |
| Energy efficiency | | | | |
| kW-hr/MG* treated | 2,508 | 2,669 | 2,075 | 2,075 |
| On-site production, 1,000 kW-hr/yr* | 1,162 | 1,126 | 1,300 | 1,300 |
| % of total plant demand | 18% | 17% | 20% | 20% |

* kW-hr/MG = kilowatt hours per million gallons; kW-hr/yr = kilowatt hours per year

** Purchased energy increased in FY 11/12 due to having 2 of 3 on-site engine generators down for repair

WPC PLANT OPERATION

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

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|------------------|------------------|------------------|------------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 536,630 | 554,057 | 552,585 | 580,820 | 4.8% |
| Contractual | 562,495 | 669,011 | 663,759 | 670,428 | 0.2% |
| Commodities | 8,222 | 6,000 | 6,000 | 5,750 | -4.2% |
| Capital | 11,043 | 22,500 | 22,500 | - | -100.0% |
| Total Expenditures | 1,118,390 | 1,251,568 | 1,244,844 | 1,256,998 | 0.4% |
| Funding Sources: | | | | | |
| Sewer Utility Fund | 1,118,390 | 1,251,568 | 1,244,844 | 1,256,998 | 0.4% |
| Total Funding Sources | 1,118,390 | 1,251,568 | 1,244,844 | 1,256,998 | 0.4% |
| Personnel - Authorized FTE | 6.00 | 6.00 | 6.00 | 6.00 | |

WPC PLANT OPERATION

Highlights:

In 2014, the Water Pollution Control Facility received a *Platinum 24 Peak Performance Award* for completing **24 consecutive years of 100% compliance** with its discharge permit. The facility's compliance record is the third longest in the nation, placing it among the very best of the best. The facility has now completed a quarter of a century of service, and anticipates receipt of a *Platinum 25* award in 2015.

The significant jump in contractual expenses compared to FY 2013/14 is due in large part to an anticipated return to **more normal electrical consumption**. Because of the drought during the past two summers, pumping rates were down, resulting in atypically low electrical usage. Electricity expenses are estimated at \$360,000 for FY 2015/16, approximately \$60,000 higher than was experienced during the drought year of FY 2013/14.

Property insurance costs jumped substantially between FY 2013/14 and FY 2014/15 (\$18,825). The increase in premiums is due to the perceived flooding risk of the facility. Funds for **disposal of stabilized biosolids** are budgeted in this area. Treated biosolids are recycled in an environmentally sustainable fashion by being land-applied to adjacent farm ground by an outside contractor. The estimated cost for this disposal activity in FY 2015/16 is \$105,000. Operating capital funds are budgeted in FY 2014/15 to install a **powered actuator on a large gate valve** in the Raw Water Pump Station so it can be opened and closed more easily, enabling the operations staff more flexibility to control where water and accumulated solids are sent when pumping down the main wet well.

| | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|---|-------------------|-------------------|---------------------|----------------------|
| Service Accomplishments: | | | | |
| Consecutive years with 100% permit compliance | 23 | 24 | 25 | 26 |
| Number of visitors touring WPC Facility | 238 | 276 | 300 | 300 |
| Efficiency and Effectiveness: | | | | |
| Number of numeric permit violations | 0 | 0 | 0 | 0 |
| % compliance (out of 2,600 limits) | 100 | 100 | 100 | 100 |
| Operating budget, \$ per MG treated | \$1,371 | \$1,301 | \$1,136 | \$1,170 |
| Daily average flow, MGD* | 5.74 | 5.32 | 6.80 | 6.80 |
| % of design cap., 8.6 MGD | 67 | 62 | 80 | 80 |
| Annual average BOD ₅ * loading (lbs/day) | 7,968 | 8,197 | 7,500 | 7,500 |
| % design cap. (12,430 lbs/day) | 64 | 66 | 60 | 60 |
| Removal efficiency, % | 98 | 97 | 98 | 98 |

* MGD = million gallons per day; BOD₅ = five-day biochemical oxygen demand

ELECTRIC SERVICES

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 Review and Advisory Board (EUORAB) with information so they can make informed recommendations to the City Council. 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 (MidAmerican 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.

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|-----------------|
| Activities: | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Electric Administration | 1,093,777 | 1,146,430 | 1,067,636 | 1,091,444 | -4.8% |
| Electric Production | 10,710,498 | 10,778,602 | 12,054,472 | 10,907,987 | 1.2% |
| Fuel & Purchased Power | 30,019,468 | 30,810,788 | 29,328,673 | 32,222,897 | 4.6% |
| Electric Dist/Oper/Maint | 2,809,847 | 3,058,527 | 3,055,946 | 3,052,708 | -0.2% |
| Electric Dist/Extn/Improv | 1,797,661 | 2,083,452 | 2,317,474 | 2,191,935 | 5.2% |
| Electric Technical Services | 975,909 | 1,199,645 | 1,090,288 | 1,041,704 | -13.2% |
| Electric Engineering | 616,631 | 803,037 | 912,904 | 874,772 | 8.9% |
| Electric Operations | 48,023,791 | 49,880,481 | 49,827,393 | 51,383,447 | 3.0% |
| Personnel - Authorized FTE | 81.00 | 81.00 | 81.00 | 81.00 | |

ELECTRIC SERVICES

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|------------------------------|-------------------|-------------------|-------------------|-------------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 8,498,221 | 8,885,447 | 8,930,218 | 9,375,998 | 5.5% |
| Contractual | 23,165,740 | 21,687,516 | 22,568,157 | 27,721,220 | 27.8% |
| Commodities | 15,702,025 | 18,612,818 | 17,588,218 | 13,721,529 | -26.3% |
| Capital | 657,304 | 694,000 | 740,100 | 564,000 | -18.7% |
| Other | 501 | 700 | 700 | 700 | 0.0% |
| Total Expenditures | 48,023,791 | 49,880,481 | 49,827,393 | 51,383,447 | 3.0% |
| Funding Sources: | | | | | |
| Electric Utility Fund | 48,023,791 | 49,880,481 | 49,827,393 | 51,383,447 | 3.0% |
| Total Funding Sources | 48,023,791 | 49,880,481 | 49,827,393 | 51,383,447 | 3.0% |

ELECTRIC ADMINISTRATION

Electric Administration has responsibility for coordinating the work of 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's "Go Green" and environmental sustainability initiatives through both customer programs and improvements to the Electric Utility**

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|------------------|------------------|------------------|------------------|--------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 667,703 | 676,065 | 679,476 | 699,952 | 3.5% |
| Contractual | 413,236 | 451,915 | 324,210 | 372,042 | -17.7% |
| Commodities | 12,838 | 13,450 | 13,950 | 14,450 | 7.4% |
| Capital | - | 5,000 | 50,000 | 5,000 | 0.0% |
| Other | - | - | - | - | |
| Total Expenditures | 1,093,777 | 1,146,430 | 1,067,636 | 1,091,444 | -4.8% |
| Funding Sources: | | | | | |
| Electric Utility Fund | 1,093,777 | 1,146,430 | 1,067,636 | 1,091,444 | -4.8% |
| Total Funding Sources | 1,093,777 | 1,146,430 | 1,067,636 | 1,091,444 | -4.8% |
| Personnel - Authorized FTE | 5.00 | 5.00 | 5.00 | 5.00 | |

ELECTRIC ADMINISTRATION

Highlights:

Based on the Environmental Protection Agency rule changes concerning NO_x, SO_x, mercury, and CO₂, staff together with a consultant, presented a strategic direction to the City Council on how to best meet the energy needs of our customers over the next 25 years. On November 12, 2013, the **City Council authorized the conversion of the City's two coal-fired power plants to be converted to operate on natural gas**. Since this decision, staff has hired Sargent & Lundy, an engineering firm, to aid in the development of plans and specifications to convert the plant. To date, burners have been selected from Alstom Power Inc. at a cost of \$3,355,300, and are being manufactured for both units. Delivery is set for Fall of 2015. Work continues on plans and specifications from burner installation, piping and electrical work. In addition, it was determined that a new Distributed Control System will be needed to replace the outdated Emerson Ovation system installed prior to 2000. To meet the increased natural gas delivery requirements, a multi-year transportation contract was signed with Interstate Power Company (a.k.a Alliant Energy). The contract required a \$4.5 million upfront payment to secure access to a high pressure gas line outside of Ames to meet our delivery needs on a firm basis. Once the plant is converted to natural gas, customers will see an increase in their electric bills as the Energy Cost Adjustment moves from a slight credit (currently -\$0.0035/kWh) to a slight cost (by June 2016 +\$0.0012/kWh) due to higher delivered fuel costs of natural gas vs. coal. For a typically homeowner, using 630 kWhs per month, this would amount to about a \$2.90 increase per month.

Electric Services' **Demand Side Management programs** continue to be quite effective in keeping demand growth low. All of the programs provide incentives to customers, both residential and commercial, to use energy more efficiently, especially during times of peak consumption. The programs have been well received, particularly the air-conditioning rebate and appliance rebate programs where participation remains above projections. As a result of these programs, it is estimated that the peak demand has been reduced by over 15 megawatts and energy usage by over 25,000 megawatt-hours. In addition, a few new Commercial/Industrial customers were added to the Mayor's "Green Team" for exceptional dedication to reducing electrical usage. They were Mary Greeley Medical Center, and Amcor.

In a joint project with Resource Recovery, staff has been **exploring new ways to turn refuse derived fuel (RDF) into a syngas** for possible combustion in a stand-alone boiler. Staff from both departments will continue to vet the application of a gasifier in waste management and power generation applications in 2015 and beyond.

Staff completed its work on the **transmission expansion plan** to support the electrical needs of its customers. A 161 kV line from Ames to Ankeny was placed in service on March 31, 2014. Completion of this line provides a second major power line to the outside electrical grid. With two 161 kilovolt transmission lines, together with local base-load generation, Ames will have a strong, reliable electrical system for years to come. In June 2014, Ames became a **transmission owner** in the Midcontinent Independent System Operator, a regional transmission organization. Through this organization utilities are able to Share their transmission facilities. Ames has seen its net transmission cost decrease by nearly \$1,000,000 in FY 2014/15 since joining, and expect to see annual cost savings in FY 2015/16 to double to \$2,000,000.

Electric Services together with Water Pollution Control, Public Works, and other City offices hosted the 4th annual **Eco Fair** in the spring of 2014 to showcase the City's dedication to the environment and sustainability. At the fair, citizens were exposed to new energy efficiency technologies, had their energy questions answered, saw energy and water conservation products, and met with service vendors ranging from landscapers to appliance dealers to solar panel developers. The 5th annual Eco Fair has already been planned for April 4, 2015!

ELECTRIC ADMINISTRATION

Highlights, continued:

| Service Accomplishments: | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|---|-------------------|-------------------|---------------------|----------------------|
| <i>“Exceptional Service”</i> | | | | |
| <u>Rating of electric service dependability</u> | | | | |
| Very satisfied | 60% | 70% | 69% | |
| Somewhat satisfied | 33% | 25% | 28% | |
| Total very/somewhat satisfied | 93% | 95% | 97% | >95% |
| ASAI (Average Service Availability Index perfect =100.000) | 99.9949 | 99.9872 | 99.9842 | >99.985 |
| CAIDI (Customer Average Interruption Duration Index in minutes/year) | 16.98 | 55.68 | 54.49 | <20 |
| SAIDI (System Average Interruption Duration Index in minutes/year) | 23.16 | 67.28 | 82.99 | <45 |
| SAIFI (System Average Interruption Frequency Index in events per year – long/short) | 1.36/1.26 | 0.61/0.60 | 0.70/0.82 | <1.0/<1.0 |
| <i>“at the Best Price”</i> | | | | |
| <u>% Ames rates are above (below) average of neighboring utilities</u> | | | | |
| Residential – winter | (20.3%) | (24.5%) | (21%) | (21%) |
| Residential – summer | (16.4%) | (14.0%) | (14%) | (15%) |
| Commercial – winter | (5.3%) | (3.7%) | 1% | 1% |
| Commercial – summer | (5.1%) | (9.4%) | (11%) | (11%) |
| Industrial – winter | 31.7% | 27.4% | 34% | 34% |
| Industrial – summer | 24.9% | 20.7% | 15% | 15% |
| Energy Cost /kWh (Dept. O & M cost divided by kWh sales) | \$0.085 | \$0.087 | \$0.085 | \$0.089 |
| Efficiency and Effectiveness: | | | | |
| <u>Demand Side Management</u> | | | | |
| Prime time power switches installed this year/total | 300/9,200 | 300/9,500 | 200/9,700 | 300/10,000 |
| Air-conditioner rebates | 437 | 515 | 600 | 700 |
| Commercial light projects | 100 | 121 | 100 | 125 |
| Residential weatherization/audit | 35/211 | 30/102 | 10/100 | 15/100 |
| Residential light bulbs – rebate/giveaway | 139 | 239 | 300 | 325 |
| Residential appliance rebate | 1,321 | 1,290 | 1,300 | 1,350 |
| Power factor rebate | 2 | 1 | 2 | 2 |
| kW reduced (capacity)/program total | 1,432/10,431 | 2,190/12,621 | 2,500/15,121 | 2,000/17,121 |
| MWh reduced (energy)/program total | 1,737/12,037 | 6,559/18,596 | 6,600/25,196 | 2,500/27,696 |

ELECTRIC PRODUCTION

Electric Production is responsible for the operation and maintenance of the boilers, turbine-generators, fuel handling system (coal and refuse derived fuel), combustion turbines, SCADA (Supervisory Control And Data Acquisition) control equipment. Plant operating staff also coordinates operation of the electrical distribution and transmission systems with the Distribution and Tech Services Divisions. After hours, the plant operators monitor customer electric outages and dispatch crews to respond. During the FY2015/16, the Division will pick up the additional responsibility of operating and maintaining the natural gas systems being installed to convert the power plant from coal-fired to natural gas fired.

Electrical demands are continuous and the operations group must be staffed 24 hours per day. This group monitors the operating equipment at all times to ensure that customer demands are met.

Service Objectives:

- ✓ Provide reliable low-cost energy to customers
- ✓ Communicate with Distribution and Substation crews to ensure safe operation of breakers, reclosures, switches, and capacitor banks
- ✓ Maintain all plant equipment to deliver reliable, continuous operation
- ✓ Ensure compliance with emission standards
- ✓ Burn all Refuse Derived Fuel sent from the Resource Recovery Plant
- ✓ Have zero forced outages and keep availability of units high
- ✓ Keep a well-trained group of employees who have all the tools they need to perform their work efficiently and effectively
- ✓ Respond appropriately to energy market prices
- ✓ Notify distribution crews of outages and communicate with customers
- ✓ Have zero lost time accidents

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|---------------------------------------|-------------------|-------------------|-------------------|-------------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 4,767,205 | 4,846,558 | 4,963,048 | 5,241,626 | 8.2% |
| Contractual | 3,903,030 | 4,156,994 | 5,054,374 | 3,981,111 | -4.2% |
| Commodities | 1,971,739 | 1,749,050 | 2,025,050 | 1,685,250 | -3.7% |
| Capital | 68,524 | 26,000 | 12,000 | - | -100.0% |
| Total Expenditures | 10,710,498 | 10,778,602 | 12,054,472 | 10,907,987 | 1.2% |
| Funding Sources: | | | | | |
| Electric Utility Fund | 10,710,498 | 10,778,602 | 12,054,472 | 10,907,987 | 1.2% |
| Total Funding Sources | 10,710,498 | 10,778,602 | 12,054,472 | 10,907,987 | 1.2% |
| Personnel - Authorized FTE | 45.00 | 45.00 | 45.00 | 45.00 | |

ELECTRIC PRODUCTION

Highlights:

Electric generation has promoted six employees and hired four new employees in the Operations group within the last calendar year. Another retirement from the Operator group is expected, which could cause another group of multiple promotions. Advanced training has been implemented in order to prepare for these moves.

Staff has spent a considerable amount of time helping to prepare specifications and gather data for the natural gas conversion. The conversion project will remain a top priority and require a significant amount of staff resources through FY 2015/16.

The entire bottom ash hopper, seal trough, and ducting for Unit 8 were rebuilt in the spring of 2014, along with replacement of the attemperator in the superheat section. Mill tuning has also been performed on Unit 8, which involved calibration of air flow instrumentation and some Fireworker training in order to optimize equipment performance. The burning of Refuse-Derived Fuel (RDF) continues to be a top priority for the plant; this last year the entire bottom hopper and feeding system of one of the cells in the RDF bin was rebuilt. The protective coating on the bottom water wall tubes of the boiler has continued to be inspected and repaired to help maintain its reliability. This repair work will prevent accelerated corrosion of the wall tubes caused by the RDF.

The FY 2014/15 Adjusted budget reflects a rollover amount for purchasing needed materials and performing projects not accomplished in the FY 2013/14 budget. The total rollover amount is \$1,396,000. A majority of the projects reflected in this amount are in the beginning stages and should be completed in FY 2014/15 and in FY 2015/16.

Power Plant staff is planning to continue an aggressive schedule to perform needed repairs and improvements on plant equipment. After a particularly harsh winter in 2013/2014, some of the structural integrity of the cooling towers has been lost. Plans are underway to replace both towers in the fall of 2015.

In the summer of 2013, the engine in Gas Turbine – 1 experienced a catastrophic failure. Staff and a consultant are exploring two paths – repair or replacement. The goal is to have the unit operational for the 2015 summer season.

The annual system peak for FY 2014/15 year was 122.6 MW on September 4, 2014. The current historical peak is 130.7, which occurred on July 25, 2012. Continued growth of the City's peak consumption, coupled with existing plant limitations, is causing staff to consider alternatives to reduce the demand peak or add additional capacity in future years.

| | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|---|-------------------|-------------------|---------------------|----------------------|
| Service Accomplishments: | | | | |
| Annual net system peak load (MW) | 130.7 | 130.2 | 130.0 | 130.0 |
| Annual net system load (MWh) | 586,200 | 602,415 | 605,984 | 612,268 |
| Annual gross generation (MWh) | 357,418 | 315,134 | 336,700 | 304,904 |
| Efficiency and Effectiveness: | | | | |
| Number of reportable accidents | 3 | 5 | 4 | 0 |
| Number of lost time accidents | 0 | 1 | 0 | 0 |
| Unit 7 forced outages | 6 | 5 | 1 | 2 |
| Unit 8 forced outages | 2 | 5 | 4 | 3 |
| Unit 7 availability | 88.9% | 79.8% | 79.0% | 83.0% |
| Unit 8 availability | 66.8% | 60.2% | 85.2% | 70.6% |
| Unit 7 heat rate, operational gross (BTU/kWh) | 11,669 | 11,925 | 12,000 | 12,000 |
| Unit 8 heat rate, operational gross (BTU/kWh) | 11,034 | 10,990 | 11,000 | 11,000 |

FUEL AND PURCHASED POWER

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. Natural Gas will be replacing coal as the dominate generation fuel during FY 2015/16. 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
- ✓ Explore, examine, and initiate plans to increase renewable energy portfolio
- ✓ Maintain positive working relationship with neighboring utilities
- ✓ Improve communication coordination with Resource Recovery
- ✓ Minimize energy purchase costs and maximize energy sales revenue
- ✓ Economically balance emission allowance requirements with capital improvements
- ✓ Efficiently manage self-generation vs. market purchases

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change From Adopted |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|-----------------------------|
| Expenditures: | Actual | Adopted | Adjusted | Adopted | |
| Personal Services | 150,501 | 157,146 | 159,873 | 165,266 | 5.2% |
| Contractual | 17,197,930 | 15,315,642 | 15,380,800 | 21,470,131 | 40.2% |
| Commodities | 12,671,037 | 15,338,000 | 13,788,000 | 10,587,500 | -31.0% |
| Capital | - | - | - | - | |
| Total Expenditures | 30,019,468 | 30,810,788 | 29,328,673 | 32,222,897 | 4.6% |
| Funding Sources: | | | | | |
| Electric Utility Fund | 30,019,468 | 30,810,788 | 29,328,673 | 32,222,897 | 4.6% |
| Total Funding Sources | 30,019,468 | 30,810,788 | 29,328,673 | 32,222,897 | 4.6% |
| Personnel - Authorized FTE | 2.00 | 2.00 | 2.00 | 2.00 | |

FUEL AND PURCHASED POWER

Highlights:

In calendar year 2014, the City of Ames extended its current **coal contract** one more year to coincide with the remaining term of the coal delivery contract. Both are set to expire at the end of calendar year 2015. The combination of the coal contract and delivery services contract has stabilized fuel costs for the Power Plant. Fuel procurement will be challenging in the second half of FY 2015/16 as the power plant transitions from coal as its primary fuel to natural gas. The goal will be to maintain one unit on line through the conversion process for electric reliability and to consume the refuse-derived-fuel. Natural gas deliveries should also start in early 2016. Delays in the conversion of the plant may require purchases of coal and coal delivery services in 2016 at higher rates. Once converted to natural gas, electric production cost is expected to increase by an estimated 6%.

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 completed its fifth year of a 20-year contract with NextEra for the purchase of 36 megawatts (MW) of **wind resources**. A portion, six MW, is being passed through to Iowa State University. The 36 MW is part of a larger wind farm built near Zearing, Iowa. In FY 2013/14, renewable energy from purchased wind power accounted for 11.4% of the City's electric usage. For FY 2014/15, the amount is projected to remain about the same. Similarly, the City produces renewable energy from the burning of RDF. In FY 2013/14, renewable energy from RDF accounted for 2.8% of the City's electric usage. This is expected to remain about the same for FY 2014/15 and FY 2015/16.

Fuel and Purchased Power is the **largest component of the Electric Services budget** for FY 2015/16. The major items include, in descending expenditure: coal, natural gas, market energy purchases, wind, fuel oil, transmission service, and RDF payments. Coal accounts for nearly 29% of the Fuel and Purchased Power budget, purchased power is 20.1%, natural gas is 18.6%, and wind is 15.5%.

| | 2012/13 | | 2013/14 | | 2014/15 | | 2015/16 | |
|--|----------------|-----------|----------------|----------|-----------------|----------|------------------|----------|
| | Actual | | Actual | | Adjusted | | Projected | |
| Service Accomplishments: | | | | | | | | |
| Coal consumed (in tons) | 212,825 | | 185,543 | | 202,323 | | 150,000 | |
| Natural Gas (in Dth) | | | | | | | 1,000,000 | |
| Market energy purchased (in MWh) | 263,208 | | 320,114 | | 286,000 | | 287,700 | |
| <u>Renewable Energy</u> | | | | | | | | |
| RDF consumed (in tons) | 30,996 | | 27,843 | | 30,000 | | 28,000 | |
| Renewable energy credits/wind (in MWh) | 85,541 | | 68,767 | | 66,740 | | 68,390 | |
| Efficiency and Effectiveness: | | | | | | | | |
| Energy cost adjustment | - | \$0.0058* | - | \$0.0024 | - | \$0.0033 | + | \$0.0012 |
| Fuel cost for energy production (\$/MWh) | | \$45.19 | | \$44.75 | | \$45.87 | | \$50.31 |
| Purchased power cost (\$/MWh) | | \$31.41 | | \$34.39 | | \$34.73 | | \$35.08 |
| Delivered fuel cost – coal (\$/ton) | | \$61.40 | | \$61.22 | | \$62.75 | | \$64.01 |
| Delivered fuel cost – nat. gas (\$/Dth) | | | | | | | | \$6.00 |

* New rates were implemented in FY 2012/13. As part of the rate adjustments, the Energy Cost Adjustment (ECA) was reset to \$0.0000.

ELECTRIC DISTRIBUTION OPERATION/MAINTENANCE

This activity 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 Technical Services to perform routine and emergency maintenance on all substations and the downtown central business district underground network.

Service Objectives:

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

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|------------------|------------------|------------------|------------------|--------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 1,342,153 | 1,552,838 | 1,563,628 | 1,615,739 | 4.1% |
| Contractual | 1,245,874 | 1,172,389 | 1,153,518 | 1,153,419 | -1.6% |
| Commodities | 185,935 | 332,600 | 338,100 | 282,850 | -15.0% |
| Capital | 35,384 | - | - | - | |
| Other Expenditures | 501 | 700 | 700 | 700 | 0.0% |
| Total Expenditures | 2,809,847 | 3,058,527 | 3,055,946 | 3,052,708 | -0.2% |
| Funding Sources: | | | | | |
| Electric Utility Fund | 2,809,847 | 3,058,527 | 3,055,946 | 3,052,708 | -0.2% |
| Total Funding Sources | 2,809,847 | 3,058,527 | 3,055,946 | 3,052,708 | -0.2% |
| Personnel - Authorized FTE | 17.00 | 17.00 | 17.00 | 17.00 | |

ELECTRIC DISTRIBUTION OPERATION/MAINTENANCE

Highlights:

FY 2013/14 was the first full budget year utilizing new **social media campaigns** to interact with and provide information to our customers. Many unsolicited positive feedback comments from our customers regarding this increase in service level have been received. Future customer survey results are expected to reflect a higher satisfaction of service regarding the ease of reporting outages, the response of City employees, the duration of the outages, and customers being informed of progress during restoration due to this new area of communication.

One of the largest budget items is the **annual tree trimming contract**. For the coming fiscal year, that contract was expected to be \$282,000 based on the annual contract with Asplundh. A budget line item was added last year for line clearance associated with the new 161kV transmission line to Ankeny. This will increase the tree trimming service contract to \$297,000 (+\$15,500). This contract provides for the cutting down of trees and shrubs and trimming branches that can cause power outages, both major and minor. The work being done under this tree trimming contract is reflected in this activity and is ongoing all year. Similar to Public Works, Electric Distribution will be taking inventory of ash trees on private easements to assess the risk to our facilities. Inventory data will be used to develop risk mitigation strategies where our facilities will be at risk due to the EAB on private ash trees.

Other large budgeted items include some much-needed building maintenance, continued contracted inspections of the distribution system, overhead system **upgrades to reduce animal-caused outages** and some monies for equipment upgrades. Distribution continues to work with the Engineering staff to improve overall system reliability.

Streetlight maintenance and locating services staff have also been very busy removing and re-installing streetlights for contractors working with Public Works on street improvement projects and installing **improved lighting on Welch Avenue** at the request of the Police Department. Ames has been fortunate to have a lot of new construction projects happening within the community, and those projects have kept our locators very busy. These new projects also require the installation of new streetlights. Staff relies on the City's homeowners to report faulty streetlights. The goal is to have them repaired within ten working days of receiving the call. More than 7,000 street and security lights are maintained in Ames, and nearly 1,015 bulbs were replaced in 2014.

Crews continue to work with Engineering and the Technical Services group to **install new transformers downtown** so that the underground transformers can be removed. This has been a needed, ongoing project to improve the accessibility to the transformers. More importantly, the safety of crew members has been improved by them not having to work inside the confined, below-ground-level vaults located in alleys behind the businesses along Main Street.

The FY 2014/15 improvement projects and new construction include the **constructing new circuits exiting Vet Med substation feeding the ISU Research Park** in south Ames.

ELECTRIC DISTRIBUTION OPERATION/MAINTENANCE

Highlights, continued:

FY 2014/15 accomplishments:

- Old Orchard Park - Changed out live front transformers, installed new duct and wire
- Brookview Place West 4th (California & Missouri) - New subdivision
- 3300 GW Carver (Northridge Village) - Installed transformer and cable
- The Roosevelt - Conversion to Apartments
- Copper Beech - New Apartment Complex
- Meeker School
- 3M Plant - Installed switchgear
- Southfork 6th Addition (4000 Cochrane Parkway) - New Subdivision
- Sunset Ridge 5th Addition (610 Wilder Avenue) - New Subdivision
- VM 211 Feeder Exit
- Somerset 25th Addition (London Drive) - New Subdivision

FY 2015/16 Projects

- Completion of downtown network conversion to 13.8 kV
- New circuits from Ved Med substation to serve the ISU Research Park expansion
- New feeder into the Northridge Heights area.

| Service Accomplishments: | 2013/14 Actual | 2014/15 Actual | 2014/15 Adjusted | 2015/16 Projected |
|--|---------------------------|---------------------------|-----------------------------|------------------------------|
| Total footage of primary cable installed/replaced: | 69,314ft | 65,577ft | 70,000ft | 70,000ft |
| Total number of wood poles installed/replaced: | 68 | 54 | 50 | 50 |
| Total number of streetlight poles installed/replaced: | 36 | 38 | 35 | 35 |
| Ease of reporting an outage – very to somewhat satisfied | 92% ⁽¹⁾ | 94% ⁽²⁾ | 95% ⁽³⁾ | 96% |
| Response of employees – very to somewhat satisfied | 92% ⁽¹⁾ | 96% ⁽²⁾ | 96% ⁽³⁾ | 96% |
| Time to restore service after interruption – very to somewhat satisfied | 92% ⁽¹⁾ | 91% ⁽²⁾ | 93% ⁽³⁾ | 93% |
| Being informed of progress restoring services – very to somewhat satisfied | 82% ⁽¹⁾ | 85% ⁽²⁾ | 90% ⁽³⁾ | 90% |

⁽¹⁾ 2013 Customer Service Survey

⁽²⁾ 2014 Customer Service Survey

⁽³⁾ Anticipated response to 2015 Customer Service Survey

ELECTRIC DISTRIBUTION EXTENSION/IMPROVEMENTS

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
- ✓ Continue to provide reliable electric service through proactive replacement of deteriorated overhead and underground facilities found from annual pole and underground inspections
- ✓ Provide efficient, coordinated construction services to facilitate Public Works' road improvement projects
- ✓ Improve system reliability by replacing obsolete, deteriorated 4 kV equipment in Downtown network system
- ✓ 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
- ✓ Reduce system losses and improve system power factor by addition of distribution capacitor banks and installation of switched controls

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|------------------|------------------|------------------|------------------|-------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 387,405 | 420,252 | 405,274 | 425,735 | 1.3% |
| Contractual | 204,995 | 200,700 | 210,700 | 300,700 | 49.8% |
| Commodities | 715,715 | 987,500 | 1,226,500 | 990,500 | 0.3% |
| Capital | 489,546 | 475,000 | 475,000 | 475,000 | 0.0% |
| Total Expenditures | 1,797,661 | 2,083,452 | 2,317,474 | 2,191,935 | 5.2% |
| Funding Sources: | | | | | |
| Electric Utility Fund | 1,797,661 | 2,083,452 | 2,317,474 | 2,191,935 | 5.2% |
| Total Funding Sources | 1,797,661 | 2,083,452 | 2,317,474 | 2,191,935 | 5.2% |
| Personnel - Authorized FTE | 0.00 | 0.00 | 0.00 | 0.00 | |

ELECTRIC DISTRIBUTION EXTENSION/IMPROVEMENTS

Highlights:

Work continues to support new services as well as routine extensions and system improvements for system capacity and reliability upgrades. While fewer single family homes are being constructed compared to past years, work on apartments and commercial projects has remained strong through 2014. The need for system improvements and maintenance activities remains high as much of Ames electric system is over 30 years old. This includes ongoing replacement of obsolete and deteriorating 4 kV facilities in the downtown network as well as replacement of older/deteriorated 13.8kV distribution underground cables and overhead facilities. Contracted inspections will be continued as a means to proactively identify facilities in need of repair; corresponding maintenance work will be completed by Ames' electric crews to avoid unnecessary interruptions. Feeder upgrades will be needed in FY 2014/15 and 2015/16 to support residential (apartment) and commercial growth.

Projects for FY 2014/15 are:

- Campustown Area – Relocation of electric facilities for new construction
- Continuation of new animal guarding/insulation methods (reliability improvement)
- Replace aged, failing underground cable, various locations
- Replace aged, failing overhead switches, various locations
- Replace aged, failing overhead poles and wires, various locations
- City of Ames Water Plant – New extension of facilities for new construction
- University Towers – Relocation of facilities to reduce fire and worker risk
- Mortensen Road – Relocation of electric facilities
- Northridge Heights – New extension of facilities for future growth area
- Obsolete Substation relay, switch and breaker replacements
- Downtown network upgrades and 4kV to 13kV conversion
- Old Orchard Trailer Park – Replacement of aged, failing underground cables
- Dotson Drive – New extension of facilities along street construction
- State Avenue – New extension of facilities for future Breckenridge Subdivision
- Grant Avenue – Replacement of facilities along street construction
- ISU Research Park - Phase III feeder extensions
- Brookside Park – 4kV to 13kV conversion
- USDA – Replacement of aged underground cable
- Ames Community Schools – Replacement of facilities for new construction

Projects for FY 2015/16 are:

- Green Hills – Relocation of underground cables for new construction
- Replace aged, failing underground cable, various locations
- Replace aged, failing overhead switches, various locations
- Replace aged, failing overhead poles and lines, various locations
- Increased system power factor with additional capacitor banks
- Old Middle School Site – New extension of facilities
- Obsolete Substation relay, switch and breaker replacements

ELECTRIC TECHNICAL SERVICES

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

Service Objectives:

- ✓ Test 20% of relays yearly to facilitate a 5-year cycle
- ✓ Record and monitor Power Factor on largest user
- ✓ 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

The **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 4 kV through 161 kV class equipment. The Substation Group was transferred from Distribution to Technical Services 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

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|------------------|------------------|------------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 662,533 | 682,923 | 605,658 | 656,083 | -3.9% |
| Contractual | 106,388 | 141,729 | 149,037 | 145,867 | 2.9% |
| Commodities | 143,155 | 186,993 | 187,493 | 155,754 | -16.7% |
| Capital | 63,833 | 188,000 | 148,100 | 84,000 | -55.3% |
| Total Expenditures | 975,909 | 1,199,645 | 1,090,288 | 1,041,704 | -13.2% |
| Funding Sources: | | | | | |
| Electric Utility Fund | 975,909 | 1,199,645 | 1,090,288 | 1,041,704 | -13.2% |
| Total Funding Sources | 975,909 | 1,199,645 | 1,090,288 | 1,041,704 | -13.2% |
| Personnel - Authorized FTE | 7.00 | 7.00 | 7.00 | 7.00 | |

ELECTRIC TECHNICAL SERVICES

Highlights:

Substation Maintenance: The Downtown conversion of below-ground 4kV transformers to above-ground 13.8kV pad mount transformers continues (55% complete); underground cables have been replaced and four network transformers removed. The VET Med substation capacitor bank is complete. The tap changer at Top-O-Hollow has been replaced with rebuilt Load Tap Changer (LTC), tested and adjusted with the new modifications incorporated. Seventeen line and eight bus fuse boxes that were excessively corroded have been replaced. Substation continues to assist contractors with downtown electric vaults during street improvement projects. The group assisted the Power Plant with weather station installation and wiring at the Ontario substation. Replace problematic fuse holders on older capacitor banks. Work has begun on upgrading Ames Power Plant substation with new protective equipment.

An operational cost reduction is seen in Personal Services, which can be attributed to two retirees who were replaced by two apprentices. The Fleet Operations/Maintenance cost is up due to increased O&M fees for a new bucket truck for the group.

Meter Service: Metering has replaced 215 problem meters. Customers with extremely slow meters are notified when their meter is replaced. Additional **kVA** billing meters have been programmed for proper display. Technical Services continues to work with Engineering to update relays with newer solid state relays and updated settings to aid in feeder/fuse coordination. There is a budget increase for maintenance and depreciation of new bucket truck, and an additional increase for **Automated Meter Reading** meters (radio remotes) at \$49,500 to replace existing inside electric meters. This is tied to the Water Department's upgrading water meters with AMR radio remotes.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|---------------------------------------|----------------|----------------|-----------------|------------------|
| Service Accomplishments: | Actual | Actual | Adjusted | Projected |
| Service orders completed | 1,377 | 1294 | 1352 | 1242 |
| Consumption complaints | 133 | 83 | 120 | 147 |
| Temporary sets/removals | 123 | 103 | 141 | 110 |
| Electric meter removals/exchanges | 629 | 765 | 1533 | 860 |
| Electric meter sets | 434 | 275 | 295 | 360 |
| Electric service renovations | 58 | 45 | 51 | 42 |
| Test instrument rated services | 160 | 156 | 140 | 171 |
| Relay tests, calibrations and repairs | 169 | 152 | 170 | 156 |
| <u>Meters in Service:</u> | | | | |
| Residential | 21,891 | 22,067 | 22,158 | 22,397 |
| General Power | 3,058 | 3,026 | 3,038 | 3,096 |
| Large Power & Industrial | 4 | 4 | 4 | 4 |
| Total | 24,953 | 25,097 | 25,200 | 25,497 |
| <u>Meters Tested:</u> | | | | |
| Residential | 1,201 | 2,472 | 2,120 | 1,700 |
| Commercial and Industrial | 453 | 171 | 180 | 290 |

ELECTRIC ENGINEERING

Electrical Engineering 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) arm of Electric Services, 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 the utility 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

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|---------------------------|----------------|----------------|----------------|----------------|--------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 520,721 | 549,665 | 553,261 | 571,597 | 4.0% |
| Contractual | 94,287 | 248,147 | 295,518 | 297,950 | 20.1% |
| Commodities | 1,606 | 5,225 | 9,125 | 5,225 | 0.0% |
| Capital | 17 | - | 55,000 | - | |
| Total Expenditures | 616,631 | 803,037 | 912,904 | 874,772 | 8.9% |

Funding Sources:

| | | | | | |
|------------------------------|----------------|----------------|----------------|----------------|-------------|
| Electric Utility Fund | 616,631 | 803,037 | 912,904 | 874,772 | 8.9% |
| Total Funding Sources | 616,631 | 803,037 | 912,904 | 874,772 | 8.9% |

Personnel - Authorized FTE 5.00 5.00 5.00 5.00

ELECTRIC ENGINEERING

Highlights:

The conversion of the 4kV downtown network to replace deteriorated cable and move transformers from the vaults to above-ground locations is scheduled for completion by summer of 2015. A major substation upgrade to the Ames Plant Switchyard and Distribution Substation will be completed by summer of 2015; additional relay and control upgrades at Haber Road Substation are also underway to be completed during the same timeframe in coordination with related ISU additions and upgrades to this jointly-owned substation.

With the completion of the 161kV transmission line to MidAmerican Energy Co. and Ames entry into MISO, there are several new compliance and monitoring responsibilities with both NERC/MRO (Midwest Reliability Organization) and MISO that require additional staff time and outside services to effect compliance. Outside services continue to be used to conduct routine overhead visual and infrared inspections and perform pole testing, while Ames crews perform underground visual and infrared inspections. Follow-up maintenance work is generated as a result of inspections to replace deteriorated facilities to improve system reliability.

An increased effort is being made to add overhead animal guarding, replace aged/deteriorated overhead equipment and replace deteriorated underground cable to improve system reliability. Additional relay and control upgrades are being made at Haber Rd, Dayton Ave and Stange Road Substation.

A feeder extension from Vet Med Substation is underway to serve load growth along South 16th Street, South Duff and in the ISU Research Park.

| Service Accomplishments: | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|--|---------------------------|---------------------------|-----------------------------|------------------------------|
| # of new customers | 479 | 254 | 103 | 297 |
| Job orders prepared | 138 | 132 | 145 | 150 |
| Line inspections (poles) | 608 | 752 | 536 | 589 |
| New overhead distribution line (miles) | - | 0.44 | 0.5 | 1.5 |
| Replaced overhead distribution line (miles) | 0.2 | 0.2 | 0.5 | 0.5 |
| New underground distribution line (miles) | 0.37 | 1.8 | 1 | 1 |
| Replaced underground line | 1.27 | 1.39 | 0.3 | 2.0 |
| New and relocated overhead transmission line (miles) | - | 23 | 0 | 0.5 |

W&PC METERING

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. The Cross-Connection Control Coordinator also serves as the department's representative to the citywide Development Review Committee (DRC), 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
- ✓ Participate in the citywide Development Review Committee

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change From |
|-----------------------------------|----------------|----------------|-----------------|----------------|------------------|
| Expenditures: | Actual | Adopted | Adjusted | Adopted | Adopted |
| Personal Services | 500,447 | 521,407 | 536,041 | 545,931 | 4.7% |
| Contractual | 69,513 | 64,096 | 81,580 | 77,435 | 20.8% |
| Commodities | 269,263 | 186,525 | 275,325 | 285,225 | 52.9% |
| Capital | - | - | - | - | |
| Total Expenditures | 839,223 | 772,028 | 892,946 | 908,591 | 17.7% |
| Funding Sources: | | | | | |
| Water Utility Fund | 496,628 | 461,577 | 530,210 | 538,130 | 16.6% |
| Sewer Utility Fund | 342,595 | 310,451 | 362,736 | 370,461 | 19.3% |
| Total Funding Sources | 839,223 | 772,028 | 892,946 | 908,591 | 17.7% |
| Personnel - Authorized FTE | 6.00 | 6.00 | 6.00 | 6.00 | |

W&PC METERING

Highlights:

The primary responsibility of the Water Meter program is to ensure accurate accounting of water use. A key means of fulfilling that obligation is the **Routine Meter Replacement Program**. The goal is to replace between eight and ten percent of the total meter inventory each year. Residential meters are replaced approximately every 12 years, depending on usage; larger meters are replaced more frequently.

As the **Automated Meter Reading (AMR) CIP Project** begins in FY 2014/15, the number of meters replaced in each of the next seven years will increase in conjunction with the installation of a radio-based meter reading capability. During the life of the CIP project, the number of meters budgeted for routine replacement in the operating budget will remain constant at around 1,000 per year, with the additional 2,200 meters per year being included in the CIP budget. The FY 2014/15 operating budget is being adjusted up (\$98,000) to reflect the new unit pricing for the more expensive AMR units. This is what is driving the large percentage increase in commodities in this program area.

A portion of the Water Fund revenue comes from the **water meter setting fee** charged at the time of the initial meter installation. This fee provides for the perpetual maintenance of the meters at no additional direct cost to the individual customer. The operating budget anticipates approximately 400 new water meters being installed each year.

The **Cross Connection Control Program** continues to see a steady increase in the number of backflow prevention devices being tracked. Even with the new seasonal inclined block rate structure, there is also a steady increase in the number of irrigation systems being tracked by the program.

| | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|--|-------------------|-------------------|---------------------|----------------------|
| Service Accomplishments: | | | | |
| Meters in service (end of year) | | | | |
| Primary meters | 16,990 | 17,298 | 17,623 | 17,923 |
| Yard meters | <u>1,708</u> | <u>1,647</u> | <u>1,657</u> | <u>1,670</u> |
| Total | 18,698 | 18,945 | 19,280 | 19,593 |
| Total service orders completed | 2,224 | 2,449 | 2,500 | 2,500 |
| Cross-connection control program | | | | |
| Number of backflow devices in service | 2,339 | 2,446 | 2,542 | 2,638 |
| Number of irrigation systems in service | 641 | 663 | 685 | 707 |
| Efficiency and Effectiveness: | | | | |
| Meter Change-out Program | | | | |
| Routine meter changes in operating budget | 913 | 732 | 1,000 | 1,000 |
| As a % of total inventory | 4.9% | 3.9% | 5.2% | 5.1% |
| Meter installations from new construction* | | | 400 | 400 |
| Additional meter changes in CIP budget* | | | 1,000 | 500 |
| Non-routine meter changes | 90 | 104 | 100 | 100 |
| "Water Loss", % | 3.8% | 4.4% | <5% | <5% |
| Average cost per meter in service, \$ (operating expenses/total meters) | \$31.94 | \$44.30 | \$46.31 | \$46.42 |

* - New performance measure added in FY 14/15

W&PC LABORATORY

The Laboratory Services Division personnel and expenses are shared between the Water (35%) and WPC (65%) programs.

This activity involves overall laboratory services for the Water Plant and Water Pollution Control Plant, including lime sludge recycling operations, all of the safe drinking water analysis required by state/federal regulatory agencies, industrial pretreatment program, and biosolids recycling activities. 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 the Laboratory's existing analytical capabilities and workload.

Service Objectives:

- ✓ Perform regulatory compliance monitoring for drinking water permit and NPDES permit
- ✓ Maintain Environmental Laboratory certification
- ✓ Perform sampling and analysis in support of the Industrial Pretreatment and High-Strength Surcharge Programs
- ✓ Provide assistance to customers on drinking water quality issues
- ✓ Maintain knowledge of current and future regulations
- ✓ Provide bacterial testing for new water mains
- ✓ Provide bacterial testing for City of Ames pools
- ✓ Provide technical support for the plant operations and maintenance staff
- ✓ Provide monitoring of ambient water quality upstream and downstream of the plant
- ✓ Conduct the Urban Stream Monitoring Program

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|-----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 404,251 | 451,715 | 427,231 | 441,282 | -2.3% |
| Contractual | 86,741 | 68,771 | 69,389 | 67,867 | -1.3% |
| Commodities | 33,247 | 36,990 | 40,190 | 39,600 | 7.1% |
| Capital | 3,950 | 7,000 | 7,000 | - | -100.0% |
| Total Expenditures | 528,189 | 564,476 | 543,810 | 548,749 | -2.8% |
| Funding Sources: | | | | | |
| Water Utility Fund | 184,865 | 197,567 | 189,634 | 192,062 | -2.8% |
| Sewer Utility Fund | 343,324 | 366,909 | 354,176 | 356,687 | -2.8% |
| Total Funding Sources | 528,189 | 564,476 | 543,810 | 548,749 | -2.8% |
| Personnel - Authorized FTE | 5.50 | 5.50 | 5.30 | 5.30 | |

W&PC LABORATORY

Highlights:

The Laboratory Services activity is devoting a substantial amount of time to **conduct studies to assist other divisions**. Examples include: evaluating the variation in the WPC Facility’s influent loadings, exploring causes new water mains failing to pass the initial bacteriological testing, and assessing the cause of variation in some Water Plant process control samples. In response to changing environmental regulations, the Laboratory Services staff must also routinely **review and update its analytical methods**.

In addition to providing regulatory monitoring of the City’s water and wastewater treatment facilities, the Laboratory Services program provides **analytical laboratory services to many other City workgroups** outside the Water and Pollution Control Department. Examples include: performing bacterial monitoring for the public pools, assisting Inspections and Public Works with testing new water mains and service lines, performing analyses to support the Power Plant’s discharge permit, and many one-time needs that arise from time to time.

The reduction in Personal Services is due to a **restructuring of Laboratory positions** made possible by a vacant Laboratory Technician position. The position was split in half, allowing one half-time Analyst to move to full time, and creating a new part-time Laboratory Aide position. This allows the staffing to better match the workload of the division.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|---|----------------|----------------|-----------------|------------------|
| | Actual | Actual | Adjusted | Projected |
| Service Accomplishments: | | | | |
| Consecutive years certified | 16 | 17 | 18 | 19 |
| Drinking Water Bacterial Analyses | 955 | 1484 | 1480 | 1380 |
| River Water Quality Samples Collected | 157 | 159 | 155 | 155 |
| Industrial Pretreatment Samples Collected | 58 | 62 | 65 | 65 |
| WPC Plant Samples Collected | 1,681 | 1,717 | 1,700 | 1,700 |
| Efficiency and Effectiveness: | | | | |
| Total Samples Received | 2,994 | 3,586 | 3,500 | 3,400 |
| Total analyses | 12,385 | 12,114 | 12,100 | 12,100 |
| % completed in-house | 91% | 94% | 94% | 94% |
| Average cost per analysis | \$39.84 | \$43.60 | \$44.78 | \$45.35 |

UTILITY MAINTENANCE

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, construction of minor improvements to the water distribution system, 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. 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
- ✓ Isolate and repair major leaks in the system
- ✓ Flush, paint and repair fire hydrants annually
- ✓ Exercise existing valves
- ✓ Replace broken or malfunctioning valves
- ✓ Perform utility locates
- ✓ Flush 250,000 feet of sanitary sewer lines annually
- ✓ Repair manholes
- ✓ Televising sanitary sewer lines
- ✓ Control roots in sanitary sewer lines
- ✓ Repair sanitary sewer lines
- ✓ Respond to citizen trouble calls within two hours

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|------------------|------------------|------------------|------------------|---------------------|
| Expenditures: | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Personal Services | 961,134 | 919,666 | 985,349 | 1,035,980 | 12.7% |
| Contractual | 342,200 | 353,926 | 384,778 | 417,528 | 18.0% |
| Commodities | 186,695 | 159,510 | 168,486 | 153,810 | -3.6% |
| Capital | 27 | 15,500 | 20,700 | - | |
| Total Expenditures | 1,490,056 | 1,448,602 | 1,559,313 | 1,607,318 | 11.0% |
| Funding Sources: | | | | | |
| Water Utility Fund | 1,022,186 | 889,133 | 990,288 | 1,014,967 | 14.2% |
| Sewer Utility Fund | 467,870 | 559,469 | 569,025 | 592,351 | 5.9% |
| Total Funding Sources | 1,490,056 | 1,448,602 | 1,559,313 | 1,607,318 | 11.0% |
| Personnel - Authorized FTE | 9.90 | 9.90 | 10.77 | 10.77 | |

UTILITY MAINTENANCE

Highlights:

In preparing for the adjusted FY 2014/15 and FY 2015/16 budgets, a new methodology was used to project personal service costs for the various programs administered by Public Works Operations. Personal service costs for these programs, which include Street Maintenance, Street Cleaning, Snow and Ice Control, Storm Sewer Maintenance, Utility Maintenance, Right-of-Way maintenance, and the Cemetery, vary greatly from year to year due to weather conditions and workloads. Beginning with the adjusted FY 2014/15 budget, a 5-year average distribution among the programs has been used to project the personal service cost for each program.

A budget increase for the fleet is planned as the equipment inventory was updated to more accurately show lifecycles and replacement values. The increases are \$7,646 for FY 2014/15 and \$42,410 for FY 2015/16.

The City is currently completing the evaluation component of the multi-year Sanitary Sewer System Evaluation (SSSE). While these activities have assisted with the maintenance of the sanitary system, staff has seen an increase in activities due to coordination of work, locating and raising of manholes, assisting with heavy cleaning, and clearing access to sanitary sewers. Now that the study is completed, work activities will be based on the information collected and coordinated with future repairs to the system.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|--|----------------|----------------|-----------------|------------------|
| Service Accomplishments: | Actual | Actual | Adjusted | Projected |
| Miles of water main in system | 241 | 243 | 244 | 245 |
| Water main breaks | 41 | 47 | 40 | 40 |
| Rusty water complaints | 10 | 12 | 12 | 12 |
| Water main abandonments | 0 | | | |
| Fire hydrants in system | 2,663 | 2,745 | 2,760 | 2,775 |
| # of valves in system | 3,863 | 3,902 | 3,940 | 3,980 |
| Fire flow tests | 8 | 11 | 10 | 10 |
| Bacteriological tests (mains, fire lines) | 137 | 597 | 600 | 650 |
| Utility locates performed | 6,247 | 6,247 | 6,185 | 6,200 |
| # of fire hydrants repaired | 9 | 9 | 12 | 10 |
| # of fire hydrants painted | 261 | 261 | 200 | 200 |
| # of valves exercised | 599 | 599 | 450 | 500 |
| Miles of sanitary sewer in the system | 202 | 202 | 203 | 204 |
| Number of manholes in system | 3,981 | 3,981 | 4,189 | 4,200 |
| Lineal feet of sanitary sewer cleaned by City crews | 37,714 | 37,714 | 18,528 | 215,000 |
| Lineal feet of sanitary sewer cleaned by Contractor | 500,000 | 500,000 | 200,000 | 50,000 |
| Lineal feet of sanitary sewer televised | 600,000 | 600,000 | 392,165 | 50,000 |
| House connection sewer trouble calls | 15 | 15 | 8 | 10 |
| System blockages cleared | 7 | 7 | 4 | 5 |
| Sanitary sewer main repairs | 7 | 7 | 13 | 20 |
| Manholes raised | 95 | 95 | 53 | 10 |
| Efficiency and Effectiveness: | | | | |
| Cost per locate | \$17.98 | \$18.99 | \$23.31 | \$23.24 |
| % of sanitary sewer system cleaned | 50% | 40% | 20% | 20% |

UTILITY CUSTOMER SERVICE

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

| Activities: | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|------------------|------------------|------------------|------------------|-----------------|
| Expenditures: | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Personal Services | 811,463 | 854,685 | 831,340 | 880,124 | 3.0% |
| Contractual | 512,375 | 536,339 | 516,296 | 530,842 | -1.0% |
| Commodities | 6,976 | 12,603 | 12,413 | 14,525 | 15.3% |
| Capital | - | - | - | - | |
| Other | 72,736 | 79,670 | 75,880 | 79,720 | 0.1% |
| Total Expenditures | 1,403,550 | 1,483,297 | 1,435,929 | 1,505,211 | 1.5% |
| Funding Sources: | | | | | |
| Electric Utility Fund | 671,862 | 706,452 | 688,429 | 723,891 | 2.5% |
| Water Utility Fund | 370,532 | 393,890 | 379,175 | 396,720 | 0.7% |
| Sewer Utility Fund | 341,774 | 362,655 | 349,125 | 366,200 | 1.0% |
| Storm Sewer Utility Fund | 2,050 | 2,400 | 2,400 | 2,400 | 0.0% |
| Project Share Donations | 17,332 | 17,900 | 16,800 | 16,000 | -10.6% |
| Total Funding Sources | 1,403,550 | 1,483,297 | 1,435,929 | 1,505,211 | 1.5% |
| Personnel - Authorized FTE | 10.65 | 10.65 | 10.65 | 10.65 | |

UTILITY CUSTOMER SERVICE

Highlights:

The program's share of Data Services has decreased in relation to other programs. Data Service costs for FY 2014/15 adjusted is \$13,892 less than the amount adopted for FY 2014/15. The amount requested for FY 2015/16 is \$10,297 less than the amount adopted for FY 2014/15.

Fleet Services is adopting a new approach to estimating the future value of vehicles. The goal is to ensure adequate funds are available when a vehicle needs to be replaced and to try to keep replacement costs level during the life of the vehicle. The amount requested in FY 2015/16 for Fleet Replacement is \$3,664 higher than the amount adopted for FY 2014/15 as a result of this change.

A rate increase was expected in FY 2014/15 for our bill print to mail services. The vendor did not propose a rate increase for FY 2014/15 and has indicated it will not propose an increase for 2015/16. The result is Outside Professional Services will decrease \$6,018 in FY 2014/15 from the amount adopted and the amount requested for FY 2015/16 will be \$4,697 less than adopted for 2014/15.

| | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|---|-------------------|-------------------|---------------------|----------------------|
| Service Accomplishments: | | | | |
| Maintain an accuracy rate of no more than 5 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 | 11.1 | 12.5 | 12.5 | 12.5 |
| Maintain a net write-off amount of less than 0.25% of sales | .07 | .08 | .08 | .08 |
| Maintain the number of day's sales in accounts receivable to less than 21 days | 17.0 | 16.4 | 17.0 | 17.5 |
| 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 | 99.1 | 98.3 | 99.0 | 99.0 |
| % of final bills mailed within 14 days of termination date | 98.4 | 99.2 | 99.0 | 99.0 |
| % of customer service requests received over the Internet | 35.2 | 34.8 | 35.0 | 35.0 |
| % of utility payments received electronically | 42.3 | 44.4 | 45.0 | 45.5 |
| Avg # of payments processed per day | 1,195 | 1,212 | 1,220 | 1,225 |
| Avg # of telephone calls answered/day | 135 | 136 | 135 | 135 |
| Avg # of work orders generated/day | 172 | 188 | 190 | 190 |
| Avg # of meter readings/day | 2,259 | 2,269 | 2,275 | 2,280 |
| Avg cost per meter reading | \$0.56 | \$0.59 | \$0.58 | \$0.64 |
| Avg cost per bill generated | \$4.05 | \$4.18 | \$4.44 | \$4.60 |

UTILITIES CIP

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: | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted | % Change From Adopted |
|-------------------------------------|-------------------|--------------------|---------------------|--------------------|-----------------------------|
| Resource Recovery: | | | | | |
| System Improvements | 104,356 | 348,850 | 606,924 | 365,900 | |
| Fire System Upgrade | 194,683 | 300,000 | 310,687 | - | |
| Primary Shredder | 1,340,791 | - | - | - | |
| Exterior Enhancements | - | 82,000 | 82,000 | - | |
| Sub-Total | 1,639,830 | 730,850 | 999,611 | 365,900 | |
| Water Operations: | | | | | |
| New Water Treatment Plant | 3,278,623 | 26,714,000 | 22,251,214 | 26,768,000 | |
| NADC Pump Station | (12,154) | - | - | - | |
| Water Supply Expansion | - | 563,000 | 563,000 | 2,170,000 | |
| River Valley Low Head Dam | - | - | 225,000 | - | |
| N Dakota Decommissioning | - | 100,000 | 100,000 | - | |
| AMR/AMI Meter Conversion | - | 417,000 | 417,000 | 100,000 | |
| Water Plant Facility Improvements | - | - | - | 63,000 | |
| Source Water Protection Plan | - | - | - | 200,000 | |
| Sub-Total | 3,266,469 | 27,794,000 | 23,556,214 | 29,301,000 | |
| Water Distribution: | | | | | |
| Water System Improvements | 1,414,704 | 975,000 | 1,565,022 | 975,000 | |
| Toronto Area Water Main | 156,326 | - | 107,242 | - | |
| North Ames Water Extension | 13,386 | - | 814,793 | - | |
| Sub-Total | 1,584,416 | 975,000 | 2,487,057 | 975,000 | |
| Storm Sewer: | | | | | |
| Flood Mitigation - Local Flooding | 486,861 | - | 1,214,785 | - | |
| Teagarden Area Study | - | - | 12,775 | - | |
| Teagarden Area/Middle Branch | - | - | 555,000 | - | |
| Teagarden Area/South Branch | - | 300,000 | 300,000 | - | |
| Low Point Drainage Improvements | 142,293 | 150,000 | 508,530 | 150,000 | |
| Storm Sewer Improvements | 25,003 | 250,000 | 569,658 | 250,000 | |
| Storm Water Erosion Control | 13,650 | - | 162,990 | 327,000 | |
| Storm Water Facility Rehabilitation | 343,521 | 100,000 | 393,759 | 25,000 | |
| Flood Mitigation - River Flooding | - | - | - | 1,078,000 | |
| Storm Water Quality Improvements | - | - | - | 100,000 | |
| Sub-Total | 1,011,328 | 800,000 | 3,717,497 | 1,930,000 | |
| Sanitary Sewer: | | | | | |
| Sanitary Sewer Rehabilitation | 198,172 | 3,470,000 | 3,862,397 | 3,470,000 | |
| Clear Water Diversion | 2,362 | 25,000 | 110,878 | 25,000 | |
| Sanitary Sewer System Evaluation | 484,367 | - | 235,453 | - | |
| Woodview Drive Water & Sewer | 231,103 | - | 115,591 | - | |
| North Ames Sewer Extension | 32,415 | - | 1,522,036 | - | |
| East Industrial Sewer Extension | - | - | - | 2,030,000 | |
| Sub-Total | 948,419 | 3,495,000 | 5,846,355 | 5,525,000 | |

UTILITIES CIP

% Change
From
Adopted

| Activities: | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted | |
|----------------------------------|-------------------|--------------------|---------------------|--------------------|-------------|
| Water Pollution Control: | | | | | |
| Long-Range Facility Plan | 9,713 | - | - | - | |
| Automation Study/Upgrade | 128 | - | 46,476 | - | |
| Plant Facility Improvements | 222,627 | 73,000 | 959,601 | 74,000 | |
| WPC Plant Disinfection | 2,006,447 | - | 284,426 | - | |
| WPC Lagoon Liners | (4,548) | - | 54,548 | - | |
| Electrical System Maintenance | 14,194 | 96,000 | 338,591 | 116,000 | |
| Residuals Handling Improvements | 101,418 | 933,000 | 1,456,582 | 618,000 | |
| Cogeneration System | 177,170 | - | 22,830 | - | |
| Lift Station Improvements | 10,728 | - | 1,029,272 | 212,000 | |
| Digester Improvements | 91,505 | 880,000 | 1,677,495 | 1,189,000 | |
| Mechanical & HVAC Systems | 12,640 | 418,000 | 198,360 | 565,000 | |
| Secondary Treatment Improvements | 28,552 | - | 561,997 | - | |
| Clarifier Maintenance | - | 200,000 | - | 200,000 | |
| Bar Screen Improvements | - | 750,000 | 750,000 | - | |
| Structural Rehabilitation | - | - | - | 786,000 | |
| Flow Equalization Expansion | - | - | - | 1,075,000 | |
| Sub-Total | 2,670,574 | 3,350,000 | 7,380,178 | 4,835,000 | |
| Electric: | | | | | |
| Demand Side Management | 1,008,480 | 1,000,000 | 1,000,000 | 1,000,000 | |
| Mid-American Interconnection | 4,042,626 | - | 121,301 | - | |
| Plant Distribution Substation | 18,070 | - | - | - | |
| Vet Med Substation | (48) | - | - | - | |
| Feedwater Heater Tube | 6,464 | - | - | 450,000 | |
| Inlet Heating for GT #2 | - | - | 823,812 | - | |
| Electric Svcs Storage Building | - | - | 125,000 | - | |
| Power Plant Fire Protection | 44,021 | - | 869,526 | - | |
| Unit #8 Turbine Overhaul | 391,804 | - | - | - | |
| 69kV Switchyard Relay/Control | 951,419 | - | 1,228,433 | - | |
| Vet Med Substation Feeders | 137,979 | - | 262,021 | - | |
| 69kV Transmission Reconstruction | - | 250,000 | 250,000 | 250,000 | |
| Mortensen Road Underground | - | 50,000 | 50,000 | - | |
| Plant Substation Switchgear | 293,686 | - | 766,314 | - | |
| CEMS Equipment/Systems | - | 50,000 | 50,000 | 500,000 | |
| CT #1 Evaporator Cooler | - | - | 300,000 | - | |
| Top-O-Hollow Substation | - | - | 250,000 | - | |
| Unit #7 Crane Repair | 18,349 | - | 210,946 | - | |
| Unit #8 Precipitator Control | - | - | 200,000 | - | |
| Units #7 #8 Fuel Conversion | 62,884 | 16,000,000 | 10,937,116 | 15,000,000 | |
| Natural Gas Transport Pipe | - | 7,000,000 | 4,529,140 | - | |
| RDF Bin Work | - | 250,000 | 250,000 | - | |
| Electric Distribution Roof | - | 350,000 | 350,000 | - | |
| GT #1 Inspection/Overhaul | - | 1,500,000 | 1,500,000 | - | |
| 161 kV Line Relocation | - | - | - | 800,000 | |
| Power Plant Relay/Control System | - | - | - | 175,000 | |
| Cooling Tower Repairs | - | - | - | 3,875,000 | |
| Power Plant Roof Replacement | - | - | - | 230,000 | |
| Unit #7 Boiler Tube Repair | - | - | - | 3,850,000 | |
| Sub-Total | 6,975,734 | 26,450,000 | 24,073,609 | 26,130,000 | |
| Total Utilities CIP | 18,096,770 | 63,594,850 | 68,060,521 | 69,061,900 | 8.6% |

UTILITIES CIP PROJECT DESCRIPTIONS

RESOURCE RECOVERY

Resource Recovery System Improvements is an annual program to purchase new and replacement components at the Resource Recovery Plant. In FY 2015/16, \$365,900 will be used for various large maintenance projects including replacing the RDS rollers and chains, replacing the tipping floor's concrete, and replacing floor drains in the processing and tipping floor areas.

WATER OPERATIONS

The New Water Treatment Plant is a multi-year project expected to total over \$74,000,000 by the time of its completion. The project, which began in FY 2008/09, has \$26,768,000 budgeted for FY 2015/16 to continue the construction phase of the project. The facility is being funded with loans from the Iowa Drinking Water State Revolving Fund (DWSRF), and is being constructed to LEED (Leadership in Energy and Environmental Design) certified standards.

As old wells fail and need to be replaced and as demand for treated water increases, additional wells need to be drilled. The Water Supply Expansion project provides for this new and replacement source water capacity. A total of \$2,170,000 is budgeted in FY 2015/16 for the first year of the construction phase of a new well field to be located on City-owned land north of East 13th Street and east of the Skunk River.

