

# PROGRAM BUDGET

CITY OF AMES, IOWA

2024-2025



**DRAFT**



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CITY OF AMES, IOWA

2024-2025

Anyone looking for a city with lots of activities and events would be impressed by Ames in 2023! Our community planned, organized, and hosted a year of diverse, entertaining, and well-attended options. Celebrating together fosters connections with each other and cultivates public pride. This past year showcased Ames, its neighborhoods, parks, facilities, and people.

City of Ames opportunities like the **Smart Business Challenge Luncheon**, the **Boards and Commissions Annual Appreciation Luncheon**, and our **City Employee Appreciation Luncheon** started the year. As the weather warmed, the activities flourished. **Spring clean-up** events were held around Earth Day. The **Bike-to-Work Week Breakfast** in May provided dedicated cyclists an opportunity to snack and chat with City Councilmembers. This was followed by the **Mayor's Bike Ride**, which attracted more than 75 riders for a 10-mile loop around the community and frequent stops to provide project updates.

Into the warmer months, the events really ramped up with parades, picnics, and pool parties. The Ames **Municipal Band concerts** and **City Council Night at the Bandshell** provided hundreds of attendees with evening entertainment including watching the band play under colored lights.

## A VERY BUSY YEAR

Summer events culminated with the 50th anniversary stop of the **Register's Annual Great Bicycle Ride Across Iowa** at the end of July. Thousands of cyclists, support vehicles, charter buses, and visitors from around the country journeyed to Ames, rode their bicycles through Jack Trice Stadium, camped at a local park (or had a homestay visit), before packing up and heading out en masse the next morning. The events continued with **Rummage RAMPage**, the week-long community garage sale at the Ames Intermodal Parking Ramp, and the return of Iowa State University students in August.

The **EcoFair** returned in the fall to the City Hall parking lot with exhibits, booths, live music, food trucks, and more. Hundreds of attendees learned more about energy reduction tips, City rebates, and ways to become more sustainable. The **Great Pumpkin Disposal** program diverted 23,300 pounds of food waste from the landfill.

Whatever the season, Ames experienced an exciting, enthusiastic, and event-filled year. While the community was busy in 2023, it looks as though 2024 is shaping up to be even more fun!

# City of Ames, Iowa

## 2024/2025 Program Budget

Adopted by The City Council  
April 23, 2024

**Mayor**  
John Haila

**Council Members**  
Bronwyn Beatty-Hansen  
Gloria Betcher  
Amber Corrieri  
Timothy Gartin  
Rachel Junck  
Anita Rollins

**City Manager**  
Steven L. Schainker



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Ames  
Iowa**

For the Fiscal Year Beginning

**July 01, 2023**

*Christopher P. Morrill*

**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, 2023. To receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, operations guide, financial plan, and 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.

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# 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**



February 2, 2024

The Mayor and Ames City Council Members:

For your review and approval, I am attaching the City Manager's Recommended Budget for Fiscal Year 2024/25, totaling \$301,635,763. This document reflects the numerous services that will be provided to our residents, the cost and supporting revenue for each of these services, and the corresponding performance measures that will allow us to evaluate the effectiveness and efficiency of our service delivery and benchmark our productivity with other cities.

Because we operate numerous enterprise operations that require us to segregate their revenues and expenditures from other funds, it is difficult to interpret this document by focusing on the macro level. Therefore, to help you better understand this complex service/financial plan for the City, I will emphasize major highlights at the fund and service activity levels in the following pages.

<p style="text-align: center;"><b>Property Taxes</b> <b>11 Cents, or 1.04%, Decrease In Overall City Tax Rate</b> <b>From \$10.20 to \$10.09</b></p>
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**Assessed Valuation Increases**

**As anyone who owns property within the City of Ames knows, recently assessed valuations on residential properties were increased significantly to reflect their current market value. Upon receiving notification of these increases, homeowners were fearful that there would be a corresponding double-digit increase in their tax bills. As we tried to explain at that time, this will not be the case since other factors will come into play that will help offset the large increases in assessed valuations. The FY 2024/25 budget verifies our claim.**

**State Mandated Rollback**

While the total assessed valuation in Ames increased by 18.58% in FY 2024/25, the state-mandated assessment limitation (rollback) reduced the value of residential properties subject to property taxes from 56% to 46%. This change in the rollback percentage helped mitigate the impact of increased assessments on residential properties, resulting in only a 4.61% increase in the valuation subject to taxes.

**2023 Property Tax Bill Passed By The State Legislature**

To further exacerbate the challenge we faced when developing this budget, the Iowa State Legislature's 2023 Property Tax Bill (HF 718) placed new limits on the additional property tax revenue that can be generated year over year. Based on the formula in this new law, additional tax revenue for the general levy is limited to 2.57% in FY 2024/25.

## **Other Changes That Reduced Revenue From the State - \$283,208**

### **State Replacement Funding**

In 2015, the State Legislature reduced the percentage of commercial and industrial property values subject to property taxation from 100% to 90%. However, the State promised to provide a "backfill" to compensate the cities for the lost revenue. At that time, the City was promised a total backfill amount of approximately \$975,000. Unfortunately, in 2021, the State has decided to phase out the replacement tax revenue over a five-year period. FY 2024/25 will be the fourth year of this phase-out. As a result, the City will experience an additional loss of \$195,000 in revenue.

### **Homestead Tax Credit**

As part of the 2023 property tax legislation, the State has introduced a new homestead exemption for property owners aged 65 and above. The additional exemption starts at \$3,250 for FY 2024/25 and increases to \$6,500 beginning FY 2025/26 and beyond. This exemption will reduce the property tax revenue by \$86,356 in FY 2024/25.

### **Military Exemption**

Any resident of the State of Iowa who served in the armed forces during specific conflicts and dates and was discharged honorably is eligible to receive a property tax exemption of \$4,000 beginning in FY 2024/25. This exemption that the state will no longer fund will result in \$40,922 in lost property tax revenue.

### **Overcoming Property Tax Limitations**

While the issues cited above should allay the fears of our residents regarding the impact of increases in their assessed valuations, these legislative changes pose a serious challenge for us to generate sufficient property tax revenue to continue to provide the quality of services that our residents expect. **The incremental funding of \$555,441 that is allowed in the General Levy by the State legislation is not adequate to pay for the salaries and benefits of those employees supported by this levy: Law Enforcement, Fire Safety, Animal Control, Library Services, and Parks & Recreation; let alone the other necessary expenditures for contractual, commodities, and capital items.**

Fortunately, two other circumstances helped us overcome the impact of the rollback and state property tax legislation affecting the General Fund, thereby reducing the overall tax levy. **First, we have taken advantage of increasing investment rates to project a substantial increase in interest revenue, \$570,000 more in FY 2024/25, compared to the previous year's adopted budget. Second, increased commerce in Story County led to a projected increase in local option sales tax revenue of \$1,018,190 over the FY 2023/24 adopted budget, 60% of which is deposited in the General Fund to supplement property tax revenues.**

### **Impact On Property Taxes**

**After considering the abovementioned issues, the FY 2024/25 Budget reflects a total City property tax levy rate decrease of 11 cents from \$10.20 per \$1,000 of taxable valuation to \$10.09 per \$1,000 of taxable valuation.**

**The modest increase in overall taxable valuation, coupled with the reduced tax levy rate, generates an additional \$1,223,149, or 3.51%, of total new property tax revenues for FY 2024/25 compared to the previous fiscal year.**

This total increase in revenue is needed to fund the additional expenditures included in the following three levies:

General Levy - \$555,441 or 2.57% Increase

This levy supports the expenditures predominantly for Law Enforcement, Fire Safety, Library Services, and Parks & Recreation.

Transit Levy - \$61,702 or 2.99% Increase

This levy pays for the City’s share to support the CyRide system.

Debt Service Levy - \$606,006 or 5.44% Increase

This levy funds the annual debt service payments for General Obligation Bonds issued to pay for capital improvement projects.

**While it is difficult to project how this budget will impact each property owner, by analyzing each tax classification, we can estimate that, on average, in FY 2024/25, residential property tax bills will increase by 0.40%, or \$2.22 per \$100,000 of assessed valuation, commercial property tax bills will increase 7.05%, or \$61.90 per \$100,000 of assessed valuation, and industrial property tax bills will decrease 0.98% or \$8.82 per \$100,000 of assessed valuation.**

**Carryover Funds in General Fund**

Funds are available for both FY 2022/23 and FY 2023/24 due to greater-than-expected revenues and less-than-budgeted expenditures in the General Fund. Additional interest earnings and Local Option sales tax receipts have contributed to the increase in revenue. On the expenditure side, the larger-than-expected unobligated fund balance is due to personal services savings resulting from protracted vacancies.

**Because these are one-time savings, I would caution the City Council not to use these funds to support ongoing operational costs. Therefore, I have included the following one-time expenditures in the FY 2023/24 Adjusted Budget. Using these funds in this way will save taxpayers, given these items would likely have been included in future budgets.**

Animal Sheltering and Control

Dog Room air conditioning repair	\$ 10,000
Animal Shelter structural material	\$ 7,815
Animal Shelter equipment	\$ 21,724
New Animal Control Shelter study	\$ 100,000

Fire Safety

Additional funds for Fire Station #2 relocation study	\$ 23,250	(Total \$40,000)
Turnout gear for new Firefighter	\$ 6,500	
Battery-powered extrication equipment	\$ 45,681	
Cascade air cylinder for Station #3	\$ 10,000	

Grain bin rescue equipment	\$ 14,170	
Station #1 training room renovation	\$ 17,393	
<u>Library Services</u>		
Additional funds for carpeting	\$ 155,568	(Total \$303,000)
<u>Arts Services</u>		
Downtown Plaza artwork	\$ 150,000	
<u>Facilities</u>		
City buildings sustainability study	\$ 150,000	
Additional funds for Auditorium HVAC	\$ 150,000	(Total \$849,462)
<u>Financial Services</u>		
Budgeting/reporting system	\$ 125,000	
<u>Parks &amp; Recreation</u>		
Additional funds for the Park Maintenance Facility	\$ 142,964	(Total \$692,964)
Ontario Park development plan	\$ 100,000	
Auditorium pipe/drape system	\$ 5,000	
Soap and dispensers for Park restrooms	\$ 10,000	
Participant scholarship funding	\$ 250,000	
<u>City Council Priorities Fund</u>		
Sustainability projects	\$ 500,000	(Total \$1,000,000)
Future CIP project priorities	\$ 2,317,340	

## Public Safety

### Law Enforcement

The Mayor and City Council created the Ames Resident Police Advisory Committee to provide a resident perspective to the Chief of Police in evaluating complaints and making thoughtful recommendations regarding the Ames Police Department's policies and practices. This new committee completed its orientation and training in FY 2023/24. The members have now turned their attention to hosting outreach meetings where the public can ask questions and relay concerns.

The Alternative Response for Community Health (ARCH) program was established officially in FY 2023/24. This new service provided a mental health professional teamed with an EMT/paramedic to respond to calls historically handled by the Ames Police Department to assist with de-escalation, crisis stabilization, and mental health support. During its initial year of operation, the City partnered with Mary Greeley Medical Center by providing 50% of the funding from the General Fund available balance. Now that the concept has proven successful, 50% of the projected \$102,000 cost has been incorporated into the Law Enforcement budget in FY 2024/25. As the demand for this service grows and the budget increases, it is imperative that other funding partners are added or other funding sources are identified to supplement our contribution.

### **Animal Sheltering and Control**

The top priority for a future CIP project is to replace our overcrowded and inadequate Animal Control Shelter. The current facility has outlived its useful life and requires replacement. To provide the necessary information to the Mayor, City Council, and the public, \$100,000 has been allocated in the FY 2023/24 adjusted budget. This funding will be used to prepare a conceptual design along with associated costs, geotechnical, platting, and surveying work for the new Animal Control Shelter.

An additional part-time Animal Attendant was hired in FY 2024/25 to meet the increased workload at the shelter. This new position will focus on cleaning cages, exercising, and socializing with animals.

Realizing that the rising cost of pet food places an economic burden on some families, the Shelter has a small stock of donated pet food supplies that is being made available to owners in need.

### **Fire Safety**

The budget for FY 2024/25 includes funds allocated for a new position, which is a part of our plan to gradually increase the number of firefighters required to operate a fourth fire station. The decision to build this new facility will be based on the growth projected in the Ames 2040 Plan. By taking this approach, we can avoid a significant budget impact in the year the fourth station is constructed, as we will have already accounted for the cost of both the construction and the additional firefighter positions required to operate the station.

Funding totaling \$40,000 is reflected in the FY 2023/24 adjusted budget to develop a concept plan with associated costs for a relocated Fire Station #2. The funding will also cover the cost of soil testing and surveying a preferred site along State Avenue.

A new Mobile Command Trailer should be placed into service in early FY 2024/25. This multi-purpose vehicle will be available for our emergency responders as well as used for non-emergency public outreach events.

In keeping with the City Council's sustainability goals, two heavy rescue units will be replaced with smaller pickups. This change will result in lower purchase prices and operating costs. The lower purchase cost will allow us to redirect the savings to reconfigure our hazardous materials response apparatus and expand its capability to a technical rescue unit.

## **Electric Utility – No Rate Increase**

**No electric rate increase is called for in the FY 2024/25 budget.** Our next rate increase in this utility likely will not be needed until the next major capital improvement project, which will likely be pursued to increase capacity or invest in more renewable energy. However, in 2016, we transitioned from coal to natural gas as the primary fuel source in our Power Plant boilers, thereby reducing our carbon emissions by 40%. At that time, we entered into a very favorable gas contract, which expired in FY 2023/24. Subsequently, a new gas contract resulted in substantially greater unit costs.

To cope with the increased gas costs, the new contract limits the amount of gas purchased during the high-cost winter months. This reduction in gas consumption will result in a decrease in the burning of Refuse Derived Fuel from the Resource Recovery Plant by 3,000 tons per year. This reduction will be achieved through a combination of conservation, recycling, and diversion to the landfill. However, even with this natural gas pricing strategy, our electric customers will still experience a 3% increase in the portion of their bills associated with the Energy Cost Adjustment, which fluctuates with the volatility of the cost of fuels and the power purchased from the energy market.

In response to the Council’s support for the City’s Climate Action Plan, Electric Services will play a critical role in reducing greenhouse gas emissions in the community as we look to expand our renewable energy portfolio. Proposals are being solicited for wind and solar options to increase our renewables from 18% to 50%. Additionally, a recently completed cost-of-service study will help us establish Time-of-Use and Green rates to further our efforts to accomplish our conservation goals.

A new Advanced Metering Infrastructure platform with improved feeder information, outage notification, home air conditioner controls, remote connection/disconnection, and remote reading is being planned.

We continue to review our current rebate program with an eye toward supporting the Climate Action Plan initiatives. Therefore, the program will place a greater focus on geothermal and air-source pumps as the most sustainable solutions for heating and cooling in the future.

**Water Utility – No Rate Increase**

**No increase in our water rates is planned for FY 2024/25.** However, our long-term financial projections indicate a need for rate increases in the following alternate years to pay for the operating costs and capital improvement projects planned for this utility.

FY 2024/25	FY 2025/26	FY 2026/27	FY 2027/28	FY 2028/29
0%	9%	0%	9%	0%

Lack of precipitation has influenced historic peak water usage in FY 2023/24. To accommodate this record demand, the budget has been impacted significantly by higher electric costs associated with increased pumping activities as well as a volatile chemical market for lime, fluoride, chlorine, and carbon dioxide required in the treatment process.

We continue to utilize the talents of our ISU students who took the lead on two projects: 1) studying the impacts of switching to a “split treatment” system that resulted in savings in lime and carbon dioxide costs and a decrease in the amount of sludge produced, and 2) studying the possible sources of PFAS throughout the Ames Aquifer.

In addition to the student-led research, a project to improve the lime lagoon underdrain resulted in improved dewatering. This new improvement will help reduce future operating costs related to sludge disposal, which is tied to the number of tons of material being hauled off-site.

A significant emphasis in this utility is increasing the resiliency of the Water Treatment Plant by increasing water capacity, installing standby power for our wells and pump stations, completing preventive maintenance on critical electric switchgear, and upgrading control systems.

**Water Pollution Control Utility – 7% Increase In User Rates FY 2024/25**

**As projected last year, the FY 2024/25 budget includes a 7% percent increase in user fees for this sanitary sewer utility, with additional increases planned for alternate years, as shown in the following table. To mitigate the impact on our water/sanitary sewer customers, these fee increases are scheduled when no water rate increase is planned.**

FY 2024/25	FY 2025/26	FY 2026/27	FY 2027/28	FY 2028/29
7%	0%	9%	0%	9%

A significant influence on the rates in this utility is a State-mandated nutrient reduction project that requires major modifications to our WPC Plant. The first phase alone will cost \$52,000,000 in the next two years, and a significant amount of staff time will be devoted to the design of this project.

In keeping with the recommendations from the City’s Climate Action Plan, improvements to the Fats, Oil, and Grease Receiving Station will be made to better accommodate the delivery of food waste diverted from the Resource Recovery Plant. This food waste will be anaerobically digested to produce methane that will be used for on-site electric generation at the Water Pollution Control Plant.

The Plant once again received national recognition from the National Association of Clean Water Agencies. This is the thirty-third consecutive year of perfect compliance with the facility’s National Pollutant Discharge Elimination System permit, the second-longest compliance record in the nation.

**Stormwater Utility – No Increase In ERU Fee**

According to our annual Citizen Satisfaction Survey results, our residents prioritize services that protect their properties from overland flooding from stormwater. To finance this service, we have established an Equivalent Residential Unit (ERU) charged monthly on the City’s utility bills.

In FY 2024/25, this fee is expected to generate \$1,958,548 for this purpose. Of this amount, \$403,502 is earmarked to cover operational expenses necessary to maintain the City’s 240 miles of storm sewers. Much of the work performed by City staff is necessary to clear the stormwater system of debris and downed trees and perform minor repairs to stormwater intakes and pipes. These efforts ensure stormwater flows as efficiently as possible during rain events.

The remaining revenue generated from the ERU fee, \$1,555,046, along with other Stormwater Utility revenue, is dedicated to other operating costs and to capital improvement projects accomplished by private contractors to correct major deficiencies

in the system. These projects are related to erosion control, low point drainage, detention basin improvements, sediment/nutrient reduction, and major structural problems. **Based on a five-year financial projection for this utility, no increase in the ERU fee will be required in FY 2024/25.**

Staff in this activity is responsible to the Iowa Department of Natural Resources for enforcing stormwater management and pollution prevention plans related to construction projects. This responsibility covers illicit discharge, construction site erosion, sediment control, and post-construction management.

**Resource Recovery Utility**  
**No Increase In The Per Capita Tax Subsidy From Partner Entities**  
**\$12.50 Increase Per Ton In Tipping Fee To Garbage Haulers**

In 1975, the City's Resource Recovery Plant became the first municipally owned and operated waste-to-energy facility in the nation. This innovative system, which serves most of the cities in Story County, reduces the amount of material deposited in a landfill and provides a fuel source that decreases the amount of gas (previously coal) that needs to be burned in our municipal power plant to produce electricity.

Funding for this system comes primarily from 1) private garbage haulers who collect the waste and are charged a per ton tipping fee to deposit the material at our plant for processing, 2) a per capita fee charged to each of the cities who are partners in our operation, and 3) the Electric Utility that purchases processed waste from the Resource Recovery operation based on a comparable price paid for gas.

**In response to changes in the energy market, the aging of the Power Plant, and the desire by our customers for service improvements, the City is currently exploring the next-generation system for collecting and disposing of solid waste from the City of Ames and other Story County partners. Hopefully, this new long-term plan will be finalized in FY 2024/25.**

As mentioned previously, to mitigate the increase in pricing, the Electric Utility has committed to buying less natural gas in FY 2024/25. This strategy means that less waste can be burned in the Power Plant, resulting in a significant loss of revenue to the Resource Recovery system. **Because the City's share of the per capita subsidy is paid out of the General Levy, which is capped by the new State property tax legislation, we are not recommending an increase in this revenue source. Therefore, the overall subsidy will remain at \$912,450 in FY 2024/25, with the City paying \$592,484 (65%) of the total based on the last census.**

**To partially offset the lost revenue, the budget includes an increase in the tipping fee by \$12.50 per ton, from \$62.50 to \$75.00. It should be noted that even with this substantial fee increase, it is estimated that we will draw down the available balance over the next three years. At this time, at the end of FY 2026/27, the utility will no longer be financially solvent. Therefore, in future years, before our new business model is initiated for the Resource Recovery system, additional consideration will need to be given to increasing the tipping fee and/or the per capita subsidy.**

**In response to the need to reduce the amount of materials to be burned in the Power Plant, we have initiated two new recycling initiatives: 1) free cardboard drop-off locations throughout the City as well as 2) a one-stop drop-off center at the Resource Recovery Plant for cardboard, paper, plastics, organics, glass, and metals.**

**Streets & Traffic**

Road Use Tax receipts are the primary source of funding for the operational costs associated with maintaining our street and traffic system. The funds are generated state-wide from a tax levied on the purchase of gas and diesel fuel and distributed to cities on a per capita basis. In FY 2024/25, the per capita amount is \$140 for a total of \$9,300,000 to the City.

In FY 2024/25, staff will be working with a consultant regarding two major plans: 1) an update to our Metropolitan Transportation Plan (MTP, formerly known as the Long-Range Transportation Plan) and 2) the development of a Traffic Systems Management & Operations Plan (TSMO). While the MTP will identify and prioritize transportation infrastructure improvements, the TSMO will outline the policies and strategies for optimally managing the existing infrastructure.

Soliciting resident input during the design phase of street and traffic improvement projects will continue to be an emphasis so that citizen concerns can be addressed prior to the construction phase.

The number of sidewalk complaints received increased by 350% in FY 2023/24. Based on this feedback, the City Council is reviewing the current sidewalk repair policy and will modify the program as it deems appropriate.

Other projects being pursued in FY 2024/25 include testing a new technology that will improve our ability to detect, count, and classify all modes of transportation and inspect all of the bridges within the City.

The planned upgrades to our pumping and storage tanks should enhance our snow and ice control capabilities. These upgrades will allow staff to blend and refine the de-icing chemicals to use them more efficiently in varying weather conditions.

**Transit**

Our public transit system, CyRide, is highly regarded across the nation. It is funded through a combination of state and federal grants, as well as contributions from the City of Ames, Iowa State University Administration, and Iowa State University student fees. In the fiscal year 2024/25, the City will contribute \$2,173,044 to CyRide. This amount will be generated from the Transit Levy portion of the City's total property tax collection, along with a proportional amount of state backfill funding.

Some of the CyRide highlights include 1) the continuation of a contract with the Heart of Iowa Regional Transit Agency (HIRTA) as a cost-effective alternative to the City providing the Dial-A-Ride service, 2) the improvement to system efficiency and rider experience by gathering critical data through emerging technologies, 3) the addition of

a mechanic position to respond to the growing workload demand, and 4) the expansion of night and weekend service on three fixed routes to increase customer service.

**Parking – No Increase in Parking Related Fees or Fines**

Our goal in the Parking System is to generate sufficient revenue from meter fees, parking violation fines, and leased parking spaces to cover the annual operating costs of maintaining the parking system, as well as creating a Parking Capital Reserve Fund sufficient to finance needed maintenance or replacement of the parking lots.

As you will recall, achieving these financial goals over the past years has been challenging, and there has been significant public opposition to increasing the parking meter rates or fines to solve the problem. The FY 2024/25 budget does not increase these revenue sources. As a result, even without making a transfer to the Capital Reserve, we will have to dip into the available balance in the Parking Fund by \$9,180 in order to break even. This shortfall will continue to grow in future years unless some action is taken to improve this situation.

An analysis of the parking system revealed that over \$500,000 of parking fines revenue remained uncollected over the past ten years. Therefore, rather than increasing fines and fees, we are pursuing the following two programs to help collect unpaid fines. The first program will involve an agreement with Story County whereby individuals who have unpaid parking tickets with the City will not be able to obtain a car registration renewal until the debt is paid to the City. The other program involves an agreement with the State of Iowa whereby unpaid parking tickets will be deducted from a person's state tax refund (or other state income, such as lottery winnings) and remitted to the City. These two programs have been utilized by other Iowa cities with some success and, hopefully, will bolster our revenue totals without increasing fees and fines.

**Airport**

The City of Ames operates one of the busiest general aviation airports in the state, focusing on meeting the needs associated with non-commercial aircraft. Here again, our financial goal is to generate enough revenue from land leases on which private hangars are built, flowage fees from aviation fuel sold at the Airport, and rent charged for the use of City buildings to the Fixed Based Operator who performs a multitude of services required to meet the needs of the aircraft and owners. The FY 2024/25 budget projects that we will accomplish this financial goal.

A separate Airport Improvement Fund was established to finance any needed capital improvements at the Airport. In addition to federal and state grants, this fund's revenue source is the net proceeds generated each year from leasing our farmland on the Airport site. In FY 2024/25, we expect the net revenue from our cost-sharing arrangement with our tenant farmer to be \$92,451, bringing this fund balance to \$405,594.

## Parks & Recreation

The budget has incorporated two new initiatives that support the City Council's goal for an inclusive community. First, \$250,000 in seed funding is being allocated from General Fund savings in FY 2023/24 for a scholarship fund for those who cannot afford our program fees. The staff will follow up this allotment with an outreach effort to increase this fund. The intent is that the funding will be invested, and the interest that is generated will be used to finance scholarships. Second, we will explore a partnership with CarPlay to offer additional adaptive programming in FY 2024/25 for individuals with special physical and intellectual needs.

With the expected opening of the new 60 Forward Center in April 2024, the staff will work with Heartland of Story County and Mary Greeley Medical Center to coordinate programming for individuals 60 years of age or older. Space will be made available within this new facility for our programs serving this clientele.

Our newest community park land was purchased in November 2023 along the south side of Ontario Road near the County Line. The first step in developing this property is to create a concept plan for the park. Therefore, \$100,000 has been included in the FY 2023/24 adjusted budget to develop a master plan for this new park.

The good news in the Aquatics budget is that the tax subsidy for the Furman Aquatics Center continues to drop to where we anticipate a subsidy level of 19%, or \$154,365, in FY 2024/25. With the Downtown Plaza splash pad scheduled to open in the spring of 2024, the Brookside Wading Pool will be taken out of service permanently at the same time.

Good work by our staff secured an Iowa Arts grant that allowed us to expand the concert series in the City Auditorium. In addition, a new alcohol service at the City Auditorium is expected to generate a new source of revenue, decreasing the annual tax subsidy in FY 2024/25 to a total of \$26,623.

An \$813,000 grant from the U.S. Forest Service was obtained to be used over five years to plant more trees in the right-of-way, update the tree inventory survey, and expedite removal of ash trees in the right-of-way.

By the end of FY 2024/25, we are projecting a very healthy unreserved fund balance of \$645,660 for the Homewood Golf Course, which should allow us to respond to needed capital improvement projects in the future.

In FY 2023/24, the women's and men's hockey teams discontinued use of the Ames/ISU Ice Arena. The reduction of rental ice time required us to use funds from the available balance for this enterprise to balance the budget. With both teams returning to use the facility, the FY 2024/25 budget anticipates a breakeven budget with a sufficient unreserved fund balance to cover unexpected problems. In addition, the Ice Arena Capital Reserve Fund balance is at a level that can cover the anticipated expenses projected over the next five years of the approved CIP.

## Library Services

Collaborating with city and county partners continues to be a priority for the Library. Examples include: participating in joint community events, hosting mental health first aid sessions, serving as a local voting location, and offering space for public information and input sessions regarding housing programs. Collaborating groups include YSS, Boys and Girls Club, Ames High literacy classes, YWCA, Story County Readers, Ames Parks & Recreation, Outdoor Alliance, Story County Master Gardeners, and NAACP.

In FY 2024/25, the staff will introduce a new initiative to enhance new users' awareness and engagement with Library services. Periodic emails highlighting available services and resources will be sent to new patrons.

The Ames Repair Café continues to grow in popularity. Each café results in more items being repaired and more services available.

Staff is aligning the Bookmobile collections and outreach opportunities with the goal of reaching underserved members of the community. This commitment also includes attending numerous community events such as National Night Out, Juneteenth, Eco Fair, School District Summer Enrichment, Ames Parks & Recreation summer camp, and All Aboard for Kids Camp.

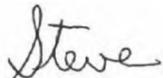
## Thank You!

The credit for creating this service plan for the City goes to our department heads and their leadership team, who possess the knowledge to envision what is needed to accomplish our ultimate goal of providing exceptional service at the best price to our residents and visitors to our community.

It is one thing to develop a service/financial plan for the City, but it is another to implement this plan. Therefore, I want to thank all of our Ames City employees for their dedication and hard work to achieve our customer service goal.

Finally, the completion of the financial portion of this complex document was made possible because of the expertise of our Finance Director, Corey Goodenow, Budget Manager, Nancy Masteller, Finance Department Secretary, Amanda Polin, and Assistant City Manager, Brian Philips. In addition, special thanks go to Deb Schildroth, who volunteered to come back to assist with the ASSET budget process.

Sincerely,



Steven L. Schainker  
City Manager

## City Council Appointees

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<b>Name</b>	<b>Title</b>	<b>Phone Number</b>
Steve Schainker	City Manager	515-239-5101
Mark Lambert	City Attorney	515-239-5146

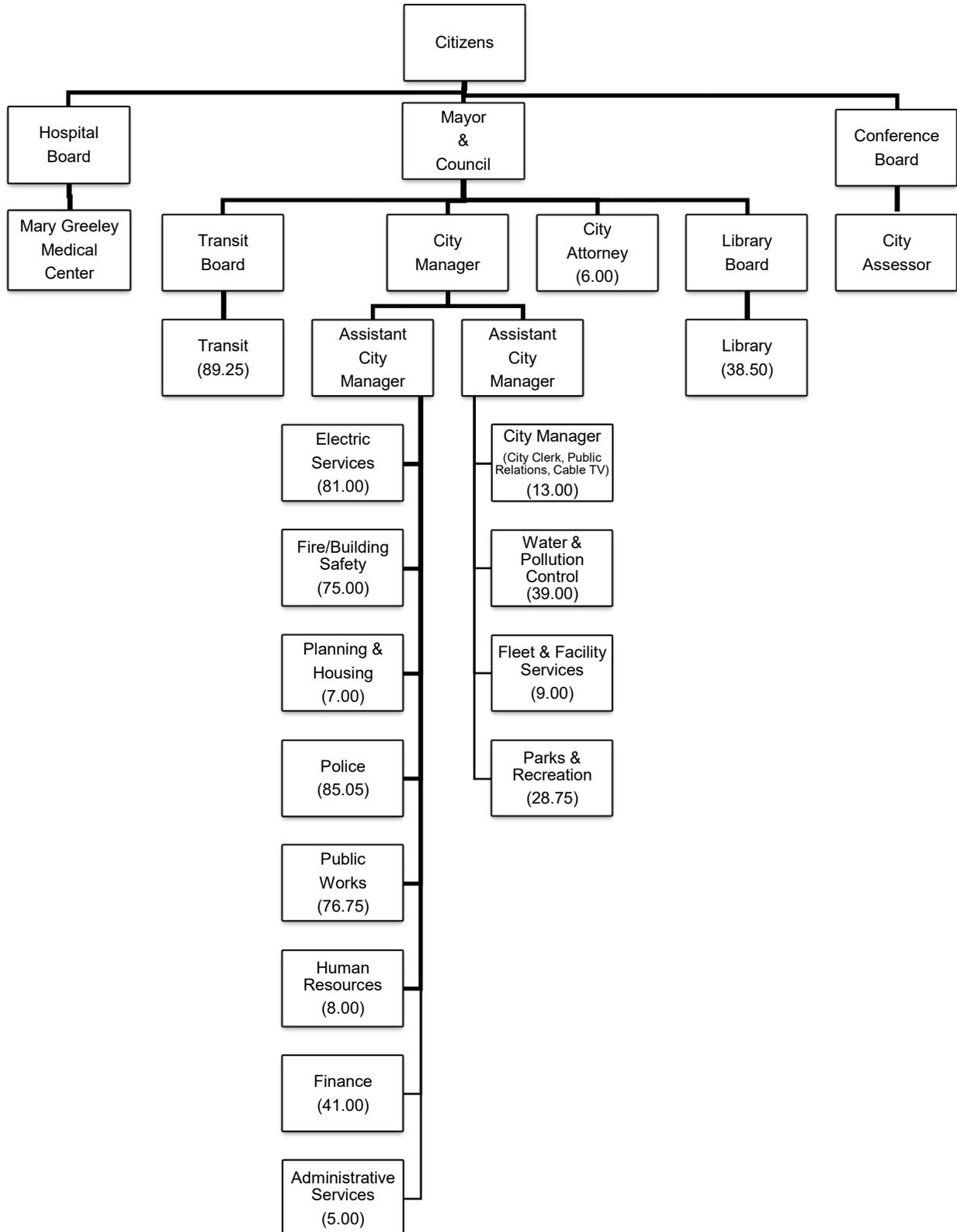
## Department Heads

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<b>Name</b>	<b>Department</b>	<b>Phone Number</b>
Donald Kom	Electric Services	515-239-5171
Corey Goodenow	Finance	515-239-5114
Rich Higgins	Fire	515-239-5414
Corey Mellies	Fleet Services/Facilities	515-239-5520
Bethany Ballou	Human Resources	515-239-5199
Sheila Schofer	Library	515-239-5630
Keith Abraham	Parks and Recreation	515-239-5350
Kelly Diekmann	Planning and Housing	515-239-5400
Geoff Huff	Police	515-239-5130
John Joiner	Public Works	515-239-5162
Barbara Neal	Transit (CyRide)	515-239-5565
John Dunn	Water and Pollution Control	515-239-5150

# City of Ames Organizational Chart

Includes number of Full-Time Equivalent Employees (FTE)



# How to Use This Budget Document

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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

Program budgeting provides a methodology and set of tools that are specifically designed to help provide policy makers and the citizens with clear information on what the City of Ames does and how much it costs, creating a more transparent budget. The program budget 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. A program budget is meaningful to the governing board and the public because programs are directly relevant to how they experience public services. A program budget is organized into service areas rather than just departments, objects of expenditure, and line items.

## Program Structure

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

- Public Safety
- Utilities
- Transportation
- Culture and Recreation
- Community Development
- General Government

In addition to these six 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.

<b>Program</b>	<b>Sub-Program</b>	<b>Activity</b>
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 those services which are provided by the City.

# How to Use This Budget Document

## 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 following matrix shows the relationship between the City's budgetary programs and the City's fund structure. A budget is established for each fund and program.

Funds:	Public Safety	Utilities	Transportation	Culture & Recreation	Community Development	General Government	Debt Service	Capital Projects	Internal Services
<b>General Fund *</b>	X		X	X	X	X			
<b>Special Revenue Funds:</b>									
Local Option Sales Tax				X	X	X		X	
Hotel/Motel Tax					X	X			
Road Use Tax			X		X	X		X	
Public Safety Spec Rev	X								
City-Wide Housing					X				
CDBG Program					X				
HOME Program					X				
P&R Donations/Grants					X				
Library Donations/Grants					X				
Utility Assistance		X							
Miscellaneous Donations						X			
Economic Development					X				
TIF Funds					X				
<b>Capital Projects Fund *</b>						X		X	
<b>Debt Service Fund</b>							X		
<b>Enterprise Funds:</b>									
Airport			X						
Water Utility *		X				X	X	X	
Sewer Utility *		X				X	X	X	
Electric Utility *		X				X	X	X	
Parking			X			X			
Transit			X					X	
Stormwater Utility		X				X		X	
Ames/ISU Ice Arena					X			X	
Homewood Golf Course					X				
Resource Recovery		X				X		X	
<b>Internal Service Funds:</b>									
Fleet Services									X
Information Technology									X
Printing Services									X
Messenger Services									X
Risk Management									X
Health Insurance									X

\*Indicates a major fund or fund group

# How to Use This Budget Document

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The fund summary section of this document provides brief descriptions, revenues, expenses, and fund balances for each fund. 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 Projects Fund
- Water Utility Fund
- Sewer Utility Fund
- Electric Utility Fund

Combined, these major funds represent approximately three-quarters of total City expenses. In the Fund Summary section, funds by type are listed. A description of how each fund is used is provided at the top of each fund page.

## Department Goals and Core Services

Each activity page within each program will list departmental goals and core services. These goals are set by the department responsible for providing the service for that activity.

The goals listed 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)

## Performance Measures

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

Highlights of each activity's budget are described beneath the goals and performance measures section. The first section lists items that impact that activity's budget, such as personnel changes, increased cost of supplies, or changes in service levels. The second section, "In-Progress Activities" describes projects or initiatives occurring in the current fiscal year. The third section, "Upcoming Activities" describes significant projects or changes that are projected for the upcoming year for which the budget is being established.

# How to Use This Budget Document

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## 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 (draft budget) or the adopted budget after the City Council approves and certifies the budget (final budget document).

## Types of Expenditures

Six 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.
- Internal Services includes:  
Charges from other City departments for services such as fleet maintenance, computer services, messenger service, legal services.
- Contractual includes:  
Services provided by external vendors such as consulting, outside legal services, repairs, maintenance, and utilities.
- Commodities include:  
Office supplies, food, minor equipment, structural materials, chemicals, equipment parts and supplies, meters and meter parts, fuel, and coal.
- Capital includes:  
Equipment, vehicles, and 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 cannot 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. However, all major revenue sources for each fund are shown on the respective fund summary sheets.

# How to Use This Budget Document

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## **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 (FTE)**

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 “FTE” One FTE 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 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

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The Ames City Council adopts the City's budget and fiscal policies each year as part of the budget process. A separate investment policy was adopted by City Council on July 31, 2018, and a separate debt policy on June 27, 2017. The budget follows and complies with all the City's 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 level changes on tax rate 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 enterprise funds) must meet minimum policy levels. For the General Fund, this level has been established at 25% of operating revenues.

# Budget and Fiscal Policies

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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***

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, inter-fund 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 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.

# Budget and Fiscal Policies

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## ***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.

# Budget and Fiscal Policies

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- 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 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, Building Safety, and Public Works Engineering Services***

The following cost recovery policies apply to Planning, Building Safety, and Engineering services:

- Services provided under this category include:
  1. Planning (planned development permits, tentative tract, and parcel maps, rezonings, general plan amendments, variances, use permits).

# Budget and Fiscal Policies

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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 activities, 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, and 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.

### ***Transit (CyRide)***

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

# Budget and Fiscal Policies

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## ***Ice Arena***

The Ames/ISU Ice Arena fees and rates are set to fully cover direct operating costs. The City of Ames and Iowa State University will fund major capital improvement costs.

## ***Storm Water Utility***

Storm water 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 operations. 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.

# Budget and Fiscal Policies

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## **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

The City Council have adopted a formal investment policy; 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 vehicles, technology, and other capital equipment. The City will maintain balances in the Fleet and Technology Replacement Funds adequate to allocate the cost of replacement over the lives of the assets.

The annual contribution to these funds 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 replacement funds. 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.

# Budget and Fiscal Policies

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## **Capital Improvement Management**

### ***CIP Projects - \$15,000 or More***

Construction projects, equipment purchases, and certain studies that cost \$15,000 or more, and are infrequent in nature, will be included in the City's capital improvement plan (CIP) rather than a program operating budget. Routine operating and maintenance projects that exceed the \$15,000 threshold will not qualify as CIP projects and will be included in program operating budgets.

### ***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 projects that significantly expand or add to the City's existing capital asset system.

### ***CIP Review***

The City Manager, Assistant City Managers, Finance Department staff, and applicable department personnel will review project proposals, determine project phasing and funding, 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.

# Budget and Fiscal Policies

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Road Use Tax revenue is a major funding source in financing transportation system improvements, 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 to determine the impact of outstanding and planned debt issuances on current and future budgets for debt service and City operations. This analysis will also address the reliability of revenues to support debt service. The City has adopted a comprehensive debt policy that provides guidance for use of debt financing.

## ***Excellence Through People (E.T.P.)***

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.

## Budget and Fiscal Policies

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- 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.

State statute requires a municipality to certify its budget by March 31. This general schedule is followed each fiscal year to ensure that the March 31 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.

# Budget Calendar

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State statute normally requires a municipality to certify its budget by April 30. A goal during the entire process is to encourage citizen involvement in the annual budget decision making process through public hearings.

<b>Spring</b>	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.
<b>August September</b>	Departments prepare Capital Improvement Project (CIP) information for the five-year plan and begin preparation of amended 2023/24 and proposed 2024/25 operational budgets. Resident Satisfaction Survey results are presented to the City Council.
<b>November</b>	November 2 – 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 email questions.
<b>December</b>	December 12 – City Council budget meeting to review issues, priorities, and preferences in service levels for the 2024/25 budget. Staff drafts five-year CIP. PROBE meetings (Productive Review of Budget Entries) are conducted with Assistant City Managers, Finance Director, Budget Manager, and City departments. All revenues, operational program costs, and current year CIP adjustments are reviewed.
<b>January</b>	The City Manager holds budget review meetings with departments. The City Manager’s recommended draft budget document is prepared. January 16 – CIP workshop with City Council. January 23 – Public hearing for resident input on CIP.
<b>February</b>	February 2, 6, 7, 8, and 13 – City Council reviews entire program budget with department heads in five public meetings.
<b>March</b>	The County sends Truth-in-Taxation statements to property owners to provide information on proposed tax levies and hearing dates.
<b>April</b>	April 9 – the City Council holds a Property Tax Levy Public Hearing. April 25 – Final budget hearing and adoption of amended 2023/24 budget and proposed 2024/25 budget. State statute requires the 2024/25 budget be certified with the County Auditor by April 30.
<b>May</b>	Departments review their budgeted revenues and expenses in May 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.