AMR/AMI Meter Conversion is a multi-year project to convert the water meter reading system from the existing generator/remote technology to the current industry standard of Automated Reading/Advanced Metering Infrastructure (AMR/AMI). The cost to convert the entire inventory of water meters to the new reading technology is estimated at over \$4,000,000 for equipment and installation, and is being spread over a 10 year period, with \$100,000 budgeted for this program in FY 2015/16.

A sum of \$63,000 is budgeted in FY 2015/16 under Water Plant Facility Improvements for the replacement of a high service pump. Because of the construction of the new water treatment plant, only necessary repairs are being undertaken at the existing plant.

A project new to the CIP is the Source Water Protection Plan. This project will utilize existing modeling data of the Ames Aquifer to create a comprehensive plan for the protection of the municipal drinking water aquifer. A total allocation of \$200,000 is included for this project in FY 2015/16.

WATER DISTRIBUTION

Water System Improvements is the annual program for installing larger distribution mains in areas that have a large concentration of 4" supply lines, transferring water services from 4" water mains in streets where larger water mains exist, and abandoning 4" water mains. Eliminating duplicate water mains and installing larger distribution lines improves water flow and helps eliminate rusty water. An amount of \$975,000 is budgeted under this program for FY 2015/16.

STORM SEWER

Low Point Drainage is the annual program for drainage improvements to decrease flooding at low points throughout the community. For FY 2015/16, \$150,000 is allocated under this program to address drainage issues in the Westwood Drive area.

The Storm Sewer Improvement Program is the annual program to replace deteriorated storm sewer pipes and intakes. A total of \$250,000 is budgeted for this program annually, with the FY 2015/16 allocation earmarked for improvements in the Mortensen Parkway area and on Main Street.

The Storm Water Erosion Control Program provides for the stabilization of areas that have become eroded in streams, channels, swales, gullies, or drainage ways that are a part of the storm sewer system. This program provides a more permanent control of the erosion and will reduce occurring maintenance costs in the affected areas. For FY 2015/16, \$327,000 has been earmarked in this program to address erosion issues in the South Branch drainage channel in the Teagarden neighborhood.

In accordance with the Municipal Code, new developments within the community are required to provide storm water management quantity control. This means maintaining storm water runoff discharge at pre-developed conditions through extended detention and/or retention. Through establishment of developers' agreements, the City has accepted responsibility for the long-term maintenance of many of these facilities. As these facilities age, sediment accumulates, volunteer vegetation becomes more prevalent, erosion occurs, and structures need to be improved. The Storm Water Facility Rehabilitation Program is an annual program to address these issues. A total of \$25,000 is budgeted under this program for FY 2015/16 to survey and perform a hydraulic analysis of the Pete Cooper subdivision.

In response to the 2008 and 2010 floods, the Ames City Council established a goal of mitigating the impact of future flooding. A comprehensive Flood Mitigation Study was completed in 2013 that considered many possible mitigation alternatives. One of the alternatives is the Flood Mitigation – River Flooding project, which would involve a “restoration” of the Squaw Creek channel to reduce the water surface elevation by approximately 2 feet in the Duff Avenue area. The FY 2015/16 budget includes \$1,078,000 to begin the engineering work and acquire the necessary easements for this project.

Storm Sewer Water Quality Improvements is a new program created to address the removal of sediment and nutrients before storm water enters waterways in the community. The program will allocate \$100,000 in FY 2015/16 for the installation of best management practices such as bioretention cells, vegetated swales, native landscapes, and rain garden at various locations throughout the community.

SANITARY SEWER

The Sanitary Sewer Rehabilitation Program is the annual program for the rehabilitation or reconstruction of deficient sanitary sewers and deteriorated manholes at various locations throughout the City. System improvement locations are being identified through the Sanitary Sewer System Evaluation (SSSE), which is over 95 percent complete. Through manhole inspections, smoke testing, and televising, severe structural defects have been

identified. In addition to the \$200,000 allocated annually to this program through the Sewer Utility Fund, \$3,270,000 in State Revolving Funds (SRF) is being sought to address the worst of these structural deficiencies. At a rate of \$3.47 million per year, it is estimated that these improvements may take 10 years to complete.

Clear Water Diversion is the annual program providing for the diversion of footing drain discharge from sanitary sewers to storm sewers. Clear water from footing drains causes overloading and backups in the sanitary sewer system, as well as increasing the volume of clean water that is treated at the sewage treatment facility. A sum of \$25,000 has been allocated to this program for FY 2015/16.

A total of \$2,030,000 is budgeted in FY 2015/16 for the East Industrial Area Sewer Extension project. This project will extend sewer lines to the western edge of the proposed East Industrial Area in order to be positioned for future industrial development in the area.

WATER POLLUTION CONTROL

The WPC Plant Facility Improvements program is the annual program to repair, replace, and upgrade equipment at the Water Pollution Control Plant. \$74,000 is budgeted under this program in FY 2015/16 for elbow repairs in the Raw Water Pump Station.

A total of \$116,000 is budgeted under the WPC Electric System Maintenance program for FY 2015/16. These funds will be used to replace exterior-mounted safety switches.

The Water Pollution Control facility generates approximately 30,000 gallons of treated residuals each day. Throughout the year, these solids are held in the facility's storage lagoon and secondary digester, and are ultimately disposed of in the fall as fertilizer on City-owned farm ground adjacent to the facility. Residuals Handling Improvements is a multi-year project to design and construct an additional 1.6 million gallons of storage capacity at the facility to serve future needs as the community grows. Design work for this \$2,176,000 project began in FY 2012/13, and was completed in July of 2014, with construction beginning in FY 2014/15. \$618,000 is budgeted in FY 2015/16 to complete the construction of this project.

The Lift Station Improvements program includes a series of upgrades to the wastewater lift stations used to pump sewage from low-lying areas that cannot flow by gravity to the Water Pollution Control facility. In FY 2015/16, \$212,000 is earmarked under this program to rebuild the Northwood Lift Station.

The WPC facility uses anaerobic digestion as a core treatment process for wastewater solids. Recent evaluations identified a series of maintenance issues and improvements to the digesters that are necessary to maintain the facility's solids handling capacity over the next 20 years. Digester Improvements is a multi-year program to address these issues. In FY 2015/16, \$1,189,000 is budgeted to clean a secondary digester, repaint interior piping, repaint exterior lids on all three digesters, and replace pump room piping and valves.

Under the Mechanical and HVAC Replacements program, \$565,000 is budgeted in FY 2015/16 to replace the HVAC system in the administration building, and to replace the raw

water pump station grit alley make-up air unit, the solids contact building make-up air unit, and the digester heat recovery unit.

Because of the harsh environment they are exposed to, the structural and mechanical components of the WPC facility's eight clarifiers need regular maintenance. In the WPC Clarifier Maintenance program, \$200,000 is budgeted for FY 2015/16 to replace one intermediate and one final clarifier drive.

In order to preserve the significant investment in infrastructure at the Water Pollution Control facility, periodic structural rehabilitation of buildings and structures is necessary. Under the Structural Rehabilitation program, \$786,000 is allocated in FY 2015/16 to repair concrete deterioration, repair box slabs and sidewalks, address settling at the Raw Water Pump Station, and repair perimeter curbs at the base of the digesters.

The Water Pollution Control facility uses an advanced biological treatment process which is designed to operate within a range of flow rates. If the flow rate increases too rapidly or becomes too high, the biomass can be washed out of the treatment basins, negatively impacting the effectiveness of the treatment process for several days or weeks. To equalize the flow, excess flow is diverted to equalization basins and brought back through the system when the incoming flow rate drops back to below the capacity of the plant. Ames currently has an effective flow equalization storage capacity of 4.4 million gallons, which was inadequate several times during flood events. The Flow Equalization Expansion project will add an additional 6 million gallons of capacity in FY 2015/16, increasing the plant's effective storage capacity to 10.4 million gallons at a cost of \$1,075,000.

ELECTRIC

Demand Side Management is the City's annual program aimed at reducing consumer use of energy through conservation and efficiency measures. A sum of \$1,000,000 is allocated to this program for FY 2015/16 to support such ongoing programs as residential and commercial energy audits, efficient appliance and lighting rebates, solar installation rebates, and commercial and industrial power factor correction rebates.

Feedwater heaters are devices that use extraction steam from power plant turbines to preheat the feed water prior to returning it to the boiler, increasing the efficiency of the entire steam generating system. High pressure units were installed on Unit #8 in 1982 and on Unit #7 in 1987. Unit #8's feedwater heater was replaced in FY 2012/13. A total of \$450,000 is budgeted under the Feedwater Heater Tube Replacement project in FY 2015/16 to replace the feedwater heater on Unit #7.

The 69 kV Transmission Reconstruction is a multi-year project to reconstruct the older, more deteriorated portions of the 69 kV pole lines in project increments of between one and two line-miles of 69 kV transmission line per year. \$250,000 is budgeted for this project in FY 2015/16.

\$500,000 is budgeted in FY 2015/16 to replace the Continuous Emissions Monitoring System (CEMS) at the Power Plant. Continuous emissions monitoring systems provide data on the plant's emissions, and are critical in meeting EPA monitoring requirements.

To meet future Environmental Protection Agency (EPA) air quality requirements for electric generating power plants, the Ames City Council approved in November 2013 the conversion of the Ames Power Plant from a coal-fired to a natural gas-fired operation. The total cost of the Units #7 and #8 Fuel Conversion project is expected to be \$26,000,000. A total of \$15,000,000 is budgeted in FY 2015/16 to complete the conversion process.

The Iowa Department of Transportation is proposing an improvement project along I-35 in the vicinity of the Skunk River what will require the relocation of a portion of the City's 161 kV transmission line. 100% of this \$800,000 161 kV Relocation project will be reimbursed by the Iowa Department of Transportation.

The Power Plant Relay/Control System Replacement project will replace existing feeders and relays in the Power Plant. The existing relays are obsolete electro-mechanical devices which are becoming difficult to maintain and repair as replacement parts are no longer manufactured. \$175,000 is budgeted in FY 2015/16 to install modern programmable relays and updated controls to improve long-term reliability and be consistent with electric utility industry standards.

The #7 and #8 cooling towers, whose proper operation is critical to the efficiency of the Power Plant, are both in need of replacement. These towers are outdoor evaporative cross flow towers that are subject to severe environmental operating conditions. The particularly harsh winter in FY 2013/14 especially put an increased strain on the structures, making them susceptible to collapse. The Cooling Tower Repairs project allocates \$3,875,000 to this project, which must be completed to ensure full generation capacity upon completion of the natural gas conversion.

Power Plant Roof Replacement is a multi-year project to address roof maintenance at the Power Plant. In FY 2015/16, \$230,000 is budgeted to repair the roof at the bottom of the #8 stack and below the #9 coal conveyor, and to replace the roof at the GT-1 site.

The Unit #7 boiler is forty years old and in need of tube repairs. The bottom throat of the boiler also needs to be enlarged to allow for an increased rate of refuse derived fuel (RDF) for burning. \$3,850,000 is budgeted in the Unit #7 Boiler Tube Repair project in FY 2015/16 to address these issues.

TRANSPORTATION

LIBRARY OPENING DAY



TRANSPORTATION

Street System

| | |
|---------------------------------|-----|
| Street Surface Maintenance..... | 178 |
| Street Surface Cleaning | 180 |
| Snow and Ice Control..... | 182 |
| Right-of-Way Maintenance..... | 184 |

Public Parking

| | |
|--|-----|
| Parking Operations and Maintenance | 186 |
| Parking Law Enforcement | 188 |
| Parking Violation Collection..... | 190 |

Transit System 192 |

| | |
|---------------------------------------|-----|
| Transit Administration & Support..... | 194 |
| Fixed Route Service | 196 |
| Dial-A-Ride..... | 198 |

Airport 200 |

Transportation CIP 202 |

TRANSPORTATION

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 usable air facilities. Capital Improvements which benefit the Transportation sub-program areas are budgeted in this program.

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|--------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Use of Funds: | | | | | |
| Street System | 3,448,508 | 3,646,002 | 3,814,596 | 3,941,210 | 8.1% |
| Public Parking | 790,560 | 838,985 | 848,129 | 851,900 | 1.5% |
| Transit System | 8,869,683 | 9,440,489 | 9,770,653 | 10,230,327 | 8.4% |
| Airport | 145,399 | 123,068 | 132,710 | 138,136 | 12.2% |
| Total Operations | 13,254,150 | 14,048,544 | 14,566,088 | 15,161,573 | 7.9% |
| Transportation CIP | 12,513,019 | 15,220,170 | 26,706,578 | 20,543,718 | 35.0% |
| Total Expenditures | 25,767,169 | 29,268,714 | 41,272,666 | 35,705,291 | 22.0% |
| | | | | | |
| Personnel - Authorized FTE | 103.05 | 108.72 | 107.35 | 108.85 | |

TRANSPORTATION

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change From Adopted |
|------------------------------------|-------------------|-------------------|-------------------|-------------------|-----------------------------|
| Expenditures: | Actual | Adopted | Adjusted | Adopted | |
| Personal Services | 8,603,798 | 9,120,533 | 9,210,990 | 9,598,222 | 5.2% |
| Contractual | 2,617,803 | 2,733,591 | 3,163,189 | 3,280,670 | 20.0% |
| Commodities | 2,031,049 | 2,170,320 | 2,139,367 | 2,249,881 | 3.7% |
| Capital | - | 23,500 | 51,942 | 32,200 | 37.0% |
| Other | 1,500 | 600 | 600 | 600 | 0.0% |
| Total Operations | 13,254,150 | 14,048,544 | 14,566,088 | 15,161,573 | 7.9% |
| Transportation CIP | 12,513,019 | 15,220,170 | 26,706,578 | 20,543,718 | 35.0% |
| Total Expenditures | 25,767,169 | 29,268,714 | 41,272,666 | 35,705,291 | 22.0% |
| Funding Sources: | | | | | |
| General Fund | (75,291) | (108,488) | (96,543) | (83,655) | -22.9% |
| Road Use Tax Fund | 3,439,722 | 3,638,463 | 3,805,747 | 3,933,554 | 8.1% |
| Parking Fund | 793,906 | 843,574 | 853,205 | 857,238 | 1.6% |
| Transit Fund | 8,869,683 | 9,440,489 | 9,770,653 | 10,230,327 | 8.4% |
| Airport Revenues | 226,130 | 234,506 | 233,026 | 224,109 | -4.4% |
| Operations Funding | 13,254,150 | 14,048,544 | 14,566,088 | 15,161,573 | 7.9% |
| Transportation CIP Funding: | | | | | |
| GO Bonds | 5,771,043 | 9,240,000 | 16,881,765 | 8,860,000 | -4.1% |
| Local Option Sales Tax | 114,264 | 100,000 | 352,914 | 160,000 | 60.0% |
| Road Use Tax | 199,084 | 1,195,000 | 2,870,185 | 440,000 | -63.2% |
| Street Construction Fund | 1,298,297 | 1,682,000 | 2,805,534 | 6,070,728 | 260.9% |
| TIF Funds | - | - | - | 2,938,990 | |
| Airport Construction Fund | 1,029,780 | - | 31,299 | 822,000 | |
| Electric Utility Fund | 106,007 | 171,000 | 269,455 | 150,000 | -12.3% |
| Water Utility Fund | - | 40,000 | 40,000 | 50,000 | 25.0% |
| Storm Sewer Utility Fund | - | 40,000 | 40,000 | 50,000 | 25.0% |
| Transit Fund | 3,994,544 | 2,752,170 | 3,415,426 | 1,002,000 | -63.6% |
| CIP Funding | 12,513,019 | 15,220,170 | 26,706,578 | 20,543,718 | 35.0% |
| Total Funding Sources | 25,767,169 | 29,268,714 | 41,272,666 | 35,705,291 | 22.0% |

STREET SURFACE MAINTENANCE

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 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 barricades for block parties and other community events (road races, etc.)
- ✓ Provide emergency repairs to roads and streets as necessary
- ✓ Offer curb and gutter replacement program to eligible citizens

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|------------------|------------------|------------------|------------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 769,865 | 859,421 | 779,765 | 820,575 | -4.5% |
| Contractual | 431,701 | 476,539 | 511,884 | 523,067 | 9.8% |
| Commodities | 270,182 | 294,000 | 297,308 | 295,800 | 0.6% |
| Capital | - | 2,500 | 2,500 | - | -100.0% |
| Total Expenditures | 1,471,748 | 1,632,460 | 1,591,457 | 1,639,442 | 0.4% |
| Funding Sources: | | | | | |
| General Fund | 201 | 2,950 | 2,173 | 2,318 | -21.4% |
| Road Use Tax Fund | 1,471,547 | 1,629,510 | 1,589,284 | 1,637,124 | 0.5% |
| Total Funding Sources | 1,471,748 | 1,632,460 | 1,591,457 | 1,639,442 | 0.4% |
| Personnel - Authorized FTE | 12.13 | 12.13 | 10.20 | 10.20 | |

STREET SURFACE MAINTENANCE

Highlights:

In preparing for the adjusted FY 2014/15 and FY 2015/16 budgets, a new methodology was used to project personal service costs for the various programs administered by Public Works Operations. Personal service costs for these programs, which include Street Maintenance, Street Cleaning, Snow and Ice Control, Storm Sewer Maintenance, Utility Maintenance, Right-of-Way Maintenance, and the Cemetery, vary greatly from year to year due to weather conditions and workloads. Beginning with the adjusted FY 2014/15 budget, a 5-year average distribution among the programs has been used to project the personal service cost for each program.

A budget increase for the fleet is planned as the equipment inventory was updated to more accurately show lifecycles and replacement values. The increases are \$12,016 for FY 2014/15 and \$28,907 for FY 2015/16.

The pavement management system utilized by Public Works – Engineering also provides data that helps guide and direct maintenance work to produce more efficient pavement maintenance activities.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|--|----------------|----------------|-----------------|------------------|
| | Actual | Actual | Adjusted | Projected |
| Service Accomplishments: | | | | |
| Miles of streets maintained | 275 | 276 | 277 | 280 |
| Blocks of streets crack sealed | 92 | 98 | 100 | 105 |
| Blocks of streets slurry sealed | 3 | 11 | 15 | 15 |
| Miles of off-street bike paths maintained | 51 | 52 | 53 | 54 |
| # of events for which barricades were provided | 52 | 59 | 60 | 60 |
| Efficiency and Effectiveness: | | | | |
| Cost per mile for street maintenance | \$5,455 | \$5,332 | \$5,737 | \$5,849 |
| Citizen satisfaction* with bike path maintenance | 84% | 79% | 80% | 80% |
| Citizen satisfaction* with condition of streets in neighborhoods | 77% | 73% | 77% | 80% |
| Citizen satisfaction* with surface condition of major streets | 79% | 73% | 77% | 80% |

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

STREET SURFACE CLEANING

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 time/year (5,145 miles) (City crews and contractor)
- ✓ Sweep Business District 32 times/year (512 miles) (City crews)

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|-----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 113,907 | 127,084 | 113,174 | 119,215 | -6.2% |
| Contractual | 109,731 | 121,506 | 138,192 | 143,055 | 17.7% |
| Commodities | 493 | 350 | 362 | 200 | -42.9% |
| Capital | - | - | - | - | |
| Total Expenditures | 224,131 | 248,940 | 251,728 | 262,470 | 5.4% |
| Funding Sources: | | | | | |
| Road Use Tax Fund | 224,131 | 248,940 | 251,728 | 262,470 | 5.4% |
| Total Funding Sources | 224,131 | 248,940 | 251,728 | 262,470 | 5.4% |
| Personnel - Authorized FTE | 1.75 | 1.75 | 1.64 | 1.64 | |

STREET SURFACE CLEANING

Highlights:

In preparing for the adjusted FY 2014/15 and FY 2015/16 budgets, a new methodology was used to project personal service costs for the various programs administered by Public Works Operations. Personal service costs for these programs, which include Street Maintenance, Street Cleaning, Snow and Ice Control, Storm Sewer Maintenance, Utility Maintenance, Right-of-Way Maintenance, and the Cemetery, vary greatly from year to year due to weather conditions and workloads. Beginning with the adjusted FY 2014/15 budget, a 5-year average distribution among the programs has been used to project the personal service cost for each program.

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, floods, etc.) and clean-up of mud and debris that is tracked onto the streets at City construction sites. They also clean the streets affected by maintenance sites of City crews. **Timely response** is essential to these types of incidents.

A budget increase is shown as the street sweeper lifecycle and replacement cost was updated to more accurately reflect the remaining life and replacement value of the unit. The increases are \$16,826 for FY14/15 and \$21,689 for FY 15/16.

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

| | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|--|-------------------|-------------------|---------------------|----------------------|
| Service Accomplishments: | | | | |
| Curb miles cleaned – arterial and collector Streets | 1,592 | 1,409 | 1,500 | 1,600 |
| Curb miles cleaned – residential streets (City crews) | 3,840 | 3,960 | 4,000 | 4,100 |
| Curb miles cleaned – residential streets (Contractor) | 1,286 | 1,414 | 1,400 | 1,450 |
| Curb miles cleaned – Business District | 568 | 476 | 500 | 600 |
| Efficiency and Effectiveness: | | | | |
| Cost/mile of streets cleaned (City crews) | \$36.63 | \$38.34 | \$41.95 | \$41.66 |
| Cost/mile of streets cleaned (Contractor) | \$23.27 | \$14.82 | \$21.42 | \$20.69 |
| Citizen satisfaction* with street sweeping in business areas | 93% | 95% | 95% | 95% |
| Citizen satisfaction* with street sweeping in neighborhoods | 83% | 85% | 85% | 85% |
| % of street sweeping needs provided by City crews | 75% | 1,409 | 1,500 | 1,600 |
| % of street sweeping needs provided by Contractor | 25% | 3,960 | 4,000 | 4,100 |

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

SNOW AND ICE CONTROL

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

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|---------------------------------------|------------------|------------------|------------------|------------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 499,285 | 442,668 | 363,850 | 381,500 | -13.8% |
| Contractual | 482,048 | 486,456 | 532,264 | 537,347 | 10.5% |
| Commodities | 172,962 | 200,100 | 200,764 | 200,000 | -0.1% |
| Capital | - | 16,500 | 9,700 | 32,200 | 95.2% |
| Total Expenditures | 1,154,295 | 1,145,724 | 1,106,578 | 1,151,047 | 0.5% |
| Funding Sources: | | | | | |
| Road Use Tax Fund | 1,154,295 | 1,145,724 | 1,106,578 | 1,151,047 | 0.5% |
| Total Funding Sources | 1,154,295 | 1,145,724 | 1,106,578 | 1,151,047 | 0.5% |
| Personnel - Authorized FTE | 5.00 | 5.05 | 4.70 | 4.70 | |

SNOW AND ICE CONTROL

Highlights:

In preparing for the adjusted FY 2014/15 and FY 2015/16 budgets, a new methodology was used to project personal service costs for the various programs administered by Public Works Operations. Personal service costs for these programs, which include Street Maintenance, Street Cleaning, Snow and Ice Control, Storm Sewer Maintenance, Utility Maintenance, Right-of-Way Maintenance, and the Cemetery, vary greatly from year to year due to weather conditions and workloads. Beginning with the adjusted FY 2014/15 budget, a 5-year average distribution among the programs has been used to project the personal service cost for each program.

A 2,500 ton **salt contract** is in place for the FY 2014/15 snow season. The contract salt cost is \$65.74/ton (\$162,500 total), an increase from the original estimate of \$65.00/ton. **Calcium chloride** purchases will continue at a cost of \$10,000 in both FY 2014/15 and FY 2015/16. The FY 2014/15 budget was prepared assuming that the City of Ames will return to the historical average of snowfall of 43 inches, which has not been the case over the last several years.

A budget increase for the fleet is planned as the equipment inventory was updated to more accurately show lifecycles and replacement values. The increases are \$37,635 for FY 2014/15 and \$55,168 for FY 2015/16.

Two skid steer loader plows, along with a wing/plow combo for a loader, are included in FY 2015/16 in the amount of \$32,200. These plows will be utilized in areas that are more difficult for larger plow and loader units which will translate into increased efficiency and service levels.

In FY 2014/15 and FY 2015/16, City crews will utilize **33 units** (pickups, trucks, road grader, skid steers, backhoes, etc.) for snow and ice control activities. This will include a new single-axle dump truck. In addition, 16 units (mostly tractors with plows) with **contracted drivers (\$86,050)** will be available to supplement City crews in these activities. In addition to Public Works, employees from several other departments are utilized for snow and ice control activities.

| | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|---|-------------------|-------------------|---------------------|----------------------|
| Service Accomplishments: | | | | |
| Annual snowfall (inches) (43" 5-year historical average; 41" 10-year historical average) | 54 | 46 | 43 | 43 |
| Miles of street maintained | 275 | 276 | 277 | 278 |
| # of snow/ice control operations | 20 | 25 | 20 | 20 |
| Sodium chloride applied (tons) | 3,178 | 3,214 | 3,000 | 3,000 |
| Calcium chloride applied (gallons) | 3,650 | 6,675 | 5,000 | 5,000 |
| Salt brine used (gallons) | 32,800 | 60,050 | 50,000 | 50,000 |
| Snow fence installed (miles) | 1.75 | 1.75 | 2 | 2 |
| Efficiency and Effectiveness: | | | | |
| Cost of snow plowing/ice removal per inch of accumulation per mile of street | \$69.64 | \$90.92 | \$97.15 | \$100.84 |
| Citizen satisfaction* with snow plowing on major City streets | 88% | 86% | 90% | 90% |
| Citizen satisfaction* with snow plowing in neighborhoods | 68% | 69% | 75% | 75% |
| Citizen satisfaction* with ice control at intersections | 75% | 77% | 80% | 80% |

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

RIGHT-OF-WAY MAINTENANCE

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

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change From Adopted |
|-----------------------------------|----------------|----------------|-----------------|----------------|-----------------------------|
| Activities: | Actual | Adopted | Adjusted | Adopted | |
| Personal Services | 366,502 | 371,480 | 400,604 | 427,024 | 15.0% |
| Contractual | 201,528 | 226,698 | 395,384 | 443,627 | 95.7% |
| Commodities | 30,304 | 20,700 | 38,845 | 17,600 | -15.0% |
| Capital | - | - | 30,000 | - | |
| Total Expenditures | 598,334 | 618,878 | 864,833 | 888,251 | 43.5% |
| Funding Sources: | | | | | |
| General Fund | 5,239 | - | 1,600 | - | |
| Road Use Tax Fund | 589,749 | 614,289 | 858,157 | 882,913 | 43.7% |
| Parking Fund | 3,346 | 4,589 | 5,076 | 5,338 | 16.3% |
| Total Funding Sources | 598,334 | 618,878 | 864,833 | 888,251 | 43.5% |
| Personnel - Authorized FTE | 3.25 | 3.25 | 3.76 | 3.76 | |

RIGHT-OF-WAY MAINTENANCE

Highlights:

In preparing for the adjusted FY 2014/15 and FY 2015/16 budgets, a new methodology was used to project personal service costs for the various programs administered by Public Works Operations. Personal service costs for these programs, which include Street Maintenance, Street Cleaning, Snow and Ice Control, Storm Sewer Maintenance, Utility Maintenance, Right-of-Way Maintenance, and the Cemetery, vary greatly from year to year due to weather conditions and workloads. Beginning with the adjusted FY 2014/15 budget, a 5-year average distribution among the programs has been used to project the personal service cost for each program.

The **Emerald Ash Borer** Readiness and Urban Forest Diversification and Reforestation Plans were approved by City Council on October 14, 2014, along with an amendment to the appeals process on December 9, 2014. As a result, a funding increase of \$170,062 in FY 2014/15 and \$211,098 in FY 2015/16 from Road Use Tax has been identified to cover plan expenses of removal, replacement, and treating of ash trees in the right of way.

A **forestry intern** is proposed to be added at a cost of approximately \$6,700 to help in the public outreach and education as it applies to the Emerald Ash Borer and City’s approved response plan.

The **stairs on the west side of Grand Avenue**, south of the Union Pacific Railroad bridge and adjacent to North 2nd Street, are budgeted to be repaired at a cost of \$10,000.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|--|----------------|----------------|-----------------|------------------|
| | Actual | Actual | Adjusted | Projected |
| Service Accomplishments: | | | | |
| Rights-of-way mowed (acres) | 760 | 770 | 775 | 780 |
| Complaint notices issued – snow/ice on sidewalk | 152 | 288 | 150 | 150 |
| Actual # of billings for snow/ice removal from sidewalks | 13 | 30 | 15 | 15 |
| Sidewalk repair letters sent | 30 | 25 | 30 | 30 |
| Trees and shrubs planted | 350 | 375 | 625 | 675 |
| EAB trees removed | | | 226 | 226 |
| EAB trees replanted | | | | 452 |
| Efficiency and Effectiveness: | | | | |
| Citizen satisfaction with appearance of medians and parkways | 92% | 94% | 95% | 95% |

PARKING OPERATIONS AND MAINTENANCE

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
- ✓ Secure daily money collection from meters
- ✓ Repair/replace defective parking meters within 24 hours
- ✓ Perform preventive maintenance on parking meters

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|---------------------------------------|----------------|----------------|----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 192,496 | 185,147 | 186,495 | 194,946 | 5.3% |
| Contractual | 67,316 | 67,446 | 67,017 | 69,158 | 2.5% |
| Commodities | 32,901 | 38,450 | 38,450 | 31,100 | -19.1% |
| Capital | - | - | 1,700 | - | |
| Total Expenditures | 292,713 | 291,043 | 293,662 | 295,204 | 1.4% |
| Funding Sources: | | | | | |
| Parking Fund | 292,713 | 291,043 | 293,662 | 295,204 | 1.4% |
| Total Funding Sources | 292,713 | 291,043 | 293,662 | 295,204 | 1.4% |
| Personnel - Authorized FTE | 1.82 | 1.84 | 2.40 | 2.40 | |

PARKING OPERATIONS AND MAINTENANCE

Highlights:

Parking staff continues to add SmartCard meters to the Ames parking system. During FY 14/15, staff has finalized the combination of the City’s Smartcard system with ISU. By combining the SmartCard systems, the City and ISU alike have already seen improved customer service to those people who frequently use metered parking.

In FY 2014/15, staff is working with GIS staff to create a **Mobile Parking application** that includes maps. This application has the potential for customers to see what rentable parking spaces are available.

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. This has been achieved through ongoing tests using specialized coin sets to minimize misread coins, and has led to better reliability of the City’s parking meter system.

An increase in **Personal Services** was the result of accurately reflecting work activities of Traffic Maintenance and Parking personnel.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|---|----------------|----------------|-----------------|------------------|
| | Actual | Actual | Adjusted | Projected |
| Service Accomplishments: | | | | |
| # of parking stalls | 2,802 | 2,802 | 2,802 | 2,802 |
| # of parking stalls painted | 2,100 | 2,802 | 2,000 | 2,000 |
| Electronic parking meters in use | 939 | 960 | 975 | 975 |
| SmartCard parking meters in use | 295 | 340 | 400 | 450 |
| # of meter complaints | 304 | 382 | 350 | 350 |
| # of preventive maintenance checks done on meters | 505 | 342 | 300 | 300 |
| Efficiency and Effectiveness: | | | | |
| Reserved parking space rented (%) | 86% | 90% | 90% | 90% |

PARKING LAW ENFORCEMENT

This activity has the responsibility of enforcing 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 supporting compliance with all parking system regulations. Community Safety Officers enforce parking regulations during the evening hours as well as assist police officers and citizens in traffic movement and document reports of minor incidents. Parking law enforcement is also conducted by 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 part-time and civilian employees
- ✓ Provide funeral escorts and assist in traffic control at special events
- ✓ Resolve neighborhood complaints
- ✓ Assist in response to snow emergencies and other natural disasters

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change From Adopted |
|-----------------------------------|----------------|----------------|-----------------|----------------|-----------------------------|
| Expenditures: | Actual | Adopted | Adjusted | Adopted | |
| Personal Services | 266,294 | 286,523 | 307,829 | 307,183 | 7.2% |
| Contractual | 53,361 | 78,653 | 62,205 | 64,306 | -18.2% |
| Commodities | 4,702 | 1,775 | 2,775 | 2,575 | 45.1% |
| Capital | - | 4,500 | 4,500 | - | |
| Total Expenditures | 324,357 | 371,451 | 377,309 | 374,064 | 0.7% |
| Funding Sources: | | | | | |
| Parking Fund | 324,357 | 371,451 | 377,309 | 374,064 | 0.7% |
| Total Funding Sources | 324,357 | 371,451 | 377,309 | 374,064 | 0.7% |
| Personnel - Authorized FTE | 1.50 | 1.50 | 1.50 | 1.50 | |

PARKING LAW ENFORCEMENT

Highlights:

Community Safety Officers (CSOs) continue to **assist the Ames Police Department's Patrol Division** in day-to-day operations. The main focus of their duties (80% of effort this year) continues to be enforcing illegal parking, overtime meter regulations, and managing parking response during snow emergencies. They also assist with the following functions (20% of effort this year): funeral escorts, traffic control at accidents, special events (parades, ISU football games and VEISHEA), prisoner transports, delivering and picking up the City's block party trailer, and taking reports of property damage accidents that occur on private property or are minor in nature. CSOs transport evidence and abandoned bicycles, deliver and set up the speed enforcement trailer and assist with cleanup and transportation of roadway debris and other items that need to be hauled away during non-business hours. CSOs have completed training to provide some limited response to animal control complaints that are received when animal control services are not available. Costs for these non-parking functions are paid from the General Fund.

The parking program acquired new **equipment to assist with animal control**. The new equipment included nets, leashes, kennels, and dog ramps which should help the CSOs better handle the safe transport of animals. Animal control conducted training regarding the new equipment and it has been deployed in the parking trucks and is in use.

Parking staff continues to drive **smaller style trucks** and introduced two new Nissan Frontiers this year to replace the aging Ford Rangers. The trucks allow the parking staff to remain versatile in their capabilities to the City and the smaller trucks offer good fuel economy.

While there are usually year-to-year fluctuations in parking **citation counts**, the most recent year saw an increase in total tickets written. Parking was fully staffed for most of the year which most likely led to the increase. Parking staff has had some anticipated turn-over associated with the graduation of several CSOs from Iowa State University.

| Service Accomplishments: | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|--|---------------------------|---------------------------|-----------------------------|------------------------------|
| Parking Citations | | | | |
| Total illegal citations | 21,797 | 22,331 | 23,629 | 24,000 |
| Total overtime citations | 22,303 | 23,199 | 24,052 | 24,000 |
| Total all citations | 44,100 | 45,530 | 47,681 | 48,000 |
| Efficiency and Effectiveness: | | | | |
| Enforcement cost for each illegal citation | \$ 7.04 | \$7.11 | \$7.86 | |
| Average payment processing cost | 3.77 | 3.86 | 3.70 | |
| General overhead costs | <u>1.15</u> | <u>1.08</u> | <u>1.09</u> | |
| <i>Total</i> | \$11.96 | \$12.05 | \$12.65 | |
| Enforcement cost each overtime citation | \$ 7.16 | \$7.13 | \$7.72 | |
| Average payment processing cost | 3.77 | 3.86 | 3.70 | |
| General overhead costs | <u>1.15</u> | <u>1.08</u> | <u>1.09</u> | |
| <i>Total</i> | \$12.08 | \$12.07 | \$12.51 | |
| Enforcement cost for all citations | \$ 7.10 | \$7.12 | \$7.79 | |
| Average payment processing cost | 3.77 | 3.86 | 3.70 | |
| General overhead costs | <u>1.15</u> | <u>1.08</u> | <u>1.09</u> | |
| <i>Total</i> | \$12.02 | \$12.06 | \$12.58 | |

Current Parking fines Illegal citation \$20.00 (\$5.00 waived if paid in 7 days)
 Overtime citations \$10.00 (\$5.00 waived if paid in 7 days)

PARKING VIOLATION COLLECTION

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 two 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
- ✓ Promptly refer to collection agency all tickets outstanding for at least 40 days

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 79,290 | 81,432 | 82,855 | 86,375 | 6.1% |
| Contractual | 92,394 | 92,421 | 91,665 | 93,619 | 1.3% |
| Commodities | 1,806 | 2,638 | 2,638 | 2,638 | 0.0% |
| Capital | - | - | - | - | |
| Total Expenditures | 173,490 | 176,491 | 177,158 | 182,632 | 3.5% |
| Funding Sources: | | | | | |
| Parking Fund | 173,490 | 176,491 | 177,158 | 182,632 | 3.5% |
| Total Funding Sources | 173,490 | 176,491 | 177,158 | 182,632 | 3.5% |
| Personnel - Authorized FTE | 1.10 | 1.10 | 1.10 | 1.10 | |

PARKING VIOLATION COLLECTION

Highlights:

In FY 2012/13, the City implemented a service which allowed citizens to purchase a SmartCard with prepaid parking time. Citizens were able to use the SmartCard to pay for metered parking and were able to receive a refund of their unused time. In FY 2014/15, the City enhanced this service by combining the SmartCard program with Iowa State University's program. This allows citizens to use their SmartCards at City or ISU parking meters. The sale of SmartCards is handled by staff assigned to this program.

One of the objectives of this program is to offer citizens easy and convenient methods to pay their parking tickets. FY 2014/15 marks the tenth year since the City began to offering citizens the ability to pay parking tickets online with a debit or credit card. The percentage of tickets being paid using this option has grown from 9.2% in FY 2004/05 to over 50.0% in FY 2014/15. The merchant fee associated with processing debit and credit card payments is estimated to be \$10,325 in 2014/15 and \$10,620 in 2015/16.

This program's share of Data Services has decreased in relation to other programs. Data Service costs for FY 2014/15 are projected to be \$2,857 less than adopted. The amount requested for FY 2015/16 is \$2,489 less than the amount adopted for FY 2014/15.

The dollar amount of tickets being referred to the collection agency has increased the previous two years and it appears the trend will continue into FY 2015/16. The amount requested for collection expenses is \$1,970 higher for FY 2015/16 than the amount adopted for FY 2014/15.

| | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 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 | 45.7 | 49.4 | 50.0 | 50.5 |
| % of tickets outstanding for 40 to 60 days referred to Collection Agency | 100.0 | 100.0 | 100.0 | 100.0 |
| % 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 | 41,484 | 40,376 | 40,000 | 40,000 |
| Number of overpayments processed | 397 | 304 | 350 | 350 |
| Number of reminder notices mailed | 19,842 | 18,449 | 19,500 | 19,500 |
| Number of tickets referred to collection | 9,288 | 8,765 | 9,000 | 8,900 |
| Average cost for payment processed | \$4.16 | \$4.30 | \$4.43 | \$4.57 |

TRANSIT SYSTEM

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: | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted | % Change From Adopted |
|-----------------------------------|---------------------------|----------------------------|-----------------------------|----------------------------|--------------------------------------|
| Administration & Support | 1,731,606 | 1,783,721 | 1,763,216 | 1,804,552 | 1.2% |
| Fixed Route Service | 6,962,406 | 7,500,806 | 7,812,092 | 8,223,533 | 9.6% |
| Dial-a-Ride Service | 175,671 | 155,962 | 195,345 | 202,242 | 29.7% |
| Transit Operations | 8,869,683 | 9,440,489 | 9,770,653 | 10,230,327 | 8.4% |
| Personnel - Authorized FTE | 75.95 | 81.55 | 81.55 | 83.05 | |

TRANSIT SYSTEM

| | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted | % Change From Adopted |
|------------------------------|-------------------|--------------------|---------------------|--------------------|-----------------------------|
| Expenditures: | | | | | |
| Personal Services | 6,263,033 | 6,712,480 | 6,921,559 | 7,204,594 | 7.3% |
| Contractual | 1,090,185 | 1,117,602 | 1,292,077 | 1,329,305 | 18.9% |
| Commodities | 1,514,965 | 1,609,807 | 1,552,875 | 1,695,828 | 5.3% |
| Capital | - | - | 3,542 | - | |
| Other | 1,500 | 600 | 600 | 600 | 0.0% |
| Total Expenditures | 8,869,683 | 9,440,489 | 9,770,653 | 10,230,327 | 8.4% |
| Funding Sources: | | | | | |
| Transit Fund | 8,869,683 | 9,440,489 | 9,770,653 | 10,230,327 | 8.4% |
| Total Funding Sources | 8,869,683 | 9,440,489 | 9,770,653 | 10,230,327 | 8.4% |

TRANSIT ADMINISTRATION AND SUPPORT

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:

- ✓ Achieve at least 6.7 million rides within the community
- ✓ Maintain an operating budget balance of no less than 9%
- ✓ Administer all state and federal grants to maximize funding from non-local sources
- ✓ Ensure compliance with all federal, state and local regulations
- ✓ Maintain an average large bus fleet age of 12 years or less
- ✓ Implement a coordinated plan to improve bus stop locations
- ✓ Educate the business, student, and general resident population about services

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|------------------|------------------|------------------|------------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 1,077,573 | 1,113,989 | 1,097,960 | 1,139,085 | 2.3% |
| Contractual | 587,230 | 605,977 | 598,409 | 609,782 | 0.6% |
| Commodities | 66,803 | 63,755 | 63,305 | 55,685 | -12.7% |
| Capital | - | - | 3,542 | - | |
| Total Expenditures | 1,731,606 | 1,783,721 | 1,763,216 | 1,804,552 | 1.2% |
| Funding Sources: | | | | | |
| Transit Fund | 1,731,606 | 1,783,721 | 1,763,216 | 1,804,552 | 1.2% |
| Total Funding Sources | 1,731,606 | 1,783,721 | 1,763,216 | 1,804,552 | 1.2% |
| Personnel - Authorized FTE | 9.80 | 9.80 | 9.80 | 9.80 | |

TRANSIT ADMINISTRATION AND SUPPORT

Highlights:

CyRide has experienced increased ridership each year for the last eight years, for a 58.6% increase from the 2006/2007 to the 2014/2015 budget. Ridership for the first three months of 2014/2015 is 6.5% higher than the previous year, and is anticipated to be at least 6.8 million rides for the fiscal year. With higher ISU enrollment predicted for the 2015/2016 budget year, CyRide expects to provide nearly 7 million rides in the next year. These year-after-year increases are placing operational and infrastructure challenges on the system to maintain a high quality of service.

Student fees are anticipated to increase by \$2.24 in 2015/2016, raising the full-time student cost per semester to \$66.35, with a 2014/2015 year-end GSB Trust Fund balance projected to exceed \$850,000.

The increased percentage share for the City of Ames will be 5.03%. Fuel expenses, which are a major expense in the budget, are budgeted to remain flat with a lower price per gallon, but additional miles travelled. The 2014/2015 budgeted price per gallon of fuel was \$3.75 and will be lowered to \$3.50 per gallon for the 2015/2016 budget year.

State and federal dollars are anticipated to remain relatively stable with state dollars increasing \$26,500 to \$676,500 and federal dollars slightly higher totaling \$2,041,482.

The full-time equivalent staffing level has been increased by 1.5 FTEs in 2015/16, which reflects the need for additional drivers to operate the services required to meet the anticipated ridership increase.

CyRide has increased its fleet size by 42 buses over the past eight years.

The 2015/2016 budget reflects the last of five repayments of a state revolving loan in the amount of \$17,500 for local match required for construction of the Intermodal Facility. The local payment is divided equally between the City and Iowa State University, each contributing \$8,750.

The NextBus vehicle tracking system that allows customers to received real-time information about when the bus will be arriving at their bus stop was moved in the 2015/2016 from a capital item to the operating budget. This is a \$96,170 change to the operating budget.

| Service Accomplishments: | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|--|---------------------------|---------------------------|-----------------------------|------------------------------|
| Ridership | 5,892,786 | 6,619,182 | 6,800,000 | 6,900,000 |
| Grant funds received | \$6,840,254 | 5,356,541 | 4,880,550 | 3,133,632 |
| Average fleet age in years | 9.7 | 11.0 | 11.8 | 12.6 |
| Efficiency and Effectiveness: | | | | |
| Passenger trips/capita | 99.8 | 107.1 | 109.0 | 109.2 |
| Passenger trips/revenue hour | 51.7 | 55.4 | 55.7 | 55.8 |
| Revenue hours/capita | 1.9 | 1.9 | 2.0 | 2.0 |
| Grant funds/expenses | 47.3% | 41.7% | 37.0% | 28.3% |

FIXED ROUTE SERVICE

The fixed route bus service provides regularly scheduled public transit service to the City of Ames, including Iowa State University (ISU). There are eight 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%
- ✓ Achieve at least 25,000 rides per customer comment
- ✓ Maintain the bus fleet in a manner that allows for the smooth and efficient operation of service on a daily basis
- ✓ Coordinate public transit service with other types of transportation (bikes, intercity/regional buses, etc.)
- ✓ Hire adequate staff to ensure that 85% or more of the drivers' work is assigned each week, reducing overtime expense
- ✓ Maintain service quality with at least 88% of the scheduled bus trips on time at a single timepoint on the schedule

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|------------------|------------------|------------------|------------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 5,175,392 | 5,588,129 | 5,813,254 | 6,055,267 | 8.4% |
| Contractual | 337,352 | 366,025 | 508,668 | 527,523 | 44.1% |
| Commodities | 1,448,162 | 1,546,052 | 1,489,570 | 1,640,143 | 6.1% |
| Other | 1,500 | 600 | 600 | 600 | 0.0% |
| Total Expenditures | 6,962,406 | 7,500,806 | 7,812,092 | 8,223,533 | 9.6% |
| Funding Sources: | | | | | |
| Transit Fund | 6,962,406 | 7,500,806 | 7,812,092 | 8,223,533 | 9.6% |
| Total Funding Sources | 6,962,406 | 7,500,806 | 7,812,092 | 8,223,533 | 9.6% |
| Personnel - Authorized FTE | 66.05 | 71.65 | 71.65 | 73.15 | |

FIXED ROUTE SERVICE

Highlights:

Fixed route ridership is anticipated to increase to approximately 7 million riders during the 2015/2016 budget year. This service will be provided with a bus fleet of 93 buses after a 2014/2015 purchase of five additional used buses and receipt of six new buses funded under the last federal transit discretionary grant.

The busiest times for the fixed route service are just prior to and after class times, which require adequate buses and staffing to meet the demand at bus stops along CyRide’s routes. As a result of this “peaking” effect, CyRide has placed as many as seven buses for one scheduled trip on a route from west Ames to provide enough capacity to pick up all customers at the bus stop.

The NextBus technology project for real-time bus tracking was implemented in 2013/2014 and has proven to have a positive impact on customers’ abilities to utilize the system. The system also provides a “playback” feature, which allows staff to better investigate operational concerns from customers and to examine schedules for possible modifications.

The 2015/16 budget includes the following additional services to provide adequate capacity for ISU’s anticipated enrollment increase and to reflect a system carrying 7 million riders:

- Five additional hours of weekday service per day to provide adequate capacity for ISU’s enrollment increase
- Additional bus on the Gray Route each weekday from 7 am to 10 pm

CyRide will continue its bus shelter improvement plan in the 2015/2016 budget year to enhance CyRide’s customer experience.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|--------------------------------------|----------------|----------------|-----------------|------------------|
| | Actual | Actual | Adjusted | Projected |
| Service Accomplishments: | | | | |
| Ridership | 5,882,657 | 6,608,467 | 6,789,000 | 6,888,000 |
| Average percent work assigned | 91.0% | 89.7% | 90.0% | 90.0% |
| Passenger compliments | 22 | 21 | 22 | 22 |
| Efficiency and Effectiveness: | | | | |
| Passengers/revenue hour | 53.3 | 57.2 | 57.5 | 57.7 |
| Cost/revenue mile | \$5.71 | \$5.85 | \$6.22 | \$6.40 |
| Cost/passenger | \$1.11 | \$1.05 | \$1.15 | \$1.20 |
| Cost/revenue hour | \$59.21 | \$60.13 | \$66.10 | \$68.08 |
| Miles between preventable accidents | 32,959 | 22,984 | 25,000 | 25,000 |

DIAL-A-RIDE

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. Heart of Iowa Regional Transit Agency (HIRTA) operates the Dial-A-Ride service as a subcontractor 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

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|-----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 10,068 | 10,362 | 10,345 | 10,242 | -1.2% |
| Contractual | 165,603 | 145,600 | 185,000 | 192,000 | 31.9% |
| Commodities | - | - | - | - | |
| Capital | - | - | - | - | |
| Total Expenditures | 175,671 | 155,962 | 195,345 | 202,242 | 29.7% |
| Funding Sources: | | | | | |
| Transit Fund | 175,671 | 155,962 | 195,345 | 202,242 | 29.7% |
| Total Funding Sources | 175,671 | 155,962 | 195,345 | 202,242 | 29.7% |
| Personnel - Authorized FTE | 0.10 | 0.10 | 0.10 | 0.10 | |

DIAL-A-RIDE

Highlights:

CyRide is required under the Americans with Disabilities Act (ADA) to provide complementary paratransit service for persons unable to use fixed route services. If this service is contracted to another agency, Federal Section 5310 funding is available through a grant with the State of Iowa to fund up to 80% of its operational expenses. This funding is not available if CyRide directly operates the service. As a result, CyRide has contracted with another agency for the past ten years for the provision of this service called Dial-A-Ride. CyRide's current contract is with the Heart of Iowa Regional Transit Agency (HIRTA) for this service.

In the 2015/2016 budget year, Dial-A-Ride ridership is anticipated to provide 12,000 rides, reflecting an increasing ridership level. The Dial-A-Ride expenses are expected to be \$202,242 for the 2015/2016 budget year, with \$153,600 funded through a federal grant.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|--|----------------|----------------|-----------------|------------------|
| | Actual | Actual | Adjusted | Projected |
| Service Accomplishments: | | | | |
| Ridership | 9,468 | 10,715 | 11,000 | 12,000 |
| # of complaints | 10 | 9 | 5 | 5 |
| % of applications processed in 21 days | 97% | 98% | 98% | 98% |
| Efficiency and Effectiveness: | | | | |
| Passengers/revenue hour | 3.0 | 3.1 | 3.1 | 3.0 |
| Farebox revenue/expense | 2.9% | 2.1% | 1.9% | 2.0% |
| Cost/passenger | \$15.21 | \$16.39 | \$17.76 | \$18.29 |
| Cost/revenue mile | \$4.06 | \$5.06 | \$5.58 | \$5.74 |

AIRPORT

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. The revenue is used to pay for capital projects

Service Objectives:

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

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|---|----------------|----------------|-----------------|----------------|-------------------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 53,126 | 54,298 | 54,859 | 56,810 | 4.6% |
| Contractual | 89,539 | 66,270 | 72,501 | 77,186 | 16.5% |
| Commodities | 2,734 | 2,500 | 5,350 | 4,140 | 65.6% |
| Capital | - | - | - | - | |
| Total Expenditures | 145,399 | 123,068 | 132,710 | 138,136 | 12.2% |
| Funding Sources: | | | | | |
| Airport Revenues: | | | | | |
| Hangar Leases | 65,986 | 71,607 | 71,607 | 72,105 | 0.7% |
| Fuel Sales | 8,502 | 11,050 | 9,570 | 9,510 | -13.9% |
| Sigler Companies | 47,647 | 49,088 | 49,088 | 50,554 | 3.0% |
| Airport Farm | 103,941 | 102,611 | 102,611 | 91,890 | |
| Miscellaneous | 54 | 150 | 150 | 50 | -66.7% |
| Revenue Subtotal | 226,130 | 234,506 | 233,026 | 224,109 | -4.4% |
| Support from (contribution to) General Fund | (80,731) | (111,438) | (100,316) | (85,973) | -22.9% |
| Total Funding Sources | 145,399 | 123,068 | 132,710 | 138,136 | 12.2% |
| Personnel - Authorized FTE | 0.55 | 0.55 | 0.50 | 0.50 | |

AIRPORT

Highlights:

In June of 2013, the **Fixed Base Operator** (FBO) service contract with Hap's Air Service was extended by Council until such time that the new Ames Terminal Building is constructed, or upon 30 days written notice of a newly established termination date of their service contract. Once an agreement is reached with Iowa State University for construction of the new terminal/hangar, staff will solicit new proposals for FBO services to begin July 1, 2015.

In FY 12/13, staff held numerous Airport user meetings to help define expectations of a new terminal building. Meetings were held with Iowa State University (ISU) staff, private hangar owners, corporate jet owners, business charter companies, light sport (recreational) pilots, glider club members, frequent itinerant/visitors, and Ames Chamber and Convention and Visitors Bureau members. In December 2012, City Council indicated its vision of the new **Airport Terminal Building and Hangar**, which is included in the 2015-2020 Capital Improvements Plan.

FY 15/16 has a noticeable increase to operating expenses due to increased cost of contractual services for snow removal and mowing services. There is also an added expense in order to meet FAA requirements to migrate aviation data from paper to online databases.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|--|----------------|----------------|-----------------|------------------|
| | Actual | Actual | Adjusted | Projected |
| Service Accomplishments: | | | | |
| Gallons of fuel dispensed (AVGAS) | 33,239 | 26,371 | 23,000 | 20,000 |
| Gallons of fuel sold (FBO) jet | 91,684 | 80,018 | 103,000 | 106,000 |
| Gallons of fuel dispensed for ISU jet | 11,733 | 15,536 | 14,800 | 14,100 |
| Gallons of private fuel dispensed | 4,426 | 10,035 | 11,000 | 11,800 |
| # of based single engine aircraft | 66 | 68 | 70 | 70 |
| # of based multi-engine aircraft | 8 | 9 | 10 | 10 |
| # of based ultra-light aircraft | 0 | 0 | 0 | 0 |
| # of based gliders | 9 | 9 | 9 | 9 |
| # of based jets | 2 | 2 | 3 | 3 |
| Efficiency and Effectiveness: | | | | |
| % of General Fund support needed to operate and maintain airport | 0% | 0% | 0% | 0% |

TRANSPORTATION CIP

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: | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted | % Change From Adopted |
|------------------------------------|-------------------|--------------------|---------------------|--------------------|-----------------------------|
| Transit: | | | | | |
| Building Improvements | 3,726,564 | 1,140,000 | 1,140,000 | 585,000 | |
| Vehicle Replacement | 23,190 | 1,376,000 | 2,039,256 | 244,000 | |
| Shop & Office Equipment | 122,809 | 49,000 | 49,000 | 48,000 | |
| Bus Stop Improvements | - | 46,000 | 46,000 | 50,000 | |
| Needs Analysis | 31,824 | - | - | - | |
| Technology Improvements | 90,157 | 141,170 | 141,170 | 75,000 | |
| Sub-Total | 3,994,544 | 2,752,170 | 3,415,426 | 1,002,000 | |
| Airport Operations: | | | | | |
| West Apron Rehabilitation | 1,029,780 | - | 31,299 | - | |
| Terminal Building Replacement | - | - | - | 2,410,000 | |
| Runway 01/19 Rehabilitation | - | - | - | 222,000 | |
| Sub-Total | 1,029,780 | - | 31,299 | 2,632,000 | |
| Street Surface Maintenance: | | | | | |
| Neighborhood Curb Program | 5,044 | 75,000 | 214,729 | 75,000 | |
| Sidewalk Safety Program | 17,635 | 100,000 | 275,479 | - | |
| Retaining Wall Reconstruction | 8,327 | - | 145,743 | - | |
| Shared Use Path Maintenance | 98,057 | 50,000 | 167,115 | 100,000 | |
| Bridge Rehabilitation Program | 43,313 | 180,000 | 180,000 | 3,320,000 | |
| Pavement Restoration | 67,850 | 75,000 | 82,150 | 75,000 | |
| Right-of-Way Enhancements | - | 65,000 | 75,320 | 65,000 | |
| Sub-Total | 240,226 | 545,000 | 1,140,536 | 3,635,000 | |
| Public Works Engineering: | | | | | |
| Arterial Street Improvements | 1,334,478 | 750,000 | 2,103,511 | 1,460,000 | |
| Collector Street Improvements | 818,276 | 1,240,000 | 2,274,051 | - | |
| CyRide Route Improvements | 1,508,482 | 1,832,000 | 3,349,728 | - | |
| Downtown Street Improvements | 1,279,226 | 900,000 | 1,957,331 | 850,000 | |
| Concrete Pavement Improvements | 275,616 | 1,726,000 | 3,564,757 | 1,200,000 | |
| Seal Coat Improvements | 676,565 | 650,000 | 2,349,731 | 350,000 | |
| Asphalt Street Improvements | 1,120,270 | 1,300,000 | 2,558,712 | 1,850,000 | |
| SE 16th Street Paving/Bridge | 1,823 | - | - | - | |
| South Duff Improvements | - | - | 5,000 | - | |
| Grand Avenue Extension | 4,500 | - | 399,500 | 280,000 | |
| CDBG Improvements | 56,049 | - | - | - | |
| Grant Avenue Paving | 55,805 | 2,825,000 | 2,769,516 | - | |
| Mortensen Road Improvements | 17,526 | 500,000 | 494,747 | - | |
| Sunset Ridge 5th Paving | 99,853 | - | 92,733 | - | |
| Right-of-Way Restoration | - | 200,000 | 200,000 | 275,000 | |
| ISU Research Park | - | - | - | 6,949,718 | |
| Shared Use Path Expansion | - | - | - | 60,000 | |
| Sub-Total | 7,248,469 | 11,923,000 | 22,119,317 | 13,274,718 | |
| Total Transportation CIP | 12,513,019 | 15,220,170 | 26,706,578 | 20,543,718 | 35.0% |

TRANSPORTATION CIP PROJECT DESCRIPTIONS

TRANSIT

CyRide's original bus storage building is 31 years old and major components of the building are at the end of their useful lives. Additionally, the facility is housing more vehicles than it was originally designed for, creating higher wear and tear on the facility. The Building Improvements project addresses these issues with a series of planned upgrades and repairs over a number of years. For FY 2015/16, \$585,000 is allocated to replace HVAC units in the bus storage area, repair portions of exterior concrete, replace bus hoists, and replace the seven oil/water separation pits in the original section of CyRide's facility.

Vehicle Replacement is CyRide's annual program to replace its fleet. For FY 2015/16, \$244,000 is budgeted to purchase five used buses, an administrative vehicle, and a bus for the Dial-A-Ride program.

The CyRide Shop and Office Equipment program addresses the replacement of shop and office equipment used in CyRide operations. Specific shop needs are identified annually to efficiently operate CyRide and address OSHA, Department of Natural Resources, and other federal requirements as they are implemented. A total of \$48,000 is budgeted under this program for FY 2015/16 to purchase such items as fuel lane side lights, maintenance shop lighting, and diesel particulate filter equipment.

Bus Stop Improvements is an annual program to improve the more than 425 bus stop locations throughout the community. The FY 2015/16 budget includes \$50,000 to implement a new prototype shelter at other bus stop locations.

Under the Technology Improvements program, \$75,000 is budgeted to rehabilitate existing cameras and purchase several new cameras to complete the camera systems located in all CyRide buses. A portion of the funds will also be used to begin a two year project to install a video surveillance system in the maintenance shop and bus storage areas.

AIRPORT

The Terminal Building Replacement project allocates \$2,410,000 in FY 2015/16 to design and construct a new terminal building at the Ames Municipal Airport. Although a portion of this project will be funded with FAA funding and grant funds, the majority of the project will be funded by a G.O. bond issue, part of which will be abated by airport revenues. This project also anticipates that a new hangar, with a projected value of \$960,000, will be constructed by the private sector and donated to the City of Ames.

Airport Improvements is a multi-year program for improvements at the Ames Municipal Airport. Projects included in this program are determined by the Airport Master Plan, which details development and maintenance needs for a ten-year period. For FY 2015/16, \$222,000 is budgeted to repair a small area of the taxiway parallel to the main runway where the pavement is failing.

STREET SURFACE MAINTENANCE

The Neighborhood Curb Program is the annual program for replacement of deteriorated curb and gutter in selected neighborhood areas. For FY 2015/16, the \$75,000 budgeted

under this program is earmarked to replace the curb and gutter on South Maple Avenue from Lincoln Way to South 2nd Street.

The shared use path transportation system has continued to expand throughout the community. The shared use paths have typically been constructed with asphalt or concrete pavement, which may need to be repaired or replaced due to structural failure, drainage problems, or vegetation infringement. The Shared Use Path Maintenance program allocates \$100,000 annually to identify and repair these problem areas throughout the system.

The 2012 Bridge Inspection and Maintenance Report recommended replacing the 6th Street bridge over Squaw Creek due to its condition, as well as repairing the East Lincoln Way bridge. As a result, the Bridge Rehabilitation Program allocates \$3,320,000 in FY 2015/16 for these two projects.

Pavement Restoration is the annual program for preventative and proactive maintenance of City streets. This program, budgeted annually at \$75,000, allows for a large variety of possible maintenance activities including slurry seal, concrete paving, asphalt patching and joint sealing. Locations for this program are coordinated with street construction to gain the best possible life cycle for City streets.

Right-of-Way Enhancements is the annual program which provides funding for the enhancement of City rights-of-way, including such items as retaining walls, median enhancements, and right-of-way restoration. The \$65,000 budgeted under this program for FY 2015/16 has been earmarked for a retaining wall along Maxwell Avenue. Any remaining funds will be used for needed improvements at other locations throughout the city.

PUBLIC WORKS ENGINEERING

Arterial Street Improvements is the annual program that utilizes current repair and reconstruction techniques to improve the City's arterial streets with asphalt or concrete. In FY 2015/16, \$1,460,000 is budgeted under this program to reconstruct 13th Street from the Ames/Iowa State University jurisdiction limit west of Crescent Street to the Union Pacific Railroad tracks.

Downtown Street Improvements is the annual program for the rehabilitation or reconstruction of streets within the Ames downtown area (Lincoln Way to 7th Street and Grand Avenue to Duff Avenue). These projects may involve pavement reconstruction, storm and sanitary sewer rehabilitation, and streetscape improvements. \$850,000 is budgeted under this program for FY 2015/16 for improvements to Clark Avenue between Main Street and Lincoln Way.

Concrete Pavement Improvements is the annual program to rehabilitate or reconstruct concrete street sections that have deteriorated, including joint sealing, in order to prevent premature breakdown of the pavement. \$1,200,000 is budgeted in FY 2015/16 to reconstruct Friley Road from Gaskill Drive to Beach Avenue, and Bell Avenue from East Lincoln Way to Ford Street.

Seal Coat Street Pavement Improvements is the annual program for the removal of built-up seal coat from streets with asphalt surfaces. The areas to be resurfaced are chosen each

spring based on the current street condition inventory and on funding availability. \$350,000 is budgeted for this program for FY 2015/16.

Asphalt Street Pavement Improvements is the annual program for the reconstruction and resurfacing of asphalt streets, typically located within residential neighborhoods. For FY 2015/16, \$1,850,000 is budgeted to reconstruct portions of Dotson Drive, Baughman Road, Beedle Drive, Wellons Drive, Wellons Circle, Jeffrey Lane, Harris Street, and Aplin Road.

The Grand Avenue Extension project will complete the extension of Grand Avenue from Lincoln Way south to South 16th Street. Also included are improvements to South 5th Street (Grand Avenue to South Duff Avenue) and the South Duff/South 16th Street intersection. Extending Grand Avenue to South 16th Street will divert traffic from the US Highway 69 corridor (Grand Avenue to Lincoln Way to South Duff Avenue), which will alleviate existing congestion and allow easier access to businesses along Highway 69. In FY 2015/16, \$280,000 is included in the budget for initial planning, the environmental analysis, and grant application work for this multi-year project.

Right-of-Way Restoration is an annual program to address the issues associated with restoring the right-of-way after the completion of street or utility CIP projects. In the past, this restoration work has typically been a subcontract to the main CIP project, and in areas where the right-of-way is restored using sod or seed, the success of the restoration is volatile and dependent on the weather at the time of installation. This program, with \$275,000 budgeted for FY 2015/16, will enable better restoration through a separate contract with a contractor that is specialized in vegetation establishment. Conditions for each restoration area will be considered individually in order to select the most appropriate and sustainable alternative.

\$6,949,718 is budgeted in the Iowa State University Research Park project for the installation of new street infrastructure, water service, and sanitary sewer service as part of the Iowa State University (ISU) Research Park Phase III expansion. The roadway improvements, which include three roundabouts, will be funded primarily through a Revitalizing Iowa's Sound Economy (RISE) grant. A Tax Increment Financing (TIF) district has been created to finance the remainder of the project.

The Shared Use Path System Expansion project provides for the construction of shared use paths on street rights-of-way, adjacent to streets, and through greenbelts. The \$60,000 allocation for this program in FY 2015/16 will be used for a shared use path infill project on the east side of South Dakota Avenue, and for a pedestrian refuge island on South Dakota Avenue to facilitate crossing on the existing shared use path.



COMMUNITY ENRICHMENT

LIBRARY OPENING DAY



COMMUNITY ENRICHMENT

| | |
|--|-----|
| Parks and Recreation | 210 |
| Parks and Recreation Administration | 212 |
| Instructional Programs | 214 |
| Athletic Programs..... | 216 |
| Aquatics | 218 |
| Community Center, Auditorium, and Bandshell..... | 220 |
| Wellness Programs | 222 |
| Homewood Golf Course | 224 |
| Ames/ISU Ice Arena..... | 226 |
| Parks Maintenance..... | 228 |
| | |
| Library Services | 230 |
| Administration | 232 |
| Operations Services | 234 |
| Resource Services | 236 |
| Youth Services | 238 |
| Adult Services | 240 |
| Customer Account Services | 242 |
| Library Grants and Donations | 244 |
| | |
| Human Services Agency Funding | 246 |
| | |
| Public Art/Art Agency Funding | 249 |
| | |
| Cemetery | 252 |
| | |
| Citywide Housing Programs | 254 |
| | |
| Community Development Block Grant | 256 |
| | |
| Economic Development | 258 |
| | |
| Storm Disaster Activity | 260 |
| | |
| Cable TV | 262 |
| | |
| Community Enrichment CIP | 264 |

COMMUNITY ENRICHMENT

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 their 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 also provides services which relate to public health and welfare. These programs provide assistance to the members of the community in housing, human services, arts, and economic development. 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.

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Use of Funds: | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Parks & Recreation | 3,771,085 | 3,991,646 | 4,094,529 | 4,120,761 | 3.2% |
| Library Services | 3,493,706 | 3,891,464 | 3,952,621 | 4,039,191 | 3.8% |
| Human Services | 1,060,788 | 1,155,850 | 1,159,563 | 1,233,357 | 6.7% |
| Art Services | 161,104 | 181,401 | 206,948 | 189,733 | 4.6% |
| Cemetery | 126,703 | 148,693 | 161,317 | 168,195 | 13.1% |
| City-Wide Housing | 32,477 | 42,898 | 46,827 | 48,754 | 13.7% |
| Comm Dev Block Grant | 653,164 | 523,489 | 1,191,895 | 487,470 | -6.9% |
| Economic Development | 235,619 | 231,291 | 221,573 | 223,314 | -3.5% |
| Storm Disaster Activity | 10,364 | - | - | - | |
| Cable TV | 124,595 | 124,991 | 142,250 | 139,415 | 11.5% |
| Total Operations | 9,669,605 | 10,291,723 | 11,177,523 | 10,650,190 | 3.5% |
| Community Enrichment CIP | 12,055,872 | 1,276,500 | 7,200,074 | 1,239,000 | -2.9% |
| Total Expenditures | 21,725,477 | 11,568,223 | 18,377,597 | 11,889,190 | 2.8% |
| Personnel - Authorized FTE | 55.10 | 55.10 | 58.57 | 58.57 | |

COMMUNITY ENRICHMENT

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|---------------------------------|-------------------|-------------------|-------------------|-------------------|--------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 5,256,394 | 5,721,352 | 5,661,597 | 5,880,141 | 2.8% |
| Contractual | 3,165,367 | 3,736,806 | 4,109,528 | 3,918,809 | 4.9% |
| Commodities | 416,227 | 401,739 | 428,910 | 406,721 | 1.2% |
| Capital | 831,011 | 431,076 | 976,738 | 443,819 | 3.0% |
| Other | 606 | 750 | 750 | 700 | -6.7% |
| Total Operations | 9,669,605 | 10,291,723 | 11,177,523 | 10,650,190 | 3.5% |
| Community Enrichment CIP | 12,055,872 | 1,276,500 | 7,200,074 | 1,239,000 | -2.9% |
| Total Expenditures | 21,725,477 | 11,568,223 | 18,377,597 | 11,889,190 | 2.8% |
| Funding Sources: | | | | | |
| Program Revenues | 1,632,539 | 1,673,435 | 1,660,861 | 1,711,593 | 2.3% |
| General Fund Support | 4,585,636 | 5,183,358 | 5,278,809 | 5,399,977 | 4.2% |
| Local Option Sales Tax | 1,248,665 | 1,366,692 | 1,394,047 | 1,449,275 | 6.0% |
| Hotel/Motel Tax | 159,343 | 159,610 | 159,800 | 159,800 | 0.1% |
| Cable Franchise Fee | 461,312 | 459,000 | 460,000 | 460,000 | 0.2% |
| Homewood Golf Course | 207,781 | 238,892 | 248,292 | 268,727 | 12.5% |
| Ames/ISU Ice Arena | 511,777 | 493,957 | 519,209 | 514,126 | 4.1% |
| City-Wide Housing Fund | 32,477 | 42,898 | 46,827 | 48,754 | 13.7% |
| Comm Dev Block Grant | 653,164 | 523,489 | 1,191,895 | 487,470 | -6.9% |
| TIF/Kingland Systems | 8,965 | - | - | - | |
| Econ Development Fund | - | - | - | - | |
| Donations/Grants | 150,738 | 140,392 | 210,783 | 139,468 | -0.7% |
| FEMA Disaster Assistance | 4,697 | - | - | - | |
| Interest Revenue | 12,511 | 10,000 | 7,000 | 7,000 | -30.0% |
| Operations Funding | 9,669,605 | 10,291,723 | 11,177,523 | 10,646,190 | 3.4% |
| Comm Enrich CIP Funding: | | | | | |
| GO Bonds | 11,188,391 | - | 4,019,652 | - | |
| Local Option Sales Tax | 712,376 | 1,061,500 | 2,183,799 | 1,019,000 | -4.0% |
| P&R Special Revenues | 7,737 | - | 20,000 | - | |
| Ice Arena Capital Reserve | 1,058 | 215,000 | 116,937 | 220,000 | 2.3% |
| Library Bequests/Donations | 146,310 | - | 859,686 | - | |
| CIP Funding | 12,055,872 | 1,276,500 | 7,200,074 | 1,239,000 | -2.9% |
| Total Funding Sources | 21,725,477 | 11,568,223 | 18,377,597 | 11,885,190 | 2.8% |

PARKS AND RECREATION

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.

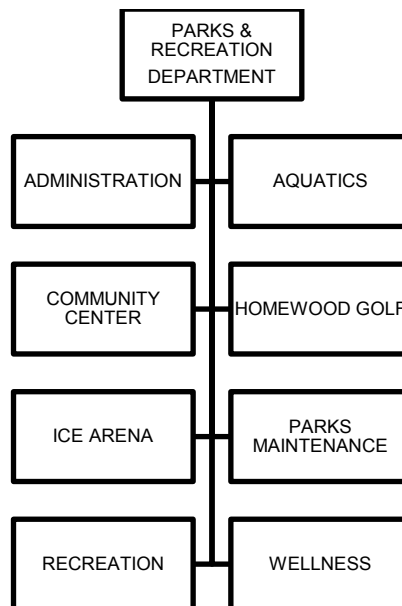
Several categories of recreational opportunities are provided to the community. The Recreational Programs include instructional activities designed to teach new skills, athletic activities which offer organized sporting competition, wellness programs for the overall health, education and welfare of citizens, social programs, and Community Center/Auditorium activities. The Aquatics Activity provides swimming opportunities at three 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.

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|------------------|------------------|------------------|------------------|-----------------|
| Activities: | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Administration | 282,864 | 307,799 | 291,372 | 310,230 | 0.8% |
| Instructional Programs | 185,135 | 199,605 | 206,790 | 209,896 | 5.2% |
| Athletic Programs | 146,276 | 161,462 | 135,781 | 140,634 | -12.9% |
| Aquatics Programs | 712,346 | 719,606 | 739,823 | 733,355 | 1.9% |
| Community Ctr/Auditorium | 287,085 | 303,847 | 310,699 | 306,349 | 0.8% |
| Wellness Programs | 271,518 | 280,106 | 277,018 | 285,009 | 1.8% |
| Homewood Golf Course | 207,781 | 238,892 | 248,292 | 268,727 | 12.5% |
| Ames/ISU Ice Arena | 511,777 | 493,957 | 519,209 | 514,126 | 4.1% |
| Park Maintenance | 1,166,303 | 1,286,372 | 1,365,545 | 1,352,435 | 5.1% |
| Total Expenditures | 3,771,085 | 3,991,646 | 4,094,529 | 4,120,761 | 3.2% |
| | | | | | |
| Personnel - Authorized FTE | 19.50 | 19.50 | 19.50 | 19.50 | |

PARKS AND RECREATION

| | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted | % Change From Adopted |
|-------------------------------|-------------------|--------------------|---------------------|--------------------|-----------------------------|
| Expenditures: | | | | | |
| Personal Services | 2,265,097 | 2,500,462 | 2,463,922 | 2,531,326 | 1.2% |
| Contractual | 1,163,689 | 1,160,664 | 1,240,471 | 1,250,342 | 7.7% |
| Commodities | 307,775 | 296,433 | 322,019 | 309,093 | 4.3% |
| Capital | 34,524 | 34,087 | 68,117 | 30,000 | -12.0% |
| Other | - | - | - | - | |
| Total Expenditures | 3,771,085 | 3,991,646 | 4,094,529 | 4,120,761 | 3.2% |
| Funding Sources: | | | | | |
| Program Revenue | 1,314,513 | 1,361,435 | 1,340,331 | 1,401,593 | 3.0% |
| Local Option Sales Tax | 26,773 | 29,441 | 27,536 | 30,185 | 2.5% |
| Homewood Golf Course | 207,781 | 238,892 | 248,292 | 268,727 | 12.5% |
| Ames/ISU Ice Arena | 511,777 | 493,957 | 519,209 | 514,126 | 4.1% |
| Total Program Revenues | 2,060,844 | 2,123,725 | 2,135,368 | 2,214,631 | 4.3% |
| General Fund Support | 1,710,241 | 1,867,921 | 1,959,161 | 1,906,130 | 2.1% |
| Total Funding Sources | 3,771,085 | 3,991,646 | 4,094,529 | 4,120,761 | 3.2% |



PARKS AND RECREATION ADMINISTRATION

This program provides leadership to the Department. The primary areas of responsibility include ensuring 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 program also provides administration support to the Parks and Recreation Commission.

Service Objectives:

- ✓ Develop and lead department to ensure all full-time and approximately 400 temporary staff members are values-driven
- ✓ Provide departmental budget fiscal responsibility
- ✓ Complete 100% of authorized CIP projects within designated fiscal year
- ✓ Pursue partnerships with other governmental and private sector entities to ensure best and most economical delivery of recreational services to residents
- ✓ Offer scholarships to enable most youth an opportunity to participate in recreation programs
- ✓ 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
- ✓ Maintain a tax subsidy of less than 60% for the Department
- ✓ Increase number of online registrations to greater than 40%
- ✓ Maintain 97% or greater of “very good” and “good” regarding the overall appearance of the parks

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|-----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 154,694 | 178,007 | 179,253 | 185,161 | 4.0% |
| Contractual | 117,039 | 125,667 | 108,844 | 121,894 | -3.0% |
| Commodities | 4,456 | 4,125 | 3,275 | 3,175 | -23.0% |
| Capital | 6,675 | - | - | - | |
| Other | - | - | - | - | |
| Total Expenditures | 282,864 | 307,799 | 291,372 | 310,230 | 0.8% |
| Funding Sources: | | | | | |
| Program Fees | - | - | - | - | |
| Miscellaneous | 4,135 | 5,000 | 5,000 | 5,000 | 0.0% |
| Total Program Revenues | 4,135 | 5,000 | 5,000 | 5,000 | 0.0% |
| General Fund Support | 278,729 | 302,799 | 286,372 | 305,230 | 0.8% |
| Total Funding Sources | 282,864 | 307,799 | 291,372 | 310,230 | 0.8% |
| Personnel - Authorized FTE | 1.45 | 1.45 | 1.45 | 1.45 | |

PARKS AND RECREATION ADMINISTRATION

Highlights:

There were many staff changes in 2014. Due to new hires, replacement staff members now fill the Aquatics Coordinator, Parks & Facilities Supervisor, and Turf Maintenance Coordinator positions.

Staff has been challenged with reviewing current program offerings and developing new programs to meet community needs. To aid in this challenge, staff will be surveying the community in FY 2014/15 for what programs and activities should be offered through Parks and Recreation. This input will be reviewed to determine what the City offers, what is offered through other organizations, and what partnership opportunities exist.

Scholarships are currently offered to residents who meet requirements set by Mid Iowa Community Action (MICA). Individuals meeting MICA's criteria get a 50% discount on selected classes or pool passes. The Friends of Ames Swimming reimburse the City for the pool pass scholarships, and the other scholarships are absorbed into the budget. During the next year, a partnership with an ISU Sorority is being developed to conduct a fundraiser to offset the scholarship expense.

Branding of parks, facilities, and programs is a priority. Standardizing amenities (benches, drinking fountains, shelters, etc.), program expectations, and facility safety and appearance will give users confidence they will be receiving high quality service.

| Service Accomplishments: | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|--|---------------------------|---------------------------|-----------------------------|------------------------------|
| Maintain a tax subsidy level of <60% | 55% | 56% | 58% | 58% |
| # of scholarship (low-income) participants | 14 | 33 | 35 | 40 |
| Scholarship funding provided | \$549 | \$1,129 | \$1,200 | \$1,200 |
| # of recreation programs | 147 | 166 | 172 | 178 |
| # of individual class registrations | 11,572 | 11,647 | 12,000 | 12,000 |
| % of online individual class registrations | 37.12% | 38.49% | 40% | 40% |
| Efficiency and Effectiveness: | | | | |
| Maintain 97%+ user satisfaction with: | | | | |
| Overall appearance of parks | 98% | 98% | 98% | 98% |

INSTRUCTIONAL PROGRAMS

The purpose of this program is to provide residents of Ames with high quality 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, socially, and emotionally fit individuals.

Service Objectives:

- ✓ Secure qualified staff and volunteers and provide appropriate training for staff and volunteers
- ✓ Provide a safe environment for staff and participants
- ✓ 100% of programs adhere to established instructor-to-participant ratios
- ✓ Evaluate all programs at the end of each season and implement improvement recommendations
- ✓ Seek youth sport team sponsors to keep participant costs reasonable
- ✓ Maintain a tax subsidy of <35%
- ✓ >95% of classes receive an average rating of 4 or higher out of a scale of 5

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|-----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 139,479 | 159,927 | 150,823 | 154,068 | -3.7% |
| Contractual | 32,779 | 26,526 | 36,092 | 40,946 | 54.4% |
| Commodities | 12,877 | 13,152 | 19,875 | 14,882 | 13.2% |
| Capital | - | - | - | - | |
| Total Expenditures | 185,135 | 199,605 | 206,790 | 209,896 | 5.2% |
| Funding Sources: | | | | | |
| Program Fees | 152,093 | 158,900 | 164,230 | 171,880 | 8.2% |
| Miscellaneous | 900 | - | - | - | |
| Total Program Revenues | 152,993 | 158,900 | 164,230 | 171,880 | 8.2% |
| General Fund Support | 32,142 | 40,705 | 42,560 | 38,016 | -6.6% |
| Total Funding Sources | 185,135 | 199,605 | 206,790 | 209,896 | 5.2% |
| Personnel - Authorized FTE | 1.20 | 1.20 | 1.10 | 1.10 | |

INSTRUCTIONAL PROGRAMS

Highlights:

In 2015, for the ninth consecutive year, the Parks and Recreation Department will continue to partner with Ames Racquet and Fitness Club (ARFC) to provide Parks and Recreation tennis lessons. For this first time, indoor lessons will be offered in the winter and spring. This partnership has increased the program quality and participants are pleased with the increased service level.

Improvements were made to the Youth Soccer Program, which generated positive feedback and increased the number of participants. Changes included the hiring of a seasonal staff person to train, supervise, and work with coaches and officials; adding a skills assessment to divide teams equally; and offering spring and fall preseason clinics. Teams in the 3rd – 6th grade levels played games against Ames Soccer Club, Colo, Ogden, and Urbandale.

In the spring of 2014, a partnership with the Iowa State University Women’s Volleyball team was formed to help strengthen the Youth Volleyball Program. Volleyball numbers spiked due to the team’s involvement and additional marketing. Parks and Recreation looks to continue and expand this partnership in 2015.

A focus for the past and upcoming year is adding new programs and events. Flashlight Egg Hunt, Fun ‘N Fit Frenzy, and Golf Clinics are a few of the successful new programs offered. In 2014/15, Introductory Lacrosse Camps, Learn to Kayak, and Parent/Child Golf Lessons will be added.

In FY 2015/16, Contractual increases \$14,420. When the Recreation Administration account was eliminated, \$9,112 of the data services was allocated to Instructional. Training and conferences (\$3,050) for a Recreation Coordinator has been added to this account as well.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|--|----------------|----------------|-----------------|------------------|
| | Actual | Actual | Adjusted | Projected |
| Service Accomplishments: | | | | |
| # of programs | 60 | 62 | 65 | 67 |
| # of registrations | 2,610 | 2,722 | 3,013 | 3,190 |
| # of youth sport sponsors | 17 | 24 | 20 | 30 |
| # of youth sport teams sponsored | 34 | 49 | 42 | 60 |
| Youth sport sponsor revenue | \$4,300 | \$6,300 | \$3,000 | \$6,000 |
| % of programs instructor/participant ratios adhered to | 100% | 100% | 100% | 100% |
| Classes rated 4 or higher | 96% | 95% | 97% | 97% |
| Efficiency and Effectiveness: | | | | |
| Instructional operational subsidy | 10% | 17% | 21% | 19% |
| Total cost per registration | \$63.73 | \$68.01 | \$68.63 | \$65.80 |
| Subsidy per registration | \$6.59 | \$11.81 | \$14.13 | \$11.92 |

ATHLETIC PROGRAMS

This program is designed to offer adults the opportunity to participate in team and/or individual competitive sport activities so individuals benefit physically, emotionally, and socially. Examples include softball, basketball, volleyball, and soccer.

Service Objectives:

- ✓ Operate adult athletic programs so revenue exceeds expenses by >20%
- ✓ Continue to implement all safety standards as recommended by the sport governing body
- ✓ Secure qualified staff for programs and provide appropriate training
- ✓ Provide high quality and safe facilities for games and activities
- ✓ Maintain a per participant tax subsidy of < \$8.00

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|-----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 112,672 | 129,362 | 104,650 | 110,188 | -14.8% |
| Contractual | 16,195 | 14,550 | 11,693 | 11,693 | -19.6% |
| Commodities | 17,409 | 17,550 | 19,438 | 18,753 | 6.9% |
| Capital | - | - | - | - | |
| Other | - | - | - | - | |
| Total Expenditures | 146,276 | 161,462 | 135,781 | 140,634 | -12.9% |
| Funding Sources: | | | | | |
| Program Fees | 107,465 | 123,000 | 121,980 | 124,970 | 1.6% |
| Concessions | 10,145 | 11,000 | 10,145 | 11,000 | 0.0% |
| Total Program Revenues | 117,610 | 134,000 | 132,125 | 135,970 | 1.5% |
| General Fund Support | 28,666 | 27,462 | 3,656 | 4,664 | -83.0% |
| Total Funding Sources | 146,276 | 161,462 | 135,781 | 140,634 | -12.9% |
| Personnel - Authorized FTE | 0.60 | 0.60 | 0.50 | 0.50 | |

ATHLETIC PROGRAMS

Highlights:

In 2014, the number of softball teams increased due to the reinstatement of a Fall Men's League after no league was offered in 2013. The construction of new fencing and lighting at South River Valley were the reason for the cancellation of men's league in 2013. The lights at South River Valley are now programmable from staff's computer or smart phone, which is an upgrade from the previous system. New scoreboards were installed at all fields at North and South River Valley.

The continued increase in interest in sand volleyball has created the need for additional courts. Four lighted sand volleyball courts will be constructed at Inis Grove Park in 2015. The additional courts will accommodate both current demand and future expansion of leagues along with new programming opportunities.

In response to participant feedback, an Adult Ultimate Frisbee league was created in 2014. A total of 56 players on four teams participated on Monday evenings from May through August.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|--------------------------------------|----------------|----------------|-----------------|------------------|
| | Actual | Actual | Adjusted | Projected |
| Service Accomplishments: | | | | |
| # of programs | 13 | 13 | 14 | 15 |
| # of teams | 342 | 331 | 347 | 356 |
| # of participants | 3,896 | 3,732 | 4,011 | 4,025 |
| Efficiency and Effectiveness: | | | | |
| Athletic program subsidy | 17% | 20% | 3% | 3% |
| % of direct costs covered | 100% | 100% | 100% | 100% |
| Total cost per participant | \$38.60 | \$39.20 | \$33.89 | \$34.98 |
| Subsidy per participant | \$6.41 | \$7.68 | \$0.91 | \$1.16 |

AQUATICS

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 the Municipal Pool, in cooperation with the Ames School District, while warm weather swimming is available at the Donald and Ruth Furman Aquatic Center and the Brookside Wading Pool.

Service Objectives:

- ✓ Provide safe and sanitary facilities for all users
- ✓ Provide training for staff, focusing on user safety and being customer driven
- ✓ Offer programs for all ages based on community needs
- ✓ Adhere to established instructor and lifeguard/participant ratios
- ✓ Maintain a per participant tax subsidy of <\$0.50 per visit at Furman Aquatic Center
- ✓ >95% of swim lesson classes receive an average rating of 4 or higher out of a scale of 5

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | From |
|-----------------------------------|----------------|----------------|-----------------|----------------|----------------|
| Expenditures: | Actual | Adopted | Adjusted | Adopted | Adopted |
| Personal Services | 414,857 | 434,123 | 441,599 | 452,544 | 4.2% |
| Contractual | 220,828 | 211,008 | 212,451 | 210,636 | -0.2% |
| Commodities | 76,661 | 74,475 | 79,773 | 70,175 | -5.8% |
| Capital | - | - | 6,000 | - | |
| Total Expenditures | 712,346 | 719,606 | 739,823 | 733,355 | 1.9% |
| Funding Sources: | | | | | |
| Municipal Pool | 34,617 | 35,700 | 35,200 | 36,500 | 2.2% |
| Lesson Program | 102,177 | 96,000 | 102,000 | 104,000 | 8.3% |
| Brookside Wading Pool | 1,947 | 2,300 | 1,700 | 2,395 | 4.1% |
| Furman Aquatic Center | 472,800 | 496,000 | 464,060 | 507,408 | 2.3% |
| Total Program Revenues | 611,541 | 630,000 | 602,960 | 650,303 | 3.2% |
| General Fund Support | 100,805 | 89,606 | 136,863 | 83,052 | -7.3% |
| Total Funding Sources | 712,346 | 719,606 | 739,823 | 733,355 | 1.9% |
| Personnel - Authorized FTE | 1.10 | 1.10 | 1.30 | 1.30 | |

AQUATICS

Highlights:

Traditionally, end of season aquatics staffing has been difficult once students return to school. During the 2014 summer season, Furman Aquatic Center was able to retain adequate staff to keep all basins and features open through the end of season.

Water Polo was a successful new program with fourteen participants playing weekly scrimmages at Furman Aquatic Center. There was a strong interest in continuing and growing the program at the Furman Aquatic Center, as well as expanding the program to Municipal Pool during the winter months.

The swim lesson program participated in setting a world record with the World’s Largest Swim Lesson. This annual event will be used as a tool to grow new involvement in swim lessons and bring water safety awareness to the community.

Building off of the successful partnership with Green Hills Retirement Community for providing wellness activities, swim lessons are now being offered at the Green Hills facility. These lessons have been positively received within the community.

The National Junior Disability Championships hosted their long course swimming championships at Furman Aquatic Center’s 50-Meter Pool. Participants, coaches, and parents loved the facility and many returned to the aquatic center for open swim during the remainder of their stay in Ames.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|---|----------------|----------------|-----------------|------------------|
| | Actual | Actual | Adjusted | Projected |
| Service Accomplishments: | | | | |
| # of visits to Municipal Pool | 47,528 | 43,471 | 45,000 | 45,000 |
| # of visits to the Brookside Wading Pool | 1,627 | 1,823 | 1,900 | 2,000 |
| # of visits to the Furman Aquatic Center | 95,317 | 96,960 | 100,000 | 100,000 |
| Total aquatic user visits | 144,472 | 142,254 | 146,900 | 147,000 |
| Swim lesson registrations | 1,785 | 1,659 | 1,800 | 1,900 |
| Private swim lessons | 337 | 487 | 500 | 500 |
| Efficiency and Effectiveness: | | | | |
| Subsidy per visit for Municipal Pool | \$1.37 | \$1.66 | \$1.88 | \$1.86 |
| Subsidy per visit for Brookside Wading Pool | \$1.34 | \$1.24 | \$2.77 | \$2.29 |
| Subsidy per visit for Furman Aquatic Center | \$0 | \$0.36 | \$0.50 | \$0 |
| # of focus groups held each season | 2 | 2 | 2 | 2 |
| Percent of tax support | 7% | 15% | 18.5% | 11.4% |

COMMUNITY CENTER, AUDITORIUM, AND BANDSHELL

This program is comprised of events and activities that utilize a full-sized gymnasium, locker rooms, cardio-room, weight room, gymnastic/multipurpose area, auditorium, and office space. Instructional, 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:

Community Center

- ✓ Provide a safe and clean facility
- ✓ Maintain a per participant tax subsidy of <\$1.40 per visit
- ✓ Provide activities to maximize 100% of the usable space

Auditorium/Bandshell

- ✓ >95% of facility survey responses of good or excellent
- ✓ >98% of staff customer service survey responses of good or excellent
- ✓ Maintain tax subsidy of <\$30,000 in the Auditorium

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|----------------|----------------|--------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 186,428 | 201,705 | 200,036 | 204,303 | 1.3% |
| Contractual | 86,150 | 90,052 | 93,012 | 90,114 | 0.1% |
| Commodities | 8,597 | 12,090 | 17,651 | 11,932 | -1.3% |
| Capital | 5,910 | - | - | - | |
| Total Expenditures | 287,085 | 303,847 | 310,699 | 306,349 | 0.8% |
| Funding Sources: | | | | | |
| Open Gym | 17,716 | 19,000 | 19,000 | 20,000 | 5.3% |
| Gym Rental | 11,414 | 8,500 | 13,000 | 13,000 | 52.9% |
| Auditorium Rental | 56,798 | 46,890 | 54,950 | 54,210 | 15.6% |
| Ticket Sales | 1,921 | 1,406 | 1,406 | 1,920 | 36.6% |
| Soda Machines | 2,227 | 3,200 | 750 | 750 | -76.6% |
| Local Option/Municipal Band | 26,773 | 29,441 | 27,536 | 30,185 | 2.5% |
| Total Program Revenues | 116,849 | 108,437 | 116,642 | 120,065 | 10.7% |
| General Fund Support | 170,236 | 195,410 | 194,057 | 186,284 | -4.7% |
| Total Funding Sources | 287,085 | 303,847 | 310,699 | 306,349 | 0.8% |
| Personnel - Authorized FTE | 1.40 | 1.40 | 1.40 | 1.40 | |

COMMUNITY CENTER, AUDITORIUM, AND BANDSHELL

Highlights:

Community Center

Demand for adult open basketball, evening badminton, and weekend programming is increasing. Currently, Adult Volleyball leagues utilize the gymnasium Monday through Friday evenings and all day Sunday from September to April. In FY 2015/16, the City is seeking an arrangement, giving us the ability to move some of these leagues to School District facilities, allowing us to provide more opportunities at the Community Center.

Auditorium

The projected three highest revenue streams for the Auditorium in FY 2014/15 are Story Theater, Central Iowa Symphony, and ISU Hip Hop Club.

Bandshell

The Ames Jaycees successfully hosted “Ames on the Half Shell” on eight Friday evenings during the summer of 2014 and plan to continue the event in 2015. This event is attended by all ages and includes families.

Municipal Band concerts continue to be a popular community event. They average over 1,100 people each Thursday evening in June and July, including over 5,000 attending the July 3 concert at Reiman Gardens to kick off the Ames 150 Sesquicentennial Anniversary celebration. This program is financed with Local Option Sales Tax funding.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|---|-----------|-----------|-----------|-----------|
| | Actual | Actual | Adjusted | Projected |
| Service Accomplishments: | | | | |
| Drop-in visits (gym, weight room) | 29,814 | 29,224 | 30,000 | 30,000 |
| Total user visits (programs included) | 116,107 | 104,183 | 116,500 | 116,500 |
| # of Auditorium events | 55 | 67 | 59 | 59 |
| # of Auditorium hours used | 932 | 887 | 900 | 900 |
| # of days Auditorium used | 225 | 234 | 229 | 229 |
| # of Auditorium visits | 28,011 | 30,858 | 29,000 | 29,000 |
| Efficiency and Effectiveness: | | | | |
| Subsidy per user visit – Community Center | \$1.29 | \$1.44 | \$1.34 | \$1.34 |
| <i>Tax subsidy – Community Center:</i> | | | | |
| Dollar amount | \$149,433 | \$149,945 | \$155,909 | \$156,549 |
| Percent | 83% | 83% | 83% | 82% |
| Subsidy per user visit – Auditorium | \$1.06 | \$0.73 | \$1.26 | \$0.97 |
| <i>Tax subsidy – Auditorium:</i> | | | | |
| Dollar amount | \$29,616 | \$22,672 | \$36,477 | \$28,004 |
| Percent | 40% | 29% | 39% | 33% |
| Auditorium facility rated good/excellent | 96% | 100% | 96% | 96% |

WELLNESS PROGRAM

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 residents 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
- ✓ Expand youth wellness programming
- ✓ Offer >60 wellness classes weekly
- ✓ Maintain a tax subsidy of <\$0.00

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|--|----------------|----------------|-----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 207,842 | 211,326 | 213,571 | 217,164 | 2.8% |
| Contractual | 40,469 | 42,732 | 41,759 | 42,169 | -1.3% |
| Commodities | 7,368 | 8,961 | 6,571 | 6,676 | -25.5% |
| Capital | 15,839 | 17,087 | 15,117 | 19,000 | 11.2% |
| Total Expenditures | 271,518 | 280,106 | 277,018 | 285,009 | 1.8% |
| Funding Sources: | | | | | |
| Fitness Classes | 198,515 | 209,339 | 207,860 | 207,360 | -1.0% |
| Personal Training | 32,040 | 34,000 | 32,000 | 32,000 | -5.9% |
| Weight Room | 32,695 | 34,500 | 31,700 | 31,700 | -8.1% |
| Merchandise Sales | 2,130 | 2,300 | 1,500 | 1,500 | -34.8% |
| Total Program Revenues | 265,380 | 280,139 | 273,060 | 272,560 | -2.7% |
| Support from (contribution to) General Fund | 6,138 | (33) | 3,958 | 12,449 | |
| Total Funding Sources | 271,518 | 280,106 | 277,018 | 285,009 | 1.8% |

WELLNESS PROGRAM

Highlights:

The weight room/cardio room at the Community Center continues to be popular, averaging 15,430 visits for 2013/14. This is an increase in visits from 2012/13.

A public/private partnership between Parks and Recreation and the Green Hills Retirement Community continues to be very successful. Parks and Recreation continues to offer aqua classes to the public and six free chair-based classes to the residents of Green Hills. Parks and Recreation pays Green Hills \$3.00/participant for each participant registered in the aqua classes, and at the end of the year there is a 75/25 revenue split with Green Hills. After the second year of aqua classes offered to the public, there has been a steady increase in participation for the aqua program at Green Hills.

The Wellness Program developed new partnerships with various organizations in Ames including ChildServe, ISU Women’s Golf Team, Iowa Games, and Special Olympics.

To stay current and on top of fitness industry trends, new fitness classes were offered including Insanity and Tabata Bootcamp.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|---|----------------|----------------|-----------------|------------------|
| | Actual | Actual | Adjusted | Projected |
| Service Accomplishments: | | | | |
| % of ISU Forker Aqua Program revenues exceeding direct expenses | 35% | 69% | 69% | 69% |
| Total # of wellness classes offered weekly | 61 | 61 | 61 | 61 |
| Total # of wellness program registrations | 7,332 | 7,497 | 7,506 | 7,506 |
| Total # of annual weight room visits | 14,734 | 15,429 | 15,500 | 15,500 |
| Total # of new programs created | 2 | 3 | 3 | 3 |
| Efficiency and Effectiveness: | | | | |
| Total cost per registration | \$12.32 | \$12.21 | \$12.04 | \$12.39 |
| Subsidy per registration | \$1.63 | \$0.27 | \$0.17 | \$0.54 |

HOMWOOD GOLF COURSE

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

Service Objectives:

- ✓ User generated revenue (excluding cell tower funding) exceeds expenses
- ✓ Maintain a 95% or greater course survey response of good or excellent
- ✓ Maintain an operational fund balance of 25% of expenses
- ✓ Maintain a 95% or greater satisfaction of facility staff customer service response of good or excellent
- ✓ Maintain a minimum of 19,000 rounds of golf annually
- ✓ Encourage residents of all ages and skill levels to participate in the sport of golf

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|---------------------------------------|-----------------|-----------------|-----------------|----------------|---------------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 109,151 | 129,419 | 142,974 | 146,290 | 13.0% |
| Contractual | 61,759 | 72,013 | 71,473 | 87,937 | 22.1% |
| Commodities | 30,771 | 37,460 | 33,845 | 34,500 | -7.9% |
| Capital | 6,100 | - | - | - | |
| Total Expenditures | 207,781 | 238,892 | 248,292 | 268,727 | 12.5% |
| Funding Sources: | | | | | |
| Fees/Season Passes | 156,430 | 167,500 | 153,700 | 161,040 | -3.9% |
| Equipment Rental | 40,118 | 40,000 | 42,000 | 44,000 | 10.0% |
| Merchandise Sales | 2,665 | 2,500 | 2,400 | 2,650 | 6.0% |
| Concessions | 27,447 | 26,500 | 26,650 | 28,500 | 7.6% |
| Western Wireless Lease | 29,012 | 29,012 | 29,012 | 29,012 | 0.0% |
| Interest | 1,545 | 700 | 1,000 | 1,000 | 42.9% |
| Miscellaneous | 550 | - | 1,000 | 4,500 | |
| Total Program Revenues | 257,767 | 266,212 | 255,762 | 270,702 | 1.7% |
| Support from (contribution to) | | | | | |
| Homewood Fund balance | (49,986) | (27,320) | (7,470) | (1,975) | -92.8% |
| Total Funding Sources | 207,781 | 238,892 | 248,292 | 268,727 | 12.5% |
| Personnel - Authorized FTE | 0.85 | 0.85 | 1.15 | 1.15 | |

HOMEWOOD GOLF COURSE

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 25% of operational expenses.

The Cell Tower Lease Agreement will total \$29,012 in FY 2014/15. This agreement has been in place since 1996 and continues to generate funds to offset user fees. Without this funding, Homewood would operate at a net loss of approximately \$28,000 in FY 2015/16.

The rental of motorized carts continues to be successful. The 2014 season generated net revenue of \$26,701.

The 2015/16 budget reflects an increase in Personal Services by 13%. This increase is due to the hiring of the Turf Maintenance Coordinator position. Sixty percent of the salary and benefits will be charged to Homewood Golf Course and forty percent to Parks Maintenance.

This budget includes an approximately 3% increase for season passes and weekend greens fees for FY 2015/16.

| Service Accomplishments: | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|---|---------------------------|---------------------------|-----------------------------|------------------------------|
| # of rounds | 16,544 | 18,874 | 18,500 | 19,000 |
| # of days affected by weather | 59 | 67 | 56 | 55 |
| # of leagues | 5 | 5 | 5 | 5 |
| Efficiency and Effectiveness: | | | | |
| % of respondents rating course conditions "very good" or "good" | 93% | 94% | 95% | 95% |
| % of respondents rating courtesy of clubhouse staff "very good" or "good" | 96% | 95% | 95% | 95% |
| User focus groups held | 6 | 5 | 6 | 6 |

AMES/ISU ICE ARENA

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 operational fund balance of 15% of expenses
- ✓ User-generated revenues exceeds expenses
- ✓ Maximize revenues by renting 80% of available 'prime-time' ice during the school year and 60% of ice time in the summer

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change From Adopted |
|--|----------------|----------------|----------------|-----------------|-----------------------------|
| | Actual | Adopted | Adjusted | Adopted | |
| Expenditures: | | | | | |
| Personal Services | 227,088 | 237,568 | 240,846 | 247,917 | 4.4% |
| Contractual | 220,870 | 205,769 | 214,213 | 203,459 | -1.1% |
| Commodities | 63,819 | 50,620 | 64,150 | 62,750 | 24.0% |
| Capital | - | - | - | - | |
| Total Expenditures | 511,777 | 493,957 | 519,209 | 514,126 | 4.1% |
| Funding Sources: | | | | | |
| Admissions | 54,557 | 53,721 | 56,590 | 59,632 | 11.0% |
| Equipment Rental/Services | 29,152 | 29,500 | 29,980 | 32,898 | 11.5% |
| Facility Rentals | 358,662 | 342,269 | 356,657 | 371,175 | 8.5% |
| Merchandise Sales | 2,986 | 3,000 | 3,000 | 3,000 | 0.0% |
| Concessions | 50,800 | 46,600 | 52,120 | 52,120 | 11.9% |
| Dasher Board Advertising | 10,429 | 8,963 | 9,168 | 10,200 | 13.8% |
| Interest | 5,217 | 3,200 | 3,500 | 3,500 | 9.4% |
| Miscellaneous | 620 | 450 | 700 | 700 | 55.6% |
| Total Program Revenues | 512,423 | 487,703 | 511,715 | 533,225 | 9.3% |
| Support from (contribution to) Ice Arena Fund balance | (646) | 6,254 | 7,494 | (19,099) | -405.4% |
| Total Funding Sources | 511,777 | 493,957 | 519,209 | 514,126 | 4.1% |
| Personnel - Authorized FTE | 2.10 | 2.10 | 2.10 | 2.10 | |

AMES/ISU ICE ARENA

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 approximately 15% of 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 \$5,000 annually).

In the 2015/16 Capital Improvements Plan (CIP), the Capital Reserve balance will fund the replacement of the rubber flooring in the hallway and locker rooms (\$175,000), the replacement of lighting above the ice and throughout the building (\$20,000), and installation of surge protection (\$25,000).

The Ice Arena continues to host both the State High School Varsity and Jr. Varsity Hockey Tournaments. Each tournament generates \$5,000 in rental revenue.

The Ice Arena had an increase in ice rental hours in summer 2014 due to the temporary closure of all ice facilities in Des Moines.

This budget includes a 4% fee increase for FY 2015/16.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|--|----------------|----------------|-----------------|------------------|
| | Actual | Actual | Adjusted | Projected |
| Service Accomplishments: | | | | |
| User visits: winter public skate sessions | 11,265 | 10,859 | 11,100 | 11,100 |
| User visits: summer public skate sessions | 2,057 | 1,691 | 1,800 | 1,800 |
| Rented prime-time ice hours – in-season | 1,139 | 1,166 | 1,170 | 1,170 |
| Used prime-time ice hours – in-season (public sessions) | 207 | 231 | 235 | 235 |
| Percent of utilized prime-time ice in-season | 68% | 70% | 70% | 70% |
| Rented non-prime-time ice hrs in-season | 254 | 259 | 260 | 260 |
| Rented ice hours – summer | 291 | 423 | 350 | 350 |
| Percent of utilized hrs/summer (12 hrs/day) | 51% | 62% | 56% | 56% |
| Efficiency and Effectiveness: | | | | |
| User groups held | 3 | 2 | 2 | 2 |
| Public skate hours available: October – March | 11.5/wk | 11.5/wk | 11.5/wk | 11.5/wk |

PARKS MAINTENANCE

The City of Ames maintains 37 parks and woodland/open spaces. These areas cover 1,224 acres of land and include facilities and areas where residents may participate in a variety of active and passive pursuits in a safe, clean environment. These include using playground equipment, picnicking, bicycling, walking, fishing, wildlife viewing, sports activities, and a variety of other leisure time activities.

Service Objectives:

- ✓ 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 in accordance with an established time schedule
- ✓ Conduct snow removal on all street and recreational shared use paths per policy
- ✓ Prepare and maintain athletic fields and facilities in a safe and professional manner to prevent injury and for the enjoyment of participants
- ✓ Complete a health and safety assessment of all Park trees in maintained areas every five years and complete required tree maintenance practices.
- ✓ Mow all manicured parkland so grass is at a minimum 3.5" and maximum 4.5" height. Athletic fields will be mowed in accordance with the individual sport standards
- ✓ Conduct safety inspections on all park play equipment two times per year
- ✓ Conduct safety inspections on the Skate Park daily
- ✓ Secure and supervise volunteers and/or service groups to perform maintenance and/or construction activities within the park system
- ✓ Dog Park revenues should equal or exceed expenditures
- ✓ By 2025 eliminate all hand trimming of turf around fountains, trees, benches, etc.
- ✓ Maintain a rating of 3.0 or higher on a 4.0 scale for seasonal restrooms as determined yearly by the Residential Satisfaction Survey
- ✓ Offer a diversified complement of amenities within the park system

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|------------------|------------------|------------------|------------------|--------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 712,886 | 819,025 | 790,170 | 813,691 | -0.7% |
| Contractual | 367,600 | 372,347 | 450,934 | 441,494 | 18.6% |
| Commodities | 85,817 | 78,000 | 77,441 | 86,250 | 10.6% |
| Capital | - | 17,000 | 47,000 | 11,000 | -35.3% |
| Total Expenditures | 1,166,303 | 1,286,372 | 1,365,545 | 1,352,435 | 5.1% |
| Funding Sources: | | | | | |
| Shelter Reservations | 36,400 | 36,000 | 37,850 | 39,000 | 8.3% |
| Bandshell Reservations | 4,206 | 5,000 | 5,000 | 5,000 | 0.0% |
| Athletic Rentals | 2,637 | 4,500 | 3,000 | 4,000 | -11.1% |
| Dog Park Fees | 19,676 | 20,400 | 21,000 | 21,000 | 2.9% |
| Concessions | 3,399 | 5,000 | 2,500 | 2,500 | -50.0% |
| Donations | 2,896 | 2,000 | 3,000 | 3,500 | 75.0% |
| Miscellaneous | 3,564 | 1,500 | 1,500 | 1,000 | -33.3% |
| Total Program Revenues | 72,778 | 74,400 | 73,850 | 76,000 | 2.2% |
| General Fund Support | 1,093,525 | 1,211,972 | 1,291,695 | 1,276,435 | 5.3% |
| Total Funding Sources | 1,166,303 | 1,286,372 | 1,365,545 | 1,352,435 | 5.1% |
| Personnel - Authorized FTE | 9.35 | 9.35 | 9.05 | 9.05 | |

PARKS MAINTENANCE

Highlights:

Parks and Recreation staff has started to implement recommendations from the Friends of Ada Hayden group. The maintenance plan identifies 24 sections in the park and prescribed short- and long-term maintenance objectives. Maintenance staff along with staff from Public Works will continue implementing the Emerald Ash Borer Response and Reforestation Plan for public trees in Right of Way and Parks.

Over the next ten years, Parks Maintenance staff will be implementing and installing infrastructure with a goal of eliminating all hand trimming around structures in the Parks. This is lofty, but reasonable in understanding the amount of attention given to having staff attend to the trimming in the parks. Eliminating hand trimming will enable staff to attend to higher priority maintenance items.

This past fall, broadleaf spraying was completed by Maintenance staff in all 37 parks. In recent years, broadleaf spraying was completed by a local contractor at a per acre cost of \$100. Maintenance staff sprayed approximately 130 acres of turf at a cost of around \$34 per acre. Continuing in 2015/16, all turf pesticide applications will be completed by Maintenance staff.

The requested 2015/16 budget reflects an increase in Contractual Services by 18.6%. Commodities will increase by 11%. The increase in Contractual Services is due in part to a new mower lease and implementation of the Emerald Ash Borer and identified large hazard trees to be removed by a contractor in the parks. The increase in Commodities is based on an increase in structural materials for installing concrete around benches, grills and portable toilets to eliminate the need for trimming over the next 10 years and an increased cost in materials for athletic field turf maintenance.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|--|----------------|----------------|-----------------|------------------|
| Service Accomplishments: | Actual | Actual | Adjusted | Projected |
| # of parks | 37 | 37 | 37 | 37 |
| # of park acres | 1,220 | 1,224 | 1,224 | 1,224 |
| Acres developed | 280 | 281 | 285 | 285 |
| Acres undeveloped | 940 | 943 | 939 | 939 |
| Park acres per 1000/population | 20.3 | 20.1 | 20.1 | 20.1 |
| Seasonal restroom rating 3.0 or better | n/a | 2.9 | 2.9 | 3.0 |
| Cost per acre to maintain | \$960 | \$952 | \$1,114 | \$1,105 |
| Estimated number of shelter patrons | 42,451 | 43,745 | 45,420 | 46,800 |
| # hours shelters rented | 2,652 | 3,361 | 3,500 | 3,700 |
| Total paid rentals | \$32,821 | \$36,400 | \$37,850 | \$39,000 |
| Dog Park revenues exceed expenditures | \$141 | \$(-269) | \$4,334 | \$4,694 |
| Efficiency and Effectiveness: | | | | |
| % of residents giving "very good" or "good" ratings in park appearance | 92% | 98% | 98% | 98% |

LIBRARY SERVICES

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 recreational 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
- ✓ 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

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|------------------|------------------|------------------|------------------|-----------------|
| Activities: | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Administration | 937,040 | 1,233,744 | 1,075,802 | 1,127,931 | -8.6% |
| Operations Services | 309,132 | 309,747 | 248,093 | 256,612 | -17.2% |
| Resource Services | 728,511 | 769,038 | 861,593 | 832,641 | 8.3% |
| Youth Services | 404,799 | 418,602 | 527,511 | 569,910 | 36.2% |
| Adult Services | 541,550 | 550,576 | 539,457 | 594,683 | 8.0% |
| Circulation | 477,987 | 519,365 | 545,382 | 573,946 | 10.5% |
| Library Donations/Grants | 94,687 | 90,392 | 154,783 | 83,468 | -7.7% |
| Library Operations | 3,493,706 | 3,891,464 | 3,952,621 | 4,039,191 | 3.8% |
| Personnel - Authorized FTE | 31.50 | 31.50 | 35.25 | 35.25 | |

LIBRARY SERVICES

| | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted | % Change From Adopted |
|-------------------------------|-------------------|--------------------|---------------------|--------------------|-----------------------------|
| Expenditures: | | | | | |
| Personal Services | 2,614,467 | 2,813,097 | 2,806,539 | 2,945,790 | 4.7% |
| Contractual | 442,645 | 620,962 | 569,727 | 632,079 | 1.8% |
| Commodities | 97,146 | 96,666 | 97,386 | 87,803 | -9.2% |
| Capital | 338,842 | 359,989 | 478,219 | 372,819 | 3.6% |
| Other | 606 | 750 | 750 | 700 | -6.7% |
| Total Expenditures | 3,493,706 | 3,891,464 | 3,952,621 | 4,039,191 | 3.8% |
| Funding Sources: | | | | | |
| Library State Aid | 56,051 | 50,000 | 56,000 | 56,000 | 12.0% |
| Story County | 118,916 | 119,000 | 128,530 | 118,000 | -0.8% |
| Desk Receipts | 84,630 | 85,000 | 85,000 | 85,000 | 0.0% |
| Printing/Copying Charges | 6,146 | 6,000 | 5,000 | 5,000 | -16.7% |
| Miscellaneous | 500 | 500 | 500 | 500 | 0.0% |
| Library Bequests | - | 367 | 423 | - | -100.0% |
| Library Friends Foundation | 16,273 | 14,300 | 83,392 | 15,500 | 8.4% |
| Library Donations/Grants | 78,414 | 75,725 | 70,968 | 67,968 | -10.2% |
| Total Program Revenues | 360,930 | 350,892 | 429,813 | 347,968 | -0.8% |
| General Fund Support | 3,132,776 | 3,540,572 | 3,522,808 | 3,691,223 | 4.3% |
| Total Funding Sources | 3,493,706 | 3,891,464 | 3,952,621 | 4,039,191 | 3.8% |

LIBRARY ADMINISTRATION

The role of Administration is planning and supervising all library functions, including managing finances, physical plant, community relations, meeting rooms, personnel, volunteers, computer operations, all automated functions of library services, as well as the data lines required for network access. Administration carries out the policies and directives of the Ames Public Library Board of Trustees and serves as liaison to the Library's auxiliary organization, Ames Public Library Friends Foundation.

Service Objectives:

- ✓ Complete the Library Renewal Project
- ✓ Adopt new models of service based on changing technologies
- ✓ Maintain user satisfaction level at 96%
- ✓ Develop long-term strategic plan
- ✓ Increase fundraising capacity through the Ames Public Library Friends Foundation
- ✓ Foster volunteer opportunities to fulfill mission
- ✓ Replace computer equipment per replacement schedule
- ✓ Study and implement new automation solutions for efficiency and economy
- ✓ Update automation systems as new upgrades become available

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|---------------------------------------|----------------|------------------|------------------|------------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 624,790 | 787,183 | 639,605 | 643,215 | -18.3% |
| Contractual | 259,209 | 408,575 | 397,484 | 447,781 | 9.6% |
| Commodities | 47,763 | 37,986 | 38,713 | 36,935 | -2.8% |
| Capital | 5,278 | - | - | - | |
| Total Expenditures | 937,040 | 1,233,744 | 1,075,802 | 1,127,931 | -8.6% |
| Funding Sources: | | | | | |
| General Fund | 937,040 | 1,233,744 | 1,075,802 | 1,127,931 | -8.6% |
| Total Funding Sources | 937,040 | 1,233,744 | 1,075,802 | 1,127,931 | -8.6% |
| Personnel - Authorized FTE | 7.50 | 7.50 | 6.50 | 6.50 | |

LIBRARY ADMINISTRATION

Highlights:

- The Library moved back to Douglas Avenue at the end of the summer. After a four-week closure, the Grand Reopening was held on September 14, 2014. For part of FY 2014/15, the permanent facility and some of the temporary facilities were in use. Expenses include an overlap of payments for services such as utilities and telephones. Much of the equipment and software has a one-year warranty, so maintenance agreements will begin at various times. To the extent possible, annual maintenance agreements have been set up to align with the City's fiscal calendar.
- Departmental structure was reorganized to meet the service and operational needs of the new facility. Creation of new permanent positions resulted in an increase in FTEs without affecting the Library's overall budget for personal services. The Library eliminated its Assistant Director position and used the salary savings, along with reducing its temporary salary budget, to create several part-time positions including a Client Support Technician (.75 FTE), Library Clerks (3.0 FTEs), and Library Assistants (1.0 FTE). This restructuring created a net increase of 3.75 FTEs.
- The Library reorganization resulted in the incorporation of the former Network Services division into Administration.
- Library-wide initiatives related to the Library Renewal Project included:
 - Monitoring of the construction phase and refinement of interior spaces;
 - Solicitation and receipt of bids for furniture, furnishings, and equipment;
 - Incorporation of 21st century technology;
 - Planning for provision of service in the permanent facility by 25 staff teams.
- Significant resources will be devoted to training on installation, configuration, and administration of Windows Server 2012, Windows 7, and new Library hardware in 2014/15 and 2015/16.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|---|-----------|-----------|-----------|-----------|
| | Actual | Actual | Adjusted | Projected |
| Service Accomplishments: | | | | |
| Total circulation (physical + downloadable items) | 1,222,547 | 1,205,620 | 1,255,000 | 1,295,000 |
| Total visits (Library + Bookmobile) | 265,059 | 226,690 | 350,000 | 400,000 |
| Total reference questions | 39,694 | 38,322 | 39,500 | 40,600 |
| Total program attendance | 39,861 | 37,538 | 23,300 | 31,800 |
| Total items available for check-out | | | 267,000 | 272,000 |
| Total volunteers | 561 | 343 | 450 | 500 |
| Total volunteer hours | 12,561 | 11,110 | 12,000 | 13,000 |
| Computer user sessions* | 34,019 | 39,519 | 34,000 | 50,000 |
| Meeting room uses** | | | 1,200 | 2,200 |
| People using meeting rooms | | | 25,500 | 30,800 |
| Efficiency and Effectiveness: | | | | |
| Circulation per capita*** | 20.7 | 20.4 | 21.3 | 22.0 |
| Visits (to both facilities) per capita | 4.5 | 3.8 | 5.9 | 6.8 |
| Cost per circulation | \$2.75 | \$2.82 | \$3.03 | \$3.05 |
| Volunteers as FTE | 6.0 | 5.3 | 5.8 | 6.3 |

* FY13 and FY14 totals included Internet-capable computers only; FY15 and beyond will include all computers.

** There were no Library meeting rooms in FY14; starting in FY15, use of meeting rooms and study rooms will be shown.

*** Per capita is based on Ames' population of 58,965 (US Census: 2010).

LIBRARY – OPERATIONS SERVICES

The role of Operations Services is to oversee shelf maintenance, develop, coordinate and manage staff training, develop and coordinate core competencies for staff, and develop new processes for internal communications.

Service Objectives:

- ✓ Maintain all library shelves in a neat and orderly fashion
- ✓ Improve accuracy and turn-around time for shelving of returned materials
- ✓ Develop and implement a plan for staff training that will target skill and knowledge priorities
- ✓ Develop core competency lists for all staff and implement a method to track individual progress and success

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|-----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 270,281 | 260,667 | 240,094 | 248,526 | -4.7% |
| Contractual | 38,375 | 46,505 | 5,573 | 5,660 | -87.8% |
| Commodities | 476 | 2,575 | 2,426 | 2,426 | -5.8% |
| Capital | - | - | - | - | |
| Total Expenditures | 309,132 | 309,747 | 248,093 | 256,612 | -17.2% |
| Funding Sources: | | | | | |
| General Fund | 309,132 | 309,747 | 248,093 | 256,612 | -17.2% |
| Total Funding Sources | 309,132 | 309,747 | 248,093 | 256,612 | -17.2% |
| Personnel - Authorized FTE | 3.50 | 3.50 | 1.00 | 1.00 | |

LIBRARY – OPERATIONS SERVICES

Highlights:

- Library reorganization resulted in the creation of Operations Services. A new Library Aide position was created and all temporary, hourly, part-time members of staff were assigned to this classification. Outreach Services activities were reassigned to other divisions, based on the audiences being served.
- Improved basic processes to reduce the number of times Library staff touches a returned item before replacing it on the shelves. Improvements include: using smaller carts; shelving from carts that are only rough-sorted; and using the automated materials handling system (AMHS) to check in all items.
- Developed new processes for shelf-reading the collections and spot-checking work to reduce the rate of errors.
- The Operations Services manager:
 - Coordinated the release of old furniture, fixtures, and equipment by following the city’s process of offering items to other city departments first, then to Story County non-profit agencies, and lastly for public sale.
 - Developed and implemented the schedule for the REmove.
 - Coordinated two weeks of intensive staff training during the Library’s closure that included these components: Integrated Library System (ILS) training with the new Polaris software; police training on Active Shooter scenarios; First Aid, CPR and AED training; training on new technology hardware such as the self-checks, phones, security, Media Box and AMHS; building orientation; training on new technology software such as Evanced and PeopleWhere.
 - Developed monthly staff activity for the break room to encourage the heart, promote a teaming environment, and provide a welcoming and comfortable destination for staff breaks.

| Service Accomplishments: | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|---|---------------------------|---------------------------|-----------------------------|------------------------------|
| Total # items checked in and reshelfed | | | 815,400 | 886,000 |
| Hours of in-house staff training sessions offered | | | 200 | 100 |
| Hours of external training attended by staff | | | 800 | 600 |
| Efficiency and Effectiveness: | | | | |
| % of returned items back on shelf within 24 hrs. | | | 85% | 90% |
| Physical items checked in per hour open | | | 250 | 250 |

*FTE equivalent of temporary Library Aide hours = 7.0

LIBRARY – RESOURCE SERVICES

The role of Resource Services is to acquire, catalog, process, and manage all items, physical or virtual, in the library’s collection. This includes administration of the Integrated Library System (ILS). Other responsibilities include management of all electronic resources, online library presence, as well as coordinating internal signage, displays, and external communication and promotional items. Related functions include the repair or removal of outdated, damaged, or infrequently used materials, and managing the inventory of all material.

Service Objectives:

- ✓ Acquire library materials at best price
- ✓ 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 acquisitions, cataloging, processing, and external communication methods, including outsourcing with vendors
- ✓ Provide customers with user-friendly, relevant material and communication in both physical and virtual formats

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|-----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 264,829 | 267,862 | 316,973 | 328,458 | 22.6% |
| Contractual | 111,181 | 116,804 | 105,531 | 109,048 | -6.6% |
| Commodities | 25,173 | 27,000 | 31,925 | 27,116 | 0.4% |
| Capital | 326,722 | 356,622 | 406,414 | 367,319 | 3.0% |
| Other | 606 | 750 | 750 | 700 | -6.7% |
| Total Expenditures | 728,511 | 769,038 | 861,593 | 832,641 | 8.3% |
| Funding Sources: | | | | | |
| General Fund | 728,511 | 769,038 | 861,593 | 832,641 | 8.3% |
| Total Funding Sources | 728,511 | 769,038 | 861,593 | 832,641 | 8.3% |
| Personnel - Authorized FTE | 4.00 | 4.00 | 5.00 | 5.00 | |

LIBRARY – RESOURCE SERVICES

Highlights:

- This division was renamed during Library reorganization. Other changes resulted in:
 - A net FTE increase of 1.0;
 - The addition of responsibilities for external communications; and
 - The transfer of inter-library loan activities to other divisions.
- Selected and implemented new Integrated Library System (ILS), featuring a modern online catalog to provide customers with better tools for searching and discovering materials based on personal, customizable preferences.
- Incorporated purchase of new ILS into building project costs, freeing up CIP funds to be used on other City projects.
- Introduced video games as a circulating collection.
- Acquired a media dispenser to increase access to highly popular DVDs, video games, and music and assist in theft prevention.
- Continued updating spine labels on print and audiobook fiction collections and graphic novels to make them more customer-friendly and intuitive.
- The adjusted 2014/15 materials budget includes the carry-over of unspent funds from 2013/14 that were designated for opening day collections.
- The requested 2015/16 materials budget represents a three percent (3%) increase over the 2014/15 adopted amount.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|--|----------------|----------------|-----------------|------------------|
| | Actual | Actual | Adjusted | Projected |
| Service Accomplishments: | | | | |
| Total physical items available at year end | | | 237,000 | 239,000 |
| Downloadable items available at year end | 18,521 | 28,438 | 30,000 | 33,000 |
| Online catalog searches* | | | 361,000 | 370,000 |
| Items repaired | 6,576 | 7,576 | 5,800 | 7,600 |
| Efficiency and Effectiveness: | | | | |
| % of items processed within 24 hours | 37% | 38% | 37% | 37% |
| % of items processed within one week | 98% | 98% | 98% | 98% |
| Items processed per FTE** | 5,436 | 5,755 | 5,400 | 5,400 |

* Comparisons with prior years are not meaningful because the new ILS counts searches differently.

** FTE count changed to 5 in May 2014.

LIBRARY – YOUTH SERVICES

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; and to develop a life-long habit of using the library for the pursuit of learning.

Service Objectives:

- ✓ Design unique and collaborative community programs for all ages of youth and their caregivers
- ✓ Partner with Ames Community Schools, Raising Readers, United Way of Story County, and other community organizations to reinforce Ames' Campaign for Grade Level Reading, which includes kindergarten readiness and prevention of summer slide
- ✓ Provide year-round reading programs for all ages of youth
- ✓ Provide print and non-print collections focusing on early literacy skills, learning and reading for enjoyment
- ✓ Continue evaluation of library spaces to enhance age-appropriate areas and safety for youth
- ✓ Develop programs and services for teen library users
- ✓ Offer web-based activities for all youth through educational databases and social media
- ✓ Serve as media mentors for youth and their caregivers in the use of new technology and apps
- ✓ Coordinate cost effective outreach to daycares through Project Smyles

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|-----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 387,791 | 397,398 | 505,596 | 545,641 | 37.3% |
| Contractual | 10,145 | 15,574 | 18,011 | 19,449 | 24.9% |
| Commodities | 6,863 | 5,630 | 3,904 | 4,820 | -14.4% |
| Capital | - | - | - | - | |
| Total Expenditures | 404,799 | 418,602 | 527,511 | 569,910 | 36.2% |
| Funding Sources: | | | | | |
| General Fund | 404,799 | 418,602 | 527,511 | 569,910 | 36.2% |
| Total Funding Sources | 404,799 | 418,602 | 527,511 | 569,910 | 36.2% |
| Personnel - Authorized FTE | 5.50 | 5.50 | 7.50 | 7.50 | |

LIBRARY – YOUTH SERVICES

Highlights:

- Library reorganization resulted in:
 - Incorporation of Project Smyles outreach services into Youth Services;
 - Management of the borrowing of youth materials from other libraries.
 - A net increase of 2 FTEs.
- Increased Youth Services Desk staffing to meet increased customer needs and improve safety.
- Suspended programming during first few months in the renewed facility to concentrate on direct customer service. Programming resumed in January 2015.
- Implemented on-line program for tracking participation in reading incentive programs.
- Sponsored annual Battle of the Books for 5th- and 6th-grade students with area schools and Ames Middle School.
- Collaborated with Edwards and Fellows Elementary schools for summer reading sign-up.
- Offered specialized in-library programs to further Ames Community School District’s English as a Second Language/English Language Learners (ESL-ELL) initiative.
- Co-sponsored summer program with Ames Fire Department.
- Partnered with Ames Community Schools, United Way of Story County, and Raising Readers for summer Fizz, Boom, Read! Program.
- Enlisting expert community volunteers to supplement programming.
- Strengthening community relations by participating in Summerfest in Campustown, Somerset Area Neighborhood, ISU collaborations, Reiman Gardens, and Story County Community Partnerships for Protecting Children.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|--|----------------|----------------|-----------------|------------------|
| Service Accomplishments: | Actual | Actual | Adjusted | Projected |
| Youth & family in-library programs offered | 584 | 500 | 400 | 600 |
| Youth & family in library program attendance | 13,393 | 9,420 | 10,000 | 12,000 |
| Youth & family outreach programs offered* | | | 600 | 1,000 |
| Youth & family outreach program attendance* | | | 9,000 | 14,000 |
| Teen in-library programs offered | 57 | 49 | 50 | 50 |
| Teen in-library program attendance | 572 | 686 | 600 | 600 |
| Teen outreach programs offered* | | | 10 | 10 |
| Teen outreach program attendance* | | | 200 | 200 |
| Summer reading program participation | 2,997 | 2,375 | 3,000 | 3,000 |
| Circulation of physical youth collection items | 542,860 | 536,116 | 560,000 | 575,000 |
| # of items borrowed from other libraries for youth | | | 150 | 250 |
| Youth reference questions | 4,379 | 4,325 | 4,500 | 4,600 |
| Efficiency and Effectiveness: | | | | |
| Circulation per capita (youth population)** | 68.7 | 67.9 | 70.9 | 72.8 |
| Programs presented per FTE | | | 141 | 221 |

* Outreach programs were formerly offered by a division that was eliminated during reorganization.