# FINANCIAL SUMMARIES



# Financial Summaries

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## Revenue by Type

	2022/23 Actual	2023/24 Adopted	2023/24 Adjusted	2024/25 Mgr Rec	% Change From Adopted
<b>Property Taxes</b>	34,477,235	35,227,737	35,227,737	36,441,753	3.5%
<b>Other Taxes:</b>					
State Replacement Tax	781,140	977,150	977,150	805,634	-17.6%
Local Option Sales Tax	11,513,148	10,303,016	11,500,000	12,000,000	16.5%
Hotel/Motel Tax	2,878,390	2,401,073	2,878,000	2,878,000	19.9%
<b>Total Other Taxes</b>	15,172,678	13,681,239	15,355,150	15,683,634	14.6%
<b>Licenses &amp; Permits</b>	1,481,259	1,636,190	1,543,975	1,612,051	-1.5%
<b>Intergovernmental Revenue:</b>					
Federal Grants	15,142,197	17,948,328	25,709,075	10,654,416	-40.6%
State Road Use Tax	9,184,734	9,190,225	9,235,174	9,300,000	1.2%
State Grants/Other State Funding	10,508,543	5,719,444	14,693,940	3,976,975	-30.5%
Local Government Funding	9,560,355	10,076,367	10,328,026	9,857,133	-2.2%
<b>Total Intergovernmental Revenue</b>	44,395,829	42,934,364	59,966,215	33,788,524	-21.3%
<b>Charges for Services:</b>					
Utility Charges	95,244,256	94,210,548	101,974,974	101,300,259	7.5%
Other Charges for Services	8,298,573	8,731,905	8,373,036	8,694,745	-0.4%
<b>Total Charges for Services</b>	103,542,829	102,942,453	110,348,010	109,995,004	6.9%
<b>Fines, Forfeit, &amp; Penalty</b>	455,749	730,900	581,100	631,100	-13.7%
<b>Use of Money &amp; Property:</b>					
Interest Revenue	4,439,172	1,889,106	8,249,506	6,692,427	254.3%
Other Uses of Money/Property	1,570,965	1,487,752	1,604,058	1,729,733	16.3%
<b>Total Use of Money &amp; Property</b>	6,010,137	3,376,858	9,853,564	8,422,160	149.4%
<b>Miscellaneous Revenue:</b>					
Proceeds from Bonds	13,267,311	12,671,897	12,671,897	18,815,000	48.5%
State Revolving Loan Program	9,677,646	6,228,000	31,011,773	26,080,000	318.8%
Other Miscellaneous Revenue	8,757,477	4,122,659	4,419,584	2,459,400	-40.3%
<b>Total Miscellaneous Revenue</b>	31,702,434	23,022,556	48,103,254	47,354,400	105.7%
<b>Internal Service Revenue</b>	22,713,045	22,233,263	22,713,232	24,154,404	8.6%
<b>Total Before Transfers</b>	259,951,195	245,785,560	303,692,237	278,083,030	13.1%
<b>Transfers</b>	32,573,980	24,999,327	38,365,868	25,597,427	2.4%
<b>Total Revenues</b>	292,525,175	270,784,887	342,058,105	303,680,457	12.2%

# Revenue by Fund

	2022/23 Actual	2023/24 Adopted	2023/24 Adjusted	2024/25 Mgr Rec	% Change From Adopted
<b>General Fund *</b>	43,102,730	42,766,968	45,299,354	45,720,757	6.9%
<b>Special Revenue Funds:</b>					
Local Option Sales Tax	11,677,792	10,440,357	11,664,622	12,164,622	16.5%
Hotel/Motel Tax	2,878,390	2,401,073	2,878,000	2,878,000	19.9%
Road Use Tax	9,184,734	9,190,225	9,235,174	9,300,000	1.2%
Other Special Revenue Funds	7,705,193	2,118,646	8,820,226	3,174,501	49.8%
<b>Total Special Revenue Funds</b>	<b>31,446,109</b>	<b>24,150,301</b>	<b>32,598,022</b>	<b>27,517,123</b>	<b>13.9%</b>
<b>Capital Project Funds *</b>	<b>25,328,353</b>	<b>18,404,528</b>	<b>33,253,331</b>	<b>26,064,140</b>	<b>41.6%</b>
<b>Permanent Funds:</b>					
Cemetery Perpetual Care	17,412	25,818	23,650	25,570	-1.0%
Furman Aquatic Center Trust	17,865	10,000	33,000	27,000	170.0%
<b>Total Permanent Funds</b>	<b>35,277</b>	<b>35,818</b>	<b>56,650</b>	<b>52,570</b>	<b>46.8%</b>
<b>Enterprise Funds:</b>					
Airport	3,495,587	4,256,918	3,597,244	1,565,203	-63.2%
Water Utility *	20,678,949	18,572,016	31,936,540	20,101,993	8.2%
Sewer Utility *	19,568,466	20,115,206	35,194,773	39,948,813	98.6%
Electric Utility *	74,776,011	71,347,324	81,097,419	76,896,752	7.8%
Parking	1,272,146	1,286,935	1,079,921	1,057,500	-17.8%
Transit	27,539,312	23,453,909	27,080,536	17,099,528	-27.1%
Stormwater Utility	3,268,590	4,541,298	6,895,648	2,599,298	-42.8%
Ames/ISU Ice Arena	689,256	583,846	661,617	690,733	18.3%
Homewood Golf Course	457,936	392,767	486,624	502,528	28.0%
Resource Recovery	4,898,595	5,285,406	4,858,678	4,964,178	-6.1%
<b>Total Enterprise Funds</b>	<b>156,644,848</b>	<b>149,835,625</b>	<b>192,889,000</b>	<b>165,426,526</b>	<b>10.4%</b>
<b>Debt Service Fund</b>	<b>12,605,111</b>	<b>12,944,020</b>	<b>14,273,100</b>	<b>13,884,631</b>	<b>7.3%</b>
<b>Internal Service Funds:</b>					
Fleet Services	4,820,811	4,731,599	5,208,050	5,146,638	8.8%
Information Technology	3,134,064	2,935,571	3,085,534	3,082,995	5.0%
Printing Services	111,111	127,410	129,439	128,923	1.2%
Messenger Services	107,369	114,849	111,336	119,689	4.2%
Risk Management	3,108,910	3,402,363	3,545,366	4,105,519	20.7%
Health Insurance	12,080,482	11,335,835	11,608,923	12,430,946	9.7%
<b>Total Internal Services</b>	<b>23,362,747</b>	<b>22,647,627</b>	<b>23,688,648</b>	<b>25,014,710</b>	<b>10.5%</b>
<b>Total Revenues</b>	<b>292,525,175</b>	<b>270,784,887</b>	<b>342,058,105</b>	<b>303,680,457</b>	<b>12.2%</b>

\*Indicates a major fund or fund group

# Expenditures by Program

	2022/23	2023/24	2023/24	2024/25	% Change
<b>Operations:</b>					
<b>Public Safety:</b>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Law Enforcement	10,172,228	11,337,051	11,094,471	11,849,108	4.5%
Fire Safety	8,061,033	8,583,251	8,611,777	8,894,108	3.6%
Building Safety	1,776,040	1,915,022	1,866,279	1,972,225	3.0%
Animal Control	709,642	659,270	714,819	734,074	11.4%
Other Public Safety	9,548	17,548	16,441	16,498	-6.0%
<b>Total Public Safety</b>	<b>20,728,491</b>	<b>22,512,142</b>	<b>22,303,787</b>	<b>23,466,013</b>	<b>4.2%</b>
<b>Utilities:</b>					
Electric Services	58,406,889	60,297,117	63,216,152	64,196,959	6.5%
Water and Pollution Control	8,521,808	9,982,356	9,647,672	10,444,235	4.6%
Water Distribution System	1,732,765	1,766,830	1,764,445	1,856,246	5.1%
Sanitary Sewer System	820,843	994,190	982,288	1,024,972	3.1%
Stormwater Management	678,775	901,809	941,996	934,676	3.6%
Resource Recovery	4,290,997	4,516,803	4,539,557	4,246,641	-6.0%
Utility Customer Service	1,758,204	1,870,873	1,818,917	1,876,601	0.3%
<b>Total Utilities</b>	<b>76,210,281</b>	<b>80,329,978</b>	<b>82,911,027</b>	<b>84,580,330</b>	<b>5.3%</b>
<b>Transportation:</b>					
Street/Traffic System	7,898,282	8,387,469	8,466,582	8,682,215	3.5%
Transit System	12,746,107	14,949,683	15,152,390	15,485,874	3.6%
Parking System	755,117	934,303	802,875	951,539	1.8%
Airport Operations	172,046	174,921	162,066	254,317	45.4%
<b>Total Transportation</b>	<b>21,571,552</b>	<b>24,446,376</b>	<b>24,583,913</b>	<b>25,373,945</b>	<b>3.8%</b>
<b>Culture and Recreation:</b>					
Parks and Recreation	4,854,447	5,251,743	5,604,027	5,766,175	9.8%
Library Services	5,070,143	5,607,939	5,570,421	5,790,943	3.3%
Art Services	237,350	275,458	548,024	286,931	4.2%
Cemetery	269,861	243,686	246,389	256,846	5.4%
<b>Total Culture and Recreation</b>	<b>10,431,801</b>	<b>11,378,826</b>	<b>11,968,861</b>	<b>12,100,895</b>	<b>6.4%</b>
<b>Community Development:</b>					
Planning Services	927,161	1,011,029	964,627	1,030,469	1.9%
Economic Development	3,093,616	2,387,948	2,751,938	2,748,908	15.1%
Sustainability	75,630	136,361	1,141,032	137,224	0.6%
Housing Services	548,316	1,078,925	5,158,488	1,536,189	42.4%
Human Services	1,666,837	1,863,014	1,855,454	1,957,016	5.1%
FEMA/Disaster Relief	-	-	-	-	-
<b>Total Community Development</b>	<b>6,311,560</b>	<b>6,477,277</b>	<b>11,871,539</b>	<b>7,409,806</b>	<b>14.4%</b>

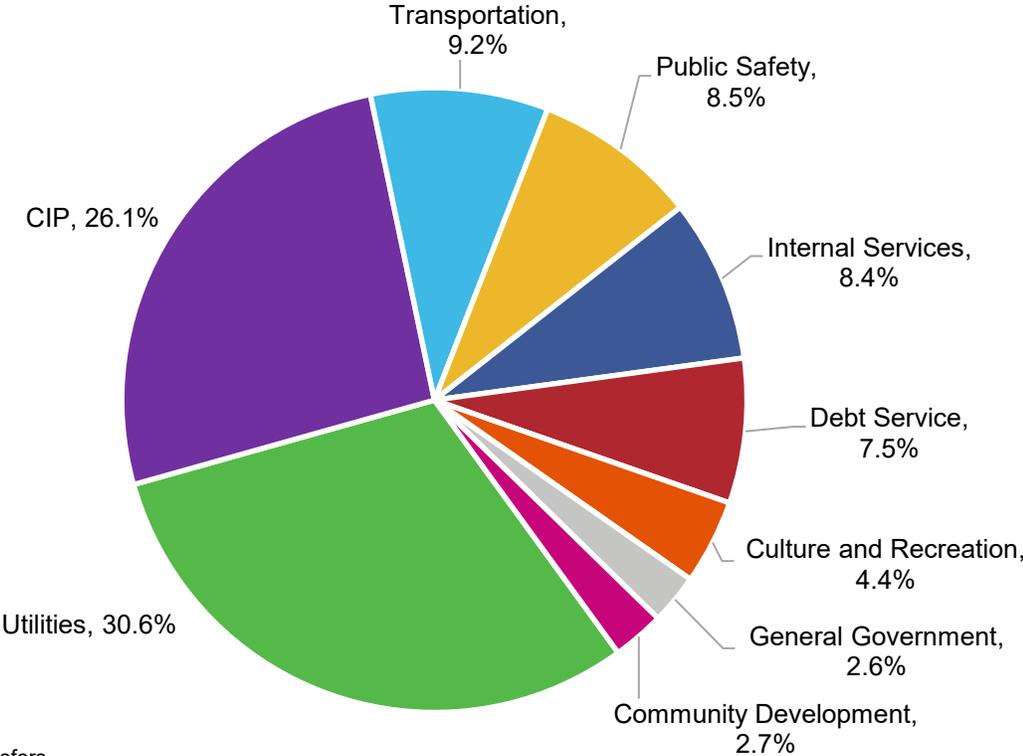
# Expenditures by Program

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
<b>General Government:</b>					
City Council	559,282	555,393	882,785	577,611	4.0%
City Clerk	411,920	454,417	370,298	365,681	-19.5%
City Manager	766,212	994,186	968,975	1,043,775	5.0%
Public Relations	226,179	258,254	254,606	358,492	38.8%
Media Production Services	223,434	224,023	221,940	225,109	0.5%
Financial Services	2,017,008	2,213,419	2,259,259	2,313,733	4.5%
Legal Services	879,232	941,759	948,915	998,037	6.0%
Human Resources	592,220	727,929	774,665	727,920	0.0%
Facilities	514,315	496,801	760,708	532,827	7.3%
<b>Total General Government</b>	<b>6,189,802</b>	<b>6,866,181</b>	<b>7,442,151</b>	<b>7,143,185</b>	<b>4.0%</b>
<b>Total Operations</b>	<b>141,443,487</b>	<b>152,010,780</b>	<b>161,081,278</b>	<b>160,074,174</b>	<b>5.3%</b>
<b>CIP:</b>					
Public Safety CIP	1,163,984	-	680,987	-	
Utilities CIP	15,502,822	27,752,481	84,304,382	36,561,000	31.7%
Transportation CIP	26,905,831	30,945,543	62,425,559	12,804,268	-58.6%
Culture and Recreation CIP	5,609,513	7,993,155	16,373,668	22,352,108	179.6%
Community Development CIP	32,566	175,000	313,001	175,000	0.0%
General Government CIP	95,247	75,000	1,799,384	75,000	0.0%
Internal Services CIP	-	-	-	-	
<b>Total CIP</b>	<b>49,309,963</b>	<b>66,941,179</b>	<b>165,896,981</b>	<b>71,967,376</b>	<b>7.5%</b>
<b>Debt Service:</b>					
General Obligation Bonds	12,342,909	12,979,018	12,979,459	13,425,435	3.4%
Electric Revenue Bonds	966,556	964,807	964,807	966,213	0.2%
SRF Loan Payments	4,471,740	4,260,562	4,260,562	6,031,446	41.6%
Bond Costs	99,440	-	119,842	279,450	
<b>Total Debt Service</b>	<b>17,880,645</b>	<b>18,204,387</b>	<b>18,324,670</b>	<b>20,702,544</b>	<b>13.7%</b>
<b>Internal Services:</b>					
Fleet Services	3,385,135	3,790,098	6,986,830	3,614,837	-4.6%
Information Technology	3,479,006	2,875,940	3,138,394	2,880,388	0.2%
Printing Services	111,111	127,410	129,439	128,923	1.2%
Messenger Services	107,369	114,849	111,336	119,689	4.2%
Risk Management	3,197,181	3,294,695	3,388,023	3,928,442	19.2%
Health Insurance	11,766,064	11,202,128	11,335,368	12,294,406	9.8%
Health Promotion	243,980	336,739	309,577	327,557	-2.7%
<b>Total Internal Services</b>	<b>22,289,846</b>	<b>21,741,859</b>	<b>25,398,967</b>	<b>23,294,242</b>	<b>7.1%</b>
<b>Total Expenditures Before Transfers</b>	<b>230,923,941</b>	<b>258,898,205</b>	<b>370,701,896</b>	<b>276,038,336</b>	<b>6.6%</b>
<b>Transfers:</b>	<b>32,573,980</b>	<b>24,999,327</b>	<b>38,365,868</b>	<b>25,597,427</b>	<b>2.4%</b>
<b>Total Expenditures</b>	<b>263,497,921</b>	<b>283,897,532</b>	<b>409,067,764</b>	<b>301,635,763</b>	<b>6.3%</b>

# Expenditures by Program

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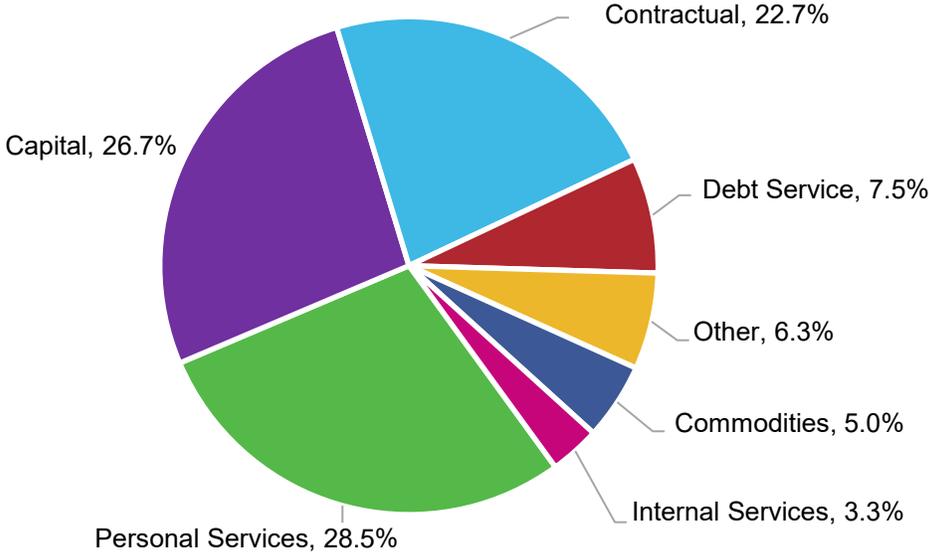
## Where the Money is Spent.... FY 2024/25 Recommended Budget\*



# Expenditures by Category

	2022/23 Actual	2023/24 Adopted	2023/24 Adjusted	2024/25 Mgr Rec	% Change From Adopted
Personal Services	67,411,333	75,600,674	72,510,429	78,956,072	4.4%
Internal Services	9,490,543	8,146,935	8,564,886	9,010,858	10.6%
Contractual	63,019,510	58,788,032	65,288,813	62,555,901	6.4%
Commodities	11,652,635	13,549,058	14,642,110	13,757,621	1.5%
Capital	44,174,171	68,034,279	171,685,399	73,731,076	8.4%
Debt	17,880,645	18,204,387	18,324,670	20,702,544	13.7%
Other (Refunds, Insurance Claims, etc.)	17,295,104	16,574,840	19,685,589	17,324,264	4.5%
<b>Total Expenditures Before Transfers</b>	230,923,941	258,898,205	370,701,896	276,038,336	6.6%
Transfers	32,573,980	24,999,327	38,365,868	25,597,427	2.4%
<b>Total Expenditures</b>	263,497,921	283,897,532	409,067,764	301,635,763	6.3%

## Breakdown by Major Expense Category FY 2024/25 Recommended Budget\*



\*Excluding Transfers

## Expenditures by Fund

	2022/23 Actual	2023/24 Adopted	2023/24 Adjusted	2024/25 Mgr Rec	% Change From Adopted
<b>General Fund *</b>	41,091,438	42,766,968	51,356,464	45,720,757	6.9%
<b>Special Revenue Funds:</b>					
Local Option Sales Tax	10,453,768	10,633,700	16,810,334	11,883,906	11.8%
Hotel/Motel Tax	2,719,628	2,231,408	2,890,923	2,670,046	19.7%
Road Use Tax	8,412,833	11,169,581	13,856,679	10,448,807	-6.5%
Other Special Revenue Funds	8,893,158	7,538,454	16,687,521	4,348,398	-42.3%
<b>Total Special Revenue Funds</b>	<b>30,479,387</b>	<b>31,573,143</b>	<b>50,245,457</b>	<b>29,351,157</b>	<b>-7.0%</b>
<b>Capital Project Funds *</b>	<b>23,702,086</b>	<b>20,314,977</b>	<b>47,844,884</b>	<b>27,464,705</b>	<b>35.2%</b>
<b>Permanent Funds:</b>					
Cemetery Perpetual Care	-	-	-	-	
Furman Aquatic Center Trust	2,511	7,750	38,349	-	
<b>Total Permanent Funds</b>	<b>2,511</b>	<b>7,750</b>	<b>38,349</b>	<b>-</b>	
<b>Enterprise Funds:</b>					
Airport	3,369,837	4,566,950	3,929,562	1,598,708	
Water Utility *	19,625,049	19,129,273	36,427,645	20,817,737	8.8%
Sewer Utility *	9,693,349	19,173,058	33,010,980	36,841,630	92.2%
Electric Utility *	68,250,339	73,485,255	97,661,311	75,472,014	2.7%
Parking	1,289,841	1,144,177	969,413	1,041,680	-9.0%
Transit	23,933,050	25,513,351	30,352,684	17,456,142	-31.6%
Stormwater Utility	1,580,659	5,172,079	11,998,789	2,805,114	-45.8%
Ames/ISU Ice Arena	524,020	597,534	867,812	621,809	4.1%
Homewood Golf Course	288,199	427,323	443,007	383,362	-10.3%
Resource Recovery	5,035,401	5,304,817	5,542,981	5,341,271	0.7%
<b>Total Enterprise Funds</b>	<b>133,589,744</b>	<b>154,513,817</b>	<b>221,204,184</b>	<b>162,379,467</b>	<b>5.1%</b>
<b>Debt Service Fund</b>	<b>12,342,909</b>	<b>12,979,018</b>	<b>12,979,459</b>	<b>13,425,435</b>	<b>3.4%</b>
<b>Internal Service Funds:</b>					
Fleet Services	3,385,135	3,790,098	6,986,830	3,614,837	-4.6%
Information Technology	3,479,006	2,875,940	3,138,394	2,880,388	0.2%
Printing Services	111,111	127,410	129,439	128,923	
Messenger Services	107,369	114,849	111,336	119,689	
Risk Management	3,197,181	3,294,695	3,388,023	3,928,442	19.2%
Health Insurance	12,010,044	11,538,867	11,644,945	12,621,963	9.4%
<b>Total Internal Services</b>	<b>22,289,846</b>	<b>21,741,859</b>	<b>25,398,967</b>	<b>23,294,242</b>	<b>7.1%</b>
<b>Total Expenditures</b>	<b>263,497,921</b>	<b>283,897,532</b>	<b>409,067,764</b>	<b>301,635,763</b>	<b>6.3%</b>

\*Indicates a major fund or fund group

# Property Tax Levy

<b>Taxable Valuation</b>	\$ 3,564,175,150
<b>% Change from FY 2023/24</b>	4.6%

<b>Levy Required</b>	<b>Levy Per \$1,000 Valuation</b>	<b>Dollar Amount</b>	<b>Rate Change</b>	<b>%</b>	<b>Dollar Change</b>	<b>%</b>
Total Requirement	8.3760	29,853,369	0.0273	0.33	1,411,923	4.96
<b>Less:</b>						
<i>Use of Fund Balance</i>	-	-	0.0161	n/a	(55,000)	n/a
State Replacement Tax	(0.1388)	(494,750)	0.0377	(21.38)	(106,708)	(17.74)
Local Option Property Tax	(2.0201)	(7,200,000)	(0.2055)	11.32	1,018,190	16.47
<b>Net General Levy</b>	<b>6.2170</b>	<b>22,158,619</b>	<b>(0.1243)</b>	<b>(1.96)</b>	<b>555,441</b>	<b>2.57</b>
Transit Levy Requirement	0.6097	2,173,044	(0.0126)	(2.03)	53,001	2.50
<b>Less:</b>						
State Replacement Tax	(0.0136)	(48,519)	0.0032	(18.99)	(8,701)	(15.21)
<b>Net Transit Levy</b>	<b>0.5961</b>	<b>2,124,525</b>	<b>(0.0094)</b>	<b>(1.56)</b>	<b>61,702</b>	<b>2.99</b>
Debt Levy Requirement	3.4663	12,411,522	0.1032	3.07	894,899	7.77
<b>Less:</b>						
Use of Fund Balance	(0.1117)	(400,000)	(0.0957)	596	345,000	627.00
State Replacement Tax	(0.0733)	(262,365)	0.0197	(21.22)	-56,107	(17.62)
<b>Net Debt Levy</b>	<b>3.2813</b>	<b>11,749,157</b>	<b>0.0273</b>	<b>0.84</b>	<b>606,006</b>	<b>5.44</b>
<b>Grand Total Tax Levy</b>	<b>10.0945</b>	<b>36,032,301</b>	<b>(0.1065)</b>	<b>(1.04)</b>	<b>1,223,149</b>	<b>3.51</b>

Ag Levy – Valuation: \$4,145,285 x 3.00375 = \$11,734

TIF valuation available for Debt Service - \$16,426,500

# Authorized Employment Levels FTE

## Full Time Equivalents (FTE)

	2022/23 Actual	2023/24 Adopted	2023/24 Adjusted	2024/25 Adopted
Department				
City Manager/City Clerk	11.50	12.50	12.50	13.00
Legal Services	6.00	6.00	6.00	6.00
Human Resources	8.00	8.00	8.00	8.00
Planning & Housing	7.00	7.00	7.00	7.00
Administrative Services	5.00	5.00	5.00	5.00
Finance	41.00	41.00	41.00	41.00
Fleet Services/Facilities	9.50	9.50	9.50	9.00
Transit	87.75	88.25	88.25	89.25
Fire/Building Safety	74.00	74.00	74.00	75.00
Police/Animal Control	85.05	85.05	85.05	85.05
Library	37.50	38.50	38.50	38.50
Parks and Recreation	27.75	28.75	28.75	28.75
Water & Pollution Control	39.00	39.00	39.00	39.00
Electric Services	81.00	81.00	81.00	81.00
Public Works:				
Administration	2.00	2.00	2.00	2.00
Traffic	8.00	8.00	8.00	8.00
Streets	22.00	22.00	22.00	22.00
Engineering	14.75	14.75	14.75	14.75
Utility Maintenance	13.00	13.00	13.00	13.00
Resource Recovery	15.00	15.00	15.00	15.00
Parking	2.00	2.00	2.00	2.00
Public Works Total	76.75	76.75	76.75	76.75
Total	596.80	600.30	600.30	602.30

# Changes in Employment Levels FTE

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## Full-Time Equivalents (FTE)

The staffing level changes for the City of Ames that are included in the 2023/24 Adjusted Budget and 2024/25 Manager Recommended Budget are as follows:

**2023/24 Adjusted: 600.30 (no changes)**

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**2024/25 Manager Recommended: 602.30 (2.00 increase)**

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- 0.50 FTE     A 0.5 FTE Principal Clerk position is being eliminated in the City Manager's Office.
- + 1.00 FTE     A Communications Specialist position is being added to the Public Relations division of the City Manager's Office.
- 0.50 FTE     A 0.5 FTE Principal Clerk position is being eliminated in Fleet Services. Instead, Fleet Services will pay for a portion of the salary/benefits of a Public Works Principal Clerk.
- + 1.00 FTE     An additional Maintenance Mechanic position is being added to Transit to assist with increased maintenance demands.
- + 1.00 FTE     An additional Firefighter position is being added in anticipation of staffing needs for a fourth fire station.

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# PUBLIC SAFETY

PUBLIC SAFETY



# Public Safety Program

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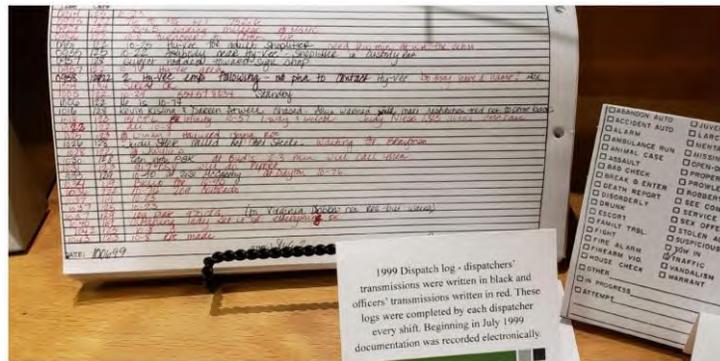


# Public Safety Summary

<b>Expenditures by Category:</b>	<b>2022/23 Actual</b>	<b>2023/24 Adopted</b>	<b>2023/24 Adjusted</b>	<b>2024/25 Mgr Rec</b>	<b>% Change From Adopted</b>
Personal Services	18,206,882	19,748,389	18,862,268	20,561,052	4.1%
Internal Services	1,456,245	1,692,766	1,727,805	1,709,874	1.0%
Contractual	687,723	784,715	994,309	897,198	14.3%
Commodities	314,799	286,072	557,743	297,889	4.1%
Capital	31,584	-	135,962	-	
Other	31,258	200	25,700	-	
<b>Total Operations</b>	<b>20,728,491</b>	<b>22,512,142</b>	<b>22,303,787</b>	<b>23,466,013</b>	<b>4.2%</b>
Public Safety CIP	1,163,984	-	680,987	-	
<b>Total Expenditures</b>	<b>21,892,475</b>	<b>22,512,142</b>	<b>22,984,774</b>	<b>23,466,013</b>	<b>4.2%</b>

<b>Funding Sources:</b>					
Program Revenues	3,856,201	4,118,973	4,060,003	4,224,760	2.6%
General Fund	16,660,800	18,281,369	18,051,267	19,093,686	4.4%
Forfeiture/Donations/Grants	211,490	111,800	192,517	147,567	32.0%
<b>Total Operations Funding</b>	<b>20,728,491</b>	<b>22,512,142</b>	<b>22,303,787</b>	<b>23,466,013</b>	<b>4.2%</b>

<b>Public Safety CIP Funding:</b>					
G.O. Bonds	1,031,883	-	368,541	-	
General Fund	132,101	-	312,446	-	
Local Option Sales Tax	-	-	-	-	
<b>Total CIP Funding</b>	<b>1,163,984</b>	<b>-</b>	<b>680,987</b>	<b>-</b>	
<b>Total Funding Sources</b>	<b>21,892,475</b>	<b>22,512,142</b>	<b>22,984,774</b>	<b>23,466,013</b>	<b>4.2%</b>



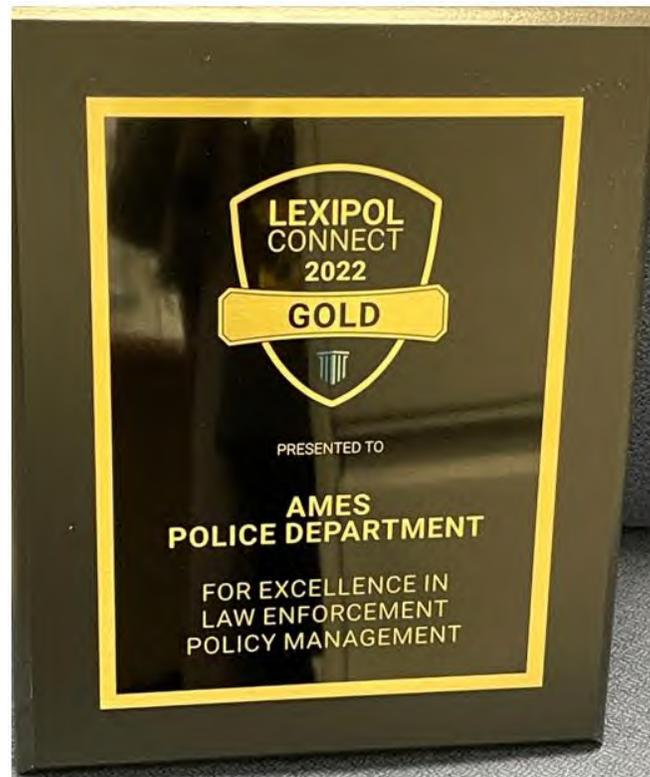
# Law Enforcement

## Description:

Law Enforcement activities comprise four areas: **Administration and Records** includes departmental supervision, finance, and records systems. **Crime Prevention and Police Services** includes the uniformed patrol sub-activity, which is responsible for emergency response, the Safe Neighborhoods Team, traffic enforcement, and the Mental Health Advocate. Crime Prevention and Police Services also includes Investigations, which 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.)

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Administration/Records	994,741	1,104,015	1,120,532	1,158,279	4.9%
Police Services	7,789,029	8,740,008	8,616,453	9,158,647	4.8%
Emergency Communications	1,388,458	1,493,028	1,357,486	1,532,182	2.6%
<b>Total Expenditures</b>	10,172,228	11,337,051	11,094,471	11,849,108	4.5%

<i>Authorized FTEs</i>	78.60	78.60	78.60	78.60
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# Law Enforcement

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	8,933,874	9,826,433	9,338,893	10,266,181	4.5%
Internal Services	744,817	899,851	937,509	886,022	-1.5%
Contractual	301,490	416,427	569,239	501,915	20.5%
Commodities	147,977	194,340	209,610	194,990	0.3%
Capital	12,912	-	13,720	-	
Other Expenditures	31,158	-	25,500	-	
<b>Total Expenditures</b>	<b>10,172,228</b>	<b>11,337,051</b>	<b>11,094,471</b>	<b>11,849,108</b>	<b>4.5%</b>

## Funding Sources:

### Police Revenues:

Municipal Fines/Fees	18,210	30,000	30,000	30,000	0.0%
Charges for Services	92,130	91,500	91,500	92,000	0.6%
Police Forfeiture	51,809	12,000	12,000	12,000	0.0%
Police Grants	46,130	48,000	48,000	48,000	0.0%
Police Donations	107	-	24,000	-	
Miscellaneous Revenue	1,828	5,000	5,000	-	
<b>Total Revenues</b>	<b>210,214</b>	<b>186,500</b>	<b>210,500</b>	<b>182,000</b>	<b>-2.4%</b>

General Fund Support	9,962,014	11,150,551	10,883,971	11,667,108	4.6%
<b>Total Funding Sources</b>	<b>10,172,228</b>	<b>11,337,051</b>	<b>11,094,471</b>	<b>11,849,108</b>	<b>4.5%</b>



# Police Administration and Records

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## Description:

Police Administration provides leadership and direction for the Police Department through strategic planning, crime analysis, prioritization, and strategic budgeting. This activity serves as the supervisory and administrative backbone of the department. Police Administration also coordinates departmental improvement through policy development and review, leadership and supervisory development, employee professional development and education, and community relations activities.

Police Records is responsible for developing and maintaining records of criminal and civil activities including investigative reports, recordings, accident reports, and crime statistics. These records are used by departmental staff, as well as the court system, other law enforcement agencies, insurance companies, and the public.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Category:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Personal Services	817,753	882,928	850,981	940,376	6.5%
Internal Services	95,955	95,512	122,594	97,736	2.3%
Contractual	64,832	116,250	135,492	110,242	-5.2%
Commodities	16,201	9,325	11,465	9,925	6.4%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	994,741	1,104,015	1,120,532	1,158,279	4.9%

<i><b>Funding Sources:</b></i>					
General Fund	994,741	1,104,015	1,120,532	1,158,279	4.9%
<b>Total Funding Sources</b>	994,741	1,104,015	1,120,532	1,158,279	4.9%

<i>Authorized FTEs</i>	7.30	7.30	7.30	7.30
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# Police Administration and Records

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide a professional, community-focused, efficient, and effective police force	Sworn officers	58	57	57	57
		Cases created	5,591	4,923	4,945	5,012
	Provide timely, accurate reports and public information	Record checks processed	1,170	1,399	1,354	1,582
		Attorney requests for information	1,418	1,513	1,499	1,693
	Build trust within the community	Public records requests	284	275	271	291
		Citizens very or somewhat satisfied with police services	90%	87.3%	90%	90%

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Annual software maintenance costs have increased in the requested budget. Lexipol, the department's policy and procedure software, increased from \$18,406 to \$20,872.
- Supply chain issues had a significant impact on operations. The time to receive equipment increased from several weeks or months to a year or more. This has created challenges in maintaining daily operations without running out of supplies.
- Funds from FY 2022/23 were rolled over into FY 2023/24 due to unforeseen delays in acquiring office chairs for the Records division. This resulted from delayed product availability in FY 2022/23.

## In-Progress Activities

- The Ames Resident Police Advisory Committee (ARPAC) has completed its formal training period beginning in July 2022. The committee has turned its attention to 2024 with several goals to assist the Police Department.
- ARPAC is in the early phase of planning a larger open meeting where the public will be invited to talk with, ask questions, and relay any concerns to ARPAC members. ARPAC believes they have the knowledge needed to engage at this level.
- In addition, ARPAC is looking at diverse sources to help the department recruit and retain the most talented individuals. While many police departments are struggling to recruit right now, ARPAC believes they can assist in this endeavor by looking for best practices while also providing a voice about why prospective candidates would find Ames a great place to live, raise a family, and be an important part of the community.
- ARPAC is also looking to actively reach out to other committees, organizations, and community groups for both input and also engagement. ARPAC members are looking for opportunities to collaborate and speak with other community partners.
- ARPAC will also look to promote its mission with other tools such as continued Social Media activity and reaching out to the Ames Tribune and Iowa State Daily to reach a broader audience.
- A Records Clerk position was filled in FY 2023/24 and the new employee was trained to ensure they can successfully navigate the complexities of the Police Records Management System and the other duties required.

## Upcoming Activities

- Administrative staff will be addressing the Police Department web pages to ensure information is more available to end users.

# Police Services

## Description:

The Police Services activity is the core of the Law Enforcement program. This activity encompasses the Patrol division, which is the largest area of operations within the Police Department. 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, preventive patrol, and home and business security are performed within the Patrol division. This unit also includes the Mental Health Advocate and the Safe Neighborhood Team, which emphasizes problem-solving and relationship building in high demand areas.

The other component of the Police Services activity is General Investigations. This sub-activity is responsible for the development and implementation of the most current investigative techniques in an effort to apprehend, detain, and successfully prosecute persons engaged in criminal activity. This area is also responsible for the School Resource Officer, juvenile investigations, arson investigations, the Drug Task Force Officer, sexual assault response, forensic analysis, and evidence management.

Chapter 809 of the Code of Iowa provides court procedures for the forfeiture of assets which are directly related to criminal activities. The use of forfeit funds is also governed by State law. Authorized uses include law enforcement activities or items which are not currently budgeted. This activity also oversees grant programs and donations that support law enforcement activities.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
<b>Expenditures by Category:</b>					
Patrol	6,554,219	7,375,687	7,258,332	7,722,627	4.7%
Investigations	1,234,810	1,364,321	1,358,121	1,436,020	5.3%
<b>Total Expenditures</b>	<b>7,789,029</b>	<b>8,740,008</b>	<b>8,616,453</b>	<b>9,158,647</b>	<b>4.8%</b>
<b>Expenditures by Category:</b>					
Personal Services	6,921,582	7,664,466	7,356,367	8,012,190	4.5%
Internal Services	520,468	667,238	679,032	646,831	-3.1%
Contractual	177,497	230,989	350,389	321,461	39.2%
Commodities	125,412	177,315	191,445	178,165	0.5%
Capital	12,912	-	13,720	-	
Other Expenditures	31,158	-	25,500	-	
<b>Total Expenditures</b>	<b>7,789,029</b>	<b>8,740,008</b>	<b>8,616,453</b>	<b>9,158,647</b>	<b>4.8%</b>
<b>Funding Sources:</b>					
Police Forfeiture Funds	51,809	12,000	12,000	12,000	0.0%
Police Grant Funds	46,130	48,000	48,000	48,000	0.0%
Police Donations	107	-	24,000	-	
<b>Total Revenues</b>	<b>98,046</b>	<b>60,000</b>	<b>84,000</b>	<b>60,000</b>	<b>0.0%</b>
General Fund Support	7,690,983	8,680,008	8,532,453	9,098,647	4.8%
<b>Total Funding Sources</b>	<b>7,789,029</b>	<b>8,740,008</b>	<b>8,616,453</b>	<b>9,158,647</b>	<b>4.8%</b>
Authorized FTEs	58.30	58.30	58.30	58.30	

# Police Services

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide a highly competent on- street presence	Homicide cases	4	2	1	0
		Assault cases	382	271	250	245
		Theft cases	536	514	618	550
		Sexual assaults	84	100	90	90
	Enhance trust within the community by building relationships and communicating effectively	Domestic calls for service	233	120	181	150
		OWI, public intoxication, and other liquor arrests	347	295	337	320
		Noise complaints	657	618	715	675
		Mental health contacts (APD contacts)	2,300	3,600	3,800	4,000
		Incidents recorded	28,341	28,540	31,634	30,000
		Incidents per sworn position	489	500	555	526
		Public education events	40	50	74	75
		Facebook followers	27,000	33,713	34,000	35,000
		Facebook page engagements	500,000	2,605,292	1,000,000	1,500,000

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Prolonged vacancies have reduced the personal services budget in the FY 2023/24 adjusted budget.
- Uniform and equipment expenses continue to increase as open positions are filled. These expenses should level off after the remaining open positions are filled.
- Cost increases are budgeted in FY 2024/25 for software annual maintenance, equipment, and supplies.
- The Story County 911 Services Board has decreased from subsidizing 50% to 40% of radio subscriber fees for all Law Enforcement and Fire agencies utilizing the StoryComm radio system. This decrease will create an increased cost for the City in the FY 2024/25 budget. It is anticipated that eventually, the radio subscriber fees will be paid entirely by the City.
- Mental health calls remain a significant portion of the overall call volume. Staff is working with Alternative Response for Community Health (ARCH), a service of Mary Greeley Medical Center, to ensure these residents are connected with appropriate service providers rather than relying on a police officer response. In calendar year 2023, ARCH responded to 467 mental health calls. However, 559 calls were identified where ARCH could have been utilized but was not in service at the time of call. Funding for one-half (\$102,000) of the estimated cost for the ARCH program has been included in the FY 2024/25 requested budget for the first time as an ongoing expense.

## In-Progress Activities

- The department continues to take advantage of grant opportunities with the Governor's Traffic Safety Bureau (GTSB) for increased traffic enforcement, the Byrne Justice Assistance Grant for equipment and training, and the Bulletproof Vest Program for vest replacement.
- Higher quality fake IDs have become an increasing challenge for alcohol compliance. The department has stepped up efforts to train bar staff and provide educational resources, along with increased enforcement efforts.