** Youth population based on US Census 2010: 7,900

LIBRARY – ADULT SERVICES

The role of Library Adult Services is to select and manage all print, media and electronic collections for adults. Adult Services staff provides reference and reader advisory services and coordinates, plans and implements library programs of interest to a general audience. The division coordinates outreach services for adults unable to visit the library and delivers collections to senior living and group residential centers.

Service Objectives:

- ✓ Develop proficiency in and promote use of all technologies within the Adult Services area: desktop computers, scanners, printers, iPads, laptops, e-readers and meeting room equipment
- ✓ Increase use of adult collections through marketing, social media, readers’ advisory and programs
- ✓ Increase public knowledge of integrated library system and library collection of online databases and educational software
- ✓ Evaluate scope of adult programs
- ✓ Collaborate with community partners to develop, plan and facilitate programs for adults
- ✓ Evaluate outreach services to adults
- ✓ Coordinate home delivery of library materials to individuals and senior residential centers
- ✓ Collaborate with Volunteer Coordinator to train and develop volunteers in outreach services and library programs for adults

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|-----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 533,070 | 539,340 | 529,503 | 578,744 | 7.3% |
| Contractual | 7,768 | 10,036 | 8,716 | 14,401 | 43.5% |
| Commodities | 712 | 1,200 | 1,238 | 1,538 | 28.2% |
| Capital | - | - | - | - | |
| Total Expenditures | 541,550 | 550,576 | 539,457 | 594,683 | 8.0% |
| Funding Sources: | | | | | |
| General Fund | 541,550 | 550,576 | 539,457 | 594,683 | 8.0% |
| Total Funding Sources | 541,550 | 550,576 | 539,457 | 594,683 | 8.0% |
| Personnel - Authorized FTE | 6.75 | 6.75 | 7.00 | 7.00 | |

LIBRARY – ADULT SERVICES

Highlights:

- Library reorganization resulted in:
 - Assumption of home delivery services;
 - Management of the borrowing of adult materials from other libraries.
 - A net increase of .25 FTE.
- Suspended adult programming to focus on providing additional public service to customers within our expanded facility. Programming, including partnerships with community groups, resumed in December 2014.
- Conducted comprehensive evaluation of all processes related to the delivery of materials to homebound Ames residents and seniors who are unable to visit the Library. Now provide delivery service to Ames residents and eight senior living communities (Bickford Cottage, Green Hills, Northcrest, Northcrest Heartwood House, The Rose, Waterford, Windsor Oaks, and Adult Day Care at Heartland Senior Services)
- Resumed delivery of materials to off-site locations such as fire stations and Youth and Shelter Services residential facilities in January 2015.
- Introduced new technology and provide one-on-one assistance to customers with computers, printers, and scanners.

| | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|--|---------------------------|---------------------------|-----------------------------|------------------------------|
| Service Accomplishments: | | | | |
| Circulation of physical items in adult collections | 649,317 | 625,739 | 650,000 | 670,000 |
| Virtual circulation (downloadable books and magazines) | 30,370 | 43,765 | 45,000 | 50,000 |
| General interest programs in the Library | 158 | 171 | 150 | 200 |
| Total audience at programs in the Library | 2,792 | 1,270 | 2,000 | 3,000 |
| General interest outreach programs | | | 30 | 40 |
| Audience at general interest outreach programs | | | 1,500 | 2,000 |
| Use (searches) of e-database resources | 81,798 | 84,385 | 81,000 | 85,000 |
| “Ask a Librarian” web reference activity | 1,582 | 2,597 | 2,750 | 3,000 |
| Reference questions | 35,074 | 33,800 | 35,000 | 36,000 |
| Number of outreach deliveries | | | 530 | 720 |
| Items borrowed from other libraries for adults | | | 700 | 1200 |
| Efficiency and Effectiveness: | | | | |
| % change in circulation of physical materials | -10.0% | -3.6% | 3.9% | 3.1% |
| % change in virtual circulation | 44.6% | 44.1% | 2.8% | 11.1% |
| Total circulation of physical items from adult collections per capita* | 12.7 | 12.3 | 12.7 | 13.1 |
| Programs presented per FTE | | | 25.7 | 34.3 |

*Outreach statistics were previously reported by a division that was eliminated during reorganization.

** Adult population based on 2010 census = 51,065

LIBRARY – CUSTOMER ACCOUNT SERVICES

The role of Customer Account Services is the management of library accounts (borrower, computer use, debt borrower, and staff) and related technology. Management of library materials associated with patron accounts includes check-in, check-out, charges (fines and fees), and reservations. The division also manages the related technology: seven self-check-out and fine payment machines, the automated materials handling system, patron payment software, and the library account portion of the Integrated Library System. Staff members serving at the Welcome Desk are the first points of contact for customers using the media dispenser, document scanning and printing station, and library meeting rooms. The division also coordinates Bookmobile and inter-library loan services.

Service Objectives:

- ✓ Master technology to improve efficiency, use of space, and customer access
- ✓ Increase customer familiarity with self-service options, optimize usage of self-check units
- ✓ Increase public knowledge of fine payment options
- ✓ Proactively work to encourage responsible library use and keep customers in good standing
- ✓ Increase awareness of and use of Bookmobile stops
- ✓ Evaluate Bookmobile schedule and sites
- ✓ Partner with debt collection agency to facilitate successful resolution of delinquent accounts, recover fees for unreturned materials, and restore customer access to library services
- ✓ Maintain high level of interlibrary loan service
- ✓ Work closely with Volunteer Coordinator to identify dynamic volunteer opportunities

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|-----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 462,505 | 492,294 | 513,700 | 540,138 | 9.7% |
| Contractual | 12,503 | 16,796 | 26,083 | 30,140 | 79.5% |
| Commodities | 2,979 | 10,275 | 5,599 | 3,668 | -64.3% |
| Capital | - | - | - | - | |
| Total Expenditures | 477,987 | 519,365 | 545,382 | 573,946 | 10.5% |
| Funding Sources: | | | | | |
| General Fund | 477,987 | 519,365 | 545,382 | 573,946 | 10.5% |
| Total Funding Sources | 477,987 | 519,365 | 545,382 | 573,946 | 10.5% |
| Personnel - Authorized FTE | 4.25 | 4.25 | 8.25 | 8.25 | |

LIBRARY – CUSTOMER ACCOUNT SERVICES

Highlights:

- Library reorganization resulted in:
 - Assignment of permanent staff members from two divisions (Outreach and Circulation) into new Customer Account Services division;
 - A net increase of 4.0 FTEs;
 - Transfer of Library Aides to Operations Services division; and
 - Management of lending materials to other libraries.
 - The final phase of reorganization will incorporate the allocation remaining in the Customer Account Services temporary salaries budget.
- Worked with Fleet Services and Purchasing Department to craft an RFP for a new bookmobile, evaluated proposals, and coordinated planning with winning vendor. New bookmobile was delivered December 2014.
- Oversaw implementation of new Automated Materials Handling System (AMHS) and training for all staff and volunteers.
- Staff acquired proficiency with new Integrated Library Service software, new scheduling software, new payment software, and new scan/fax/printers, Media Box, and AMHS equipment.
- Provided training for staff and customers in the use of new self-service technologies.
- Introduced improved procedures to ensure that customer accounts remain in good standing.
- Implemented new Computer Use Accounts to allow regular computer users easier access to library resources.
- Coordinated with City Finance Department to implement two new payment methods. Customers are now able to pay fees online and at all self-check-out machines.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|---|---------------|---------------|-----------------|------------------|
| Service Accomplishments: | Actual | Actual | Adjusted | Projected |
| Total Registered Borrowers * | 40,996 | 37,467 | 50,168 | 53,000 |
| New Borrowers Added | 3,448 | 3,922 | 5,500 | 6,000 |
| Total Computer Use Accounts | 0 | 370 | 550 | 650 |
| Bookmobile Circulation | 69,995 | 60,395 | 50,000 | 65,000 |
| Bookmobile visitor count | 14,711 | 22,094 | 16,000 | 24,000 |
| Holds processed | 118,559 | 130,310 | 135,000 | 150,000 |
| Fines/fees collected | \$88,996 | \$84,630 | \$85,000 | \$85,000 |
| Referrals to collection agency | 345 | 315 | 300 | 275 |
| Money collected through collection agency | \$9,812 | \$8,634 | \$8,500 | \$8,000 |
| Value of materials recovered via collection | \$4,870 | \$4,273 | \$4,000 | \$3,800 |
| Interlibrary loans to other libraries | 3,114 | 3,226 | 3,200 | 3,300 |
| Efficiency and Effectiveness: | | | | |
| Physical items checked out per hour open** | | | 370 | 351 |
| Registrations as % of population | 70% | 64% | 85% | 90% |

* Family accounts average 3 borrowers per account.

** Hours open 2012/13 = 3,338; 2013/14 = 3,519; 2014/15 estimated at 3,266 and 2015/16 estimated at 3,551. New figures include items checked out from main Library and Bookmobile.

*** FTE count formerly included 4.25 salaried staff and 9.25 hourly staff members for a total of 13.5 FTE. This division now has 8.25 FTE and all hourly employees work in Operations Services.

LIBRARY – GRANTS AND DONATIONS

The role of this program is to manage revenues and expenditures from private and governmental grants, bequests, gifts, and other contributions from individuals, agencies, and civic organizations. Expenditures from this program are funded by non-general fund sources.

Service Objectives:

- ✓ Maintain Project Smyles outreach to daycare programs
- ✓ Enhance print and non-print collections
- ✓ Maintain “Books for Babies” program at Mary Greeley Medical Center
- ✓ Develop programs based on community interests
- ✓ Complete Library Renovation and Expansion project
- ✓ Acquire equipment for library projects and programs

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|-----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 71,201 | 68,353 | 61,068 | 61,068 | -10.7% |
| Contractual | 3,464 | 6,672 | 8,329 | 5,600 | -16.1% |
| Commodities | 13,180 | 12,000 | 13,581 | 11,300 | -5.8% |
| Capital | 6,842 | 3,367 | 71,805 | 5,500 | 63.4% |
| Total Expenditures | 94,687 | 90,392 | 154,783 | 83,468 | -7.7% |
| Funding Sources: | | | | | |
| Library Bequests | - | 367 | 423 | - | |
| Library Friends Foundation | 16,273 | 14,300 | 83,392 | 15,500 | |
| Library Donations/Grants | 78,414 | 75,725 | 70,968 | 67,968 | -10.2% |
| Total Funding Sources | 94,687 | 90,392 | 154,783 | 83,468 | -7.7% |
| Personnel - Authorized FTE | 0.00 | 0.00 | 0.00 | 0.00 | |

LIBRARY – GRANTS AND DONATIONS

Highlights:

- Library Renovation and Expansion Project – Facilitated new major purchases, including:
 - Polaris Integrated Library System, which improves staff efficiency and the customer experience with improved programming, better search capabilities, mobile access, and user-friendly interfaces. (Ames Public Library Friends Foundation (APLFF))
 - ST ViewScan II Digital Microform reader/printer/viewer/scanner system that offers clear, high-resolution images, zoom capability, and the ability for users to save and share images electronically. (APLFF)
 - PeopleWhere scheduling software, which streamlines the mechanics of matching employees to shifts, allows staff to access to schedule information via the Internet, and facilitates exchanges or last-minute solutions to workplace changes. (APLFF)
 - Evanced software for event calendar management, online summer reading programs, and meeting room booking. (APLFF)
- Project Smyles – Continued to provide storytimes for children and instruction in early literacy skill development for daycare providers. (Direct State Aid, APLFF, and grants from local organizations)
- Books for Babies -- Provided a children's book to each Story County newborn and a packet for parents to encourage reading with their children and use of Library services. (Direct State Aid)
- Reading Prizes – Purchased prize books for youth reading program participants. (APLFF)
- Collections – Added materials with contributions made through the APLFF, general donations, and memorial gifts.
- Opening Day Collection – Purchased new releases and video games for the media box collection and extra materials to enhance the new facility.

HUMAN SERVICE AGENCIES

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, Central Iowa Community Services, the Iowa State University Government of the Student Body (GSB), and United Way, along with other public and private sources. The agencies provide human services in several broad categories: health services, basic needs services, youth and children services, and prevention and/or support 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 allocated 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**
- ✓ Monitor trends in human services provision in other parts of state/country for possible consideration in Story County
- ✓ Provide funding recommendations and research upon request to sponsoring organizations
- ✓ **Hold agencies accountable for responsible, efficient, and effective use of the dollars allocated through the ASSET process**

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|---------------------------------------|------------------|------------------|------------------|------------------|---------------------|
| Activities: | Actual | Adopted | Adjusted | Mgr Rec | From Adopted |
| Human Services Admin | 19,512 | 16,623 | 20,336 | 20,982 | 26.2% |
| Human Service Agencies | 1,041,276 | 1,139,227 | 1,139,227 | 1,212,375 | 6.4% |
| Total Expenditures | 1,060,788 | 1,155,850 | 1,159,563 | 1,233,357 | 6.7% |
| Expenditures: | | | | | |
| Personal Services | 16,234 | 16,623 | 16,836 | 17,305 | 4.1% |
| Contractual | 1,044,554 | 1,139,227 | 1,142,727 | 1,216,052 | 6.7% |
| Commodities | - | - | - | - | |
| Total Expenditures | 1,060,788 | 1,155,850 | 1,159,563 | 1,233,357 | 6.7% |
| Funding Sources: | | | | | |
| Local Option Sales Tax | 1,060,788 | 1,155,850 | 1,159,563 | 1,233,357 | 6.7% |
| Total Funding Sources | 1,060,788 | 1,155,850 | 1,159,563 | 1,233,357 | 6.7% |
| Personnel - Authorized FTE | 0.12 | 0.12 | 0.12 | 0.12 | |

HUMAN SERVICE AGENCIES

Highlights:

- For FY 2014/15, the City Council allocated \$1,139,227 for ASSET services, based on the recommendations from the volunteers. This was a decrease of 4% compared to the previous year's allocations.
- For FY 2015/16, \$1,216,052 was authorized by the City Council, which is a 7% increase over FY 2014/15 contracted services.

The following priorities were adopted by the City Council in July, 2014 for 2015/2016:

- **#1 Meet basic needs, with emphasis on low-to-moderate income:**
 - Housing cost offset programs, including utility assistance
 - Sheltering
 - Quality childcare cost offset programs, including daycare and State of Iowa licensed in-home facilities
 - Food cost offset programs, to assist in providing nutritious perishables and staples
 - Transportation cost offset programs for the elderly and families
 - Legal assistance
 - Disaster response
- **#2 Meet mental health and chemical dependency needs**
 - Provide outpatient emergency access to services
 - Provide crisis intervention services
 - Provide access to non-emergency services
 - Ensure substance abuse preventions and treatment is available in the community
- **#3 Youth development services and activities**
 - Provide services for social development
- The City funds approximately 30 agencies through this process.
- In support of the City Council goal of strengthening Human Services, the City worked with other ASSET Administrative staff in 2014/15 to facilitate updates to the process of collecting statistical information for ASSET-funded services. This information will be used to assist in determining community needs, as well as in evaluating the effectiveness of current programs. ASSET administrative staff continues to work on service issues as they arise, and is facilitating conversations between providers to promote cooperation and eliminate duplication of services.

The portion of an Assistant City Manager's salary allocated to this program remains at 12% for FY 2015/16 in recognition of time spent on the ASSET process and on various human services projects.

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

| | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted |
|---|---------------------------|----------------------------|-----------------------------|----------------------------|
| ACCESS | 69,983 | 71,007 | 71,007 | 89,164 |
| American Red Cross | 9,000 | 9,000 | 9,000 | 9,000 |
| Ames Community Preschool | 78,537 | 81,688 | 81,688 | 84,160 |
| ARC of Story County | 7,243 | 6,418 | 6,418 | 6,210 |
| Boys & Girls Club | 92,500 | 94,000 | 94,000 | 98,700 |
| Campfire USA | 6,136 | 6,443 | 6,443 | 6,640 |
| Center for Creative Justice | 52,648 | 52,948 | 52,948 | 54,007 |
| Childserve | 17,293 | 17,700 | 17,700 | 19,790 |
| Emergency Residence Project | 63,900 | 66,800 | 66,800 | 73,000 |
| Eyerly Ball | - | - | - | 18,022 |
| Good Neighbor | 16,200 | 16,200 | 16,200 | 16,605 |
| Heartland Senior Services | 148,374 | 152,638 | 152,638 | 153,749 |
| HIRTA | 40,000 | 40,133 | 40,133 | 42,000 |
| Homeward of MGMC | 36,280 | 39,775 | 39,775 | 40,025 |
| Legal Aid Society | 61,770 | 82,244 | 82,244 | 85,000 |
| Lutheran Services in Iowa | 2,825 | 3,500 | 3,500 | 4,500 |
| Mid-Iowa Community Action | 33,065 | 51,492 | 51,492 | 54,059 |
| National Alliance for Mentally Ill | 5,450 | 5,463 | 5,463 | 5,500 |
| Orchard Place | 4,394 | 6,165 | 6,165 | - |
| Raising Readers | - | 7,690 | 7,690 | 14,000 |
| RSVP | 26,900 | 27,688 | 27,688 | 28,500 |
| Salvation Army | 18,163 | 36,249 | 36,249 | 34,000 |
| University Community Childcare | 44,018 | 47,982 | 47,982 | 52,751 |
| Visiting Nurses | - | 3,382 | 3,382 | 5,386 |
| Volunteer Center of Story County | 7,000 | 7,000 | 7,000 | 7,475 |
| Youth & Shelter Services | 199,597 | 205,622 | 205,622 | 210,132 |
| Total Allocations | 1,041,276 | 1,139,227 | 1,139,227 | 1,212,375 |
| Unallocated Reserve | - | - | - | - |
| Total Human Service Agency Funding | 1,041,276 | 1,139,227 | 1,139,227 | 1,212,375 |

ART SERVICES/AGENCIES

The allocations recommended by the Commission on the Arts for various community arts operations are budgeted in this activity. These community arts programs are non-profit in nature and primarily involve the performing arts. Since 1991, the Public Art Commission (PAC) has administered the acquisition and maintenance of art installations on public properties. PAC maintains an active inventory of hundreds of works, including sculptures, paintings, photographs, collages, quilting, and glasswork.

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 of special grants and annual operating funding recommendations
 - ✓ 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 a variety of educational and promotional projects for public arts
 - ✓ Continue the successful Art in the Parks, Ames Annual Outdoor Sculpture Exhibition, and Neighborhood Art programs
 - ✓ Continue to develop a proactive art maintenance program to preserve and distribute artwork throughout City facilities

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|-----------------|----------------|----------------|
| Activities: | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Public Art Program | 23,342 | 37,000 | 62,547 | 41,000 | 10.8% |
| Art Agency Funding | 137,762 | 144,401 | 144,401 | 148,733 | 3.0% |
| Total Expenditures | 161,104 | 181,401 | 206,948 | 189,733 | 4.6% |
| Expenditures | | | | | |
| Personal Services | - | - | - | | |
| Contractual | 146,905 | 144,401 | 144,401 | 148,733 | 3.0% |
| Commodities | 2,199 | - | - | - | |
| Capital | 12,000 | 37,000 | 62,547 | 41,000 | 10.8% |
| Total Expenditures | 161,104 | 181,401 | 206,948 | 189,733 | 4.6% |
| Funding Sources: | | | | | |
| Local Option Sales Tax | 161,104 | 181,401 | 206,948 | 185,733 | 2.4% |
| Public Art Donations | - | - | - | - | |
| Total Funding Sources | 161,104 | 181,401 | 206,948 | 185,733 | 2.4% |
| Personnel - Authorized FTE | 0.00 | 0.00 | 0.00 | 0.00 | |

ARTS SERVICES/AGENCIES

Highlights:

Public Art Commission (PAC)

2014/15

Public Relations and Marketing promoted and publicized the PAC's efforts by staffing booths at Art Walk, Reiman Gardens Art Fair, Main Street Farmers Market, and Octagon Art Festival. This committee also spearheaded a project to "Name the Dragons," two sculptures (one yellow and one purple) near City Hall. This project generated a great deal of community interest.

Ames Annual Outdoor Sculpture Exhibition – Five sculptures were selected in 2014: *Help Another* by James Bearden; *Life: Portal to the Future* by Zach Bowman; *Solitary Nomad* by V. Skip Willets; *Wings of Change* by Hilde Dobruyne; and *Industrial Revolution II* by John Brommel. Each received a \$1,000 honorarium, *Industrial Revolution II* won the "Best in Show" prize of \$500, and the five sculptures are on display around downtown Ames.

The **Neighborhood Sculpture** program collaborates with Ames neighborhoods interested in acquiring a sculpture from the *Ames Annual Outdoor Sculpture Exhibition*. This was yet another phenomenal year for public interest. Four sculptures were acquired and placed at a total cost of \$12,000; and community reaction has been overwhelmingly positive.

A major PAC collaborative project was **Cy City**, spearheaded by the 2014 Leadership Ames class in celebration of Ames' 150th year. The highly successful involvement of the City of Ames, Iowa State University, community businesses, donors, artists and community groups resulted in a citywide installation of several dozen CY sculptures thematically decorated. The PAC lent both an artistic voice as well as process and installation consultation.

The City Council previously authorized \$25,547 of **carry-over funding** into the 2014/15 adjusted budget. Approximately half of this amount is for the Art in the Parks program.

The PAC streamlined its many committees into **three core committees** – Collections and Information Management, Public Relations and Marketing, and Outreach.

2015/16

PAC is planning to map the collection and develop a **GIS system** with a web integrated platform. PAC is planning for new sculpture pads, re-siting of the pair of dragon sculptures at City Hall, major maintenance on the David Dalquist sculptures around town, and acquisition of more indoor artwork.

PAC's **Public Relations and Marketing** goals include the promotion of PAC's 25 year anniversary.

Art in the Parks is in the process of developing the next installation of artwork. This program requires accumulating funds from several budget cycles. PAC's goal is to have new, possibly interactive, installations in 2016. PAC will also seek grant funding to bolster the project budget.

Ames Annual Outdoor Sculpture Exhibition – Placement and dedications for 2015 are scheduled for Late Spring. Future goals include expanding existing concrete pads to accommodate the improved scale and diversity of the work. PAC is seeking a \$3,500 increase in funding to pour new concrete pads that can safely accommodate larger sculptures.

The **Neighborhood Sculpture** program is in negotiations with this year's batch of AAOSE artists, with the hope that PAC will be able to purchase several sculptures, once again maximizing the allocated budget of \$10,000, plus the additional Council approved roll-over. PAC hopes to keep extending both Neighborhood Sculpture and AAOSE to other new neighborhoods and overlooked public spaces in Ames including Campustown, the North Grand area, and South and West Ames.

Commission On The Arts (COTA)

For FY 2014/15, the Commission On The Arts was allocated a total of \$144,401, funding for 17 different organizations. This was an increase of 2.5% over the FY 2013/14 allocation.

For FY 2015/16, COTA recommended funding in the amount of \$148,733 (an increase of 3% over FY 2014/15). The Commission anticipates annual grants to be awarded in the amount of \$143,620 and up to \$5,113 in mini-grants for the spring and fall application periods.

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

| | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted |
|--------------------------------------|---------------------------|----------------------------|-----------------------------|----------------------------|
| ACTORS | 13,543 | 14,700 | 14,700 | 15,790 |
| AIOFA | 7,996 | 7,960 | 7,960 | 8,140 |
| Ames Chamber Artists | 2,246 | 2,380 | 2,380 | 2,700 |
| Ames Children's Choirs | 9,744 | 9,800 | 9,800 | 10,300 |
| Ames Choral Society | 2,476 | 2,640 | 2,640 | 2,870 |
| Ames Community Arts Council | 7,982 | 7,900 | 7,900 | 8,610 |
| Ames Town & Gown | 15,691 | 14,800 | 14,800 | 14,860 |
| Central Iowa Symphony | 9,975 | 8,500 | 8,500 | 8,140 |
| Co'Motion Dance Theater | 5,489 | 5,460 | 5,460 | 5,390 |
| Dancercenter Dancer Co Foundation | - | 1,400 | 1,400 | 1,380 |
| Good Company | - | 1,190 | 1,190 | 1,350 |
| Kids Co'Motion | 3,103 | 2,800 | 2,800 | 2,840 |
| Friends of Ames Strings | 1,180 | 1,280 | 1,280 | 1,620 |
| India Cultural Association | 1,780 | 2,320 | 2,320 | 5,370 |
| Stars Over VEISHEA | - | 4,050 | 4,050 | - |
| Story Theater Company | 8,716 | 8,400 | 8,400 | 8,860 |
| The Octagon | 44,136 | 44,650 | 44,650 | 45,400 |
| Total Allocations | 134,057 | 140,230 | 140,230 | 143,620 |
| Mini-Grants | 3,705 | 4,171 | 4,171 | 5,113 |
| Total Arts Agency Funding | 137,762 | 144,401 | 144,401 | 148,733 |

CEMETERY

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
- ✓ Coordinate funerals, cemetery lot sales, and sale of columbarium spaces
- ✓ Respond in a timely fashion to all grave opening and closing requests
- ✓ Set markers and monuments
- ✓ Administer the mowing contract

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|-----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 77,853 | 89,336 | 94,102 | 98,888 | 10.7% |
| Contractual | 46,637 | 57,642 | 64,890 | 66,957 | 16.2% |
| Commodities | 2,213 | 1,715 | 2,325 | 2,350 | 37.0% |
| Capital | - | - | - | - | |
| Total Expenditures | 126,703 | 148,693 | 161,317 | 168,195 | 13.1% |
| Funding Sources: | | | | | |
| Current Need Lot Sales | 14,640 | 20,000 | 20,000 | 20,000 | 0.0% |
| Pre-Need Lot Sales | 28,706 | 20,000 | 20,000 | 20,000 | 0.0% |
| Marker Footings | 1,925 | 2,500 | 2,500 | 2,500 | 0.0% |
| Interments | 59,255 | 57,000 | 57,000 | 57,000 | 0.0% |
| Columbarium | 3,308 | 2,000 | 2,000 | 2,000 | 0.0% |
| Interest | 12,511 | 10,000 | 7,000 | 7,000 | -30.0% |
| Total Program Revenues | 120,345 | 111,500 | 108,500 | 108,500 | -2.7% |
| General Fund Support | 6,358 | 37,193 | 52,817 | 59,695 | 60.5% |
| Total Funding Sources | 126,703 | 148,693 | 161,317 | 168,195 | 13.1% |
| Personnel - Authorized FTE | 1.05 | 1.05 | 1.29 | 1.29 | |

CEMETERY

Highlights:

In preparing for the adjusted FY 2014/15 and FY 2015/16 budgets, a new methodology was used to project personal service costs for the various programs administered by Public Works Operations. Personal service costs for these programs, which include Street Maintenance, Street Cleaning, Snow and Ice Control, Utility Maintenance, Right-of-Way maintenance, and the Cemetery, vary greatly from year to year due to weather conditions and workloads. Beginning with the adjusted FY 2014/15 budget, a 5-year average distribution among the programs has been used to project the personal service cost for each program.

General Fund support of the cemetery is projected to increase to \$52,817 (FY 2014/15 Projected) from \$6,358 (FY 2013/14 Actual). Support is projected to increase to \$59,695 for FY 2015/16.

Mowing and trimming services for the cemetery continue to be contracted out. It is estimated that the cemetery will be **mowed 15 times**. The total cost of mowing is estimated at \$30,000 for both 2014/15 and 2015/16.

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 FY 2015/16 is \$2,500 for **monument repairs**.

A budget increase for the fleet is planned as the equipment inventory was updated to more accurately show lifecycles and replacement values. The increases are \$6,609 for FY 2014/15 and \$8,239 for FY 2015/16.

| | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|--------------------------------------|---------------------------|---------------------------|-----------------------------|------------------------------|
| Service Accomplishments: | | | | |
| Regular interments | 56 | 57 | 60 | 60 |
| Remains interments | 49 | 47 | 50 | 50 |
| Columbarium spaces sold | 2 | 3 | 2 | 2 |
| Lots sold | 129 | 83 | 100 | 100 |
| Markers/monuments set | 48 | 74 | 50 | 50 |
| Efficiency and Effectiveness: | | | | |
| Revenues as a % of expenses | 69% | 95% | 67% | 65% |

CITYWIDE HOUSING PROGRAMS

This activity administers city-wide affordable housing programs that will assist various housing related activities including, but not limited to: emergency and disaster related assistance, housing fairs, demolitions, public educational workshops, etc. The overall goal of this program is to promote better housing, educational and economic conditions and/or opportunities the citizens of Ames and for low and moderate income citizens residing in Ames. This program includes 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
- ✓ Continue to provide reliable, high quality service to both external and internal customers
- ✓ **Investigate ways to increase the availability of affordable housing in Ames**
- ✓ Increase and/or maintain partnership with state, federal, cities, county, lenders, realtors, developers, and non-profit organizations to increase affordable housing opportunities
- ✓ Educate the public regarding various federal, state and local housing policies, practices, and application.
- ✓ **Explore the creation of tenant and landlord services, including education and complaint and conflict resolution, with Iowa State University, the Government of the Student Body, and the Ames Rental Association**

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|---------------|---------------|---------------|---------------|--------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 25,602 | 36,996 | 32,356 | 33,046 | -10.7% |
| Contractual | 6,875 | 5,777 | 14,296 | 15,583 | 169.7% |
| Commodities | - | 125 | 175 | 125 | 0.0% |
| Capital | - | - | - | - | |
| Total Expenditures | 32,477 | 42,898 | 46,827 | 48,754 | 13.7% |
| Funding Sources: | | | | | |
| City-Wide Housing Fund | 32,477 | 42,898 | 46,827 | 48,754 | |
| Total Funding Sources | 32,477 | 42,898 | 46,827 | 48,754 | 13.7% |
| Personnel - Authorized FTE | 0.37 | 0.37 | 0.20 | 0.20 | |

CITYWIDE HOUSING PROGRAMS

Highlights:

In July of 2014, the Planning and Housing, Public Works, and Fire Departments combined their clerical staff into a central location in an effort to offer “exceptional service to the citizens of Ames.” By combining staff from all three departments into one area, the goal is to share services, increase collaboration, and provide a “one stop shop” for these services. Personal services and other shared costs are charged to this new program, and then allocated back to the supported programs through an internal charge. In City-Wide Affordable Housing, this support staff restructuring resulted in a reduction to personal services of 10.7%, but an increase of \$10,099 to contractual charges.

This **program continues to account for expenses** incurred by the City’s Housing Division that are **not eligible for reimbursement** under the Federal government’s Community Development Block Grant program. This includes assistance provided to other city departments, non-profit organizations, administration of non-CDBG Federal, State or Local programs.

In FY 2014/15 and FY 2015/16, staff will **continue to host** community forums and events to train, educate and engage the public on various housing topics/awareness such as: hunger and homelessness awareness, housing fairs, feedback surveys, etc. Staff will **also partner with other City Departments and organizations** to promote and educated the public through events, seminars and other promotional items regarding various housing related topics and concerns.

In October 2014, the Iowa State University Government of the Student Body met with the City Council to discuss the Rent Smart Program, which was developed by the University. Its primary benefit is to educate tenants and landlords about a number of important issues related to renting in the Ames community. At the Council goal-setting session in January 2015, it was determined that this program satisfied the Council objective of providing a landlord/tenant service in the Ames community.

Beginning in FY 2014/15, in lieu of a **permanent .37 FTE position** in the Housing Division, **temporary and/or contracted staff will be utilized** until such time it is determined a **permanent position is needed**.

| Service Accomplishments: | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|---|---------------------------|---------------------------|-----------------------------|------------------------------|
| # of community forums/events to educate public on various housing topics/awareness, program policies/procedures, etc. | 3 | 6 | 3 | 4 |

COMMUNITY DEVELOPMENT BLOCK GRANT

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
- ✓ Operate the CDBG programs in full compliance with all Fair Housing and Equal Opportunity laws and regulations
- ✓ Continue to provide reliable, high quality service to both external and internal customers
- ✓ Preserve existing housing and promote revitalization of neighborhoods by offering housing options to very low, low, and moderate-income persons
- ✓ Encourage citizen participation by conducting community-wide meetings and/or public forums for input regarding processes, programs, and ongoing community development projects
- ✓ Improve the Division's website to efficiently communicate with the public
- ✓ **Investigate ways to increase the availability of affordable housing**

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|------------------|----------------|--------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 97,183 | 102,257 | 91,737 | 92,177 | -9.9% |
| Contractual | 113,185 | 420,382 | 749,403 | 395,293 | -6.0% |
| Commodities | 672 | 850 | 755 | - | -100.0% |
| Capital | 442,124 | - | 350,000 | - | |
| Total Expenditures | 653,164 | 523,489 | 1,191,895 | 487,470 | -6.9% |
| Funding Sources: | | | | | |
| Block Grant | 551,513 | 509,171 | 1,001,012 | 487,470 | -4.3% |
| Downpayment Repayments | 5,644 | 5,343 | 8,063 | - | |
| Sale of Homes | 96,007 | 8,975 | 182,820 | - | |
| Total Funding Sources | 653,164 | 523,489 | 1,191,895 | 487,470 | -6.9% |
| Personnel - Authorized FTE | 1.00 | 1.00 | 0.80 | 0.80 | |

COMMUNITY DEVELOPMENT BLOCK GRANT

Highlights:

FY 2014/15

The City of Ames received its eleventh allocation of Community Development Block Grant (CDBG) funding in the amount of \$488,278. Additionally, approximately \$502,000 was rolled over from FY 13/14 and approximately \$200,000 is anticipated to come from program income in FY 2014/15, bringing the total available allocation to approximately \$1.1 million. **CDBG funds are utilized to support the City Council's goal of increasing the availability of affordable housing in the community.**

Annually the City Council authorizes the maximum 20% of the CDBG allocation for administrative expenses with the remaining balance to be utilized for programming. For FY 2014/15 the programming to be administered is as follows:

- Neighborhood sustainability programs (home improvement, homebuyer assistance, acquisition/reuse, operation & repair, rental deposit, transportation assistance, and rental property repair program);
- Public Facilities Improvement program (assist to non-profit organizations to make improvements and/or repairs to their facilities).

The three properties along 6th Street that were purchased with CDBG funds are being demolished and the lots will be made available for redevelopment into affordable housing units. Request for redevelopment proposals will be sought in spring 2015.

Beginning in FY 2014/15, in lieu of a permanent .37 FTE position in the Housing Division, temporary and/or contracted staff will be utilized until such time it is determined a permanent position is needed.

FY 2015/16

The FY 2015/16 CDBG allocation for the City of Ames has not yet been announced. However, for budgeting purposes the 2014/15 \$488,278 CDBG allocation is being projected.

In FY 2015/16, the City will be submitting its second annual action plan as part of the newly adopted 5-year Consolidated Plan (2014-2019) that will incorporate the program goals and priorities projects. Staff will be soliciting input from the public and bring those ideas to City Council for review and approval to be submitted to HUD on or before May 17, 2015.

| | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|--|---|---|---------------------|----------------------|
| Service Accomplishments: | | | | |
| Annually maintain 70% expenditure rate of funds on activities that serve LMI* households and/or neighborhoods | 100% | 100% | 100% | 100% |
| Neighborhood public infrastructure improvement projects completed in LMI* census tracts - # of linear feet, square yards and/or square feet of sewer pipe, streets/sidewalks/curbs/driveway approaches/gutters and dome pads completed | 728 LF 916.87 sq yds 168 sq ft pads | 2,781 LF 3,381 sq yds 72 sq ft pads | N/A | unknown |
| # of first-time homebuyers provided down payment assistance | 0 | 2 | 4 | unknown |
| # of LMI owner-occupied units rehabilitated | 0 | 0 | 5 | unknown |
| # of LMI rental-occupied units rehabilitated | n/a | n/a | 2 | unknown |
| # of properties or land purchased for LMI Housing | 0 | 0 | 3 | unknown |
| # of LMI* households receiving Renter Affordability Assistance (deposit, 1 st month's rent, utility, transportation, or child care) | 8 | 35 | 70 | unknown |
| Efficiency and Effectiveness: | | | | |
| Demonstrated compliance with HUD's monitoring of program reports, files, etc. | Satisfactory | Satisfactory | Satisfactory | Satisfactory |
| Bi-annual program audit meets federal compliance standards | Yes | Yes | Yes | Yes |

* Low and Moderate Income

ECONOMIC DEVELOPMENT

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

Service Objectives:

- ✓ Create quality jobs
- ✓ Increase tax base
- ✓ Use local economic development programs to leverage state, federal, and private economic development investment
- ✓ **Promote Economic Development by implementing economic development related City Council objectives**

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|-----------------|----------------|-------------------------|
| Expenditures: | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Personal Services | 65,595 | 69,965 | 60,057 | 61,798 | -11.7% |
| Contractual | 170,024 | 161,326 | 161,516 | 161,516 | 0.1% |
| Commodities | - | - | - | - | |
| Other | - | - | - | - | |
| Total Expenditures | 235,619 | 231,291 | 221,573 | 223,314 | -3.5% |
| | | | | | |
| Funding Sources: | | | | | |
| Hotel/Motel Tax | 159,343 | 159,610 | 159,800 | 159,800 | 0.1% |
| General Fund | 67,311 | 71,681 | 61,773 | 63,514 | -11.4% |
| TIF/Kingland Systems | 8,965 | - | - | - | |
| Economic Development | - | - | - | - | |
| Total Funding Sources | 235,619 | 231,291 | 221,573 | 223,314 | -3.5% |
| | | | | | |
| Personnel - Authorized FTE | 0.46 | 0.46 | 0.31 | 0.31 | |

ECONOMIC DEVELOPMENT

Highlights:

The economic development activity for FY 2014/15 included the support of growth of companies in Ames and support of future growth opportunities with the infrastructure improvements and the expansion of the Iowa State University Research Park.

Economic development projects approved by City Council included:

- **Boehringer Ingelheim Vetmedica, Inc.**, a German company that develops, manufactures, and markets veterinary pharmaceutical products. The project includes construction of a new building in the ISU Research Park. The City endorsed the application for state assistance and is the local sponsor. The local match requirement will be industrial property tax abatement.
- **Workiva**, an Ames based technology company completed a major expansion to its facility at the ISU Research Park. The company committed to add 700 new full-time jobs and received state incentives and a local match in the form of property tax abatement.
- **Iowa State University Research Park**, which will begin expansion of the park to include a central hub building to support business growth. The City established a Tax Increment Financing district to help fund infrastructure improvements.

The projects above were in support of the Council's goal to promote economic development.

| Service Accomplishments: | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|---------------------------------|---------------------------|---------------------------|-----------------------------|------------------------------|
| State Programs Sponsored | 2 | 3 | 2 | 2 |

Other:

City revolving loans originated
Community Investment Fund

Efficiency and Effectiveness:

| Companies | \$ State/Federal Investment | \$ City Investment | Tax Abatement | \$ Private/AEDC Investment | \$ Total Investment | Jobs Required | \$ Added Taxable Value |
|---------------------------|--|-----------------------------------|--------------------------|---|------------------------------------|--------------------------|-----------------------------------|
| Boehringer Ingelheim Vet. | 378,795 | 0 | Yes | 25,621,205 | 26,000,000 | 1 | TBD |
| Workiva | 5,500,000 | 0 | Yes | 73,240,000 | 78,740,000 | 700 | 13,036,647 |
| Totals | \$5,878,795 | \$0 | | \$98,2861,205 | \$104,240,000 | 701 | \$13,036,647 |

STORM DISASTER ACTIVITY

This activity is used to account for expenses and revenue for emergency response and restoration when the City becomes eligible for the Federal Emergency Management Agency's (FEMA) Public Assistance program through a Presidential declaration.

| | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted | % Change From Adopted |
|-----------------------------------|-------------------|--------------------|---------------------|--------------------|-----------------------------|
| Expenditures: | | | | | |
| Personal Services | | | | | |
| Contractual | 10,364 | - | - | - | |
| Commodities | | - | - | - | |
| Capital | | - | - | - | |
| Total Expenditures | 10,364 | - | - | - | |
| Funding Sources: | | | | | |
| General Fund | 5,667 | - | - | - | |
| State FEMA | 4,697 | - | - | - | |
| Total Funding Sources | 10,364 | - | - | - | |
| Personnel - Authorized FTE | 0.00 | 0.00 | 0.00 | 0.00 | |

STORM DISASTER ACTIVITY

Highlights:

The City received notice of close out of the FEMA Public Assistance Grant activity for the river and stream floods, wind storm, and urban flooding in 2010. The FY 2013/14 actuals reflect the final remaining expenditures and grant payment for response to this event.

CABLE TV SERVICES

The mission of Channel 12 is to provide live coverage of City Council and select boards and commission meetings alongside original programming that promotes Ames City Government in an enlightening and engaging manner. The full-time Coordinator also provides playback support for the Public Access Channel (16). All Channel 16 programming is produced independently and submitted for broadcast. Programming consists of local church services and local/non-local, professionally produced series. Cable TV is staffed by one full-time Cable TV Coordinator who is primarily devoted to the government access channel (TV12), and part-time interns. The budget also includes a portion of support staff salary.

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 DVD recording of meetings for City employee training
- ✓ Serve as an emergency notification system
- ✓ Coordinate Channel 16 playbacks
- ✓ Coordinate videostreaming of Channel12

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-------------------------------------|------------------|------------------|------------------|------------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 94,363 | 92,616 | 96,048 | 99,811 | 7.8% |
| Contractual | 20,489 | 26,425 | 22,097 | 32,254 | 22.1% |
| Commodities | 6,222 | 5,950 | 6,250 | 7,350 | 23.5% |
| Capital | 3,521 | - | 17,855 | | |
| Total Expenditures | 124,595 | 124,991 | 142,250 | 139,415 | 11.5% |
| Funding Sources: | | | | | |
| Cable TV Franchise | 461,312 | 459,000 | 460,000 | 460,000 | 0.2% |
| Miscellaneous Revenue | - | - | - | - | |
| Cable TV Revenues | 461,312 | 459,000 | 460,000 | 460,000 | 0.2% |
| Contribution to General Fund | (336,717) | (334,009) | (317,750) | (320,585) | -4.0% |
| Total Funding Sources | 124,595 | 124,991 | 142,250 | 139,415 | 11.5% |
| Personnel - Authorized FTE | 1.10 | 1.10 | 1.10 | 1.10 | |

CABLE TV SERVICES

Highlights:

During the budget process this year, a financial equipment replacement plan was created for equipment in the Channel 12 control room. Prior to the development of this plan, equipment was replaced with capital purchase requests and relied solely on the availability of funds to meet these requests. The new plan forecasts future equipment replacement costs, life expectancy, and priority of replacement. All new pieces of broadcast equipment with significant upfront cost will be placed on a depreciation schedule. In accordance with this plan, funds have been added to Cable TV Services depreciation account in FY 2014/15 and moving forward.

Over the past five years, an effort has been made to bring Channel 12 up to date with broadcasting equipment and prepare for a future of broadcasting/recording in High Definition. The final pieces of equipment have been identified and funds added to capital of the adjusted budget for FY 2014/15. With these pieces of equipment, Channel 12 will be fully HD capable. The only remaining piece to broadcasting Channel 12 in HD after this will be Mediacom’s ability to handle a HD signal at their head end in Ames from Channel 12.

Government Access Channel 12:

- Custom built a mobile recording control room (Library Flypack)
- 150 Years of Ames series celebrating and promoting the Ames Sesquicentennial.
- Finished Ames Public Library Documentary (4 year project)
- Began documentary on new Water Treatment Plant
- Purchased/installed new digital audio mixer in Channel 12 control room/Council Chambers
- Replacing video system controller (final internal piece of equipment in transition to High Definition - awaiting HD channel from Mediacom)
- 22,588 views of original programs on YouTube Channel 11/16/13 – 11/17/14
- 43,931 total page views for the live stream and archive meeting videos from 11/16/13 – 11/17/14

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|--|----------------|----------------|----------------|------------------|
| | Actual | Actual | Current | Projected |
| Service Accomplishments: | | | | |
| Original video programs, Channel 12 | 252 | 260 | 89 | 225 |
| Hours of programming replay, Channel 12 | 4,066 | 6,120 | 2,531 | 8,560 |
| Hours of live meeting coverage, Channel 12 | 192 | 212 | 92 | 200 |
| Live/archive meeting online views | | 8,774 | 15,552 | 35,000 |
| Original programs online views | | 11,755 | 13,829 | 17,000 |
| Efficiency and Effectiveness: | | | | |
| Of those who use them, usefulness of Channel 12 (3=very useful; 2=somewhat useful; 1=not useful) * | 2.1 | 2.1 | 2.1 | 2.2 |
| % citizens who view Channel 12 * | 41% | 31% | 31% | 35% |
| % citizens who view Twitter * | 28% | 35% | 35% | 37% |
| % citizens who view YouTube * | 64% | 63% | 63% | 64% |
| % citizens who view Facebook * | 70% | 73% | 73% | 73% |

* Numbers according to the 2013/2014 Resident Satisfaction Survey

COMMUNITY ENRICHMENT CIP

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: | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted | % Change From Adopted |
|---------------------------------------|-------------------|--------------------|---------------------|--------------------|-----------------------------|
| Parks & Recreation: | | | | | |
| Park System Improvements | 350,330 | 202,000 | 447,969 | 440,000 | |
| Recreation Facility Improvements | - | 165,000 | 315,408 | 140,000 | |
| Municipal Pool Improvements | 57,737 | 25,000 | 146,423 | 25,000 | |
| Playground/Park Equipment | 60,768 | 62,500 | 203,097 | 50,000 | |
| Furman Aquatic Center | 22,169 | 48,000 | 135,734 | 25,000 | |
| Ada Hayden Heritage Park | 296 | 284,000 | 229,000 | 104,000 | |
| Ames/ISU Ice Arena | 1,058 | 215,000 | 116,937 | 220,000 | |
| Munn Woods Connection | 51,614 | - | - | - | |
| Sand Volleyball Complex | 6,200 | - | 120,000 | - | |
| Roosevelt Park Development | - | 80,000 | 80,000 | - | |
| Homewood Gold Course | - | - | - | 20,000 | |
| Sub-Total | 550,172 | 1,081,500 | 1,794,568 | 1,024,000 | |
| Library: | | | | | |
| Library Renovation Project | 11,334,701 | - | 4,879,338 | - | |
| Library RDID Tagging | 39,647 | - | 146,033 | - | |
| Sub-Total | 11,374,348 | - | 5,025,371 | - | |
| Cemetery: | | | | | |
| Cemetery Lane Improvements | 78,355 | 65,000 | 150,712 | 65,000 | |
| Sub-Total | 78,355 | 65,000 | 150,712 | 65,000 | |
| Economic Development: | | | | | |
| Downtown Façade Program | 41,127 | 50,000 | 129,423 | 50,000 | |
| Campustown Façade Program | - | 30,000 | 50,000 | 50,000 | |
| Sub-Total | 41,127 | 80,000 | 179,423 | 100,000 | |
| City Manager: | | | | | |
| Neighborhood Improv Program | 11,870 | 50,000 | 50,000 | 50,000 | |
| Total Community Enrichment CIP | 12,055,872 | 1,276,500 | 7,200,074 | 1,239,000 | -2.9% |

COMMUNITY ENRICHMENT CIP PROJECT DESCRIPTIONS

PARKS AND RECREATION

Park System Improvements is the annual program to add improvements and address maintenance issues in the City's park system. For FY 2015/16, \$440,000 is budgeted to replace the stairs, replace the existing restroom, and construct a new restroom north of the tennis courts in Inis Grove Park; to resurface the tennis courts and pave the path from the upper to the lower portions of Emma McCarthy Lee Park; to renovate the restrooms at Brookside Park; and to add recreation features as part of the Low Head Dam project in North River Valley Park.

Improvements and major maintenance issues to City recreation facilities are accomplished through the Recreation Facility Improvements program. A total of \$140,000 is allocated in this program in FY 2015/16 to replace volleyball standards and the gymnasium separation curtain at the Community Center; to replace the aisle carpeting and add sound shell components to the Auditorium; and to replace the stage lighting and repaint the exterior of the Bandshell.

The City's joint use agreement with Ames Community Schools for the operation of the indoor Municipal Pool located at Ames High School will expire on April 30, 2015. During the 20-year agreement period, costs in the Municipal Pool Improvements program have been shared equally between the City and the School District. The School District is now planning to build a separate facility, but will extend the cost-sharing arrangement with the City until its plans are finalized. When the school's new facility is built, all of the operational and capital expenses related to the Municipal Pool will become the sole responsibility of the City. For FY 2015/16, \$50,000 is budgeted under this program, allocated equally to the City of Ames and the Ames Community School District.

The City installs and replaces play equipment throughout the park system through the Playground/Park Equipment program. For FY 2015/16, \$50,000 has been budgeted to replace play equipment at Daley Park.

Furman Aquatic Center opened in May 2010 and has now been operational for five seasons with an average of over 100,000 visitors per summer. To ensure that the aquatic center remains a quality facility, structural and mechanical maintenance items have been identified to be addressed in a systematic manner. For FY 2015/16, \$25,000 has been budgeted to refinish the exterior of the slides at the Aquatic Center.

A total of \$104,000 is budgeted in FY 2015/16 for improvements to Ada Hayden Heritage Park. These funds will be used to install water service to the restrooms and the drinking fountain on the north side of the park.

Funding for capital improvements at the Ames/ISU Ice Arena is provided through the Ice Arena Capital Reserve Fund, which is contributed to equally by the City and Iowa State University. Improvements budgeted for FY 2015/16 include replacing the rubber flooring in the hallways and locker rooms, replacing the lighting above the ice and throughout the building, and installing surge protection throughout the facility. The budget for these improvements is \$220,000.

The annual Homewood Golf Course program addresses improvements and maintenance issues at the City's 9-hole public golf course. A total of \$20,000 is budgeted in this program in FY 2015/16 to begin the multi-year project to install asphalt cart paths throughout the golf course.

CEMETERY

There are nearly two miles of paved lanes within the Ames Municipal Cemetery boundaries. These lanes provide public access for visitors to gravesites as well as access for crews for funeral preparations and cemetery maintenance. The Ames Municipal Cemetery Improvements program has been undertaking a five year project to restore and improve all of these lanes. The FY 2015/16 budget includes \$65,000 for the fifth and final year of this project.

ECONOMIC DEVELOPMENT

The Downtown Façade Program is the City's annual program to provide financial incentives for façade improvements consistent with the historic character of Downtown Ames. The program, which was introduced in FY 2001/02, provides \$15,000 in grant funds to be matched dollar for dollar for such exterior elements as upper facades, display windows, entrances, signs, and awnings. A total of \$50,000 is budgeted annually for this program, which has awarded 36 grants over the life of the program.

The Campustown Façade Program provides financial incentives to enhance the appearance and use of existing buildings with commercial uses in the Campustown district. The program is designed to encourage and maintain the eclectic culture and "uniqueness" of Campustown, to increase safety and security, to promote investment by property and business owners, and to add to the vitality of Campustown. The FY 2015/16 budget includes \$50,000 to begin to fund competitive matching grant applications under this program.

CITY MANAGER

The Neighborhood Improvement Program was initiated in FY 1996/97 to enhance the appearance of city neighborhoods with the addition of permanent physical improvements and to promote a greater sense of community through resident participation in neighborhood projects. The program provides neighborhood grants to help residents accomplish those projects that they have identified as top priorities for their neighborhoods. Neighborhood residents are expected to provide a local match to these grants on a dollar-for-dollar basis in the form of money, materials, and/or labor. Since the inception of the program, 119 projects have been funded, including such diverse projects as street tree plantings, playground equipment, basketball courts, prairie and pond restorations, and neighborhood message centers. A total of \$50,000 is again allocated for this program for FY 2015/16.

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GENERAL GOVERNMENT

LIBRARY INTERIOR LIGHTING



GENERAL GOVERNMENT

| | |
|--|-----|
| City Council | |
| City Council | 270 |
| Special Allocations | 273 |
| City Council Contingency | 274 |
| City Clerk | 276 |
| City Manager | 278 |
| Financial Services | |
| Finance Administration and Budget | 280 |
| Accounting and Reporting | 282 |
| Purchasing Services | 284 |
| Administrative Services | |
| Public Relations | 286 |
| Long-Range Planning | 288 |
| Current Planning | 290 |
| Shared Administrative Support Services | 292 |
| Legal Services | 294 |
| Human Resources | 296 |
| Public Works | |
| Public Works Administration | 298 |
| Public Works Engineering | 300 |
| Facilities | 304 |
| Merit Payroll Adjustment | 306 |
| General Government CIP | 307 |

GENERAL GOVERNMENT

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 “frontline” services.

The General Government program includes the following activities: City Council, which includes the legislative and policy-making leadership provided by the Mayor and City Council as well as special allocations made by Council and the oversight of a Council Contingency Fund, City Clerk who records and maintains the records of the City Council and various appointed commissions and committees; and City Manager who provides 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.

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|---------------------------------------|------------------|------------------|-------------------|------------------|-----------------|
| Use of Funds: | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| City Council | 301,209 | 342,770 | 371,316 | 332,912 | -2.9% |
| City Clerk | 367,865 | 341,187 | 349,173 | 357,296 | 4.7% |
| City Manager | 693,022 | 692,031 | 711,542 | 734,993 | 6.2% |
| Financial Services | 1,647,606 | 1,719,344 | 1,748,205 | 1,774,736 | 3.2% |
| Administrative Services | 1,833,060 | 1,992,693 | 2,635,814 | 2,173,191 | 9.1% |
| Public Works | 1,050,030 | 1,204,946 | 1,208,085 | 1,267,150 | 5.2% |
| Facilities | 511,608 | 535,809 | 572,494 | 541,549 | 1.1% |
| Merit Adjustment | - | 174,111 | - | 174,971 | 0.5% |
| Total Operations | 6,404,400 | 7,002,891 | 7,596,629 | 7,356,798 | 5.1% |
| General Government CIP | 745,848 | 50,000 | 2,658,301 | 50,000 | 0.0% |
| Total Expenditures | 7,150,248 | 7,052,891 | 10,254,930 | 7,406,798 | 5.0% |
| Personnel - Authorized FTE | 61.80 | 61.80 | 66.50 | 68.25 | |

GENERAL GOVERNMENT

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change From Adopted |
|----------------------------------|------------------|------------------|-------------------|------------------|-----------------------------|
| Expenditures: | Actual | Adopted | Adjusted | Adopted | |
| Personal Services | 5,862,238 | 6,350,676 | 6,006,576 | 6,619,805 | 4.2% |
| Contractual | 364,465 | 487,237 | 1,310,793 | 581,910 | 19.4% |
| Commodities | 159,531 | 141,178 | 155,010 | 145,083 | 2.8% |
| Capital | 18,166 | 23,800 | 124,250 | 10,000 | |
| Other | - | - | - | - | |
| Total Operations | 6,404,400 | 7,002,891 | 7,596,629 | 7,356,798 | 5.1% |
| General Government CIP | 745,848 | 50,000 | 2,658,301 | 50,000 | 0.0% |
| Total Expenditures | 7,150,248 | 7,052,891 | 10,254,930 | 7,406,798 | 5.0% |
| Funding Sources: | | | | | |
| Fees/Outside Charges | 180,063 | 182,787 | 184,695 | 185,705 | 1.6% |
| General Fund | 2,697,444 | 2,942,647 | 3,523,823 | 3,125,842 | 6.2% |
| Local Option Sales Tax | 135,322 | 144,646 | 149,229 | 135,332 | -6.4% |
| Hotel/Motel Tax | 13,745 | - | 17,657 | - | |
| Road Use Tax | 248,497 | 276,466 | 247,753 | 280,383 | 1.4% |
| Comm Dev Block Grant | - | 792 | - | 808 | 2.0% |
| Police/Fire 411 | 12,790 | 13,477 | 13,321 | 13,599 | 0.9% |
| Special Assessments | 4,629 | 4,854 | 4,845 | 4,967 | 2.3% |
| Street Construction | 10,637 | 11,791 | - | - | -100.0% |
| G.O. Bonds | 52,238 | 58,705 | 80,638 | 85,443 | 45.6% |
| Water Utility Fund | 614,515 | 697,050 | 686,445 | 712,102 | 2.2% |
| Sewer Utility Fund | 561,522 | 619,816 | 641,654 | 659,591 | 6.4% |
| Electric Utility Fund | 1,115,998 | 1,175,888 | 1,175,757 | 1,221,995 | 3.9% |
| Parking Fund | 75,734 | 80,457 | 70,429 | 74,627 | -7.3% |
| Storm Sewer Utility Fund | 245,952 | 299,046 | 304,822 | 326,158 | 9.1% |
| Ames/ISU Ice Arena | - | 1,080 | - | 1,150 | 6.5% |
| Homewood Golf Course | - | 476 | - | 785 | 64.9% |
| Resource Recovery | 295,120 | 311,522 | 325,208 | 346,950 | 11.4% |
| Fleet Services | 140,194 | 171,194 | 170,353 | 171,017 | -0.1% |
| Information Technology | - | 7,814 | - | 7,988 | 2.2% |
| Risk Insurance | - | 986 | - | 1,023 | 3.8% |
| Health Insurance | - | 1,397 | - | 1,333 | -4.6% |
| Operations Funding | 6,404,400 | 7,002,891 | 7,596,629 | 7,356,798 | 5.1% |
| General Govt CIP Funding: | | | | | |
| General Fund | 343,571 | - | 2,316,998 | - | |
| Local Option Sales Tax | 29,240 | 50,000 | 341,303 | 50,000 | 0.0% |
| Special Assessments | 9,076 | - | - | - | |
| EOC Grant | 363,961 | - | - | - | |
| CIP Funding | 745,848 | 50,000 | 2,658,301 | 50,000 | 0.0% |
| Total Funding Sources | 7,150,248 | 7,052,891 | 10,254,930 | 7,406,798 | 5.0% |

CITY COUNCIL

The City Council is the legislative and policy making body in the Ames municipal government. The Mayor and two Council Members are elected at-large, while the other four Council Members 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. Major responsibilities of the City Council include 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
- ✓ **Promote a sense of one community**
- ✓ **Strengthen Downtown and Campustown**
- ✓ **Expand sustainability efforts**
- ✓ **Address housing needs**
- ✓ **Strengthen human services**
- ✓ **Promote economic development**

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|----------------|----------------|--------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 54,364 | 54,515 | 54,268 | 54,417 | -0.2% |
| Contractual | 44,430 | 51,420 | 72,829 | 48,940 | -4.8% |
| Commodities | 16,408 | 17,335 | 19,990 | 19,375 | 11.8% |
| Capital | - | - | - | - | |
| Total Expenditures | 115,202 | 123,270 | 147,087 | 122,732 | -0.4% |
| Funding Sources: | | | | | |
| General Fund | 115,202 | 123,270 | 147,087 | 122,732 | -0.4% |
| Total Funding Sources | 115,202 | 123,270 | 147,087 | 122,732 | -0.4% |
| Personnel - Authorized FTE | 0.00 | 0.00 | 0.00 | 0.00 | |

CITY COUNCIL

Highlights:

Progress has been made towards the City Council goals that are to be accomplished by December 2015. The 2014-2015 goals fall into the following categories:

- Promote a Sense of One Community
- Strengthen Downtown and Campustown
- Expand Sustainability Efforts
- Address Housing Needs
- Strengthen Human Services
- Promote Economic Development

Promote a Sense of One Community -- The City Council will evaluate the One Community Report to determine what future steps might be useful to improve community integration. Further discussion will occur related to processes for community engagement when addressing community issues. The City Council has held a joint workshop with the Ames School Board to discuss mutual goals.

Strengthen Downtown and Campustown – The process has begun to develop a Campustown façade grant program. Design criteria development has been initiated, and two pilot projects will be sought out in 2014/15. City staff will work with Main Street Iowa to discuss downtown betterment and funding opportunities.

Expand Sustainability Efforts – The City Council has incorporated a task into the 2014/15 Sustainability Coordinator contract to research what other communities are doing to consider environmental impacts in policies. The City has retained a consultant to develop a Long Range Transportation Plan. The planning process will incorporate all modes of travel and will identify interconnections that will integrate energy efficiency into the planning process. These potential interconnections will include discussion of a greenbelt trail system, also at the Council's request. City staff will soon be evaluating options for parking standards that improve storm water management.

Address Housing Needs – The City Council has committed to explore ways to encourage all types of housing, increase availability of affordable housing, and to evaluate codes to determine if changes would improve the existing housing stock. The Council has also established an objective to explore creation of tenant and landlord services.

Strengthen Human Services – Several reports have been provided to the City Council regarding this topic, including information regarding accountability in ASSET, the Story County Community Health Needs Assessment, and youth master plans. The City Council will use this information to determine the best course to work with other stakeholders to improve human services.

Promote Economic Development – The City Council goals include objectives to review the City's economic development policy, pursue the industrial park, develop a brand communication plan, and support ISU's technology transfer efforts. Funds have already been appropriated for consultants to help comprehensively examine the Land Use Policy Plan. A substantial increase in new development in Campustown was helped in part by a TIF agreement between the City Council and a developer, and use of the City's existing Urban Revitalization tax abatement.

CITY COUNCIL

Highlights, continued:

The City Council has also worked with ISU to annex and develop an additional 200 acres for the ISU Research Park, bringing technology, industry, and jobs to Ames.

The City partnered with a variety of organizations and volunteers to coordinate the City's sesquicentennial celebration in 2014. Activities, which took place throughout the year, showcased the history of the community and included several projects that will leave a legacy for generations to come.

The figures below represent the comparison of the levies among the 11 largest cities in Iowa:

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|-----------------------------------|----------------|----------------|-----------------|------------------|
| Service Accomplishments: | Actual | Actual | Adjusted | Projected |
| Total Levy/1,000 Ames | \$10.72 | \$10.86 | \$10.86 | |
| High | \$18.21 | \$17.75 | \$17.95 | |
| Low | \$10.72 | \$10.86 | \$10.86 | |
| Average | \$14.67 | \$14.84 | \$14.87 | |
| Ames' rank | 11 of 11 | 11 of 11 | 11 of 11 | |
| Taxable Valuation/Capita Ames | \$37,986 | \$39,447 | \$39,911 | |
| High | \$66,433 | \$69,312 | \$70,891 | |
| Low | \$28,035 | \$27,509 | \$27,481 | |
| Average | \$40,105 | \$41,469 | \$42,038 | |
| Ames' rank | 6 of 11 | 6 of 11 | 6 of 11 | |
| Total Levy/Capita Ames | \$407.21 | \$428.39 | \$433.25 | |
| High | \$800.53 | \$835.20 | \$854.24 | |
| Low | \$394.41 | \$415.48 | \$430.44 | |
| Average | \$579.43 | \$603.16 | \$610.57 | |
| Ames' rank | 10 of 11 | 10 of 11 | 10 of 11 | |

CITY COUNCIL SPECIAL ALLOCATIONS

This program summarizes the miscellaneous requests from outside groups for City funding.

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change From Adopted |
|----------------------------------|----------------|----------------|----------------|----------------|-----------------------------|
| | Actual | Adopted | Adjusted | Adopted | |
| Expenditures: | | | | | |
| Personal Services | - | - | - | - | |
| Contractual | 159,901 | 169,500 | 170,529 | 156,480 | -7.7% |
| Commodities | 953 | 0 | 3,700 | 3,700 | |
| Capital | - | - | - | - | |
| Total Expenditures | 160,854 | 169,500 | 174,229 | 160,180 | -5.5% |
| Funding Sources: | | | | | |
| Local Option Sales Tax | 135,322 | 144,500 | 149,229 | 135,180 | -6.5% |
| Water Utility Fund | 6,383 | 6,250 | 6,250 | 6,250 | 0.0% |
| Sewer Utility Fund | 6,383 | 6,250 | 6,250 | 6,250 | 0.0% |
| Electric Utility Fund | 6,383 | 6,250 | 6,250 | 6,250 | 0.0% |
| Resource Recovery | 6,383 | 6,250 | 6,250 | 6,250 | 0.0% |
| Total Funding Sources | 160,854 | 169,500 | 174,229 | 160,180 | -5.5% |
| Project Detail: | | | | | |
| Sustainability Coordinator | 25,532 | 25,000 | 25,000 | 25,000 | 0.0% |
| Ames 150 Steering Committee | 20,000 | 11,500 | 11,500 | - | |
| Ames Partner City Association | 2,370 | 5,000 | 7,429 | 5,000 | 0.0% |
| Ames Historical Society | 28,827 | 24,000 | 24,000 | 35,000 | 45.8% |
| Main Street Cultural District | 32,000 | 39,000 | 39,000 | 36,000 | -7.7% |
| Hunziker Youth Sports Complex | 26,000 | 26,000 | 26,000 | 26,680 | 2.6% |
| VEISHEA Pancakes | - | 8,000 | 8,000 | - | -100.0% |
| Campustown Action Association | 25,000 | 25,000 | 25,000 | 27,000 | 8.0% |
| Homecoming Pancakes | - | 1,000 | 1,000 | 1,000 | 0.0% |
| AHRC/FACES Celebration | 953 | 5,000 | 4,500 | 4,500 | -10.0% |
| Historic Preservation Commission | 172 | - | 2,800 | - | |
| Total | 160,854 | 169,500 | 174,229 | 160,180 | -5.5% |

CITY COUNCIL CONTINGENCY

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.

In prior years, the contingency fund has been increased in the adjusted budget by an additional \$50,000. In the 2014/15 adjusted budget, however, no additional amount was added because no commitments from prior years are outstanding, and the level of current commitments is very low.

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|-----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | - | - | - | - | |
| Contractual | 17,653 | 50,000 | 50,000 | 50,000 | 0.0% |
| Commodities | 7,500 | - | - | - | |
| Capital | - | - | - | - | |
| Total Expenditures | 25,153 | 50,000 | 50,000 | 50,000 | 0.0% |
| Funding Sources: | | | | | |
| General Fund | 25,153 | 50,000 | 50,000 | 50,000 | 0.0% |
| Total Funding Sources | 25,153 | 50,000 | 50,000 | 50,000 | 0.0% |
| Personnel - Authorized FTE | 0.00 | 0.00 | 0.00 | 0.00 | |



CITY CLERK

This activity records and maintains proceedings of the City Council, Zoning Board of Adjustment, and Civil Service Commission. This activity also prepares agendas, takes minutes, publishes proceedings and claims, certifies legal assessments, issues cemetery deeds and various licenses, maintains the City's official documents, and provides public information and notification on various items.

Service Objectives:

- ✓ Coordinates the preparation of City Council, Civil Service, and Zoning Board of Adjustment agenda packets and ensures compliance with Open Meetings Law
- ✓ Supervises the City's Records Management Program and assists other departments in implementing system
- ✓ Provides administrative support to the Mayor and City Council, attends all official meetings, and ensures minutes and adopted measures are available within three working days of the meeting
- ✓ Provides admin support, training, and pertinent materials to 116 citizens serving on 18 City boards and commissions, including facilitation of the Mayor and Council's appointment process
- ✓ Ensures the proper posting, filing, publication, and processing of official City notices and documents
- ✓ Serves as Deputy Commissioner of Elections and provides Notary Public services
- ✓ Provides courteous and proficient retrieval of requested documents and information for internal and external customers
- ✓ Provides City Council agendas, minutes, and packet materials to the public in an electronic format
- ✓ Processes permit and license applications within 24 hours of receipt
- ✓ Researches new technologies to improve the storing and retrieving of City records
- ✓ Maintains a central filing system for official City records

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|----------------|----------------|-------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 266,952 | 277,442 | 265,276 | 270,616 | -2.5% |
| Contractual | 97,849 | 62,045 | 66,247 | 84,730 | 36.6% |
| Commodities | 3,064 | 1,700 | 2,650 | 1,950 | 14.7% |
| Capital | - | - | 15,000 | - | |
| Total Expenditures | 367,865 | 341,187 | 349,173 | 357,296 | 4.7% |
| Funding Sources: | | | | | |
| Beer & Liquor Licenses | 71,764 | 70,000 | 70,000 | 70,000 | 0.0% |
| Cigarette Permits | 4,550 | 4,500 | 4,500 | 4,500 | 0.0% |
| Garbage Hauler Licenses | 3,200 | 3,200 | 3,200 | 3,200 | 0.0% |
| Zoning Appeal Fees | 1,725 | 800 | 1,000 | 1,000 | 25.0% |
| Miscellaneous Permits/Fees | 3,404 | 3,500 | 3,600 | 3,600 | 2.9% |
| General Fund | 203,961 | 192,548 | 197,038 | 203,536 | 5.7% |
| Hotel/Motel Tax Fund | 13,745 | - | - | - | |
| Water Utility Fund | 16,379 | 16,660 | 17,459 | 17,865 | 7.2% |
| Sewer Utility Fund | 16,379 | 16,660 | 17,459 | 17,865 | 7.2% |
| Electric Utility Fund | 32,758 | 33,319 | 34,917 | 35,730 | 7.2% |
| Total Funding Sources | 367,865 | 341,187 | 349,173 | 357,296 | 4.7% |
| Personnel - Authorized FTE | 3.00 | 3.00 | 3.00 | 3.00 | |

CITY CLERK

Highlights:

A total of 524 permits/licenses were issued in 15 categories during FY 2013/14. Liquor Licenses and/or Beer Permits accounted for 191, which was three fewer than last year. There were 68 new licenses, which included 44 temporary (5-day or transfers). Revenue from alcohol licensing remained static.

Temporary Obstruction Permits (TOPs) equated to 71. No fee is charged for TOPs, but the applicant is required to provide proof of liability coverage and name the City as an additional insured. Staff also tracks an average of 225 insurance certificates and 51 Letters of Credit to ensure that the City is protected against claims. Other free-of-charge services provided during FY 13/14 included 8 Banner Permits and 289 notarizations and/or certifications.

The City Clerk/Records Manager is responsible for responding to City-wide public records requests that are not of a routine nature. In calendar year 2014, 33 requests were received. 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 fulfill the request. Due to the expense, oftentimes the requestor does not want to pay the fee; therefore, no longer wants the records after the research has been done. In 2014, expenses incurred totaled \$5,612.29 with only \$87.50 being collected.

The usage rate of the Files Management System (FMS) reveals that over 1,350 searches are performed per month. Phase IV of the System is 60% complete, which is the conversion of the City's official records to electronic format. It is estimated that there were nearly 60,000 official documents in 10,300 files to be scanned and indexed. The multi-step conversion work is being done in-house by staff and a part-time temporary employee working six hours/week rather than an outside vendor, saving approximately \$700 annually. In January/February, four Departments were authorized to electronically access all City records housed in the City Clerk's records vault.

Staff created and distributed agenda materials and recorded minutes for 52 City Council meetings, 11 Civil Service meetings, and 11 Zoning Board of Adjustment meetings during FY 2013/14.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|--|----------------|----------------|-----------------|------------------|
| | Actual | Actual | Adjusted | Projected |
| Service Accomplishments: | | | | |
| % of City Council minutes published within timeframe prescribed by <u>Code of Iowa</u> | 100% | 100% | 100% | 100% |
| Efficiency and Effectiveness: | | | | |
| # of meetings reported | 84 | 80 | 74 | 75 |
| # of legal notices processed | 233 | 230 | 226 | 230 |
| # of resolutions finalized | 603 | 600 | 722 | 650 |
| # of documents recorded | 89 | 100 | 116 | 100 |
| # of licenses/permits processed | 539 | 525 | 524 | 525 |
| # of cemetery deeds issued | 74 | 60 | 55 | 55 |
| # of election petitions accepted | 0 | 11 | 0 | 6 |

CITY MANAGER

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. The City Manager champions *Excellence Through People*, the mindset and values that guide employee service throughout the organization. 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 and Capital Improvements Plan program 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
- ✓ Implement policies as directed by the City Council
- ✓ Respond to public requests and inquiries in a courteous and timely manner

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 628,239 | 627,113 | 644,255 | 669,683 | 6.8% |
| Contractual | 52,349 | 51,498 | 54,108 | 53,255 | 3.4% |
| Commodities | 12,434 | 13,420 | 13,179 | 12,055 | -10.2% |
| Capital | - | - | - | - | |
| Total Expenditures | 693,022 | 692,031 | 711,542 | 734,993 | 6.2% |
| Funding Sources: | | | | | |
| General Fund | 399,427 | 399,107 | 407,003 | 420,417 | 5.3% |
| Water Utility Fund | 71,341 | 71,178 | 74,000 | 76,439 | 7.4% |
| Sewer Utility Fund | 71,341 | 71,178 | 74,000 | 76,439 | 7.4% |
| Electric Utility Fund | 150,913 | 150,568 | 156,539 | 161,698 | 7.4% |
| Total Funding Sources | 693,022 | 692,031 | 711,542 | 734,993 | 6.2% |
| Personnel - Authorized FTE | 4.53 | 4.53 | 4.53 | 4.53 | |

CITY MANAGER

Highlights:

For FY 2014/15, the portion of the salaries charged to the Electric Utility was maintained at 22% for the City Manager’s office, based on time spent on various projects. These projects included conversion of the Power Plant to natural gas and other large capital projects. This level of support will continue for FY 2015/16.

The City Manager’s Office is also involved in several major projects for water and wastewater. Due to this involvement, the Executive Management Program is supported 10.4% by the Water Fund and 10.4% by the Wastewater Fund. These projects include the construction of the new water plant, transfer of rural water territory into the City of Ames, transitioning to the new Advanced Metering Infrastructure system for water metering, significant capital infrastructure improvements to the WPC Facility as a result of the FY 12/13 facility evaluation study, and implementation of an ordinance to decrease introduction of fats, oils, and greases into the wastewater stream.

As always, a major emphasis of this office is the facilitation of the accomplishment of Council goals and staffing various Council-appointed boards and commissions. For FY 2015/16, 10% of the City Manager’s salary will continue to be charged to the Economic Development program to reflect work spent on development proposals and possible prospects. Work has included coordination of the ISU Research Park expansion, annexation and development of industrial land east of I-35, and redevelopment of properties in the Campustown area.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|---|----------------|----------------|-----------------|------------------|
| | Actual | Actual | Adjusted | Projected |
| Service Accomplishments: | | | | |
| # of Council referrals to staff | 71 | 100 | 130 | 100 |
| % Referred to: | | | | |
| City Manager’s Office | 20% | 15% | 7% | 20 |
| Planning and Housing | 34% | 39% | 48% | 35 |
| Public Works | 25% | 18% | 22% | 20 |
| All other City departments | 21% | 28% | 22% | 25 |
| # Union contracts negotiated | 2 | 3 | 0 | 5 |
| Efficiency and Effectiveness: | | | | |
| Survey rating for quality of City services: | | | | |
| Good | 64% | 56% | 57% | 57 |
| Very good | 32% | 42% | 40% | 42 |

FINANCE ADMINISTRATION AND BUDGET

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 – Aa1)
- ✓ 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

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|-----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 307,695 | 315,121 | 325,756 | 322,028 | 2.2% |
| Contractual | 32,131 | 36,501 | 37,207 | 38,092 | 4.4% |
| Commodities | 869 | 1,375 | 1,715 | 1,458 | 6.0% |
| Capital | - | - | - | - | |
| Total Expenditures | 340,695 | 352,997 | 364,678 | 361,578 | 2.4% |
| Funding Sources: | | | | | |
| General Fund | 68,140 | 70,599 | 72,936 | 72,316 | 2.4% |
| Police/Fire 411 | 3,407 | 3,530 | 3,647 | 3,616 | 2.4% |
| Water Utility Fund | 51,104 | 52,950 | 54,702 | 54,237 | 2.4% |
| Sewer Utility Fund | 51,104 | 52,950 | 54,702 | 54,237 | 2.4% |
| Electric Utility Fund | 143,091 | 148,259 | 153,163 | 151,861 | 2.4% |
| Parking Fun | 3,407 | 3,530 | 3,647 | 3,616 | 2.4% |
| Resource Recovery | 13,628 | 14,119 | 14,587 | 14,463 | 2.4% |
| Fleet Services | 6,814 | 7,060 | 7,294 | 7,232 | 2.4% |
| Total Funding Sources | 340,695 | 352,997 | 364,678 | 361,578 | 2.4% |
| Personnel - Authorized FTE | 2.84 | 2.84 | 2.84 | 2.84 | |

FINANCE ADMINISTRATION AND BUDGET

Highlights:

- The City received the Government Finance Officers Association (GFOA) certificate of excellence for both financial reporting and the budget document.
- Provided financial analysis for the natural gas delivery to the electric plant.
- The Aa1 bond rating from Moody's Investor Services for general obligation bond issues was maintained.
- Completed closeout of the Federal Emergency Management Agency (FEMA), Iowa Homeland Security, and City departments for 2010 storm and flood related disaster assistance grants.
- The increase in FY 2012/13 General Obligation Bonds is related to the early issuance of bonds for the Library addition and remodeling and the refunding of outstanding bond issues; outstanding General Obligation bonds remain stable after that.
- Continued process to improve efficiency and effectiveness of budget process

| Service Accomplishments: | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|---|---------------------------|---------------------------|-----------------------------|------------------------------|
| Bonded Indebtedness: | | | | |
| General Obligation Bonds | \$70,385,000 | \$62,260,000 | \$64,110,000 | \$64,366,000 |
| Revenue Bonds | 0 | | | |
| Years Received GFOA Distinguished Budget Presentation Award | 26 | 27 | 28 | 29 |
| Efficiency and Effectiveness: | | | | |
| Maintain or improve General Obligation Bond rating which contributes to lower cost of debt | Moody's Aaa | Moody's Aa1 | Moody's Aa1 | Moody's Aa1 |
| Budget book rating of "outstanding" by at least 1 of 3 GFOA reviewers in the 31 categories for distinguished budget presentation | 21/31 | 20/31 | 21/31 | 22/31 |
| General Fund actual expenses as a percent of the adopted budget | 96.7% | 96.0% | 100% | 100% |
| General Fund actual revenues as a percent of the adopted budget | 97.2% | 99.2% | 100% | 100% |
| Financial documents posted on website within one day of completion | 6/6 | 6/6 | 6/6 | 6/6 |

ACCOUNTING AND REPORTING

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 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 timely and accurately; file quarterly and annual payroll tax returns and W-2 forms timely and accurately
- ✓ Collect, protect, and manage the City's cash assets in accordance with applicable policies; provide for a reasonable rate of return
- ✓ Process invoices to bill outside customers for parking spaces, building permits, rental housing, and other services
- ✓ Monitor the City's debt and ensure that all principal and interest payments are paid timely and accurately
- ✓ Receive unmodified opinions on the City's annual audited financial statements and on compliance with requirements described in OMB Circular A-133 relating to the spending of Federal funds
- ✓ Prepare a Comprehensive Annual Financial Report in conformance with GAAP that meets the requirements of the Government Finance Officers Association excellence in financial reporting program

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change From |
|---|----------------|------------------|------------------|------------------|------------------|
| Expenditures: | Actual | Adopted | Adjusted | Adopted | Adopted |
| Personal Services | 667,498 | 702,744 | 708,776 | 733,266 | 4.3% |
| Contractual | 279,543 | 296,859 | 289,998 | 292,132 | -1.6% |
| Commodities | 4,200 | 4,800 | 4,800 | 5,100 | 6.3% |
| Capital | - | - | - | - | |
| Total Expenditures | 951,241 | 1,004,403 | 1,003,574 | 1,030,498 | 2.6% |
| Accounting expenditures reflected directly in other programs | (67,500) | (71,836) | (71,786) | (73,734) | 2.6% |
| Net Expenditures | 883,741 | 932,567 | 931,788 | 956,764 | 2.6% |
| Funding Sources: | | | | | |
| General Fund | 302,152 | 319,971 | 319,604 | 328,312 | 2.6% |
| Road Use Tax | 10,994 | 11,568 | 11,571 | 11,885 | 2.7% |
| Police/Fire 411 | 9,080 | 9,630 | 9,674 | 9,983 | 3.7% |
| Special Assessments | 4,629 | 4,854 | 4,845 | 4,967 | 2.3% |
| G.O. Bonds | 2,400 | 2,400 | 2,400 | 2,400 | 0.0% |
| Water Utility Fund | 68,267 | 71,984 | 71,934 | 73,859 | 2.6% |
| Sewer Utility Fund | 46,674 | 49,330 | 49,341 | 50,714 | 2.8% |
| Electric Utility Fund | 262,513 | 276,638 | 276,475 | 283,886 | 2.6% |
| Parking Fund | 19,025 | 20,088 | 20,071 | 20,610 | 2.6% |
| Resource Recovery | 116,611 | 122,491 | 122,281 | 125,386 | 2.4% |
| Fleet Services | 41,396 | 43,613 | 43,592 | 44,762 | 2.6% |
| Total Funding Sources | 883,741 | 932,567 | 931,788 | 956,764 | 2.6% |
| Personnel - Authorized FTE | 9.00 | 9.00 | 9.00 | 9.00 | |

ACCOUNTING AND REPORTING

Highlights:

The City received the Government Finance Officers Association (GFOA) certificate of excellence for financial reporting.

| | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|--|---------------------------|---------------------------|-----------------------------|------------------------------|
| Service Accomplishments: | | | | |
| Percent of payments to vendors within seven days of appropriate internal approval | 100% | 100% | 100% | 100% |
| Percent of accurate payroll reports filed on a timely basis | 98% | 100% | 100% | 100% |
| Unqualified audit opinion received | Yes | Yes | Yes | Yes |
| Comprehensive Annual Financial Report submitted to GFOA on a timely basis | 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 to vendors | 1,298 | 1,289 | 1,290 | 1,290 |
| Average monthly electronic payments to vendors | 50 | 30 | 35 | 40 |
| Average monthly payroll checks issued | 191 | 184 | 180 | 175 |
| Percent of employees using direct deposit | 88% | 90% | 91% | 92% |
| Number of W-2 forms issued | 1,262 | 1,259 | 1,260 | 1,260 |
| Audit findings noted | 0 | 0 | 0 | 0 |
| Number of years GFOA Certificate of Achievement for Excellence in Financial Reporting received | 35 | 36 | 37 | 38 |
| Average value of investment portfolio | \$113,778,091 | \$115,713,685 | \$107,000,000 | \$100,000,000 |
| Average rate of return on investments | 0.57% | 0.60% | 0.55% | 0.70% |
| Annual bond rating | Aaa | Aa1 | Aa1 | Aa1 |

PURCHASING SERVICES

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
- ✓ 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
- ✓ Maintain standardized bidding documents complying with applicable laws, regulations, and policies and protecting the interests of the City
- ✓ Provide reliable, timely, and cost-effective distribution and pickup of interoffice mail and parcels
- ✓ Provide an environment of fair and open competition in which to conduct business with the City
- ✓ Provide efficient and accountable program for travel expenses and small purchases
- ✓ Provide frequent training and distribution of information to City customers, vendors, and other stakeholders regarding applicable laws, regulations, and policies
- ✓ Provide quality, timely, and economical printing and copy services to City programs and to agencies eligible for City funding
- ✓ Provide cost-effective document design and management to City programs
- ✓ Provide timely and cost-effective management of incoming and outgoing US mail

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|--|----------------|----------------|----------------|----------------|--------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 522,576 | 540,984 | 555,244 | 574,893 | 6.3% |
| Contractual | 75,171 | 96,954 | 91,927 | 97,605 | 0.7% |
| Commodities | 15,792 | 26,260 | 23,090 | 25,110 | -4.4% |
| Capital | 13,398 | - | 12,000 | - | |
| Total Expenditures | 626,937 | 664,198 | 682,261 | 697,608 | 5.0% |
| Purchasing expenditures reflected directly in other programs | (203,767) | (230,418) | (230,522) | (241,214) | 4.7% |
| Net Expenditures | 423,170 | 433,780 | 451,739 | 456,394 | 5.2% |
| Funding Sources: | | | | | |
| Outside Printing Services | 2,190 | 2,335 | 2,200 | 2,300 | -1.5% |
| Outside Messenger Service | 1,841 | 1,932 | 2,039 | 2,124 | 9.9% |
| Miscellaneous Revenue | 11 | - | - | - | |
| General Fund | 38,257 | 30,810 | 29,735 | 26,071 | -15.4% |
| Road Use Tax | 11,649 | 13,294 | 12,941 | 12,532 | -5.7% |
| Street Construction | 10,637 | 11,791 | - | - | -100.0% |
| G.O. Bonds | 49,838 | 56,305 | 78,238 | 83,043 | 47.5% |
| Water Utility Fund | 25,454 | 29,100 | 33,037 | 34,635 | 19.0% |
| Sewer Utility Fund | 12,120 | 13,749 | 14,208 | 14,269 | 3.8% |
| Electric Utility Fund | 249,265 | 249,265 | 249,265 | 249,265 | 0.0% |
| Parking Fund | 462 | 518 | 467 | 432 | -16.6% |
| Resource Recovery | 18,436 | 21,292 | 27,107 | 29,726 | 39.6% |
| Fleet Services | 3,010 | 3,389 | 2,502 | 1,997 | -41.1% |
| Total Funding Sources | 423,170 | 433,780 | 451,739 | 456,394 | 5.2% |
| Personnel - Authorized FTE | 7.00 | 7.00 | 7.00 | 7.00 | |

PURCHASING SERVICES

Highlights:

Purchasing services:

- Large bid projects and contracts were successfully concluded in FY 2013/14.
- Six new term contracts were added in FY 2013/14 to provide more economic and efficient means of procuring goods and services.
- Twelve training sessions were developed and presented by Purchasing Division staff in FY 2013/14 to improve administration of the City Council approved purchasing policies.
- The division obtained the fully certified agency accreditation and the Sterling Award from Universal Public Purchasing Certification Council (UPPCC) for three consecutive years.

Printing services:

- Plan and design a consolidated Print Shop footprint in the basement as part of the City Hall Renovation Phase 2 project
- Expanded design services with the addition of Adobe InDesign software producing a higher quality product.
- Color printing is approximately 14% of shop sales.
- The Print Shop offers a variety of document services. The number of orders requesting services as well as print-only or material-only has increased to 66% of Print Shop orders.

Messenger services:

- A contract was negotiated with the presort mail services provider resulting in \$.0055/piece savings from the previous contract.
- The average cost of an outgoing U.S. Mail piece in FY 2013/14 exclusive of Library parcels but including all other U.S. Mail was \$.524.

FY 2014/15 goals that are in progress include:

- As part of the new City web site, posting of bids and proposals will be enhanced to include bid documents, planholder lists, bid results, and automated bidder registration.
- Revise purchasing policies as needed.
- Update the postage machine in the mailroom.

FY 2015/16 goals include:

- Evaluate electronic document imaging and management systems for possible implementation.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|---|----------------|----------------|-----------------|------------------|
| Service Accomplishments: | Actual | Actual | Adjusted | Projected |
| Print Shop number of impressions | 1,036,550 | 862,391 | 860,000 | 850,000 |
| Volume of bids | \$40,779,365 | \$24,143,61 | \$20,000,000 | \$20,000,000 |
| Volume of p-card transactions | \$946,152 | \$980,177 | \$970,000 | \$980,000 |
| Volume of purchase orders | \$71,947,540 | \$48,038,733 | \$40,000,000 | \$40,000,000 |
| Pieces of outgoing U.S. Mail | 170,621 | 155,731 | 150,000 | 140,000 |
| Efficiency and Effectiveness: | | | | |
| Printing orders that include assembly and/or bindery services | 35% | 66% | 35% | 33% |
| Average cost/impression-black (includes costs of assembly, bindery and materials) | \$.091 | \$.076 | \$.081 | \$.081 |
| Average cost/impression – color | \$.25 | \$.25 | \$.25 | \$.25 |
| Savings on bids | 21% | 36% | 30% | 30% |
| Annual/term contracts | 124 | 130 | 131 | 132 |
| Outgoing U.S. mail sent via discount | 91% | 89% | 86% | 86% |
| Savings realized by discounted mailing Programs | \$15,499 | \$16,614 | \$12,000 | \$12,000 |

PUBLIC RELATIONS

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, social media, and through press releases to commercial radio, television, and newspaper. In addition, publications, flyers, signs, events, and presentations are used to educate the public.

Within the City organization, the Public Relations Officer serves as a liaison for departments with a monthly newsletter and by assisting both with Mayor/Council events and 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
- ✓ Monitor and update City of Ames website, and multiple social media pages
- ✓ 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 Sustainability efforts**
- ✓ **Facilitate the quarterly Brag Team meeting with local communications leaders and work toward City Council’s goal of developing a “brand communications plan.”**
- ✓ Coordinate events such as Fourth of July, Boards and Commission Luncheon, Council Night at the Bandshell, WelcomeFest and Eco Fair

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|---------------------------------------|----------------|----------------|-----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 124,529 | 128,344 | 132,407 | 139,271 | 8.5% |
| Contractual | 39,747 | 44,499 | 245,588 | 45,329 | 1.9% |
| Commodities | 586 | 1,100 | 1,100 | 850 | -22.7% |
| Capital | - | - | - | - | |
| Total Expenditures | 164,862 | 173,943 | 379,095 | 185,450 | 6.6% |
| Funding Sources: | | | | | |
| General Fund | 82,432 | 86,972 | 289,547 | 92,725 | 6.6% |
| Water Utility Fund | 16,486 | 17,394 | 17,910 | 18,545 | 6.6% |
| Sewer Utility Fund | 16,486 | 17,394 | 17,910 | 18,545 | 6.6% |
| Electric Utility Fund | 32,972 | 34,789 | 35,818 | 37,090 | 6.6% |
| Resource Recovery | 16,486 | 17,394 | 17,910 | 18,545 | 6.6% |
| Total Funding Sources | 164,862 | 173,943 | 379,095 | 185,450 | 6.6% |
| Personnel - Authorized FTE | 1.15 | 1.15 | 1.15 | 1.15 | |

PUBLIC RELATIONS

Highlights:

The Public Relations Office kicked off the organization-wide Public Relations Team this year with a focus on improving brand consistency. With the introduction of a new shared logo and tagline two years ago, the new look has been phased in to use up existing products and supplies. For the first time ever, the Public Relations Office has a Visual Standards Guide, which is being updated regularly to reflect new additions and logo usage. Additionally, the “Branding Team,” a sub-committee of the Public Relations Team, is actively focusing on brand consistency. When inconsistency is discovered, the team provides education and assistance.

Developing a **brand communications plan**, as identified under the goal of “Promote Economic Development,” looks beyond traditional local government promotions and explores marketing Ames to a wider population. Building off the foundation of the community visioning process of 2011, the goal of community branding would be to establish a positive, differentiated, emotional response about Ames. Effective city branding would encourage feelings of enthusiasm, advocacy, and loyalty for those living, working, visiting, or considering relocation. A total of \$200,000 has been added to the Public Relations Adjusted 2014/15 budget in support of this branding effort.

The Public Relations Office:

- Provided marketing support to the Ames 150 sesquicentennial celebration
- Kicked off the citywide Public Relations teams and began meeting with subcommittees
- Developed a Public Relations Strategic Plan
- Identified five Public Relations cross-departmental sub-teams with the City of Ames and began establishing regular meetings
- In partnership with Print Shop/graphics, began enforcing brand standards for overall organization brand consistency
- Began working with Print Shop/graphics for newsletter/publications/advertising redesign work
- Worked in conjunction with Information Technology to begin data collection for a website redesign

| | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|-------------------------------------|-------------------|-------------------|---------------------|----------------------|
| Service Accomplishments: | | | | |
| # of media releases distributed | 170 | 176 | 135 | 150 |
| # of City-assisted community events | 5 | 5 | 5 | 5 |
| # of marketing campaigns developed | 4 | 4 | 4 | 4 |

Efficiency and Effectiveness:

**Of those who use them, usefulness of news sources for learning about the City of Ames (3 = very useful; 2 = somewhat useful; 1 = not useful)

| | | | | |
|----------------------|-----|-----|-----|-----|
| ISU Daily | 2.0 | 2.2 | 2.1 | 2.1 |
| Ames Tribune | 2.2 | 2.4 | 2.3 | 2.2 |
| KASI/KCCQ Radio | 2.3 | 2.3 | 2.2 | 2.2 |
| Des Moines Register | 2.0 | 2.2 | 2.0 | 2.0 |
| City Side | 2.3 | 2.4 | 2.3 | 2.3 |
| Channel 12 | 2.1 | 2.1 | 2.1 | 2.1 |
| City of Ames website | 2.4 | 2.5 | 2.4 | 2.5 |
| The Sun | 2.0 | 2.0 | 2.0 | 2.0 |
| KHOI | - | - | 2.1 | 2.1 |

** Data provided from the 2014 Resident Satisfaction Survey.

LONG-RANGE PLANNING

This activity involves the preparation, coordination, presentation, and implementation of advanced planning activities that typically extend beyond any one fiscal year, or that pertain to the development of the Land Use Policy Plan and any amendments thereof. Examples of these planning activities include: 1) Land Use Policy Plan; 2) major ordinance changes and proposals, including rezonings; 3) neighborhood planning studies; 4) Downtown and other commercial planning studies; and 5) other special planning studies assigned by the City Council and the City Manager. In this capacity, the Department of Planning and Housing serves as a staff and technical resource to the Planning and Zoning Commission and the Historic Preservation Commission, and serves as liaison between the commissions and the Ames City Council.

Service Objectives:

- ✓ Coordinate implementation of all types of adopted long-range plans
- ✓ Provide data for long-range planning decisions
- ✓ Respond to community needs for analysis and policies for long-range land use
- ✓ Encourage meaningful and timely community input
- ✓ Assess and update adopted policies and plans against projected need as directed by City Council
- ✓ Coordinate long-range planning policies and regulations with other jurisdictions and agencies
- ✓ Revisit City Code, policies, and procedures with a goal to streamline current procedures and policies for development
- ✓ Explore new trends and innovative means of achieving long-range planning objectives
- ✓ Neighborhood planning
- ✓ **Develop a façade grant program for Campustown**
- ✓ **Examine the Land Use Policy Plan for relevancy and effectiveness**
- ✓ **Finalize conceptual plans for the East Industrial Area**

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|----------------|----------------|-----------------|----------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 133,580 | 163,329 | 157,194 | 140,380 | -14.1% |
| Contractual | 27,150 | 32,753 | 439,138 | 72,928 | 122.7% |
| Commodities | 3,436 | 2,100 | 2,550 | 2,100 | 0.0% |
| Capital | - | - | - | | |
| Total Expenditures | 164,166 | 198,182 | 598,882 | 215,408 | 8.7% |
| Funding Sources: | | | | | |
| General Fund | 164,166 | 198,182 | 581,225 | 215,408 | 8.7% |
| Hotel/Motel Tax | - | - | 17,657 | - | |
| Total Funding Sources | 164,166 | 198,182 | 598,882 | 215,408 | 8.7% |
| Personnel - Authorized FTE | 1.74 | 1.74 | 1.20 | 1.20 | |

LONG-RANGE PLANNING

Highlights:

In July of 2014, the Planning and Housing, Public Works, and Fire Departments combined their clerical staff into a central location in an effort to offer “exceptional service to the citizens of Ames.” By combining staff from all three departments into one area, the goal is to share services, increase collaboration, and provide a “one stop shop” for these services. Personal services and other shared costs are charged to this new program, and then allocated back to the supported programs through an internal charge. In Long Range Planning, this support staff restructuring resulted in a reduction to personal services of 26.1%, but an increase to contractual charges of \$45,444.

2014/15

The 2014/15 adjusted budget includes \$398,000 in carryover and added funding to be used for outside consulting and to hire an additional planner. With the additional support, work can begin on the major Council projects of updating **the Land Use Policy Plan (LUPP)**, beginning a Lincoln Way Corridor study, and developing an **East Industrial Area conceptual plan**.

In support of the Council goal of developing a **Campustown Façade** grant program, two Campustown Façade grant pilot projects will be developed. Work will also continue on new Innovation District zoning for the Iowa State University Research Park and developing Urban Fringe Plan amendments in preparation for the East Industrial Area development.

2015/16

Work will continue on the **LUPP update**, the Lincoln Way Corridor Plan, and the **East Industrial Area**. A review process of city-wide landscaping standards will be completed and the **Campustown Façade Program** will be finalized and implemented.

| Service Accomplishments: | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|---|---------------------------|---------------------------|-----------------------------|------------------------------|
| LUPP amendments completed (both map and text amendments) | 4 | 2 | 3 | 3 |
| Rezoning completed | 3 | 5 | 7 | 5 |
| Zoning text amendments completed | 4 | 8 | 6 | 7 |
| Annexations completed | 0 | 2 | 2 | 3 |
| City Council Referrals* | NA | 20 | 14 | 10 |
| City Council Referrals Completed | NA | 17 | 14 | 8 |

Efficiency and Effectiveness:

Indicated processing time is the average number of calendar days to process citizen-initiated proposal from date of submitting a complete application to date of Council’s first reading. This excludes calendar days while waiting for applicant’s response.

| | Average Number of Days to Process | | | |
|--|--|----|----|----|
| Citizen-initiated rezonings | 50 | 61 | 65 | 65 |
| Citizen-initiated LUPP map and/or text changes | 0 | 45 | 75 | 75 |
| Citizen-initiated zoning text changes | 75 | 54 | 70 | 70 |

**Referrals are Council directives and may include memorandums, staff reports, text amendments, workshops, and LUPP changes.*

CURRENT PLANNING

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 developments, and site 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:

- ✓ Continue to provide reliable, high quality service to both internal and external customers
- ✓ Promote Ames as a welcoming place to do business by embracing a "can do" attitude.
- ✓ Help applicants accomplish their development goals consistent with City development policies
- ✓ Coordinate development review with other City departments and outside agencies
- ✓ Implement development regulations as adopted by City Council and State of Iowa
- ✓ Ensure compliance with adopted laws and policies
- ✓ Provide an efficient and fair process for applicants
- ✓ Encourage meaningful and timely community input
- ✓ Process applications in a timely, thorough and accurate manner
- ✓ Look for ways to improve processes and regulations to better meet objectives
- ✓ Provide timely and accurate responses to public inquiries
- ✓ Review impact of past planning and development codes, policies and procedures to identify possible areas for improvement

| | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted | % Change From Adopted |
|-----------------------------------|-------------------|--------------------|---------------------|--------------------|-----------------------------|
| Expenditures: | | | | | |
| Personal Services | 440,254 | 481,960 | 435,209 | 523,235 | 8.6% |
| Contractual | 32,623 | 43,444 | 73,082 | 88,377 | 103.4% |
| Commodities | 2,175 | 1,000 | 1,340 | 1,000 | 0.0% |
| Capital | - | - | 18,000 | - | |
| Total Expenditures | 475,052 | 526,404 | 527,631 | 612,612 | 16.4% |
| Funding Sources: | | | | | |
| General Fund | 458,026 | 509,604 | 508,631 | 593,612 | 16.5% |
| Development Review Fees | 15,925 | 15,000 | 18,000 | 18,000 | 20.0% |
| Map/Document Sales | 1,101 | 1,800 | 1,000 | 1,000 | -44.4% |
| Total Funding Sources | 475,052 | 526,404 | 527,631 | 612,612 | 16.4% |
| Personnel - Authorized FTE | 4.74 | 4.74 | 4.80 | 4.80 | |

CURRENT PLANNING

Highlights:

In July of 2014, the Planning and Housing, Public Works, and Fire Departments combined their clerical staff into a central location in an effort to offer “exceptional service to the citizens of Ames.” By combining staff from all three departments into one area, the goal is to share services, increase collaboration, and provide a “one stop shop” for these services. Personal services and other shared costs are charged to this new program, and then allocated back to the supported programs through an internal charge. In Current Planning, this support staff restructuring resulted in a reduction to personal services of 5.9%, but an increase of \$45,444 to contractual charges.

2014/15

- Development applications are up over **20% in last two years**.
- The budget includes a decrease of \$9,100 dollars as a result of eliminating the planning intern position. The Department will retain the Neighborhood Planner Intern and combine duties with planning activities.
- Review rezoning and subdivision requests for the **Northern Growth Area**.
- Identify **Zoning Code and Subdivision Code** text amendments needed for appropriate standards and clear implementation.

2015/16

- Project a continued high level of current planning development applications due to economic conditions and development inquiries.
- **Incorporate the new Ener-Gov License Module** for project routing and tracking.
- Continue **transition of archived** Planning files into the **File Management System (FMS)**.

| Service Accomplishments (process completions): | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|---|-------------------|-------------------|---------------------|----------------------|
| Preliminary plat | 6 | 4 | 7 | 5 |
| Final plat | 10 | 13 | 10 | 10 |
| Plat of survey | 11 | 22 | 20 | 15 |
| Certificate of Appropriateness | 4 | 8 | 8 | 8 |
| Major site development plan/master plan | 2 | 3 | 4 | 4 |
| Minor site development plan | 35 | 43 | 40 | 40 |
| Permitted home occupation | 5 | 7 | 6 | 6 |
| Zoning Board of Adjustment cases | 23 | 26 | 20 | 20 |
| Flood plain permits | 23 | 16 | 25 | 20 |
| Façade grants | | 46 | 2 | 4 |
| Total | 120 | 147 | 145 | 135 |

Efficiency and Effectiveness:

The following statistics indicate the average number of calendar days to review/process the complete applications, excluding the days while waiting for the applicant’s response.

| | Number of Days to Process | | | |
|---|---------------------------|----|----|----|
| Preliminary plat | 107 ⁽¹⁾ | 56 | 50 | 55 |
| Final plat | 22 | 25 | 20 | 20 |
| Plat of survey | 31 | 29 | 30 | 30 |
| Certificate of Appropriateness | 7 | 17 | 15 | 15 |
| Major site development plan/master plan | 56 | 48 | 55 | 60 |
| Minor site development plan | 31 | 30 | 25 | 25 |
| Permitted home occupation | 4 | 5 | 3 | 3 |
| Zoning Board of Adjustment cases | 30 | 26 | 25 | 25 |
| Flood plain permits | 6 | 6 | 8 | 8 |

⁽¹⁾ This figure reflects two projects, one of which had been active off and on since 2010 while waiting for revisions and attempting to address critical storm water conveyance easement issues.

ADMINISTRATIVE SERVICES

The Planning & Housing, Public Works and Fire departments have combined their clerical staff into a central location in an effort to offer “exceptional service to the citizens of Ames.” By combining clerical staff from all three departments into one area, the goal is to share services, increase collaboration, and provide a “one-stop-shop” for these services.

Service Objectives:

- ✓ Provide administrative support to the Planning & Housing, Public Works and Fire departments
- ✓ Provide reliable high quality service and external and internal customer support for the Planning & Housing, Public Works and Fire departments
- ✓ Provide support for associated Boards, Commissions, and the AAMPO Technical Committee (generating agendas, minutes and packet materials and updates on website)
- ✓ Schedule building, electrical, mechanical, plumbing and rental housing inspections
- ✓ Process permits for building construction projects
- ✓ Process letters of compliance for rental dwellings
- ✓ Distribute DRC and other planning applications for review and processing
- ✓ Distribute plans and specifications (and track plan holders) for Public Works Capital Improvements Plan construction projects
- ✓ Assist with meter hood rentals, parking waivers, and block party requests
- ✓ Manage reserved parking contracts for reservable spaces within municipal parking lots
- ✓ Issue sidewalk repair notices

| | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted | % Change From Adopted |
|--|-------------------|--------------------|---------------------|--------------------|-----------------------------|
| Expenditures: | | | | | |
| Personal Services | - | - | 391,402 | 489,853 | |
| Contractual | - | - | 13,672 | 14,884 | |
| Commodities | - | - | 200 | 200 | |
| Capital | - | - | - | - | |
| Total Expenditures | - | - | 405,274 | 504,937 | |
| Support services reflected directly in other programs: | | | | | |
| Fire Admin/Support | - | - | 40,527 | 50,494 | |
| Building Safety | - | - | 134,956 | 168,144 | |
| City-Wide Housing | - | - | 8,105 | 10,099 | |
| Long-Range Planning | - | - | 36,475 | 45,444 | |
| Current Planning | - | - | 36,475 | 45,444 | |
| Public Works Admin | - | - | 148,736 | 185,312 | |
| Net Expenditures | - | - | - | - | |
| Personnel - Authorized FTE | 0.00 | 0.00 | 6.50 | 6.50 | |

ADMINISTRATIVE SERVICES

Highlights:

In July of 2014, the support staffs for the Fire, Public Works, and Planning and Housing Departments were combined into a new Administrative Services Program to provide clerical support to all three departments. Personal services and other shared costs are charged to this new program, and then allocated back to the supported programs through an internal change.

An Administrative Services Coordinator was hired in September 2014 to lead the combined Administrative Services Program staff.

Staff implemented a revised Reserved Parking Contract on January 1, 2014, for all current and future renters, which will eliminate past due accounts and write-offs.

Beginning in 2014/15 the implementation of a new software program called EnerGov is projected to streamline processes within the Administrative Services program. EnerGov is specifically designed to automate and centrally connect critical processes, including land use planning and project review, regulatory management, inspections, code enforcement, and more.

| Service Accomplishments: | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|---|---------------------------|---------------------------|-----------------------------|------------------------------|
| Board and Commissions and AAMPO Technical Committee meetings staffed | 42 | 37 | 30 | 30 |
| Building and trade inspections scheduled | 7,803 | 8,564 | 10,193 | 9,000 |
| Building and trade permits processed | 3,777 | 4,020 | 4,584 | 3,950 |
| Rental housing inspections scheduled | 834 | 1,076 | 1,200 | 1,200 |
| Rental housing Letters of Compliance processed | 800 | 1,075 | 1,200 | 1,200 |
| Development Review Committee (DRC) cases distributed | 119 | 145 | 134 | 140 |
| Planning additional cases (Final plats, Flood Plain Development Permits, Permitted Home Occupations, ZBA, etc.) distributed | 85 | 83 | 96 | 90 |
| Plans and specifications for capital improvements plan construction projects distributed | 30 | 18 | 35 | 30 |
| Sidewalk repair notices issued | 30 | 25 | 25 | 25 |
| Block Party Trailer reservations processed | 22 | 19 | 21 | 21 |
| Meter hood rentals processed | 35 | 30 | 30 | 30 |
| Parking waivers processed | 30 | 44 | 50 | 55 |

LEGAL SERVICES

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, assist with 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 regulatory matters
- ✓ Collect unpaid bills and fines through negotiation and settlement or litigation as needed
- ✓ Advise and represent Mary Greeley Medical Center in contract, employment, collection, 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 appeals, and other municipal infractions in courts of law as necessary
- ✓ Provide legal advice, support and representation to the City Assessor in assessment matters before regulatory boards and in courts of law.

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|--|----------------|----------------|-----------------|----------------|---------------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 541,525 | 557,595 | 563,683 | 582,364 | 4.4% |
| Contractual | 54,160 | 62,889 | 65,220 | 70,850 | 12.7% |
| Commodities | 7,305 | 2,363 | 6,896 | 2,460 | 4.1% |
| Capital | - | - | - | - | |
| Total Expenditures | 602,990 | 622,847 | 635,799 | 655,674 | 5.3% |
| Legal Services expenditures reflected directly in other programs | (8,533) | (12,769) | (12,957) | (13,230) | 3.6% |
| Net Expenditures | 594,457 | 610,078 | 622,842 | 642,444 | 5.3% |
| Funding Sources: | | | | | |
| Mary Greeley Medical Center | 5,461 | 13,750 | 13,750 | 13,750 | 0.0% |
| Municipal Infractions | 22,048 | 22,000 | 22,000 | 22,000 | 0.0% |
| Ames City Assessor | 10,000 | 10,000 | 10,000 | 10,000 | 0.0% |
| Other Legal Services | 3,644 | 4,000 | 4,000 | 4,000 | 0.0% |
| Miscellaneous Revenue | 1,129 | 200 | 200 | 200 | 0.0% |
| General Fund | 297,189 | 298,402 | 305,935 | 316,885 | 6.2% |
| Water Utility Fund | 56,883 | 58,461 | 59,715 | 61,536 | 5.3% |
| Sewer Utility Fund | 56,883 | 58,461 | 59,715 | 61,536 | 5.3% |
| Electric Utility Fund | 89,876 | 92,369 | 94,349 | 97,227 | 5.3% |
| Parking Fund | 36,554 | 37,235 | 37,652 | 39,311 | 5.6% |
| Resource Recovery | 14,790 | 15,200 | 15,526 | 15,999 | 5.3% |
| Total Funding Sources | 594,457 | 610,078 | 622,842 | 642,444 | 5.3% |
| Personnel - Authorized FTE | 5.95 | 5.95 | 5.95 | 5.95 | |

LEGAL SERVICES

Highlights:

Public Improvement Projects

- Library –asbestos complaint, issues with self-checkout stations, furniture
- MGMC facilities - expansion, water main damage, water line elevation correction
- Electric - conversion to natural gas, 161kV line easements
- New water plant – easements, contracts
- Resource Recovery – gasification project

Major Planning Projects

- School properties – Breckenridge LUPP and rezoning, master development agreement
- ISU Research Park Expansion – annexation, water buy-outs, Xenia ISU territory rights
- Northern annexation – Grant Ave. connection districts and construction easements, voluntary annexation, rezoning and master plan for Quarry Estates
- Woodview Drive – extension of water main and sanitary sewer

Other Major Tasks

- Represented the City in civil litigation matters and supervised outside counsel. Montgomery, Golchin, Comstock, Duvall, Breckenridge, Brock, Lumry, NDA Farms/Veasman, Mary Greeley (CHUBB), IA League of Cities vs. EPA.
- Public Records requests including Mary Greeley response to murder trial subpoena requesting medical records
- Cy Statue project – obstruction permits, encroachment permit agreements
- VEISHEA – riots, property damage
- HR matters – unemployment appeal, whistle blower claim against discharge, and worker’s compensation claim
- Lap dance ordinance – prosecution of case and subsequent appeal
- Preparation and review of 39 ordinances; including overhaul of Ch. 22 (vending), Ch.31 (Historic Preservation), Ch. 9 (flood plain), amendment to Ch. 27 to implement Emerald Ash Borer Response Plan, and new Fats, Oils and Grease Wastewater Rate Structure.
- Property tax assessment appeals. In 2013, 13 appeals were filed and in 2014, 13 appeals were filed. Currently, there are appeals pending on 9 individual parcels, valued at \$9,674,000 (3 residential properties, 5 commercial properties and 1 cooperative).

| Service Accomplishments: | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|--|---------------------------|---------------------------|-----------------------------|------------------------------|
| Legal matters opened | 1,020 | 1,196 | 1,062 | 1,062 |
| Documents created/reviewed | 16,172 | 21,002 | 19,092 | 19,092 |
| Other events and legal services requiring review | 7,341 | 8,193 | 8,394 | 8,394 |
| Efficiency and Effectiveness: | | | | |
| # of matters closed | 1,620 | 1,068 | 1,288 | 1,288 |

HUMAN RESOURCES

The Human Resources Department 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, and research and development of policy issues. 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:

- ✓ Assume the leadership role for sustaining a values oriented organization and maximizing the potential of our greatest asset – our employees
- ✓ 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

| | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted | % Change From Adopted |
|---|-------------------|--------------------|---------------------|--------------------|-----------------------------|
| Expenditures: | | | | | |
| Personal Services | 412,251 | 448,758 | 478,513 | 495,045 | 10.3% |
| Contractual | 108,507 | 134,695 | 138,469 | 134,754 | 0.0% |
| Commodities | 9,695 | 7,400 | 8,100 | 8,500 | 14.9% |
| Capital | - | - | - | - | |
| Total Expenditures | 530,453 | 590,853 | 625,082 | 638,299 | 8.0% |
| Human Resources reflected directly in other programs | (95,930) | (106,767) | (117,718) | (121,022) | 13.4% |
| Net Expenditures | 434,523 | 484,086 | 507,364 | 517,277 | 6.9% |
| Funding Sources: | | | | | |
| General Fund | 240,005 | 267,597 | 284,901 | 288,575 | 7.8% |
| Road Use Tax | 30,314 | 33,738 | 31,603 | 32,489 | -3.7% |
| Water Utility Fund | 29,146 | 32,438 | 29,740 | 30,575 | -5.7% |
| Sewer Utility Fund | 25,536 | 28,420 | 32,100 | 33,000 | 16.1% |
| Electric Utility Fund | 88,127 | 98,082 | 102,073 | 104,936 | 7.0% |
| Parking Fund | 5,150 | 5,731 | 6,085 | 6,255 | 9.1% |
| Storm Sewer Utility Fund | 1,805 | 2,009 | 4,160 | 4,277 | 112.9% |
| Resource Recovery | 14,440 | 16,071 | 16,702 | 17,170 | 6.8% |
| Total Funding Sources | 434,523 | 484,086 | 507,364 | 517,277 | 6.9% |
| Personnel - Authorized FTE | 4.42 | 4.42 | 4.60 | 4.60 | |

HUMAN RESOURCES

Highlights:

Fiscal Year 2013/2014 held many accomplishments for the Human Resources Department. There were many successful recruitments conducted that included several high-profile positions such as Fleet Director, Assistant Director of Water and Pollution, Police Officer, Fire Lieutenant, Environmental Engineer, and Health Promotions Coordinator.

The Employee Development Center moved its strategic direction to holding fewer courses of high quality, presented by professional outside vendors. New training opportunities include: Power Teams, The 5 Dysfunctions of a Team, Civility in the Workplace and Taking Action: A Proactive Approach to Change. Work was started on a comprehensive temporary employment project. In addition, the department assisted in the settlement of voluntary agreements with three labor unions.

| | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|---|-------------------|-------------------|---------------------|----------------------|
| Service Accomplishments: | | | | |
| # of hours of leadership and management development training offered | 105 | 44 | 35 | 40 |
| Attendance at formal training programs offered through Employee Development Center | 1,213 | 64% | 70% | 75% |
| # of recruitments (open and promotional) | 57 | 41 | 50 | 50 |
| # of applications (open and promotional) | 3,930 | 2,028 | 2,200 | 2,200 |
| # of external hires (full and part-time) | 76 | 42 | 17 | 42 |
| # of internal promotions | 32 | 12 | 12 | 12 |
| Efficiency and Effectiveness: | | | | |
| % of City employees that rated sponsored training programs as above average or better | 87% | 89.75% | 90% | 90% |
| % of diverse (protected class) applicants based on total applications received | 13.5% | 12.6% | 15% | 15% |

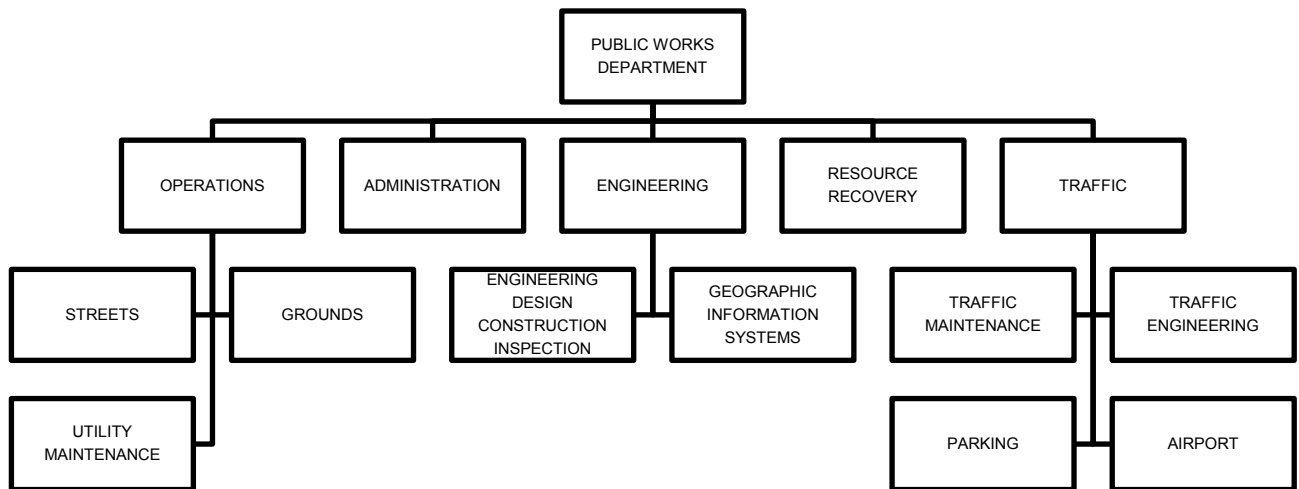
PUBLIC WORKS ADMINISTRATION

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 five Public Works divisions (Engineering, Traffic, Operations, Resource Recovery, and Administration)
- ✓ Provide management direction and administrative support to Public Works employees
- ✓ Provide oversight and guidance for the Public Works portion of the Capital Improvements Plan

| | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted | % Change From Adopted |
|-----------------------------------|-------------------|--------------------|---------------------|--------------------|-----------------------------|
| Expenditures: | | | | | |
| Personal Services | 335,243 | 343,827 | 223,938 | 230,773 | -32.9% |
| Contractual | 28,360 | 30,412 | 175,431 | 214,869 | 606.5% |
| Commodities | 6,273 | 3,300 | 3,300 | 3,300 | 0.0% |
| Capital | 2,612 | - | - | - | |
| Total Expenditures | 372,488 | 377,539 | 402,669 | 448,942 | 18.9% |
| Funding Sources: | | | | | |
| General Fund | 2,285 | 200 | - | - | -100.0% |
| Road Use Tax | 92,550 | 94,863 | 100,668 | 112,235 | 18.3% |
| Water Utility | 92,551 | 94,158 | 100,667 | 112,236 | 19.2% |
| Sewer Utility | 92,551 | 94,159 | 100,667 | 112,236 | 19.2% |
| Resource Recovery | 92,551 | 94,159 | 100,667 | 112,235 | 19.2% |
| Total Funding Sources | 372,488 | 377,539 | 402,669 | 448,942 | 18.9% |
| Personnel - Authorized FTE | 3.00 | 3.00 | 1.50 | 1.50 | |



PUBLIC WORKS ADMINISTRATION

Highlights:

In July of 2014, the Planning and Housing, Public Works, and Fire Departments combined their clerical staff into a central location in an effort to offer “exceptional service to the citizens of Ames.” By combining staff from all three departments into one area, the goal is to share services, increase collaboration, and provide a “one stop shop” for these services. Personal services and other shared costs are charged to this new program, and then allocated back to the supported programs through an internal charge. In Public Works Administration, this support staff restructuring resulted in a reduction to personal services of 32.9% and an increase to contractual charges of \$185,312.

Public Works Administration continues to financially support myriad opportunities (Eco Fair, etc.) for **public education** on important issues in the Public Works field.

| Service Accomplishments: | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|--|---------------------------|---------------------------|-----------------------------|------------------------------|
| Number of projects with reimbursements from grants and other outside sources | 14 | 7 | 13 | 4 |
| Dollars received as reimbursements for project costs | \$2,632,450 | \$2,557,242 | \$4,319,784 | \$4,519,000 |
| # of departmental FTEs | 75.0 | 75.0 | 75.0 | 75.0 |
| Efficiency and Effectiveness: | | | | |
| Administrative cost per employee | \$4,713 | \$4,096 | \$5,369 | \$5,993 |
| Administrative costs as a percent of operations | 3.0% | 3.1% | 3.2% | 3.5% |

PUBLIC WORKS ENGINEERING

Public Works Engineering (Engineering) provides technical designs and construction inspection to ensure reliability and quality control for capital improvement projects. Engineering also provides design review/acceptance and inspection services on subdivision public infrastructure construction. Engineering 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 Engineering 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 sewer, drainage improvements, and streets pavement improvements
- ✓ Provide a high level of communication to the public throughout all stages of projects; coordinate meetings and citizen advisory committee as necessary
- ✓ Prepare certified engineering plans and specifications and administer bid process for capital improvement plan construction projects
- ✓ Develop and maintain city-wide GIS, coordinate with Mapping & Policy Support (MAPS) for base map information, and provide GIS support and training to user departments
- ✓ Supervise construction of all authorized public improvement projects
- ✓ Review plans and plats for consideration of public and private improvements
- ✓ **Review and enforce stormwater management plans and ordinances including Illicit Discharge, Construction Site Erosion and Sediment Control and Post-Construction Stormwater Management**
- ✓ Employ interns and co-ops for design, inspection, and GIS projects
- ✓ 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

| | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted | % Change From Adopted |
|--|-------------------|--------------------|---------------------|--------------------|-----------------------------|
| Expenditures: | | | | | |
| Personal Services | 1,300,485 | 1,384,431 | 1,327,946 | 1,565,006 | 13.0% |
| Contractual | 237,529 | 288,851 | 326,820 | 241,921 | -16.3% |
| Commodities | 20,131 | 30,325 | 34,900 | 30,425 | 0.3% |
| Capital | - | 23,800 | 41,750 | 10,000 | -58.0% |
| Total Expenditures | 1,558,145 | 1,727,407 | 1,731,416 | 1,847,352 | 6.9% |
| Engineering reflected directly in another program or CIP project | (880,603) | (900,000) | (926,000) | (1,029,144) | 14.4% |
| Net Expenditures | 677,542 | 827,407 | 805,416 | 818,208 | -1.1% |
| Funding Sources: | | | | | |
| Charges for Services | 17,973 | 15,000 | 15,000 | 15,000 | |
| Road Use Tax | 79,213 | 90,586 | 65,900 | 77,021 | -15.0% |
| Water Utility Fund | 160,907 | 216,283 | 200,140 | 194,107 | -10.3% |
| Sewer Utility Fund | 151,428 | 186,317 | 198,589 | 187,172 | 0.5% |
| Electric Utility Fund | 23,874 | 23,833 | 25,125 | 24,711 | 3.7% |
| Storm Sewer Utility Fund | 244,147 | 295,388 | 300,662 | 320,197 | 8.4% |
| Total Funding Sources | 677,542 | 827,407 | 805,416 | 818,208 | -1.1% |
| Personnel - Authorized FTE | 13.00 | 13.00 | 13.00 | 14.75 | |

PUBLIC WORKS ENGINEERING

Highlights:

Public Works Engineering improves Ames neighborhoods by building today, engineering for tomorrow, and by learning from yesterday. Engineering staff has primary responsibility for design and construction of roadway, shared use path, watermain, sanitary sewer, and drainage capital improvements. Engineering time is charged to CIP projects as a reduction in operating expenses to the program. As the Ames community progresses and infrastructure ages, the projects and time associated with each project involving Engineering, Operations, and Traffic staff have grown exponentially. Currently, all projects that cannot be handled by the one design technician are contracted out. **In FY 15/16 an additional FTE (design technician) is included in the budget to expand in-house design capabilities, allowing projects to be completed more quickly and at a lower cost. The salary for this new position is covered entirely by CIP project budgets.**

To enhance the public's knowledge and gather information related to project areas, the Engineering Division holds **project informational meetings** about CIP projects. For some larger projects, **virtual project meetings** are hosted where citizens can watch the video yet provide feedback before design completion. This feedback ranges from special access needs to desired changes to pavement alignment or drainage. Construction notices are delivered to residents/businesses.

Through the City of Ames **Smart Watershed** program, staff continues to reach out and respond to citizen requests for additional storm water related information such as phosphorus-free fertilizers, picking up pet waste, and properly disposing of trash (in partnership with the Smart Trash program). To further improve storm water, the City offers **Cost Share Programs** for Rain Barrels, Rain Gardens, Soil Quality Restoration, Native Landscaping, and Tree Plantings. In partnership with other departments and organizations, the next **annual EcoFair is planned for April 4, 2015**. At the event, Public Works Engineering focuses on current initiatives to improve watershed runoff and outreach about upcoming construction projects. The EcoFair is an open house where citizens learn how to make a difference on their property and community-wide.

In April 2014, a new **Post-Construction Stormwater Management Ordinance** was adopted by City Council. In addition to water quantity (flood) control that is part of land development, the new ordinance also requires water quality runoff to be treated using practices such as vegetated swales, bioretention areas, rain gardens, native landscape, and riparian buffers. Preservation of natural resources is also considered as part of the new ordinance.

Since 2007 there has been one FTE (Storm Water Specialist) devoted to administering the MS4 (Municipal Separate Storm Sewer System) permit issued by the EPA, aided by a part-time consultant. Their responsibilities include: plan review, field inspections, education/outreach, coordination with other environmental groups, monitoring chemical applications on public properties, and monitoring/meeting MS4 permit activities. **Because of the growing community and increased demands of the MS4 permit, additional staff time is needed to comply with the MS4 permit. Therefore, the FY 2015/16 budget includes a new 3/4 FTE for a Storm Water Specialist. The incremental cost of this position is \$23,400 since the consultant expenses will be eliminated.**

Staff time associated with administering the MS4 permit has not been covered by the permit fees, as originally hoped. **The FY 15/16 budget includes minimal permit fee increases to better cover these costs. In addition, two new permits are being introduced, the subdivision stormwater plan review (\$450) and the grading plan review (\$250).** The grading permit will enable developers to advance construction activities, while complying with the MS4 (Municipal Separate Storm Sewer System) permit. Even with these fee increases, the projected expenses for administering the MS4 permit will exceed revenues by \$74,800. This difference is covered from the Storm Water Utility Fund.

PUBLIC WORKS ENGINEERING

Highlights, continued:

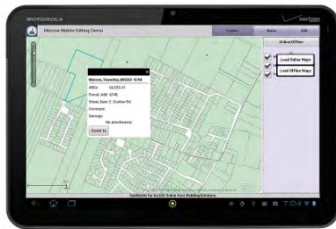


Photo 1: Pervious concrete on Gilchrist Street to improve water quality in S. Skunk River basin.

To show that water quality is also important at City of Ames facilities, funding for **water quality projects** have been pursued through grant opportunities. The City of Ames has received funding to install water quality practices on the City Hall complex, which will include soil quality restoration, native landscape, bioretention areas, and permeable pavement. The City Hall complex is located within the Squaw Creek and South Skunk River Basins.

The Engineering Division continues to expand the availability of **Geographic Information System (GIS)** within the organization and to the public. The trend will continue as GIS data, applications and services increasingly move to a web and mobile based platforms. The Engineering Division provides GIS support to all Public Works Divisions as well as departments across the City.

capabilities and will enable first responders to quickly perform damage assessments in the field using a mobile GIS application. This information will be available immediately for aggregation by commanders in the EOC, providing a valuable common operational picture allowing the organization to focus resources and respond more effectively. Additionally, the information can be easily quantified and used for post-event submittals and reports to FEMA.



GIS Staff will be working to refine and make permanent an **Operations Dashboard for use in the Emergency Operations Center**. This application expands existing capabilities and will enable first responders to quickly perform damage assessments in the field using a mobile GIS application. This information will be available immediately for aggregation by commanders in the EOC, providing a valuable common operational picture allowing the organization to focus resources and respond more effectively. Additionally, the information can be easily quantified and used for post-event submittals and reports to FEMA.



Public Works Engineering will undertake a mapping project to **accurately map water and storm sewer** features using survey grade GPS. Current utility locations have been mapped from a compilation of as-built records. While a great first step, as-built documents do not provide the most current and accurate information. This information is critical to our Operations and Engineering divisions as they strive to maintain a growing system.

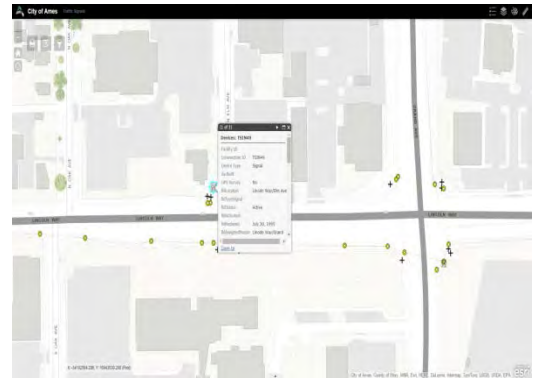
Cemetery mapping is continuing as staff works to complete the City's cemetery GIS. The system will be used by Cemetery Operations staff to better manage lot sales and burials. Additionally the information will be available to the public through web and mobile applications enabling customers to view headstones online and use their smart phones to find burial sites in the cemetery.