# Police Services

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## In-Progress Activities, continued

- Outreach efforts have been enhanced beginning in FY 2023/24 with additional programming such as Coffee with Cops, Donuts in the Park, and a presence at the Downtown Farmers Market. These outreach efforts provide an opportunity for more personal interactions between officers and the public they serve. These efforts are in addition to more visible programs such as National Night Out, Carving with Cops, and Shop with a Cop, among others.
- The department's Mental Health Advocate has been working hard to create a wellness room within the Police Department for staff. Officers and other staff can use the room if they are feeling stressed, anxious, or just need to escape from the noise and fast pace of patrolling and call taking.

## Upcoming Activities

- Staffing remains a challenge for the department as retirements may occur in the next year or two and there are fewer individuals entering the profession. The department continues to look for creative ways to improve recruitment and retention.



# Police Services





# Emergency Communications

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide prompt and accurate emergency communications services for police, fire, and emergency medical services	Emergency 911 calls	17,526	17,601	18,152	18,500
		Non-emergency calls	105,142	104,871	104,708	105,000
		Emergency medical dispatch calls	4,145	4,276	4,300	4,350

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

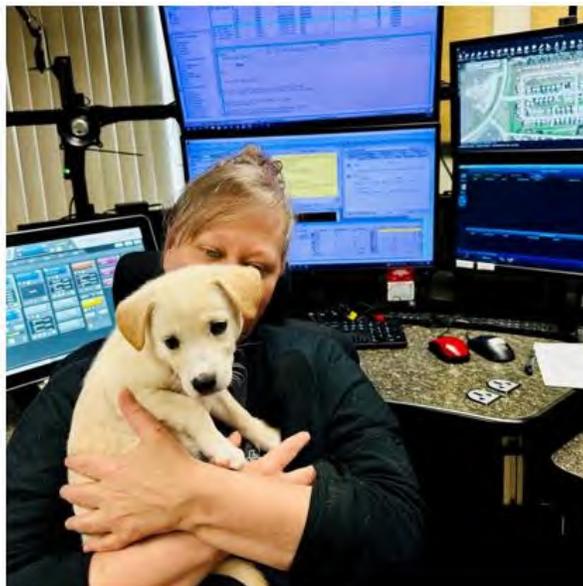
- Through December 2023, the Communications Division was down four FTEs, or 30% of the unit. As a result, Public Safety Dispatchers have had to work a substantial amount of overtime to cover the shifts. In the first six months of FY 2023/24, Public Safety Dispatchers worked a combined average of 253.5 hours of overtime per month. Salary savings helped to offset the overtime costs.

## In-Progress Activities

- In the event of continued vacancies, the department will conduct Public Safety Dispatch recruitment sessions until the positions are filled.
- In the interim, the department is partnering with the Story County Sheriff's Office and Iowa State University Police to provide additional communications staff. Dispatchers from the Sheriff's Office and the Iowa State University Police help cover workload and allow Ames Police Dispatchers time off and much needed rest.

## Upcoming Activities

- The current Communication Center workstations are approximately ten years old and require continual repairs and maintenance to keep them in working order. The workstations house all the computers and equipment needed for the public safety dispatchers to perform their duties. After years of 24/7 use, the workstations are getting worn out and require frequent repairs. In FY 2024/25, staff will begin researching new products and determining needs and costs for replacement in the upcoming year or two.



# Fire Safety

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## 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. To approach this goal, an impressive and highly effective array of services is provided to the community. Extensive efforts are made in 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 City of Ames also provides Fire Protection to Iowa State University, who reimburses the City by paying 25% of the Fire Department’s operating costs as well as contributing to the debt services costs associated with fire apparatus replacement.

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.

	2022/23	2023/24	2023/24	2024/25	% Change
<b>Activities:</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Administration/Support	1,250,816	1,312,347	1,328,228	1,374,236	4.7%
Suppression/Emergency Action	6,638,806	7,100,102	7,083,955	7,342,325	3.4%
Prevention/Safety Education	171,411	170,802	199,594	177,547	4.0%
<b>Total Expenditures</b>	<b>8,061,033</b>	<b>8,583,251</b>	<b>8,611,777</b>	<b>8,894,108</b>	<b>3.6%</b>
<i>Authorized FTEs</i>	61.70	61.70	61.70	62.70	

# Fire Safety

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	7,371,433	7,914,502	7,598,688	8,204,530	3.7%
Internal Services	365,245	415,003	420,827	430,753	3.8%
Contractual	206,659	210,014	223,805	212,876	1.4%
Commodities	99,024	43,732	252,744	45,949	5.1%
Capital	18,672	-	115,713	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>8,061,033</b>	<b>8,583,251</b>	<b>8,611,777</b>	<b>8,894,108</b>	<b>3.6%</b>

## **Funding Sources:**

### *Fire Revenues:*

Iowa State University	2,001,965	2,136,127	2,132,828	2,213,527	3.6%
MGMC	39,419	38,748	38,748	40,000	3.2%
Grants/Donations	18,672	-	41,717	-	
Miscellaneous Revenue	12	-	-	-	
<b>Total Revenues</b>	<b>2,060,068</b>	<b>2,174,875</b>	<b>2,213,293</b>	<b>2,253,527</b>	<b>3.6%</b>
General Fund Support	6,000,965	6,408,376	6,398,484	6,640,581	3.6%
<b>Total Funding Sources</b>	<b>8,061,033</b>	<b>8,583,251</b>	<b>8,611,777</b>	<b>8,894,108</b>	<b>3.6%</b>





# Fire Administration and Support

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide a professional, community-focused, efficient, and effective fire department	Citizen Satisfaction Survey results (Very/Somewhat Satisfied)	97.7%	97.8%	98.1%	100%
		ISO rating	3	3	3	3
		Followers on Fire's Facebook page	6,780	7,300	7,500	7,700
	Provide quality training opportunities for Fire Department supervisors	Leadership training hours	886	1,087	990	1,122
		New or renewed state and/or national emergency services certifications	13	2	6	10
	Maintain all apparatus and equipment to a level of readiness in accordance with national standards	SCBA, hose, pumps, and equipment maintained/certified to national standards	100%	100%	100%	100%

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Some of the fire station automatic 911 alerting system equipment is no longer supported under a maintenance contract. This has resulted in decreased contractual costs in both Adjusted FY 2023/24 by 5% and Requested FY 2024/25 by 4.2%. Replacement of the entire alerting system at all three fire stations is included in the City's CIP for FY 2027/28.
- Internal Services are projected to be up 8.7% over last year's FY 2023/24 Adopted Budget. This is attributed largely to a 31% increase in Data Service costs, and an 11.7% increase in Shared Communications costs projected for the FY 2024/25 Requested Budget. Data Service cost increases are part of a 5-year reallocation of IT costs based on equipment in use rather than server time. The Shared Communications cost increase is related to ongoing software and equipment costs for the City's share of the Multi-Agency Public Safety Group (MAPSG) 911 dispatching system.
- Commodities are projected to be up by \$8,799 in the Adjusted FY 2023/24 budget for office furniture and firefighter protective clothing, to help reduce next year's budget obligation.

## In-Progress Activities

- The Fire Department continues to play an active role in leading the City's incident command response capabilities, which includes the recent purchase of a new Mobile Command Trailer. The Mobile Command Trailer will be multi-purpose for both emergency and non-emergency use. The trailer can be used City-wide by any City department for outreach events. The trailer is estimated to be completed and in service by July 2024.
- Discussions with Iowa State University (ISU) are ongoing regarding the relocation of Ames Fire Station #2. A preliminary review of potential ISU sites, which includes soil samples, land survey, and response time studies, is in-progress.

## Upcoming Activities

- With the realization that the City will require a fourth fire station to meet the expected growth of the Ames 2040 Plan, and to address increasing response times, staff is exploring alternative building sites and building types for a fourth fire station. The purchase of a fourth fire engine to operate out of a future fire station #4 has been added to the City's CIP for FY 2028/29, but the actual timing of the purchase will be dependent on the pace of growth in the City.

# Fire Suppression and Emergency Action

## Description:

The goal of the suppression and emergency action team is to protect people and property from loss and danger due to fires or other life-threatening situations. To achieve this goal, extensive efforts are made in the areas of prevention, safety regulations, and through public safety education, which enables citizens to recognize hazards and unsafe practices. An important responsibility of the activity is the development and continual update of pre-fire action plans. The suppression and emergency action team responds to all incidents according to well-defined procedures. Various non-emergency services are also provided, such as performing maintenance of apparatus, testing hydrants, conducting water flow tests, and inspecting buildings.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	6,173,168	6,656,529	6,346,165	6,885,511	3.4%
Internal Services	243,520	283,675	290,422	288,662	1.8%
Contractual	117,071	120,941	126,229	127,355	5.3%
Commodities	86,375	38,957	221,686	40,797	4.7%
Capital	18,672	-	99,453	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>6,638,806</b>	<b>7,100,102</b>	<b>7,083,955</b>	<b>7,342,325</b>	<b>3.4%</b>

<i>Funding Sources:</i>					
	2022/23	2023/24	2023/24	2024/25	% Change
General Fund	4,933,505	5,296,015	5,269,204	5,476,744	3.4%
Iowa State University	1,647,210	1,765,339	1,756,401	1,825,581	3.4%
MGMC	39,419	38,748	38,748	40,000	3.2%
Grants/Donations	18,672	-	19,602	-	
<b>Total Funding Sources</b>	<b>6,638,806</b>	<b>7,100,102</b>	<b>7,083,955</b>	<b>7,342,325</b>	<b>3.4%</b>

<i>Authorized FTEs</i>	54.00	54.00	54.00	55.00
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# Fire Suppression and Emergency Action

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide a professional, community-focused, efficient, and effective fire department	Structure Fires	47	53	56	56
		Emergency Medical Incidents	3,399	3,590	3,532	3,599
		Emergency responses within 5 minutes "within city limits"	84.9%	82.6%	80.3%	79.3%
		Average Turnout Time Non-Medical (Goal: 80 Sec)	86 Sec	76 Sec	76 Sec	76 Sec
		Average Turnout Time Medical (Goal: 60 Sec)	59 Sec	65 Sec	60 Sec	60 Sec
	Provide quality training opportunities for firefighters and support firefighters receiving/maintaining professional certifications	Firefighter Training Hours	6,609	9,477	6,892	8,900
		% of Firefighters with HazMat Technician Certification	86%	100%	100%	100%
		Firefighters with Emergency Medical Responder vs./ Emergency Medical Technician	10/38	8/43	7/45	5/49
	Work with businesses to perform inspections and prepare pre-plans to provide information to firefighters	Business Pre-Plan Inspections Completed	266	176	270	270
		Hours Spent Preparing Business Pre-Plans	200	131	135	135

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Commodities in the Adjusted FY 2023/24 budget are projected to be up by \$182,729, which is related to manufacturing and shipping delays in firefighting protective clothing, and equipment purchases from last fiscal year for the new Fire Engine #1, both of which were carried forward from FY 2022/23. Additionally, \$71,530 of that amount is from firefighting protective clothing that has been advanced into the FY 2023/24 Adjusted budget.
- Contractual costs are projected to be up by 5.3% for FY 2024/25, which is largely due to increasing training costs for new hires to obtain required certifications.
- Funding has been added to the Adjusted FY 2023/24 budget to purchase an additional cascade cylinder for Station #3 (\$10,000), battery powered extrication equipment (\$45,681), and grain-bin rescue equipment (\$14,170).
- A new firefighter position has been added to the FY 2024/25 requested budget, at a cost of \$102,672. This position is being added to increase staffing levels in preparation for a fourth fire station.

## In-Progress Activities

- Staff is in the process of reconfiguring the department's current hazardous materials response apparatus into a technical rescue apparatus. Additional compartment space is being added to the top of the vehicle, which will provide additional space for equipment used in technical rescues (e.g., trench, confined space, and grain bin rescue). In addition, the project will include compartment reconfiguration, supplied air cylinder replacement, hydraulic hose reel installation, and a graphics update. The project is being funded from the existing balance in the Fleet Vehicle Replacement Fund and savings from downsizing the department's two medium duty rescues to pickups.

# Fire Suppression and Emergency Action

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## **In-Progress Activities, continued**

- Staff recently finalized implementation of a new records management software, “First Due,” which records and tracks incident reports, inventory management, and business pre-plan inspections. This has allowed the department to move multiple processes to paperless, such as fire apparatus and equipment safety checks, inspection documents and reports for business managers.
- Staff is working with Pierce Manufacturing on final design elements for the replacement of Engine 1, which was budgeted in FY 2022/23. The assembly process will begin soon, with delivery anticipated in fall 2024.

## **Upcoming Activities**

- The Ames Fire Department has two medium duty rescue vehicles that provide emergency medical response and vehicle extrication. Both vehicles have reached their end-of-service life and are due for replacement. By placing battery powered vehicle extrication equipment on all frontline fire engines and the tower truck, the department will be able to downsize to pickup trucks in place of the medium duty rescue vehicles to provide emergency medical response and provide towing capability for the City’s Mobile Command trailer, and supplemental HazMat and Trench Rescue trailers.
- The Ames Fire Department has three certified Self-Contained Breathing Apparatus (SCBA) technicians in the department. The technicians test, repair, and maintain the department’s SCBAs. The program requires ongoing training and certification from the manufacturer to test and repair the SCBAs. Costs for ongoing training and certification of Ames Fire Department staff is cost prohibitive. Therefore, future testing, repair, and maintenance will be provided by an outside vendor at a substantial savings compared to keeping the services in-house.
- Staff is meeting to refine fire apparatus specifications in anticipation of replacing Engine 2 at Fire Station 2. This will take into account technical changes from the recent Engine 1 purchase and ensure a continuously improving fleet to meet the growth and changes in our community.

# Fire Suppression and Emergency Action

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# Fire Prevention and Safety Education

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## Description:

The function of this activity is to assist with the administration and enforcement of city ordinances pertaining to the prevention of fires. This includes the use of explosives, flammable and toxic materials, and other hazardous materials. 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 a fire to establish a reasonable level of safety and property protection from the hazards of fire, explosions, or other dangerous conditions. In coordination with other fire department personnel, this activity conducts public safety educational programs and events. This activity also assists in the investigation into the cause and origin of fires.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	150,242	155,172	155,169	161,098	3.8%
Internal Services	9,527	8,548	8,655	8,844	3.5%
Contractual	4,983	6,007	6,001	5,953	-0.9%
Commodities	6,659	1,075	18,559	1,652	53.7%
Capital	-	-	11,210	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>171,411</b>	<b>170,802</b>	<b>199,594</b>	<b>177,547</b>	<b>4.0%</b>

<i>Funding Sources:</i>					
General Fund	128,559	128,101	133,109	133,160	4.0%
Iowa State University	42,852	42,701	44,370	44,387	4.0%
Grants/Donations	-	-	22,115	-	
<b>Total Funding Sources</b>	<b>171,411</b>	<b>170,802</b>	<b>199,594</b>	<b>177,547</b>	<b>4.0%</b>

<i>Authorized FTEs</i>	1.00	1.00	1.00	1.00
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# Fire Prevention and Safety Education

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Ensure that fire protection systems are installed, updated, and maintained according to recognized code standards	Commercial inspections	175	254	278	305
		Residential inspections	60	45	53	60
		Educational inspections	34	11	11	11
		Plan reviews	131	171	175	180
	Perform public outreach about fire safety and prevention	Fire inspection deficiencies found	532	241	616	600
		Ames elementary schools holding Fire Prevention Week presentations	8/8	9/9	9/9	9/9
		Fire safety presentation hours	1,229	1,169	1,324	1,300
		Adults attending presentations	3,450	3,544	3,648	3,700
		Children attending presentations	1,578	3,974	3,846	4,000
		People trained to use a fire extinguisher	810	907	936	1,000
		People trained how to do a fire drill	63	25	75	77

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- The Fire Department uses many fire prevention techniques and tools to reach various demographics in the community. One of those tools is Freddie the Fire Truck. Freddie is a vital tool in reaching younger audiences and allows participants to interact with a remote-controlled fire truck that talks, plays music, lights up, and even squirts water. After multiple repair attempts, the 25-year-old Freddie is no longer functional. The Department applied for a Story County Community Foundation grant and received \$9,389 towards a new Freddie. The department's match is \$1,821. The replacement Freddie has been budgeted as a capital purchase in the Adjusted FY 2023/24 budget.
- The Department received the Fire Prevention and Safety (FPS) grant from FEMA for \$12,726.38. This grant money is used to acquire fire-safe ashtrays for rental housing occupants in lieu of plastic receptacles. Ames Fire has responded to several rental unit deck fires related to improperly discarded smoking materials. The fire safe ashtrays, along with educational information, are being distributed free of charge. The department's match is \$632, which is projected in this year's Adjusted FY 2023/24 budget and shown as an increase under Commodities.
- Attendance at public safety presentations continues to increase. An additional hour was added to the department's annual open house for families with children with special needs who would benefit from visiting the station when it is not quite as busy and loud. The department received great feedback from the families that utilized this hour and will increase outreach to inform families of the dedicated hour. There was a record turnout and additional fire prevention materials and open house supplies will be needed for next year. The purchase of \$5,000 of additional fire prevention materials has been advanced under Commodities in this year's Adjusted FY 2023/24 budget to help reduce next year's obligation.

# Fire Prevention and Safety Education

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## **In-Progress Activities**

- By partnering with the Iowa State Chapter of the American Society of Safety Professionals, the Ames Fire Department was able to secure 160 combination smoke and carbon monoxide alarms with a 10-year sealed battery, to be distributed to owner occupied homes in targeted neighborhoods. Letters were mailed to more than 150 homes outlining the program and the opportunity to have an alarm delivered and/or installed. Fire crews, with the assistance of Iowa State Chapter of the American Society of Safety Professionals went to each house that responded and handed out more than 70 detectors in one day. Additional neighborhoods have been identified and the program will continue until all of the alarms have been distributed.
- The Ames Fire Department partnered with Iowa State University to once again participate in the Neighborhood Blitz. Firefighters went door to door to welcome new students to Ames and shared information with them about how to safely enjoy their time in Ames. The fire department handed out a recreational fire code magnet that contained information about how to safely and lawfully enjoy a recreational fire.

## **Upcoming Activities**

- There is a growing need for all-hazards safety presentations. Advances in technology have increased the department's outreach capabilities to bring hands-on training to the citizens. We have partnered with Iowa State University Environmental Health and Safety Department to apply for a Fire Prevention and Safety grant to procure an all-hazards, handicap accessible, mobile safety trailer. The trailer will feature a heated door prop, several common household hazards and severe weather awareness scenarios.

# Fire Prevention and Safety Education

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# Building Safety

## Description:

Building Safety issues building permits, inspects building construction and renovations, and enforces building, electrical, mechanical, and plumbing codes. Construction plans are reviewed for code compliance prior to permits being issued, and inspections are conducted on-site to determine that codes are being followed during the construction process.

This activity also issues Letters of Compliance (LOC) for rental units, performs periodic inspections of all rental units, and investigates potential rental code violations.

Building permit revenue is collected to cover the cost of the building safety activity. Rental housing annual fees are set to offset the cost of the rental inspection activity based on the projected budget. The neighborhood liaison program is funded through the General Fund and not offset by user fees.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
<b>Expenditures by Activity:</b>					
Structural Code Enforcement	1,144,014	1,204,291	1,210,504	1,269,566	5.4%
Rental Housing Program	492,616	532,473	523,650	548,167	3.0%
Community Codes Liaison	139,410	178,258	132,125	154,492	-13.3%
<b>Total Expenditures</b>	<b>1,776,040</b>	<b>1,915,022</b>	<b>1,866,279</b>	<b>1,972,225</b>	<b>3.0%</b>

<b>Expenditures by Category:</b>					
Personal Services	1,389,846	1,495,080	1,447,514	1,530,373	2.4%
Internal Services	312,686	340,135	331,591	350,608	3.1%
Contractual	72,193	76,807	84,374	88,144	14.8%
Commodities	1,315	3,000	2,800	3,100	3.3%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>1,776,040</b>	<b>1,915,022</b>	<b>1,866,279</b>	<b>1,972,225</b>	<b>3.0%</b>

<b>Funding Sources:</b>					
Inspections Revenue:					
Building Permits	832,398	875,155	885,461	934,319	6.8%
Electrical Permits	87,041	175,264	110,699	115,575	-34.1%
Mechanical Permits	87,260	73,251	73,251	89,878	22.7%
Plumbing Permits	114,999	117,670	117,670	114,785	-2.5%
Sign Permits	13,144	10,500	10,500	13,144	25.2%
Rental Housing Fees	523,949	532,473	527,561	548,167	3.0%
Miscellaneous Revenue	5,465	1,785	5,285	1,865	4.5%
<b>Total Revenues</b>	<b>1,664,256</b>	<b>1,786,098</b>	<b>1,730,427</b>	<b>1,817,733</b>	<b>1.8%</b>
General Fund Support	111,784	128,924	135,852	154,492	19.8%
<b>Total Funding Sources</b>	<b>1,776,040</b>	<b>1,915,022</b>	<b>1,866,279</b>	<b>1,972,225</b>	<b>3.0%</b>

Authorized FTEs	12.30	12.30	12.30	12.30
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# Building Safety

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Assist customers in completing code compliant projects by issuing permits and conducting inspections	Permits issued	3,443	4,073	3,944	4,000
		Inspections performed	6,039	6,397	6,400	6,681
		Inspections per inspector	1,208	1,279	1,280	1,336
	Assist customers in maintaining safe dwellings through periodic rental inspections	Rental housing units registered	15,490	15,632	15,600	15,800
		Rental housing inspections	3,588	5,271	3,514	5,000
<b>Promote economic development</b>	Promote safe and attractive neighborhoods	Neighborhood complaints	560	576	600	568
		Neighborhood inspections	682	703	675	700
	Promote partnerships and encourage successful construction projects	New Construction Valuation Commercial*	\$34.4	\$133.9	\$150	\$150
		New Construction Valuation Residential*	\$26.0	\$29	\$34.8	\$35

\*In millions

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- The increased use of the City’s online permitting portal, which allows customers to pay by credit card, has resulted in increased contractual costs in both the Adjusted FY 2023/24 (24.8%) and Requested 2024/25 (29.5%) budgets. The current fee structure does not recoup the credit card transaction fee, which is expected to total \$25,200 annually.
- Filling the Community Codes Liaison (CCL) position in Sep 2023 after a five-month vacancy led to decreased expenditures in Adjusted FY 2023/24 (25.9%) and Requested 2024/25 (13.3%) budgets. Rental Inspectors and the Building Official worked hard to maintain inspections during the vacancy.
- Staff is working with the City’s DEI Coordinator on an ADA transition plan and as a result the training budget increased by \$250 for staff certification as Accessibility Code Inspectors.

## In-Progress Activities

- The Fire Chief and Building Official will be working with the Inspection staff to reinforce their mission to work in unison with customers to help development occur in accordance with adopted codes, regulations, and plans.
- The Property Maintenance Code went into effect January 1, 2024. Staff is working on educational outreach opportunities and materials to educate citizens about the code.
- The “Ames on the Go” mobile app continues to account for almost half of all neighborhood complaints (FY 2022/23 was 43%). One-quarter of these complaints are found to be unfounded, leading to no enforcement action.
- The number of Rental Inspections for FY 2023/24 Adjusted Budget has been adjusted downward by 33% due to the retirement of one of the Rental Inspectors and subsequent replacement and training of a new inspector.

## Upcoming Activities

- A recent audit from the Insurance Services Office (ISO), an organization that grades the building codes, training hours, and certifications to set local insurance rates, indicated that training hours and number of certifications was less than similar communities. Additional certifications and training will be added to future budgets before the next audit (typically every 3-4 years).
- Staff will be consulting with the Finance Department regarding cost recovery methods for credit card fees, which have had a substantial impact on both the FY 2023/24 Adjusted and FY 2024/25 Requested Budgets.

# Animal Sheltering and Control

## Description:

The Animal Sheltering and 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. Adoption services place shelter animals with people seeking pets. This activity is also responsible for enforcing municipal ordinances and state laws related to animals, logging and tracking animal bites, investigating suspected cases of animal neglect and rabies, and for dealing with urban wildlife conservation and relocation.

The Animal Sheltering/Control activity also provides programming and tours for adults and children. An active volunteer group provides supplemental staffing at the shelter, which is open to the public 30 hours/week or by appointment. Donations received from the public provide additional funding for animal services, special programs, and projects at the shelter.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	508,264	510,374	473,173	555,968	8.9%
Internal Services	31,073	35,329	35,037	39,593	12.1%
Contractual	106,414	73,367	113,291	90,663	23.6%
Commodities	63,791	40,000	86,589	47,850	19.6%
Capital	-	-	6,529	-	
Other Expenditures	100	200	200	-	
<b>Total Expenditures</b>	<b>709,642</b>	<b>659,270</b>	<b>714,819</b>	<b>734,074</b>	<b>11.4%</b>

<i>Funding Sources:</i>					
Charges for Services	38,381	31,500	31,500	31,500	0.0%
Animal Shelter Donations	94,772	51,800	66,800	87,567	69.1%
<b>Total Revenues</b>	<b>133,153</b>	<b>83,300</b>	<b>98,300</b>	<b>119,067</b>	<b>42.9%</b>
General Fund Support	576,489	575,970	616,519	615,007	6.8%
<b>Total Funding Sources</b>	<b>709,642</b>	<b>659,270</b>	<b>714,819</b>	<b>734,074</b>	<b>11.4%</b>

Authorized FTEs

5.05

5.05

5.05

5.05



# Animal Sheltering and Control

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated	
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide safe and humane sheltering facilities and adoption and re-home services	Live animals through program	1,031	1,102	1,150	1,200	
		Cat/dog live release rate	98.64%	99.10%	98%	98%	
	Assist citizens in responding to animal control issues	Calls for field activity services	2,338	2,661	2,750	2,850	
		Rescue calls – animals left in vehicles	107	101	100	95	
		Deceased animals picked up	364	392	415	450	
		Community outreach talks/tours	18	17	18	20	
		Promote quality of life improvements for animals in the community	Volunteer services hours	889	3,645	3,800	4,000

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Animal hoarding cases remain a significant concern for the Shelter. In FY 2023/24, three cases involving dozens of animals have occurred. These cases require a substantial amount of staff time and resources, including food, cleaning, and veterinary care costs. Responding to these cases also disrupts the ability of the Shelter to remain open to the public for other routine sheltering and animal control services.
- In October 2022 and December 2022, the shelter received a total of 62 cats and kittens from two hoarding/neglect cases in addition to the animals already in care. In a facility already pushing capacity, this has continued to place a strain on shelter resources and required additional staff hours to provide appropriate care to rehabilitate these animals while waiting for their court cases.
- In FY 2021/22, the shelter had a total of 14,303 days of care for animals in our building (sum of the total days each animal was in our care). In FY 2022/23, that number increased dramatically to 20,179 days of care. This echoes the nationwide issue in animal shelters where animals take longer than in prior years to be adopted or returned to their owners.
- In September/October 2023, the shelter had an outbreak of Feline Panleukopenia Virus (FPV) for the first time in over 10 years. This virus is contagious and has a high mortality rate for unvaccinated/young cats. Combating the virus requires vigorous cleaning with an appropriate disinfectant and strict use of Personal Protection Equipment (PPE). The disinfectant and PPE items needed to be purchased in large quantities, as any positive case requires an entire room of cats to be quarantined for a minimum of 14 days, during which staff must wear full PPE, some of which must be changed between each cat's kennel, and a full PPE change between exposed rooms. Because of this outbreak, staff has been revising cleaning protocols and there has been an increased need to purchase additional cleaning product supplies.
- To help with the recent increasing workload, the FY 2024/25 budget includes funding from the Animal Shelter Donations Fund to support hiring an additional part-time Animal Control Attendant.
- Recognizing the need for a new Animal Shelter at some point in the near future, the FY 2023/24 adjusted budget includes \$100,000 to determine the estimated costs of a new facility that would be adjacent to the existing Dog Park, along with geotechnical and survey work necessary for the site.

# Animal Sheltering and Control

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## In-Progress Activities

- Due to increasing costs of pet ownership, staff has found that pet owners need additional assistance to help them to keep their pets during periods of financial crisis. The shelter has kept a small stock of various pet foods (typically donated by the community) to provide to owners in need. Because storage space is very limited, staff has also partnered with groups like Food at First and Bailing Out Benji to supply them with food to give to pet owners in need.
- Due to the increase of animal care needs within the shelter, staff has been more reliant than ever on volunteer assistance. Staff has worked to develop acknowledgement/thank you opportunities for volunteers, such as engraved name tags when meeting volunteer hour benchmarks and t-shirts for them to wear while volunteering. Staff has also planned a volunteer appreciation party during the holidays to thank them for the demanding work they put in alongside Animal Control staff.
- The air conditioning system in the dog room proved inadequate and failed to appropriately cool it during high temperatures. Even with the addition of a portable air conditioning unit, both units struggled to keep the dog room comfortable for the dogs, staff, volunteers, and members of the public who enter the dog room. As a result, the adjusted FY 2023/24 budget contains \$10,000 for an air conditioning system for this space.

## Upcoming Activities

- In addition to microchip clinics held by the Shelter staff to help owners more easily reclaim their pets, staff is exploring the possibility of hosting vaccination clinics to help pet owners have better access to life-saving veterinary care for their animals.



# Animal Sheltering and Control

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# Other Public Safety

## Description:

The Other Public Safety activity accounts for the operation of the City's Emergency Operations Center and the City's storm warning system. The Emergency Operations Center is located at the City's Water Treatment Plant and is activated during emergency situations such as floods and windstorms. The Center may also be used to coordinate Public Safety and other departments during large community events.

The Storm Warning System sub-activity accounts for the operation of the City's storm warning system. This includes computer and software costs to operate the system, as well as maintenance performed by Electric Distribution crews on the City's storm warning sirens.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Emergency Operations	3,838	2,448	3,448	3,448	40.9%
Storm Warning System	5,710	15,100	12,993	13,050	-13.6%
<b>Total Expenditures</b>	<b>9,548</b>	<b>17,548</b>	<b>16,441</b>	<b>16,498</b>	<b>-6.0%</b>

<i>Expenditures by Category:</i>					
Personal Services	3,465	2,000	4,000	4,000	100.0%
Internal Services	2,424	2,448	2,841	2,898	18.4%
Contractual	967	8,100	3,600	3,600	-55.6%
Commodities	2,692	5,000	6,000	6,000	20.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>9,548</b>	<b>17,548</b>	<b>16,441</b>	<b>16,498</b>	<b>-6.0%</b>

<i>Funding Sources:</i>					
General Fund	9,548	17,548	16,441	16,498	-6.0%
<b>Total Funding Sources</b>	<b>9,548</b>	<b>17,548</b>	<b>16,441</b>	<b>16,498</b>	<b>-6.0%</b>

<i>Authorized FTEs</i>	0.00	0.00	0.00	0.00
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## Other Public Safety

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide a reliable storm warning system for public safety	City sirens	18	18	18	18
		Iowa State University sirens	5	5	5	5
	Provide citywide command, coordination and communication during natural disasters or emergencies	City siren tests per year	12	12	12	12
		Incident Command Center trainings/exercises	3	4	3	3

### Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- The City's Incident Command Team continues to meet and update the City's Emergency Response Plan. The Adjusted FY 2023/24 Budget has been increased by \$1,000 for replenishment of Incident Command Center office supplies for regular training exercises.

### In-Progress Activities

- The City purchased a Mobile Command Trailer in October 2023 from JHB Group for \$214,233 using escrow funds set aside for the replacement of the current Incident Command Bus. The addition of a mobile operations trailer will greatly increase the City's ability to reach more customers in both emergency and non-emergency events. By utilizing a trailer platform, services from multiple departments can be deployed into different parts of the community to enhance community outreach events, support City operations, and allow fixed facility services to become mobile. Expected delivery of the trailer is July 2024.

### Upcoming Activities

- Staff from the City's Incident Command Team will be working alongside the Story County Emergency Manager to evaluate the effectiveness of the State of Iowa's hosted incident command WebEOC software at the local level. Currently, WebEOC is only available for communications and resource requests between county-level emergency management agencies and Iowa Homeland Security during disasters. Evaluating the effectiveness of the software at the local level to communicate situational awareness and resource requests to the county emergency management agency could prove beneficial for improved local Incident Command Center events.

# Public Safety Capital Improvements

**Description:**

This is a summary of the Public Safety program capital improvements which are detailed in the City of Ames five-year Capital Improvements Plan.

<i>Activities:</i>	<b>2022/23 Actual</b>	<b>2023/24 Adopted</b>	<b>2023/24 Adjusted</b>	<b>2024/25 Mgr Rec</b>	<b>% Change From Adopted</b>
<b>Law Enforcement:</b>					
City-Wide Radio System	252,750	-	-	-	
<b>Fire Safety:</b>					
Engine 1 Replacement	378,459	-	384,558	-	
Truck 3 Refurbishment	256,294	-	-	-	
Fire Station Improvements	276,481	-	137,393	-	
<b>Total Fire Safety CIP</b>	<b>911,234</b>	<b>-</b>	<b>521,951</b>	<b>-</b>	
<b>Animal Control:</b>					
New Animal Shelter Study	-	-	100,000	-	
<b>Storm Warning System:</b>					
Outdoor Storm Warning System	-	-	59,036	-	
<b>Total Public Safety CIP</b>	<b>1,163,984</b>	<b>-</b>	<b>680,987</b>	<b>-</b>	

# UTILITIES



UTILITIES

# Utilities Program

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# Utilities Summary

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## Description:

The Utilities program provides the Ames community with dependable electricity, drinking water, sewage disposal, stormwater management, and trash and garbage disposal. An effective rate structure for each activity is established to recover the cost of the utilities through customer charges. **Electric Services** provides citizens with electric production, electric distribution, electric metering, and programs to reduce electrical demand. **Water and Pollution Control** provides the community with clean, fresh water and oversees the treatment of wastewater in compliance with federal and state regulations to ensure public health. The **Water Distribution System Maintenance** and **Sanitary Sewer System Maintenance** activities are responsible for the maintenance of water distribution and sanitary sewer collection lines throughout the community. **The Stormwater Management** activity includes the administration of the City's stormwater permit program and the maintenance of the storm sewer system. **Resource Recovery** provides citizens with a safe and cost-effective method for disposing of trash and garbage. **Utility Customer Service** is responsible for the billing and collection of utility charges to utility customers. Utility capital improvements are included in the **Utilities CIP** activity.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Electric Services	58,406,889	60,297,117	63,216,152	64,196,959	6.5%
Water and Pollution Control	8,521,808	9,982,356	9,647,672	10,444,235	4.6%
Water Distribution System	1,732,765	1,766,830	1,764,445	1,856,246	5.1%
Sanitary Sewer System	820,843	994,190	982,288	1,024,972	3.1%
Stormwater Management	678,775	901,809	941,996	934,676	3.6%
Resource Recovery	4,290,997	4,516,803	4,539,557	4,246,641	-6.0%
Utility Customer Service	1,758,204	1,870,873	1,818,917	1,876,601	0.3%
<b>Total Operations</b>	<b>76,210,281</b>	<b>80,329,978</b>	<b>82,911,027</b>	<b>84,580,330</b>	<b>5.3%</b>
Utilities CIP	15,502,822	27,752,481	84,304,382	36,561,000	31.7%
<b>Total Expenditures</b>	<b>91,713,103</b>	<b>108,082,459</b>	<b>167,215,409</b>	<b>121,141,330</b>	<b>12.1%</b>
<i>Authorized FTEs</i>	162.71	162.71	162.71	162.61	

# Utilities Summary

<i>Expenditures by Category:</i>	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	18,702,497	21,291,288	20,150,271	22,266,757	4.6%
Internal Services	4,579,040	4,887,119	4,965,598	5,564,695	13.9%
Contractual	46,805,320	45,009,210	48,070,844	47,187,759	4.8%
Commodities	5,110,432	7,222,579	7,350,506	7,082,158	-1.9%
Capital	327,695	512,500	1,390,201	1,248,000	143.5%
Other Expenditures	685,297	1,407,282	983,607	1,230,961	-12.5%
<b>Total Operations</b>	<b>76,210,281</b>	<b>80,329,978</b>	<b>82,911,027</b>	<b>84,580,330</b>	<b>5.3%</b>
Utilities CIP	15,502,822	27,752,481	84,304,382	36,561,000	31.7%
<b>Total Expenditures</b>	<b>91,713,103</b>	<b>108,082,459</b>	<b>167,215,409</b>	<b>121,141,330</b>	<b>12.1%</b>

<i>Funding Sources:</i>					
Electric Utility Fund	59,064,375	61,027,288	63,918,761	64,913,289	6.4%
SunSmart Fund	192,884	184,912	186,187	185,587	0.4%
Water Utility Fund	6,893,048	7,887,255	7,588,514	8,247,119	4.6%
Sewer Utility Fund	5,063,679	5,789,411	5,713,512	6,030,518	4.2%
Storm Sewer Utility Fund	683,614	908,809	948,996	941,676	3.6%
Resource Recovery Fund	4,290,997	4,516,803	4,539,557	4,246,641	-6.0%
Project Share Donations	21,684	15,500	15,500	15,500	0.0%
<b>Total Operations Funding</b>	<b>76,210,281</b>	<b>80,329,978</b>	<b>82,911,027</b>	<b>84,580,330</b>	<b>5.3%</b>

<i>Utilities CIP Funding:</i>					
G.O. Bonds	62,550	-	44,277	-	
Water SRF Loan Program	2,369,089	-	12,282,616	160,000	
Sewer SRF Loan Program	1,588,761	6,228,000	16,486,648	25,920,000	316.2%
American Rescue Plan	3,800,548	4,971,981	7,488,380	-	-100.0%
Road Use Tax	-	-	25,000	-	
Electric Utility Fund	3,263,381	6,345,000	25,372,815	4,240,000	-33.2%
Water Utility Fund	2,114,239	3,076,000	8,077,081	2,636,000	-14.3%
Sewer Utility Fund	1,108,181	2,619,000	3,937,614	1,105,000	-57.8%
Stormwater Utility Fund	801,955	1,700,000	5,468,975	1,450,000	-14.7%
Stormwater Grant Funding	74,656	2,500,000	4,574,000	400,000	-84.0%
Resource Recovery Fund	319,462	312,500	546,976	650,000	108.0%
<b>Total CIP Funding</b>	<b>15,502,822</b>	<b>27,752,481</b>	<b>84,304,382</b>	<b>36,561,000</b>	<b>31.7%</b>
<b>Total Funding Sources</b>	<b>91,713,103</b>	<b>108,082,459</b>	<b>167,215,409</b>	<b>121,141,330</b>	<b>12.1%</b>

# Electric Services

**Description:**

Electric Services 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 it can make informed recommendations to the City Council. **Demand Side Management** includes programs, designed to reduce peak consumption, and use energy more wisely. **Electric Production** is responsible for producing electrical energy and maintaining the associated equipment. Electrical energy is produced in the power plant by burning natural gas 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 natural gas and RDF burned in the boilers, fuel oil burned in the gas turbines, and electrical energy purchased from other utilities through the Midcontinent Independent System Operator (MISO) energy market. **Electric Distribution** is responsible for maintaining and extending the electric transmission and distribution systems which deliver electricity to the community, as well as street lighting installation/maintenance and emergency weather notification system maintenance. **Electric Technical Services** is responsible for installing and maintaining the electric meters used for billing the Utility’s customers, solving system power quality issues, and substation equipment. **Electric Engineering** is responsible for engineering and planning related to and for supervision of the operation of the Utility’s transmission and distribution system, substations, and street lighting.

	2022/23	2023/24	2023/24	2024/25	% Change
<b>Expenditures by Activity:</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Electric Administration	1,164,733	1,471,013	1,334,829	1,382,903	-6.0%
Demand-Side Management	504,415	1,184,209	1,200,627	1,367,378	15.5%
Electric Production	11,982,157	14,008,094	14,754,175	14,488,962	3.4%
Fuel/Purchased Power	38,209,294	34,957,928	36,982,840	37,744,273	8.0%
Distribution/Operations	4,307,793	6,236,384	6,457,123	6,756,709	8.3%
Electric Technical Services	1,434,446	1,413,861	1,534,502	1,455,280	2.9%
Electric Engineering	804,051	1,025,628	952,056	1,001,454	-2.4%
<b>Total Expenditures</b>	<b>58,406,889</b>	<b>60,297,117</b>	<b>63,216,152</b>	<b>64,196,959</b>	<b>6.5%</b>
<i>Authorized FTEs</i>	81.00	81.00	81.00	81.00	

## Electric Services

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	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Category:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Personal Services	10,140,882	11,656,773	10,885,074	12,219,913	4.8%
Internal Services	1,923,484	2,084,119	2,188,797	2,627,424	26.1%
Contractual	42,381,396	40,130,792	43,130,563	42,664,908	6.3%
Commodities	3,112,542	4,716,433	4,844,992	4,416,214	-6.4%
Capital	304,967	465,000	1,344,951	1,200,000	158.1%
Other Expenditures	543,618	1,244,000	821,775	1,068,500	-14.1%
<b>Total Expenditures</b>	<b>58,406,889</b>	<b>60,297,117</b>	<b>63,216,152</b>	<b>64,196,959</b>	<b>6.5%</b>

<i><b>Funding Sources:</b></i>					
Electric Utility Fund	58,214,005	60,112,205	63,029,965	64,011,372	6.5%
SunSmart Fund	192,884	184,912	186,187	185,587	0.4%
<b>Total Funding Sources</b>	<b>58,406,889</b>	<b>60,297,117</b>	<b>63,216,152</b>	<b>64,196,959</b>	<b>6.5%</b>

# Electric Administration

## Description:

Electric Administration is responsible for coordinating the work of electric generation, transmission, distribution, engineering, and technical services to ensure that the City of Ames continues to meet the needs of its electric customers under all conditions. Other responsibilities of this activity include developing the Electric Utility capital improvement plan (CIP), overseeing the Utility's relationship with State and Federal agencies, working with the Electric Utility Operations Review and Advisory Board (EUORAB) in long-range planning for the Utility, and ensuring the financial stability of the Electric Utility fund.