PUBLIC WORKS ENGINEERING

Highlights, continued:

GIS Staff will continue working with Public Works Traffic staff to build a **traffic signal GIS** application. This includes scanned documents, cabinet diagrams and loop locations. The information will be managed and made available to field staff using the City's custom built GIS mobile application. When complete, the system will eliminate the need for staff to carry paper schematic drawings in the field. Additionally signal maintenance will be easily recorded and queried in the field.



Easement and utility service information is commonly requested through the Engineering division. In an effort to improve customer service GIS staff will work to create a **publicly accessible easement portal**. The website will give users access to a web map where easement information can be easily searched and viewed. Legal documents will be attached to each easement and available for download.

| | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|---|-------------------|-------------------|---------------------|----------------------|
| Service Accomplishments: | | | | |
| # of CIP projects inspected/administered | 22 | 18 | 20 | 28 |
| # of subdivision public infrastructure projects inspected | 6 | 7 | 9 | 7 |
| # of construction site erosion and sediment control site inspections | 369 | 430 | 400 | 400 |
| # of plans and specifications prepared for capital improvements plan projects | 30 | 18 | 35 | 30 |
| Efficiency and Effectiveness: | | | | |
| Projects bid under engineer's estimate | 82% | 60% | 75% | 75% |
| Projects bid over 10% of engineer's estimate | 13% | 20% | 10% | 10% |
| Projects completed within 10% of original bid | 82% | 89% | 94% | 85% |
| Projects completed on time | 95% | 94% | 78% | 90% |
| % of completed as-builts records | 91% | 100% | 100% | 95% |

FACILITIES

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 on other City facilities. Most of the maintenance is currently provided under contract by specialized vendors. This program is intended to maintain each facility to appropriate regulations, to provide City employees with a productive work environment, and to create and maintain an attractive City Hall that represents our community.

Service Objectives:

- ✓ Maintain an attractive City Hall facility (grounds and exterior of City Hall)
- ✓ Provide limited maintenance activities to other City buildings
- ✓ Maintain efficient equipment (motors, pumps, generators, boiler, etc.) at City Hall
- ✓ Maintain the Ames Veterans' Memorial
- ✓ Provide quality janitorial services
- ✓ Coordinate and manage special projects

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change From |
|---|----------------|----------------|----------------|----------------|------------------|
| | Actual | Adopted | Adjusted | Adopted | Adopted |
| Expenditures: | | | | | |
| Personal Services | 127,047 | 150,402 | 134,111 | 143,857 | -4.4% |
| Contractual | 333,695 | 362,127 | 373,183 | 385,023 | 6.3% |
| Commodities | 48,710 | 28,700 | 27,700 | 27,700 | -3.5% |
| Capital | 2,156 | - | 37,500 | - | |
| Total Expenditures | 511,608 | 541,229 | 572,494 | 556,580 | 2.8% |
| Facilities expenditures reflected directly in other programs | - | (5,420) | - | (15,031) | |
| Net Expenditures | 511,608 | 535,809 | 572,494 | 541,549 | 1.1% |
| Funding Sources: | | | | | |
| City Assessor | 14,097 | 14,770 | 14,206 | 15,031 | 1.8% |
| General Fund | 301,049 | 294,279 | 330,181 | 294,629 | 0.1% |
| Road Use Tax | 23,777 | 24,912 | 25,070 | 26,525 | 6.5% |
| Police/Fire 411 | 303 | 317 | - | - | -100.0% |
| Water Utility Fund | 19,614 | 20,550 | 20,891 | 22,104 | 7.6% |
| Sewer Utility Fund | 14,637 | 15,335 | 16,713 | 17,683 | 15.3% |
| Electric Utility Fund | 36,226 | 37,955 | 41,783 | 44,209 | 16.5% |
| Parking Fund | 11,136 | 11,668 | 2,507 | 2,653 | -77.3% |
| Resource Recovery | 1,795 | 1,881 | 4,178 | 4,421 | 135.0% |
| Fleet Services | 88,974 | 114,142 | 116,965 | 114,294 | 0.1% |
| Total Funding Sources | 511,608 | 535,809 | 572,494 | 541,549 | 1.1% |
| Personnel - Authorized FTE | 1.43 | 1.43 | 1.43 | 1.43 | |

FACILITIES

Highlights:

This budget mainly provides for the routine operating and maintenance expenses of two facilities, City Hall (including parking, grounds and the Veterans Memorial) and the Maintenance Facility (including associated parking lots). Managerial and maintenance staff for these facilities also provide assistance and support for other areas including the airport terminal, hangars, runway lighting, parks maintenance buildings, fire stations, library, animal shelter, and public art.

City Hall and the Veterans Memorial (76,000 sq. ft. without gym and auditorium) - 515 Clark Avenue

- City Hall is the administrative center for City operations and for the community. It is used daily, including evenings and weekends by City staff, City Council, and numerous local civic organizations.
- In FY 2014/15 and FY 2015/16, an ongoing effort is to improve the appearance inside and out by updating wall finishes and repairing worn and damaged surfaces.
- Phase two of the remodeling project has begun. This phase will remodel the basement and Police Administration area.
- The utilities budget for gas and electric is projected to decrease 2% in FY 2014/15 due in part to a colder winter in 2013/14. Utilities are projected to be relatively flat in FY 2015/16.

Maintenance Facility (34,000 sq. ft.) – 2207 Edison Street

- This facility is used by Fleet Services, Public Works, Police, Fire, CyRide, Electric, and Story County (for off-site record storage) and is the only maintenance center for this purpose.
- The emphasis on this facility for FY 2014/15 will be to maintain it status quo, including some painting and signage updates.
- The utility budget for this facility is estimated to increase 8% from FY 2013/14.
- The replacement of the 26-year-old roof on this facility began with Phase I which was finished in FY 2014/15. Phase II is scheduled for FY 2015/16 with the final Phase III scheduled for FY 2016/17.

| Service Accomplishments: | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|--|---------------------------|---------------------------|-----------------------------|------------------------------|
| Maintenance Cost Per Square Foot: | | | | |
| City Hall – Excluding Community Center | \$5.42 | \$4.15 | \$3.93 | \$5.65 |
| Maintenance Facility | \$3.11 | \$2.96 | \$3.33 | \$3.36 |

MERIT PAYROLL ADJUSTMENT

| | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted | % Change From Adopted |
|-----------------------------------|-------------------|--------------------|---------------------|--------------------|-----------------------------|
| Expenditures: | | | | | |
| Personal Services | - | 174,111 | - | 174,971 | 0.5% |
| Total Expenditures | - | 174,111 | - | 174,971 | 0.5% |
| Funding Sources: | | | | | |
| General Fund | - | 101,106 | - | 100,624 | -0.5% |
| Local Option Sales Tax | - | 146 | - | 152 | 4.1% |
| Road Use Tax | - | 7,505 | - | 7,696 | 2.5% |
| Comm Dev Block Grant | - | 792 | - | 808 | 2.0% |
| Water Utility Fund | - | 9,644 | - | 9,714 | 0.7% |
| Sewer Utility Fund | - | 9,613 | - | 9,645 | 0.3% |
| Electric Utility Fund | - | 24,561 | - | 25,132 | 2.3% |
| Parking Fund | - | 1,687 | - | 1,750 | 3.7% |
| Storm Sewer Utility Fund | - | 1,649 | - | 1,684 | 2.1% |
| Ames/ISU Ice Arena | - | 1,080 | - | 1,150 | 6.5% |
| Homewood Golf Course | - | 476 | - | 785 | 64.9% |
| Resource Recovery | - | 2,665 | - | 2,755 | 3.4% |
| Fleet Services | - | 2,990 | - | 2,732 | -8.6% |
| Information Technology | - | 7,814 | - | 7,988 | 2.2% |
| Risk Insurance | - | 986 | - | 1,023 | 3.8% |
| Health Insurance | - | 1,397 | - | 1,333 | -4.6% |
| Total Funding Sources | - | 174,111 | - | 174,971 | 0.5% |
| Personnel - Authorized FTE | 0.00 | 0.00 | 0.00 | 0.00 | |

GENERAL GOVERNMENT CIP

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.

| | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted | % Change From Adopted |
|-------------------------------------|-------------------|--------------------|---------------------|--------------------|-----------------------------|
| Activities: | | | | | |
| Facilities: | | | | | |
| City Hall Improvements | 11,135 | 50,000 | 270,346 | 50,000 | |
| City Hall Space Re-Use | 343,571 | - | 1,116,998 | - | |
| City Hall Roof Replacement | - | - | 700,000 | - | |
| City Hall Parking Lot | - | - | 500,000 | - | |
| Emergency Operations Center | 363,961 | - | - | - | |
| Cool Cities Facility Improvements | 18,105 | - | 70,957 | - | |
| Sub-Total | 736,772 | 50,000 | 2,658,301 | 50,000 | |
| Planning: | | | | | |
| Southeast Entryway | 9,076 | - | - | - | |
| Total General Government CIP | 745,848 | 50,000 | 2,658,301 | 50,000 | 0.0% |

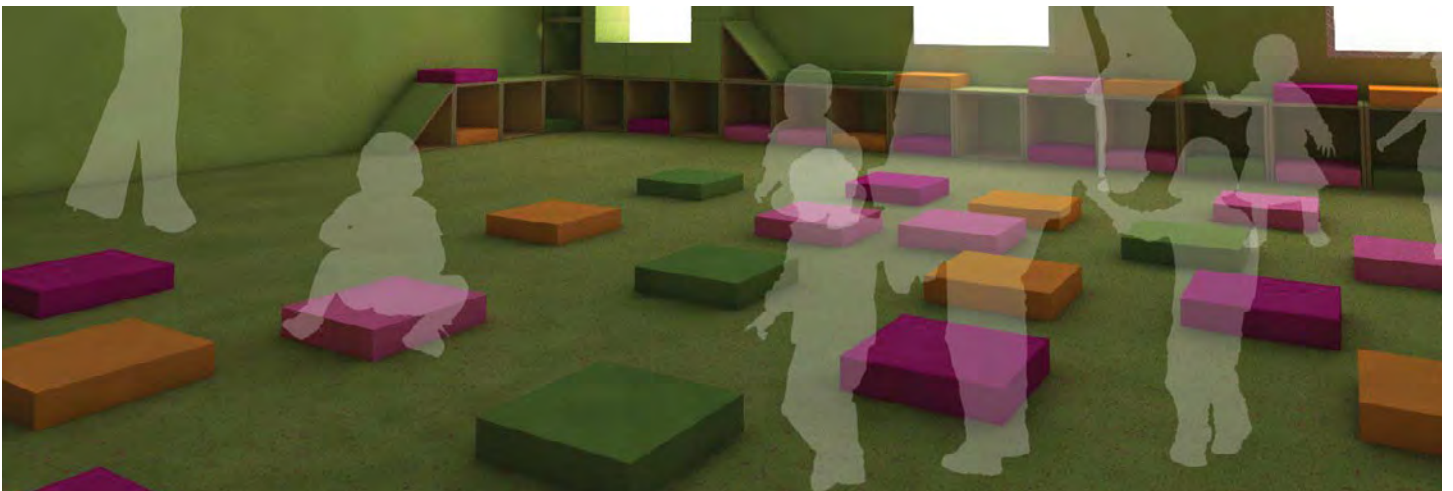
GENERAL GOVERNMENT CIP PROJECT DESCRIPTIONS

The City Hall Improvements program is focused on the major maintenance or replacement of structural or decorative items for the City Hall building, the Veterans Memorial, or the parking lots on the east and west sides of the building. Many of the building's mechanical, electrical, and other support systems were installed during the renovation of the building in 1990. Funds of \$50,000 per year have been allocated for system or equipment failures that may occur and are beyond the funding level of the Facilities operating budget.



DEBT SERVICE

STORY-TIME ROOM RENDERING



DEBT SERVICE

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 of Ames' debt is managed in accordance with the Capital Improvement Financing and Debt Management policies adopted by the City Council. 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 Aa1 from Moody's Investor Services.

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

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change From Adopted |
|---|-------------------|------------------|-------------------|-------------------|--------------------------------------|
| Use of Funds: | Actual | Adopted | Adjusted | Adopted | |
| General Obligation Bonds | 10,082,600 | 9,800,973 | 9,743,158 | 10,671,238 | 8.9% |
| SRF Loan Payments | 148,300 | - | 301,716 | 1,122,492 | |
| Bond Costs | 2,000 | - | 53,000 | - | |
| Total Expenditures | 10,232,900 | 9,800,973 | 10,097,874 | 11,793,730 | 20.3% |
| Funding Sources: | | | | | |
| Debt Service Fund | 10,082,600 | 9,800,973 | 9,743,158 | 10,671,238 | 8.9% |
| Bond Funds | 2,000 | - | 53,000 | - | |
| Water Sinking Fund | - | - | 110,856 | 627,731 | |
| Sewer Sinking Fund | 148,300 | - | 190,860 | 494,761 | |
| Total Funding Sources | 10,232,900 | 9,800,973 | 10,097,874 | 11,793,730 | 20.3% |
| Debt Service Principal and Interest Breakdown: | | | | | |
| <u>G.O. Bonds</u> | | | | | |
| Principal | 8,125,000 | 7,743,345 | 7,845,000 | 8,483,930 | 9.6% |
| Interest | 1,957,600 | 2,057,628 | 1,898,158 | 2,187,308 | 6.3% |
| Issuance Costs | 2,000 | - | 53,000 | - | |
| Total G.O. Bonds | 10,084,600 | 9,800,973 | 9,796,158 | 10,671,238 | 8.9% |
| <u>State Revolving Fund Loans</u> | | | | | |
| Principal | 128,000 | - | 131,000 | 338,261 | |
| Interest | 20,300 | - | 170,716 | 784,231 | |
| Total SRF Loans | 148,300 | - | 301,716 | 1,122,492 | |
| Total Debt Service | 10,232,900 | 9,800,973 | 10,097,874 | 11,793,730 | 20.3% |

DEBT SERVICE COST ALLOCATION FOR 2015/2016 BUDGET
Valuation \$2,446,786,092

| Use of Bond Proceeds | Allocated Debt Service | Debt Service Abatements | Property Tax Support | Rate Per \$1,000 Valuation |
|---------------------------------------|-----------------------------------|------------------------------------|---------------------------------|---------------------------------------|
| Fire Department Apparatus | 59,847 | 14,962 | 44,885 | 0.01834 |
| Library | 1,208,900 | - | 1,208,900 | 0.49408 |
| Ada Hayden Heritage Park | 264,675 | - | 264,675 | 0.10817 |
| City Hall Improvements | 14,309 | - | 14,309 | 0.00585 |
| Aquatic Center | 944,487 | - | 944,487 | 0.38601 |
| Water Projects | 394,057 | 394,057 | - | |
| Sewer Projects | 64,791 | 64,791 | - | |
| Resource Recovery | 163,987 | 163,987 | - | |
| Urban Renewal - TIF | 117,960 | 117,960 | - | |
| Storm Sewer | 243,175 | - | 243,175 | 0.09939 |
| Streets | 5,356,602 | - | 5,356,602 | 2.18924 |
| Special Assessments | 442,728 | 442,728 | - | |
| 2015/2016 CIP G. O. | 1,395,720 | 590,920 | 804,800 | 0.32892 |
| TOTAL G. O. DEBT | 10,671,238 | 1,789,405 | 8,881,833 | 3.63000 |
| Less: State Replacement Tax | | | 340,714 | 0.13925 |
| Use of Fund Balance | | - | - | 0.00000 |
| TOTAL DEBT SERVICE COST | \$ 10,671,238 | \$ 1,789,405 | \$ 8,541,119 | 3.49075 |
| FY 2015/2016 Debt Service Levy | | | \$ 8,541,119 | 3.49075 |
| 2015/2016 CIP G.O. ISSUE | | | | |
| Flood Mitigation | \$ 144,000 | | | |
| West Lincoln Way Improvements | 450,000 | | | |
| Asphalt Street Improvements | 1,300,000 | | | |
| Grand Avenue Extension | 280,000 | | | |
| Concrete Pavement Improvements | 1,100,000 | | | |
| Arterial Street Pavement Improvements | 400,000 | | | |
| Downtown Street Improvements | 800,000 | | | |
| Seal Coat Pavement Improvements | 350,000 | | | |
| Bridge Rehabilitation Program | 2,320,000 | | | |
| Airport Terminal Building | 867,000 | | | |
| <i>Subtotal Tax Supported Bonds</i> | \$ 8,011,000 | | | |
| East Lincoln Way Sewer Extension | 2,000,000 | Abated by Sewer Revenue | | |
| ISU Research Park Improvements | 2,938,990 | Abated by TIF Revenue | | |
| Airport Terminal | 943,000 | Abated by Airport Revenue | | |
| <i>Subtotal Abated Bonds</i> | \$ 5,881,990 | | | |
| Total G.O. Bonds | \$ 13,892,990 | | | |

CITY OF AMES, IOWA

PROJECTION OF DEBT CAPACITY

| | 2015/16 PROJECTED | 2016/17 PROJECTED | 2017/18 PROJECTED | 2018/2019 PROJECTED | 2019/2020 PROJECTED |
|--|----------------------|----------------------|----------------------|------------------------|------------------------|
| 1. Total Actual Valuation | 3,789,598,226 | 3,903,286,173 | 4,020,384,758 | 4,140,996,301 | 4,265,226,190 |
| 2. State Mandated Debt Limit | 189,479,911 | 195,164,309 | 201,019,238 | 207,049,815 | 213,261,310 |
| 3. City Reserve (25% of Limit) | 47,369,978 | 48,791,077 | 50,254,810 | 51,762,454 | 53,315,328 |
| Unreserved Debt Capacity | 142,109,933 | 146,373,232 | 150,764,428 | 155,287,361 | 159,945,982 |
| 4. Outstanding Debt | 56,605,000 | 48,885,000 | 41,310,000 | 34,075,000 | 27,710,000 |
| 5. Proposed Issues | 13,892,990 | 8,138,600 | 6,990,000 | 7,090,000 | 7,510,000 |
| 6. Balance of Proposed Issues | - | 13,604,039 | 20,827,906 | 26,350,185 | 31,400,623 |
| Total Debt Subject to Limit | 70,497,990 | 70,627,639 | 69,127,906 | 67,515,185 | 66,620,623 |
| 7. Available Unreserved Debt Capacity (\$) | 71,611,943 | 75,745,593 | 81,636,522 | 87,772,176 | 93,325,359 |
| 8. Available Unreserved Debt Capacity (%) | 50.39% | 51.75% | 54.15% | 56.52% | 58.35% |
| 9. Total Debt Capacity (\$) | 118,981,921 | 124,536,670 | 131,891,332 | 139,534,630 | 146,640,687 |
| 10. Total Debt Capacity (%) | 62.79% | 63.81% | 65.61% | 67.39% | 68.76% |

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, 2014 FOR THE CITY OF AMES

| Bond Type | Date of Issue | Interest Rates | Maturity Date | Amount Originally Issued | Outstanding June 30, 2014 |
|---|---------------------|----------------|------------------|--------------------------------|---------------------------------|
| General Obligation Bonds – Governmental Activities: | | | | | |
| Corporate purpose | 2006 | 4.000 | 2018 | \$ 5,285,000 | \$ 2,100,000 |
| Corporate purpose | 2007 | 3.75-4.150 | 2019 | 9,130,000 | 4,573,115 |
| Corporate purpose | 2008 | 3.75-4.150 | 2020 | 5,855,000 | 3,310,000 |
| Corporate purpose | 2009 | 2.00-3.500 | 2021 | 11,165,000 | 7,145,000 |
| Corporate purpose | 2010 | 2.00-2.500 | 2022 | 6,690,000 | 4,745,000 |
| Refunding | 2011 | 2.00-3.350 | 2021 | 5,980,000 | 2,150,000 |
| Corporate purpose | 2011 | 1.00-2.400 | 2023 | 6,675,000 | 5,090,000 |
| Corporate purpose | 2012 | 1.50-3.000 | 2032 | 11,325,000 | 9,910,000 |
| Corporate purpose/refunding | 2013 | 2.00-3.125 | 2032 | 21,220,000 | 19,200,000 |
| | | | | \$83,325,000 | \$58,223,115 |
| General Obligation Bonds – Business-Type Activities: | | | | | |
| Corporate purpose | 2007 | 2.00-3.35 | 2021 | \$ 500,000 | \$ 246,885 |
| Corporate purpose | 2008 | 1.00-2.40 | 2023 | 2,500,000 | 1,435,000 |
| Corporate purpose | 2012 | 1.50-3.00 | 2024 | 1,335,000 | 1,135,000 |
| Corporate purpose | 2013 | 2.00-3.00 | 2025 | 1,320,000 | 1,220,000 |
| | | | | \$ 5,655,000 | \$ 4,036,885 |
| TOTAL ALL BONDS | | | | \$ 88,980,000 | \$ 62,260,000 |

SUMMARY OF BONDS PAYABLE – PRINCIPAL & INTEREST AT JUNE 30, 2014 FOR THE CITY OF AMES

As of June 30, 2014, annual debt service requirements of **governmental activities** to maturity are as follows:

| General Obligation Bonds | | |
|---------------------------------|----------------------|----------------------|
| Year Ending June 30 | Principal | Interest |
| 2015 | \$ 6,589,829 | \$ 1,633,427 |
| 2016 | 6,252,882 | 1,468,638 |
| 2017 | 6,430,935 | 1,307,811 |
| 2018 | 6,258,598 | 1,132,028 |
| 2019 | 5,880,871 | 951,555 |
| 2012 – 2024 | 17,755,000 | 2,681,345 |
| 2025 – 2029 | 5,635,000 | 1,000,150 |
| 2030 – 2034 | 3,420,000 | 210,600 |
| Total | \$ 58,223,115 | \$ 10,385,554 |

Long-term debt amounts above and below are shown without reference to applicable premiums and unamortized costs.

As of June 30, 2014, annual debt service requirements of **enterprise fund activities** to maturity are as follows:

| General Obligation Bonds | | |
|---------------------------------|---------------------|---------------------|
| Year Ending June 30 | Principal | Interest |
| 2015 | \$ 460,171 | \$ 129,001 |
| 2016 | 472,118 | 115,029 |
| 2017 | 494,065 | 100,599 |
| 2018 | 506,402 | 84,110 |
| 2019 | 529,129 | 67,182 |
| 2020 – 2024 | 1,450,000 | 137,248 |
| 2025 – 2029 | 125,000 | 3,750 |
| Total | \$ 4,036,885 | \$ 636,919 |
| Grand Totals | \$62,260,000 | \$11,022,473 |



INTERNAL SERVICE & TRANSFERS

YOUTH AREA RENDERING



INTERNAL SERVICES AND TRANSFERS

| | |
|-------------------------------------|-----|
| Fleet Services | 318 |
| Information Technology | 320 |
| Risk Management | 322 |
| Health Insurance | 324 |
| Internal Services CIP | 327 |
| Transfers | 328 |

INTERNAL SERVICES

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. Fleet Services involves the maintenance and operating costs for City vehicles and other pieces of equipment as well as the acquisition and disposal of that equipment. Information Technology provides support to other City programs for both data processing and communications. 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.

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|---------------------------------------|-------------------|-------------------|-------------------|-------------------|-----------------|
| Use of Funds: | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Fleet Services | 3,593,491 | 4,071,485 | 4,689,221 | 4,119,760 | 1.2% |
| Information Technology | 2,154,660 | 2,201,223 | 2,659,489 | 2,237,158 | 1.6% |
| Risk Management | 2,116,398 | 2,349,903 | 2,301,047 | 2,361,272 | 0.5% |
| Health Insurance | 7,380,865 | 7,613,656 | 7,652,072 | 8,165,749 | 7.3% |
| Total Operations | 15,245,414 | 16,236,267 | 17,301,829 | 16,883,939 | 4.0% |
| Internal Services CIP | 11,667 | 122,500 | 134,241 | 111,000 | -9.4% |
| Total Expenditures | 15,257,081 | 16,358,767 | 17,436,070 | 16,994,939 | 3.9% |
| Personnel - Authorized FTE | 20.90 | 20.90 | 20.72 | 20.72 | |

INTERNAL SERVICES

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 1,946,254 | 2,057,440 | 1,999,279 | 2,090,942 | 1.6% |
| Contractual | 3,488,574 | 3,730,763 | 3,701,956 | 3,676,386 | -1.5% |
| Commodities | 1,161,600 | 1,207,924 | 1,277,146 | 1,292,937 | 7.0% |
| Capital | 1,549,374 | 2,039,005 | 3,025,354 | 1,981,806 | -2.8% |
| Other | 7,099,612 | 7,201,135 | 7,298,094 | 7,841,868 | 8.9% |
| Total Operations | 15,245,414 | 16,236,267 | 17,301,829 | 16,883,939 | 4.0% |
| Internal Services CIP | 11,667 | 122,500 | 134,241 | 111,000 | -9.4% |
| Total Expenditures | 15,257,081 | 16,358,767 | 17,436,070 | 16,994,939 | 3.9% |
| Funding Sources: | | | | | |
| Fleet Services Fund | 2,040,599 | 2,192,135 | 2,160,810 | 2,215,103 | 1.1% |
| Fleet Replacement Funds | 1,552,892 | 1,879,350 | 2,528,411 | 1,904,657 | 1.4% |
| Information Technology Fund | 1,633,071 | 1,680,681 | 1,679,143 | 1,733,859 | 3.2% |
| Computer Replacement Funds | 521,589 | 520,542 | 980,346 | 503,299 | -3.3% |
| Risk Insurance Fund | 2,116,398 | 2,349,903 | 2,301,047 | 2,361,272 | 0.5% |
| Health Insurance Fund | 7,380,865 | 7,613,656 | 7,652,072 | 8,165,749 | 7.3% |
| Operations Funding | 15,245,414 | 16,236,267 | 17,301,829 | 16,883,939 | 4.0% |
| Internal Svcs CIP Funding: | | | | | |
| Fleet Services Fund | 2,916 | 30,625 | 33,561 | 27,750 | -9.4% |
| Road Use Tax | 2,917 | 30,625 | 33,560 | 27,750 | -9.4% |
| Water Utility | 2,917 | 30,625 | 33,560 | 27,750 | -9.4% |
| Sewer Utility | 2,917 | 30,625 | 33,560 | 27,750 | -9.4% |
| CIP Funding | 11,667 | 122,500 | 134,241 | 111,000 | -9.4% |
| Total Funding Sources | 15,257,081 | 16,358,767 | 17,436,070 | 16,994,939 | 3.9% |

FLEET SERVICES

The Fleet Services activity provides centralized management and maintenance of the City's fleet. Vehicles and equipment are purchased to match adopted public service tasks and programs. Each unit is replaced as economically as possible without sacrificing quality and reliability. Utilization of equipment between operating departments is considered to maximize the value received from each unit. "Green" vehicles and equipment are purchased whenever feasible.

Fleet maintenance and repairs are planned, scheduled, and completed using the most efficient and cost effective methods available to maintain a high quality and reliable fleet.

Service Objectives:

- ✓ Maintain an overall service satisfaction level of = > 95%
- ✓ Maintain all equipment to OEM Standards
- ✓ Manage expenses to maintain a shop rate = < private sector
- ✓ Monitor work efficiency to maintain billable hours at 7,000 hours
- ✓ Replace 100% of equipment scheduled for each fiscal year
- ✓ Purchase equipment at = < 90% of Manufacturer's Statement of Retail Prices
- ✓ Maintain a fleet with 15% of vehicles considered to be "green"
- ✓ Dispose of vehicles at = > book value

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|------------------|------------------|------------------|------------------|-----------------|
| | Actual | Adopted | Adjusted | Adopted | From |
| | | | | | Adopted |
| Expenditures: | | | | | |
| Personal Services | 729,227 | 779,850 | 755,282 | 795,426 | 2.0% |
| Contractual | 492,142 | 390,035 | 393,278 | 400,197 | 2.6% |
| Commodities | 948,309 | 1,057,750 | 1,082,750 | 1,058,580 | 0.1% |
| Capital | 1,411,490 | 1,843,850 | 2,457,911 | 1,865,557 | 1.2% |
| Other | 12,323 | - | - | - | |
| Total Expenditures | 3,593,491 | 4,071,485 | 4,689,221 | 4,119,760 | 1.2% |
| Funding Sources: | | | | | |
| Fleet Services Fund | 2,040,599 | 2,192,135 | 2,160,810 | 2,215,103 | 1.1% |
| Fleet Reserve Fund | 1,552,892 | 1,879,350 | 2,528,411 | 1,904,657 | 1.4% |
| Total Program Revenues | 3,593,491 | 4,071,485 | 4,689,221 | 4,119,760 | 1.2% |
| Personnel - Authorized FTE | 8.07 | 8.07 | 8.07 | 8.07 | |

FLEET SERVICES

Highlights:

Federal emissions regulations from government’s multi-year Tier 4 Program have resulted in price increases for diesel trucks and heavy equipment. Data indicates the increases in the purchase price of diesel trucks over the past five years have been at an average annual price increase of 5%. Changes in technology and upgrades to the fleet have also contributed to cost increases for the City’s diesel truck purchases.

In a constant effort to turn the fleet “green”, when available, vehicles purchased by the City are flex-fueled units that run on E85 or gasohol, a hybrid, an electric unit that runs on rechargeable batteries, LP fueled, or a unit with the most fuel efficient engine.

A revised forecasting model was used for the adjusted FY 2014/15 and FY 2015/16 budgets to provide more accurate fleet replacement values. This new process was implemented to better budget for future increases of equipment over time.

There was no increase in administrative fees (overhead expenses) for FY 2014/15. An increase is projected for FY 2015/16 to offset the loss of Story County Community Life as a Fleet Services customer.

The City’s shop rate will be increased from \$62.70/hour to \$63.96/hour (+2%) and is designed to recover the total cost of all technicians’ salaries and benefits. Parts installed by the City staff are assessed at cost. The average shop rate for 2014 in the private sector is \$99.84/hour plus a 25% - 40% markup on parts.

Fleet Services continues to focus on implementing each manufacturer’s service guidelines. These guidelines are becoming more unique by make and model due to changes in technology and warranty requirements.

Average fuel costs are remaining flat at \$3.30 per gallon for FY 2014/15, and are projected to be flat at \$3.30/gallon for FY 2015/16. Fuel continues to be the largest line item in this budget, at \$697,000, for FY 2015/16.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|--|----------------|----------------|-----------------|------------------|
| Service Accomplishments: | Actual | Actual | Adjusted | Projected |
| City shop rate vs. average private sector shop rate | 64% | 64% | 63% | 63% |
| Billable hours vs. adopted goal | 102% | 100% | 100% | 100% |
| % of replacements completed | 72% | 91% | 92% | 100% |
| (Selected units scheduled for replacement in FY 14/15 received extended life cycles rather than being replaced.) | | | | |
| Avg % of MSRP* paid | 74-80% | 74-80% | 74-80% | 74-80% |
| Avg % of book value received for retired units sold | =>100% | 96% | 95% | 100% |
| % of fleet considered to be “green” | 14% | 15% | 15% | 16% |

* Manufacturer’s Suggested Retail Prices

INFORMATION TECHNOLOGY

The purpose of the Information Technology activity is to provide electronic information and communication 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. This activity also includes voice network infrastructure support; WiFi infrastructure support; and phone system planning, analysis, and maintenance.

The shared communication system used by the Ames, Iowa State University, and Story County law enforcement agencies is also reflected in this activity.

Service Objectives:

- ✓ Provide integration, standardization, and security for City data systems
- ✓ Support and maintain a network with at least 99.9% availability
- ✓ Provide 24/7 access to the City's website to ensure access to City government
- ✓ Provide support for users of City information and communication systems
- ✓ Support and enhance four major e-government services including recreation registration, parking ticket payment, utility service inquiries, and streaming video
- ✓ Establish and maintain network and communication systems to allow efficient flow of information
- ✓ 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
- ✓ Coordinate future systems development

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % |
|-----------------------------------|------------------|------------------|------------------|------------------|----------------------------|
| | Actual | Adopted | Adjusted | Adopted | Change From Adopted |
| Expenditures: | | | | | |
| Personal Services | 959,542 | 993,830 | 987,003 | 1,027,305 | 3.4% |
| Contractual | 854,939 | 873,764 | 920,347 | 873,197 | -0.1% |
| Commodities | 202,295 | 138,474 | 184,696 | 220,407 | 59.2% |
| Capital | 137,884 | 195,155 | 567,443 | 116,249 | -40.4% |
| Total Expenditures | 2,154,660 | 2,201,223 | 2,659,489 | 2,237,158 | 1.6% |
| Funding Sources: | | | | | |
| Information Technology Fund | 1,633,071 | 1,680,681 | 1,679,143 | 1,733,859 | 3.2% |
| Technology Reserve Fund | 521,589 | 520,542 | 980,346 | 503,299 | -3.3% |
| Total Funding Sources | 2,154,660 | 2,201,223 | 2,659,489 | 2,237,158 | 1.6% |
| Personnel - Authorized FTE | 10.00 | 10.00 | 10.00 | 10.00 | |

INFORMATION TECHNOLOGY

Highlights:

FY 2014/15

- Replace the SunGard Public Sector Finance Power System server
- Upgrade the Vision Internet Content Management System used to maintain the City website.
- Provide the technical support to relocate Police Locker Room and Basement Operations during the City Hall Phase II remodel and assist in implementing the new network and telephone systems
- Add a mobile (BYOD) security policy management and control platform
- Network fiber infrastructure will be expanded to connect Water and Pollution Control, Animal Control, Fire Station #2, and Fire Station #3
- City central network switch will be replaced in preparation for the increased voice and data utilization through the network

FY 2015/16

- Upgrade Enterprise Alert application that directs emergency response personnel to the exact caller location
- Implement conversion to cloud-based email, calendar, and collaboration system

In March 2013, a study of the total network infrastructure to determine the readiness for IP replacement Telephony was completed. This study provided a total network assessment and a plan for network infrastructure improvements. The implementation of the network infrastructure improvements will be completed by the end of FY 2014/15.

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 cloud-based phone systems. The City network and phone switch continue to be the lowest cost methods to maintain the current service level.

| | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|---|----------------|----------------|-----------------|------------------|
| | Actual | Actual | Adjusted | Projected |
| Service Accomplishments: | | | | |
| Lotus Notes collaboration clients | 468 | 468 | 468 | 468 |
| PCs/printers supported | 443/239 | 435/238 | 435/239 | 435/239 |
| Tablet computers supported | 31 | 48 | 53 | 58 |
| Physical/virtual servers supported | 28/21 | 32/34 | 32/34 | 32/34 |
| Service requests logged | 2,415 | 2,590 | 2,599 | 2,599 |
| Extensions charged to departments | 399 | 399 | 400 | 400 |
| Other telephone extensions | 215 | 225 | 225 | 225 |
| CenturyLink communication lines | 96 | 96 | 96 | 96 |
| Efficiency and Effectiveness: | | | | |
| Clients who said our services met their needs | 97.2% | 94.1% | 95.5% | 95.5% |
| Clients who said our support met or exceeded their expectations | 95.6% | 96.4% | 96.3% | 96.3% |
| Personal computer turnover | 51/11.5% | 104/23.9% | 43/9.9% | 65/15.0% |
| Extension charge to departments | \$555 | \$555 | \$555 | \$555 |
| Equivalent outside vendor cost | \$631 | \$631 | \$631 | \$631 |
| Long-distance rate per minute | 4.3¢ | 4.3¢ | 4.3¢ | 4.3¢ |

RISK MANAGEMENT

Risk Management uses a well-developed analytical process to reduce exposures to risk of injury or damage to people or property. Areas of responsibility include workers' compensation, general and professional liability, vehicle and property claims, occupational safety and training, insurance and self-insurance programs, exposure analysis and risk financing.

Service Objectives:

- ✓ Renew the City's property and liability insurance on a cost effective basis and coordinate insurance company loss control efforts with department directors and staff.
- ✓ Manage the City's self-insured workers' compensation claims and post-accident light duty, return-to-work programs efficiently and effectively.
- ✓ Coordinate claims settlements with the City's liability insurance carrier.
- ✓ Direct the City's Safety Program and associated training and compliance activities to reduce the impact of workers compensation claims on the City and its employees.
- ✓ Implement for the City a pre-placement, post-injury physical examination program, designed to hire individuals who are physically able to the physical tasks of the positions.

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|-----------------------------------|------------------|------------------|------------------|------------------|---------------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 113,810 | 115,959 | 128,786 | 133,215 | 14.9% |
| Contractual | 1,430,671 | 1,691,744 | 1,580,061 | 1,635,857 | -3.3% |
| Commodities | - | 200 | 200 | 200 | 0.0% |
| Capital | - | - | - | - | |
| Other | 571,917 | 542,000 | 592,000 | 592,000 | 9.2% |
| Total Expenditures | 2,116,398 | 2,349,903 | 2,301,047 | 2,361,272 | 0.5% |
| Funding Sources: | | | | | |
| Risk Insurance Fund | 2,116,398 | 2,349,903 | 2,301,047 | 2,361,272 | 0.5% |
| Total Funding Sources | 2,116,398 | 2,349,903 | 2,301,047 | 2,361,272 | 0.5% |
| Personnel - Authorized FTE | 1.18 | 1.18 | 1.25 | 1.25 | |

RISK MANAGEMENT

Highlights:

The largest items in the Risk Management Budget are property and liability insurance premiums and self-insured workers compensation claims.

Property insurance premiums are budgeted to renew for \$806,000 based on insured values of \$545 million. This compares to the FY 2014/15 premium of \$768,200 on values of \$537 million.

Liability premiums (ICAP General, Auto, Transit, Police and Public Officials) are budgeted to renew for \$495,650 (\$15 million limit) versus FY 2014/15 at \$474,640 for the same coverage.

Self-Insured Workers' Compensation Claims

The average cost per incurred claim increased for active employees, from \$3,374 in FY 2012/13 to \$3,667 in FY 2013/14, but declined to \$2,771 for FY 2014/15 year to date (see table below). A large cost driver continues to be "411" retiree medical claims for Police and Fire, reaching a cumulative amount of \$1,190,574 as of December 2014. This amount increased \$268,800 from FY 2012/13 to FY 2013/14 and \$171,017 from July 1, 2014 to December 2014, slightly less than last six months into FY 2014/15. Incurred Claim dollars and Claim Count provide overall indicators of safety performance that ultimately affect fiscal year claim payments.

| Police & Fire "Section 411" Retiree, <u>Incurred</u> | FY 12/13 Actual | FY 13/14 Actual | FY 14/15 YTD |
|--|-----------------|-----------------|--------------|
| OPEN CLAIM COUNT | 7 | 7 | 7 |
| Incurred Expenses (cumulative) | \$750,757 | \$1,019,557 | \$1,190,574 |
| FY increases in incurred amounts | | +268,800 | +\$171,017 |

Workers' Compensation Summary (Incurred = Paid and Reserved)

| Active Employee Claims, <u>Incurred</u> | FY 12/13 Actual | FY 13/14 Actual | FY 14/15 YTD |
|--|-----------------|-----------------|--------------|
| ALL Active Employees (annual FY) | \$286,793 | \$267,685 | \$121,908 |
| CLAIM COUNT (Annual FY) (14/15 YTD) | 85 | 73 | 44 |
| AVERAGE COST PER INCURRED CLAIM | \$3,374 | \$3,667 | \$2,771 |

HEALTH INSURANCE MANAGEMENT

The Health Insurance Management activity accounts for the management of City sponsored employee health programs. This activity includes accumulation of revenue from City, employee, and retiree contributions and payment of medical, dental, and prescription drug claims, excess insurance, claims administration and health and wellness programming.

One of the City's Human Resources Officers is responsible for the administration of the activity, including selection of the third party administrator for the payment of benefits, setting appropriate contribution rates, and financial and regulatory reporting. They also interact with participants in the plan to ensure that benefits are administered correctly. The City's Health Promotion Coordinator is responsible for the health programs and services offered to employees and members on our City insurance plan. This includes developing, implementing and evaluating all health promotion programs and services, facilitating the Health Insurance Advisory Committee, coordinating services with our health plan partners, and collaboratively reviewing health data and future trends with the Human Resources personnel.

Service Objectives:

- ✓ Improve the health status of City employees as measured through biannual health screenings
- ✓ Keep yearly rate increases below 10%
- ✓ Educate and empower the City's workforce to effectively manage and utilize the healthcare system
- ✓ Sustain a culture of excellence through actively engaged employees fostering an enjoyable, stimulating and highly productive work environment

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change |
|---------------------------------------|------------------|------------------|------------------|------------------|-------------------------|
| | Actual | Adopted | Adjusted | Adopted | From Adopted |
| Expenditures: | | | | | |
| Personal Services | 143,675 | 167,801 | 128,208 | 134,996 | -19.6% |
| Contractual | 710,822 | 775,220 | 808,270 | 767,135 | -1.0% |
| Commodities | 10,996 | 11,500 | 9,500 | 13,750 | 19.6% |
| Capital | - | - | - | - | |
| Other | 6,515,372 | 6,659,135 | 6,706,094 | 7,249,868 | 8.9% |
| Total Expenditures | 7,380,865 | 7,613,656 | 7,652,072 | 8,165,749 | 7.3% |
| Funding Sources: | | | | | |
| Health Insurance Fund | 7,380,865 | 7,613,656 | 7,652,072 | 8,165,749 | 7.3% |
| Total Funding Sources | 7,380,865 | 7,613,656 | 7,652,072 | 8,165,749 | 7.3% |
| Personnel - Authorized FTE | 1.65 | 1.65 | 1.40 | 1.40 | |

HEALTH INSURANCE MANAGEMENT

Highlights:

Health Insurance

For FY 2014/15, health insurance contributions increased 6%. For FY 2015/16, rates are budgeted to increase approximately 9 percent according to the projected claims increase from Wellmark.

The Health Care Self-Insurance Fund maintains an adequate balance, representing more than three months of claims costs, allowing the City ability to absorb some of the inevitable fluctuations in future health care claims experience.

The City continues to implement a host of programs and services that strengthen its ability to moderate and absorb expected fluctuations. These programs include:

1. Outcomes Medication Therapy Management Services

- These services help our members get the best results possible from their medications through enhanced consumer understanding of medications, increased consumer adherence to medication directions and prevention of drug complications, conflicts and interactions.
- In FY 2014, Outcomes Personal Pharmacists “touched” 106 members, down from 116 in FY 2013. The Actuarial Investment Model (AIM) ROI for FY 2013 was \$1.10:\$1.00; in FY 2014, the Actuarial Investment Model (AIM) ROI was \$1.53:\$1.00. This means the City realized \$1.53 for every dollar spent on the Outcomes Medication Therapy Management Services program.

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 2015/16 the pricing and program structure of disease management will change. Advanced care (as it will now be known) will cover conditions of Diabetes, Asthma, and Coronary Artery Disease. The Conditional Support Program (formerly known as disease management) will continue to address the conditions of Congestive Heart Failure, Chronic Obstructive Pulmonary Disease, and Oncology. The pricing structure will change so that the conditional support disease management conditions will be included in the contract and the advanced care conditions will be offered as buy-up options. Formerly, all conditions in the disease management program were buy-up options. The new structure is projected to save the City of Ames about \$16,000 in 2015/16.

3. Health Insurance Advisory Committee (HIAC)

- HIAC is a highly effective labor-management committee that continues to play a vital role in the communication and understanding of health benefits and employee health for the City.
- Highlights of the 2014/15 year were the unanimous vote of the committee recommending we enter into a pilot Accountable Care Organization (ACO) program with Wellmark and McFarland Clinic for calendar year 2015. The Committee will also be researching high deductible health plan options to see if it is something the City of Ames would like to offer as a health insurance option in 2015/2016.

HEALTH INSURANCE MANAGEMENT

Highlights, continued:

4. Health Plan Partners (HPP) team

- The HPP 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.

5. Health Promotion

- The City of Ames is certified as a Gold Well Workplace by the Wellness Council of America (WelCOA). The City of Ames is the only municipality in the state with this level of designation. We have sustained this level of certification since 2000.
- 90% of eligible employees participated in at least one health promotion program in the 2013/14 Fiscal Year. Research by Dee Edington indicates a relationship between higher participation rates and lowered health care costs.
- The Healthy4Life (H4L) program was created in 2006 to motivate actionable healthy lifestyle behavior change that results in improved health risk status of the participants.
 - 99 successfully completed the program in FY 2013/14 (85.34% completion rate). Of the 116 participants, 114 continued in the program for FY 2014/15 (98% retention rate).
 - Program participants continue to experience significant reductions in health risk while meeting or exceeding national standards for health indicators in cardiovascular health.
- Flu vaccination continues to be a popular service. A total of 349 flu shots were provided through the Health Promotion program during fall 2014.

| | 2012/13 Actual | 2013/14 Actual | 2014/15 Adjusted | 2015/16 Projected |
|---|-------------------|-------------------|---------------------|----------------------|
| Service Accomplishments: | | | | |
| Health Benefit Trust ending balance | \$2,605,466 | \$2,697,026 | \$2,439,252 | \$2,325,385 |
| Efficiency and Effectiveness: | | | | |
| Health insurance rate increases <i>(calculated based on total City contributions for each fiscal year)</i> | 5% | 6% | 8% | 9% |

INTERNAL SERVICES CIP

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: | 2013/14 Actual | 2014/15 Adopted | 2014/15 Adjusted | 2015/16 Adopted | % Change From Adopted |
|--|-------------------|--------------------|---------------------|--------------------|-----------------------------|
| Fleet Services: | | | | | |
| Building Maintenance/Improvements | 11,667 | 122,500 | 134,241 | 111,000 | |
| Sub-Total | 11,667 | 122,500 | 134,241 | 111,000 | |
| Total Internal Services CIP | 11,667 | 122,500 | 134,241 | 111,000 | -9.4% |

INTERNAL SERVICES CIP PROJECT DESCRIPTIONS

Fleet Service's Building Maintenance/Improvements program will continue in 2015/16 with the second year of the multi-year project to replace the facility's roof. A total of \$111,000 is allocated for Phase II of the roof replacement project in 2015/16. Construction is expected to be completed with Phase III in 2016/17.

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.

| | 2013/14 | 2014/15 | 2014/15 | 2015/16 | % Change From Adopted |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|-----------------------------|
| Expenditures: | Actual | Adopted | Adjusted | Adopted | |
| ACVB Pass Through | 1,308,384 | 1,178,571 | 1,250,000 | 1,267,857 | 7.6% |
| Transfers | 14,576,019 | 14,962,382 | 15,705,465 | 16,745,333 | 11.9% |
| Total Expenditures | 15,884,403 | 16,140,953 | 16,955,465 | 18,013,190 | 11.6% |
| Funding Sources: | | | | | |
| General Fund | 3,881,731 | 3,792,744 | 3,881,522 | 4,066,316 | 7.2% |
| Local Option Sales Tax | 4,009,169 | 4,293,413 | 4,818,166 | 4,510,763 | 5.1% |
| Hotel/Motel Tax | 1,570,427 | 1,414,286 | 1,500,000 | 1,521,429 | 7.6% |
| Road Use Tax | 2,917 | 30,625 | 33,560 | 27,750 | -9.4% |
| TIF - South Bell | 117,055 | 117,251 | 117,251 | 117,960 | 0.6% |
| TIF - ISU Research Park | - | - | - | 295,260 | |
| Employee Benefit Property Tax | 1,752,803 | 1,881,243 | 1,881,243 | 1,810,706 | -3.8% |
| Police/Fire 411 | 312,441 | 300,000 | 300,000 | 250,000 | -16.7% |
| Library Friends Foundation | 51,389 | 35,700 | 50,985 | 49,500 | 38.7% |
| Special Assessments | 247,348 | 441,075 | 386,599 | 442,728 | 0.4% |
| Water Utility Fund | 399,554 | 423,711 | 537,502 | 1,049,538 | 147.7% |
| Sewer Utility Fund | 220,385 | 96,412 | 290,207 | 788,226 | 717.6% |
| Electric Utility Fund | 1,959,481 | 2,107,885 | 2,107,885 | 2,119,027 | 0.5% |
| Transit Operations | 966,402 | 950,000 | 800,000 | 800,000 | -15.8% |
| Transit GSB Trust | 261,170 | 96,170 | 96,170 | - | -100.0% |
| Resource Recovery | 132,131 | 160,438 | 154,375 | 163,987 | 2.2% |
| Total Funding Sources | 15,884,403 | 16,140,953 | 16,955,465 | 18,013,190 | 11.6% |

FUND SUMMARIES

ELEVATION VIEWS OF EXTERIOR



FUND SUMMARIES TABLE OF CONTENTS

General Fund331

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 expenditures for a specified purchase.

| | |
|--|-----|
| Local Option Sales Tax..... | 334 |
| Hotel/Motel Tax..... | 336 |
| Road Use Tax..... | 337 |
| Public Safety Special Revenues | 339 |
| Citywide Affordable Housing..... | 340 |
| Community Development Block Grant..... | 341 |
| Tax Increment Financing (TIF)..... | 342 |
| Employee Benefit Property Tax | 343 |
| Fire/Police Pension..... | 344 |
| FEMA/2010 Wind and Flood..... | 344 |
| Parks and Recreation Special Revenues..... | 345 |
| Don and Ruth Furman Aquatic Center Construction..... | 346 |
| Library Friends Foundation | 347 |
| Library Donations and Grants | 348 |
| Utility Assistance..... | 349 |
| Public Art Donations | 349 |
| Developer Projects..... | 350 |
| Economic Development..... | 350 |

Permanent Funds

| | |
|--|-----|
| Cemetery | 351 |
| Donald and Ruth Furman Aquatic Center Trust..... | 351 |

Debt Service.....352

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.

| | |
|----------------------------------|-----|
| Special Assessments..... | 353 |
| Street Construction | 354 |
| Airport Construction | 355 |
| Various Construction Grants..... | 356 |
| Bond Proceeds | 357 |

Enterprise Funds

These funds account for operations that are financed and operated in a manner similar to private business enterprises where the cost of providing goods and services is financed or recovered through user charges.

| | |
|---|-----|
| Water Utility | 359 |
| Water Construction | 361 |
| Water Sinking | 362 |
| Sewer Utility | 363 |
| Sewer Improvements | 365 |
| Sewer Sinking | 366 |
| Electric Utility | 367 |
| Parking Operations and Improvements | 369 |
| Transit Operations | 370 |
| GSB Transit Trust | 371 |
| Transit Capital Reserve | 372 |
| Transit Intermodal Facility | 373 |
| Storm Sewer Utility | 374 |
| Ames/ISU Ice Arena | 375 |
| Ice Arena Capital Reserve | 376 |
| Homewood Golf Course | 377 |
| Resource Recovery | 378 |

Internal Service Funds

These funds account for the financing of goods or services provided by one department to another in the government unit on a cost reimbursement basis.

| | |
|------------------------------|-----|
| Fleet Services | 380 |
| Fleet Reserve | 381 |
| Information Technology | 382 |
| Technology Reserve | 383 |
| Risk Management | 384 |
| Health Insurance | 385 |

All the funds for the City are listed above and all are appropriated.

A fund balance reserve for minimum fund balances is established for certain funds, based on an evaluation of each fund using the Budget and Fiscal Policies adopted by the City Council. Enterprise Fund balances, and other funds used for capital projects, may significantly exceed the unreserved fund balance due to the balances for future pay-as-you-go capital projects.

GENERAL FUND

This fund accounts for programs such as Law Enforcement, Fire Safety, Building Safety, Parks and Recreation, and Library Services, as well as many general government activities such as City Council, Financial Services, and Legal Services.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|-------------------------------|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Property Taxes: | | | | |
| General Levy | 13,560,248 | 13,689,559 | 13,689,559 | 14,086,858 |
| Excise Tax | 34,833 | 37,553 | 37,553 | 32,143 |
| State Replacement Tax | - | 281,692 | 281,692 | 563,644 |
| Other | 30,346 | 22,661 | 22,661 | 23,645 |
| Transit Levy | 1,506,988 | 1,542,372 | 1,542,372 | 1,590,484 |
| Excise Tax | 3,864 | 4,234 | 4,234 | 3,629 |
| State Replacement Tax | - | 31,738 | 31,738 | 63,632 |
| Total Tax Revenues | 15,136,279 | 15,609,809 | 15,609,809 | 16,364,035 |
| Non-Tax Revenues: | | | | |
| General Services: | | | | |
| Hotel/Motel Taxes | 1,832,470 | 1,650,000 | 1,750,000 | 1,775,000 |
| State Gov't Revenues | 17,819 | 17,818 | 17,818 | 17,818 |
| MPO Revenue | 58,434 | 73,614 | 70,716 | 70,674 |
| Interest Revenue | 193,402 | 159,282 | 140,000 | 140,000 |
| Cable TV Franchise | 461,312 | 459,000 | 460,000 | 460,000 |
| Licenses & Permits | 82,808 | 81,200 | 81,200 | 81,200 |
| Fees/Service Charges | 79,282 | 86,587 | 90,495 | 87,005 |
| Miscellaneous Revenue | 6,931 | - | - | - |
| Fire Services | 1,525,825 | 1,619,513 | 1,597,938 | 1,673,164 |
| Building Permits | 1,355,445 | 817,000 | 876,249 | 907,925 |
| Housing Registration | | | | |
| Fees | 322,106 | 336,915 | 312,965 | 338,877 |
| Police Services | 284,762 | 326,206 | 326,206 | 320,167 |
| Animal Shelter | 17,407 | 19,000 | 19,000 | 20,000 |
| Library Services | 266,243 | 260,500 | 275,030 | 264,500 |
| Parks & Recreation | 1,310,476 | 1,361,435 | 1,340,331 | 1,401,593 |
| Airport | 226,130 | 234,506 | 233,026 | 318,845 |
| Public Works: | | | | |
| State Gov't Revenues | 33,614 | 29,999 | 65,376 | 65,376 |
| Fees/Service Charges | 56,545 | 25,500 | 34,430 | 37,800 |
| Cemetery | 120,345 | 111,500 | 108,500 | 108,500 |
| Total Non-Tax Revenues | 8,251,356 | 7,669,575 | 7,799,280 | 8,088,444 |
| Total Before Transfers | 23,387,635 | 23,279,384 | 23,409,089 | 24,452,479 |
| TRANSFERS: | | | | |
| Local Option Sales Tax | 3,989,169 | 4,273,413 | 4,798,166 | 4,490,763 |
| Hotel/Motel Tax | 157,226 | 141,429 | 150,000 | 152,143 |
| Electric - In Lieu of Taxes | 1,959,481 | 2,107,885 | 2,107,885 | 2,119,027 |
| Employee Benefit Taxes | 1,752,803 | 1,881,243 | 1,881,243 | 1,810,706 |
| Police/Fire Retirement | 312,441 | 300,000 | 300,000 | 250,000 |
| Total Transfers | 8,171,120 | 8,703,970 | 9,237,294 | 8,822,639 |
| TOTAL REVENUES | 31,558,755 | 31,983,354 | 32,646,383 | 33,275,118 |

GENERAL FUND, continued

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|------------------------------------|---------------------------|----------------------------|-----------------------------|----------------------------|
| EXPENSES: | | | | |
| Public Safety: | | | | |
| Law Enforcement | 8,136,006 | 8,614,405 | 8,685,023 | 8,820,192 |
| Fire Safety | 6,030,496 | 6,412,166 | 6,325,726 | 6,607,573 |
| Building Safety | 1,197,591 | 1,385,906 | 1,345,482 | 1,459,409 |
| Traffic Control | 75,750 | 67,614 | 80,716 | 84,174 |
| Animal Control | 348,269 | 348,774 | 346,716 | 356,383 |
| Street Lights | 731,103 | 720,000 | 732,000 | 780,000 |
| Civil Defense | 8,724 | 14,500 | 14,500 | 14,500 |
| Public Safety Total | 16,527,939 | 17,563,365 | 17,530,163 | 18,122,231 |
| Transportation: | | | | |
| Street System | 5,440 | 2,950 | 3,773 | 2,318 |
| Airport | 145,399 | 123,068 | 132,710 | 138,136 |
| Transportation Total | 150,839 | 126,018 | 136,483 | 140,454 |
| Community Enrichment: | | | | |
| Parks & Recreation | 3,024,754 | 3,229,356 | 3,299,492 | 3,307,723 |
| Library | 3,399,019 | 3,801,072 | 3,797,838 | 3,955,723 |
| Cemetery | 126,703 | 148,693 | 161,317 | 168,195 |
| Economic Development | 67,311 | 71,681 | 61,773 | 63,514 |
| Cable TV | 124,595 | 124,991 | 142,250 | 139,415 |
| Community Enrich Total | 6,742,382 | 7,375,793 | 7,462,670 | 7,634,570 |
| General Government: | | | | |
| City Council | 115,202 | 123,270 | 147,087 | 122,732 |
| City Council Contingency | 25,153 | 50,000 | 50,000 | 50,000 |
| City Clerk | 288,604 | 274,548 | 279,338 | 285,836 |
| City Manager | 399,427 | 399,107 | 407,003 | 420,417 |
| Financial Services | 370,292 | 390,570 | 392,540 | 400,628 |
| Purchasing Services | 42,299 | 35,077 | 33,974 | 30,495 |
| Public Relations | 82,432 | 86,972 | 289,547 | 92,725 |
| Planning Services | 639,218 | 724,586 | 1,108,856 | 828,020 |
| Legal Services | 339,471 | 348,352 | 355,885 | 366,835 |
| Human Resources | 240,005 | 267,597 | 284,901 | 288,575 |
| Public Works Engineering | 17,973 | 15,000 | 15,000 | 15,000 |
| Facilities | 317,431 | 309,249 | 344,387 | 309,660 |
| Merit/Payroll Adjustment | - | 101,106 | - | 100,624 |
| Flood Mitigation/Studies | 5,667 | - | - | - |
| General Government Subtotal | 2,883,174 | 3,125,434 | 3,708,518 | 3,311,547 |

GENERAL FUND, continued

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| General Government CIP: | | | | |
| City Hall Space Re-Use | 343,571 | - | 1,116,998 | - |
| City Hall Roof Replacement | - | - | 700,000 | - |
| City Hall Parking Lot | - | - | 500,000 | - |
| General Government Total | 3,226,745 | 3,125,434 | 6,025,516 | 3,311,547 |
| Total Before Transfers | 26,647,905 | 28,190,610 | 31,154,832 | 29,208,802 |
| TRANSFERS: | | | | |
| Transit Levy | 1,510,853 | 1,578,344 | 1,578,344 | 1,657,745 |
| Hotel/Motel Tax | 1,832,470 | 1,650,000 | 1,750,000 | 1,775,000 |
| Resource Recovery | 452,862 | 452,862 | 452,862 | 452,862 |
| Airport Construction | 80,731 | 111,538 | 100,316 | 85,973 |
| Debt Service | - | - | - | 94,736 |
| Library Donations Fund | 4,815 | | | |
| Total Transfers | 3,881,731 | 3,792,744 | 3,881,522 | 4,066,316 |
| TOTAL EXPENSES | 30,529,636 | 31,983,354 | 35,036,354 | 33,275,118 |
| Excess (Deficit) Revenues Over (Under) Expenses | 1,029,119 | - | (2,389,971) | - |
| Beginning Balance | 8,301,519 | 6,555,990 | 9,330,638 | 6,940,667 |
| Ending Balance | 9,330,638 | 6,555,990 | 6,940,667 | 6,940,667 |
| Minimum fund balance target: 20% of expenses less pass-through transfers | | | | 5,968,475 |
| Unreserved fund balance | | | | 972,192 |

SPECIAL REVENUE – LOCAL OPTION SALES TAX

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. A portion of the fund is committed for future park development.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|-------------------------------|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Local Option Sales Tax: | | | | |
| 60% Property Tax Relief | 3,989,169 | 4,273,413 | 4,798,166 | 4,490,763 |
| 40% Comm Betterment | 2,659,446 | 2,848,942 | 3,198,777 | 2,993,842 |
| SE Entryway Grants | 33,453 | - | - | - |
| Total Before Transfers | 6,682,068 | 7,122,355 | 7,996,943 | 7,484,605 |
| TRANSFERS: | | | | |
| Hotel/Motel Tax | 104,817 | 94,286 | 100,000 | 101,429 |
| TOTAL REVENUES | 6,786,885 | 7,216,641 | 8,096,943 | 7,586,034 |
| EXPENSES | | | | |
| Public Safety CIP: | | | | |
| Fire | 44,776 | 145,175 | 178,812 | 145,175 |
| Police | - | - | 54,240 | - |
| Storm Warning System | - | 40,000 | 40,000 | 40,000 |
| Traffic | 15,825 | 30,000 | 1,022,146 | 75,000 |
| Public Safety Total | 60,601 | 215,175 | 1,295,198 | 260,175 |
| Transportation CIP: | | | | |
| Streets/Engineering | -1,428 | - | - | 60,000 |
| Streets/Maintenance | 115,692 | 100,000 | 352,914 | 100,000 |
| Transportation Total | 114,264 | 100,000 | 352,914 | 160,000 |
| Community Enrichment: | | | | |
| Human Services | 1,041,276 | 1,139,227 | 1,139,227 | 1,212,375 |
| Arts Services & Agencies | 137,762 | 144,401 | 144,401 | 148,733 |
| Public Art | 23,342 | 37,000 | 62,547 | 41,000 |
| Municipal Band | 26,773 | 29,441 | 27,536 | 30,185 |
| Human Svcs - City Staff | 19,512 | 16,623 | 20,336 | 20,982 |
| | 1,248,665 | 1,366,692 | 1,394,047 | 1,453,275 |

SPECIAL REVENUE – LOCAL OPTION SALES TAX, continued

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|---|---------------------------|----------------------------|-----------------------------|----------------------------|
| Community Enrichment CIP: | | | | |
| Parks & Recreation | 541,377 | 866,500 | 1,657,631 | 804,000 |
| Library | 39,647 | - | 146,033 | - |
| Cemetery | 78,355 | 65,000 | 150,712 | 65,000 |
| Neighborhood Improvement | 11,870 | 50,000 | 50,000 | 50,000 |
| Downtown Façade | 41,127 | 50,000 | 129,423 | 50,000 |
| Campustown Façade | - | 30,000 | 50,000 | 50,000 |
| Community Enrich Total | 1,961,041 | 2,428,192 | 3,577,846 | 2,472,275 |
| General Government: | | | | |
| City Council Allocations | 135,322 | 144,500 | 149,229 | 135,180 |
| Merit/Payroll Adjustment | - | 146 | - | 152 |
| | 135,322 | 144,646 | 149,229 | 135,332 |
| General Government CIP: | | | | |
| Facilities | 29,240 | 50,000 | 341,303 | 50,000 |
| General Government Total | 164,562 | 194,646 | 490,532 | 185,332 |
| Total Before Transfers | 2,300,468 | 2,938,013 | 5,716,490 | 3,077,782 |
| TRANSFERS: | | | | |
| General Fund | 3,989,169 | 4,273,413 | 4,798,166 | 4,490,763 |
| Ames/ISU Ice Arena | 20,000 | 20,000 | 20,000 | 20,000 |
| Total Transfers | 4,009,169 | 4,293,413 | 4,818,166 | 4,510,763 |
| TOTAL EXPENSES | 6,309,637 | 7,231,426 | 10,534,656 | 7,588,545 |
| Excess (Deficit) Revenues Over (Under) Expenses | 477,248 | -14,785 | -2,437,713 | -2,511 |
| Beginning Balance | 5,333,656 | 2,592,233 | 5,810,904 | 3,373,191 |
| Ending Balance | 5,810,904 | 2,577,448 | 3,373,191 | 3,370,680 |
| Reserved for Park Development | | | | 666,329 |
| Minimum fund balance target: 25% of expenses less 60% pass-through | | | | 774,446 |
| Unreserved fund balance | | | | 1,929,905 |

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 | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Hotel/Motel Tax | 1,832,470 | 1,650,000 | 1,750,000 | 1,775,000 |
| TOTAL REVENUES | 1,832,470 | 1,650,000 | 1,750,000 | 1,775,000 |
| EXPENSES: | | | | |
| Community & Economic Dev: | | | | |
| ACVB | 1,308,384 | 1,178,571 | 1,250,000 | 1,267,857 |
| Economic Development | 149,627 | 150,000 | 150,000 | 150,000 |
| Chamber of Commerce | 2,216 | 2,110 | 2,300 | 2,300 |
| AEDC/Buxton Retail Data | 7,500 | 7,500 | 7,500 | 7,500 |
| Historic Preservation | - | - | 17,657 | - |
| Comm & Econ Dev Total | 1,467,727 | 1,338,181 | 1,427,457 | 1,427,657 |
| General Government: | | | | |
| Special Election | 13,745 | - | - | - |
| Total Before Transfers | 1,481,472 | 1,338,181 | 1,427,457 | 1,427,657 |
| TRANSFERS: | | | | |
| General Fund | 157,226 | 141,429 | 150,000 | 152,143 |
| Local Option Sales Tax | 104,817 | 94,286 | 100,000 | 101,429 |
| Total Transfers | 262,043 | 235,715 | 250,000 | 253,572 |
| TOTAL EXPENSES | 1,743,515 | 1,573,896 | 1,677,457 | 1,681,229 |
| Excess (Deficit) Revenues Over (Under) Expenses | 88,955 | 76,104 | 72,543 | 93,771 |
| Beginning Balance | 350,849 | 396,295 | 439,804 | 512,347 |
| Ending Balance | 439,804 | 472,399 | 512,347 | 606,118 |

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 as an operating reserve.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|---------------------------------|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Road Use Tax | 5,859,929 | 5,805,989 | 5,805,989 | 5,925,077 |
| TOTAL REVENUES | 5,859,929 | 5,805,989 | 5,805,989 | 5,925,077 |
| EXPENSES: | | | | |
| Public Safety: | | | | |
| Traffic Maintenance | 762,950 | 766,058 | 815,027 | 830,164 |
| Traffic Engineering | 76,146 | 94,372 | 81,699 | 74,813 |
| | 839,096 | 860,430 | 896,726 | 904,977 |
| Public Safety CIP: | | | | |
| Traffic | 432,060 | 432,000 | 1,205,665 | 658,000 |
| Public Safety Total | 1,271,156 | 1,292,430 | 2,102,391 | 1,562,977 |
| Transportation: | | | | |
| Street Surface Maintenance | 1,471,547 | 1,629,510 | 1,589,284 | 1,637,124 |
| Street Surface Cleaning | 224,131 | 248,940 | 251,728 | 262,470 |
| Snow & Ice Control | 1,154,295 | 1,145,724 | 1,106,578 | 1,151,047 |
| Right-of-Way Maintenance | 589,749 | 614,289 | 858,157 | 882,913 |
| | 3,439,722 | 3,638,463 | 3,805,747 | 3,933,554 |
| Transportation CIP: | | | | |
| Streets Engineering | 74,550 | 930,000 | 2,262,563 | 225,000 |
| Streets Maintenance | 124,534 | 265,000 | 607,622 | 215,000 |
| Transportation Total | 3,638,806 | 4,833,463 | 6,675,932 | 4,373,554 |
| General Government: | | | | |
| Financial Services | 10,994 | 11,568 | 11,571 | 11,885 |
| Purchasing Services | 11,649 | 13,294 | 12,941 | 12,532 |
| Human Resources | 30,314 | 33,738 | 31,603 | 32,489 |
| Public Works Administration | 92,550 | 94,863 | 100,668 | 112,235 |
| Public Works Engineering | 79,213 | 90,586 | 65,900 | 77,021 |
| Facilities | 23,777 | 24,912 | 25,070 | 26,525 |
| Merit/Payroll Adjustment | - | 7,505 | - | 7,696 |
| General Government Total | 248,497 | 276,466 | 247,753 | 280,383 |
| Total Before Transfers | 5,158,459 | 6,402,359 | 9,026,076 | 6,216,914 |

SPECIAL REVENUE – ROAD USE TAX, continued:

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| TRANSFERS: | | | | |
| Fleet Services | 2,917 | 30,625 | 33,560 | 27,750 |
| TOTAL EXPENSES | 5,161,376 | 6,432,984 | 9,059,636 | 6,244,664 |
| Excess (Deficit) Revenues Over (Under) Expenses | 698,553 | (626,995) | (3,253,647) | (319,587) |
| Beginning Balance | 3,740,542 | 1,736,457 | 4,439,095 | 1,185,448 |
| Ending Balance | 4,439,095 | 1,109,462 | 1,185,448 | 865,861 |
| Minimum fund balance target: 10% of operating expenses | | | | 511,891 |
| Unreserved fund balance | | | | 353,970 |

SPECIAL REVENUE – PUBLIC SAFETY SPECIAL REVENUES

This fund accounts for the revenues and expenses associated with Public Safety funds dedicated to specific purposes such as Police forfeiture funds, Police and Fire grants and donations, and Animal Shelter donations.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Police Forfeiture | 4,518 | - | 13,562 | - |
| Police Grants | 72,274 | - | 64,525 | - |
| Animal Shelter Donations | 37,762 | 16,200 | 16,200 | 16,200 |
| Miscellaneous Revenue | 116 | - | - | - |
| TOTAL REVENUES | 114,670 | 16,200 | 94,287 | 16,200 |
| EXPENSES: | | | | |
| Police Forfeiture | 12,974 | - | 5,000 | - |
| Police Grants | 72,789 | - | 62,250 | - |
| Animal Control | 32,396 | 37,690 | 59,615 | 9,850 |
| Shared Use Path Improvements | - | - | 17,054 | - |
| Miscellaneous Public Safety | 41 | - | - | - |
| TOTAL EXPENSES | 118,200 | 37,690 | 143,919 | 9,850 |
| Excess (Deficit) Revenues Over (Under) Expenses | (3,530) | (21,490) | (49,632) | 6,350 |
| Beginning Balance | 271,677 | 235,817 | 268,147 | 218,515 |
| Ending Balance | 268,147 | 214,327 | 218,515 | 224,865 |

SPECIAL REVENUE – CITYWIDE AFFORDABLE HOUSING

This fund includes miscellaneous housing activity including repayment of housing grant loan programs and money from the sale of miscellaneous housing properties.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Loan Repayments | 8,321 | - | 4,000 | - |
| Miscellaneous Revenue | 250 | - | - | - |
| TOTAL REVENUES | 8,571 | - | 4,000 | - |
| EXPENSES: | | | | |
| Housing Programs | 32,477 | 42,898 | 46,827 | 48,754 |
| TOTAL EXPENSES | 32,477 | 42,898 | 46,827 | 48,754 |
| Excess (Deficit) Revenues Over (Under) Expenses | (23,906) | (42,898) | (42,827) | (48,754) |
| Beginning Balance | 773,239 | 739,081 | 749,333 | 706,506 |
| Ending Balance | 749,333 | 696,183 | 706,506 | 657,752 |

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 | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Comm Dev Block Grant | 551,513 | 509,171 | 1,001,012 | 488,278 |
| Program Repayments | 5,344 | 5,343 | 8,063 | - |
| Sale of Homes | 96,007 | 9,767 | 192,820 | - |
| Miscellaneous Revenue | 300 | - | - | - |
| TOTAL REVENUES | 653,164 | 524,281 | 1,201,895 | 488,278 |
| EXPENSES: | | | | |
| CDBG Programs | 543,827 | 407,336 | 1,089,239 | 389,976 |
| CDBG Administration | 109,337 | 116,153 | 102,656 | 97,494 |
| Merit/Payroll Adjustment | - | 792 | - | 808 |
| TOTAL EXPENSES | 653,164 | 524,281 | 1,191,895 | 488,278 |
| Excess (Deficit) Revenues Over (Under) Expenses | - | - | 10,000 | - |
| Beginning Balance | 33,311 | 33,311 | 33,311 | 43,311 |
| Ending Balance | 33,311 | 33,311 | 43,311 | 43,311 |

SPECIAL REVENUE – TAX INCREMENT FINANCING (TIF)

This fund has been established for the receipt of tax revenues from TIF districts. The TIF fund records TIF project expenditures and collects revenue for repayment of debt issued to fund TIF projects.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|-------------------------------|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Property Taxes | 10,456 | 37,866 | 37,866 | 41,346 |
| Bond Proceeds | - | - | - | 2,938,990 |
| Interest Revenue | (1,117) | - | - | - |
| TOTAL REVENUES | 9,339 | 37,866 | 37,866 | 2,980,336 |
| EXPENSES: | | | | |
| Kingland Systems | 8,965 | - | - | - |
| ISU Research Park | - | - | - | 2,938,990 |
| Total Before Transfers | 8,965 | - | - | 2,938,990 |
| TRANSFERS: | | | | |
| Debt Service | 117,055 | 117,251 | 117,251 | 413,220 |
| TOTAL EXPENSES | 126,020 | 117,251 | 117,251 | 3,352,210 |
| Excess (Deficit) Revenues | | | | |
| Over (Under) Expenses | (116,681) | (79,385) | (79,385) | (371,874) |
| Beginning Balance | (68,083) | (174,272) | (184,764) | (264,149) |
| Ending Balance | (184,764) | (253,657) | (264,149) | (636,023) |

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 | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Property Taxes | 1,748,321 | 1,838,366 | 1,838,366 | 1,736,799 |
| Utility Excise Tax | 4,482 | 5,049 | 5,049 | 3,968 |
| State Replacement Tax | - | 37,828 | 37,828 | 69,939 |
| TOTAL REVENUES | 1,752,803 | 1,881,243 | 1,881,243 | 1,810,706 |
| EXPENSES: | | | | |
| TRANSFERS: | | | | |
| General Fund | 1,752,803 | 1,881,243 | 1,881,243 | 1,810,706 |
| TOTAL EXPENSES | 1,752,803 | 1,881,243 | 1,881,243 | 1,810,706 |
| Excess (Deficit) Revenues Over (Under) Expenses | - | - | - | - |
| Beginning Balance | - | - | - | - |
| Ending Balance | - | - | - | - |

SPECIAL REVENUE – FIRE/POLICE PENSION

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.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Interest Revenue | 8,562 | 8,000 | 5,500 | 5,500 |
| TOTAL REVENUES | 8,562 | 8,000 | 5,500 | 5,500 |
| EXPENSES: | | | | |
| Finance Services | 12,790 | 13,477 | 13,321 | 13,599 |
| TRANSFERS: | | | | |
| General Fund | 312,441 | 300,000 | 300,000 | 250,000 |
| TOTAL EXPENSES | 325,231 | 313,477 | 313,321 | 263,599 |
| Excess (Deficit) Revenues Over (Under) Expenses | (316,669) | (305,477) | (307,821) | (258,099) |
| Beginning Balance | 1,196,061 | 820,982 | 879,392 | 571,571 |
| Ending Balance | 879,392 | 515,505 | 571,571 | 313,472 |

SPECIAL REVENUE – FEMA/2010 WIND AND FLOOD

This fund accounts for revenues received from the Federal Emergency Management Agency (FEMA) for expenses related to the 2010 flood.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| FEMA | 605,828 | - | - | - |
| TOTAL REVENUES | 605,828 | - | - | - |
| EXPENSES | | | | |
| 2010 Wind & Flood | 4,697 | - | - | - |
| TOTAL EXPENSES | 4,697 | - | - | - |
| Excess (Deficit) Revenues Over (Under) Expenses | 601,131 | - | - | - |
| Beginning Balance | (601,131) | - | - | - |
| Ending Balance | - | - | - | - |

SPECIAL REVENUE – PARKS AND RECREATION SPECIAL REVENUES

This fund is used to account for revenues to be used for specific park improvements or recreation programs.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Interest Revenue | 17,123 | 13,750 | 11,250 | 11,250 |
| Farm Land Rental | 3,050 | 3,050 | 3,050 | 3,050 |
| Winakor Donation | 206 | - | - | - |
| Wellmark 3-Point Play | 15,440 | - | - | - |
| Miscellaneous Donations | - | - | - | - |
| TOTAL REVENUES | 35,819 | 16,800 | 14,300 | 14,300 |
| EXPENSES: | | | | |
| Park Improvements | - | - | - | - |
| Park Exercise Equipment | - | - | 20,000 | - |
| TOTAL EXPENSES | - | - | 20,000 | - |
| Excess (Deficit) Revenues Over (Under) Expenses | 35,819 | 16,800 | (5,700) | 14,300 |
| Beginning Balance | 1,835,227 | 1,847,515 | 1,871,046 | 1,865,346 |
| Ending Balance | 1,871,046 | 1,864,315 | 1,865,346 | 1,879,646 |

SPECIAL REVENUE – DON AND RUTH FURMAN AQUATIC CENTER CONSTRUCTION

This fund reflects donations for the construction of a new aquatics facility. Two one million dollar gifts were used for the construction of a 50-meter multipurpose pool and other enhancements. In FY 13/14, the remainder of the fund was used for aquatics facility improvements and the fund was closed.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Interest Revenue | 13 | - | - | - |
| TOTAL REVENUES | 13 | - | - | - |
| EXPENSES: | | | | |
| Aquatic Center Improvements | 7,737 | - | - | - |
| TOTAL EXPENSES | 7,737 | - | - | - |
| Excess (Deficit) Revenues Over (Under) Expenses | (7,724) | - | - | - |
| Beginning Balance | 7,724 | - | - | - |
| Ending Balance | - | - | - | - |

SPECIAL REVENUE – LIBRARY FRIENDS FOUNDATION

This fund is used to account for donations received from the Library Friends Foundation in support of specific Library activities or projects.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Friends Foundation | 64,689 | 50,000 | 67,117 | 65,000 |
| Library Renovation Donations | 180,000 | - | 90,000 | - |
| Interest Revenue | 6,570 | - | - | - |
| TOTAL REVENUES | 251,259 | 50,000 | 157,117 | 65,000 |
| EXPENSES: | | | | |
| Administration | - | 500 | - | - |
| Resource Services | 1,554 | 1,000 | 6,114 | 3,500 |
| Youth Services | 8,480 | 7,000 | 6,840 | 7,000 |
| Adult Services | 3,020 | 5,800 | 8,366 | 5,000 |
| Opening Day Collection | 3,219 | - | 62,072 | - |
| Library Renovation Project | 146,305 | - | 646,241 | - |
| Total Before Transfers | 162,578 | 14,300 | 729,633 | 15,500 |
| TRANSFERS: | | | | |
| Library Donations | 51,389 | 35,700 | 50,985 | 49,500 |
| TOTAL EXPENSES | 213,967 | 50,000 | 780,618 | 65,000 |
| Excess (Deficit) Revenues Over (Under) Expenses | 37,292 | - | (623,501) | - |
| Beginning Balance | 593,063 | 2,304 | 630,355 | 6,854 |
| Ending Balance | 630,355 | 2,304 | 6,854 | 6,854 |

SPECIAL REVENUE – LIBRARY DONATIONS AND GRANTS

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

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Interest Revenue | 2,983 | - | - | - |
| Donations | 6,928 | 2,000 | 5,000 | 2,000 |
| Project Smyles Donations | 1,891 | 2,000 | 5,000 | 5,000 |
| Library Direct State Aid | 13,385 | 12,000 | 12,000 | 12,000 |
| Miscellaneous Revenue | 257 | - | 3,000 | - |
| Total Before Transfers | 25,444 | 16,000 | 25,000 | 19,000 |
| TRANSFERS: | | | | |
| Library Friends Foundation | 51,389 | 35,700 | 50,985 | 49,500 |
| General Fund | 4,815 | - | - | - |
| Total Transfers | 56,204 | 35,700 | 50,985 | 49,500 |
| TOTAL REVENUES | 81,648 | 51,700 | 75,985 | 68,500 |
| EXPENSES: | | | | |
| Collection/Donations | 2,269 | 2,367 | 5,423 | 2,000 |
| Books for Babies | 4,346 | 4,500 | 4,600 | 4,600 |
| Project Smyles | 71,799 | 69,225 | 61,368 | 61,368 |
| Library Renovation Project | 5 | - | 213,445 | - |
| TOTAL EXPENSES | 78,419 | 76,092 | 284,836 | 67,968 |
| Excess (Deficit) Revenues Over (Under) Expenses | 3,229 | (24,392) | (208,851) | 532 |
| Beginning Balance | 315,731 | 102,001 | 318,960 | 110,109 |
| Ending Balance | 318,960 | 77,609 | 110,109 | 110,641 |

SPECIAL REVENUE – UTILITY ASSISTANCE

This fund accounts for donations received through Utility Customer Service that are designated for utility payment assistance.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Project Share Donations | 17,638 | 17,900 | 16,800 | 16,000 |
| Alternative Energy Donations | 548 | - | - | - |
| TOTAL REVENUES | 18,186 | 17,900 | 16,800 | 16,000 |
| EXPENSES: | | | | |
| Utility Assistance | 17,332 | 17,900 | 16,800 | 16,000 |
| TOTAL EXPENSES | 17,332 | 17,900 | 16,800 | 16,000 |
| Excess (Deficit) Revenues Over (Under) Expenses | 854 | - | - | - |
| Beginning Balance | 9,416 | 9,415 | 10,270 | 10,270 |
| Ending Balance | 10,270 | 9,415 | 10,270 | 10,270 |

SPECIAL REVENUE – PUBLIC ART DONATIONS

This fund accounts for donations received that are designated for Public Art.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Donations | 51 | - | - | - |
| TOTAL REVENUES | 51 | - | - | - |
| EXPENSES: | | | | |
| Public Art | - | - | - | - |
| TOTAL EXPENSES | - | - | - | - |
| Excess (Deficit) Revenues Over (Under) Expenses | 51 | - | - | - |
| Beginning Balance | 119 | 119 | 170 | 170 |
| Ending Balance | 170 | 119 | 170 | 170 |

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 | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Interest Revenue | 418 | - | - | - |
| TOTAL REVENUES | 418 | - | - | - |
| EXPENSES: | | | | |
| Oakwood Road Path | - | - | 5,500 | - |
| TOTAL EXPENSES | - | - | 5,500 | - |
| Excess (Deficit) Revenues Over (Under) Expenses | 418 | - | (5,500) | - |
| Beginning Balance | 149,192 | 143,692 | 149,610 | 144,110 |
| Ending Balance | 149,610 | 143,692 | 144,110 | 144,110 |

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 | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Loan Repayments | 34,652 | 17,798 | 17,798 | - |
| TOTAL REVENUES | 34,652 | 17,798 | 17,798 | - |
| EXPENSES: | | | | |
| Community Investment Fund | - | - | - | - |
| TOTAL EXPENSES | - | - | - | - |
| Excess (Deficit) Revenues Over (Under) Expenses | 34,652 | 17,798 | 17,798 | - |
| Beginning Balance | 581,357 | 607,403 | 616,009 | 633,807 |
| Ending Balance | 616,009 | 625,201 | 633,807 | 633,807 |

PERMANENT FUND – 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.

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 | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|---------------------------|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Sale of Cemetery Lots | 12,087 | 10,500 | 10,500 | 10,500 |
| TOTAL REVENUES | 12,087 | 10,500 | 10,500 | 10,500 |
| EXPENSES: | | | | |
| None | - | - | - | - |
| TOTAL EXPENSES | - | - | - | - |
| Excess (Deficit) Revenues | | | | |
| Over (Under) Expenses | 12,087 | 10,500 | 10,500 | 10,500 |
| Beginning Balance | 905,419 | 915,919 | 917,506 | 928,006 |
| Ending Balance | 917,506 | 926,419 | 928,006 | 938,506 |

PERMANENT FUND – DONALD AND RUTH FURMAN AQUATIC CENTER TRUST

This fund contains the one million dollar gift from Donald and Ruth Furman to establish an endowment to subsidize the City’s ongoing operational costs, to fund future repairs and enhancements, and to replace equipment.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|---------------------------|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Interest Revenue | 10,160 | 8,000 | 7,200 | 7,200 |
| TOTAL REVENUES | 10,160 | 8,000 | 7,200 | 7,200 |
| EXPENSES: | | | | |
| None | - | - | - | - |
| TOTAL EXPENSES | - | - | - | - |
| Excess (Deficit) Revenues | | | | |
| Over (Under) Expenses | 10,160 | 8,000 | 7,200 | 7,200 |
| Beginning Balance | 1,089,094 | 1,097,094 | 1,099,254 | 1,106,454 |
| Ending Balance | 1,099,254 | 1,105,094 | 1,106,454 | 1,113,654 |

DEBT SERVICE

This fund accounts for payment of principal and interest on general obligation bonds. Iowa State University participates in the repayment of bonds issued to fund Fire capital acquisitions. The available fund balance will be used to reduce future debt service.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|---------------------------------|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Property Taxes | 8,352,979 | 8,412,305 | 8,412,305 | 8,521,005 |
| Excise Tax | 21,413 | 23,060 | 23,060 | 19,420 |
| State Replacement Tax | - | 172,981 | 172,981 | 341,400 |
| Iowa State University | 48,324 | 14,989 | 14,989 | 14,962 |
| Proceeds from Bonds | - | - | - | - |
| Interest Revenue | 42,983 | 30,000 | 30,000 | 30,000 |
| Miscellaneous Revenue | - | - | - | - |
| Total Before Transfers | 8,465,699 | 8,653,335 | 8,653,335 | 8,926,787 |
| TRANSFERS: | | | | |
| General Fund (Airport Terminal) | - | - | - | 94,736 |
| TIF - South Bell | 117,055 | 117,251 | 117,251 | 117,960 |
| TIF - ISU Research Park | - | - | - | 295,260 |
| Special Assessments | 247,348 | 441,075 | 386,599 | 442,728 |
| Water Utility Fund | 396,637 | 393,086 | 393,086 | 394,057 |
| Sewer Utility Fund | 66,784 | 65,787 | 65,787 | 265,715 |
| Resource Recovery | 132,131 | 160,438 | 154,375 | 163,987 |
| Total Transfers | 959,955 | 1,177,637 | 1,117,098 | 1,774,443 |
| TOTAL REVENUES | 9,425,654 | 9,830,972 | 9,770,433 | 10,701,230 |
| EXPENSES: | | | | |
| G.O. Bond Principal | 8,125,000 | 7,743,345 | 7,845,000 | 8,483,930 |
| G.O. Bond Interest | 1,957,600 | 2,057,628 | 1,898,158 | 2,187,308 |
| G.O. Bond Costs | - | - | - | - |
| TOTAL EXPENSES | 10,082,600 | 9,800,973 | 9,743,158 | 10,671,238 |
| Excess (Deficit) Revenues | | | | |
| Over (Under) Expenses | (656,946) | 29,999 | 27,275 | 29,992 |
| Beginning Balance | 1,260,206 | 589,741 | 603,260 | 630,535 |
| Ending Balance | 603,260 | 619,740 | 630,535 | 660,527 |

CAPITAL PROJECTS – SPECIAL ASSESSMENTS

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 | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|---------------------------------|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Assessments | 199,150 | 441,075 | 386,599 | 442,728 |
| Total Before Transfers | 199,150 | 441,075 | 386,599 | 442,728 |
| TRANSFERS: | | | | |
| G.O. Bond Funds | - | - | - | - |
| Total Transfers | - | - | - | - |
| TOTAL REVENUES | 199,150 | 441,075 | 386,599 | 442,728 |
| EXPENSES: | | | | |
| Utilities CIP: | | | | |
| Woodview Drive Utilities | 231,103 | - | 115,591 | - |
| Utilities Total | 231,103 | - | 115,591 | - |
| General Government: | | | | |
| Finance Services | 4,629 | 4,854 | 4,845 | 4,967 |
| General Government CIP: | | | | |
| Southest Entryway | 9,076 | - | - | - |
| General Government Total | 13,705 | 4,854 | 4,845 | 4,967 |
| Total Before Transfers | 244,808 | 4,854 | 120,436 | 4,967 |
| TRANSFERS: | | | | |
| Debt Service | 247,348 | 441,075 | 386,599 | 442,728 |
| TOTAL EXPENSES | 492,156 | 445,929 | 507,035 | 447,695 |
| Excess (Deficit) Revenues | | | | |
| Over (Under) Expenses | (293,006) | (4,854) | (120,436) | (4,967) |
| Beginning Balance | (10,036) | (370,886) | (303,042) | (423,478) |
| Ending Balance | (303,042) | (375,740) | (423,478) | (428,445) |

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 | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|---------------------------------|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| MPO/STP/Grant Funds | 1,722,263 | 1,752,000 | 3,983,408 | 6,570,728 |
| Iowa State University | - | - | 204,880 | 125,000 |
| Story County | - | - | 219,000 | - |
| Developer Contributions | 50,050 | - | 192,500 | 250,000 |
| TOTAL REVENUES | 1,772,313 | 1,752,000 | 4,599,788 | 6,945,728 |
| EXPENSES: | | | | |
| Public Safety CIP: | | | | |
| Traffic | 697,009 | 70,000 | 1,497,508 | 875,000 |
| Public Safety Total | 697,009 | 70,000 | 1,497,508 | 875,000 |
| Transportation CIP: | | | | |
| Streets/Engineering | 1,298,297 | 1,682,000 | 2,805,534 | 5,070,728 |
| Streets/Maintenance | - | - | - | 1,000,000 |
| Transportation Total | 1,298,297 | 1,682,000 | 2,805,534 | 6,070,728 |
| General Government: | | | | |
| Purchasing Services | 10,637 | 11,791 | - | - |
| General Government Total | 10,637 | 11,791 | - | - |
| TOTAL EXPENSES | 2,005,943 | 1,763,791 | 4,303,042 | 6,945,728 |
| Excess (Deficit) Revenues | | | | |
| Over (Under) Expenses | (233,630) | (11,791) | 296,746 | - |
| Beginning Balance | 216,241 | 302,952 | (17,389) | 279,357 |
| Ending Balance | (17,389) | 291,161 | 279,357 | 279,357 |

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 | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|-------------------------------|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| FAA Funding | 890,716 | - | 62,027 | 450,000 |
| FAA Funding | - | - | - | 300,000 |
| Total Before Transfers | 890,716 | - | 62,027 | 750,000 |
| TRANSFERS: | | | | |
| General Fund | 80,731 | 111,538 | 100,316 | 85,973 |
| Total Transfers | 80,731 | 111,538 | 100,316 | 85,973 |
| TOTAL REVENUES | 971,447 | 111,538 | 162,343 | 835,973 |
| EXPENSES: | | | | |
| Transportation CIP: | | | | |
| Airport | 1,029,780 | - | 31,299 | 822,000 |
| Transportation Total | 1,029,780 | - | 31,299 | 822,000 |
| TOTAL EXPENSES | 1,029,780 | - | 31,299 | 822,000 |
| Excess (Deficit) Revenues | | | | |
| Over (Under) Expenses | (58,333) | 111,538 | 131,044 | 13,973 |
| Beginning Balance | 262,568 | 299,353 | 204,235 | 335,279 |
| Ending Balance | 204,235 | 410,891 | 335,279 | 349,252 |

CAPITAL PROJECTS – VARIOUS CONSTRUCTION GRANTS

This fund accounts for various construction grants.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| EOC Grant | 534,000 | - | - | - |
| TOTAL REVENUES | 534,000 | - | - | - |
| EXPENSES: | | | | |
| General Government CIP: | | | | |
| Facilities/EOC | 363,961 | - | - | - |
| General Government Total | 363,961 | - | - | - |
| TOTAL EXPENSES | 363,961 | - | - | - |
| Excess (Deficit) Revenues Over (Under) Expenses | 170,039 | - | - | - |
| Beginning Balance | (170,039) | - | - | - |
| Ending Balance | - | - | - | - |

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 | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|---------------------------------|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Bond Proceeds | - | 9,540,000 | 9,540,000 | 8,954,000 |
| Interest Revenue | 135,934 | - | 80,000 | - |
| TOTAL REVENUES | 135,934 | 9,540,000 | 9,620,000 | 8,954,000 |
| EXPENSES: | | | | |
| Public Safety CIP: | | | | |
| Traffic | 23,534 | - | 29,816 | 450,000 |
| Public Safety Total | 23,534 | - | 29,816 | 450,000 |
| Utilities CIP: | | | | |
| Resource Recovery | 1,194,683 | - | 160,687 | - |
| Water Distribution | 13,386 | - | 790,463 | - |
| Sanitary Sewer | 32,415 | - | 1,171,536 | - |
| Storm Sewer | 184,439 | 300,000 | 1,210,271 | 644,000 |
| Utilities Total | 1,424,923 | 300,000 | 3,332,957 | 644,000 |
| Transportation CIP: | | | | |
| Streets/Engineering | 5,771,043 | 9,060,000 | 16,701,765 | 4,730,000 |
| Streets/Maintenance | - | 180,000 | 180,000 | 2,320,000 |
| Airport | - | - | - | 1,810,000 |
| Transportation Total | 5,771,043 | 9,240,000 | 16,881,765 | 8,860,000 |
| Community Enrichment: | | | | |
| Library | 11,188,391 | - | 4,019,652 | - |
| Comm Enrichment Total | 11,188,391 | - | 4,019,652 | - |
| General Government: | | | | |
| Accounting Services | 2,400 | 2,400 | 2,400 | 2,400 |
| Purchasing Services | 49,838 | 56,305 | 78,238 | 83,043 |
| | 52,238 | 58,705 | 80,638 | 85,443 |
| General Government CIP: | | | | |
| Facilities | - | - | - | - |
| General Government Total | 52,238 | 58,705 | 80,638 | 85,443 |

CAPITAL PROJECTS – BOND PROCEEDS, continued

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|-------------------------------|---------------------------|----------------------------|-----------------------------|----------------------------|
| Debt Service: | | | | |
| Bond Costs | 2,000 | - | 53,000 | - |
| Debt Service Total | <u>2,000</u> | <u>-</u> | <u>53,000</u> | <u>-</u> |
| Total Before Transfers | 18,462,129 | 9,598,705 | 24,397,828 | 10,039,443 |
| TRANSFERS: | | | | |
| Debt Service | | - | - | - |
| Total Transfers | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| TOTAL EXPENSES | 18,462,129 | 9,598,705 | 24,397,828 | 10,039,443 |
| Excess (Deficit) Revenues | | | | |
| Over (Under) Expenses | (18,326,195) | (58,705) | (14,777,828) | (1,085,443) |
| Beginning Balance | <u>32,865,007</u> | <u>(1,775,042)</u> | <u>14,538,812</u> | <u>(239,016)</u> |
| Ending Balance | 14,538,812 | (1,833,747) | (239,016) | (1,324,459) |

The fund balance in the 2014/15 Adopted budget, 2014/15 Adjusted budget, and 2015/16 Manager Recommended budget show a deficit because the proceeds of bonds issued in 2012/13 for Water, Sewer, and Resource Recovery projects are reflected in the fund balances of those funds. The expenses for these projects are still budgeted in the Bond Proceeds fund, but actual expenses are transferred to the appropriate enterprise fund at the end of each fiscal year.

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.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|-----------------------------|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Metered Sales | 8,876,274 | 8,551,055 | 8,917,850 | 9,319,450 |
| Contract Sales | 498,797 | 1,204,000 | 894,000 | 1,334,000 |
| Fees/Service Charges | 179,366 | 174,344 | 183,900 | 187,500 |
| Interest Revenue | 146,390 | 100,000 | 115,000 | 115,000 |
| Cell Tower Lease | 18,251 | 18,520 | 18,251 | 18,251 |
| Farm Land Rental | 19,890 | 23,600 | 16,182 | 16,182 |
| Sprint PCS Land Rental | 33,120 | 35,604 | 35,604 | 36,432 |
| USDA Repayment | 26,576 | - | 125,000 | - |
| IDNR Low Head Dam Grant | - | - | - | - |
| Miscellaneous Revenue | 21,504 | 15,000 | 21,000 | 21,000 |
| TOTAL REVENUES | 9,820,168 | 10,122,123 | 10,326,787 | 11,047,815 |
| EXPENSES: | | | | |
| Utilities: | | | | |
| Administration | 622,329 | 665,999 | 677,642 | 702,953 |
| Production | 334,108 | 372,567 | 369,143 | 359,591 |
| Treatment | 1,529,228 | 1,634,640 | 1,573,009 | 1,619,728 |
| Pumping | 322,643 | 298,377 | 296,936 | 280,259 |
| Metering | 496,628 | 461,577 | 530,210 | 538,130 |
| Laboratory | 184,865 | 197,567 | 189,634 | 192,062 |
| Water Distribution | 947,980 | 803,094 | 898,609 | 923,798 |
| Utility Locating | 74,206 | 86,039 | 91,679 | 91,169 |
| Customer Service | 370,532 | 393,890 | 379,175 | 396,720 |
| | 4,882,519 | 4,913,750 | 5,006,037 | 5,104,410 |
| Utilities CIP: | | | | |
| Water Operations | 25,803 | 1,080,000 | 1,456,214 | 2,883,000 |
| Water Distribution | 1,571,030 | 975,000 | 1,696,594 | 975,000 |
| Utilities Total | 6,479,352 | 6,968,750 | 8,158,845 | 8,962,410 |
| Transportation CIP: | | | | |
| Right-of-Way Restoration | - | 40,000 | 40,000 | 50,000 |
| Transportation Total | - | 40,000 | 40,000 | 50,000 |
| General Government: | | | | |
| City Clerk | 16,379 | 16,660 | 17,459 | 17,865 |
| City Manager | 71,341 | 71,178 | 74,000 | 76,439 |

ENTERPRISE – WATER CONSTRUCTION

This fund accounts for revenue and expenditures for certain major projects of the water utility.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| State Revolving Loan Fund | 3,305,753 | 26,714,000 | 22,100,000 | 26,418,000 |
| TOTAL REVENUES | 3,305,753 | 26,714,000 | 22,100,000 | 26,418,000 |
| EXPENSES: | | | | |
| Utilities CIP: | | | | |
| Water Plant Expansion | 3,246,837 | 26,714,000 | 22,100,000 | 26,418,000 |
| TOTAL EXPENSES | 3,246,837 | 26,714,000 | 22,100,000 | 26,418,000 |
| Excess (Deficit) Revenues Over (Under) Expenses | 58,916 | - | - | - |
| Beginning Balance | 349,244 | 349,243 | 408,160 | 408,160 |
| Ending Balance | 408,160 | 349,243 | 408,160 | 408,160 |

ENTERPRISE – WATER SINKING

This fund is used to account for State Revolving Fund (SRF) loan payments for water utility projects financed with SRF funding.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Transfers: | | | | |
| Water Operations | - | - | 110,856 | 627,731 |
| TOTAL REVENUES | - | - | 110,856 | 627,731 |
| EXPENSES: | | | | |
| Debt Service: | | | | |
| SRF Loan Payments | - | - | 110,856 | 627,731 |
| TOTAL EXPENSES | - | - | 110,856 | 627,731 |
| Excess (Deficit) Revenues Over (Under) Expenses | - | - | - | - |
| Beginning Balance | - | - | - | - |
| Ending Balance | - | - | - | - |

ENTERPRISE – SEWER UTILITY

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 | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|-----------------------------|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Customer Billings | 6,275,246 | 6,705,000 | 6,780,000 | 7,145,000 |
| Contract Sales | 1,082,166 | 1,155,800 | 1,407,300 | 1,278,100 |
| Fees/Service Charges | 33,308 | 28,000 | 28,000 | 28,000 |
| Interest Revenue | 52,282 | 35,000 | 40,000 | 40,000 |
| Farm Land Income | 107,085 | 147,000 | 134,000 | 134,000 |
| Flood Warning System | 12,307 | 12,240 | 12,240 | 12,240 |
| USDA Repayment | 22,277 | - | - | - |
| Bond Proceeds | - | - | - | 2,000,000 |
| Miscellaneous Revenue | 14,855 | - | - | - |
| TOTAL REVENUES | 7,599,526 | 8,083,040 | 8,401,540 | 10,637,340 |
| EXPENSES: | | | | |
| Utilities: | | | | |
| Administration | 724,269 | 788,676 | 803,859 | 875,985 |
| Plant Maintenance | 675,184 | 800,316 | 787,300 | 786,847 |
| Plant Operations | 1,118,390 | 1,251,568 | 1,244,844 | 1,256,998 |
| Metering/Cross Connection | 342,595 | 310,451 | 362,736 | 370,461 |
| Laboratory | 343,324 | 366,909 | 354,176 | 356,687 |
| Sanitary Sewer System | 424,629 | 510,443 | 516,209 | 537,087 |
| Utility Locating | 43,241 | 49,026 | 52,816 | 55,264 |
| Customer Service | 341,774 | 362,655 | 349,125 | 366,200 |
| | 4,013,406 | 4,440,044 | 4,471,065 | 4,605,529 |
| Utilities CIP: | | | | |
| Water Pollution Control | 546,093 | 1,667,000 | 3,859,898 | 3,142,000 |
| Sanitary Sewer | 684,901 | 225,000 | 1,289,228 | 2,255,000 |
| Utilities Total | 5,244,400 | 6,332,044 | 9,620,191 | 10,002,529 |
| General Government: | | | | |
| City Clerk | 16,379 | 16,660 | 17,459 | 17,865 |
| City Manager | 71,341 | 71,178 | 74,000 | 76,439 |
| Financial Services | 97,778 | 102,280 | 104,043 | 104,951 |
| Purchasing Services | 12,120 | 13,749 | 14,208 | 14,269 |
| Public Relations | 16,486 | 17,394 | 17,910 | 18,545 |
| Legal Services | 56,883 | 58,461 | 59,715 | 61,536 |
| Human Resources | 25,536 | 28,420 | 32,100 | 33,000 |
| Public Works Administration | 92,551 | 94,159 | 100,667 | 112,236 |

ENTERPRISE – SEWER UTILITY, continued

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|----------------------------------|---------------------------|----------------------------|-----------------------------|----------------------------|
| General Government, cont. | | | | |
| Public Works Engineering | 151,428 | 186,317 | 198,589 | 187,172 |
| Facilities | 14,637 | 15,335 | 16,713 | 17,683 |
| Sustainability Coordinator | 6,383 | 6,250 | 6,250 | 6,250 |
| Merit/Payroll Adjustment | | 9,613 | - | 9,645 |
| General Government Total | 561,522 | 619,816 | 641,654 | 659,591 |
| Total Before Transfers | 5,805,922 | 6,951,860 | 10,261,845 | 10,662,120 |
| TRANSFERS: | | | | |
| Debt Service | 66,784 | 65,787 | 65,787 | 265,715 |
| Sewer Sinking Fund | 150,684 | - | 190,860 | 494,761 |
| Fleet Services | 2,917 | 30,625 | 33,560 | 27,750 |
| Total Transfers | 220,385 | 96,412 | 290,207 | 788,226 |
| TOTAL EXPENSES | 6,026,307 | 7,048,272 | 10,552,052 | 11,450,346 |
| Excess (Deficit) Revenues | | | | |
| Over (Under) Expenses | 1,573,219 | 1,034,768 | (2,150,512) | (813,006) |
| Beginning Balance | 4,518,858 | 2,326,329 | 6,092,077 | 3,941,565 |
| Ending Balance | 6,092,077 | 3,361,097 | 3,941,565 | 3,128,559 |
| Minimum fund balance target: | | | | |
| 10% of operating expenses | | | | 526,512 |
| Unreserved fund balance | | | | 2,602,047 |

ENTERPRISE – SEWER IMPROVEMENTS

This fund accounts for revenue and expenditures for certain major projects of the sanitary sewer utility.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| State Revolving Loan Fund | 1,698,950 | 4,953,000 | 7,043,511 | 4,963,000 |
| TOTAL REVENUES | 1,698,950 | 4,953,000 | 7,043,511 | 4,963,000 |
| EXPENSES: | | | | |
| Utilities CIP: | | | | |
| Water Pollution Control | 2,118,310 | 1,683,000 | 3,520,280 | 1,693,000 |
| Sanitary Sewer | - | 3,270,000 | 3,270,000 | 3,270,000 |
| TOTAL EXPENSES | 2,118,310 | 4,953,000 | 6,790,280 | 4,963,000 |
| Excess (Deficit) Revenues Over (Under) Expenses | (419,360) | - | 253,231 | - |
| Beginning Balance | 166,129 | 150,525 | (253,231) | - |
| Ending Balance | (253,231) | 150,525 | - | - |

ENTERPRISE – SEWER SINKING

This fund is used to account for State Revolving Fund (SRF) loan payments for sewer utility projects financed with SRF funding.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| TRANSFERS: | | | | |
| Sewer Operations | 150,684 | - | 190,860 | 494,761 |
| TOTAL REVENUES | 150,684 | - | 190,860 | 494,761 |
| EXPENSES: | | | | |
| Debt Service: | | | | |
| SRF Loan Payments | 148,300 | - | 190,860 | 494,761 |
| TOTAL EXPENSES | 148,300 | - | 190,860 | 494,761 |
| Excess (Deficit) Revenues Over (Under) Expenses | 2,384 | - | - | - |
| Beginning Balance | 585 | 584 | 2,969 | 2,969 |
| Ending Balance | 2,969 | 584 | 2,969 | 2,969 |

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.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|-----------------------------|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Metered Sales | 54,486,668 | 53,500,000 | 53,500,000 | 54,500,000 |
| Other Power Sales | 1,752,797 | 1,150,000 | 1,700,000 | 1,560,000 |
| ISU/Interconnection | 865,123 | 67,500 | 62,500 | 42,500 |
| ISU/Transmission System | 270,056 | 60,000 | 20,000 | 20,000 |
| ISU/Wind Purchases | 1,007,321 | 1,000,000 | 1,000,000 | 1,000,000 |
| IA Dept of Transportation | - | - | - | 800,000 |
| Street Lights | 729,168 | 720,000 | 732,000 | 780,000 |
| Security Lighting Rental | 141,454 | 125,000 | 140,000 | 145,000 |
| Subdivision Construction | 307,286 | 100,000 | 100,000 | 100,000 |
| Fees/Service Charges | 107,155 | 82,500 | 129,000 | 91,500 |
| Interest Revenue | 412,025 | 175,000 | 225,000 | 225,000 |
| Fly Ash Sales | 29,794 | 30,000 | 30,000 | 30,000 |
| Renewable Energy Credits | 82,898 | 54,000 | 54,000 | 75,000 |
| Proceeds from Bonds | - | 23,000,000 | - | 18,875,000 |
| Miscellaneous Revenue | 300,974 | 238,000 | 288,000 | 250,000 |
| TOTAL REVENUES | 60,492,719 | 80,302,000 | 57,980,500 | 78,494,000 |
| EXPENSES: | | | | |
| Utilities: | | | | |
| Administration | 1,093,777 | 1,146,430 | 1,067,636 | 1,091,444 |
| Production | 10,710,498 | 10,778,602 | 12,054,472 | 10,907,987 |
| Fuel/Purchased Power | 30,019,468 | 30,810,788 | 29,328,673 | 32,222,897 |
| Distribution/Operations | 2,809,847 | 3,058,527 | 3,055,946 | 3,052,708 |
| Distribution/Improvements | 1,797,661 | 2,083,452 | 2,317,474 | 2,191,935 |
| Technical Services | 975,909 | 1,199,645 | 1,090,288 | 1,041,704 |
| Engineering | 616,631 | 803,037 | 912,904 | 874,772 |
| Customer Service | 670,971 | 706,452 | 688,429 | 723,891 |
| | 48,694,762 | 50,586,933 | 50,515,822 | 52,107,338 |
| Utilities CIP: | | | | |
| Electric Utility | 6,975,734 | 26,450,000 | 24,073,609 | 26,130,000 |
| Utilities Total | 55,670,496 | 77,036,933 | 74,589,431 | 78,237,338 |
| Transportation CIP: | | | | |
| Electric Relocates | 106,007 | 171,000 | 269,455 | 150,000 |
| Transportation Total | 106,007 | 171,000 | 269,455 | 150,000 |

ENTERPRISE – ELECTRIC UTILITY, continued

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|---|---------------------------|----------------------------|-----------------------------|----------------------------|
| General Government: | | | | |
| City Clerk | 32,758 | 33,319 | 34,917 | 35,730 |
| City Manager | 150,913 | 150,568 | 156,539 | 161,698 |
| Financial Services | 405,604 | 424,897 | 429,638 | 435,747 |
| Purchasing Services | 249,265 | 249,265 | 249,265 | 249,265 |
| Public Relations | 32,972 | 34,789 | 35,818 | 37,090 |
| Legal Services | 89,876 | 92,369 | 94,349 | 97,227 |
| Human Resources | 88,127 | 98,082 | 102,073 | 104,936 |
| Public Works GIS | 23,874 | 23,833 | 25,125 | 24,711 |
| Facilities | 36,226 | 37,955 | 41,783 | 44,209 |
| Sustainability Coordinator | 6,383 | 6,250 | 6,250 | 6,250 |
| Utility Deposit Interest | 891 | - | - | - |
| Merit/Payroll Adjustment | - | 24,561 | - | 25,132 |
| General Government Total | 1,116,889 | 1,175,888 | 1,175,757 | 1,221,995 |
| Total Before Transfers | 56,893,392 | 78,383,821 | 76,034,643 | 79,609,333 |
| TRANSFERS: | | | | |
| Payment in Lieu of Taxes | 1,959,481 | 2,107,885 | 2,107,885 | 2,119,027 |
| Total Transfers | 1,959,481 | 2,107,885 | 2,107,885 | 2,119,027 |
| TOTAL EXPENSES | 58,852,873 | 80,491,706 | 78,142,528 | 81,728,360 |
| Excess (Deficit) Revenues Over (Under) Expenses | 1,639,846 | (189,706) | (20,162,028) | (3,234,360) |
| Beginning Balance | 42,024,662 | 35,774,312 | 43,664,508 | 23,502,480 |
| Ending Balance | 43,664,508 | 35,584,606 | 23,502,480 | 20,268,120 |
| Minimum fund balance target: Based on contingency for casualty in power generation or distribution | | | | 10,100,000 |
| Unreserved fund balance | | | | 10,168,120 |

ENTERPRISE – PARKING OPERATIONS AND IMPROVEMENTS

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 | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|---------------------------------|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Illegal Parking | 357,513 | 350,000 | 350,000 | 350,000 |
| Overtime Parking | 147,663 | 155,000 | 155,000 | 155,000 |
| East District - Downtown | 190,316 | 198,030 | 195,780 | 195,680 |
| West District - Campustown | 144,584 | 151,500 | 147,500 | 149,500 |
| Collection Agency Revenue | 21,077 | 22,000 | 22,000 | 22,000 |
| Interest Revenue | 4,196 | 2,500 | 2,500 | 2,500 |
| Miscellaneous Revenue | 9,094 | 4,090 | 4,090 | 4,140 |
| TOTAL REVENUES | 874,443 | 883,120 | 876,870 | 878,820 |
| EXPENSES: | | | | |
| Transportation: | | | | |
| Operations/Maintenance | 292,713 | 291,043 | 293,662 | 295,204 |
| Parking Enforcement | 324,357 | 371,451 | 377,309 | 374,064 |
| Violation Collection | 173,490 | 176,491 | 177,158 | 182,632 |
| Right-of-Way Maintenance | 3,346 | 4,589 | 5,076 | 5,338 |
| Transportation Total | 793,906 | 843,574 | 853,205 | 857,238 |
| General Government: | | | | |
| Financial Services | 22,432 | 23,618 | 23,718 | 24,226 |
| Purchasing Services | 462 | 518 | 467 | 432 |
| Legal Services | 36,554 | 37,235 | 37,652 | 39,311 |
| Human Resources | 5,150 | 5,731 | 6,085 | 6,255 |
| Facilities | 11,136 | 11,668 | 2,507 | 2,653 |
| Merit/Payroll Adjustment | - | 1,687 | - | 1,750 |
| General Government Total | 75,734 | 80,457 | 70,429 | 74,627 |
| TOTAL EXPENSES | 869,640 | 924,031 | 923,634 | 931,865 |
| Excess (Deficit) Revenues | | | | |
| Over (Under) Expenses | 4,803 | (40,911) | (46,764) | (53,045) |
| Beginning Balance | 398,257 | 403,611 | 403,060 | 356,296 |
| Ending Balance | 403,060 | 362,700 | 356,296 | 303,251 |
| Minimum fund balance target: | | | | |
| 10% of operating expenses | | | | 93,187 |
| Unreserved fund balance | | | | 210,065 |

ENTERPRISE – TRANSIT 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.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|----------------------------------|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| FTA Section 5307 | 1,901,771 | 1,958,824 | 1,970,542 | 2,041,482 |
| IDOT Operating Assistance | 819,178 | 790,000 | 832,300 | 855,100 |
| ISU Administration | 658,561 | 687,495 | 687,495 | 723,149 |
| ISU GSB Tuition | 3,726,491 | 4,169,944 | 4,334,944 | 4,746,157 |
| ISU GSB Tuition Excess | 166,402 | 150,000 | - | - |
| Fees/Service Charges | 839,842 | 790,052 | 890,952 | 977,293 |
| Metro Planning Organization | 34,983 | 25,000 | 30,000 | 30,000 |
| Interest Revenue | 20,721 | 14,000 | 15,000 | 15,000 |
| Miscellaneous Revenue | 15,888 | 7,600 | 14,940 | 7,600 |
| Total Before Transfers | 8,183,837 | 8,592,915 | 8,776,173 | 9,395,781 |
| TRANSFERS: | | | | |
| General Fund (Transit Levy) | 1,502,103 | 1,569,594 | 1,569,594 | 1,648,995 |
| GSB Transit Trust | 165,000 | - | - | - |
| Total Transfers | 1,667,103 | 1,569,594 | 1,569,594 | 1,648,995 |
| TOTAL REVENUES | 9,850,940 | 10,162,509 | 10,345,767 | 11,044,776 |
| EXPENSES: | | | | |
| Transportation: | | | | |
| Transit Administration | 1,731,606 | 1,783,721 | 1,763,216 | 1,804,552 |
| Fixed Route Service | 6,962,406 | 7,500,806 | 7,812,092 | 8,223,533 |
| Dial-A-Ride Service | 175,671 | 155,962 | 195,345 | 202,242 |
| Total Before Transfers | 8,869,683 | 9,440,489 | 9,770,653 | 10,230,327 |
| TRANSFERS: | | | | |
| GSB Transit Trust | 166,402 | 150,000 | - | - |
| Transit Capital Reserve | 800,000 | 800,000 | 800,000 | 800,000 |
| Total Transfers | 966,402 | 950,000 | 800,000 | 800,000 |
| TOTAL EXPENSES | 9,836,085 | 10,390,489 | 10,570,653 | 11,030,327 |
| Excess (Deficit) Revenues | | | | |
| Over (Under) Expenses | 14,855 | (227,980) | (224,886) | 14,449 |
| Beginning Balance | 1,139,093 | 1,282,974 | 1,153,948 | 929,062 |
| Ending Balance | 1,153,948 | 1,054,994 | 929,062 | 943,511 |

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.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Interest Revenue | 9,759 | 10,000 | 2,000 | 7,000 |
| Total Before Transfers | 9,759 | 10,000 | 2,000 | 7,000 |
| TRANSFERS: | | | | |
| Transit Operations | 166,402 | 150,000 | - | - |
| Total Transfers | 166,402 | 150,000 | - | - |
| TOTAL REVENUES | 176,161 | 160,000 | 2,000 | 7,000 |
| EXPENSES: | | | | |
| TRANSFERS: | | | | |
| Transit Operations | 165,000 | - | - | - |
| Transit Capital Reserve | 96,170 | 96,170 | 96,170 | - |
| Total Transfers | 261,170 | 96,170 | 96,170 | - |
| TOTAL EXPENSES | 261,170 | 96,170 | 96,170 | - |
| Excess (Deficit) Revenues Over (Under) Expenses | (85,009) | 63,830 | (94,170) | 7,000 |
| Beginning Balance | 1,078,388 | 1,062,219 | 993,379 | 899,209 |
| Ending Balance | 993,379 | 1,126,049 | 899,209 | 906,209 |

ENTERPRISE – TRANSIT CAPITAL RESERVE

This fund accounts for CyRide 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 | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|-------------------------------|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| State/Federal Funding | 3,025,196 | 1,850,230 | 2,250,008 | 415,650 |
| ISU Parking | 17,000 | 17,000 | 17,000 | 17,000 |
| Interest Revenue | (1,800) | 5,000 | 2,000 | 7,000 |
| Total Before Transfers | 3,040,396 | 1,872,230 | 2,269,008 | 439,650 |
| TRANSFERS: | | | | |
| Transit Operations | 800,000 | 800,000 | 800,000 | 800,000 |
| GSB Transit Trust | 96,170 | 96,170 | 96,170 | - |
| Total Transfers | 896,170 | 896,170 | 896,170 | 800,000 |
| TOTAL REVENUES | 3,936,566 | 2,768,400 | 3,165,178 | 1,239,650 |
| EXPENSES: | | | | |
| Transportation CIP: | | | | |
| Transit | 3,994,544 | 2,752,170 | 3,415,426 | 1,002,000 |
| Transportation Total | 3,994,544 | 2,752,170 | 3,415,426 | 1,002,000 |
| TOTAL EXPENSES | 3,994,544 | 2,752,170 | 3,415,426 | 1,002,000 |
| Excess (Deficit) Revenues | | | | |
| Over (Under) Expenses | (57,978) | 16,230 | (250,248) | 237,650 |
| Beginning Balance | 920,857 | 601,323 | 862,879 | 612,631 |
| Ending Balance | 862,879 | 617,553 | 612,631 | 850,281 |

ENTERPRISE – TRANSIT INTERMODAL FACILITY

This fund shows revenues and expenses associated with the construction of the Intermodal Facility. The City is the recipient of the Federal Tiger and Earmark Fund to build the facility. This project has been completed and the fund will be closed.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|-------------------------------|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| State/Federal Funding | | - | - | - |
| Iowa State University | 8,750 | 8,750 | 8,750 | 8,750 |
| Interest Revenue | (94) | - | - | - |
| Total Before Transfers | 8,656 | 8,750 | 8,750 | 8,750 |
| TRANSFERS: | | | | |
| General Fund (Transit Levy) | 8,750 | 8,750 | 8,750 | 8,750 |
| Total Transfers | 8,750 | 8,750 | 8,750 | 8,750 |
| TOTAL REVENUES | 17,406 | 17,500 | 17,500 | 17,500 |
| EXPENSES: | | | | |
| Transportation CIP: | | | | |
| Intermodal Facility | - | - | - | - |
| Transportation Total | - | - | - | - |
| TOTAL EXPENSES | - | - | - | - |
| Excess (Deficit) Revenues | | | | |
| Over (Under) Expenses | 17,406 | 17,500 | 17,500 | 17,500 |
| Beginning Balance | (53,426) | (35,928) | (36,020) | (18,520) |
| Ending Balance | (36,020) | (18,428) | (18,520) | (1,020) |

ENTERPRISE – STORM SEWER UTILITY

The Storm Sewer Utility was established in 1994/95 to provide routine maintenance of storm sewers.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Storm Sewer Fee | 1,150,809 | 1,153,814 | 1,153,814 | 1,165,352 |
| Grant Funds | - | - | 575,000 | 761,000 |
| Developer Contributions | 769 | 3,000 | 188,000 | 6,000 |
| Site Plan Permits | 6,300 | 6,000 | 6,000 | 8,000 |
| Lot Development Permits | 15,300 | 15,000 | 15,000 | 20,000 |
| Subdivision Plan Review | - | - | - | 1,800 |
| Grading Permits | - | - | - | 1,500 |
| Fees/Service Charges | 4,669 | 3,500 | 3,500 | 4,000 |
| Interest Revenue | 21,948 | 10,000 | 10,000 | 10,000 |
| Miscellaneous Revenue | 1,648 | - | - | - |
| TOTAL REVENUES | 1,201,443 | 1,191,314 | 1,951,314 | 1,977,652 |
| EXPENSES: | | | | |
| Utilities: | | | | |
| Storm Sewer Maintenance | 230,684 | 207,579 | 251,155 | 252,189 |
| Customer Service | 2,050 | 2,400 | 2,400 | 2,400 |
| | 232,734 | 209,979 | 253,555 | 254,589 |
| Utilities CIP: | | | | |
| Storm Sewer | 826,889 | 500,000 | 2,507,226 | 1,286,000 |
| Utilities Total | 1,059,623 | 709,979 | 2,760,781 | 1,540,589 |
| Transportation CIP: | | | | |
| Right-of-Way Restoration | - | 40,000 | 40,000 | 50,000 |
| Transportation Total | - | 40,000 | 40,000 | 50,000 |
| General Government: | | | | |
| Human Resources | 1,805 | 2,009 | 4,160 | 4,277 |
| Public Works Engineering | 244,147 | 295,388 | 300,662 | 320,197 |
| Merit/Payroll Adjustment | - | 1,649 | - | 1,684 |
| General Government Total | 245,952 | 299,046 | 304,822 | 326,158 |
| TOTAL EXPENSES | 1,305,575 | 1,049,025 | 3,105,603 | 1,916,747 |
| Excess (Deficit) Revenues Over (Under) Expenses | (104,132) | 142,289 | (1,154,289) | 60,905 |
| Beginning Balance | 2,223,679 | 577,132 | 2,119,547 | 965,258 |
| Ending Balance | 2,119,547 | 719,421 | 965,258 | 1,026,163 |

| | |
|--|---------|
| Minimum fund balance target: 10% of operating expenses | 58,075 |
| Unreserved fund balance | 968,088 |

ENTERPRISE – AMES/ISU ICE ARENA

This fund accounts for the operation of the Ice Arena.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Admissions | 54,557 | 53,721 | 56,590 | 59,632 |
| Ice Rink Rental | 358,662 | 342,269 | 356,657 | 371,175 |
| Equipment Rental | 24,073 | 25,100 | 24,680 | 26,180 |
| Skate Sharpening | 5,079 | 4,400 | 5,300 | 6,718 |
| Dasher Board Advertising | 10,429 | 8,963 | 9,168 | 10,200 |
| Pro Shop Sales | 2,986 | 3,000 | 3,000 | 3,000 |
| Concessions | 50,800 | 46,600 | 52,120 | 52,120 |
| Interest Revenue | 5,217 | 3,200 | 3,500 | 3,500 |
| Miscellaneous Revenue | 620 | 450 | 700 | 700 |
| TOTAL REVENUES | 512,423 | 487,703 | 511,715 | 533,225 |
| EXPENSES: | | | | |
| Community Enrichment: | | | | |
| Ames/ISU Ice Arena | 511,777 | 493,957 | 519,209 | 514,126 |
| Total Community Enrichment | 511,777 | 493,957 | 519,209 | 514,126 |
| General Government: | | | | |
| Merit/Payroll Adjustment | - | 1,080 | - | 1,150 |
| Total General Government | - | 1,080 | - | 1,150 |
| TOTAL EXPENSES | 511,777 | 495,037 | 519,209 | 515,276 |
| Excess (Deficit) Revenues Over (Under) Expenses | 646 | (7,334) | (7,494) | 17,949 |
| Beginning Balance | 183,144 | 185,015 | 183,790 | 176,296 |
| Ending Balance | 183,790 | 177,681 | 176,296 | 194,245 |
| Minimum fund balance target: | | | | |
| 15% of operating expenses | | | | 77,291 |
| Unreserved fund balance | | | | 116,954 |

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. 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.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Iowa State University | 20,000 | 20,000 | 20,000 | 20,000 |
| Total Before Transfers | 20,000 | 20,000 | 20,000 | 20,000 |
| TRANSFERS: | | | | |
| Local Option Sales Tax | 20,000 | 20,000 | 20,000 | 20,000 |
| Total Transfers | 20,000 | 20,000 | 20,000 | 20,000 |
| TOTAL REVENUES | 40,000 | 40,000 | 40,000 | 40,000 |
| EXPENSES: | | | | |
| Community Enrichment CIP: | | | | |
| Ice Arena | 1,058 | 215,000 | 116,937 | 220,000 |
| Community Enrichment Total | 1,058 | 215,000 | 116,937 | 220,000 |
| TOTAL EXPENSES | 1,058 | 215,000 | 116,937 | 220,000 |
| Excess (Deficit) Revenues Over (Under) Expenses | 38,942 | (175,000) | (76,937) | (180,000) |
| Beginning Balance | 358,494 | 351,771 | 397,436 | 320,499 |
| Ending Balance | 397,436 | 176,771 | 320,499 | 140,499 |

ENTERPRISE – HOMEWOOD GOLF COURSE

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

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|-----------------------------------|-------------------|--------------------|---------------------|--------------------|
| REVENUES: | | | | |
| Green Fees | 98,943 | 110,000 | 95,000 | 100,000 |
| Season Passes/Punchcards | 55,601 | 55,500 | 56,700 | 58,940 |
| Entry Fees | 1,886 | 2,000 | 2,000 | 2,100 |
| Equipment Rental | 40,118 | 40,000 | 42,000 | 44,000 |
| Pro Shop Sales | 2,665 | 2,500 | 2,400 | 2,650 |
| Concessions | 27,447 | 26,500 | 26,650 | 28,500 |
| Cell Tower Lease | 29,012 | 29,012 | 29,012 | 29,012 |
| Interest Revenue | 1,545 | 700 | 1,000 | 1,000 |
| Miscellaneous Revenue | 550 | - | 1,000 | 4,500 |
| TOTAL REVENUES | 257,767 | 266,212 | 255,762 | 270,702 |
| EXPENSES: | | | | |
| Community Enrichment: | | | | |
| Administration/Concessions | 121,573 | 146,111 | 114,687 | 121,920 |
| Golf Course Maintenance | 86,208 | 92,781 | 133,605 | 146,807 |
| Community Enrichment Total | 207,781 | 238,892 | 248,292 | 268,727 |
| General Government: | | | | |
| Merit/Payroll Adjustment | - | 476 | - | 785 |
| General Government Total | - | 476 | - | 785 |
| TOTAL EXPENSES | 207,781 | 239,368 | 248,292 | 269,512 |
| Excess (Deficit) Revenues | | | | |
| Over (Under) Expenses | 49,986 | 26,844 | 7,470 | 1,190 |
| Beginning Balance | 111,630 | 137,541 | 161,616 | 169,086 |
| Ending Balance | 161,616 | 164,385 | 169,086 | 170,276 |
| Minimum fund balance target: | | | | |
| 25% of operating expenses | | | | 67,378 |
| Unreserved fund balance | | | | 102,898 |

ENTERPRISE – RESOURCE RECOVERY

This fund accounts for the operation of a municipally owned Resource Recovery Plant that provides service to 12 communities and several governmental organizations on a contractual basis. The member organizations contribute a per capita fee of \$9.10. The tipping fee is \$52.75 per ton. A transfer from the General Fund of \$452,862 is the Ames share of the per capita.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|-----------------------------------|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Commercial Accounts | 2,075,573 | 2,300,000 | 2,300,000 | 2,300,000 |
| Iowa State University | 201,436 | 200,000 | 200,000 | 200,000 |
| Other Contracts | 21,066 | 20,540 | 20,540 | 20,540 |
| Public Refuse Fees | 50,802 | 48,000 | 48,000 | 48,000 |
| Per Capita Revenue | 272,327 | 272,327 | 264,355 | 264,355 |
| Electric RDF Purchases | 699,274 | 760,000 | 720,000 | 696,000 |
| Sale of Metals | 392,200 | 373,000 | 270,000 | 247,000 |
| Bond Proceeds | - | 300,000 | 300,000 | - |
| Interest Revenue | 29,226 | 20,000 | 20,000 | 20,000 |
| Miscellaneous Revenue | 29,527 | 25,000 | 25,500 | 15,000 |
| Total Before Transfers | 3,771,431 | 4,318,867 | 4,168,395 | 3,810,895 |
| TRANSFERS: | | | | |
| General Fund (Ames Per Capita) | 452,862 | 452,862 | 452,862 | 452,862 |
| Total Transfers | 452,862 | 452,862 | 452,862 | 452,862 |
| TOTAL REVENUES | 4,224,293 | 4,771,729 | 4,621,257 | 4,263,757 |
| EXPENSES: | | | | |
| Utilities: | | | | |
| Process Operations | 2,709,153 | 2,781,275 | 2,773,179 | 2,842,259 |
| Reject Disposal | 798,003 | 896,250 | 896,250 | 896,250 |
| Yard Waste Management | 30,600 | 33,550 | 33,550 | 33,550 |
| Landfill Monitoring | 18,635 | 19,364 | 21,609 | 21,700 |
| | 3,556,391 | 3,730,439 | 3,724,588 | 3,793,759 |
| Utilities CIP: | | | | |
| Resource Recovery | 445,147 | 730,850 | 838,924 | 365,900 |
| Utilities Total | 4,001,538 | 4,461,289 | 4,563,512 | 4,159,659 |
| General Government: | | | | |
| Financial Services | 130,239 | 136,610 | 136,868 | 139,849 |
| Purchasing Services | 18,436 | 21,292 | 27,107 | 29,726 |
| Public Relations | 16,486 | 17,394 | 17,910 | 18,545 |