The Electric Administration activity also includes Energy Services, which develops, coordinates, and conducts programs promoting wise, sustainable, and efficient use of electrical resources.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
<b>Expenditures by Activity:</b>					<b>Adopted</b>
Electric Administration	999,518	1,241,919	1,156,167	1,181,887	-4.8%
Energy Services	165,215	229,094	178,662	201,016	-12.3%
<b>Total Expenditures</b>	<b>1,164,733</b>	<b>1,471,013</b>	<b>1,334,829</b>	<b>1,382,903</b>	<b>-6.0%</b>

<b>Expenditures by Category:</b>					
Personal Services	846,150	888,937	858,080	913,860	2.8%
Internal Services	46,035	44,386	44,520	52,603	18.5%
Contractual	230,060	495,590	376,990	373,940	-24.6%
Commodities	31,460	22,600	19,000	23,000	1.8%
Capital	11,028	-	16,739	-	
Other Expenditures	-	19,500	19,500	19,500	0.0%
<b>Total Expenditures</b>	<b>1,164,733</b>	<b>1,471,013</b>	<b>1,334,829</b>	<b>1,382,903</b>	<b>-6.0%</b>

<b>Funding Sources:</b>					
Electric Utility Fund	1,164,733	1,471,013	1,334,829	1,382,903	-6.0%
<b>Total Funding Sources</b>	<b>1,164,733</b>	<b>1,471,013</b>	<b>1,334,829</b>	<b>1,382,903</b>	<b>-6.0%</b>

<i>Authorized FTEs</i>	5.00	5.00	5.00	5.00
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# Electric Administration

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide reliable, low-cost energy for customers	Residential rates above (below) rates of other utilities in Ames	(16%)	(17%)	(20%)	(22%)
		Commercial rates above (below) rates of other utilities in Ames	(13%)	(14%)	(16%)	(18%)
		Industrial rates above (below) rates of other utilities in Ames	10%	4%	(2%)	0%
		Customers very or somewhat satisfied with electric service	95%	95%	95%	95%
	Maintain peak demand below 130.7 MW	Peak demand (in MW)	128.7	130.5	138.0	133.0
		Energy usage (in MWh)	625,218	619,725	620,180	626,600
	Maintain a Contingency Reserve fund balance of at least \$10,100,000	Reserve fund balance maintained	Yes	Yes	Yes	Yes
<b>Environmental sustainability</b>	Implement a community solar program (11,428 Power Packs to be sold)	Power packs sold	8,362 (73%)	8,632 (75%)	8,682 (76%)	8,732 (76%)

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- In August 2023, the Electric Utility set a new all-time peak demand of 138 MW. The previous peak was 130.7 MW set back in 2012. Although Ames had enough generation and transmission capacity to meet this peak, planning to meet future electric needs is underway.
- By Iowa Utilities Board order, USDA Building 21 (an Ames retail electric customer) was transferred from Ames' service territory to Interstate Power and Light's (IPL) territory in June. In exchange, IPL paid the City \$2.3 million to compensate for lost future revenue. This money is being set aside in a separate fund to invest in new utility renewable energy projects.
- Renewable energy generation is currently very much a "seller's market." It will remain difficult to use traditional Request-for-Proposal methods to secure future projects. Staff is exploring other ways to secure projects to meet our customers' renewable needs.

## In-Progress Activities

- As a result of adopting the Climate Action Plan study, Electric Services will play a critical role in the reduction of greenhouse gases, both in the burning of fossil fuels and in the beneficial electrification as heating and transportation converts to electricity as their primary fuel source.
- In FY 2023/24, staff completed a Cost of Service and Rate Design study which developed both Time-of-Use Rates and Green Rates. These rates will be brought to City Council for adoption in 2024.
- In FY 2023/24, Electric, Water & Pollution Control, and Finance worked with a consultant to develop a Request-for-Proposal to update the utility's current metering system to an Advanced Metering Infrastructure platform (AMI). This new system will bring many advantages, including feeder study information, outage notification, A/C control, remote disconnect/reconnect, remote reading, and tamper notification.

## Upcoming Activities

- Staff will begin an Integrated Resource Planning Study to look at the impacts of load shifting, energy conservation, rate design, climate action plan, and increased generation/transmission on the utility.

# Demand Side Management

## Description:

The goal of Demand Side Management is to promote wise, sustainable, and efficient use of the City's electrical resources. This activity includes Load Management (LM) programs, such as Prime Time Power, which control energy consumption using mechanical or electronic devices. Other ongoing programs include lighting, appliance, and high efficiency air conditioner rebates, solar installation rebates, and commercial and residential energy audits. Controlling the City's peak demand will delay the need for new generation capacity and keep electricity rates lower.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
<b>Expenditures by Activity:</b>					<b>Adopted</b>
DSM Administration	24,112	23,409	87,627	36,378	55.4%
Prime Time Power	251,901	275,800	287,000	315,000	14.2%
Energy Audits	25,794	40,000	50,000	70,000	75.0%
Rebate Program	202,608	845,000	426,000	646,000	-23.6%
Geothermal Pilot Program	-	-	350,000	300,000	
<b>Total Expenditures</b>	<b>504,415</b>	<b>1,184,209</b>	<b>1,200,627</b>	<b>1,367,378</b>	<b>15.5%</b>
<b>Expenditures by Category:</b>					
<b>Personal Services</b>	<b>11,396</b>	<b>16,533</b>	<b>18,699</b>	<b>16,899</b>	<b>2.2%</b>
Internal Services	430	628	628	1,179	87.7%
Contractual	39,265	50,948	173,000	93,000	82.5%
Commodities	56	300	300	300	0.0%
Capital	-	-	300,000	300,000	
Other Expenditures	453,268	1,115,800	708,000	956,000	-14.3%
<b>Total Expenditures</b>	<b>504,415</b>	<b>1,184,209</b>	<b>1,200,627</b>	<b>1,367,378</b>	<b>15.5%</b>
<b>Funding Sources:</b>					
<b>Electric Utility Fund</b>	<b>504,415</b>	<b>1,184,209</b>	<b>1,200,627</b>	<b>1,367,378</b>	<b>15.5%</b>
<b>Total Funding Sources</b>	<b>504,415</b>	<b>1,184,209</b>	<b>1,200,627</b>	<b>1,367,378</b>	<b>15.5%</b>

Authorized FTEs	0.00	0.00	0.00	0.00
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# Demand Side Management

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
Environmental sustainability	Energy efficiency and conservation	Appliance Rebates	276	343	400	400
		Air Conditioner Rebates	208	316	300	300
		Heat Pump Rebates	16	39	50	50
		Water Heater Rebates	4	4	10	10
		EV Charger Rebates	11	20	30	30
		Res./Comm. Solar Rebates	5	9	15	15
		Thermostat Rebates	100	23	50	50
		<b>Total Rebates</b>	<b>631</b>	<b>754</b>	<b>805</b>	<b>805</b>
		Energy Audits Performed:				
		Residential	48	72	100	100
Commercial	2	6	12	30		

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Smart Energy Programs are continuing to build back towards their historical peak participation. Program participation declined in 2020/21 but is now increasing back to pre-COVID levels.
- The Prime Time Power air conditioner control program has over 11,000 participants. A replacement program will be implemented along with the rollout of new advanced metering, due to this system's age.

## In-Progress Activities

- New appliance rebates were added in January 2023 – freezers, induction stoves, and battery electric lawn mowers.
- Three new electric vehicle (EV) charger locations came online in May 2023 at Mary Greeley Medical Center, the City library parking lot, and the CBD parking lot South of Main Street. In October 2023, two additional charging locations were added at Inis Grove Park and in Lot Z in Campustown. In all, there are now 10 EV charging locations operated by Electric Services throughout the City.

## Upcoming Activities

- Ames was invited to join the national Clean Energy to Communities (C2C) Peer-Learning Cohorts program to prioritize municipal buildings for energy efficiency and decarbonization investment. In FY 2024/25 Electric Services plans to complete an energy audit of all City buildings to help identify and prioritize upcoming upgrades to lower City building energy use and environmental impacts.
- Staff is pursuing additional grant opportunities to assist in funding additional public EV charging locations and to support action steps of the Ames Climate Action Plan.

# Electric Production

## Description:

Electric Production is responsible for the operation of the City's Power Plant, which includes the operation and maintenance of the boilers, turbines, fuel handling systems (natural gas and Refuse Derived Fuel), the remotely operated combustion turbines, and Supervisory Control and Data Acquisition (SCADA) control equipment in the power plant and substations. The generation production fleet consists of four units:

<u>Name</u>	<u>In-Service</u>	<u>Fuel</u>	<u>Capacity</u>
Unit #7	1967	Gas/RDF	38 MW
Unit #8	1982	Gas/RDF	70 MW
Gas Turbine #1	1972	Diesel	18 MW summer/22 MW winter
Gas Turbine #2	2005	Diesel	27 MW summer/29 MW winter

Electrical operations are continuous and monitored 24 hours per day. The Electric Production activity functions as the dispatch center outside of normal working hours to respond to transmission, distribution, and customer outages. When notified of an electrical outage, Power Plant personnel contact on-call distribution and substation crews to respond and restore power.

	<b>2022/23</b>	<b>2023/24</b>	<b>2023/24</b>	<b>2024/25</b>	<b>% Change</b>
<i><b>Expenditures by Category:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Personal Services	5,399,426	6,184,305	5,740,716	6,547,459	5.9%
Internal Services	1,136,559	1,268,877	1,384,542	1,773,891	39.8%
Contractual	4,175,644	4,592,912	5,571,491	4,473,112	-2.6%
Commodities	1,233,299	1,962,000	2,057,426	1,694,500	-13.6%
Capital	32,305	-	-	-	
Other Expenditures	4,924	-	-	-	
<b>Total Expenditures</b>	<b>11,982,157</b>	<b>14,008,094</b>	<b>14,754,175</b>	<b>14,488,962</b>	<b>3.4%</b>

<b>Funding Sources:</b>					
Electric Utility Fund	11,982,157	14,008,094	14,754,175	14,488,962	3.4%
<b>Total Funding Sources</b>	<b>11,982,157</b>	<b>14,008,094</b>	<b>14,754,175</b>	<b>14,488,962</b>	<b>3.4%</b>

<i>Authorized FTEs</i>	44.00	44.00	44.00	44.00
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# Electric Production

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide reliable, low-cost energy delivery for our customers in a safe and efficient manner	Annual net system peak load (MWh)	128.7	130.5	138.0	133.0
		Annual net system load (MWh)	625,218	619,735	620,360	626,600
		Annual gross generation (MWh)	332,997	332,308	350,410	300,000
		Annual net generation (MWh)	304,669	303,305	321,320	274,600
		Reportable accidents	0	4	1	0
		Lost time accidents	0	2	1	0
		Unit 7 forced outages	0	10	3	2
		Unit 8 forced outages	4	8	8	4
		Unit 7 availability	92.3%	78.9%	80%	80%

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Property insurance costs increased 47% from FY 2023/24. This is a significant increase in an already high-cost budget line item.

## In-Progress Activities

- The RDF Bin roof replacement project is underway. The original roof panels and structure steel channels were corroded and in poor shape. These are being replaced with stainless steel.
- A boiler feed pump on Unit 7 is being rebuilt. This major overhaul will ensure that this pump will be reliable for many years.
- There is a continuing effort to remove ash from the ash pond site and dispose of it at a landfill. This includes removing older ash that has been stored on-site. Hauling this ash will reduce the amount of ash that will be piled and capped as part of the upcoming ash pond renovation project this spring.
- The Combustion Turbine (CT) fuel oil line from the fuel oil storage tank to the fuel forwarding building has been replaced. During this project, a leak was found on a fuel oil supply line to CT2. This line to CT2 is being replaced. The site has been cleaned, and contaminated soil was removed from the site for proper disposal.
- Staff is reaching out to companies to perform boiler life assessments. An assessment of Units 7 and 8 will determine the cost of maintaining both units.
- The Combustion Turbine 1 and 2 controls update project included in the CIP is in the beginning stages. These new modern control systems will provide new controls, system monitoring, and easier troubleshooting for Power Plant operations.

## Upcoming Activities

- The Power Plant is in the process of restructuring several vacant positions. This plan is expected to be implemented in 2024.
- As the Electric and Resource Recovery Utilities evaluate their operations, maintenance activities and associated costs may be impacted.

# Fuel and Purchased Power

## Description:

The Fuel and Purchased Power activity is the largest expense in the Electric Service's budget. The total cost of this program can vary greatly from year to year, as it is dependent on both the amount of electricity being used by customers and the market prices of fuel and electricity. When fuel and outside power purchases increase due to demand, revenues from electric customers will increase as well.

The principal types of fuel purchased are natural gas, Refuse-Derived Fuel (RDF) from the Resource Recovery Plant, and fuel oil. Power (energy) is also purchased from a NextEra-owned wind farm under a 20-year power purchase agreement, from a ForeFront-owned solar farm under a 25-year power purchase agreement, and from Midcontinent Independent System Operator (MISO) when the cost of outside power is more economical than self-produced energy. Energy purchased for Iowa State University is a pass-through expense, with offsetting revenue received from the University for the energy purchases.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
<b>Expenditures by Activity:</b>					<b>Adopted</b>
Transmission/MISO	969,294	1,226,500	1,126,500	1,151,500	-6.1%
Wind	6,062,815	5,000,000	6,000,000	6,120,000	22.4%
Fuel	15,015,669	17,215,000	17,106,688	17,126,688	-0.5%
Purchased Power	12,573,260	7,580,516	9,287,465	9,300,498	22.7%
Solar Energy	192,884	184,912	186,187	185,587	0.4%
ISU/Energy	2,029,980	2,500,000	2,000,000	2,500,000	0.0%
ISU/Wind	1,212,563	1,116,000	1,116,000	1,200,000	7.5%
ISU/Transmission	152,829	135,000	160,000	160,000	18.5%
<b>Total Expenditures</b>	<b>38,209,294</b>	<b>34,957,928</b>	<b>36,982,840</b>	<b>37,744,273</b>	<b>8.0%</b>

## Expenditures by Category:

Personal Services	237,794	250,839	248,588	262,543	4.7%
Internal Services	6,617	6,977	6,977	6,055	-13.2%
Contractual	36,751,032	33,292,112	35,431,312	36,180,987	8.7%
Commodities	1,128,425	1,300,000	1,201,688	1,201,688	-7.6%
Capital	-	-	-	-	
Other Expenditures	85,426	108,000	94,275	93,000	-13.9%
<b>Total Expenditures</b>	<b>38,209,294</b>	<b>34,957,928</b>	<b>36,982,840</b>	<b>37,744,273</b>	<b>8.0%</b>

## Funding Sources:

Electric Utility Fund	38,016,410	34,773,016	36,796,653	37,558,686	8.0%
SunSmart Fund	192,884	184,912	186,187	185,587	0.4%
<b>Total Funding Sources</b>	<b>38,209,294</b>	<b>34,957,928</b>	<b>36,982,840</b>	<b>37,744,273</b>	<b>8.0%</b>

Authorized FTEs	2.00	2.00	2.00	2.00
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# Fuel and Purchased Power

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/23 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide reliable, low-cost energy delivery for our customers in a safe and efficient manner	Natural gas consumed (in dekatherms)	3,436,087	3,369,037	3,582,930	3,056,600
		Market energy purchased (in MWh)	318,207	314,091	295,280	352,000
		Fuel cost per MWh of energy produced	\$37.52	\$39.17	\$46.43	\$53.04
		Average purchased power cost (in \$/MWh)	\$39.86	\$42.80	\$31.87	\$29.24
<b>Environmental sustainability</b>	Maintain a diversified generation portfolio that contains renewable energy resources	Retail solar energy purchased (MWh)	496	589	708	924
		SunSmart Solar (MWh)	2,392	2,430	2,558	2,769
		Wind renewable energy (MWh)	88,097	79,333	80,706	79,537
		RDF consumed (in tons)	27,876	28,799	27,000	27,000
		Percent of energy provided by Renewables	17.6%	16.6%	16.7%	16.1%

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- The cost of natural gas remains a critical factor in the Fuel & Purchased Power budget. In 2024 the natural gas unit price increased by 30%. In response, the utility will decrease the amount of consumption in the costlier winter months, making the annual expenditure relatively flat. Additionally, as a result of the decreased natural gas purchased, RDF consumption will decrease. This will result in increased costs for purchased power to make up for less energy being produced by the Power Plant. These costs will be passed on to the electric customers through the Energy Cost Adjustment (ECA).
- The Waste-to-Energy study with Resource Recovery has been completed. The study was performed to find alternatives to burn municipal solid waste without co-firing with natural gas. The cost of a new plant was estimated to be much greater than expected. Staff is reviewing other alternatives to handle the collection and disposal of municipal solid waste with Resource Recovery.

## In-Progress Activities

- In an effort to divert recyclable material from the Resource Recovery System and/or the landfill, Electric has begun a cardboard recycling effort with Resource Recovery. Although this has only a small impact on landfill diversion, Ames residents' participation by dropping off cardboard for recycling has proven to be a huge success. Increased recycling and reuse will continue to be a focus in 2024 and beyond.
- Staff continues to explore opportunities to increase its renewable energy from wind and solar resources. Utility-scale wind generation appears to be less costly, by a factor of 3, than smaller local projects. Electric Services is pursuing large-scale projects to capture this advantage but will also pursue smaller solar projects due to their ease of permitting and installation timing.

## Upcoming Activities

- Electric staff is monitoring natural gas market conditions to identify the optimal time to lock in a new natural gas contract beyond the December 2024 contract endpoint.

# Electric Distribution

## Description:

Electric Distribution is responsible for the construction and maintenance of the system that brings electric power to Electric Utility customer homes. The Electric Distribution division maintains both the overhead and underground systems, with voltages ranging from 120 volts to 161,000 volts. In addition to the distribution system, this activity is responsible for the maintenance of the transmission system which delivers reliable power to the substations. The transmission system makes up the backbone of the Ames power system and connects the City to the power grid.

Electric Distribution is also responsible for improvements to the distribution system, including overhead and underground line extensions, line relocations, lighting improvements, communication line improvements and storm siren maintenance.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Activity:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Distribution Operations	3,294,138	3,778,069	3,578,588	3,901,725	3.3%
Extensions/Improvements	1,013,655	2,458,315	2,878,535	2,854,984	16.1%
<b>Total Expenditures</b>	<b>4,307,793</b>	<b>6,236,384</b>	<b>6,457,123</b>	<b>6,756,709</b>	<b>8.3%</b>

<i><b>Expenditures by Category:</b></i>					
	2022/23	2023/24	2023/24	2024/25	% Change
Personal Services	2,067,293	2,736,712	2,409,559	2,776,440	1.5%
Internal Services	547,315	557,815	559,369	584,365	4.8%
Contractual	878,482	1,304,405	1,212,220	1,214,677	-6.9%
Commodities	595,400	1,236,752	1,370,877	1,281,227	3.6%
Capital	219,303	400,000	905,098	900,000	125.0%
Other Expenditures	-	700	-	-	-100.0%
<b>Total Expenditures</b>	<b>4,307,793</b>	<b>6,236,384</b>	<b>6,457,123</b>	<b>6,756,709</b>	<b>8.3%</b>

<i><b>Funding Sources:</b></i>					
	2022/23	2023/24	2023/24	2024/25	% Change
Electric Utility Fund	4,307,793	6,236,384	6,457,123	6,756,709	8.3%
<b>Total Funding Sources</b>	<b>4,307,793</b>	<b>6,236,384</b>	<b>6,457,123</b>	<b>6,756,709</b>	<b>8.3%</b>

<i>Authorized FTEs</i>	18.00	18.00	18.00	18.00
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# Electric Distribution

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide reliable, low-cost energy delivery for our customers in a safe and efficient manner	New Electric Utility meters	155	113	156	146
		Service interruptions per year	224	225	220	<200
		Average minutes of system out/interruption (SAIDI*)	24.32	14.75	16.87	<14.5
		Wood poles installed/replaced	146	119	100	150
		Street light Poles installed/replaced	84	27	88	85
		Miles of primary line installed/replaced	7.5	8.6	10.9	10
		Miles of new/relocated transmission line	0			
<b>Environmental sustainability</b>	Convert streetlights to LED	LED streetlights installed	475	382	292	400
		Streetlights converted to LED	65%	70%	76%	81%

\*SAIDI: the ratio of the annual duration of interruptions (sustained) to the number of consumers. Electric's SAIDI performance number does not consider major events. By the IUB standard a major event is not typical of average performance.

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Despite some improvements, supply chain issues continue to exert a negative impact on the division's maintenance schedules.
- The division is now fully staffed, including two apprentices. The apprentices must undergo a four-year apprenticeship before achieving full qualification.
- Tree trimming remains a significant budget item, with the FY 2024/25 contract budgeted at \$379,589, reflecting a 3% increase.
- Due to long to lead times, staff is purchasing transformers in anticipation of future projects, increasing the capital budget for these pieces of equipment by 125%.

## In-Progress Activities

- The electric infrastructure in the new Industrial Park on North Dayton Avenue has been completed. Staff is currently finalizing connections for three new commercial customers and additional lots are available for future customer connections.
- Ground has been broken to expand Sunset Ridge subdivision in West Ames. Utility installations and excavation are underway.
- Brick Towne is expanding to the northwest with the construction of 60 single-level townhomes.
- The City has successfully installed ten public EV chargers strategically positioned throughout the urban area. Furthermore, private installations have contributed to this initiative, with additional chargers now available at prominent locations, such as the Kwik Star station on Isaac Newton Drive and the Ames Ford dealership on South Duff Avenue.

## Upcoming Activities

- Staff continues ongoing efforts to improve/replace equipment identified through Iowa Utilities Board inspections. Additionally, preventative maintenance measures, such as animal guarding, are continually implemented to minimize outages.
- The vaults and conduits have been installed to cross the James H. Banning Ames Municipal Airport and connect the loop between the Brick Towne subdivision and South Riverside. Staff will initiate wire pulling after the arrival of materials.
- Distribution is constructing transformer structures to support three new wells being installed by the Water Department in North River Valley Park. Given the flood-prone nature of the area, strategic placement is being prioritized to prevent potential issues with standing water during floods.
- In preparation for the new Fitch Family Indoor Aquatic Center, staff is rerouting overhead lines and structures within the property to accommodate the facility's requirements.

# Electric Technical Services

## Description:

Electric Technical Services is responsible for two sub activities: Substation Maintenance and Electric Meter Service. Substation Maintenance is responsible for maintaining all substation equipment used to distribute power throughout the City’s electric utility system. This includes testing, troubleshooting, performing maintenance, and tracking data on power transformers, circuit breakers, and switches on 4 kV through 161 kV class equipment.

Electric Meter Service is responsible for the measurement of energy consumed by the City’s Electric Utility customers. This includes the specification, installation, maintenance, and testing of all meters and monitors in the system. The staff in this activity is also responsible for the testing of all substation and plant relays.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
<b>Expenditures by Activity:</b>					<b>Adopted</b>
Substation Maintenance	822,315	742,562	850,957	737,153	-0.7%
Electric Meter Service	612,131	671,299	683,545	718,127	7.0%
<b>Total Expenditures</b>	<b>1,434,446</b>	<b>1,413,861</b>	<b>1,534,502</b>	<b>1,455,280</b>	<b>2.9%</b>

<b>Expenditures by Category:</b>					
Personal Services	902,264	869,717	876,814	928,007	6.7%
Internal Services	91,851	94,938	97,315	107,174	12.9%
Contractual	274,973	229,700	244,008	207,050	-9.9%
Commodities	123,027	189,506	193,251	213,049	12.4%
Capital	42,331	30,000	123,114	-	-100.0%
Other Expenditures		-	-		
<b>Total Expenditures</b>	<b>1,434,446</b>	<b>1,413,861</b>	<b>1,534,502</b>	<b>1,455,280</b>	<b>2.9%</b>

<b>Funding Sources:</b>					
Electric Utility Fund	1,434,446	1,413,861	1,534,502	1,455,280	2.9%
<b>Total Funding Sources</b>	<b>1,434,446</b>	<b>1,413,861</b>	<b>1,534,502</b>	<b>1,455,280</b>	<b>2.9%</b>

<i>Authorized FTEs</i>	7.00	7.00	7.00	7.00
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# Electric Technical Services

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide reliable, low-cost energy delivery for our customers in a safe and efficient manner	Electric meters in service	27,735	27,846	28,004	28,150
		Meters tested per year	3,557	4,017	3,850	5,000
		Meters tested (goal is 10% tested annually)	12.8%	14.4%	13.7%	17.8%
		Cost of Meter Operating Budget/meter	\$22.49	\$23.93	\$24.39	\$25.48
		Substation Operating Budget /Replacement Asset Value (goal 2-5%)	2.37%	2.40%	1.85%	1.91%

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Staff is facing increased costs and longer lead times for crucial capacitor cells used in controlling the stability of the City's electric grid. Prices have increased by 76%, and lead times have jumped from 4-6 weeks to nearly a year. This affects the budget, especially since 6-12 capacitors need to be replaced each year.
- To continue prioritizing the safety of personnel, staff is investing in a remote operational system. This equipment will enable employees to disconnect/connect aging breakers from a secure distance outside the building. This reduces the risk to personnel in the case of equipment failure.
- Staff is purchasing a new gas analyzer for testing high voltage breakers in the substations. The gas used in the breakers (Sulfur Hexafluoride, SF6) is highly regulated because of its potential harm to the environment when released. This new analyzer will provide the ability to test the gas's condition in the breaker without any potential release of SF6 gas into the atmosphere.

## In-Progress Activities

- An Automated Metering Infrastructure (AMI) consultant has been contracted and is in the initial stages of developing both a cost analysis and business plan for the utility to transition to an AMI system. The AMI system will help optimize electricity usage and is instrumental in continuing to progress towards the City's Climate Action Plan goals.
- In Spring 2024, oil reconditioning and maintenance will be performed on two large 69,000-volt transformers as part of the ten-year maintenance plan. As this equipment ages, it is imperative to keep on a regular maintenance schedule to extend the life expectancy and reliability.

## Upcoming Activities

- Staff continues to seek a location for a storage building for spare parts and spare 69,000-volt breakers. These large, very expensive items need a safe location to be stored until they are needed. Because equipment lead times have increased, staff has had to keep a larger volume of equipment in inventory, which has consumed the existing storage space.

# Electric Engineering

## Description:

Electric Engineering is responsible for developing plans and construction packages for electric service to residential, commercial, and industrial customers, as well as the planning and design of electric system improvements to support load growth, maintain/improve reliability, and support maintenance and relocation work. Other support functions include the development of material specifications and construction standards, contract administration for inspection, design, construction, and testing services, and the review and approval of interconnection agreements for renewable energy generation.

Electric Engineering provides Geographic Information System (GIS) services and support and maintains the Outage Management System and other electronic data records for Electric Services. Electric Engineering also participates in a portion of the Public Works GIS system.

Administration and 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 Organization (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.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
<b>Expenditures by Category:</b>					
Personal Services	676,559	709,730	732,618	774,705	9.2%
Internal Services	58,091	57,983	48,335	48,339	-16.6%
Contractual	31,940	165,125	121,542	122,142	-26.0%
Commodities	875	5,275	2,450	2,450	-53.6%
Capital	-	35,000	-	-	-100.0%
Other Expenditures	-	-	-	-	
<b>Expenditures Subtotal</b>	<b>767,465</b>	<b>973,113</b>	<b>904,945</b>	<b>947,636</b>	<b>-2.6%</b>
<i>Plus: Expenditures allocated from another program/activity:</i>					
Public Works GIS	36,586	52,515	47,111	53,818	2.5%
<b>Total Expenditures</b>	<b>804,051</b>	<b>1,025,628</b>	<b>952,056</b>	<b>1,001,454</b>	<b>-2.4%</b>
<b>Funding Sources:</b>					
Electric Utility Fund	804,051	1,025,628	952,056	1,001,454	-2.4%
<b>Total Funding Sources</b>	<b>804,051</b>	<b>1,025,628</b>	<b>952,056</b>	<b>1,001,454</b>	<b>-2.4%</b>

<i>Authorized FTEs</i>	5.00	5.00	5.00	5.00
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# Electric Engineering

City Mission/ Council Goal	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide reliable, low-cost energy for customers	Job orders prepared	155	125	130	130
		Line inspections (poles)	700	700	648	705
		New overhead distribution line*	0.3	0.4	0.3	0.2
		Overhead distribution line replaced*	1.0	0.6	0.4	0.4
		New underground distribution line*	3.5	3.1	3.4	3.4
		Replaced underground line*	0.8	1.9	1.0	1.4
		New, replace, or relocated overhead transmission line*	0.5	1.3	0.5	1.3
		Interconnection Applicants (PV Solar Systems)	9	20	30	30

\*In miles

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- The need for system improvements and maintenance activities remains a high priority. Much of the Ames electrical system is over 30 years old, requiring replacement of failing underground cable and ducts and replacement of deteriorated overhead facilities in older residential neighborhoods.
- Initiatives involve continued upgrades to substations and the replacement of circuit breakers.
- Efforts are underway to reconstruct the aging 69,000-volt transmission lines for continued reliability.
- Line relocations to accommodate road improvements are being directed by IDOT (Iowa Department of Transportation) and Public Works.

## In-Progress Activities

- There are continued overhead reliability improvements such as retrofitting older overhead areas with animal guarding, replacing outdated lightning arrestors and switches, and enhancing pole equipment grounding for improved basic insulation levels.
- Two Level 2 EV chargers were installed at City parking lots in Fall 2023. Additionally, staff installed a 480-volt service to facilitate Tesla superchargers at Kwik Star on Dayton Avenue.
- The completion of the 15,000-volt underground tie between Airport Road and South Riverside Drive is underway.
- Staff is procuring engineering services for 69,000-volt transmission circuit reconstruction work.

## Upcoming Activities

- Staff will begin the design for substation improvements at Ontario Road and Mortensen Road.
- The relocation of the 161,000-volt line along I-35 north of Ankeny is expected to be completed. This project was necessary to accommodate an IDOT project.
- Staff will replace obsolete 69,000-volt circuit breakers with upgraded equipment.
- Staff anticipates the installation of 480-volt service to support EV chargers at Ames Ford and George White Chevrolet.
- Once easements are finalized, the utility will extend underground wire to provide service to the new commercial development at ISU CY-Town.
- As a result of the installation of new well fields at North River Valley Park, staff will install overhead transformers to provide service to those locations.

# Water and Pollution Control

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## Description:

This activity involves all operations of the water and sewer utilities, except for the collection and distribution systems and customer services/billing functions. It includes the five functional divisions of the department.

- **Administration** provides the overall management of the two utilities, as well as related engineering functions, the industrial pretreatment program, and the management of the flood warning system.
- **Water Treatment** includes the procurement of untreated groundwater, treatment of that water to make it suitable for human consumption, pumping of the water into the distribution system, and the management of the residual solids generated by the treatment process. It also includes the Smart Water Conservation Program.
- **WPC Operations** includes the operation and maintenance of the Water Pollution Control Facility, including lift stations and management of the residual solids generated by the treatment process. It also includes the maintenance of the flood warning program.
- **Laboratory Services** provides the majority of the regulatory compliance monitoring for both the drinking water and wastewater utilities.
- **Metering and Cross-Connection Control** serves as the cash register for both utilities, providing the basis for billing the majority of all water and sewer services provided by the City.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
W & PC Administration	819,763	1,125,683	986,043	1,179,999	4.8%
Water Plant Operations	3,520,567	4,135,453	3,920,099	4,329,671	4.7%
WPC Facility Operations	2,605,269	2,821,203	2,851,197	2,958,168	4.9%
W & PC Laboratory	648,123	733,093	699,620	753,828	2.8%
W & PC Metering Services	928,086	1,166,924	1,190,713	1,222,569	4.8%
<b>Total Expenditures</b>	<b>8,521,808</b>	<b>9,982,356</b>	<b>9,647,672</b>	<b>10,444,235</b>	<b>4.6%</b>

<i>Authorized FTEs</i>	39.00	39.00	39.00	39.00
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## Water and Pollution Control

	2022/23	2023/24	2023/24	2024/25	% Change
<b>Expenditures by Category:</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Personal Services	4,164,776	4,848,825	4,541,034	5,042,548	4.0%
Internal Services	575,892	670,389	677,226	734,242	9.5%
Contractual	2,386,693	2,573,895	2,568,550	2,638,901	2.5%
Commodities	1,381,340	1,851,465	1,840,030	1,991,083	7.5%
Capital	-	22,500	7,000	23,000	
Other Expenditures	13,107	15,282	13,832	14,461	-5.4%
<b>Total Expenditures</b>	<b>8,521,808</b>	<b>9,982,356</b>	<b>9,647,672</b>	<b>10,444,235</b>	<b>4.6%</b>

<b>Funding Sources:</b>					
Water Utility Fund	4,706,825	5,640,275	5,357,043	5,901,327	4.6%
Sewer Utility Fund	3,814,983	4,342,081	4,290,629	4,542,908	4.6%
<b>Total Funding Sources</b>	<b>8,521,808</b>	<b>9,982,356</b>	<b>9,647,672</b>	<b>10,444,235</b>	<b>4.6%</b>

# W&PC Administration

## Description:

This activity involves the overall management of the Water and Sewer Utilities (except for the distribution/collection systems and customer service/billing functions), including the development and implementation of all plans, policies, and procedures necessary for the efficient functioning of the utilities. Tasks undertaken as part of this activity include budgeting and rate setting, legislative and regulatory coordination and compliance, in-house engineering design services and project management activities, managing the industrial pretreatment and Fats, Oils, and Grease (FOG) programs, and cross-departmental coordination with other City work groups.

The cost of Water and Pollution Control Administration is split evenly between the Water Utility Fund and the Sewer Utility Fund.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	654,142	956,484	822,353	1,004,062	5.0%
Internal Services	57,536	57,043	58,069	63,817	11.9%
Contractual	100,349	106,131	97,096	103,520	-2.5%
Commodities	7,736	6,025	8,525	8,600	42.7%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>819,763</b>	<b>1,125,683</b>	<b>986,043</b>	<b>1,179,999</b>	<b>4.8%</b>

<i>Funding Sources:</i>					
Water Utility Fund	409,881	562,841	493,021	589,999	4.8%
Sewer Utility Fund	409,882	562,842	493,022	590,000	4.8%
<b>Total Funding Sources</b>	<b>819,763</b>	<b>1,125,683</b>	<b>986,043</b>	<b>1,179,999</b>	<b>4.8%</b>

<i>Authorized FTEs</i>	7.00	7.00	7.00	7.00	
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# W&PC Administration

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide safe, good tasting water to Ames residents at a reasonable price	Typical monthly water/sewer bill:				
		Iowa residential (600 cf/month)	\$71.77	\$78.44	\$82.63	\$87.05
		Ames residential	\$57.94	\$59.39	\$61.55	\$64.12
		Iowa commercial (10,000 cf/month)	\$883.29	\$936.60	\$986.06	\$1,038.21
		Ames commercial	\$643.78	\$659.43	\$686.64	\$709.26
		Citizens very/ somewhat satisfied with water service	95%	91%	95%	95%
	Citizens very/ somewhat satisfied with sewer service	95%	96%	95%	95%	
	Meet Fund Balance designations and reserves	Water Utility Fund	Yes	Yes	Yes	Yes
		Sewer Utility Fund	Yes	Yes	Yes	Yes

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Multiple vacancies in the Administration Division are the primary reason that the FY 2023/24 Adjusted budget will be approximately 14% below the Adopted budget. Those positions are expected to be filled by the end of FY 2023/24, and the Requested budget assumes the division is back to full staff.

## In-Progress Activities

- Design work for the WPC Nutrient Reduction Modifications Project – Phase I will conclude early in calendar year 2024. Following an estimated two months for permitting by the Iowa DNR, the project will move into the bid phase in the second quarter of the year.
- Work is ongoing on multiple projects that will increase the resiliency of the Water Plant to both natural and human-caused threats. These include increased source water capacity, installing standby power on wells and pump stations, additional fencing, routine maintenance to critical electrical switchgear, and upgrades to the operational and access control systems at the Water Plant.
- The watershed-based Nutrient Reduction project continues with bidding for the second year of edge-of-field projects and design for the third year.
- New federal regulations are expected to be finalized in FY 2023/24 related to lead and copper, PFAS compounds (per- and polyfluoroalkyl substances), and cybersecurity. Staff continues to be highly engaged at the state and federal levels in trying to shape the new rules before they are released, as well as working with the Iowa DNR to streamline the implementation of those rules.

## Upcoming Activities

- The projects listed above are multi-year activities that will all continue into the new fiscal year.
- New projects that will begin in FY 2024/25 include a renovation to the Technical Services Complex, design of a Fats, Oils, and Grease (FOG) receiving station at WPC, and underdrain improvements at the lime ponds.

# Water Treatment Plant Operations

## Description:

This activity involves the pumping of untreated water from wells, treatment of the well water to potable standards for human consumption, and the pumping of the treated water from the plant site to the water distribution system. It also includes the management of booster pump stations and elevated tanks, and the recycling of softening residuals as an agricultural lime material.

The Smart Water Program, which uses various marketing approaches to encourage water conservation, is also included in this activity.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
<b>Expenditures by Activity:</b>					
Water Plant Administration	298,802	377,437	318,662	363,876	-3.6%
Water Conservation/Marketing	8,100	51,648	17,737	55,492	7.4%
Water Production	490,066	518,700	534,890	607,999	17.2%
Water Treatment	1,837,762	2,230,656	2,192,239	2,455,620	10.1%
Lime Sludge Disposal	518,095	498,197	408,541	408,984	-17.9%
Water Pumping	367,742	458,815	448,030	437,700	-4.6%
<b>Total Expenditures</b>	<b>3,520,567</b>	<b>4,135,453</b>	<b>3,920,099</b>	<b>4,329,671</b>	<b>4.7%</b>

<b>Expenditures by Category:</b>					
Personal Services	1,037,613	1,216,989	1,080,865	1,254,329	3.1%
Internal Services	173,836	211,039	205,104	225,597	6.9%
Contractual	1,452,160	1,565,353	1,529,968	1,589,989	1.6%
Commodities	853,897	1,126,290	1,100,598	1,239,576	10.1%
Capital	-	12,500	-	16,500	32.0%
Other Expenditures	3,061	3,282	3,564	3,680	12.1%
<b>Total Expenditures</b>	<b>3,520,567</b>	<b>4,135,453</b>	<b>3,920,099</b>	<b>4,329,671</b>	<b>4.7%</b>

<b>Funding Sources:</b>					
Water Utility Fund	3,520,567	4,135,453	3,920,099	4,329,671	4.7%
<b>Total Funding Sources</b>	<b>3,520,567</b>	<b>4,135,453</b>	<b>3,920,099</b>	<b>4,329,671</b>	<b>4.7%</b>

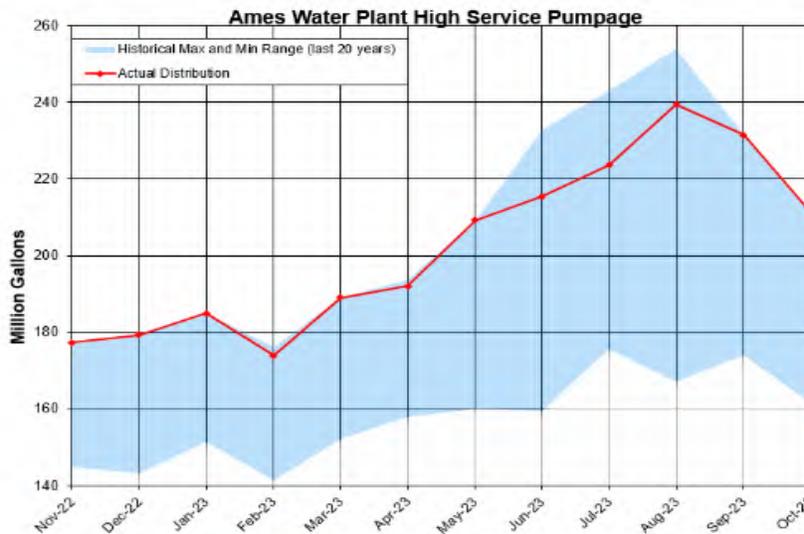
<i>Authorized FTEs</i>	9.00	9.00	9.00	9.00
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# Water Treatment Plant Operations

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Maintain a treatment plant capacity capable of meeting the peak three-day average demand	Billions of gallons per year pumped from wells	2.18	2.33	2.40	2.40
		Average day pumpage to system, MGD (15MGD capacity)	6.32	6.69	7.00	7.00
		Peak day pumpage to system, MGD	9.09	9.22	9.60	9.60
		Cost per MG pumped	\$1,262	\$1,511	\$1,640	\$1,806
	Provide drinking water that meets all Federal and State standards	Months in compliance with water quality standards	12	12	12	12
		Months in compliance with reporting standards	12	12	12	12
	Rehabilitate wells on a regular schedule to maintain capacity	Number of wells rehabilitated per total number of wells	4/22	4/22	4/22	5/25
<b>Environmental sustainability</b>	Maximize energy efficiency throughout the operation	Overall energy efficiency (kW-hr/MG treated)	2,270	2,546	2,647	2,647
	Sustainably recycle lime solids	Wet tons/year recycled	6,000	49,445	25,000	25,000

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Moderate drought conditions continue to drive increased water demand. Through October of 2023, nine of the past twelve months have set historical peak record demands. This is shown in the graph below, where the blue ribbon depicts the historical range of demands by month and the red line shows the past twelve months. Along with the higher pumping rates required to meet these demands comes higher commodity expenses associated with higher electrical usage and chemical costs in the Treatment Activity. As the water table drops, the electrical efficiency of the wells decreases.