INTERNAL SERVICES – FLEET 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 | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|---------------------------------|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Departmental Charges | 2,223,051 | 2,306,596 | 2,296,596 | 2,349,416 |
| Building User Fees | 54,572 | 53,900 | 58,482 | 57,147 |
| Interest Revenue | 726 | - | - | - |
| Miscellaneous Revenue | 400 | - | - | - |
| Total Before Transfers | 2,278,749 | 2,360,496 | 2,355,078 | 2,406,563 |
| TRANSFERS: | | | | |
| Road Use Tax | 2,917 | 30,625 | 33,560 | 27,750 |
| Water Utility | 2,917 | 30,625 | 33,560 | 27,750 |
| Sewer Utility | 2,917 | 30,625 | 33,560 | 27,750 |
| Total Transfers | 8,751 | 91,875 | 100,680 | 83,250 |
| TOTAL REVENUES | 2,287,500 | 2,452,371 | 2,455,758 | 2,489,813 |
| EXPENSES: | | | | |
| Internal Services: | | | | |
| Fleet Maintenance | 2,040,599 | 2,192,135 | 2,160,810 | 2,215,103 |
| Internal Services CIP: | | | | |
| Fleet Facility Improvements | 11,667 | 122,500 | 134,241 | 111,000 |
| Internal Services Total | 2,052,266 | 2,314,635 | 2,295,051 | 2,326,103 |
| General Government: | | | | |
| Financial Services | 48,210 | 50,673 | 50,886 | 51,994 |
| Purchasing Services | 3,010 | 3,389 | 2,502 | 1,997 |
| Facilities | 88,974 | 114,142 | 116,965 | 114,294 |
| Merit/Payroll Adjustment | - | 2,990 | - | 2,732 |
| General Government Total | 140,194 | 171,194 | 170,353 | 171,017 |
| TOTAL EXPENSES | 2,192,460 | 2,485,829 | 2,465,404 | 2,497,120 |
| Excess (Deficit) Revenues | | | | |
| Over (Under) Expenses | 95,040 | (33,458) | (9,646) | (7,307) |
| Beginning Balance | 213,967 | 231,082 | 309,007 | 299,361 |
| Ending Balance | 309,007 | 197,624 | 299,361 | 292,054 |

INTERNAL SERVICES – FLEET RESERVE

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 | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Fleet Replacement Funds | 1,730,719 | 1,155,000 | 1,455,645 | 1,576,744 |
| Sale of Equipment | 170,749 | 180,000 | 180,000 | 180,000 |
| Interest Revenue | 65,380 | 57,000 | 45,000 | 45,000 |
| Miscellaneous Revenue | 450 | - | - | - |
| TOTAL REVENUES | 1,967,298 | 1,392,000 | 1,680,645 | 1,801,744 |
| EXPENSES: | | | | |
| Internal Services: | | | | |
| Fleet Acquisitions | 1,546,864 | 1,879,350 | 2,528,411 | 1,904,657 |
| Fleet Disposal | 6,028 | - | - | - |
| Total Before Transfers | 1,552,892 | 1,879,350 | 2,528,411 | 1,904,657 |
| TRANSFERS: | | | | |
| Sewer Utility | - | - | - | - |
| Electric Utility | - | - | - | - |
| Total Transfers | - | - | - | - |
| TOTAL EXPENSES | 1,552,892 | 1,879,350 | 2,528,411 | 1,904,657 |
| Excess (Deficit) Revenues Over (Under) Expenses | 414,406 | (487,350) | (847,766) | (102,913) |
| Beginning Balance | 7,119,443 | 5,841,156 | 7,533,849 | 6,686,083 |
| Ending Balance | 7,533,849 | 5,353,806 | 6,686,083 | 6,583,170 |

INTERNAL SERVICES – INFORMATION TECHNOLOGY

Information Technology accounts for all information technology and communication services provided to City departments.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Data Charges | 1,408,604 | 1,453,317 | 1,451,224 | 1,505,940 |
| Communications Charges | 224,391 | 227,364 | 227,919 | 227,919 |
| Miscellaneous Revenue | 76 | - | - | - |
| TOTAL REVENUES | 1,633,071 | 1,680,681 | 1,679,143 | 1,733,859 |
| EXPENSES: | | | | |
| Internal Services: | | | | |
| Data Processing | 1,403,170 | 1,445,971 | 1,444,585 | 1,499,200 |
| WiFi Operations | 5,510 | 7,346 | 6,639 | 6,740 |
| Phone Operations | 224,391 | 227,364 | 227,919 | 227,919 |
| Internal Services Total | 1,633,071 | 1,680,681 | 1,679,143 | 1,733,859 |
| General Government: | | | | |
| Merit/Payroll Adjustment | - | 7,814 | - | 7,988 |
| General Government Total | - | 7,814 | - | 7,988 |
| TOTAL EXPENSES | 1,633,071 | 1,688,495 | 1,679,143 | 1,741,847 |
| Excess (Deficit) Revenues Over (Under) Expenses | - | (7,814) | - | (7,988) |
| Beginning Balance | 147,534 | 104,042 | 147,534 | 147,534 |
| Ending Balance | 147,534 | 96,228 | 147,534 | 139,546 |

INTERNAL SERVICES – TECHNOLOGY RESERVE

This fund accounts for the accumulation of funds for use in the replacement of City of Ames computers and related Information Technology equipment. This fund allows operating departments to accumulate funds to replace Information Technology equipment over the useful life of the equipment. A shared communication system with other law enforcement agencies in Ames and Story County is also reflected in this fund.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--------------------------------|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Computer Replacement Funds | 375,289 | 164,717 | 338,869 | 264,471 |
| Iowa State University | 49,940 | 56,963 | 56,310 | 53,965 |
| Story County | 50,332 | 56,963 | 56,310 | 53,965 |
| E911 Board | 24,781 | 31,804 | 30,746 | 34,080 |
| Ames Police Department | 50,701 | 56,963 | 56,309 | 53,965 |
| Ames Fire Department | - | 2,700 | 2,700 | 2,970 |
| Interest Revenue | 24,525 | 18,200 | 18,200 | 18,200 |
| Miscellaneous Revenue | - | - | - | - |
| TOTAL REVENUES | 575,568 | 388,310 | 559,444 | 481,616 |
| EXPENSES: | | | | |
| Internal Services: | | | | |
| Computer Equipment | 251,734 | 122,129 | 381,728 | 195,814 |
| IT Computer Equipment | 64,600 | 135,719 | 233,514 | 83,673 |
| Phone System | 28,446 | 57,301 | 162,729 | 24,867 |
| Shared Communication | 176,809 | 205,393 | 202,375 | 198,945 |
| Internal Services Total | 521,589 | 520,542 | 980,346 | 503,299 |
| TOTAL EXPENSES | 521,589 | 520,542 | 980,346 | 503,299 |
| Excess (Deficit) Revenues | | | | |
| Over (Under) Expenses | 53,979 | (132,232) | (420,902) | (21,683) |
| Beginning Balance | 2,695,037 | 2,074,720 | 2,749,016 | 2,328,114 |
| Ending Balance | 2,749,016 | 1,942,488 | 2,328,114 | 2,306,431 |

INTERNAL SERVICES – RISK MANAGEMENT

This fund accounts for payment of insurance premiums for Workers' 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 | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Departmental Charges | 2,246,693 | 2,407,815 | 2,369,864 | 2,448,213 |
| Interest Revenue | 7,485 | 7,000 | 5,800 | 5,800 |
| Miscellaneous Revenue | - | - | - | - |
| TOTAL REVENUES | 2,254,178 | 2,414,815 | 2,375,664 | 2,454,013 |
| EXPENSES: | | | | |
| Internal Services: | | | | |
| Administration | 121,852 | 127,003 | 140,399 | 145,022 |
| Liability Insurance | 182,776 | 207,450 | 180,360 | 185,750 |
| Liability Claims | 68,915 | 75,000 | 75,000 | 75,000 |
| Auto Insurance | 65,100 | 71,500 | 65,944 | 68,650 |
| Transit Insurance | 156,479 | 172,000 | 168,144 | 176,500 |
| Property Insurance | 698,475 | 768,200 | 768,200 | 806,000 |
| Professional Liability | 30,890 | 32,500 | 29,498 | 31,000 |
| Police Professional | 32,132 | 33,750 | 30,694 | 33,750 |
| Safety Training | 116,000 | 134,000 | 134,000 | 127,600 |
| Workers Compensation | 643,779 | 728,500 | 708,808 | 712,000 |
| Internal Services Total | 2,116,398 | 2,349,903 | 2,301,047 | 2,361,272 |
| General Government: | | | | |
| Merit/Payroll Adjustment | - | 986 | - | 1,023 |
| General Government Total | - | 986 | - | 1,023 |
| TOTAL EXPENSES | 2,116,398 | 2,350,889 | 2,301,047 | 2,362,295 |
| Excess (Deficit) Revenues | | | | |
| Over (Under) Expenses | 137,780 | 63,926 | 74,617 | 91,718 |
| Beginning Balance | 1,275,337 | 1,380,591 | 1,413,117 | 1,487,734 |
| Ending Balance | 1,413,117 | 1,444,517 | 1,487,734 | 1,579,452 |
| Minimum fund balance target: | | | | |
| Reserved for deductibles and retained risk | | | | 1,000,000 |
| Unreserved fund balance | | | | 579,452 |

INTERNAL SERVICES – HEALTH INSURANCE

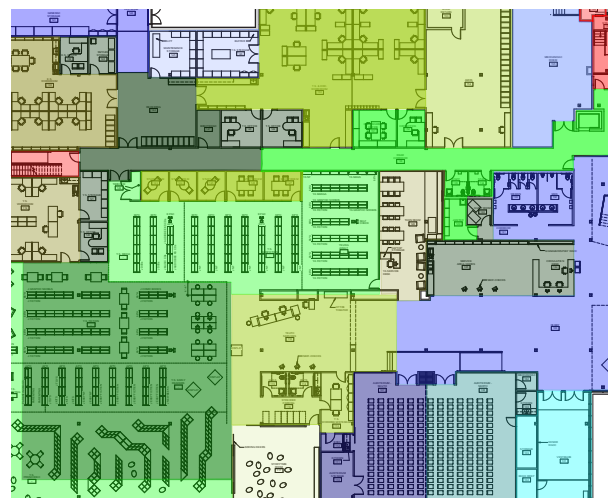
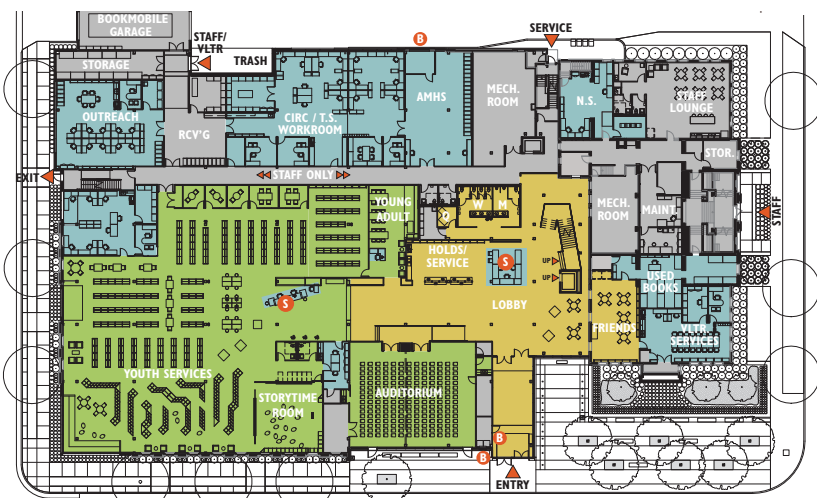
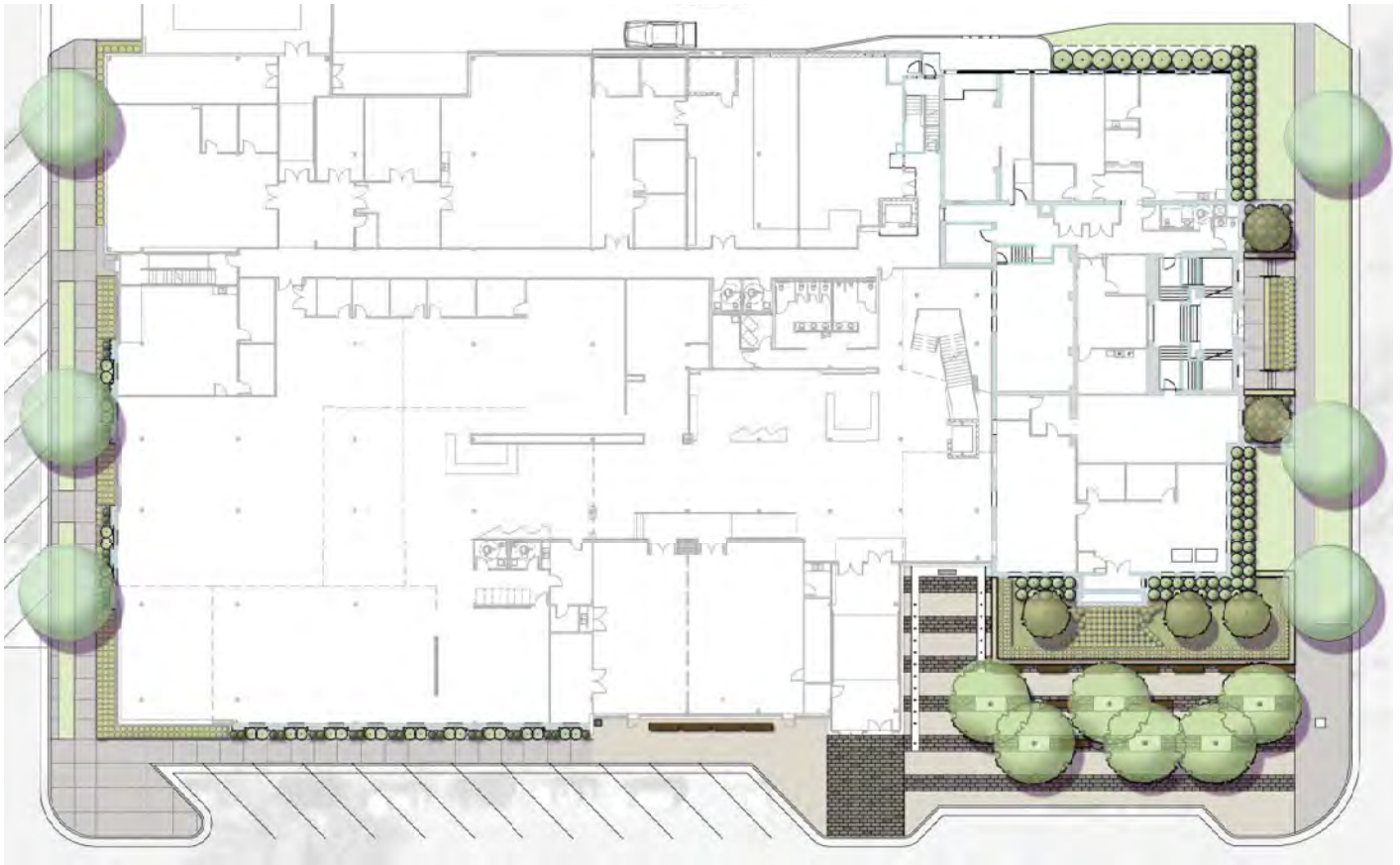
This fund accounts for City and employee contributions for the City's health benefits plan. The City began self-insurance in July 2000. The reserve for post employment health care benefits reflects the City's liability for funding post employment health care benefits.

| FUND SUMMARY | 2013/14 ACTUAL | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--|---------------------------|----------------------------|-----------------------------|----------------------------|
| REVENUES: | | | | |
| Departmental Contributions | 6,002,365 | 6,419,552 | 6,362,507 | 6,935,133 |
| Employee Contributions | 564,928 | 606,026 | 598,824 | 652,718 |
| Retiree Contributions | 258,106 | 239,960 | 273,592 | 298,215 |
| City Assessor Contributions | 81,486 | 91,907 | 86,375 | 94,149 |
| COBRA Contributions | 17,498 | 25,000 | 25,000 | 25,000 |
| Medicare Supplement | 28,922 | 30,000 | 30,000 | 30,000 |
| Stop Loss Recoveries | 458,731 | - | - | - |
| Interest Revenue | 26,513 | 22,000 | 18,000 | 18,000 |
| Miscellaneous Revenue | 33,874 | - | - | - |
| TOTAL REVENUES | 7,472,423 | 7,434,445 | 7,394,298 | 8,053,215 |
| EXPENSES: | | | | |
| Internal Services: | | | | |
| Health Administration | 85,776 | 80,064 | 62,537 | 76,757 |
| Medical Claims | 4,989,828 | 5,128,950 | 5,128,950 | 5,590,556 |
| Dental Claims | 332,596 | 328,714 | 347,123 | 348,859 |
| Pharmacy Claims | 1,169,754 | 1,171,471 | 1,200,021 | 1,280,453 |
| Other Health Insurance | 630,460 | 704,117 | 704,117 | 660,845 |
| Health Promotion Program | 172,451 | 200,340 | 209,324 | 208,279 |
| Internal Services Total | 7,380,865 | 7,613,656 | 7,652,072 | 8,165,749 |
| General Government: | | | | |
| Merit/Payroll Adjustment | - | 1,397 | - | 1,333 |
| General Government Total | - | 1,397 | - | 1,333 |
| TOTAL EXPENSES | 7,380,865 | 7,615,053 | 7,652,072 | 8,167,082 |
| Excess (Deficit) Revenues Over (Under) Expenses | 91,558 | (180,608) | (257,774) | (113,867) |
| Beginning Balance | 2,605,468 | 2,124,644 | 2,697,026 | 2,439,252 |
| Ending Balance | 2,697,026 | 1,944,036 | 2,439,252 | 2,325,385 |
| Minimum fund balance target: | | | | |
| Estimated 3 months of claims | | | | 1,450,000 |
| Reserve for post-employment health care benefits | | | | 251,219 |
| Unreserved fund balance | | | | 624,166 |



EXPLANATORY NOTES INDEX GLOSSARY

PLANS AND LAYOUTS



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

| DEPARTMENT | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|--------------------------------------|-----------------|------------------|-----------------|
| City Manager: | | | |
| City Manager | 1.00 | 1.00 | 1.00 |
| Assistant City Manager | 2.00 | 2.00 | 2.00 |
| City Clerk | 1.00 | 1.00 | 1.00 |
| Public Relations Officer | 1.00 | 1.00 | 1.00 |
| Cable TV Coordinator | 1.00 | 1.00 | 1.00 |
| Management Analyst | 1.00 | 1.00 | 1.00 |
| Secretary 1 | 2.00 | 2.00 | 2.00 |
| Principal Clerk | 1.00 | 1.00 | 1.00 |
| City Manager Total | 10.00 | 10.00 | 10.00 |
| Legal Services: | | | |
| City Attorney | 1.00 | 1.00 | 1.00 |
| Assistant City Attorney | 2.00 | 2.00 | 2.00 |
| Administrative Assistant | 1.00 | 1.00 | 1.00 |
| Legal Technician | 1.00 | 1.00 | 1.00 |
| Legal Secretary | 1.00 | 1.00 | 1.00 |
| Legal Services Total | 6.00 | 6.00 | 6.00 |
| Human Resources: | | | |
| HR Director | 1.00 | 1.00 | 1.00 |
| HR Officer | 2.00 | 2.00 | 2.00 |
| Risk Manager | 1.00 | 1.00 | 1.00 |
| Health Prom. Coordinator | .75 | .75 | .75 |
| HR Analyst | 1.00 | 1.00 | 1.00 |
| Secretary I | .75 | .75 | .75 |
| Principal Clerk | .75 | .75 | .75 |
| Human Resources Total | 7.25 | 7.25 | 7.25 |
| Planning & Housing: | | | |
| P & H Director | 1.00 | 1.00 | 1.00 |
| Housing Coordinator | 1.00 | 1.00 | 1.00 |
| Planner | 4.00 | 5.00 | 5.00 |
| Secretary I | 1.00 | 0.00 | 0.00 |
| Principal Clerk | 1.00 | 0.00 | 0.00 |
| Planning & Housing Total | 8.00 | 7.00 | 7.00 |
| Administrative Services: | | | |
| Admin Svcs Coordinator | 0.00 | 1.00 | 1.00 |
| Administrative Assistant | 0.00 | 0.50 | 0.50 |
| Principal Clerk | 0.00 | 5.00 | 5.00 |
| Administrative Services Total | 0.00 | 6.50 | 6.50 |
| Finance: | | | |
| Finance Administration: | | | |
| Finance Director | 1.00 | 1.00 | 1.00 |
| Budget Officer | 1.00 | 1.00 | 1.00 |
| Secretary I | 1.00 | 1.00 | 1.00 |
| Finance Admin Subtotal | 3.00 | 3.00 | 3.00 |
| Accounting: | | | |
| Assistant Finance Director | 1.00 | 1.00 | 1.00 |
| Investment Officer | 1.00 | 1.00 | 1.00 |
| Accountant | 2.00 | 2.00 | 2.00 |
| Payroll Clerk | 1.00 | 1.00 | 1.00 |
| Account Clerk | 3.00 | 3.00 | 3.00 |
| Treasury Cashier | 1.00 | 1.00 | 1.00 |
| Accounting Subtotal | 9.00 | 9.00 | 9.00 |
| Utility Customer Service: | | | |
| Utility Accounts Supervisor | 1.00 | 1.00 | 1.00 |
| Utility Accounts Technician | 2.00 | 2.00 | 2.00 |
| Utility Customer Svc Clerk | 2.75 | 2.75 | 2.75 |
| Utility Cashier | 2.00 | 2.00 | 2.00 |
| Senior Meter Reader | 1.00 | 1.00 | 1.00 |
| Meter Reader | 3.00 | 3.00 | 3.00 |
| Utility Cust. Svc. Subtotal | 11.75 | 11.75 | 11.75 |

| DEPARTMENT | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|---------------------------------|-----------------|------------------|-----------------|
| Information Technology: | | | |
| IT Manager | 1.00 | 1.00 | 1.00 |
| Systems Analyst | 2.00 | 2.00 | 2.00 |
| Telecom/Network Specialist | 1.00 | 1.00 | 1.00 |
| Network Technician | 1.00 | 1.00 | 1.00 |
| Client Support Coordinator | 1.00 | 1.00 | 1.00 |
| IT Public Safety Specialist | 1.00 | 1.00 | 1.00 |
| Client Support Specialist | 2.00 | 2.00 | 2.00 |
| Help Desk Specialist | 1.00 | 1.00 | 1.00 |
| Info Technology Subtotal | 10.00 | 10.00 | 10.00 |
| Purchasing: | | | |
| Purchasing Manager | 1.00 | 1.00 | 1.00 |
| Procurement Specialist II | 2.00 | 2.00 | 2.00 |
| Procurement Specialist I | 1.00 | 1.00 | 1.00 |
| Purchasing Clerk | 1.00 | 1.00 | 1.00 |
| Mail Clerk | 1.00 | 1.00 | 1.00 |
| Print Services Technician | 1.00 | 1.00 | 1.00 |
| Purchasing Subtotal | 7.00 | 7.00 | 7.00 |
| Finance Total | 40.75 | 40.75 | 40.75 |
| Fleet/Facilities: | | | |
| Fleet/Facilities Director | 1.00 | 1.00 | 1.00 |
| Fleet Support Manager | 1.00 | 1.00 | 1.00 |
| Lead Fleet Technician | 1.00 | 1.00 | 1.00 |
| Fleet Technician | 3.00 | 3.00 | 3.00 |
| Mechanic Assistant | 1.00 | 1.00 | 1.00 |
| Building Maint. Specialist | 1.00 | 1.00 | 1.00 |
| Secretary I | 1.00 | 1.00 | 1.00 |
| Principal Clerk | .50 | .50 | .50 |
| Fleet/Facilities Total | 9.50 | 9.50 | 9.50 |
| Transit: | | | |
| Transit Director | 1.00 | 1.00 | 1.00 |
| Assistant Transit Director | 2.00 | 2.00 | 2.00 |
| Transit Coordinator | 1.00 | 1.00 | 1.00 |
| Transit Planner | 1.00 | 1.00 | 1.00 |
| Secretary I | 1.00 | 1.00 | 1.00 |
| Senior Clerk | 1.00 | 1.00 | 1.00 |
| Operations Supervisor | 1.00 | 1.00 | 1.00 |
| Assistant Operations Supv. | 2.00 | 2.00 | 2.00 |
| Operations Assistant | 6.30 | 6.30 | 6.30 |
| Maintenance Coordinator | 1.00 | 1.00 | 1.00 |
| Lead Mechanic | 1.00 | 1.00 | 1.00 |
| Mechanic | 5.00 | 5.00 | 5.00 |
| Mechanic Assistant | 2.00 | 2.00 | 2.00 |
| Lead Lane Worker | 1.00 | 1.00 | 1.00 |
| Lane Worker | 2.50 | 2.50 | 2.50 |
| Principal Clerk | .50 | .50 | .50 |
| Transit Trainer | 2.00 | 2.00 | 2.00 |
| Transit Driver | 50.25 | 50.25 | 51.75 |
| Transit Total | 81.55 | 81.55 | 83.05 |
| Fire/Building Safety: | | | |
| Fire: | | | |
| Fire Chief | 1.00 | 1.00 | 1.00 |
| Deputy Fire Chief | 2.00 | 2.00 | 2.00 |
| Fire Captain | 3.00 | 3.00 | 3.00 |
| Fire Lieutenant | 9.00 | 9.00 | 9.00 |
| Fire Inspector | 1.00 | 1.00 | 1.00 |
| Firefighter | 39.00 | 39.00 | 39.00 |
| Secretary I | 1.00 | 0.00 | 0.00 |
| Fire Subtotal | 56.00 | 55.00 | 55.00 |
| Building Safety: | | | |
| Building Official | 1.00 | 1.00 | 1.00 |
| Assistant Building Official | 0.00 | 1.00 | 1.00 |

| DEPARTMENT | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|------------------------------------|-----------------|------------------|-----------------|
| Building Safety (continued) | | | |
| Plans Examiner | 1.00 | 1.00 | 1.00 |
| Bldg. Inspections Supervisor | 1.00 | 1.00 | 1.00 |
| Building Zoning Inspector | 2.00 | 2.00 | 2.00 |
| Electrical Inspector | 1.00 | 1.00 | 1.00 |
| Plumbing Inspector | 2.00 | 1.00 | 1.00 |
| Housing Inspector | 2.00 | 2.00 | 2.00 |
| Neighborhood Inspector | 1.00 | 1.00 | 1.00 |
| Principal Clerk | 2.50 | 0.00 | 0.00 |
| Building Safety Subtotal | 12.50 | 10.00 | 10.00 |
| | | | |
| Fire/Building Safety Total | 68.50 | 65.00 | 65.00 |
| | | | |
| Police: | | | |
| Chief of Police | 1.00 | 1.00 | 1.00 |
| Support Services Manager | 1.00 | 1.00 | 1.00 |
| Secretary II | 1.00 | 1.00 | 1.00 |
| Principal Clerk | 1.00 | 1.00 | 1.00 |
| Police Commander | 2.00 | 2.00 | 2.00 |
| Police Lieutenant | 3.00 | 3.00 | 3.00 |
| Police Sergeant | 8.00 | 8.00 | 8.00 |
| Police Officer | 39.00 | 39.00 | 39.00 |
| Parking Meter Attendant | 1.00 | 1.00 | 1.00 |
| Emergency Comm. Supervisor | 1.00 | 1.00 | 1.00 |
| Public Safety Lead Dispatcher | 1.00 | 1.00 | 1.00 |
| Public Safety Dispatcher | 11.00 | 11.00 | 11.00 |
| Police Records Supervisor | 1.00 | 1.00 | 1.00 |
| Police Records Lead Clerk | 1.00 | 1.00 | 1.00 |
| Police Records Clerk | 1.75 | 1.75 | 1.75 |
| Animal Control Supervisor | 1.00 | 1.00 | 1.00 |
| Animal Control Officer | 1.60 | 1.60 | 1.60 |
| Animal Control Clerk | 1.00 | 1.00 | 1.00 |
| Animal Control Attendant | .30 | .30 | .30 |
| Police Total | 77.65 | 77.65 | 77.65 |
| | | | |
| Library: | | | |
| Library Director | 1.00 | 1.00 | 1.00 |
| Assistant Library Director | 1.00 | 0.00 | 0.00 |
| Administrative Assistant | 1.00 | 1.00 | 1.00 |
| Volunteer Coordinator | 1.00 | 1.00 | 1.00 |
| Comm. Relations Specialist | 0.75 | 0.75 | 0.75 |
| Principal Clerk | 1.00 | 1.00 | 1.00 |
| Outreach Supervisor | 1.00 | 1.00 | 1.00 |
| Collection Coordinator | 1.00 | 1.00 | 1.00 |
| Collection Technician | 1.00 | 1.00 | 1.00 |
| Processing Clerk | 1.00 | 0.00 | 0.00 |
| Resource Services Clerk | 0.00 | 1.50 | 1.50 |
| Youth Services Manager | 1.00 | 1.00 | 1.00 |
| Youth Librarian | 1.00 | 0.00 | 0.00 |
| Info Services Coordinator | 1.00 | 1.00 | 1.00 |
| Library Reference Supervisor | 1.00 | 1.00 | 1.00 |
| Librarian | 3.00 | 5.00 | 5.00 |
| Library Assistant | 10.00 | 10.00 | 10.00 |
| Adult Services Clerk | 0.00 | 1.00 | 1.00 |
| Circulation Supervisor | 1.00 | 1.00 | 1.00 |
| Customer Account Clerk | 1.00 | 2.50 | 2.50 |
| IT Systems Administrator | 1.00 | 1.00 | 1.00 |
| Client Support Technician | 0.00 | 0.75 | 0.75 |
| Technical Services Assistant | 0.75 | 0.75 | 0.75 |
| Building Maint. Supervisor | 1.00 | 1.00 | 1.00 |
| Library Total | 31.50 | 35.25 | 35.25 |
| | | | |
| Parks and Recreation: | | | |
| Parks & Rec Director | 1.00 | 1.00 | 1.00 |
| Recreation Superintendent | 1.00 | 1.00 | 1.00 |
| Recreation Coordinator | 3.00 | 3.00 | 3.00 |
| Aquatics Coordinator | 1.00 | 1.00 | 1.00 |
| Wellness Program Mgr. | 1.00 | 1.00 | 1.00 |
| Auditorium/Bandshell Mgr. | .50 | .50 | .50 |
| Principal Clerk | 1.00 | 1.00 | 1.00 |
| Senior Clerk | 1.00 | 1.00 | 1.00 |
| Parks/Facilities Superint. | 1.00 | 1.00 | 1.00 |
| Parks/Facilities Supervisor | 2.00 | 1.00 | 1.00 |

| DEPARTMENT | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|---------------------------------------|-----------------|------------------|-----------------|
| Parks & Recreation (cont.) | | | |
| Turf Maintenance Coordinator | 0.00 | 1.00 | 1.00 |
| Parks Maint. Specialists | 2.00 | 2.00 | 2.00 |
| Parks Maint. Workers | 5.00 | 5.00 | 5.00 |
| Parks & Recreation Total | 19.50 | 19.50 | 19.50 |
| | | | |
| Water & Pollution Control: | | | |
| W & PC Administration: | | | |
| W & PC Director | 1.00 | 1.00 | 1.00 |
| Assistant W & PC Director | 1.00 | 1.00 | 1.00 |
| Environmental Engineer II | 2.00 | 2.00 | 2.00 |
| Environmental Specialist | 1.00 | 1.00 | 1.00 |
| Secretary I | 1.00 | 0.75 | 0.75 |
| W & PC Admin Subtotal | 6.00 | 5.75 | 5.75 |
| | | | |
| Water Operations: | | | |
| Water Plant Superintendent | 1.00 | 1.00 | 1.00 |
| Water Plant Maint. Supervisor | 1.00 | 1.00 | 1.00 |
| Water Plant Operator | 6.00 | 5.00 | 5.00 |
| Water Plant Maint. Spec. | 1.00 | 1.00 | 1.00 |
| Water Plant Maint. Tech II | 1.00 | 1.00 | 1.00 |
| Water Plant Subtotal | 10.00 | 9.00 | 9.00 |
| | | | |
| Water Pollution Control: | | | |
| WPC Plant Superintendent | 1.00 | 1.00 | 1.00 |
| WPC Plant Maint. Supervisor | 1.00 | 1.00 | 1.00 |
| WPC Plant Operator | 6.00 | 6.00 | 6.00 |
| WPC Plant Maint. Spec. | 1.00 | 1.00 | 1.00 |
| WPC Plant Sr. Mt. Worker | 1.00 | 1.00 | 1.00 |
| WPC Plant Maint. Tech II | 2.00 | 2.00 | 2.00 |
| WPC Plant Maint Worker | 1.00 | 1.00 | 1.00 |
| Principal Clerk | 1.00 | 1.00 | 1.00 |
| WPC Subtotal | 14.00 | 14.00 | 14.00 |
| | | | |
| W & PC Metering: | | | |
| Water Meter Supervisor | 1.00 | 1.00 | 1.00 |
| Water Meter Repair Worker | 3.00 | 3.00 | 3.00 |
| Cross Conn. Cntrl. Coord. | 1.00 | 1.00 | 1.00 |
| Principal Clerk | 1.00 | 1.00 | 1.00 |
| W & PC Metering Subtotal | 6.00 | 6.00 | 6.00 |
| | | | |
| W & PC Laboratory: | | | |
| W & PC Lab Supervisor | 1.00 | 1.00 | 1.00 |
| W & PC Lab Analyst | 2.00 | 2.00 | 2.00 |
| W & PC Lab Tech | 2.00 | 2.00 | 2.00 |
| W & PC Lab Aide | .50 | 0.30 | 0.30 |
| W & PC Lab Subtotal | 5.50 | 5.30 | 5.30 |
| | | | |
| W & PC Total | 41.25 | 40.05 | 40.05 |
| | | | |
| Electric: | | | |
| Electric Administration: | | | |
| Electric Director | 1.00 | 1.00 | 1.00 |
| Assistant Electric Director | 1.00 | 1.00 | 1.00 |
| Utility Engineer | 1.00 | 1.00 | 1.00 |
| Power Plant Engineer | 2.00 | 2.00 | 2.00 |
| Energy Procure. Coordinator | 1.00 | 1.00 | 1.00 |
| Energy Services Coordinator | 1.00 | 1.00 | 1.00 |
| Secretary I | 1.00 | 1.00 | 1.00 |
| Principal Clerk | 1.00 | 1.00 | 1.00 |
| Administration Subtotal | 9.00 | 9.00 | 9.00 |
| | | | |
| Electric Production: | | | |
| Power Plant Manager | 1.00 | 1.00 | 1.00 |
| Principal Clerk | 1.00 | 1.00 | 1.00 |
| Plant Operations Superv. | 1.00 | 1.00 | 1.00 |
| Plant Maintenance Superv. | 1.00 | 1.00 | 1.00 |
| Instrument & Control Tech | 4.00 | 4.00 | 4.00 |
| Environmental I & C Tech | 1.00 | 1.00 | 1.00 |
| Power Plant Operator | 5.00 | 5.00 | 5.00 |
| Power Plant Aux. Operator | 10.00 | 10.00 | 10.00 |
| Power Plant Fireworker | 5.00 | 5.00 | 5.00 |
| Power Plant Electrician | 1.00 | 1.00 | 1.00 |

| DEPARTMENT | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|-------------------------------------|-----------------|------------------|-----------------|
| Electric Production (cont.) | | | |
| Power Plant Maint. Mechanic | 8.00 | 8.00 | 8.00 |
| Lead Coal Handler | 1.00 | 1.00 | 1.00 |
| Coal Handler | 3.00 | 3.00 | 3.00 |
| Custodian | 1.00 | 1.00 | 1.00 |
| Production Subtotal | 43.00 | 43.00 | 43.00 |
| Electric Distribution: | | | |
| Electric Distribution Manager | 1.00 | 1.00 | 1.00 |
| Asst. Distribution Manager | 1.00 | 1.00 | 1.00 |
| Principal Clerk | 1.00 | 1.00 | 1.00 |
| Electric Line Foreman | 3.00 | 3.00 | 3.00 |
| Electric Lineworker | 5.00 | 5.00 | 5.00 |
| Apprentice Lineworker | 1.00 | 1.00 | 1.00 |
| Electric Serviceworker | 2.00 | 2.00 | 2.00 |
| Underground Serviceworker | 1.00 | 1.00 | 1.00 |
| Records/Materials Special. | 1.00 | 1.00 | 1.00 |
| Storekeeper | 1.00 | 1.00 | 1.00 |
| Distribution Subtotal | 17.00 | 17.00 | 17.00 |
| Electric Technical Svcs.: | | | |
| Electric Meter Supervisor | 1.00 | 1.00 | 1.00 |
| Electric Substation Foreman | 1.00 | 1.00 | 1.00 |
| Substation Electrician | 3.00 | 3.00 | 3.00 |
| Elect. Meter Repairworker | 2.00 | 2.00 | 2.00 |
| Technical Svcs. Subtotal | 7.00 | 7.00 | 7.00 |
| Electric Engineering: | | | |
| Elect. Engineering Manager | 1.00 | 1.00 | 1.00 |
| Elect. Distribution Engineer | 2.00 | 2.00 | 2.00 |
| GIS Specialist | 1.00 | 1.00 | 1.00 |
| Electric Engineering Assist. | 1.00 | 1.00 | 1.00 |
| Engineering Subtotal | 5.00 | 5.00 | 5.00 |
| Electric Total | 81.00 | 81.00 | 81.00 |
| Public Works: | | | |
| Public Works Admin.: | | | |
| Public Works Director | 1.00 | 1.00 | 1.00 |
| Administrative Assistant | 1.00 | 0.50 | 0.50 |
| Senior Clerk | 1.00 | 0.00 | 0.00 |
| Administration Subtotal | 3.00 | 1.50 | 1.50 |
| Traffic/Traffic Engineering: | | | |
| Traffic Engineer II | 1.00 | 1.00 | 1.00 |
| Transportation Planner | 1.00 | 1.00 | 1.00 |
| Traffic Supervisor | 1.00 | 1.00 | 1.00 |
| Traffic Signal Lead Tech. | 1.00 | 1.00 | 1.00 |
| Traffic Signal Technician | 1.00 | 1.00 | 1.00 |
| Traffic Technician | 2.00 | 2.00 | 2.00 |
| Traffic Subtotal | 7.00 | 7.00 | 7.00 |
| Streets: | | | |
| Operations Manager | 1.00 | 1.00 | 1.00 |
| Streets Operations Supervisor | 1.00 | 1.00 | 1.00 |
| Streets Maint. Foreman | 1.00 | 1.00 | 1.00 |
| Sr. Heavy Equip. Operator | 3.00 | 3.00 | 3.00 |
| Heavy Equipment Operator | 2.00 | 2.00 | 2.00 |
| Maintenance Worker | 11.00 | 11.00 | 11.00 |
| Streets Subtotal | 19.00 | 19.00 | 19.00 |
| Public Works Engineering: | | | |
| Municipal Engineer | 1.00 | 1.00 | 1.00 |
| Civil Engineer II | 1.00 | 1.00 | 1.00 |
| Civil Engineer I | 1.00 | 1.00 | 1.00 |
| Construction Supervisor | 1.00 | 1.00 | 1.00 |
| GIS Coordinator | 1.00 | 1.00 | 1.00 |
| GIS Specialist | 2.00 | 2.00 | 2.00 |
| Senior Engineering Tech | 5.00 | 5.00 | 6.00 |
| Storm Water Specialist | 1.00 | 1.00 | 1.75 |
| Engineering Subtotal | 13.00 | 13.00 | 14.75 |

| DEPARTMENT | 2014/15 ADOPTED | 2014/15 ADJUSTED | 2015/16 ADOPTED |
|-------------------------------------|-----------------|------------------|-----------------|
| Utility Maintenance: | | | |
| Operations Supervisor | 1.00 | 1.00 | 1.00 |
| Utility Maintenance Foreman | 1.00 | 1.00 | 1.00 |
| Sr. Heavy Equip. Operator | 1.00 | 1.00 | 1.00 |
| Heavy Equipment Operator | 1.00 | 1.00 | 1.00 |
| Maintenance Worker | 6.00 | 6.00 | 6.00 |
| Principal Clerk | 1.00 | 1.00 | 1.00 |
| Utility Maintenance Subtotal | 11.00 | 11.00 | 11.00 |
| Resource Recovery: | | | |
| System Superintendent | 1.00 | 1.00 | 1.00 |
| Assistant Superintendent | 1.00 | 1.00 | 1.00 |
| Secretary I | 1.00 | 1.00 | 1.00 |
| Lead Operator | 1.00 | 1.00 | 1.00 |
| Maintenance Operator | 2.00 | 2.00 | 2.00 |
| Equipment Operator | 2.00 | 2.00 | 2.00 |
| Maintenance Technician I | 3.00 | 3.00 | 3.00 |
| Maintenance Technician | 1.00 | 1.00 | 1.00 |
| Process Worker | 3.00 | 3.00 | 3.00 |
| Resource Rec. Subtotal | 15.00 | 15.00 | 15.00 |
| Grounds: | | | |
| Grounds Supervisor | 1.00 | 1.00 | 1.00 |
| Grounds Foreman | 1.00 | 1.00 | 1.00 |
| Maintenance Worker | 3.00 | 3.00 | 3.00 |
| Grounds Subtotal | 5.00 | 5.00 | 5.00 |
| Parking: | | | |
| Traffic Technician | 2.00 | 2.00 | 2.00 |
| Parking Subtotal | 2.00 | 2.00 | 2.00 |
| Public Works Total | 75.00 | 73.50 | 75.25 |
| TOTAL F.T.E.s | 557.45 | 560.50 | 563.75 |

ALPHABETICAL BUDGET INDEX

A

Accounting & Reporting, 282
Affordable Housing, 254
Airport, 200
 Construction Fund, 355
Ames/ISU Ice Arena, 226
 Fund, 375
Animal Control, 108
Aquatic Center
 Construction Fund, 346
 Trust Fund, 351
Aquatics, 226
Art Services, 249
A.S.S.E.T., 246
Athletic Programs, 216
Attorney, 294
Auditorium, 220

B

Backflow Protection, 160
Band, Municipal, 220
Block Grant Fund, 341
Block Grant Program, 256
Bond
 Debt, 312
 Proceeds Fund, 357
 Rating, 280
Budget
 Administration, 280
 Calendar, 28
Building Safety, 100
Bus System, 192

C

Cable TV, 262
Capital Improvements
 Community Enrichment, 264
 General Government, 307
 Internal Services, 327
 Public Safety, 111
 Transportation, 202
 Utilities, 168
Cemeteries, 252
Cemetery Fund, 351
City Attorney, 294

City Clerk, 276
City Council, 270
City Council Special Allocations, 273
City Hall/Public Buildings, 304
City Manager, 278
Citywide Affordable Housing Fund, 340
Civil Defense, 110
Code Enforcement, 100
Commission on the Arts, 249
Communication Services, 320
Community Center, 220
Community Dev. Block Grant, 256
Community Development Block Grant
 Fund, 341
Community Enrichment Program, 208
Contingency Budget, 274
Crime Prevention & Police Services, 78
Cross Connection Control, 168
Current Planning, 290
Customer Services
 Electric, Sewer, Water, Storm Sewer, 166
Cy-Ride, 192

D

Data Processing, 320
Debt
 Limit, 311
 Service, 309
 Service Fund, 352
Developer Projects Fund, 350
Dial-A-Ride Service, 198

E

Economic Development, 258
 Fund, 350
Electric
 Administration, 144
 Customer Service, 166
 Distribution, 151
 Engineering, 158
 Extension/Improvement, 154
 Fuel and Purchased Power, 149
 Metering, 156
 Production, 147
 Services, 142
 Technical Services, 156

Electric, continued
Utility Fund, 367
Electrical Code Enforcement, 100
Emergency Communications, 86
Emergency Reserve, 274
Employee
Benefit Property Tax Fund, 343

F

Facilities, 304
FEMA/2010 Fund, 344
Finance Administration & Budget, 280
Fire
Administration & Support, 92
Building Safety, 100
Pension & Retirement Fund, 344
Prevention & Safety Education, 97
Safety, 90
Suppression & Emergency Action, 94
Fixed Route Service (CyRide), 196
Fleet Services
Reserve Fund, 381
Services Fund, 380
Forestry – Parks, 210
Forfeiture/Grants – Police, 88
Fuel/Purchased Power, 149
Fund – All Expenses, 38
Fund – All Revenues, 37

G

G.O. Bond Proceeds Fund, 357
Garage – Vehicle Maintenance, 318
Garbage – Resource Recovery, 118
General Fund, 331
General Government Program, 268
General Investigation, 82
General Obligation Debt Service, 309
Golf Course, 224
Government Student Body Trust, 371
Gymnasium, 220

H

Health
Insurance Administration, 324
Insurance Fund, 385
Homewood Golf Course, 224
Fund, 377

Hotel-Motel Tax Fund, 336
Housing Fund, 340
Human Resources, 296
Human Services Agencies Funding, 246

I

Ice Arena, 226
Capital Reserve Fund, 376
Operating Fund, 375
Information Technology, 320
Information Technology Fund, 382
Inspections, 100
Instructional Programs
Recreation, 214
Insurance & Safety, 322
Inter-Fund Transfers, 328
Internal Service Funds
Fleet Reserve Fund, 381
Fleet Services Fund, 380
Health Insurance Fund, 385
Information Technology Fund, 382
Risk Management Fund, 384
Technology Reserve Fund, 383
Internal Services, 316

L

Landfill Operations, 118
Law Enforcement, 74
Legal Services, 294
Library Services, 230
Administration, 232
Adult Services, 240
Customer Account Services, 242
Donation and Grants Fund, 348
Friends Foundation Fund, 347
Grants & Donations, 244
Resource Services, 236
Operations Services, 234
Youth Services, 238
Local Option Sales Tax Fund, 334
Long-Range Planning, 288

M

Mass Transit, 192
Mayor & Council, 270
Mechanical Code Enforcement, 100
Merit Payroll Adjustment, 306
Messenger Services, 284

P

Park Administration, 212
Parking
 Law Enforcement, 188
 Operations & Maintenance, 186
 Fund, 369
 Violations Collection, 190
Parks & Recreation
 Administration/Support, 212
 Parks Maintenance, 228
 Special Revenue Fund, 345
Pavement Markings, 104
Payroll, 282
Perpetual Care Fund, 351
Personnel Services, 296
Planning & Zoning, 288
Plowing – Snow, 182
Plumbing & Mechanical Code
 Enforcement, 100
Police
 Administration/Records, 76
 Crime Prevention, 78
 Forfeiture, 88
 General Investigation, 82
 Law Enforcement, 71
 Pension & Retirement Fund, 344
Pools, 218
Power Lines, 151
Power Plant
 Operations/Maintenance, 147
Printing Services, 284
Program Expenditure Summary, 38
Project Share Fund, 349
Public
 Art, 249
 Art Donations Fund, 349
 Buildings, 304
 Information, 286
 Library, 230
 Relations, 286
 Safety Program, 72
 Safety Special Revenues Fund, 339
Public Works
 Administration, 298
 Engineering, 300
Purchasing Services, 284

R

Recreation, 210

Reject Disposal

 Resource Recovery, 118
Rental Housing Code Enforcement, 100
Resource Recovery
 Fund, 378
 Operations, 118
Right-of-Way Maintenance, 184
Risk Management, 322
Risk Management Fund, 384
Road Use Tax Fund, 337

S

Safety & Insurance, 322
Safety – Public Safety, 72
Sanitary Sewer System
 Engineering, 300
 Maintenance, 164
Sewer
 Customer Service, 166
 Improvements Fund, 365
 Sinking Fund, 366
 Utility Fund, 363
Sign & Signal Maintenance, 104
Snow & Ice Control, 182
Snow Plowing, 182
Social Service Agency Funding, 246
Special Assessment Fund, 353
Sports Programs, 216
Storm Disaster Activity, 260
Storm Sewer
 Customer Service, 166
 Engineering, 300
 Fund, 374
 Maintenance, 132
Street
 Cleaning, 180
 Construction Fund, 354
 Engineering, 300
 Lights, 110
 Maintenance, 178
 Markings, 104
 Signs, 104
 System, 178
Structural Code Enforcement, 100
Swimming Pools, 218

T

Tax Increment Financing
 Fund (TIF), 342

Technology Reserve Fund, 383
Traffic
 Engineering, 106
 Maintenance, 104
Transfers, 328
Transit
 Administration/Support, 194
 Fund, 370
 Capital Reserve Fund, 372
 Intermodal Facility Fund, 373
 System, 192
 Trust Fund, 371
Transportation Program, 176
Treasury & Debt Management, 282
Turf Maintenance – Parks, 228

U

Utilities Program, 116
Utility
 Assistance Fund, 349
 Customer Service, 166
 Locating, 164
 Maintenance, 164

W

Wastewater Operations, 134
Water
 Administration, 124
 Construction Fund, 361
 Cross Connection Control, 160
 Customer Service, 166
 Laboratory, 162
 Metering, 160
 Operations, 140
 Production, 126
 Pumping, 130
 Sinking Fund, 362
 Treatment, 128
 Utility Fund, 359
Water Distribution
 Engineering, 300
 Maintenance, 164
Water Pollution Control (WPC)
 Administration, 136
 Laboratory, 162
 Plant Maintenance, 138
 Plant Operation, 140
Wellness Programs, 222

Y

Yard Waste Management, 118

Z

Zoning Code Enforcement, 100
Zoning & Planning, 290

BUDGET GLOSSARY

Accounting System: Records and procedures which are used to record, classify, and report information on the financial status and operations of an entity.

Accrual Basis of Accounting: A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.

Activity: A specific type of work or group of tasks performed by one or more organized units of the government. An example would be Crime Prevention and Patrol.

Ad Valorem Taxes: See Property Tax

Amortization: The gradual elimination of an asset or liability, such as a bond premium, over a specified period of time.

Appropriation: A legal authorization to incur obligations and to make expenditures for specific purposes.

A.S.S.E.T.: The Analysis of Social Services Evaluation Team makes recommendations to the Ames City Council for the distribution of contributions to the Human Services providers in the Ames Community. The team has representatives from several funders who have pooled their contributions.

Assets: Resources owned or held by the City which have a monetary value.

Balanced Budget: A budget for which expenses are equal to revenues.

Bond: A long-term I.O.U. or promise to pay a sum of money (the face amount of the bond) on a specific date(s) (the bond maturity date) at a specified interest rate.

Bonding Capacity – Debt Capacity: The State limit for general obligation debt is 5% of assessed valuation. The Ames City Council imposes a further limit which reserves 25% of that capacity.

Budget: A plan of financial operation and estimated expenditures for a specific period of time, and the monies to be used to finance the expenditures. The City of Ames Operating Budget is a plan for the period from July 1 through June 30.

Capital: Purchases of buildings, improvements other than buildings, machinery, and equipment with a value over \$5,000 and an estimated, useful life in excess of one year.

Capital Improvements Plan (CIP): A long-range plan for providing the capital outlays necessary to ensure that adequate services are provided the residents of the City. The plan includes improvements to, or the acquisition of, structural improvements and major equipment purchases.

Commodities: Commodities include various materials, parts, and supplies used for continuing operations of the City with a short life expectancy and a unit cost of under \$5,000.

Contingency Funds: A reserve of monies set aside within the General Fund for emergency or unexpected expenditures. This is also called the Emergency Reserve.

Contractual: Contractual Services include all work and services performed for the City by other individuals, businesses, organizations, and other City departments.

Debt Service: The fund which accounts for the payment of interest and principal on all general obligation debt other than that payable from special assessments and revenue debt issued for a governmental enterprise.

Department: A major administrative organizational unit of the City which indicates overall management responsibility of one or more activities.

Depreciation: A method of allocating the cost of an asset over its useful life.

Division: A function section of a department.

Expenditures: Funds spent in accordance with budgeted appropriations on assets or goods and services obtained.

Enterprise Fund: Those funds established to finance and account for acquisition, operation and maintenance of governmental operations which are predominantly self-supporting by user charges. Such operations must be run in a manner similar to private business. Examples are the Electric Utility, Sewer Utility, and Parking Funds.

Fiscal Year (FY): The 12-month period to which the operating budget applies, and the period of time at the end of which the government determines its financial condition. For the City of Ames, this is July 1 through June 30.

Full-Time Equivalent (F.T.E.): A measure of authorized personnel calculated by equating 2,080 hours of work per year with the F.T.E. of one position.

Fund: An accounting term referring to a group of accounts recording all financial resources together with corresponding liabilities, which has a distinct balance and is used to segregate specific activities and functions from those of other groups of accounts.

Fund Balance: Describes the net assets of funds calculated on a budgetary basis with intent to serve as a measure of financial resources available.

General Fund: The General Fund is one of five governmental fund types and typically serves as the chief operating fund of a government. The General Fund is used to account for all financial resources except those required to be accounted for in another fund.

General Obligation Bonds: Bonds backed by the full faith and credit of the issuing government. Repayment of these bonds is based on the government's ability to tax its residents for such purposes.

Governmental Funds: Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital project funds, and permanent funds.

Interfund Transfers: A transfer from a fund receiving the revenue, to a fund through which the authorized expenditure is to be made. An example would be a transfer of revenue from the Road Use Tax Fund to the Street Construction Fund.

Internal Services: Goods or services provided by one department to others within the same government or to other governments, on a user fee basis, with full costs to be recovered. An example of this would be the City's Fleet Services Department.

Levy: The amount of taxes, assessments or service charges imposed by a government. The maximum General Fund property tax levy allowed in Iowa is \$8.10 per \$1,000 of assessed valuation. Other levies may be imposed in addition to this.

Local Option Sales Tax: A tax approved by a majority of the City's registered voters, which collects revenue according to a percentage of the value of goods and services delivered within the corporate limits. In Ames, the local option sales tax applies to those goods and services to which the State of Iowa sales tax applies.

Major Fund: Governmental fund or enterprise fund reported as a separate column in a governmental entity's basic fund financial statements and subject to a separate opinion in the independent auditor's report.

Modified Accrual Accounting: The accrual basis of accounting modified to the governmental fund type spending measurement focus. Under it, revenues are recognized when they become both "measurable" and "available to finance expenditures of the current period". Expenditures are recognized when the related fund liability is incurred except for: (1) prepaid insurance and similar items; (2) accumulated unpaid vacation, sick pay, and other employee benefit amounts which need not be recognized in the current period, but for which larger-than-normal accumulations must be disclosed in the notes to the financial statements; and (3) principal and interest on long-term debt which are generally recognized when due.

Operating Expenses: Those expenses from a fund which are directly related to accomplishing the fund's primary functions. Payroll would be one example of an operating expense.

Operating Revenue: Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

P-Card: This is the City's procurement card program of credit cards for individual City employees.

Performance Measures: Accomplishments of a particular activity in relation to desired standards workload, effectiveness, and efficiency. These measures must be meaningful to the tasks of the activity involved, and verifiable.

P.R.O.B.E.: The Productive Revue Of Budget Entries meetings are the budget review meetings with the Assistant Managers, Finance Director, Budget Officer, and departments.

Program: A grouping of related work tasks or activities into a large organizational unit. An example of a program is the Public Safety Program.

Program Performance Budget: Expenditures within the budget are based upon programs of work and performance of these programs. The City of Ames has a Program Performance Budget.

Property Tax: An ad valorem tax levied on both real and personal property according to the property's valuation and the tax rate.

Proprietary Funds: Funds that focus on the determination of operating income, changes in net position (or cost recovery), financial position, and cash flows. There are two types of proprietary funds: enterprise funds and internal service funds.

Reserves: Accounts used to hold certain portions of a fund or types of assets as unappropriated for expenditures, or as legally set aside for a specific purpose.

Revenue: Funds that the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, share revenues, and interest income.

Revenue Bonds: Bonds which are repaid in both principal and interest from the earnings of an enterprise fund operation. Electric Utility Revenue Bonds would be one example.

Rollback: The State of Iowa annually adjusts the rollback percentage which is the percentage of the residential assessed valuation which is taxable.

Special Assessment: A levy against a property to pay for all or part of the cost of an improvement benefitting that property.

Special Revenue Funds: Special revenue funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for particular purposes.

Sub-Program: A portion of a program comprised of several activities. Law Enforcement is a sub-program of Public Safety.

Tax Rate: The amount of tax stated in terms of a unit of the tax base; for example, dollars per \$1,000 of assessed valuation.

Transfers: Involves the movement of money between City funds.

Trust and Agency Funds: Funds used to account for assets held by the government in a trustee capacity, for individuals or other groups associated with the government. Agency monies or assets are held by a government acting as an agent for others, i.e. economic development state loans.

Unamortized Premium and Discount: When bonds are sold, the difference in the price above par or face value (premium) or below par (discount) is recognized over the life of the bonds. The amount of the premium or discount not yet recognized is called the unamortized premium or discount.

Valuation: The official value established for various properties, within set State guidelines, for taxation purposes. The assessed valuation of property is that portion of the property's value upon which taxes are levied.

Working Capital: Current assets minus current liabilities.

ACRONYMS

| | |
|-------------------|--|
| AAMPO | Ames Area Metropolitan Planning Organization |
| ACH | Automated Clearing House |
| ACVB | Ames Convention & Visitors Bureau |
| ADA | Americans With Disabilities Act |
| AED | Automated External Defibrillator |
| AEDC | Ames Economic Development Commission |
| AHHP | Ada Hayden Heritage Park |
| AHS | Ames High School |
| A.M.E.S. | Ames Municipal Electric System |
| AMS | Ames Middle School |
| ARRA | American Recovery & Investment Act |
| ASO | Administrative Services Only |
| A.S.S.E.T. | Analysis of Social Services Evaluation Team |
| BGY | Billion Gallons Per Year |
| BRET | Bloomington Road Elevated Tank |
| BTU | British Thermal Unit |
| C & D | Construction and Demolition |
| CAD | Computer Aided Design |
| CAFR | Comprehensive Annual Financial Report |
| CD | Compact Disc |
| CDBG | Community Development Block Grant |
| CEBA | Community Economic Betterment Account |
| CF | Cubic Feet |
| CGS | Commercial General Service |
| CIP | Capital Improvements Plan |

ACRONYMS, continued

| | |
|---------------|---|
| CMA | Comprehensive Management Award |
| COBRA | Consolidated Omnibus Budget Reconciliation Act |
| COTA | Commission on the Arts |
| CSO | Community Safety Officer |
| CYRIDE | City of Ames Transit Service |
| DAR | Dial-A-Ride Bus System |
| DMACC | Des Moines Area Community College |
| DMS | Demand Side Management |
| DNR | Department of Natural Resources |
| DRC | Development Review Committee |
| DVD | Digital Video Disc |
| ECA | Energy Cost Adjustment |
| EDMS | Electronic Document Management System |
| EECBG | Energy Efficiency & Conservation Block Grant |
| EMD | Emergency Medical Dispatching |
| EMS | Emergency Medical Services |
| EOC | Emergency Operations Center |
| EPA | Environmental Protection Agency |
| ETP | Excellence Through People |
| EUORAB | Electric Utility Operation Review & Advisory Board |
| FAA | Federal Aviation Administration |
| FACES | Families of Ames Celebrate Ethnicities |
| FACT | Fair and Accurate Credit Transactions |
| FBO | Fixed Base Operator – Airport |
| FD | Fire Department |
| FEMA | Federal Emergency Management Agency |
| FHWA | Federal Highway Agency |
| FMS | File Management System |
| FOG | Food, Oil, Grease |
| FRA | Federal Railroad Association |
| FTA | Federal Transit Administration |
| FTE | Full-Time Equivalent |
| FY | Fiscal Year (July 1 – June 30) |
| GFOA | Government Finance Officers Association |
| GIS | Geographic Information System |
| GO | General Obligation Bonds |
| GSB | Government of the Student Body at Iowa State University |
| GT | Gas Turbine |
| GTSB | Governor's Traffic Safety Bureau |
| HAZMAT | Hazardous Materials |
| HHW | Household Hazardous Waste |
| HIAC | Health Insurance Advisory Committee |
| HMGP | Hazard Mitigation Grant Program |
| HSS | Heartland Senior Services |
| HUD | Housing and Urban Development |
| HVAC | Heating, Ventilation & Air Conditioning |
| HYSC | Hunziker Youth Sports Complex |
| IA | Iowa |
| IBEW | International Brotherhood of Electrical Workers |
| IDNR | Iowa Department of Natural Resources |
| IDOT | Iowa Department of Transportation |
| ILS | Integrated Library System |
| ISU | Iowa State University |

ACRONYMS, continued

| | |
|------------------|---|
| IT | Information Technology |
| kV | Kilovolts |
| KWH | Kilowatt Hour |
| LED | Light Emitting Diode |
| LM | Load Management |
| LMI | Low and Moderate Income |
| LOT | Local Option Sales Tax |
| LUPP | Land Use Policy Plan |
| MAPP | Mid-America Area Power Pool |
| MEC | Mid-American Energy Company |
| MGD | Million Gallons Per Day |
| MGMC | Mary Greeley Medical Center |
| MHZ | Megahertz |
| MISO | Midwest Independent System Operator |
| MPO | Metropolitan Planning Organization |
| MRO | Midwest Reliability Corporation |
| MS4 | Municipal Separate Storm Sewer System |
| MSRP | Manufacturer's Suggested Retail Price |
| MW | Megawatt |
| NADC | National Animal Disease Center |
| NERC | North American Electric Reliability Corporation |
| NOI | Notice of Intent |
| NPDES | National Pollutant Discharge Elimination System |
| OEM | Original Equipment Manufacturer |
| OMB | Office of Management and Budget |
| OSHA | Occupational Safety & Health Administration |
| OWI | Operating While Intoxicated |
| P & R | Parks and Recreation |
| P & Z | Planning and Zoning |
| PAC | Public Arts Commission |
| PC | Personal Computer |
| PDA | Personal Digital Assistant |
| PFSA | Public Facilities Set Aside |
| PIN | Personal Identification Number |
| PRO | Public Relations Officer |
| PROBE | Productive Review of Budget Entries |
| RATA | Relative Accuracy Test Audit |
| RDF | Refuse Derived Fuel |
| RFID | Radio Frequency Identification |
| RISE | Revitalizing Iowa's Sound Economy |
| ROW | Right-of-Way |
| RR | Railroad |
| RRP | Resource Recovery Plant |
| RSS | Resident Satisfaction Survey |
| RUT | Road Use Tax |
| SAM | State and Mortensen Water Tank |
| SCADA | Supervisory Control & Data Acquisition |
| SOG | Standard Operating Guidelines |
| SRF | State Revolving Fund |
| SRO | School Resource Officer |
| SSSE | Sanitary Sewer System Evaluation |
| STP | Surface Transportation Program |
| SWPPP | Storm Water Pollution Prevention Plan |

ACRONYMS, continued

| | |
|-------------------|--|
| TIF | Tax Increment Financing |
| TIS | Traffic Impact Studies |
| UPRR | Union Pacific Railroad |
| VEISHEA | Iowa State University's spring student festival. Letters represent various colleges on campus. |
| W & PC | Water and Pollution Control |
| WNV | West Nile Virus |
| WPC | Water Pollution Control |
| WTP | Water Treatment Plant |
| YR | Year |
| YSS | Youth & Shelter Services |
| ZBA | Zoning Board of Adjustment |

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