- Preventive and predictive maintenance needs in the FY 2023/24 budget include: upgrades to the obsolete controls on the water level control gate at Ada Hayden, rehabilitation of four wells, and replacement of two well check valves. These needs are the main reasons for the increase in the Water Production Activity.

# Water Treatment Plant Operations

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## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets, continued

- The rise in crude oil prices and energy costs continues to make the budget for treatment chemicals highly volatile, with some costs stabilizing and others still showing large increases. The cost for purchased lime is up by 3% as compared to a 35% increase in lime costs at this time last year. Carbon dioxide is up 31%, phosphate is up 28%, and ammonia is up 22%, all compared to last year's prices. In contrast, prices for fluoride (which increased 209% a year ago) and chlorine (increased 78% a year ago) have been relatively stable over the past year. The volatility in chemical costs is likely to continue into FY 2024/25.
- Maintenance costs in FY 2023/24 include repairing the carbon dioxide refrigeration system due to leaks on the unit, upgrading the HVAC control system from Windows 7, and installing access ladders in the solids contact units to meet the required safety standards. To help ensure uninterrupted service to the Ames community, the following equipment was purchased: two gear motor assemblies for the lime slaking system, replacement programmable logic controller (PLC) parts for the SCADA system, and a lifting basket for moving chemicals and other mechanical appurtenances in a safer manner to reduce the potential for accident or injury to employees.

## In-Progress Activities

- The derecho that hit Ames on August 10, 2020, demonstrated the necessity to have dedicated emergency standby power available for key infrastructure. Projects are underway to provide emergency power to the Hunziker Youth Sports Complex Well Field, the State and Mortensen (SAM) Booster Station, and the North River Valley Well Field.
- The Hunziker Youth Sports Complex Well Field Project is utilizing an expected \$1 million Hazard Mitigation Grant from FEMA and is currently in the planning phase.
- The construction contract for the SAM Booster Station Standby Power Project has been awarded and is awaiting delivery of the generator. Upon completion, this project will impact FY2024/25 maintenance and operational costs for fuel and maintenance.
- The North River Valley (NRV) Well Field Project will have three new wells connected to the backup generator at the Water Plant. Once completed, these new wells will be added to our well rehabilitation maintenance schedule and will first appear in the operating budget in FY 2029/30.



Pipeline installation underway for the North River Valley Well Field Project

# Water Treatment Plant Operations

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## In-Progress Activities, continued

- The Old WTP demolition project will be completed during FY 2023/24. A separate contract to replace security fencing at the site will also be completed during the fiscal year.
- Two research projects, funded by the Water Plant, were completed in FY 2023/24. These projects were performed by Water Plant student operators as part of their master's degrees.
  - One study looked at the operational impacts of switching to “split treatment” at the Water Plant. The Split Treatment study shows that the Water Plant can achieve savings in lime and carbon dioxide costs and decrease the amount of lime sludge produced. A CIP project is included for FY 2024/25 to implement split treatment as a permanent treatment practice.
  - The other project looked at possible PFAS sources throughout the Ames Aquifer. The PFAS study showed very low levels of these emerging contaminants in all but one well. Well 17 showed substantially elevated PFAS levels. That well has been out of operation for nearly two years while staff waits for the US EPA to establish its final PFAS limits for drinking water.
- Routine preventative maintenance will be performed on the main electrical switchgear at the Old High Service Pump Station and at the Water Treatment Plant



## Upcoming Activities

- Major projects planned in FY 2024/25 include the following.
  - Installing a variable frequency drive on one of the high service pumps at the E 13th Street pump station. This will help to reduce stress on piping inside the plant and on water mains in the distribution system.
  - Chlorine analyzers will be installed in the distribution system, providing real-time continuous monitoring of water quality within the distribution system.
  - Piping at the Old High Service Pumping station will be cleaned, hardware will be replaced, and then repainted. The paint system, which protects the pipes from external corrosion, was last addressed in 1995.
  - A pilot study performed on one of the lime lagoons two years ago proved to be effective at further dewatering the sludge. This is key, because the disposal costs are based on the number of tons being hauled. A lime lagoon improvement project in the Capital Improvements Plan will make similar revisions in two of the older lime pond dewatering cells. This will help reduce costs in future operating budgets for disposal of the sludge.
  - An upcoming access control project will update the software that controls access into the Water Plant building. The current software is unable to communicate with new door controllers.
  - The Re-carbonation and Solids Contact Unit Valve Actuator project will install actuated controls for these valves.

# Water Pollution Control Facility Operations

## Description:

This activity involves both the operation and maintenance of the Water Pollution Control (WPC) facility. The overall goal of this activity is to provide 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. More than 90% of the conventional pollutants (i.e., biochemical oxygen demand, suspended solids, ammonia) are removed during treatment and nonconventional parameters (i.e., heavy metals, other toxins) are reduced at the source or treated to levels below any adverse effect.

The WPC Facility Operations 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. This activity also includes the maintenance of the early flood warning system.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
WPC Plant Administration	397,312	424,941	423,969	448,878	5.6%
Flood Warning System	15,299	19,296	19,821	20,120	4.3%
Plant Maintenance	694,521	773,729	763,887	793,914	2.6%
Plant Operations	1,443,425	1,548,737	1,585,252	1,634,475	5.5%
WPC Farm Operations	54,712	54,500	58,268	60,781	11.5%
<b>Total Expenditures</b>	<b>2,605,269</b>	<b>2,821,203</b>	<b>2,851,197</b>	<b>2,958,168</b>	<b>4.9%</b>

<i>Expenditures by Category:</i>					
Personal Services	1,354,978	1,463,962	1,448,320	1,514,860	3.5%
Internal Services	267,909	309,241	320,821	345,064	11.6%
Contractual	709,229	765,550	796,388	798,963	4.4%
Commodities	263,107	270,450	275,400	288,500	6.7%
Capital	-	-	-	-	
Other Expenditures	10,046	12,000	10,268	10,781	-10.2%
<b>Total Expenditures</b>	<b>2,605,269</b>	<b>2,821,203</b>	<b>2,851,197</b>	<b>2,958,168</b>	<b>4.9%</b>

<i>Funding Sources:</i>					
Sewer Utility Fund	2,605,269	2,821,203	2,851,197	2,958,168	4.9%
<b>Total Funding Sources</b>	<b>2,605,269</b>	<b>2,821,203</b>	<b>2,851,197</b>	<b>2,958,168</b>	<b>4.9%</b>

Authorized FTEs	12.00	12.00	12.00	12.00
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# Water Pollution Control Facility Operations

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Protect the environment and public health by treating wastewater from the Ames community	Daily average flow (MGD)	5.78	5.75	6.0	6.5
		Design capacity (8.6 MGD)	67%	67%	70%	76%
		Cost per MG treated	\$1,040	\$1,240	\$1,305	\$1,248
	Meet the discharge limits set by the facility's National Pollutant Discharge Elimination System (NPDES) permit	Compliance (out of 2,346 numeric limits)	100%	100%	100%	100%
		Consecutive years with 100% permit compliance	32	33	34	35
		BOD <sub>5</sub> % removal efficiency (minimum 85% required)	95%	95%	95%	95%
		TSS % removal efficiency (minimum 85% required)	97%	97%	95%	95%
		Biosolids recycled (tons/year)	221	704	650	700
<b>Environmental sustainability</b>	Operate and maintain the plant and administer the land application program in an environmentally sustainable manner	Methane gas production (million cubic feet/year - estimated)	25.5	22.8	25	26
		On-site electricity production, as % of total plant demand	5.9%	0%	5%	20%
		Energy efficiency –total (kW-hr/MG treated)	2,375	2,500	2,400	2,400

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Renewable biogas produced onsite in the anaerobic digesters is typically burned in the facility's methane generators. The facility can typically produce close to 20% of its electrical needs from the generators burning the biogas. That percentage has been down due to the generators being out of service for repair and one of the facility's primary digesters being out of service due to warranty work, resulting in increased electrical purchase costs. These repairs are expected to be complete in FY 2023/24, and the on-site generation is expected to return to normal next year.



A methane engine/electrical generator unit at WPC

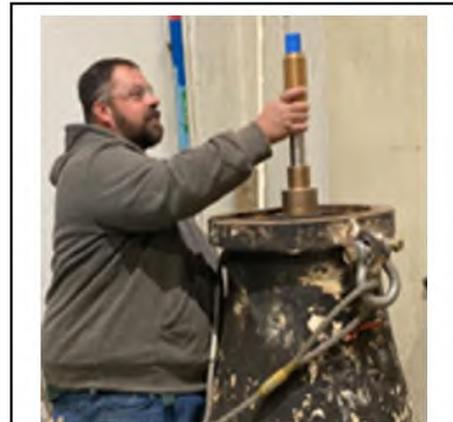
# Water Pollution Control Facility Operations

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets, continued

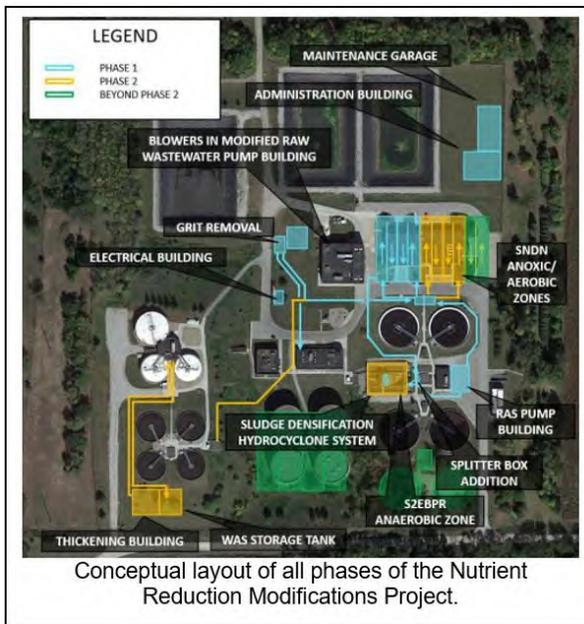
- The plant continues to see low flows due to ongoing drought. At times, this leads to increased ammonia concentrations that are difficult to treat in the normal operating mode. While the plant continues to meet its ammonia limits, doing so makes it a complex challenge to meet the pH limits. Plant staff has found that running an additional pump to increase the recycle flow allows the plant to use the natural alkalinity more effectively. This leads to increased electricity usage for the pumping, but it has been found to be more cost effective than feeding sodium bicarbonate to increase the plant alkalinity.

## In-Progress Activities

- Staff continues to perform maintenance in-house on some of the largest pumps in the facility. By working with area machine shops and by rehabilitating the pumps in-house, the facility has been able to improve pump performance while saving the costs of outsourcing parts and repairs. Replacing wear rings and bearings is critical to pump performance and prevent catastrophic failure of the pumps.
- Phase 1 of the Nutrient Reduction Modifications design is nearing completion with construction bidding in early 2024. Staff has been working to review plans and specifications with its design firm, Strand Associates. Nutrient team members attended the Water Environment Federation's Technical Exhibition and Conference (WEFTEC) in Chicago this Fall to get a first-hand view of the equipment and technology used in the project. The first phase is projected to cost \$52 million for two new aeration basins, electrical building, sludge pumping building, headworks modifications, and administration building. A second phase will follow approximately ten years after completion of the first phase. Staff has selected the treatment technology for the facility that will be in place for decades to come. The process will utilize a biological nutrient removal activated sludge system with a low dissolved oxygen swing zone. The swing zone will allow the facility the ability to function as a simultaneous nitrification-denitrification (SNDN) system. SNDN is a technology that has been shown to have significant energy savings due to its lower air usage, but its use is relatively new this far north.



Treatment Plant Maintenance  
Worker checking bearing clearance  
on an influent vertical turbine solids  
handling pump bowl.



# Water Pollution Control Facility Operations

## In-Progress Activities, continued

- The Ames Water Pollution Control Facility received the Platinum 33 *Peak Performance* Award in 2023 from the National Association of Clean Water Agencies (NACWA). The award recognizes 33 years of perfect compliance with the facility's National Pollutant Discharge Elimination System (NPDES). 33 years represents the second longest compliance record in the nation. The facility completed calendar year 2023 with perfect compliance once again, and receipt of a Platinum 34 award next year is expected.



## Upcoming Activities

- Improvements to the Fats, Oils, and Grease (FOG) Receiving Station are planned in FY 2024/25. It will include paving the unloading areas, changing to more appropriate pumping capabilities, and better incorporating the ability to accept hauled food waste that had been diverted away from the Resource Recovery Plant. The funds were originally authorized in FY 2023/24, but the majority of the expense is now shown as delayed by one year to allow time to better coordinate with any new food waste diversion programs. \$180,000 has been held in FY 2024/25 for initial design work as needed, with the remaining \$1,204,000 deferred to 2025/26. This project helps achieve the "reduction in waste emissions" action step in the City's climate action plan. The diverted food waste will be anaerobically digested to produce additional methane that can be used for on-site electricity generation at the WPCF.
- Staff will be evaluating wireless lift station and sewer flow monitoring systems to give operators more information on alarms and station performance that can be tied in with the current distribution monitoring system. The FY 2025/26 CIP will include \$100,000 to upgrade the system.



Saturday April 22, the Water Pollution Control Facility held an open house featuring tours of the facility and booths hosted by the Water Treatment Plant, Lab Services Division, Meter Division, Public Works, DMACC, and Prairie Rivers of Iowa.

# W&PC Laboratory

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## Description:

This activity involves overall laboratory services for the Water Treatment Plant and Water Pollution Control Plant, including lime sludge recycling operations, all safe drinking water analysis required by state and federal regulatory agencies, the 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 Services, and Parks and Recreation) are provided within the Laboratory's existing analytical capabilities and workload. The Laboratory expenses are split between the Water Utility Fund (35%) and the Sewer Utility Fund (65%), based on the proportionate workload.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Category:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Personal Services	519,933	578,167	543,484	591,401	2.3%
Internal Services	29,033	35,181	34,814	39,248	11.6%
Contractual	64,829	71,645	73,115	74,922	4.6%
Commodities	34,328	38,100	41,207	41,757	9.6%
Capital	-	10,000	7,000	6,500	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>648,123</b>	<b>733,093</b>	<b>699,620</b>	<b>753,828</b>	<b>2.8%</b>

<i><b>Funding Sources:</b></i>					
Water Utility Fund	226,843	256,583	244,867	263,840	2.8%
Sewer Utility Fund	421,280	476,510	454,753	489,988	2.8%
<b>Total Funding Sources</b>	<b>648,123</b>	<b>733,093</b>	<b>699,620</b>	<b>753,828</b>	<b>2.8%</b>

<i>Authorized FTEs</i>	5.00	5.00	5.00	5.00
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# W&PC Laboratory

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Maintain Environmental Laboratory Certification	Consecutive years Lab Certified	25	26	27	28
		Drinking water quality samples collected	1,047	1,203	1,070	1,070
		River water quality samples collected	267	294	280	280
		Industrial pretreatment samples collected	105	98	100	100
		WPC Plant samples collected	1,632	1,742	1,700	1,700
		Total samples processed	3,139	3,437	3,150	3,150
		Total analyses	11,695	12,289	11,800	11,800
		Analyses completed in-house	85%	90%	92%	92%
		Average cost per analysis	\$56.46	\$52.74	\$59.29	\$63.88

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- The FY 2023/24 budget included replacing an old muffle furnace (\$10,000) that was in good condition, but needed a thermocouple that was no longer available. With the assistance of maintenance staff from the Water Pollution Control Facility (WPCF), an alternate part was successfully installed, likely giving many more years of service at a fraction of the cost.



## In-Progress Activities

- For nearly a year, a site-specific study of the hardness of the Skunk River and WPCF effluent has been underway. The purpose is to establish a site-specific copper water quality standard (WQS) for the Facility's discharge. Based on preliminary results, it is likely that a revised WQS would result in "no reasonable potential" for the copper WQS to be exceeded by the facility. This would mean that the copper limit could be deleted from the Ames permit. The study will be completed in Spring 2024.

## Upcoming Activities

- Every five years the USEPA's Unregulated Contaminant Monitoring Rule (UCMR) requires public water supplies nationwide to collect data for contaminants that are suspected to be present in drinking water and do not already have health-based standards set under the Safe Drinking Water Act. The laboratory will be collecting samples to comply with the fifth round of the UCMR in 2024.
- Between June 1 and September 30, 2024, the laboratory will be fulfilling requirements of the lead and copper rule by contacting the 219 customers in its sampling pool requesting that they participate in the monitoring program. Sampling kits will be delivered to the participating customers and lead and copper will be analyzed on the resulting samples. After this sampling round, the laboratory will prepare for the changes required by the new Lead and Copper Rule Improvement rule released in draft form at the end of 2023.

# W&PC Metering Services

## Description:

Because the water and wastewater utilities operate as self-sustaining enterprises, water usage by all customers must be metered as accurately as possible. For nearly all customers, both their water and wastewater bills are based on their water meter readings. 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 Utility Fund (55%) and the Sewer Utility Fund (45%) based on the proportionate number of utility accounts.

Beginning on January 1, 1996, state and federal mandates required the City to implement a Cross- Connection Control Program (i.e., backflow prevention) to further protect the water supply from potential contamination sources. Cross Connection Control expenses are paid for through the Water Utility Fund (90%) and the Sewer Utility Fund (10%).

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Activity:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Meter Services	816,409	1,042,383	1,064,531	1,092,887	4.9%
Cross Connection Control	111,677	124,541	126,182	129,682	4.1%
<b>Total Expenditures</b>	<b>928,086</b>	<b>1,166,924</b>	<b>1,190,713</b>	<b>1,222,569</b>	<b>4.8%</b>

<i><b>Expenditures by Category:</b></i>					
Personal Services	598,110	633,223	646,012	677,896	7.1%
Internal Services	47,578	57,885	58,418	60,516	4.6%
Contractual	60,126	65,216	71,983	71,507	9.7%
Commodities	222,272	410,600	414,300	412,650	0.5%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>928,086</b>	<b>1,166,924</b>	<b>1,190,713</b>	<b>1,222,569</b>	<b>4.8%</b>

<i><b>Funding Sources:</b></i>					
Water Utility Fund	549,534	685,398	699,056	717,817	4.7%
Sewer Utility Fund	378,552	481,526	491,657	504,752	4.8%
<b>Total Funding Sources</b>	<b>928,086</b>	<b>1,166,924</b>	<b>1,190,713</b>	<b>1,222,569</b>	<b>4.8%</b>

<i>Authorized FTEs</i>	6.00	6.00	6.00	6.00
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# W&PC Metering Services

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide accurate metering for fiscal accountability at the best price	Primary meters in service	19,145	19,431	19,681	19,881
		Deduct meters in service	1,262	1,264	1,280	1,300
		Meters converted to Automatic Meter Reading (AMR)	68.0%	72%	78%	85%
		Average operating cost per meter in service	\$40.81	\$44.85	\$56.83	\$57.74
		Meter installations from new construction	122	207	250	200
		Non-routine meter changes	75	52	80	80
	Maintain unaccounted for water below 10%	Water loss as a % of total water pumped to mains	7.31%	9.1%	8.5	8.5
	Reduce the potential for contamination of drinking water from cross-connections	Backflow devices in service	3,225	3,206	3,226	3,246
		Irrigation systems with backflow prevention	819	840	860	880

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- The availability of water meters and parts, which include encoded/receiver/transmitters, (or ERT's, the radio component) has improved over this past year. Staff is working with the distributors and vendors to procure some of the meters and reading components separately, as this speeds up delivery times. Inventory in the meter shop has somewhat stabilized, but staff continues to defer performing routine changes on large apartment buildings as this could deplete the inventory quickly and lead times to replenish the inventory are still tenuous.



This photo shows a meter test bench in the Water Meter Laboratory full of 12 meters in the process of being tested.

- New residential construction is continuing to slow down, and the numbers above reflect this trend. However, the new industrial zones have increased the number of larger meters that staff is installing. Staff is anticipating that the CyTown development will result in a short-term jump in new large meter installations.

# W&PC Metering Services

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## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets, continued

- The budget for the AMR (Automated Meter Reading) project is split between the operating budget (anticipated 1,600 meters per year), and the Capital Improvements Plan (500 additional meters per year). The reason for budgeting in this manner is for the operating budget to reflect expenses as they would have been without the AMR project.



- The cross-connection control program (sometimes referred to as the backflow prevention program) continues to run smoothly, and the conversion to online test report submission is being adopted well by the area testers and plumbers. This has streamlined the process for accepting test reports, and all staff at the division can now check on backflow tests in real time to answer questions.
- The water loss percentage is slightly higher in FY 2023/24 due to improved recordkeeping that provides a more accurate estimate than before. Staff has been working closely with homeowners to get privately owned leaking services replaced, and this number should decline in FY 2024/25. As services are repaired and new leaking services are discovered, the current fiscal year began with 16 leaking services and is now down to seven.

## In-Progress Activities

- The Water Meter Division is continuing to convert all 1" and 1-½" positive displacement (mechanical) style meters to ultrasonic meters, which require no maintenance, and offer an expected service life of 20 years; far longer than the old-style meters which had to be changed out every two to three years.
- Staff is still waiting on parts ordered two years ago to convert all the portable construction hydrant water meters to Automated Meter Reading. This change would allow data logging capabilities and a seamless meter read when switching between billing periods and rates.

# W&PC Metering Services

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## In-Progress Activities, continued

- The three Water Meter Technicians have been very busy rebuilding all “low lead” meters that come back into the shop. They test every meter coming out of service. Where possible, the meters are rebuilt and tested again to confirm their accuracy before being reinstalled in a new location. The Technicians ran 1,101 meter tests last year and will test even more in FY 2023/24.
- The original hot water boiler system that provides heat to the Technical Services Complex is more than 30 years old and has reached the end of its useful life. Repair parts are no longer available. Staff will be replacing this boiler in the current year at an anticipated cost of \$50,000, which will be split evenly between the Water and Sewer Funds.

## Upcoming Activities

- The US Environmental Protection Agency, through its 2020 Lead and Copper Rule Revision, is requiring all community water systems to complete a lead and copper service line inventory by October 16, 2024. The inventory format that the Iowa Department of Natural Resources requires is highly detailed and includes information such as size, date of installation, material, and many property-specific details. Staff has worked across many departments to gain accurate records from multiple databases. Two large water main projects completed during summer 2023 (Grand Avenue and Ridgewood Avenue) included the replacement of several lead and/or galvanized water service lines. The Water Meter Technicians work with the contractors to change out the water meters and flush the new service lines when they are installed. Staff is still evaluating the new Lead and Copper Rule Improvement that was released in late 2023. If this rule moves forward, it will mandate the replacement of all lead service lines within 10 years regardless of how effective the utility is at controlling its water chemistry.



# Water Distribution System Maintenance

## Description:

The Water Distribution activity is responsible for the maintenance of the City's water distribution system. This includes repairing water main breaks as quickly and efficiently as possible, maintaining fire hydrants to ensure workability when needed for emergency purposes, and constructing minor improvements to the water distribution system as needed. Other responsibilities of the activity include the annual hydrant flushing program and utility locating for the Iowa One Call program.

Most of the expenses of this activity are incurred in the Utility Maintenance division of the Public Works department. Public Works administrative and engineering costs associated with the water distribution system are also allocated to this activity.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
<b>Expenditures by Category:</b>					
Personal Services	985,528	1,008,202	987,290	1,038,775	3.0%
Internal Services	236,181	226,967	230,525	248,301	9.4%
Contractual	33,198	43,395	55,095	43,909	1.2%
Commodities	181,663	168,900	189,500	194,500	15.2%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Expenditure Subtotal</b>	<b>1,436,570</b>	<b>1,447,464</b>	<b>1,462,410</b>	<b>1,525,485</b>	<b>5.4%</b>
<i>Plus: Expenditures allocated from another program/activity:</i>					
Public Works Administration	136,984	149,925	144,299	155,990	4.1%
Public Works Engineering	78,722	53,907	54,091	56,372	4.6%
Public Works GIS	80,489	115,534	103,645	118,399	2.5%
<b>Total Allocations</b>	<b>296,195</b>	<b>319,366</b>	<b>302,035</b>	<b>330,761</b>	<b>3.6%</b>
<b>Total Expenditures</b>	<b>1,732,765</b>	<b>1,766,830</b>	<b>1,764,445</b>	<b>1,856,246</b>	<b>5.1%</b>
<b>Funding Sources:</b>					
Water Utility Fund	1,732,765	1,766,830	1,764,445	1,856,246	5.1%
<b>Total Funding Sources</b>	<b>1,732,765</b>	<b>1,766,830</b>	<b>1,764,445</b>	<b>1,856,246</b>	<b>5.1%</b>
Authorized FTEs	9.39	9.39	9.39	9.34	

# Water Distribution System Maintenance

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Maintain and repair the water distribution system to ensure safe and continuous distribution of water	Miles of water main in system	253	254	254	255
		Cost per mile to maintain	\$5,371	\$5,656	\$5,769	\$5,992
		Water main breaks	25	24	32	32
		City water main breaks per mile*	0.099	0.094	0.126	0.125
		Rusty water complaints	32	8	15	15
		Ames on the Go issues reported	41	45	40	40
		Days to resolve Ames on the Go issues	1.8	3.5	3.0	3.0
	Maintain fire hydrants in good working order for emergency situations	Fire hydrants in system	3,052	3,078	3,100	3,120
		Valves in system	3,736	3,762	3,785	3,810
		Valves tested	956	968	900	900
		Hydrants repaired	16	19	15	15
	Perform utility locates to ensure safety	Locates performed	8,834	8,019	9,000	9,000
		Cost per locate performed	\$13.01	\$14.67	\$19.34	\$20.12

\*National Average (0.2 breaks per mile)

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Personal services costs are increasing \$39,000 for FY 2024/25, primarily due to increased health care costs.
- Fleet equipment replacement and maintenance costs have increased rapidly in recent years due to post-pandemic supply chain constraints. Fleet replacement escrow costs are being impacted by increased costs of replacement equipment. Maintenance costs are being impacted by increases in costs for parts. This amounts to an increase of \$3,500 in FY 2023/24 and \$16,000 in FY 2024/25.
- Several large water main breaks early in FY 2023/24 have damaged large areas of streets and required repair parts that continue to rapidly increase in price. An increase of \$20,000 in FY 2023/24 and \$25,000 in FY 2024/25 is included to cover additional costs for commodities required to maintain the water distribution system.

## In-Progress Activities

- Water valves that have deteriorated bolts will continue to be repaired in FY 2023/24. This proactive maintenance activity allows staff to ensure valves work properly during planned shutdowns and emergency repairs. 525 valves have been repaired and an estimated 266 remain to be addressed in the next three years.

## Upcoming Activities

- Staff proactively operates and exercises water valves and hydrants, including through the spring flushing program. This activity aids in identifying issues that can then be repaired. This increases the reliability of the water distribution system.

# Sanitary Sewer System Maintenance

## Description:

The Sanitary Sewer System Maintenance activity is responsible for the cleaning and maintenance of the City's sanitary sewer collection system. This includes flushing the lines on a regular basis, as well as repairing damaged lines and manholes. Manhole covers are changed to prevent infiltration by storm water during heavy rains.

Most of the expenses of this activity are incurred in the Utility Maintenance division of the Public Works department. Public Works administrative and engineering costs associated with the sanitary sewer system are also allocated to this activity.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
<b>Expenditures by Category:</b>					<b>Adopted</b>
Personal Services	344,341	398,658	392,082	401,627	0.7%
Internal Services	118,360	146,690	149,490	160,148	9.2%
Contractual	25,046	52,841	55,191	55,191	4.5%
Commodities	23,694	42,650	42,850	42,850	0.5%
Capital	7,125	25,000	31,625	25,000	0.0%
Other Expenditures	-	-	-	-	
<b>Expenditure Subtotal</b>	<b>518,566</b>	<b>665,839</b>	<b>671,238</b>	<b>684,816</b>	<b>2.9%</b>
<i>Plus: Expenditures allocated from another program/activity:</i>					
Public Works Administration	136,984	149,925	144,299	155,990	4.1%
Public Works Engineering	84,804	62,892	63,106	65,767	4.6%
Public Works GIS	80,489	115,534	103,645	118,399	2.5%
<b>Total Allocations</b>	<b>302,277</b>	<b>328,351</b>	<b>311,050</b>	<b>340,156</b>	<b>3.6%</b>
<b>Total Expenditures</b>	<b>820,843</b>	<b>994,190</b>	<b>982,288</b>	<b>1,024,972</b>	<b>3.1%</b>
<b>Funding Sources:</b>					
Sewer Utility Fund	820,843	994,190	982,288	1,024,972	3.1%
<b>Total Funding Sources</b>	<b>820,843</b>	<b>994,190</b>	<b>982,288</b>	<b>1,024,972</b>	<b>3.1%</b>
 <i>Authorized FTEs</i>	 3.38	 3.38	 3.38	 3.33	

# Sanitary Sewer System Maintenance

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Maintain and repair the sanitary sewer collection system	Miles of sanitary sewer in collection system	214	215	215	216
		Cost per mile to maintain	\$2,788	\$2,412	\$3,118	\$3,173
		Manholes in collection system	4,355	4,366	4,375	4,385
		Lineal feet of sewer cleaned	252,996	176,300	200,000	200,000
		Sanitary sewer collection system cleaned	22%	16%	18%	18%
		Lineal feet of sewer acoustically tested (SL-RAT)	145,593	77,313	100,000	100,000
		Acoustically tested rated good/fair condition	96%	92%	90%	90%
		Ames on the Go reports	17	11	10	10
	Average days to resolve Ames on the Go reports	3.5	0.8	1.0	1.0	
	Perform utility locates to ensure safety	Locates performed	8,834	8,019	9,000	9,000
		Cost per locate performed	\$13.01	\$14.67	\$19.34	\$20.12

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Personal services and employee benefit costs are only up 0.7% due to reallocation of a Principal Clerk position that will be shared with Fleet Services.
- Fleet equipment replacement and maintenance costs have increased rapidly in recent years due to post-pandemic supply chain constraints. Fleet replacement escrow costs are being impacted by increased costs of replacement equipment. Maintenance costs are being impacted by increases in costs for parts. This amounts to increases of \$2,000 in FY 2023/24 and \$12,000 in 2024/25.

## In-Progress Activities

- Staff continues to provide preventative maintenance through cleaning and jetting sewers, which aids in eliminating potential sewer blockages.
- The budget includes the replacement of aging sewer flow monitors, an initiative which began in FY 2023/24. These flow monitors provide real-time data on the sanitary sewer system and are important parts of the modeling that is done to verify capacity for future growth scenarios across the City. It will take eight years to replace all eight flow monitors currently deployed in the system.

## Upcoming Activities

- Staff is increasing the use of acoustic testing technology in sanitary sewer segments to determine which segments need cleaning. This technology is significantly more accurate, efficient, and cost-effective than simply jetting and cleaning a segment of pipe. The increase in data aids in guiding the cleaning and repair activities to the highest priority areas.

# Stormwater Permit Program

## Description:

The Stormwater Permit Program is the activity responsible for the management of the City's National Pollutant Discharge Elimination System (NPDES)/Municipal Separate Storm Sewer System (MS4) permit. This activity, which is managed by Public Works Engineering, reviews and enforces stormwater management plans and stormwater pollution prevention plans and ordinances including Illicit Discharge, Construction Site Erosion and Sediment Control, and Post-Construction Stormwater Management. Another key component of this activity is public outreach and education on stormwater issues.

The Stormwater specialists working in this activity also assist the Engineering division with capital improvement projects. Expenses related to those projects are charged directly to the CIP projects.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
<b>Expenditures by Category:</b>					<b>Adopted</b>
Personal Services	261,920	283,223	293,200	314,443	11.0%
Internal Services	18,346	21,761	32,039	23,742	9.1%
Contractual	54,436	118,660	156,240	104,990	-11.5%
Commodities	13,522	24,850	15,850	19,850	-20.1%
Capital	8,478	-	-	-	
Other Expenditures	10,958	10,000	10,000	10,000	0.0%
<b>Expenditure Subtotal</b>	<b>367,660</b>	<b>458,494</b>	<b>507,329</b>	<b>473,025</b>	<b>3.2%</b>
<i>Less: Expenditures allocated to other programs/activities:</i>					
CIP Projects	(60,419)	(40,000)	(40,000)	(40,000)	0.0%
<b>Total Expenditures</b>	<b>307,241</b>	<b>418,494</b>	<b>467,329</b>	<b>433,025</b>	<b>3.5%</b>
<b>Funding Sources:</b>					
Stormwater Utility Fund	307,241	418,494	467,329	433,025	3.5%
<b>Total Funding Sources</b>	<b>307,241</b>	<b>418,494</b>	<b>467,329</b>	<b>433,025</b>	<b>3.5%</b>
Authorized FTEs	1.90	1.90	1.90	1.90	

# Stormwater Permit Program

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Review and monitor stormwater management plans and ordinances	Construction site erosion and sediment control site inspections (private development)	245	202	210	240
		Stormwater management (SWM) plans approved	11	9	12	15
		SWM as-built records completed	4	0	6	8
		Sustainability events	23	26	27	28
<b>Environmental sustainability</b>	Public Education and Outreach for Community Stormwater Initiatives	Rain barrel rebates	18	27	30	35
		Composter rebates	15	9	12	15
		Rain garden rebates	0	0	1	2
		Native landscape rebates	6	9	14	20
		Soil quality restoration rebates	6	3	10	12
		Native tree rebates	58	42	50	55

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- As Stormwater staff continues to be responsive to vegetation re-establishment on both public and private properties, additional equipment has and will continue to be purchased. A utility trailer is included in the amended budget to aid in hauling equipment to sites. A brush mower is included in the amended budget for cutting taller vegetation.
- Stormwater intern hours have increased to meet the demands for green infrastructure maintenance including bioretention cells and native landscaping areas.
- FY 2023/24 expenses have increased as a result of a study of Ioway Creek, requested by the Iowa Department of Natural Resources.

## In-Progress Activities

- Stormwater activities follow in alignment with the City's National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) permit. Specific activities to remain in compliance include: Education/Outreach, Illicit Discharge Elimination, Construction Site Erosion and Sediment Control, Post-Construction Stormwater Management, and Good Housekeeping to maintain the storm water system.
- The City's NPDES MS4 permit is currently being considered for re-issuance through Iowa Department of Natural Resources (Iowa DNR).
- Stormwater staff attend numerous sustainability events, including leading the EcoFair event planning.
- Erosion Control inspections are conducted on all infrastructure projects.
- Public Works Engineering Stormwater staff is responsible for two Watershed Management Authorities (Ioway Creek and Headwaters of South Skunk), Story County Water Quality, and Ames Community Pollinator Plan implementations.

## Upcoming Activities

- Review of Stormwater Pollution Prevention Plans and construction erosion control inspections for both public and private projects is a primary activity of the Stormwater Specialist to ensure compliance with Environmental Protection Agency, Iowa DNR, and City's MS4 permits.
- The promotion of the Smart Watersheds cost share rebates will continue as they align with improved water quality, bird-friendly and Ames Community Pollinator Plan promotions for creation of more habitat. Consideration will be given to expanding rebate options for invasive species removal, forest management, and rental alternatives.

# Stormwater System Maintenance

## Description:

The Stormwater System Maintenance activity is responsible for the inspection and repair of storm sewer outlets, manholes, and outfalls to provide uninterrupted storm water drainage. Street crews perform this activity, along with Street Maintenance, Street Cleaning, and Snow and Ice Control activities. As such, actual expenditures in each activity may vary greatly from year to year depending on the weather and where Street resources need to be allocated.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	136,213	222,790	213,094	232,480	4.4%
Internal Services	67,891	90,551	91,608	95,972	6.0%
Contractual	27,232	33,250	33,550	33,550	0.9%
Commodities	47,756	41,500	41,500	41,500	0.0%
Capital	7,125	-	6,625	-	
Other Expenditures	-	-	-	-	
<b>Expenditure Subtotal</b>	<b>286,217</b>	<b>388,091</b>	<b>386,377</b>	<b>403,502</b>	<b>4.0%</b>
<i>Plus: Expenditures allocated from another program/activity:</i>					
Public Works Engineering	37,755	26,954	27,045	28,186	4.6%
Public Works GIS	47,562	68,270	61,245	69,963	2.5%
<b>Total Allocations</b>	<b>85,317</b>	<b>95,224</b>	<b>88,290</b>	<b>98,149</b>	<b>3.1%</b>
<b>Total Expenditures</b>	<b>371,534</b>	<b>483,315</b>	<b>474,667</b>	<b>501,651</b>	<b>3.8%</b>
<b>Funding Sources:</b>					
Stormwater Utility Fund	371,534	483,315	474,667	501,651	3.8%
<b>Total Funding Sources</b>	<b>371,534</b>	<b>483,315</b>	<b>474,667</b>	<b>501,651</b>	<b>3.8%</b>
Authorized FTEs	2.09	2.09	2.09	2.09	

# Stormwater System Maintenance

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide uninterrupted storm water drainage	Miles of storm sewer in system	284	284	284	284
		Cost per mile to maintain	\$884	\$1,008	\$1,337	\$1,421
		Lineal footage cleaned and/or televised	27,430	21,545	25,000	25,000
		System televised	2.5%	1.4%	1.7%	1.7%
		System blockages cleaned	55	43	50	50
		Intakes inspected and cleaned	997	1,598	600	600
		Intakes/manholes repaired by City crews	76	32	50	50
		Average Ames on the Go issues reported	55	55	50	50
		Average days to resolve Ames on the Go issues	3.6	4.5	4.0	4.0

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Personal services are increasing \$9,700 for FY 2024/25, primarily due to increased healthcare costs.
- Fleet equipment replacement and maintenance costs have increased rapidly in recent years due to post-pandemic supply chain constraints. Fleet replacement escrow costs are being impacted by increased costs of replacement equipment. Maintenance costs are being impacted by increases in costs for parts. This amounts to an increase of \$1,000 in FY 2023/24 and \$5,000 in FY 2024/25.

## In-Progress Activities

- Staff continues to investigate and selectively clear storm water easements of debris and downed trees continues as time permits.
- This program enables the City to be highly responsive to citizen requests for service as evidenced by the number of Ames on the Go requests.

## Upcoming Activities

- Staff continues to inspect and repair storm sewer intakes and pipes to ensure storm water flows as efficiently as possible during rain events.

# Resource Recovery

## Description:

Resource Recovery is the program responsible for the operation of the Arnold O. Chantland Resource Recovery Plant. The plant, which started operation in 1975, was the first municipally operated waste-to-energy facility in the nation. Municipal Solid Waste (MSW) is delivered to the facility by private haulers or citizens from participating Story County communities and is disposed through responsible, sustainable, and local solutions. Glass is collected at recycling bins throughout the county. During processing, ferrous, and non-ferrous metals are removed for recycling. The MSW is shredded and separated into two categories. The burnable portion of the MSW becomes Refuse Derived Fuel (RDF) and is conveyed to the City's power plant for use as a supplemental fuel with natural gas for generating electricity. The non-burnable MSW is transported to an area landfill. Since it has been shredded during processing, it takes up significantly less volume in the landfill than if it was sent there directly.

The Resource Recovery program also provides for the safe and proper disposal of household hazardous materials (HHM) (batteries, fireworks, propane tanks, oil, antifreeze, lawn chemicals, and fluorescent bulbs), tires, American flags, sharps, and appliances, coordinates the yard waste program, and is a founding sponsor in the annual Rummage Rampage.

Partners in the program include Ames, Iowa State University, unincorporated Story County, and the communities of Cambridge, Gilbert, Huxley, Kelley, Maxwell, McCallsburg, Nevada, Roland, Slater, Story City, and Zearing.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Resource Recovery Operations	3,093,823	3,249,278	3,211,652	3,322,178	2.2%
Reject Disposal	1,002,544	1,065,000	1,128,496	712,663	-33.1%
Yard Waste Management	41,704	46,000	46,010	48,010	4.4%
Landfill Monitoring	15,942	6,600	9,100	7,800	18.2%
<b>Total Expenditures</b>	<b>4,154,013</b>	<b>4,366,878</b>	<b>4,395,258</b>	<b>4,090,651</b>	<b>-6.3%</b>
<b><i>Expenditures by Category:</i></b>					
Personal Services	1,664,130	1,791,776	1,787,014	1,895,981	5.8%
Internal Services	492,910	425,251	422,655	429,995	1.1%
Contractual	1,656,115	1,785,001	1,822,239	1,398,825	-21.6%
Commodities	340,858	364,850	363,350	365,850	0.3%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Expenditure Subtotal</b>	<b>4,154,013</b>	<b>4,366,878</b>	<b>4,395,258</b>	<b>4,090,651</b>	<b>-6.3%</b>
<i>Plus: Expenditures allocated from another program/activity:</i>					
Public Works Administration	136,984	149,925	144,299	155,990	4.1%
<b>Total Expenditures</b>	<b>4,290,997</b>	<b>4,516,803</b>	<b>4,539,557</b>	<b>4,246,641</b>	<b>-6.0%</b>
<b><i>Funding Sources:</i></b>					
Resource Recovery Fund	4,290,997	4,516,803	4,539,557	4,246,641	-6.0%
<b>Total Funding Sources</b>	<b>4,290,997</b>	<b>4,516,803</b>	<b>4,539,557</b>	<b>4,246,641</b>	<b>-6.0%</b>
<i>Authorized FTEs</i>	15.00	15.00	15.00	15.00	

# Resource Recovery

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide a reliable and efficient means to dispose of municipal solid waste (MSW)	Potential RRP Processing Tons	90,000	90,000	90,000	90,000
		Available system tonnage	52,698	52,174	52,000	52,500
		Tons of MSW to landfill	8,340	7,438	12,000	17,500
		Tons of MSW processed	44,324	44,677	40,000	35,000
		MSW processed	84.11%	85.63%	80.00%	66.67%
		Landfill disposal cost/ton	\$67.15	\$69.68	\$73.23	\$75.80
<b>Environmental sustainability</b>	Provide responsible, sustainable, local solutions for solid waste disposal	Tons of construction debris to landfill	17,256	25,686	30,000	30,000
		Tons RDF sold to Electric Utility	27,930	28,878	27,500	25,000
		Pounds of glass recycled	500,000	520,000	520,000	540,000
		Pounds of metal recycled	2,910,000	2,828,000	2,750,000	2,500,000
		Pounds of household hazardous materials collected	26,000	28,413	28,500	29,000
		Pounds diverted by Rummage RAMPage	92,126	154,843	160,000	162,000

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Due to an increase in natural gas pricing, a conscious decision was made to reduce the burn rate of refuse-derived fuel (RDF), which in turn decreases the amount of municipal solid waste (MSW) that can be received (reduced from 45,000 tons to 35,000 tons per year) and the amount of RDF that can be utilized. This strategy will result in less revenue to the Resource Recovery operation, which necessitates a substantial increase in tipping fees from \$62.50 to \$75.00 beginning in July 2024.
- Staff has expanded the availability of no-charge recycling services. Materials including glass, plastics, organics, mixed paper, cardboard, and scrap metal can all be taken to a drop-off site at the Resource Recovery Plant. The increase in recycling reduces the amount of MSW that is generated and must be landfilled at times when the Resource Recovery Plant is at capacity.

## In-Progress Activities

- Staff is analyzing the current waste disposal system and developing plans for the collection and disposal of municipal solid waste (MSW) for Ames and Story County.
- In support of continued recycling and landfill diversion, there will be an expanding emphasis to expand recycling options, identify alternatives to reduce the number of trips and tons taken to the landfill, and expand organics diversion options.

## Upcoming Activities

- Staff will be exploring options for a new landfill for construction and demolition material. This material is not desired at Boone County Landfill and alternative sites with greater capacity exist to accept it.
- Additional diversion initiatives are being explored, including curbside recycling, development of a yard waste site, composting, electronics recycling, mattress diversion, clothing recycling, and can and bottle deposit services.
- In July 2025, the current solid waste planning area comprehensive plan will expire. This plan outlines the strategies and locations for diversion and disposal of solid waste. Prior to its expiration, it will need to be determined whether the Ames/Story County area will remain with the current comprehensive plan partner or if an alternative will be pursued.

# Utility Customer Service

## Description:

The purpose of the Utility Customer Service activity is to provide customer service assistance, meter reading, utility billing, and collection services for the Electric, Water, Sewer, and Storm Water utilities. Additional responsibilities include the maintenance of customer accounts and usage records, as well as assisting with the Park Violation Collection activity which also takes place in the Customer Service office area, and the selling of CyRide passes.

Utility Customer Service also administers Electric Service's Project Share program, which collects donations from utility customers that are then applied to the utility bills of customers needing assistance with their accounts.

The Utility Customer Service activity is allocated to the Electric, Water, Sewer, and Storm Water Utility funds based on the percentage of customers and meter readings attributed to each utility.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Activity:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Utility Customer Service	1,320,686	1,397,966	1,369,050	1,392,893	-0.4%
Meter Reading	411,215	453,038	430,172	463,949	2.4%
Project Share	21,684	19,869	19,695	19,759	-0.6%
Utility Deposit Interest	4,619	-	-	-	
<b>Total Expenditures</b>	<b>1,758,204</b>	<b>1,870,873</b>	<b>1,818,917</b>	<b>1,876,601</b>	<b>0.3%</b>

<i><b>Expenditures by Category:</b></i>					
Personal Services	1,004,707	1,081,041	1,051,483	1,120,990	3.7%
Internal Services	385,622	368,525	367,584	359,815	-2.4%
Contractual	241,204	271,376	249,416	247,485	-8.8%
Commodities	9,057	11,931	12,434	10,311	-13.6%
Capital	-	-	-	-	
Other Expenditures	117,614	138,000	138,000	138,000	0.0%
<b>Total Expenditures</b>	<b>1,758,204</b>	<b>1,870,873</b>	<b>1,818,917</b>	<b>1,876,601</b>	<b>0.3%</b>

<i><b>Funding Sources:</b></i>					
Electric Utility Fund	850,370	915,083	888,796	901,917	-1.4%
Water Utility Fund	453,458	480,150	467,026	489,546	2.0%
Sewer Utility Fund	427,853	453,140	440,595	462,638	2.1%
Stormwater Utility Fund	4,839	7,000	7,000	7,000	0.0%
Project Share Donations	21,684	15,500	15,500	15,500	0.0%
<b>Total Funding Sources</b>	<b>1,758,204</b>	<b>1,870,873</b>	<b>1,818,917</b>	<b>1,876,601</b>	<b>0.3%</b>

<i>Authorized FTEs</i>	10.95	10.95	10.95	10.95
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# Utility Customer Service

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Accurately record parking ticket payments and maintain payment records	Customer service requests received over the internet	9,558	10,480	11,500	12,750
		Average daily payments processed	1,337	1,346	1,350	1,360
		Utility payments received electronically	62.1%	68.1%	69.4%	70.4%
		Maintain an accuracy rate of no more than 1 billing error per 1,000 bills generated	No	No	Yes	Yes
	Provide accurate and efficient customer meter reading services	Average cost per bill generated	\$4.81	\$4.55	\$4.65	\$4.83
		Maintain the number of days accounts are receivable to less than 21 days	17.36	17.25	17.4	17.4
		Average daily meter readings	2,504	2,525	2,549	2,573
		Accounts with billing periods equal to or less than 34 days	99.1%	98.9%	99.5%	99.5%
		Maintain accuracy rate of no more than 5 misread meters per 1,000 reads	Yes	Yes	Yes	Yes
		Average cost per meter reading	\$0.68	\$0.65	\$0.67	\$0.72

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Staff continues to see many bills paid after second notices are provided. This has led to a high number of customers on the cut-off list each week. These potentially disconnected customers are carrying higher account balances that could lead to increased collection or write-off figures.

## In-Progress Activities

- Credit card machines are being installed at the cashier windows in customer service. This will allow customers to have additional payment options.
- Staff has implemented interdepartmental billing for City utility bills. Previously, bills for City facilities were generated, paid and processed like an outside customer bill would be. Interdepartmental billing allows these accounts to be processed within the financial system, saving on bill creation, mailing, and check processing.

## Upcoming Activities

- Staff is reviewing more effective and cheaper forms of communication with customers through text, e-mail, and phone calls to provide reminders of past due payments. This would lower the number of first notices mailed and postings required by meter readers. Staff would expect to see a lower number of disconnections as well.
- Staff is in the initial stages of creating a new service application form. The new form will utilize smart logic and include additional security features. The form is included in the new agreement the City entered with Granicus. This will save Customers Service its annual hosting fees under its current service application platform.
- Staff is placing iPads in the Customer Service office for start, stop, and transfer application submission. This will eliminate the need for paper applications and provide a more streamlined experience for our customers.

# Utilities CIP

## Description:

This is a summary of the Utilities program capital improvements which are detailed in the City of Ames five-year Capital Improvements Plan.

<i>Activities:</i>	<b>2022/23 Actual</b>	<b>2023/24 Adopted</b>	<b>2023/24 Adjusted</b>	<b>2024/25 Mgr Rec</b>	<b>% Change From Adopted</b>
<b><i>Electric Services:</i></b>					
Waste to Energy Study	63,548	-	-	-	-
Electric Vehicle Infrastructure	107,161	200,000	292,839	200,000	
69kV Transmission Reconstruction	31,679	520,000	488,321	525,000	
161 kV Line Relocation	926,971	-	1,351,087	-	
Mortensen Road Underground	2,482	-	156,291	-	
Ontario Substation	-	-	1,575,000	-	
Dayton Avenue Substation	-	-	250,000	-	
Mortensen Substation Transformer	-	150,000	150,000	200,000	
Substation Security	-	250,000	250,000	-	
Electric Services Storage Building	-	-	340,978	-	
Street Light LED Retrofits	44,754	-	211,697	-	
Line/Street Light Relocations	246,844	150,000	880,642	250,000	
Fiber Optic Hardware	-	-	-	100,000	
Electric Distribution Locker Room	-	100,000	110,000	-	
Advanced Metering Infrastructure	-	700,000	800,000	700,000	
Unit 7 Boiler Tubes	69,306	-	-	-	
Unit 7 Condenser Tubes	31,100	-	1,150,400	-	
Unit 7 Precipitator Enclosure	-	-	110,000	-	
Unit 7 Air Heater Basket	-	-	350,000	-	
Unit 7 Turbine Minor Overhaul	-	-	-	150,000	
Unit 8 Superheat Replacement	(68,877)	-	-	-	
Unit 8 Precipitator Reconstruction	1,159,390	-	815,463	-	
Unit 8 Crane Repair	16,161	-	-	-	
Unit 8 Turbine Minor Overhaul	-	150,000	-	-	
CT Generation Improvements	9,150	600,000	740,850	740,000	
CT 1 Inspection/Overhaul	405	-	51,097	-	
CT 1 Foundation Replacement	-	-	150,000	-	
CT 2 Inlet Heating	-	1,500,000	-	-	
DCS Hardware Upgrade	17,586	-	-	-	

# Utilities CIP

<i>Activities:</i>	2022/23 Actual	2023/24 Adopted	2023/24 Adjusted	2024/25 Mgr Rec	% Change From Adopted
<b><i>Electric Services continued:</i></b>					
RDF Bin Renovation	10,019	-	2,395,920	-	
Ash Pond Modifications	169,617	-	6,957,484	-	
Wastewater Treatment	275,397	-	121,769	-	
Fuel Oil Piping Replacement	-	-	428,055	-	
Underground Storage Tank Removal	-	-	15,000	-	
Power Plant Relay/Control	-	125,000	125,000	125,000	
Load Centers/Breakers	-	500,000	500,000	500,000	
Critical Generators	91,643	500,000	608,357	600,000	
Power Plant Fire Protection	24,000	250,000	997,843	-	
Power Plant Inventory Building	-	-	200,000	-	
Power Plant Building Modifications	35,045	650,000	2,548,722	150,000	
Coal Yard Reclamation	-	-	250,000	-	
<b>Total Electric Services CIP</b>	<b>3,263,381</b>	<b>6,345,000</b>	<b>25,372,815</b>	<b>4,240,000</b>	<b>-33.2%</b>
<b><i>Water Production/Treatment:</i></b>					
New Water Treatment Plant	9,815	-	38,005	-	
Old Water Plant Demolition	2,308,284	-	182,616	-	
Water Plant Facility Improvements	101,974	517,000	1,280,055	181,000	
Lime Lagoon Improvements	-	-	-	283,000	
Technical Services Complex Addition	-	-	-	320,000	
Technical Services Complex Boilers	-	-	100,000	-	
AMR/AMI Meter Conversion	-	106,000	96,000	99,000	
North River Valley Wellfield	170,738	-	12,100,000	-	
South Skunk Well Field	-	-	476,278	-	
Wellhead Rehabilitation	29,761	-	-	-	
SAM Pump Station Improvements	24,327	-	200,673	-	
Security Improvements	2,075	80,000	459,023	-	
Distribution System Monitoring Network	9,095	-	-	-	
Ada Hayden Water Quality	87	23,000	57,913	23,000	
<b>Total Water Production/Treatment CIP</b>	<b>2,656,156</b>	<b>726,000</b>	<b>14,990,563</b>	<b>906,000</b>	<b>24.8%</b>
<b><i>Water Pollution Control:</i></b>					
Nutrient Reduction Modifications	1,000,473	2,030,000	2,289,527	25,760,000	
Watershed Nutrient Reduction	365,755	894,000	1,017,588	525,000	
Cogeneration System	221,034	1,125,000	192,690	180,000	
Plant Facility Improvements	21,035	25,000	25,000	-	
Electrical System Improvements	-	-	97,000	-	
Digester Improvements	147,392	-	-	-	
<b>Total Water Pollution Control CIP</b>	<b>1,755,689</b>	<b>4,074,000</b>	<b>3,621,805</b>	<b>26,465,000</b>	<b>549.6%</b>
<b><i>Water Distribution:</i></b>					
Water System Improvements	1,763,243	1,950,000	4,801,551	2,050,000	
Prairie View Utility Extension	1,039,664	-	241,848	-	
Campustown Public Improvements	-	400,000	400,000	-	
Ames 2040 Utility Extensions	684,829	525,000	232,472	-	
<b>Total Water Distribution CIP</b>	<b>3,487,736</b>	<b>2,875,000</b>	<b>5,675,871</b>	<b>2,050,000</b>	<b>-28.7%</b>

# Utilities CIP

<i>Activities:</i>	<b>2022/23 Actual</b>	<b>2023/24 Adopted</b>	<b>2023/24 Adjusted</b>	<b>2024/25 Mgr Rec</b>	<b>% Change From Adopted</b>
<b>Sanitary Sewer System:</b>					
Sanitary Sewer Improvements	867,451	4,598,000	15,601,661	350,000	
Prairie View Utility Extension	1,566,265	-	727,182	-	
Campustown Public Improvements	-	125,000	125,000	-	
Ames 2040 Utility Extensions	542,302	4,446,981	7,435,509	-	
Clear Water Diversion	105,219	50,000	94,748	50,000	
<b>Total Sanitary Sewer System CIP</b>	<b>3,081,237</b>	<b>9,219,981</b>	<b>23,984,100</b>	<b>400,000</b>	<b>-95.7%</b>
<b>Stormwater:</b>					
loway Creek Restoration	171,243	-	429,223	-	
Stormwater Erosion Control	160,623	1,250,000	4,898,401	750,000	
Low Point Drainage Improvements	141,535	200,000	993,933	350,000	
Stormwater Improvement Program	458,861	550,000	654,515	650,000	
Stormwater Detention/Retention	3,932	-	146,068	-	
Gateway Hotel Pond Rehabilitation	-	-	124,698	-	
Stormwater Quality Improvements	2,134	100,000	97,866	100,000	
Stormwater System Analysis	833	-	642,548	-	
South Skunk River Improvements	-	2,100,000	2,125,000	-	
<b>Total Stormwater CIP</b>	<b>939,161</b>	<b>4,200,000</b>	<b>10,112,252</b>	<b>1,850,000</b>	<b>-56.0%</b>
<b>Resource Recovery:</b>					
System Improvements	317,825	312,500	483,032	650,000	
Waste to Energy Study	1,637	-	-	-	
Waste Diversion Enhancements	-	-	35,644	-	
Resource Recovery Roof	-	-	28,300	-	
<b>Total Resource Recovery CIP</b>	<b>319,462</b>	<b>312,500</b>	<b>546,976</b>	<b>650,000</b>	<b>108.0%</b>
<b>Total Utilities CIP</b>	<b>15,502,822</b>	<b>27,752,481</b>	<b>84,304,382</b>	<b>36,561,000</b>	<b>31.7%</b>

# TRANSPORTATION



# Transportation Program

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# Transportation Summary

## Description:

The Transportation Program serves the community by providing facilities to enhance the movement of people within the City. The system aids residential, commercial, and industrial users through the orderly flow of vehicles and passengers for both business and leisure activities. The **Street System** activity includes Public Works Administration, Public Works Engineering, Public Works GIS, Traffic Engineering, Traffic Operations, the Streetlight System, and Street Maintenance. This activity is responsible for all street, shared use path, and traffic system maintenance throughout the community, including snow and ice control, street cleaning, and right-of-way maintenance. The **Transit System** provides efficient and economical transportation to the community. A fixed route service is available daily, and Dial-a-Ride service is available as a contracted service for elderly or disabled residents. The **Parking System** activity maintains City parking lots and enforces parking regulations for both parking lots and on-street parking throughout the community. Meter revenue and fines are used to maintain and operate the parking system. **Airport Operations** provides general aviation services at the Ames Municipal Airport, which includes two hard surface runways. **Transportation CIP** includes capital improvement projects related to the Transportation Program.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Public Works Administration	136,984	149,925	144,297	155,991	4.1%
Public Works Engineering	48,916	35,938	36,060	37,581	4.6%
Public Works GIS	129,999	173,300	155,466	177,600	2.5%
Traffic Engineering	343,184	380,242	417,348	405,226	6.6%
Traffic Operations	1,198,188	1,360,192	1,384,993	1,405,817	3.4%
Streetlight System	894,484	900,000	900,000	900,000	0.0%
Street Maintenance	5,146,527	5,387,872	5,428,418	5,600,000	3.9%
Transit System	12,746,107	14,949,683	15,152,390	15,485,874	3.6%
Parking System	755,117	934,303	802,875	951,539	1.8%
Airport Operations	172,046	174,921	162,066	254,317	45.4%
<b>Total Operations</b>	<b>21,571,552</b>	<b>24,446,376</b>	<b>24,583,913</b>	<b>25,373,945</b>	<b>3.8%</b>
Transportation CIP	26,905,831	30,945,543	62,425,559	12,804,268	-58.6%
<b>Total Expenditures</b>	<b>48,477,383</b>	<b>55,391,919</b>	<b>87,009,472</b>	<b>38,178,213</b>	<b>-31.1%</b>
<i>Authorized FTEs</i>	139.21	139.99	139.99	140.89	

# Transportation Summary

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	15,355,070	17,321,294	16,999,818	17,994,594	3.9%
Internal Services	2,778,685	2,895,094	2,967,955	3,106,468	7.3%
Contractual	3,085,390	3,389,641	3,591,877	3,462,098	2.1%
Commodities	2,659,559	3,371,225	3,485,488	3,456,626	2.5%
Capital	22,157	25,000	47,000	10,000	
Other Expenditures	(22)	600	600	600	0.0%
Allocations to Other Programs	(2,329,287)	(2,556,478)	(2,508,825)	(2,656,441)	
<b>Total Operations</b>	<b>21,571,552</b>	<b>24,446,376</b>	<b>24,583,913</b>	<b>25,373,945</b>	<b>3.8%</b>
Transportation CIP	26,905,831	30,945,543	62,425,559	12,804,268	-58.6%
<b>Total Expenditures</b>	<b>48,477,383</b>	<b>55,391,919</b>	<b>87,009,472</b>	<b>38,178,213</b>	<b>-31.1%</b>
<b>Funding Sources:</b>					
General Fund	1,062,724	1,099,840	1,132,882	1,106,546	0.6%
Road Use Tax Fund	6,835,558	7,287,629	7,333,700	7,575,669	4.0%
Transit Fund	12,746,107	14,949,683	15,152,390	15,485,874	3.6%
Parking Fund	755,117	934,303	802,875	951,539	1.8%
Airport Operations Fund	172,046	174,921	162,066	254,317	
<b>Total Operations Funding</b>	<b>21,571,552</b>	<b>24,446,376</b>	<b>24,583,913</b>	<b>25,373,945</b>	<b>3.8%</b>
<b>Transportation CIP Funding:</b>					
G.O. Bonds	11,220,428	11,163,300	26,169,796	2,647,100	-76.3%
General Fund	21,528	-	187,705	-	
Local Option Sales Tax	915,290	650,000	3,548,671	775,000	19.2%
Hotel/Motel Tax	43,572	-	15,388	-	
Road Use Tax	1,383,678	3,655,700	6,266,950	2,641,900	-27.7%
Bike License Fund	-	-	10,026	-	
Street Construction Fund	6,116,674	1,895,000	9,327,166	4,455,000	135.1%
Water Utility Fund	23,227	75,000	444,923	-	-100.0%
Sewer Utility Fund	1,500	75,000	395,200	-	-100.0%
Stormwater Utility Fund	9,844	50,000	316,396	-	-100.0%
Transit Capital Reserve	6,993,029	9,201,543	12,189,371	1,170,268	-87.3%
Airport Improvements Fund	177,061	4,180,000	3,553,967	1,115,000	-73.3%
<b>Total CIP Funding</b>	<b>26,905,831</b>	<b>30,945,543</b>	<b>62,425,559</b>	<b>12,804,268</b>	<b>-58.6%</b>
<b>Total Funding Sources</b>	<b>48,477,383</b>	<b>55,391,919</b>	<b>87,009,472</b>	<b>38,178,213</b>	<b>-31.1%</b>

# Public Works Administration

## Description:

The Public Works Administration activity is responsible for the overall coordination and support of all Public Works operational activities and capital improvement projects. These responsibilities include oversight of the operating budgets for all Public Works activities, preparation of Public Works' portion of the City's 5-year capital improvement (CIP) plan, responding to City Council directives, and project outreach.

Many of the activities overseen by Public Works Administration are included in the Transportation Program. These include Public Works Engineering, Traffic Engineering, Traffic Maintenance, Street Maintenance, Street Cleaning, Snow and Ice Control, Parking Maintenance, and Airport Operations. Public Works is also, however, responsible for activities included in the Utilities Program, including Water Distribution System Maintenance, Sanitary Sewer System Maintenance, the Stormwater Permit Program, Storm Sewer Maintenance, and Resource Recovery. Accordingly, a portion of the Public Works Administration activity is allocated to the utility activities and paid for by the utility funds.

	2022/23	2023/24	2023/24	2024/25	% Change
<b>Expenditures by Category:</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Personal Services	335,848	352,144	348,169	368,177	4.6%
Internal Services	185,981	219,116	208,071	230,979	5.4%
Contractual	21,194	26,190	18,704	22,555	-13.9%
Commodities	4,913	2,250	2,250	2,250	0.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Expenditure Subtotal</b>	<b>547,936</b>	<b>599,700</b>	<b>577,194</b>	<b>623,961</b>	<b>4.1%</b>

*Less: Expenditures allocated to Utilities Program:*

Water Distribution System	(136,984)	(149,925)	(144,299)	(155,990)	4.1%
Sanitary Sewer System	(136,984)	(149,925)	(144,299)	(155,990)	4.1%
Resource Recovery	(136,984)	(149,925)	(144,299)	(155,990)	4.1%
<b>Total Allocation</b>	<b>(410,952)</b>	<b>(449,775)</b>	<b>(432,897)</b>	<b>(467,970)</b>	<b>4.1%</b>

<b>Total Transportation Program Expenditures</b>	<b>136,984</b>	<b>149,925</b>	<b>144,297</b>	<b>155,991</b>	<b>4.1%</b>
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**Funding Sources:**

Road Use Tax	136,984	149,925	144,297	155,991	4.1%
<b>Total Funding Sources</b>	<b>136,984</b>	<b>149,925</b>	<b>144,297</b>	<b>155,991</b>	<b>4.1%</b>

<i>Authorized FTEs</i>	2.00	2.00	2.00	2.00	
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# Public Works Administration

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Oversee and coordinate Public Works activities	Public Works employees	74.75	74.75	74.75	74.75
		CIP projects budget*	\$28.98	\$27.68	\$93.61	\$21.72
	Develop and manage Public Works capital improvement projects	Outside funding*	\$5.49	\$10.63	\$27.55	\$5.95
		Percentage of CIP outside funding	18.9%	38.4%	29.4%	27.4%
	Coordinate outreach efforts and act as a centralized point of contact for customer service	Ames on the Go service requests resolved	1,593	2,493	3,000	3,000
		Average days to acknowledge requests	0.3	0.2	0.2	0.2
		Average days to resolve requests	2.6	2.5	1.7	1.5

\*In millions

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- The FY 2023/24 Adjusted Budget reflects a decrease in the Shared Support Staff expenses due to a vacant administrative services clerk position.

## In-Progress Activities

- Staff provides consultation services for economic development prospects and major development as it relates to transportation and utility networks. In FY 2023/24, staff is working on development at CY-Town and Prairie View Industrial area projects.
- Grant writing and administration for various state and federal grants is a focus area for Public Works Administration. In FY 2023/24, staff is providing administration through Iowa DOT and EDA audits for grant closure, progress reporting for open EDA grants and change orders, and CARES/ARPA administration and reimbursement.
- Public outreach on transportation and utility projects is a priority for Public Works Administration staff to promote citizen education and engagement.
- The Bicycle and Pedestrian Master Plan (Walk, Bike, Roll) and Wayfinding Plan will continue to progress with anticipated plan completion in spring 2024.

## Upcoming Activities

- Staff will evaluate the initial recycling drop-off locations and develop a plan to expand recycling services.
- Staff will work on the city-wide website redevelopment committee, reviewing current website services and redesigning the webpages to improve information delivery and customer service.
- Work will begin on the latest update to the Metropolitan Transportation Plan, which is due by October 2025 (formerly known as the Long-Range Transportation Plan).

# Public Works Engineering

## Description:

The Public Works Engineering activity has primary responsibility for the design and construction of all roadways, shared use path, water main, sanitary sewer, flood mitigation, drainage, and storm water capital improvement projects. This includes the long-range planning of projects to ensure that the development of the street and shared use path system, water distribution system, sanitary sewer collection system, and stormwater system meet current and future needs of the community. Public Works Engineering staff provides technical designs and construction inspection services to ensure reliability and quality control for these projects. Engineering also provides design review/inspection services for site and subdivision public infrastructure construction, and is responsible for maintaining public infrastructure records, including an electronic Geographic Information System (GIS) of the City's infrastructure.

A large portion of Public Works Engineering expenditures are allocated directly to CIP projects to which the expenditures are related. A portion of the remaining Engineering expenditures are allocated to utility operating activities that require engineering support. The portion of Engineering activities reimbursed by public fees is charged to the General Fund. The remainder of this activity is funded through state road use tax revenue.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
<b>Expenditures by Category:</b>					
Personal Services	1,325,347	1,360,281	1,319,370	1,438,032	5.7%
Internal Services	112,615	151,254	157,239	158,701	4.9%
Contractual	104,327	98,868	101,948	90,855	-8.1%
Commodities	22,646	23,150	23,550	20,650	-10.8%
Capital	-	-	37,000	-	
Other Expenditures	(45)	-	-	-	
<b>Expenditure Subtotal</b>	<b>1,564,890</b>	<b>1,633,553</b>	<b>1,639,107</b>	<b>1,708,238</b>	<b>4.6%</b>
<i>Less: Expenditures allocated to Utilities Program and CIP:</i>					
CIP Projects	(1,314,693)	(1,453,862)	(1,458,805)	(1,520,332)	4.6%
Water Distribution System	(78,722)	(53,907)	(54,091)	(56,372)	4.6%
Sanitary Sewer System	(84,804)	(62,892)	(63,106)	(65,767)	4.6%
Stormwater System	(37,755)	(26,954)	(27,045)	(28,186)	4.6%
<b>Total Allocation</b>	<b>(1,515,974)</b>	<b>(1,597,615)</b>	<b>(1,603,047)</b>	<b>(1,670,657)</b>	<b>4.6%</b>
<b>Total Transportation Program Expenditures</b>	<b>48,916</b>	<b>35,938</b>	<b>36,060</b>	<b>37,581</b>	<b>4.6%</b>
<b>Funding Sources:</b>					
General Fund	11,340	28,000	28,000	28,000	0.0%
Road Use Tax	37,576	7,938	8,060	9,581	20.7%
<b>Total Funding Sources</b>	<b>48,916</b>	<b>35,938</b>	<b>36,060</b>	<b>37,581</b>	<b>4.6%</b>
 <i>Authorized FTEs</i>	 9.80	 9.80	 9.80	 9.80	

# Public Works Engineering

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Plan, design, and implement public infrastructure projects	Projects inspected/ administered*	27	37	30	20
		Plans and specifications finalized for projects*	14	14	20	15
		Projects bid under engineer's estimate	50%	50%	75%	75%
		Projects bid over 10% of engineer's estimate	14%	25%	15%	15%
		Projects completed within 10% of original bid	92%	69%	85%	90%
		Projects completed on time	92%	92%	92%	92%
		Public infrastructure inspected from development projects	19	21	25	25
		Construction site erosion and sediment control inspections*	299	325	340	300

\*Capital Improvement Projects

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- A full-time Civil Engineer I/II position has been vacant since summer 2023 and is anticipated to be filled in calendar year 2024. This position handles Development Review Committee plan reviews and right-of-way permit reviews, along with design of Capital Improvements Projects. The vacancy results in a decrease in personnel costs in the FY 2023/24 adjusted budget.
- Aging surveying equipment replacement is included in the budget as a capital cost to ensure functioning equipment is available for staff to do their jobs with accuracy.

## In-Progress Activities

- Design, public outreach, and construction inspections for capital improvement infrastructure projects continue to be a primary focus of Public Works Engineering staff.
- Construction inspections of public infrastructure completed with private development continues to be a large work activity through construction season (April – November).
- Review of public improvement plans submitted through associated subdivision and site plans is a significant responsibility of this activity.

## Upcoming Activities

- In-house surveying capabilities continue to increase with interdepartmental collaboration on various projects.



# Public Works GIS

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22	2022/23	2023/24	2024/25
			Actual	Actual	Adjusted	Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide Geospatial tools, data, and technical expertise to support internal and external customers.	Total GIS Users Supported	286	354	327	327
		Utility Data Requests	113	104	115	126
		Contractors registered for online utility information access	201	238	278	322
		Field/Mobile GIS Users Supported	79	105	116	128
		Web Mapping Applications Supported	46	111	123	136

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- The GIS Coordinator position was vacated and then filled by internal promotion in FY 2023/24. This promotion, along with the vacancy it created, resulted in personnel savings in the FY 2023/24 adjusted budget.

## In-Progress Activities

- An upgrade to the water system utility network is in progress, which involves working with an outside consultant. The contract for the upgrade includes training time for City GIS staff to learn the process and be better prepared to address issues that may arise through the upgrade.

## Upcoming Activities

- An upgrade will be made to the utility network for sanitary sewer and storm water systems over the upcoming year. The software update to utility networks will increase the capacity for interdepartmental collaboration.

# Traffic Engineering

## Description:

Traffic Engineering aims to provide a safe and efficient transportation system within the City of Ames. This activity provides traffic engineering analysis for the development of the City's multi-modal transportation system. This includes long and short-range transportation planning, facility planning and operations, construction and inspection of Long-Range Transportation Plan projects, and the design of traffic signal coordination systems.

A total of 80% of the Transportation Planning sub-activity is reimbursed by the Metropolitan Planning Organization (MPO). Traffic engineering expenses that relate directly to Capital Improvement Plan (CIP) projects are charged directly to the projects.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Traffic Engineering	304,523	300,531	299,314	320,112	6.5%
Transportation Planning	138,661	179,711	218,034	185,114	3.0%
<b>Total Expenditures</b>	<b>443,184</b>	<b>480,242</b>	<b>517,348</b>	<b>505,226</b>	<b>5.2%</b>

<i>Expenditures by Category:</i>					
Personal Services	307,588	324,390	328,609	347,527	7.1%
Internal Services	35,718	32,311	34,628	34,438	6.6%
Contractual	98,270	120,341	151,311	120,461	0.1%
Commodities	1,608	3,200	2,800	2,800	-12.5%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Expenditure Subtotal</b>	<b>443,184</b>	<b>480,242</b>	<b>517,348</b>	<b>505,226</b>	<b>5.2%</b>

Less: Expenditures reflected

directly in another activity

or CIP project

(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	0.0%
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<b>Total Expenditures</b>	<b>343,184</b>	<b>380,242</b>	<b>417,348</b>	<b>405,226</b>	<b>6.6%</b>
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## *Funding Sources:*

MPO Reimbursement	104,355	143,769	174,427	148,091	3.0%
Road Use Tax Fund	238,829	236,473	242,921	257,135	8.7%
<b>Total Funding Sources</b>	<b>343,184</b>	<b>380,242</b>	<b>417,348</b>	<b>405,226</b>	<b>6.6%</b>

<i>Authorized FTEs</i>	2.45	2.45	2.45	2.45	
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# Traffic Engineering

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Design a safe and efficient transportation system to meet the needs of all users of the Ames community	Traffic CIP projects completed	\$1,935,300	\$2,995,100	\$10,151,000	\$4,104,000
		Crash rate per million* (5-year average)	369.6 (365.1)	371.5 (370.8)	294.4 (349.4)	328.9 (344.1)
		Bike/pedestrian crash rate per million* (5-year average)	8.6 (9.6)	11.2 (9.7)	7.1 (9.6)	7.5 (8.6)
		Mean travel time to work in minutes (5-year average)	15.2 (16.7)	15.2 (16.6)	15.3 (16.5)	15.1 (16.5)
<b>Environmental sustainability</b>	Build energy efficiency strategies into transportation planning	5-Year Average of mode share of non-vehicle trips: Bike / Ped (Total)	2.9%/8.7% (11.6%)	3.0%/8.5% (11.5%)	3.0%/8.4% (11.4%)	3.1%/8.2% (11.3%)
<b>A fun, vibrant community that attracts and retains people</b>	Implement the Complete Streets plan, including expansion of a greenbelt trail system	Bike facility CIP projects completed (on and off street)	\$1,545,000	\$1,366,200	\$4,260,000	\$800,000
		Miles of bike/ped infrastructure	82.3	84.2	85.5	87.0
		City Council Referrals & Studies	25	28	30	30
		DRC Cases Reviewed	125	180	200	200

\*Vehicle Miles Traveled (VMT)

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Local funds budgeted in FY 2023/24 will be used as matching funds for the Safe Streets for All (SS4A) grant. The purpose of this grant is to identify city-wide safety projects that improve multimodal transportation. This plan will enable the City to apply for state and federal safety grants.
- The matching funds for the Ames Area MPO's transportation data license that was needed for the development of the bike and pedestrian master plan and is reflected in the contractual services in the adjusted budget for FY 2023/24 (\$33,500).

## In-Progress Activities

- Professional services will be retained in FY 2023/24 to prepare the city-wide SS4A plan, which will enable application for a national grant.
- The Bike & Pedestrian Master Plan is ongoing with an anticipated adoption in spring 2024.

## Upcoming Activities

- Staff will be soliciting consultants to conduct the 5-year update to the Metropolitan Transportation Plan (MTP, previously known as the "Long-Range Transportation Plan"). This plan must be completed by October of 2025.
- Staff will develop a Traffic Systems Management & Operations (TSMO) plan.

# Traffic Operations

## Description:

The Traffic Operations activity is responsible for the installation and maintenance of traffic signals, signage, and pavement markings throughout the traffic network. Traffic Operations provides system updates to keep pace with technology, citizen requests, and alternative transportation demands, including pedestrian. Temporary, part-time employees supplement City crews in this activity.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Activity:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Traffic Signal Maintenance	692,945	696,410	717,833	708,251	1.7%
Traffic Sign Maintenance	272,321	384,913	381,572	395,646	2.8%
Pavement Markings	202,479	254,613	258,948	275,280	8.1%
Outside Traffic Control	30,443	24,256	26,640	26,640	9.8%
<b>Total Expenditures</b>	<b>1,198,188</b>	<b>1,360,192</b>	<b>1,384,993</b>	<b>1,405,817</b>	<b>3.4%</b>

<i><b>Expenditures by Category:</b></i>					
Personal Services	816,083	869,844	878,807	912,568	4.9%
Internal Services	172,835	190,266	199,444	207,557	9.1%
Contractual	94,570	120,182	130,542	117,542	-2.2%
Commodities	95,724	154,900	166,200	158,150	2.1%
Capital	18,976	25,000	10,000	10,000	-60.0%
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>1,198,188</b>	<b>1,360,192</b>	<b>1,384,993</b>	<b>1,405,817</b>	<b>3.4%</b>

<i><b>Funding Sources:</b></i>					
General Fund	30,443	24,256	26,640	26,640	9.8%
Road Use Tax Fund	1,167,745	1,335,936	1,358,353	1,379,177	3.2%
<b>Total Funding Sources</b>	<b>1,198,188</b>	<b>1,360,192</b>	<b>1,384,993</b>	<b>1,405,817</b>	<b>3.4%</b>

<i>Authorized FTEs</i>	5.40	5.40	5.40	5.35
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# Traffic Operations

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Install and maintain traffic signals and signs to provide safe and efficient transportation	Signalized intersections	76	78	78	78
		Average service calls per signalized intersection (year)	5.0	5.2	5.0	4.5
	movement consistent with community goals and national standards	City signs	10,922	11,000	11,199	11,300
		Signs installed (new & replacement)	500	380	420	500
	Enhance roadway markings on pavement with an emphasis on bike lane, detection, and shared use markings	Signs serviced	2,500	2,750	2,802	2,500
		Average sign repairs/week	48	53	54	48
	Lane miles painted	Lane miles painted	84	80	84	86
		Crosswalks painted	770	790	800	810
		Gallons of traffic paint used	2,970	3,220	3,400	3,600
		Pounds of reflective beads used	14,250	18,000	18,500	19,000

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- FY 2023/24 and FY 2024/25 temporary salaries have been increased to hire additional seasonal staff for painting activities.
- FY 2023/24 and FY 2024/25 commodities have increased due to significant cost increases for paint.
- The FY 2023/24 adjusted budget includes \$30,000 in contractual services for repairs to the light towers along Highway 30 and Dayton Avenue. Faulty grounding during the initial installation damaged components that now need repair or replacement.
- The FY 2023/24 adjusted budget has \$15,000 to replace the sign plotter with a sign printer that will increase efficiency and allow staff to produce wayfinding signs.

## In-Progress Activities

- Staff plans to complete updates to the Traffic conference room.
- Phases 1 & 2 of the Intelligent Transportation System (ITS) project are nearing completion.
- Staff is finishing accessibility enhancement projects in accordance with Public Rights-of-Way Accessibility Guidelines (PROWAG).
- Rectangular Rapid Flashing Beacons (RRFBs) will be installed on Mortensen Road near Seagrave Avenue and on Oakwood Road near Greenhill Drive.
- A new detection system utilizing AI technology to detect, count, and classify all modes is being tested.

## Upcoming Activities

- Staff will continue training for new ITS network components for future maintenance and repair of the system.
- The City's paint truck will require its five-year pump overhaul in FY 2024/25.

# Streetlight System

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## Description:

This activity accounts for the electricity used to operate the City's streetlights (electricity for traffic signals is accounted for in the Traffic Operations activity).

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Category:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Personal Services	-	-	-	-	
Internal Services	-	-	-	-	
Contractual	894,484	900,000	900,000	900,000	0.0%
Commodities	-	-	-	-	
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>894,484</b>	<b>900,000</b>	<b>900,000</b>	<b>900,000</b>	<b>0.0%</b>

<i><b>Funding Sources:</b></i>					
General Fund	894,484	900,000	900,000	900,000	0.0%
<b>Total Funding Sources</b>	<b>894,484</b>	<b>900,000</b>	<b>900,000</b>	<b>900,000</b>	<b>0.0%</b>

<i>Authorized FTEs</i>	0.00	0.00	0.00	0.00
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# Streetlight System

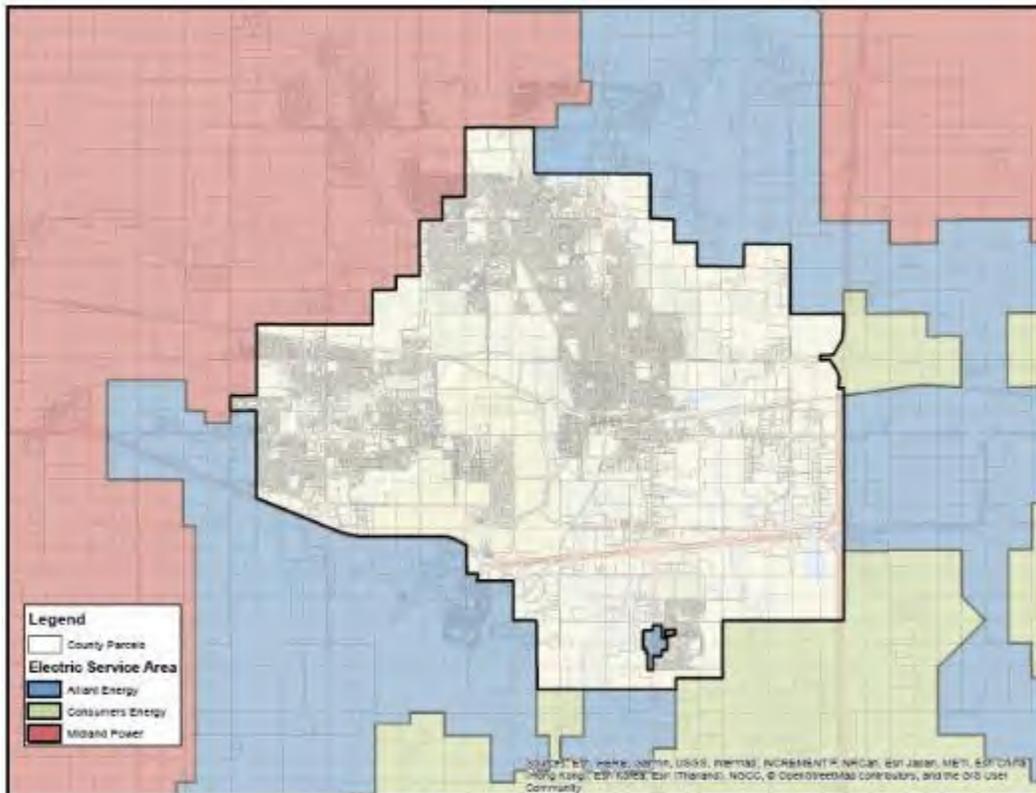
City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide streetlights for public safety at the most efficient cost	City-owned streetlights	8,099	8,123	8,150	8,175
		Streetlights converted to LED	65%	74%	77%	81%

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- In 2024, an inventory of all City streetlights will be made to obtain an accurate count of the equipment in service.
- Since the utility continues to use carryover funds to purchase replacement lights, no new capital funds are anticipated for this replacement work. New LED lights will be purchased through the operating budget.

## In-Progress Activities

- The conversion of streetlights to LED is completed as maintenance work is accomplished on a particular light. It will take several more years until the utility has substantially completed the conversion of remaining lights to LED.



# Street System Maintenance

## Description:

The City's streets are composed of several different materials which require different techniques to repair the cracked, broken, or distorted surfaces or bases. It is the responsibility of the Street Maintenance activity to provide smooth and safe streets which are stable, and which drain precipitation to the storm water 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 also repaired as needed.

There are occasional charges to the General Fund for this activity when an outside reimbursement is involved. The balance of the activity is funded through state road use tax revenue.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	1,229,770	1,354,260	1,283,709	1,399,377	3.3%
Internal Services	585,727	601,125	609,745	632,738	5.3%
Contractual	214,501	152,200	158,305	143,510	-5.7%
Commodities	413,314	403,750	414,250	424,250	5.1%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>2,443,312</b>	<b>2,511,335</b>	<b>2,466,009</b>	<b>2,599,875</b>	<b>3.5%</b>

<i>Funding Sources:</i>					
General Fund	18,287	-	-	-	
Road Use Tax Fund	2,425,025	2,511,335	2,466,009	2,599,875	3.5%
<b>Total Funding Sources</b>	<b>2,443,312</b>	<b>2,511,335</b>	<b>2,466,009</b>	<b>2,599,875</b>	<b>3.5%</b>

<i>Authorized FTEs</i>	12.90	12.90	12.90	12.85
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# Street System Maintenance

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Maintain the city's network of streets, alleys, and shared used paths in a safe and useable condition	Lane miles of streets maintained	523	524	524	525
		Cost per lane mile street maintenance	\$4,213	\$4,663	\$4,706	\$4,952
		Citizens rating major street surfaces as good or very good	82%	79%	80%	80%
		Citizens rating neighborhood streets as good or very good	80%	84%	80%	80%
		Miles of off-street bike paths maintained	41.8	43.4	44.0	44.5
		Citizens rating bike path maintenance as good or very good	89%	87%	90%	90%
		Sidewalk repair letters issued	106	377	500	200
		Ames on the Go issues reported	431	633	600	600
		Average days to resolve Ames on the Go issues	2.0	3.4	3.0	3.0

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Personal services are increasing \$50,000 for FY 2024/25 due to healthcare costs.
- Fleet equipment replacement and maintenance costs have increased rapidly in recent years due to post-pandemic supply chain constraints. Fleet replacement escrow costs are being impacted by increased costs of replacement equipment. Maintenance costs are being impacted by increases in costs for parts. This amounts to an increase of \$6,600 in FY 2023/24 adjusted budget and \$30,000 in FY 2024/25 budget.
- Commodity prices for concrete and asphalt have continued to increase, resulting in rising repair costs. Budget increases of \$10,000 in FY 2023/24 adjusted budget and \$20,000 in the FY 2024/25 budget reflect these rising costs.

## In-Progress Activities

- Reports of sidewalks that need repair increased 350% in FY 2023/24. Staff investigates these reports and notifies property owners of deficiencies needing repair. Staff maintains concrete and asphalt shared-use paths in conjunction with contract labor funded through CIP projects. The City Council is considering changes to the standards for sidewalk maintenance in FY 2023/24.
- Responsiveness to Ames on the Go requests continues to be a priority and is reflected in the average days to resolve the issue.
- Staff prioritizes concrete and asphalt patching across the City to ensure streets are in a good state of repair for the traveling public.
- This activity enables the City to be highly responsive to citizen requests for service as evidenced by the number of Ames on the Go requests.

## Upcoming Activities

- Biennial bridge inspection activities are expected to occur in 2024.

# Street Surface Cleaning

## Description:

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 situations (accidents, spills, floods, etc.) and clean-up of mud and debris that is tracked onto the streets at City construction sites. Crews also clean streets affected by maintenance activities of other City crews. Timely response is essential to these types of incidents.

Under this activity, arterial and collector streets are cleaned sixteen times per year by City crews. Residential streets are swept an average of eleven times per year by both City crews and outside contractors. Business district streets are cleaned thirty-two times per year by City crews.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	108,814	197,585	187,995	205,964	4.2%
Internal Services	148,922	136,236	138,170	143,877	5.6%
Contractual	45,316	50,000	50,150	55,150	10.3%
Commodities	1,644	400	900	800	100.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>304,696</b>	<b>384,221</b>	<b>377,215</b>	<b>405,791</b>	<b>5.6%</b>

<i>Funding Sources:</i>					
Road Use Tax Fund	304,696	384,221	377,215	405,791	5.6%
<b>Total Funding Sources</b>	<b>304,696</b>	<b>384,221</b>	<b>377,215</b>	<b>405,791</b>	<b>5.6%</b>

<i>Authorized FTEs</i>	1.91	1.91	1.91	1.91
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# Street Surface Cleaning

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Clean arterial/collector (16/year), residential (11/year), and business district streets (32/year) to enhance the cleanliness and appearance of the community	Curb-miles of streets cleaned:	5,984	7,402	7,000	7,000
		Arterial/collector	1,094	2,073	1,900	1,900
		Residential	4,615	4,811	4,600	4,600
		Business District	275	518	500	500
		By City crews	66%	75%	75%	75%
		Citizens rating Business District street cleaning as good or very good	93%	94%	95%	95%
		Citizens rating Business District street cleaning as good or very good	93%	94%	95%	95%
		Ames on the Go issues reported	97	97	100	100

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Personal services costs are increasing \$8,400 for FY 2024/25 due to an increase in health care costs.
- Fleet equipment replacement and maintenance costs have increased rapidly in recent years due to post-pandemic supply chain constraints. Fleet replacement escrow costs are being impacted by increased costs of replacement equipment. Maintenance costs are being impacted by increases in costs for parts. This amounts to an increase of \$2,000 in the FY 2023/24 adjusted budget and \$8,000 in the FY 2024/25 budget.
- Rates for contracted street sweeping are expected to increase between 2% and 3% annually. The budgeted amount for contract sweeping shows an increase of \$5,000 in FY 2024/25.

## In-Progress Activities

- The number of curb-miles swept is expected to remain at current levels in FY 2023/24.
- This activity enables the City to be highly responsive to citizen requests for service as evidenced by the number of Ames on the Go requests.
- Staff has been utilizing a rented trommel to remove garbage and debris from street sweeper tailings. The cleaned material is then mixed with compost to make an amended soil that can be used to backfill projects and sustain plant and grass growth.

## Upcoming Activities

- Staff will work with contract partners to supplement the City's operations in residential areas. The work primarily occurs in spring and fall to maximize the volume of debris and leaves picked up by contract sweepers.

# Snow and Ice Control

## Description:

The Snow and Ice Control activity provides passable streets for moving vehicles during and after snow events, following snow removal standards established by the City Council. The snow ordinance typically becomes effective after 2" of snowfall, with arterial and collector streets being plowed. Residential streets are typically plowed after 3" of snow have fallen. Following typical snowstorms, all City streets are cleared within 16 hours. Under slippery road conditions, sand and/or de-icing materials are spread on curves, hills, and intersections of highways and thoroughfares.

Snow removal in the City is performed by both City crews and private contractors. Snow and ice storms are citywide emergencies that require the cooperation of many City departments to provide the quality of services desired for Ames citizens. Parks and Recreation maintenance workers clear designated winter bike paths, and employees from many departments are added to snow and ice operations activities.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	722,827	604,249	580,426	628,330	4.0%
Internal Services	511,507	463,663	470,787	489,791	5.6%
Contractual	151,038	210,365	211,365	218,365	3.8%
Commodities	207,757	250,600	255,225	265,100	5.8%
Capital	3,181	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>1,596,310</b>	<b>1,528,877</b>	<b>1,517,803</b>	<b>1,601,586</b>	<b>4.8%</b>

<i>Funding Sources:</i>					
Road Use Tax Fund	1,596,310	1,528,877	1,517,803	1,601,586	4.8%
<b>Total Funding Sources</b>	<b>1,596,310</b>	<b>1,528,877</b>	<b>1,517,803</b>	<b>1,601,586</b>	<b>4.8%</b>

<i>Authorized FTEs</i>	5.08	5.08	5.08	5.08
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# Snow and Ice Control

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Remove snow and provide ice control according to standards established by City Council	Annual inches of snowfall	27.0	41.5	36.0	36.0
		Lane miles of streets maintained	523	524	524	525
		Snow/ice control operations	14	16	19	19
		Cost of snow/ice removal per inch of accumulation per lane mile of street	\$108.39	\$73.41	\$80.41	\$84.69
		Gallons of salt brine used	14,900	41,272	23,000	23,000
		Tons of sodium chloride applied	1,297	2,727	2,500	2,500
		Gallons of calcium chloride applied	400	2,000	2,500	2,500
		Citizens' rating snow plowing on major city streets as good or very good	85%	89%	85%	85%
		Citizens' rating snow plowing in neighborhoods as good or very good	70%	72%	70%	70%
		Citizens' rating ice control at intersections as good or very good	72%	79%	75%	75%
		Ames on the Go issues reported	181	403	250	250
		Average Days to Close Ames on the Go issues	1.1	1.0	1.5	1.5
		Sidewalk snow violation notices	103	696	275	275

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Personal services costs are increasing \$24,000 for FY 2024/25 due to increased healthcare costs.
- Fleet equipment replacement and maintenance costs have increased rapidly in recent years due to post-pandemic supply chain constraints. Fleet replacement escrow costs are being impacted by increased costs of replacement equipment. Maintenance costs are being impacted by increases in costs for parts. This will cause an increase of \$7,000 in FY 2023/24 adjusted budget and \$28,000 in FY 2024/25 budget.
- An increase of \$3 per ton is anticipated for road salt in FY 2024/25, resulting in a budget increase of \$7,500.

## In-Progress Activities

- Staff responds to snow and ice control events consistent with the City's approved Snow and Ice Control Policy.
- Staff proactively works with residents to keep sidewalks clear after snow events.
- This activity enables the City to be highly responsive to citizen requests for service as evidenced by the number of Ames on the Go requests.

## Upcoming Activities

- Upgrades are planned to pumping and storage tanks for liquid deicing chemicals in 2024, which will allow staff the ability to blend and refine liquid deicing chemicals to make the most efficient use of deicers in varying winter weather conditions.
- In FY 2024/25, City crews will utilize 26 units (pickups, trucks, road graders, skid loaders, backhoes, etc.) for snow and ice control activities. In addition, \$115,465 is budgeted for contractors that utilize 8 tractors with plows and 4 skid loaders/pickups to supplement City crews in snow and ice control activities.

# Right-of-Way Maintenance

## Description:

The Right-of-Way Maintenance activity is responsible for the maintenance of all turf, trees, and bio-swales on City-owned property and right-of-way along the City's roadways and parking lots. Turf maintenance includes mowing, trimming, seeding, and chemical applications to prevent weeds and pests. Tree maintenance includes trimming, disease diagnosis, tree removal, and the planting of new trees. Bio-swale management includes mowing, trimming, and removing sediment from the bio-swales. All these activities may be performed by either City crews or private contractors under the supervision of City staff.

Right-of-Way Maintenance is the responsibility of the Parks Maintenance division of the Parks and Recreation department. Many turf and tree maintenance activities are coordinated with and performed in conjunction with turf and tree maintenance in the City's park system.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Turf Maintenance	252,019	335,507	345,193	362,982	8.2%
Tree Maintenance	385,851	450,952	445,256	460,105	2.0%
ROW Snow Removal	56,275	57,261	60,130	60,891	6.3%
EAB Program	108,064	119,719	216,812	108,770	-9.2%
<b>Total Expenditures</b>	<b>802,209</b>	<b>963,439</b>	<b>1,067,391</b>	<b>992,748</b>	<b>3.0%</b>

<i>Expenditures by Category:</i>					
	2022/23	2023/24	2023/24	2024/25	% Change
Personal Services	368,940	480,042	458,780	502,318	4.6%
Internal Services	187,467	187,252	204,644	200,940	7.3%
Contractual	210,570	246,995	355,567	239,890	-2.9%
Commodities	35,232	49,150	48,400	49,600	0.9%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>802,209</b>	<b>963,439</b>	<b>1,067,391</b>	<b>992,748</b>	<b>3.0%</b>

<i>Funding Sources:</i>					
	2022/23	2023/24	2023/24	2024/25	% Change
Road Use Tax Fund	802,209	963,439	1,067,391	992,748	3.0%
<b>Total Funding Sources</b>	<b>802,209</b>	<b>963,439</b>	<b>1,067,391</b>	<b>992,748</b>	<b>3.0%</b>

<i>Authorized FTEs</i>	4.02	4.30	4.30	4.30
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# Right-of-Way Maintenance

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide attractive rights-of-way along the city's roadways	Acres of right-of-way maintained	784	784	784	784
		Acres of right-of-way mowed	120	120	120	120
		Days between ROW mowing*	8	8	8	8
		Trees planted	213	266	191	200
		Trees removed under EAB program	35	53	76	50
		Trees planted under EAB program	35	75	65	60
		Ratings of appearance of medians and parkways as good/very good	92%	91%	92%	92%

\*Mowing goal is every 7 to 10 days

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Approximately \$106,000 was carried over from FY 2022/23 into FY 2023/24 for the EAB Program.
- The cost of removing trees has increased, but staff has been able offset replacement tree costs with grants and donations.
- FY 2023/24 is the last year of the current Tree Trimming and Cutting contractor. A new contract will be issued in FY 2024/25 with the potential of a new contractor and potential for increased costs. There is \$115,000 budgeted for trimming and cutting trees in the FY 2024/25 budget.

## In-Progress Activities

- In the fall of FY 2023/24, 131 trees were planted in the right-of-way. Of this amount, 75 were planted by a contractor and the other 56 were planted by staff and volunteers.
- Staff purchased white five-gallon buckets to be placed by newly planted trees to help water them.

## Upcoming Activities

- The City received \$813,000 in grant funds from the U.S. Forest Service as part of the Inflation Reduction Act. The grants funds will also be used for activities within the parks. Funds will be used to plant more trees in the right-of-way, update the tree inventory survey, and expedite the removal of ash trees in the right-of-way. The funds will be spread out over a five-year period.

# Transit System

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## 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, New Year's Day, Memorial Day, July 4<sup>th</sup>, and Labor 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.

	2022/23	2023/24	2023/24	2024/25	% Change
<b>Expenditures by Activity:</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Administration/Support	2,442,808	2,573,338	2,613,685	2,699,548	4.9%
Fixed Route Service	10,048,552	12,116,062	12,253,422	12,500,598	3.2%
Dial-a-Ride Service	254,747	260,283	285,283	285,728	9.8%
<b>Transit Operations</b>	<b>12,746,107</b>	<b>14,949,683</b>	<b>15,152,390</b>	<b>15,485,874</b>	<b>3.6%</b>

<i>Authorized FTEs</i>	87.75	88.25	88.25	89.25
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# Transit System

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	9,250,594	10,612,941	10,629,698	10,994,516	3.6%
Internal Services	651,336	733,968	768,480	820,091	11.7%
Contractual	1,003,086	1,176,999	1,246,399	1,197,441	1.7%
Commodities	1,841,068	2,425,175	2,507,213	2,473,226	2.0%
Capital	-	-	-	-	
Other Expenditures	23	600	600	600	0.0%
<b>Total Expenditures</b>	<b>12,746,107</b>	<b>14,949,683</b>	<b>15,152,390</b>	<b>15,485,874</b>	<b>3.6%</b>

<i>Funding Sources:</i>					
Transit Fund	12,746,107	14,949,683	15,152,390	15,485,874	3.6%
<b>Total Funding Sources</b>	<b>12,746,107</b>	<b>14,949,683</b>	<b>15,152,390</b>	<b>15,485,874</b>	<b>3.6%</b>

# Transit Administration and Support

## Description:

The Transit Administration and Support activity is responsible for the management of CyRide through a governance structure as an agency of City; thereby, providing transit services within the city, as well as service to Iowa State University. This activity is responsible for the financial operation of the system, including the preparation of the budget, applying for and monitoring grant funding, and preparing reports for various oversight agencies and the Transit Board of Trustees. CyRide receives significant funds from federal and state sources to support its operations and capital needs. Other responsibilities of this activity include all marketing efforts, maintenance of transit facilities, and the training and development of employees who will operate transit vehicles in a safe, responsible, and courteous manner.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Activity:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Transit Administration	1,328,082	1,457,615	1,492,384	1,540,496	5.7%
Transit Safety/Training	620,271	614,755	611,292	636,971	3.6%
Transit Promotion	18	8,400	8,400	4,600	-45.2%
Transit Building/Grounds	494,437	492,568	501,609	517,481	5.1%
<b>Total Expenditures</b>	<b>2,442,808</b>	<b>2,573,338</b>	<b>2,613,685</b>	<b>2,699,548</b>	<b>4.9%</b>

<i><b>Expenditures by Category:</b></i>					
Personal Services	1,530,942	1,633,120	1,625,157	1,690,302	3.5%
Internal Services	403,799	455,019	488,737	505,980	11.2%
Contractual	410,650	398,099	403,249	409,441	2.9%
Commodities	97,417	87,100	96,542	93,825	7.7%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>2,442,808</b>	<b>2,573,338</b>	<b>2,613,685</b>	<b>2,699,548</b>	<b>4.9%</b>

<i><b>Funding Sources:</b></i>					
Transit Fund	2,442,808	2,573,338	2,613,685	2,699,548	4.9%
<b>Total Funding Sources</b>	<b>2,442,808</b>	<b>2,573,338</b>	<b>2,613,685</b>	<b>2,699,548</b>	<b>4.9%</b>

<i>Authorized FTEs</i>	10.80	11.80	11.80	11.80
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# Transit Administration and Support

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
		CyRide annual ridership	3,669,894	4,142,196	4,800,000	5,000,000
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Connecting people to their community with safe and efficient transit service that exceeds expectations	Passenger trips per capita	54.9	61.9	71.7	74.7
		Passenger trips per revenue hour	27.8	32.2	38.4	39.9
		Operating expenses per passenger	\$2.44	\$2.48	\$2.31	\$2.23
		Average fleet age in years	12.6	10.5	11.0	11.0
		Citizens rating CyRide service as good or very good	93.9%	93.4%	90.0%	90.0%

\*In millions

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Supply chain constraints and cost increases have created disruptions with bus availability, increased the cost of purchases, and extended delivery dates.
- The volatile bidding climate has also affected facility improvement projects. CyRide continues to look for supplemental funding sources to offset rising costs.

## In-Progress Activities

- CyRide was awarded nearly \$3.2 million in federal funding from the Federal Transit Administration Bus and Bus Facilities Competitive Grant Program to purchase three battery electric buses and two articulated buses.
- CyRide will replace two 40' diesel buses with battery electric buses in FY 2023/24. A one-time transfer of CyRide's annual Section 5307 funds will be used to support this purchase.
- CyRide was awarded enhanced Mobility of Seniors & Individuals with Disabilities funding for two low-floor cutaways (minibuses). These vehicles will allow stepless boarding for all passengers and provide a quicker and more dependable wheelchair loading experience. These vehicles will also help keep the fleet in a state of good repair as required by the Federal Transit Administration.
- CyRide received funding through discretionary and formula grants for one new 40' bus. This vehicle will have cleaner emissions and will cost less to operate than the vehicle it is replacing.
- CyRide received an Iowa DOT Public Transit Infrastructure Grant (PTIG) to complete a much-needed shop rehabilitation project.

## Upcoming Activities

- The role of technology will continue to be critical this next budget year. CyRide plans to increase the amount of data collected by leveraging existing and emerging technologies to improve system efficiency and the riding experience for passengers.
- CyRide will continue to submit state and federal discretionary grant applications to support operations, fleet, and facility needs following Transit Board direction.

# Fixed Route Service

## Description:

The Fixed Route activity provides regularly scheduled public transit service seven days a week to the City of Ames, including Iowa State University, with a workforce of approximately 190 employees.

This activity also includes the maintenance of the bus fleet and CyRide facility to ensure a smooth and efficient operation of services daily.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Fixed Route	6,989,829	8,391,890	8,400,852	8,646,437	3.0%
Fixed Route Maintenance	3,058,723	3,724,172	3,852,570	3,854,161	3.5%
<b>Total Expenditures</b>	10,048,552	12,116,062	12,253,422	12,500,598	3.2%

<i>Expenditures by Category:</i>					
Personal Services	7,708,760	8,969,799	8,994,519	9,293,793	3.6%
Internal Services	247,537	278,788	279,582	313,904	12.6%
Contractual	348,581	528,800	568,050	512,900	-3.0%
Commodities	1,743,651	2,338,075	2,410,671	2,379,401	1.8%
Capital	-	-	-	-	
Other Expenditures	23	600	600	600	0.0%
<b>Total Expenditures</b>	10,048,552	12,116,062	12,253,422	12,500,598	3.2%

<i>Funding Sources:</i>					
Transit Fund	10,048,552	12,116,062	12,253,422	12,500,598	3.2%
<b>Total Funding Sources</b>	10,048,552	12,116,062	12,253,422	12,500,598	3.2%

<i>Authorized FTEs</i>	76.85	76.35	76.35	77.35
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# Fixed Route Service

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Connecting people to their community with safe and efficient transit service that exceeds expectations	Passengers per complaint	74,896	133,619	75,000	75,000
		Miles per preventable accident	50,664	25,611	32,000	35,000
		Average drivers employed per month	112.8	123.6	130.0	130.0
		Passengers transferring buses	27,275	32,770	30,000	30,000
		Major mechanical failures	51	50	50	50
		Miles per shop road call	30,603	40,147	35,000	35,000

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- The diesel fuel market continues to experience volatility. The fuel budget increase from last year has been continued into this year to reflect current and projected fuel pricing fluctuations.
- CyRide maintenance personnel have determined that the useful life of engines and transmissions on newer 40' heavy-duty buses is between 250,000 and 300,000 miles. After this point both components need to be rebuilt or replaced. The parts budget has been increased to accommodate the long-term impacts associated with this cost.
- The maintenance division has seen a significant increase in the cost of parts, lubricants, and fluids. Some of these increases are due to supply chain and production disruptions. However, many of the increases, particularly for diesel exhaust fluid, are due to rising production costs that are likely to impact the budget in future years.
- CyRide will be adding a mechanic FTE to help support maintenance with the issues explained above and to help align the number of mechanics with industry standards.
- Property insurance rates have increased due to a lack of carriers willing to provide coverage to vehicles being parked outside of the CyRide facility, which occurs due to lack of interior space. CyRide will pursue discretionary grant funding opportunities to expand the facility to accommodate all vehicles within the facility.

## In-Progress Activities

- CyRide is continuing to offer a part-time hiring wage incentive to attract more part-time applicants.
- Ongoing hiring and workforce retention efforts have allowed CyRide to add “extra” buses back to parts of routes where capacity constraints were leading to overloaded buses. Optimizing service on these heavily used trips has helped increase ridership.

## Upcoming Activities

- CyRide will be expanding night and weekend bus service on three routes. Adding services to areas of the community not currently served by fixed routes will improve customer service and advance equity. CyRide will look for grant opportunities to help reduce the funding required to support these service improvements.
- CyRide will be increasing the articulated bus fleet from eight buses to ten this next year, allowing the #23 Orange route to be run exclusively with 60' vehicles, thus increasing capacity on the route without the need for additional drivers.
- CyRide will continue exploring discretionary grant opportunities to expand the battery electric bus fleet.

# Dial-A-Ride

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## Description:

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 funding is available through a grant with the State of Iowa to fund up to 80% of the program's operating expenses. This funding is not available if CyRide directly operates the service. As a result, CyRide typically contracts with another agency to provide Dial-a-Ride service.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Category:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Personal Services	10,892	10,022	10,022	10,421	4.0%
Internal Services	-	161	161	207	28.6%
Contractual	243,855	250,100	275,100	275,100	10.0%
Commodities	-	-	-	-	
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>254,747</b>	<b>260,283</b>	<b>285,283</b>	<b>285,728</b>	<b>9.8%</b>

<i><b>Funding Sources:</b></i>					
Transit Fund	254,747	260,283	285,283	285,728	9.8%
<b>Total Funding Sources</b>	<b>254,747</b>	<b>260,283</b>	<b>285,283</b>	<b>285,728</b>	<b>9.8%</b>

<i>Authorized FTEs</i>	0.10	0.10	0.10	0.10
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# Dial-A-Ride

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Connecting people to their community with safe and efficient transit service that exceeds expectations	Dial-A-Ride ridership	13,089	13,783	14,000	14,500
		Passengers per revenue hour	1.9	2.9	2.0	2.0
		Farebox revenue as percentage of program expenses	6.6%	5.8%	8.5%	9.0%
		Program cost per passenger	\$17.97	\$17.69	\$18.00	\$18.50
		Rides before or after 10-minute pickup window	531	1,237	700	725
		Passengers per comment	13,089	13,783	14,000	14,500
		On-time performance	95.3%	91.0%	95.0%	95.0%

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Dial-A-Ride (DAR) service is essential to individuals needing specialized services, complements CyRide’s regular fixed route operations, and is required by federal law. The cost of DAR is higher than the fixed routes due to the low number of passengers per hour that a small vehicle can accommodate. In 2022/23, DAR carried 2.9 passengers per hour versus 33.6 passengers per hour on fixed routes.
- CyRide contracts DAR service to the Heart of Iowa Regional Transit Agency (HIRTA). HIRTA increased its contract renewal rate for FY 2023 by 6% for weekday trips. This new level is still less than the anticipated cost of CyRide operating DAR directly.
- CyRide and HIRTA have worked together to raise awareness and shift eligible users to DAR services, which has increased ridership and spending on DAR services. CyRide receives Section 5310 federal funding to help support DAR services.

## In-Progress Activities

- CyRide has contracted with HIRTA for over ten years to provide Dial-A-Ride services. Operating DAR this way has proven to be a cost-effective approach for serving Ames residents needing specialized transportation. CyRide and HIRTA entered into a new five-year contract starting July 2023.

## Upcoming Activities

- HIRTA recently transitioned riders to a new online reservation and mobile app. HIRTA continues to work on transitioning its payment system as well. This new system does not currently support DAR rider reservations. In this next year, HIRTA will be working to allow DAR passengers to independently schedule and manage their reservations through a smartphone app on this new system. Adopting these technologies will provide more opportunities to improve service delivery and decrease administrative costs.

# Parking Operations

## Description:

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

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Activity:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Parking Operations	223,488	236,412	238,600	245,174	3.7%
Parking Lot Maintenance	6,718	5,000	5,000	5,000	0.0%
<b>Total Expenditures</b>	<b>230,206</b>	<b>241,412</b>	<b>243,600</b>	<b>250,174</b>	<b>3.6%</b>

<i><b>Expenditures by Category:</b></i>					
Personal Services	127,148	139,122	141,729	146,515	5.3%
Internal Services	36,830	20,436	21,221	22,509	10.1%
Contractual	51,016	39,504	38,300	38,800	-1.8%
Commodities	15,212	42,350	42,350	42,350	0.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>230,206</b>	<b>241,412</b>	<b>243,600</b>	<b>250,174</b>	<b>3.6%</b>

<i><b>Funding Sources:</b></i>					
Parking Fund	230,206	241,412	243,600	250,174	3.6%
<b>Total Funding Sources</b>	<b>230,206</b>	<b>241,412</b>	<b>243,600</b>	<b>250,174</b>	<b>3.6%</b>

<i>Authorized FTEs</i>	2.15	2.15	2.15	2.15
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# Parking Operations

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide safe, available, and well- maintained parking opportunities for the public	Parking stalls	2,929	2,956	2,956	2,956
		Parking stalls painted	2,929	2,956	2,956	2,956
		Reserved parking stalls rented	95%	97%	97%	97%
		Total parking meters in use	942	942	942	942
		Smart Meters in use	942	942	942	942
		Meter system receiving preventative maintenance checks	100%	100%	100%	100%
		Parking meter operational complaints	150	140	153	140

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- FY 2023/24 and FY 2024/25 expenses have increased due to cost increases for equipment and parts.

## In-Progress Activities

- Staff is replacing all of the plastic meter-head domes and meter rate plates in the parking meters because many have become faded/weathered and are hard to see through.
- A multi-departmental team has been established to review the Parking Fund with the goal of developing a self-sustaining plan to finance operations and capital expenses.

## Upcoming Activities

- Beginning in FY 2024/25, approximately 20 Smart Meters are planned to be installed each year. These meters accept credit cards, coins, smart cards, and park mobile app payment methods. Additionally, the Smart Meter mechanisms will allow for data collection regarding the utilization of parking in Ames. Staff will begin installing these in the 100 and 200 blocks of Main Street.

# Parking Violation Collection

## Description:

The purpose of the Parking Violation Collection activity is to accept and record payments for parking violations. Responsibilities of this activity include collecting and recording payments received through the mail, electronically, or at the Customer Service counter or drop box in City Hall, maintaining payment records, responding to citizens' questions, mailing reminder notices on unpaid tickets, and working with other collection processes, including collection agencies and City of Ames Legal Services. The Parking Violation Collection activity is in the Finance Customer Service division in City Hall, so staff also assists with processing utility payments and selling CyRide passes as needed.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Category:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Personal Services	86,323	90,805	90,046	95,200	4.8%
Internal Services	25,438	23,763	23,657	22,764	-4.2%
Contractual	36,678	41,210	40,960	42,735	3.7%
Commodities	375	400	200	300	-25.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>148,814</b>	<b>156,178</b>	<b>154,863</b>	<b>160,999</b>	<b>3.1%</b>

<i><b>Funding Sources:</b></i>					
Parking Fund	148,814	156,178	154,863	160,999	3.1%
<b>Total Funding Sources</b>	<b>148,814</b>	<b>156,178</b>	<b>154,863</b>	<b>160,999</b>	<b>3.1%</b>

<i>Authorized FTEs</i>	1.05	1.05	1.05	1.05
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# Parking Violation Collection

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Accurately record parking ticket payments and maintain payment records	Parking violation payments processed	22,381	17,605	18,000	21,500
		Overpayments processed	43	46	46	58
		Payments made by credit card	73.62%	76.00%	80.00%	83.00%
		Maintain an accuracy rate of no more than 1 misapplied payment per 1,000 processed	Yes	Yes	Yes	Yes
		Average cost per payment processed	\$6.93	\$8.45	\$8.62	\$7.49
		Reminder notices mailed	9,184	8,105	8,145	8,300
		Tickets outstanding for 40 to 60 days referred to collection agency	100%	100%	100%	100%
		Payments reported to collection agency within a week of receipt	100%	100%	100%	100%
		Customer inquiries responded to within one working day	100%	100%	100%	100%

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Parking Enforcement experienced a shortage of Community Service Officers (CSO) in FY 2022/23. This led to fewer parking tickets being issued that year and into the first few months of FY 2023/24. Over half the vacancies have been filled and parking enforcement has been an emphasis in the second half of FY 2023/24. As the last spots are filled with new hires, staff expects to see a return to typical levels in FY 2024/25.

## In-Progress Activities

- With the acceptance of credit cards over the counter, staff can now accommodate more walk-in customers with their payments. This should help with the number of payments being processed before being sent to collections. This would effectively lower the number of reminder notices mailed and the number of payments shared with the collection agency.

## Upcoming Activities

- Staff is finalizing the details to allow motor vehicle registration stops for individuals with outstanding parking fines, as an alternative to sending violations to collections. With this new initiative, a person with outstanding fines would not be able to renew their annual vehicle registration until the outstanding fines are paid. This would allow the City to collect more outstanding fines and retain all proceeds.



# Parking Enforcement

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Promote compliance with parking regulations and address parking issues proactively	Illegal parking citations issued	16,316	14,479	15,000	16,000
		Overtime parking citations issued	10,805	9,692	10,000	10,500
		Total parking citations issued	27,121	24,171	25,000	26,500
		Cost per citation	\$26.49	\$23.76	\$29.43	\$28.46

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Community Safety Officer (CSO) staffing continues to be a challenge. In FY 2022/23, the Department lost five CSOs and is working to replace three positions. CSO training averages eight to twelve weeks and it is typical for new CSOs to issue a lot of warnings, resulting in lower revenue. One of these 3 new CSOs started on the overnight shift rotation. Several CSOs were on military leave this last year, contributing to the lower revenue.
- Increased fines and towing efforts during Cyclone Welcome Weekend have reduced the number of illegally parked vehicles.
- Football game day tickets continue to average approximately 200 per game, excluding the Iowa/ISU and Homecoming games. Ticket averages increased with these two games. The increased parking fines during football game days have not decreased the parking congestion in the neighborhoods.

## In-Progress Activities

- Department staff is cleaning up confusing and outdated parking codes to correct discrepancies and improve compliance.
- Two new efforts are being pursued to increase the rate of collections for parking violations. Through an agreement with the state of Iowa, individuals who are owed tax refunds and lottery or gambling winnings will be required to pay outstanding fines before receiving their funds. A separate agreement with Story County would require fines to be paid before a vehicle registration can be renewed.
- Staff has developed a new scheduling structure for the CSO program to ensure more consistent coverage, including overnight shifts.

## Upcoming Activities

- Staff continues to provide education with the Downtown community by working with the Downtown Committee and Campus Greek Council.
- The expansion of the parking permit program with Downtown employee permits and potentially residential permits will be explored.



# Airport Operations

## Description:

The Ames Municipal Airport is the second busiest non-controlled General Aviation airport in the state, with over 45,000 operations occurring annually. Approximately ninety-five aircraft can be housed in public and private hangars at the airport, and an additional fifty-four 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 responsible for routine summer and winter maintenance services at the airport. Major maintenance, such as repairs to infrastructure, is administered by the Public Works Department through outside contracts or using City staff.

City-owned land adjacent to the airport surfaces is utilized for agricultural purposes. The profit from the farmland is transferred to the Airport Construction Fund each year and is used as the local match for airport capital improvement projects funded by Federal Grants through the FAA.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Activity:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Airport Operations	167,240	169,921	157,066	154,840	-8.9%
Airport Farm	4,806	5,000	5,000	99,477	1889.5%
<b>Total Expenditures</b>	<b>172,046</b>	<b>174,921</b>	<b>162,066</b>	<b>254,317</b>	<b>45.4%</b>

<i><b>Expenditures by Category:</b></i>					
Personal Services	41,875	41,555	41,787	44,206	6.4%
Internal Services	56,658	47,972	44,135	46,390	-3.3%
Contractual	56,710	77,144	61,644	149,221	93.4%
Commodities	16,803	8,250	14,500	14,500	75.8%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>172,046</b>	<b>174,921</b>	<b>162,066</b>	<b>254,317</b>	<b>45.4%</b>

<i><b>Funding Sources:</b></i>					
Airport Operations Fund	172,046	174,921	162,066	254,317	
<b>Total Funding Sources</b>	<b>172,046</b>	<b>174,921</b>	<b>162,066</b>	<b>254,317</b>	<b>45.4%</b>

<i>Authorized FTEs</i>	0.25	0.25	0.25	0.25
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# Airport Operations

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide reliable aviation services to Ames and to the surrounding central Iowa region	General aviation operations	36,100	39,300	43,300	46,400
		Based single engine aircraft	51	52	52	55
		Based multi-engine aircraft	4	4	4	5
		Based jets	3	5	5	7
		Based gliders	5	5	5	5
		Gallons of aviation gas	50,600	55,300	58,000	62,000
		Gallons of jet fuel	200,150	219,500	245,000	263,000

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- The fuel farm at the Airport is nearing the end of its useful life, resulting in an increase in maintenance and repair costs. Also, the Iowa DNR has added several new inspection requirements that will increase the annual inspection costs because the tanks are below ground.
- The T-Hangars at the airport continue to age and require many structural repairs. The Master Plan shows those buildings being rebuilt once the capital funding is available.
- For FY 2024/25, the Airport's farm lease shifts from a fixed-rent model to a custom farming option, where the Airport shares in the initial costs such as seeds and chemicals in return for a share in crop sales revenue. This change will increase net revenue per acre from \$285 to approximately \$300 and aligns with the City's policy of maintaining the Airport as a self-sustaining enterprise. This results in an increase of the net transfer to the Airport Improvement fund from \$77,011 in FY 2023/24 to \$92,451 in FY 2024/25.

## In-Progress Activities

- Staff is working to improve the appearance of Airport grounds by improving the landscaping and turf management of the entry terminal area.

## Upcoming Activities

- Staff is exploring the feasibility for public-private investments to implement portions of the Master Plan, focused on additional storage hangars and support services for the Airport.

# Transportation CIP

## Description:

This is a summary of the Transportation program capital improvements which are detailed in the City of Ames five-year Capital Improvements Plan.

<i>Activities:</i>	2022/23 Actual	2023/24 Adopted	2023/24 Adjusted	2024/25 Mgr Rec	% Change From Adopted
<b>Street Improvements:</b>					
Grand Avenue Extension	2,577,767	-	1,603,578	-	
South 16th Street Widening	-	325,000	325,000	3,555,000	
Campustown Public Improvements	-	1,200,000	1,200,000	-	
Hyland Avenue Reconstruction	-	-	2,648,080	-	
Arterial Street Improvements	3,428,285	1,500,000	1,502,257	-	
Collector Street Improvements	2,169,025	1,275,000	1,451,265	750,000	
CyRide Route Improvements	98,845	-	2,812,155	-	
Downtown Street Improvements	257,754	-	-	-	
Asphalt Street Improvements	1,972,700	3,000,000	5,401,697	-	
Concrete Pavement Improvements	3,291,759	950,000	7,726,383	-	
Seal Coat Improvements	762,135	1,750,000	2,449,644	-	
Baker Subdivision	-	-	13,908	-	
Alley Improvements	2,980	400,000	797,020	-	
Other Street Improvement Projects	-	-	232,012	-	
Right-of-Way Restoration	75,101	325,000	1,296,136	-	
<b>Total Street Improvements CIP</b>	<b>14,636,351</b>	<b>10,725,000</b>	<b>29,459,135</b>	<b>4,305,000</b>	<b>-59.9%</b>
<b>Shared Use Path System:</b>					
Bike/Pedestrian Master Plan	115,677	-	59,323	-	
Skunk River Trail	-	-	1,040,138	350,000	
Shared Use Path Expansion	947,834	300,000	1,973,674	25,000	
Multi-Modal Improvements	(1,722)	450,000	723,872	125,000	
Shared Use Path Maintenance	282,885	250,000	262,741	300,000	
Shared Use Path Signage	21,528	-	200,928	-	
<b>Total Shared Use Path System CIP</b>	<b>1,366,202</b>	<b>1,000,000</b>	<b>4,260,676</b>	<b>800,000</b>	<b>-20.0%</b>
<b>Traffic Improvements:</b>					
Metropolitan Transportation Plan	-	500,000	500,000	150,000	
Intelligent Transportation System	1,683,418	2,513,000	6,945,828	2,556,000	
Traffic Signal Program	436,168	561,000	1,096,915	373,000	
South Dayton Improvements	513,928	-	-	-	
Traffic Capacity Improvements	182,175	720,000	806,385	750,000	
Accessibility Enhancements	103,256	200,000	293,800	200,000	
Regional Transportation Counts	59,627	75,000	88,870	75,000	
Other Traffic Improvements	-	-	150,000	-	
Developer Traffic Studies	16,500	-	-	-	
<b>Total Traffic Improvements CIP</b>	<b>2,995,072</b>	<b>4,569,000</b>	<b>9,881,798</b>	<b>4,104,000</b>	<b>-10.2%</b>

# Transportation CIP

<i>Activities:</i>	2022/23 Actual	2023/24 Adopted	2023/24 Adjusted	2024/25 Mgr Rec	% Change From Adopted
<b>Street Rehabilitation:</b>					
Bridge Rehabilitation Program	12,000	300,000	1,185,000	-	
Pavement Restoration Program	302,087	250,000	516,218	300,000	
Main Street Paver Replacement	361,709	-	12,091	-	
US Highway 69 Improvements	-	575,000	575,000	-	
Main Street Improvements	35,572	-	15,388	-	
Streetscape Enhancements	377	30,000	30,003	30,000	
Neighborhood Curb Program	26,371	-	631,912	300,000	
Salt Storage Facility Improvements	-	115,000	115,000	-	
<b>Total Street Rehabilitation CIP</b>	<b>738,116</b>	<b>1,270,000</b>	<b>3,080,612</b>	<b>630,000</b>	<b>-50.4%</b>
<b>Transit System:</b>					
Vehicle Replacement	6,604,828	8,067,143	9,243,984	583,480	
Facility Improvements	338,518	890,000	1,968,223	80,000	
Technology Improvements	15,701	70,000	639,787	120,388	
Shop/Office Equipment	31,449	114,400	242,377	291,400	
Bus Stop Improvements	2,533	60,000	95,000	95,000	
<b>Total Transit System CIP</b>	<b>6,993,029</b>	<b>9,201,543</b>	<b>12,189,371</b>	<b>1,170,268</b>	<b>-87.3%</b>
<b>Airport:</b>					
Airside Improvements	167,367	-	1,373,967	865,000	
Airport Entryway Improvements	-	2,000,000	-	680,000	
Airport Facility Improvements	9,694	2,180,000	2,180,000	250,000	
<b>Total Airport CIP</b>	<b>177,061</b>	<b>4,180,000</b>	<b>3,553,967</b>	<b>1,795,000</b>	<b>-57.1%</b>
<b>Total Transportation CIP</b>	<b>26,905,831</b>	<b>30,945,543</b>	<b>62,425,559</b>	<b>12,804,268</b>	<b>-58.6%</b>

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# CULTURE & RECREATION



# Culture and Recreation Program

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# Culture and Recreation Summary

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## Description:

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

Activities in this program include **Parks and Recreation, Library Services, Art Services,** and the **Cemetery** activity, which oversees the three cemeteries administered by the City. The program also includes capital improvements for these activities in the **Culture and Recreation CIP**.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Parks & Recreation	4,854,447	5,251,743	5,604,027	5,766,175	9.8%
Library Services	5,070,143	5,607,939	5,570,421	5,790,943	3.3%
Art Services	237,350	275,458	548,024	286,931	4.2%
Cemetery	269,861	243,686	246,389	256,846	5.4%
<b>Total Operations</b>	10,431,801	11,378,826	11,968,861	12,100,895	6.4%
Culture and Recreation CIP	5,609,513	7,993,155	16,373,668	22,352,108	179.6%
<b>Total Expenditures</b>	16,041,314	19,371,981	28,342,529	34,453,003	77.9%
<i>Authorized FTEs</i>	61.23	62.95	62.95	62.95	

## Culture and Recreation Summary

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	6,650,642	7,451,023	7,383,245	7,955,848	6.8%
Internal Services	721,279	787,207	800,121	810,006	2.9%
Contractual	1,474,560	1,530,510	1,662,023	1,611,920	5.3%
Commodities	1,320,705	1,283,878	1,548,110	1,447,690	12.8%
Capital	54,079	95,500	314,654	20,500	-78.5%
Other Expenditures	210,536	230,708	260,708	254,931	10.5%
<b>Total Operations</b>	<b>10,431,801</b>	<b>11,378,826</b>	<b>11,968,861</b>	<b>12,100,895</b>	<b>6.4%</b>
Culture and Recreation CIP	5,609,513	7,993,155	16,373,668	22,352,108	179.6%
<b>Total Expenditures</b>	<b>16,041,314</b>	<b>19,371,981</b>	<b>28,342,529</b>	<b>34,453,003</b>	<b>77.9%</b>
<b>Funding Sources:</b>					
Program Revenue	1,863,744	1,956,151	2,016,174	2,135,969	9.2%
General Fund Support	7,125,102	7,744,760	7,904,952	8,117,361	4.8%
Local Option Sales Tax	269,081	308,929	402,192	322,015	4.2%
Donations/Grants	376,064	461,379	650,686	545,379	18.2%
Furman Aquatic Center Trust	2,511	7,750	38,349	-	-
Ames/ISU Ice Arena	506,800	547,534	588,501	596,809	9.0%
Homewood Golf Course	288,199	352,323	368,007	383,362	8.8%
Stormwater Utility Fund	300	-	-	-	-
<b>Total Operations Funding</b>	<b>10,431,801</b>	<b>11,378,826</b>	<b>11,968,861</b>	<b>12,100,895</b>	<b>6.4%</b>
<b>CIP Funding:</b>					
G.O. Bond Funds	1,721,520	1,500,000	1,843,100	17,378,016	1058.5%
General Fund	339,007	-	2,677,654	-	-
Local Option Sales Tax	217,519	942,628	3,078,608	927,840	-1.6%
Hotel/Motel Tax	675	-	-	-	-
American Rescue Plan	450,497	-	-	868,681	-
Park Development Fund	-	-	1,002,936	-	-
Geitel Winakor Donation	-	1,950,000	1,950,000	-	-100.0%
Indoor Aquatic Ctr Donations	2,447,624	3,475,527	3,761,550	2,652,571	-23.7%
Council Priorities Fund	409,547	-	1,330,032	-	-
Ice Arena Capital Reserve	17,220	50,000	279,311	25,000	-50.0%
Homewood Golf Course	-	75,000	75,000	-	-
Furman Aquatic Center Trust	-	-	-	-	-
P & R Donations/Grants	5,904	-	375,477	500,000	-
<b>Total CIP Funding</b>	<b>5,609,513</b>	<b>7,993,155</b>	<b>16,373,668</b>	<b>22,352,108</b>	<b>179.6%</b>
<b>Total Funding Sources</b>	<b>16,041,314</b>	<b>19,371,981</b>	<b>28,342,529</b>	<b>34,453,003</b>	<b>77.9%</b>

# Parks and Recreation

## 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 fully through non-tax revenues if possible.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Administration	410,904	420,640	434,473	457,706	8.8%
Instructional Programs	202,782	234,284	220,701	239,769	2.3%
Athletic Programs	158,001	175,241	169,274	177,873	1.5%
Aquatics Programs	935,498	932,676	1,043,522	1,048,190	12.4%
Community Center/Auditorium	415,376	430,043	444,218	462,201	7.5%
Wellness Programs	313,396	313,387	353,074	347,436	10.9%
Homewood Golf Course	288,199	352,323	368,007	383,362	8.8%
Ames/ISU Ice Arena	506,800	547,534	588,501	596,809	9.0%
Park Maintenance	1,623,491	1,845,615	1,982,257	2,052,829	11.2%
<b>Total Expenditures</b>	<b>4,854,447</b>	<b>5,251,743</b>	<b>5,604,027</b>	<b>5,766,175</b>	<b>9.8%</b>

<i>Authorized FTEs</i>	22.41	23.05	23.05	23.05
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## Parks and Recreation

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	3,031,527	3,422,415	3,398,964	3,667,562	7.2%
Internal Services	508,226	582,729	589,398	596,714	2.4%
Contractual	875,461	875,289	958,402	945,578	8.0%
Commodities	399,561	371,310	635,392	545,321	46.9%
Capital	35,860	-	21,871	-	
Other Expenditures	3,812	-	-	11,000	
<b>Total Expenditures</b>	<b>4,854,447</b>	<b>5,251,743</b>	<b>5,604,027</b>	<b>5,766,175</b>	<b>9.8%</b>
<b>Funding Sources:</b>					
Program Revenue	1,447,074	1,538,351	1,594,174	1,701,554	10.6%
Local Option Sales Tax	32,231	33,471	34,168	35,084	4.8%
Aquatic Center Trust Fund	2,511	7,750	38,349	-	
Homewood Golf Course	288,199	352,323	368,007	383,362	8.8%
Ames/ISU Ice Arena	506,800	547,534	588,501	596,809	9.0%
Donations/Grants	48,993	21,500	210,807	173,500	707.0%
P&R Scholarship Fund	-	-	-	11,000	
<b>Total Revenues</b>	<b>2,325,808</b>	<b>2,500,929</b>	<b>2,834,006</b>	<b>2,901,309</b>	<b>16.0%</b>
General Fund Support	2,528,639	2,750,814	2,770,021	2,864,866	4.2%
<b>Total Funding Sources</b>	<b>4,854,447</b>	<b>5,251,743</b>	<b>5,604,027</b>	<b>5,766,175</b>	<b>9.8%</b>

# Parks and Recreation Administration

## Description:

The Parks and Recreation Administration activity provides oversight to all the activities overseen by the Parks and Recreation Department. These include all recreation programs, greenspace maintenance in both the park system and along the street right-of-way, and the operation of such City facilities as the Furman Aquatic Center, the Ames/ISU Ice Arena, Homewood Golf Course, and the Ames Municipal Cemetery.

Responsibilities include strategic planning and operating budget preparation for each of the activities, as well as preparing and administering the Parks and Recreation and Cemetery Capital Improvements Plan (CIP). This activity also provides administration support to the Parks and Recreation Commission, as well as administering the Neighborhood Block Party Trailer program.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Category:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Personal Services	293,536	306,847	309,098	326,688	6.5%
Internal Services	41,566	38,820	39,028	41,598	7.2%
Contractual	68,563	73,473	78,200	76,370	3.9%
Commodities	7,239	1,500	8,147	2,050	36.7%
Capital	-	-	-	-	
Other Expenditures	-	-	-	11,000	
<b>Total Expenditures</b>	<b>410,904</b>	<b>420,640</b>	<b>434,473</b>	<b>457,706</b>	<b>8.8%</b>

<i><b>Funding Sources:</b></i>					
Miscellaneous Revenue	422	2,500	2,500	2,500	0.0%
<b>Total Revenues</b>	<b>422</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>0.0%</b>

General Fund Support	406,046	416,640	426,087	444,206	6.6%
P&R Donations/Grants Fund	4,436	1,500	5,886	-	-100.0%
P&R Scholarship Fund	-	-	-	11,000	
<b>Total Funding Sources</b>	<b>410,904</b>	<b>420,640</b>	<b>434,473</b>	<b>457,706</b>	<b>8.8%</b>

<i>Authorized FTEs</i>	1.85	1.85	1.85	1.85
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# Parks and Recreation Administration

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>  <b>A fun, vibrant community that attracts and retains people</b>	Provide quality City parks, facilities, and recreation programming at an efficient cost	Acres of parkland per 1,000 residents - Ames	18.4	18.4	19.2	19.2
		Acres of parkland per 1,000 residents – National Avg.	10.4	10.8	11.0	11.2
		Residents per park - Ames	1,737	1,737	1,650	1,650
		Residents per park – National Avg.	2,323	2,287	2,250	2,225
		Operating expenditures per capita – Ames (all budget activities)	\$73.55	\$79.57	\$83.59	\$84.35
		Operating expenditures per capita – National Avg.	\$93.01	\$94.77	\$96.67	\$98.60
		Recreation programs	184	195	200	205
		Recreation program registrations	9,939	10,233	10,540	10,856
		Maintain a tax subsidy level of less than 60% for Parks and Recreation activities	Yes	Yes	Yes	Yes
		Maintain a user satisfaction rating of at least 95% Good/Very Good for Parks and Recreation services	96%	95%	95%	95%
Complete 100% of CIP projects within budgeted fiscal year	22%	15%	54%	100%		

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- In keeping with the City Council’s value of a diverse, equitable, and inclusive community, \$250,000 has been added to the FY 2023/24 adjusted budget as seed money to fund a scholarship endowment. These funds will be reflected in the Parks and Recreation Donations and Grants Fund rather than the operating budget. This endowment will generate interest revenue that can be used to finance scholarships for individuals and families that qualify for assistance to participate in the City’s recreation programming.

## In-Progress Activities

- The Sands-McDorman property, a 50-acre property located in west Ames along Ontario Street, was purchased in November 2023 to develop a community park. Staff will be holding public input sessions to gain feedback prior to developing a master plan for the park. Funds (\$100,000) have been included in the FY 2023/24 adjusted CIP budget for the development of the master plan.
- Staff is working with representatives of Heartland of Story County and Mary Greeley Medical Center to develop policies and procedures for the 60 Forward Center, 205 S. Walnut Ave., which opened in April 2024. Parks and Recreation will be able to utilize spaces in this center for programs mainly geared towards individuals 60+.
- Planning continues for the construction of the Daley Park splashpad, Lloyd Kurtz Park mini pitch, and the Carr Park agility course. These projects are anticipated to be under construction by fall 2024.

## Upcoming Activities

- Construction on the Fitch Family Indoor Aquatic Center will begin in April 2024 with completion expected in fall 2025. The construction project is anticipated to occupy a significant portion of staff’s time in FY 2024/25 and FY 2025/26.

# Instructional Programs

## Description:

Instructional Programs and Activities provide residents with high quality instruction in various leisure time experiences. These include instruction in sports and athletics, arts and crafts, and nature appreciation, all with the purpose of building physically, socially, and emotionally fit individuals.

Fees charged for instructional programs are kept on the lower end to encourage participation and inclusion of all socio-economic statuses. A General Fund subsidy is needed to achieve this goal. Scholarships are also available for participants to further promote inclusion and to ensure financial situations are not prohibitive to participation.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Category:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Personal Services	155,455	172,316	169,799	181,673	5.4%
Internal Services	9,622	9,454	9,461	9,638	2.0%
Contractual	25,694	38,149	28,294	35,408	-7.2%
Commodities	12,011	14,365	13,147	13,050	-9.2%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>202,782</b>	<b>234,284</b>	<b>220,701</b>	<b>239,769</b>	<b>2.3%</b>

<i><b>Funding Sources:</b></i>					
Program Revenue	125,553	145,279	138,755	154,580	6.4%
Miscellaneous Revenue	4,886	5,200	5,200	5,200	0.0%
<b>Total Revenues</b>	<b>130,439</b>	<b>150,479</b>	<b>143,955</b>	<b>159,780</b>	<b>6.2%</b>
General Fund Support	72,343	83,805	76,746	79,989	-4.6%
<b>Total Funding Sources</b>	<b>202,782</b>	<b>234,284</b>	<b>220,701</b>	<b>239,769</b>	<b>2.3%</b>

<i>Authorized FTEs</i>	1.35	1.35	1.35	1.35
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# Instructional Programs

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
Provide quality programs in an efficient and fiscally responsible manner  A fun, vibrant community that attracts and retains people	Provide quality instructional programs for youth and adults	Programs	52	49	50	51
		New programs offered	1	2	1	1
		Program registrations	2,486	2,231	2,446	2,641
		Programs instructor/participant ratios adhered to	100%	100%	100%	100%
		Instructional Programs operational subsidy	23%	36%	35%	33%
		Total cost per registration	\$82.05	\$90.53	\$91.77	\$90.98
		Subsidy per registration	\$32.84	\$31.98	\$35.04	\$32.45
		Youth sport sponsors	5	6	6	7
		Youth sport sponsor revenue	\$1,250	\$1,500	\$1,500	\$1,500

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Ames Community School District has provided expanded access to its facilities for Parks and Recreation to utilize for programs.
- Youth soccer, gymnastics, and Miracle League programs are gradually increasing in participation.
- A new soccer camp has been introduced in partnership with Challenger Sports.

## In-Progress Activities

- Staff incorporated free drop-in activities at local parks to celebrate Parks and Recreation month and will continue to implement drop-in type activities throughout the community to engage residents.
- Staff is exploring new programming opportunities in partnership with 60 Forward as its new facility is opened to the public.

## Upcoming Activities

- Staff plans to explore a partnership with CanPlay to offer additional adaptive programming in FY 2024/25 to serve the recreation needs of individuals with physical and/or intellectual disabilities.
- The gymnastics and multi-purpose space on the second floor of City Hall is planned to be transitioned into City Hall office space in FY 2024/25. Staff will adjust the instructional programming and their locations to accommodate this change.

# Athletic Programs

## Description:

The Athletic Programs activity is designed to offer adults and youth the opportunity to participate in team and/or individual competitive sports activities. These programs benefit the participants physically, emotionally, and socially. Examples include softball, basketball, volleyball, and soccer.

Fees and charges for athletic programs are intended to cover the direct cost of the individual program or activities.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
<b>Expenditures by Category:</b>					
Personal Services	141,494	155,331	150,379	158,183	1.8%
Internal Services	751	1,375	1,440	1,965	42.9%
Contractual	7,519	9,170	8,240	8,385	-8.6%
Commodities	8,237	9,365	9,215	9,340	-0.3%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>158,001</b>	<b>175,241</b>	<b>169,274</b>	<b>177,873</b>	<b>1.5%</b>
<b>Funding Sources:</b>					
Program Revenue	107,943	114,380	111,700	118,700	3.8%
<b>Total Revenues</b>	<b>107,943</b>	<b>114,380</b>	<b>111,700</b>	<b>118,700</b>	<b>3.8%</b>
General Fund Support	50,058	60,861	57,574	59,173	-2.8%
<b>Total Funding Sources</b>	<b>158,001</b>	<b>175,241</b>	<b>169,274</b>	<b>177,873</b>	<b>1.5%</b>
Authorized FTEs	1.05	1.05	1.05	1.05	

# Athletic Programs

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
Provide quality programs in an efficient and fiscally responsible manner  A fun, vibrant community that attracts and retains people	Provide quality athletic programs for youth and adults	Programs	14	14	15	16
		Teams	259	331	354	358
		Program participants	2,495	2,738	2,871	2,957
		Direct program costs covered by fees	100%	100%	100%	100%
		Athletic Programs tax subsidy	26%	32%	34%	33%
		Total cost per participant	\$51.52	\$57.70	\$58.96	\$61.96
		Subsidy per participant	\$10.24	\$18.22	\$20.05	\$20.01

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- After a significant decline in pickleball participation in prior seasons, the fall league in FY 2023/24 experienced a 300% increase in program participation.
- Adult Basketball, Indoor Volleyball, and Adult Soccer participation have seen consistent or small decreases in team participation.
- Sand Volleyball participation increased 9% in FY 2022/23.
- Ames Community School District has expanded access to facilities for Parks and Recreation to utilize for programs.

## In-Progress Activities

- Staff are exploring new programming opportunities in partnership with 60 Forward.

## Upcoming Activities

- Staff is discussing how to market athletic programs to new individuals and introduce new programs of interest. This may include offering one-time events (e.g., tournaments) rather than leagues.

# Aquatics

## Description:

Aquatics is responsible for maintaining a safe, sanitary, and fun environment for swimming activities in the community. Public swimming, swimming instruction, and special events are included in this activity. The City partners with the Ames Community School District to offer year-round swimming at the Municipal Pool at the Ames High School, while warm weather swimming is available at the Donald and Ruth Furman Aquatic Center and Brookside Wading Pool. The City partners with Green Hills Retirement Community to offer additional swim lessons.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Activity:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Furman Aquatic Center	772,622	792,496	821,578	816,677	3.1%
Temporary Aquatics Facilities	48,503	41,440	78,741	86,342	108.4%
Lessons Program	103,661	96,766	140,669	145,171	50.0%
Brookside Wading Pool	10,712	-	2,534	-	
Splash Pad	-	1,974	-	-	-100.0%
<b>Total Expenditures</b>	<b>935,498</b>	<b>932,676</b>	<b>1,043,522</b>	<b>1,048,190</b>	<b>12.4%</b>

<i><b>Expenditures by Category:</b></i>					
Personal Services	626,702	657,715	698,239	729,739	11.0%
Internal Services	47,021	51,982	53,961	60,513	16.4%
Contractual	142,989	121,138	148,255	154,693	27.7%
Commodities	118,786	101,841	143,067	103,245	1.4%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>935,498</b>	<b>932,676</b>	<b>1,043,522</b>	<b>1,048,190</b>	<b>12.4%</b>

<i><b>Funding Sources:</b></i>					
Furman Aquatic Center	589,548	627,328	629,201	662,312	5.6%
Forker Temporary Aquatics	49,098	65,792	63,204	65,100	-1.1%
Lessons Program	55,074	77,958	104,852	109,644	40.6%
Brookside Wading Pool	1,976	-	767	-	
Splash Pad	-	-	-	-	
<b>Total Revenues</b>	<b>695,696</b>	<b>771,078</b>	<b>798,024</b>	<b>837,056</b>	<b>8.6%</b>

<i><b>General Fund Support:</b></i>					
Furman Aquatic Center	180,563	157,418	154,028	154,365	-1.9%
Temporary Aquatics Facilities	(595)	(24,352)	15,537	21,242	-187.2%
Lessons Program	48,587	18,808	35,817	35,527	88.9%
Brookside Wading Pool	8,736	-	1,767	-	
Splash Pad	-	1,974	-	-	-100.0%
<b>Total General Fund Support</b>	<b>237,291</b>	<b>153,848</b>	<b>207,149</b>	<b>211,134</b>	<b>37.2%</b>

Aquatic Center Trust Fund	2,511	7,750	38,349	-	-100.0%
<b>Total Funding Sources</b>	<b>935,498</b>	<b>932,676</b>	<b>1,043,522</b>	<b>1,048,190</b>	<b>12.4%</b>

<i>Authorized FTEs</i>	1.95	1.90	1.90	1.90
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# Aquatics

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide safe and sanitary swimming facilities for all users at an efficient cost	Visits to Furman Aquatic Center	85,621	81,060	86,575	84,419
		Subsidy per Aquatic Center visit	\$1.99	\$2.96	\$2.84	\$2.42
		Visits to Brookside Wading Pool	1,345	1,357	644	- --
		Subsidy per Brookside Wading Pool visit	\$4.10	\$6.44	\$2.74	- --
		Aquatics program funded by tax support	27%	25%	20%	20%
		Swim lesson registrations	1,076	1,418	1,880	1,936
		Private swim lessons	99	171	72	75

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Summer 2023 was the final operating season of Brookside Wading Pool. The pool has been demolished in advance of a splash pad being constructed in Daley Park and the opening of the spray pad at Steven L. Schainker Plaza.
- Funds from the Furman Trust were allocated to replace a large quantity of lazy river tubes, along with deck chairs and loungers in FY 2023/24.
- Fee increases have been incorporated in FY 2023/24 for swim lessons at ISU Forker Pool and Furman Aquatic Center. Fees have increased due to ISU Forker Pool rental costs increasing. Staff wages at Furman Aquatic Center have increased, also resulting in the need to increase swim lesson registration fees. The rental rate for Furman Aquatic Center was also increased by 17% to better reflect expenses.
- Free certification classes continue to be offered for employees as a recruitment incentive to obtain and retain staff.
- During summer 2023, Furman Aquatic Center maintained sufficient staffing to avoid modified facility hours through mid-August.
- More swim instructors are becoming certified as Water Safety Instructors, which increases the quality of the swim lesson program. Instructors who obtain this certification receive an 11% pay increase.

## In-Progress Activities

- Staff is communicating with Ames High School and other community indoor pools to rent pool space for certification classes, swim lessons, aqua classes, and training. Alternative space is necessary as ISU Forker Pool will no longer be available after the Spring 2024 academic semester.
- Staff is exploring new programming opportunities in partnership with 60 Forward.

## Upcoming Activities

- Additional programming is planned at Furman Aquatic Center (i.e., boat races, Christmas in July, lifeguard camp, etc.).

# Community Center, Auditorium, and Bandshell

## Description:

This activity accounts for the operation and events at the Community Center, Auditorium, City Hall, and the Bandshell. The Community Center includes a full-size gymnasium, weight room, cardio room, and gymnastic/multi-purpose room, as well as locker rooms and office space for both the Community Center and Auditorium, and spaces for other Parks and Recreation activities.

The City Auditorium and Bandshell are utilized for community arts performances, civic meetings, touring performances, etc. The Bandshell is used for Municipal Band concerts during the summer. The Municipal Band is funded by Local Option Sales Tax.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Gymnasium	228,278	235,921	238,312	248,542	5.4%
Auditorium	150,966	153,008	164,756	171,126	11.8%
Bandshell Programming	3,633	7,643	6,565	7,449	-2.5%
Municipal Band	32,499	33,471	34,585	35,084	4.8%
<b>Total Expenditures</b>	<b>415,376</b>	<b>430,043</b>	<b>444,218</b>	<b>462,201</b>	<b>7.5%</b>

<i>Expenditures by Category:</i>					
Personal Services	288,281	303,024	306,569	322,135	6.3%
Internal Services	24,846	28,091	28,543	32,142	14.4%
Contractual	91,693	94,153	97,794	103,129	9.5%
Commodities	4,582	4,775	6,312	4,795	0.4%
Capital	5,974	-	5,000	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>415,376</b>	<b>430,043</b>	<b>444,218</b>	<b>462,201</b>	<b>7.5%</b>

<i>Funding Sources:</i>					
Gymnasium	41,418	38,000	38,642	39,776	4.7%
Auditorium	133,824	120,964	134,264	141,003	16.6%
Bandshell	4,759	14,000	5,500	6,000	-57.1%
Miscellaneous	2,375	200	100	-	-100.0%
<b>Total Revenues</b>	<b>182,376</b>	<b>173,164</b>	<b>178,506</b>	<b>186,779</b>	<b>7.9%</b>

<i>General Fund Support:</i>					
Gymnasium	184,485	197,721	198,470	208,766	5.6%
Auditorium	17,142	32,044	27,742	26,623	-16.9%
Bandshell Programming	(1,126)	(6,357)	1,065	1,449	-122.8%
<b>Total General Fund Support</b>	<b>200,501</b>	<b>223,408</b>	<b>227,277</b>	<b>236,838</b>	<b>6.0%</b>

Local Option/Municipal Band	32,231	33,471	34,168	35,084	4.8%
Donations/Community Center	-	-	1,100	-	
Grant Funding/Auditorium	-	-	2,750	3,500	
Donations/Municipal Band	268	-	417	-	
<b>Total Funding Sources</b>	<b>415,376</b>	<b>430,043</b>	<b>444,218</b>	<b>462,201</b>	<b>7.5%</b>

# Community Center, Auditorium, and Bandshell

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide safe and clean facilities for community use in an efficient manner	Gymnasium drop-in visits	9,040	9,079	9,100	9,200
		Weight room drop-in visits	5,825	7,071	7,300	7,500
		Total Community Center visits	65,173	67,439	70,000	72,500
		Tax subsidy per CC user visit	\$2.47	\$2.77	\$2.84	\$2.88
		Community Center funded by tax support	81%	82%	83%	84%
		Auditorium events	138	121	125	135
		Auditorium visits	40,372	46,371	47,500	48,500
		Days/year Auditorium in use	177	216	170	175
		Hours/year Auditorium in use	1,331	1,443	1,500	1,300
		Tax subsidy per AUD user visit	\$0.43	\$0.32	\$0.65	\$0.76
		Auditorium funded by tax support	11%	11%	17%	16%
		<b>Strengthen Downtown and Campustown</b>	Provide Bandshell programming to promote Downtown Ames	Bandshell rentals	35	30

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Year-to-date open gym visits for FY 2023/24 are trending lower compared to FY 2022/23.
- The reconfiguration of the gymnastics and multi-purpose rooms to office space could impact Auditorium rentals revenue, as groups currently use this space on the second floor of City Hall for changing rooms. Community Center Gymnasium space may have to be used to accommodate these rentals which may impact gymnasium drop-in programs and weight room hours.
- The Auditorium secured an Iowa Arts Council grant to expand the concert series from six concerts to twelve. Local sponsorships were also secured to assist in offsetting expenses.
- The Auditorium introduced its first Technical Theater Training Courses in summer 2023 and will continue to offer this series in June 2024.

## In-Progress Activities

- Split-revenue events have proved successful with two events in FY 2023/24. These events are those where the Auditorium shares in the ticket sale revenue rather than receiving a flat rental fee. The two events in FY 2023/24 produced a combined net revenue of \$1,600 and have booked return performances.
- Staff will begin to procure alcohol service for Auditorium events in the second half of FY 2023/24. It is expected that additional revenue will be realized from this new service, which will help further decrease the subsidy for the Auditorium.
- Staff is developing plans to update the security cameras within the Community Center and is exploring new programming opportunities in partnership with 60 Forward.

## Upcoming Activities

- Lutheran Church of Hope is a significant and steady rental user of the Auditorium and Gymnasium space. The church is exploring the construction of a permanent facility. In anticipation of this, staff will need to develop a plan to offset the loss of rental revenue in 3-5 years (approximately \$42,000).

# Wellness Programs

## Description:

The Wellness Program activity provides a wide range of wellness activities for community members. These include such activities as fitness classes, aqua classes, dance classes, Tae Kwon Do, yoga, and social and educational workshops.

The Wellness Program activity is also responsible for the management of the City Hall weight room and related training/programs, including personal training.

Activities are held at the City of Ames Community Center, and with partner facilities like the Ames Community School District, Green Hills Retirement Community, Reiman Gardens, and Iowa State University.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Activity:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Wellness Administration	210,105	218,436	232,620	228,015	4.4%
Fitness Classes	71,128	67,761	84,198	84,769	25.1%
Personal Training	26,904	25,219	29,814	32,616	29.3%
Weight Room	5,259	1,971	6,442	2,036	3.3%
<b>Total Expenditures</b>	<b>313,396</b>	<b>313,387</b>	<b>353,074</b>	<b>347,436</b>	<b>10.9%</b>

<i><b>Expenditures by Category:</b></i>					
Personal Services	261,649	269,154	273,186	289,028	7.4%
Internal Services	8,302	9,245	9,424	10,039	8.6%
Contractual	32,574	30,033	43,757	43,194	43.8%
Commodities	10,871	4,955	9,836	5,175	4.4%
Capital	-	-	16,871	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>313,396</b>	<b>313,387</b>	<b>353,074</b>	<b>347,436</b>	<b>10.9%</b>

<i><b>Funding Sources:</b></i>					
Fitness Classes	181,599	171,950	194,790	221,741	29.0%
Personal Training	34,628	37,000	41,096	43,973	18.9%
Weight Room	19,037	15,450	19,800	22,825	47.7%
Merchandise Sales	610	500	650	650	30.0%
<b>Total Revenues</b>	<b>235,874</b>	<b>224,900</b>	<b>256,336</b>	<b>289,189</b>	<b>28.6%</b>
General Fund Support	75,858	88,487	96,723	58,247	-34.2%
P&R Donations/Grants Fund	1,664	-	15	-	
<b>Total Funding Sources</b>	<b>313,396</b>	<b>313,387</b>	<b>353,074</b>	<b>347,436</b>	<b>10.9%</b>

<i>Authorized FTEs</i>	1.45	1.45	1.45	1.45
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# Wellness Programs

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide quality wellness programming in an efficient manner to operate at break even	Group fitness classes offered weekly	53	57	58	58
		Wellness programs	63	73	73	73
		Wellness registrations	7,192	6,443	6,923	7,213
		Cost per registration	\$22.21	\$22.98	\$24.73	\$23.52
		New programs created	3	8	8	8
		ISU Forker Aqua Program revenues exceeding direct expenses	Yes	Yes	Yes	Yes
		Weight room visits per year	5,825	7,071	7,300	7,500
		Total Wellness Program tax subsidy	\$69,484	\$75,858	\$96,723	\$58,247

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Fitness class fees have been increased 25% for FY 2024/25. This was done to align fitness class and group fitness fees so that each class in a session is at a consistent fee of \$6.25. This results in a significant decrease in the tax subsidy for wellness programs.
- One Life Fitness Recumbent Bike and one Life Fitness Power Mill were scheduled for replacement in FY 2022/23. Neither piece of equipment was delivered until July 2023, resulting in the expense being carried over to the FY 2023/24 budget. An additional Life Fitness treadmill is scheduled for replacement in FY 2023/24.
- Morning Aqua Classes at ISU Forker Pool rental fee changed from \$11.69 per participant per session to \$75 per hour, increasing expenses and the registration for participants.
- The transition of the gymnastics and multi-purpose space on the second floor of City Hall may require changes within the programming of these activities and the locations where they are held.

## In-Progress Activities

- Virtual classes continue to be offered as an alternative option.
- Public/private partnership Iowa State Recreation Services and Reiman Gardens programs continue to be offered.
- Staff began offering weekly classes to residents at Vintage Co-operative in September 2023.
- New classes offered this year included Cardio Mix Sampler, Kick, Cardio & Core, TRX Yoga Flow, Yoga for Beginners, Tai Chi Practice Group, BodyFit X 3, Indoor Bootcamp, Strength Circuit 101.
- Staff is exploring new programming opportunities in partnership with 60 Forward.

## Upcoming Activities

- The strength equipment in the weight room is scheduled to be replaced in calendar year 2024.

# Ames/ISU Ice Arena

## Description:

The Ames/ISU Ice Arena is an ice rink jointly owned by the City of Ames and Iowa State University and operated by the City. The facility provides ice activities for Iowa State University, the public, and user groups.

The Ice Arena is operated as a City Enterprise Fund, meaning that its operations are funded by its own revenues. Any profits or losses experienced by the ice arena increase or decrease the operational fund balance instead of being funded through property taxes. Additionally, the City and Iowa State University each contribute annually to a capital reserve fund, which is used for major improvements at the facility.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	240,250	291,696	270,200	325,383	11.6%
Internal Services	31,996	52,157	54,085	56,774	8.9%
Contractual	186,172	185,497	220,779	182,011	-1.9%
Commodities	30,222	18,184	43,437	32,641	79.5%
Capital	18,160	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>506,800</b>	<b>547,534</b>	<b>588,501</b>	<b>596,809</b>	<b>9.0%</b>

<i>Funding Sources:</i>					
Admissions	69,768	59,566	57,604	64,953	9.0%
Facility Rentals	411,446	367,154	426,453	439,962	19.8%
Ice Arena Programming	10,582	6,605	17,170	23,120	250.0%
Equipment Rental/Fees	26,404	21,450	25,400	26,158	22.0%
Dasher Board Advertising	2,748	26,750	9,150	14,200	-46.9%
Merchandise Sales	1,135	1,121	1,121	1,200	7.1%
Concessions	26,777	18,400	31,719	32,140	74.7%
Interest Revenue	3,808	2,000	6,000	5,000	150.0%
Miscellaneous	3,441	-	2,000	-	
<b>Total Revenues</b>	<b>556,109</b>	<b>503,046</b>	<b>576,617</b>	<b>606,733</b>	<b>20.6%</b>
Ice Arena Fund Support	(49,309)	44,488	11,884	(9,924)	-122.3%
<b>Total Funding Sources</b>	<b>506,800</b>	<b>547,534</b>	<b>588,501</b>	<b>596,809</b>	<b>9.0%</b>

Authorized FTEs	2.50	2.50	2.50	2.50
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# Ames/ISU Ice Arena

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide a quality ice arena for the community in a fiscally responsible manner	Winter:				
		Prime-time ice hours rented	1,421	1,242	1,251	1,400
		Non-prime-time ice hours rented	187	83	126	126
		Prime-time public session hours	251	428	396	400
		Public skate session user visits	4,265	9,162	7,261	8,000
		Utilized prime-time ice	53%	62%	61%	67%
		Summer:				
		Ice hours rented	240	194	250	250
		Public session hours	191	167	200	200
		Public skate session user visits	1,230	938	1,200	1,200
A fun, vibrant community that attracts and retains people		Ice utilized	39%	33%	41%	41%
		Maintain fund balance of at least 15% of operating expenses	Yes	Yes	Yes	Yes

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- The Ames/ISU Ice Arena was closed for extended ice maintenance from June 24 through September 25, 2023.
- Unanticipated equipment replacements and repairs in FY 2023/24 have negatively impacted the operating budget and fund balance. These expenses are reflected in the contractual and commodities categories.
- After an absence in the 2022/23 winter season, ISU Men's and Women's Hockey returned to renting ice and hosting home games in FY 2023/24.
- Ice rental fees and birthday party packages have increased 3% and 5%, respectively, in FY 2023/24.
- Less advertising at the facility was sold for FY 2023/24 than anticipated, resulting in a decrease in the adjusted budget.
- The Ames/ISU Ice Arena and Ames Public Library have partnered to create a destination story time program with ice activity at the arena.

## In-Progress Activities

- Staff is evaluating the potential to convert the ¾ time Recreation Coordinator position into a full-time position.
- Staff is exploring new programming opportunities in partnership with 60 Forward.

## Upcoming Activities

- Staff is continuing to explore rental and program opportunities to fill vacant ice times.

# Homewood Golf Course

## Description:

Homewood Golf Course is a municipal 9-hole golf course which offers outdoor recreational enjoyment for all ages. The course also includes a clubhouse/concession facility, which hosts space for a community rental room and pro shop area.

Homewood Golf Course is operated as a City Enterprise Fund, meaning that its operations are funded by its generated revenues. Any profits or losses experienced by the golf course increase or decrease the fund's balance, instead of being funded through property taxes. Traditionally, capital improvements at Homewood Golf Course have been funded through Local Option Sales Tax revenue.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	159,847	204,561	203,175	215,199	5.2%
Internal Services	39,300	58,371	59,666	61,277	5.0%
Contractual	44,431	47,916	59,191	58,861	22.8%
Commodities	43,859	41,475	45,975	48,025	15.8%
Capital	-	-	-	-	
Other Expenditures	762	-	-	-	
<b>Total Expenditures</b>	<b>288,199</b>	<b>352,323</b>	<b>368,007</b>	<b>383,362</b>	<b>8.8%</b>

<i>Funding Sources:</i>					
Fees/Season Passes	272,464	238,908	292,014	304,388	27.4%
Equipment Rental	88,908	73,057	92,000	97,000	32.8%
Clubhouse Rental	20,877	19,202	19,110	19,740	2.8%
Merchandise Sales	3,223	2,600	3,400	3,400	30.8%
Concessions	41,279	35,000	42,000	44,000	25.7%
Cell Tower Lease	24,136	21,000	24,000	24,000	14.3%
Interest Revenue	7,049	3,000	12,000	10,000	233.3%
Miscellaneous Revenue	-	-	2,100	-	
<b>Total Program Revenues</b>	<b>457,936</b>	<b>392,767</b>	<b>486,624</b>	<b>502,528</b>	<b>28.0%</b>

Homewood Fund Support	(169,737)	(40,444)	(118,617)	(119,166)	194.6%
<b>Total Funding Sources</b>	<b>288,199</b>	<b>352,323</b>	<b>368,007</b>	<b>383,362</b>	<b>8.8%</b>

Authorized FTEs	1.27	1.35	1.35	1.35
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# Homewood Golf Course

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<p><b>Provide quality programs in an efficient and fiscally responsible manner</b></p> <p><b>A fun, vibrant community that attracts and retains people</b></p>	<p>Provide a quality municipal golf course for the community in a fiscally responsible manner</p>	Rounds of golf played	18,010	22,362	23,000	23,200
		Golf leagues/ tournaments	5	5	5	7
		User group meetings held	5	5	5	5
		Clubhouse Private Rental Hours	116	199	182	188
		Program Hours	153	155	159	165
		Respondents rating course conditions as “very good” or “good”	96%	98%	98%	98%
		Respondents rating courtesy of staff as “very good” or “good”	98%	98%	98%	98%
		Maintain fund balance of at least 25% of operating expenses	Yes	Yes	Yes	Yes

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- The number of yearly golf rounds continues to increase, along with green fee revenue, food and beverage sales, and golf cart rentals.
- Daily greens fees and season passes are planned to increase 3% in spring 2024, which will affect the FY 2023/24 and FY 2024/25 budgets.
- A new Junior Rate for those 17 and under will be incorporated into the fee schedule for the 2024 season, as well as a golf cart season pass option for individuals, families, and couples.
- Group outings have seen an increase in popularity and requests. Updated outing fees have been incorporated into the fee schedule for the 2024 season.
- Winter programming, such as new special events like Painting with a Twist, continues to be developed to take advantage of the amenities in the new Homewood Golf Course Clubhouse.

## In-Progress Activities

- Staff is exploring new programming opportunities in partnership with 60 Forward and is working on developing materials to promote a Scholarship Golf Tournament at Homewood in FY 2024/25. This tournament was not able to be successfully conducted in FY 2023/24.

## Upcoming Activities

- Staff continues to seek interested individuals to fill the golf lesson instructor position that has been vacant the past three seasons.

# Parks Maintenance

## Description:

The Park Maintenance activity is responsible for the maintenance of thirty-eight parks and woodland/open spaces in the City of Ames. These areas cover 1,215 acres of land and include facilities where residents may participate in a variety of active and passive pursuits in a safe, clean environment. These activities include picnicking, bicycling, walking, fishing, playing on play equipment, viewing wildlife, playing sports, and a variety of other leisure time activities.

The Parks and Recreation department maintenance workers who maintain the City parks and facilities are also responsible for the maintenance of the Ames Municipal Cemetery and the City's street right-of-way. Activities involved include tree maintenance, mowing, trail maintenance, and maintaining all park structures and amenities.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Activity:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Parks Administration	365,562	375,423	383,341	398,446	6.1%
Turf Maintenance	266,183	271,881	274,132	287,695	5.8%
Tree Maintenance	237,018	294,973	365,888	449,212	52.3%
EAB Program	1,640	10,000	2,000	2,000	-80.0%
Structural Maintenance	713,575	819,745	917,149	849,546	3.6%
Dog Park Operations	31,354	20,545	19,450	19,375	-5.7%
Downtown Plaza Operations	339	31,725	10,575	27,825	-12.3%
Mosquito Control	7,820	21,323	9,722	18,730	-12.2%
<b>Total Expenditures</b>	<b>1,623,491</b>	<b>1,845,615</b>	<b>1,982,257</b>	<b>2,052,829</b>	<b>11.2%</b>

<i><b>Expenditures by Category:</b></i>					
Personal Services	864,313	1,061,771	1,018,319	1,119,534	5.4%
Internal Services	304,822	333,234	333,790	322,768	-3.1%
Contractual	275,826	275,760	273,892	283,527	2.8%
Commodities	163,754	174,850	356,256	327,000	87.0%
Capital	11,726	-	-	-	
Other Expenditures	3,050	-	-	-	
<b>Total Expenditures</b>	<b>1,623,491</b>	<b>1,845,615</b>	<b>1,982,257</b>	<b>2,052,829</b>	<b>11.2%</b>

<i><b>Funding Sources:</b></i>					
Shelter/Facility Rentals	54,072	61,300	57,400	65,400	6.7%
Dog Park Fees	36,794	39,250	39,350	40,850	4.1%
Concessions	96	500	100	100	-80.0%
Miscellaneous	3,362	800	6,303	1,200	50.0%
<b>Total Revenues</b>	<b>94,324</b>	<b>101,850</b>	<b>103,153</b>	<b>107,550</b>	<b>5.6%</b>

General Fund Support	1,486,542	1,723,765	1,678,465	1,775,279	3.0%
P&R Donations/Grants Fund	42,625	20,000	200,639	170,000	750.0%
<b>Total Funding Sources</b>	<b>1,623,491</b>	<b>1,845,615</b>	<b>1,982,257</b>	<b>2,052,829</b>	<b>11.2%</b>

<i>Authorized FTEs</i>	8.99	9.60	9.60	9.60	
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# Parks Maintenance

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated		
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide a quality park system and facilities for use by the entire community	City parks	38	38	40	40		
		Acres in City parks	1,215	1,215	1,266	1,266		
		Developed acres	291	291	292	292		
		Undeveloped acres	924	924	974	974		
		Park acres per 1,000 residents*	18.4	18.1	18.9	18.9		
		Cost to maintain parks per acre	\$1,362	\$1,336	\$1,490	\$1,491		
		Frequency of mowing**	8 days	8 days	8 days	8 days		
		Trim-free parks	18	18	21	24		
		Ratings for park maintenance as "very good" or "good":						
		Park appearance						
<b>A fun, vibrant community that attracts and retains people</b>		Park appearance	99%	96%	98%	98%		
		Wooded areas	96%	94%	96%	96%		
		Playground equipment	96%	96%	98%	98%		
		Park restrooms	87%	80%	90%	90%		
		Hard surface trails	97%	95%	97%	97%		
		Tennis courts	95%	90%	95%	95%		
		Shelters	94%	94%	95%	95%		
Picnic areas	95%	92%	95%	95%				

\*66,950 residents per the 2020 US Census

\*\*The mowing frequency goal is 7 to 10 days

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Many key commodities have increased in price, including turf chemicals, playground parts, Engineered Wood Fiber (EWF), and structural materials.
- A new Maintenance Worker FTE was added to the FY 2023/24 budget but was not filled until December 2023.
- Dog Park Access Controls were installed at the Dog Park in January 2023. An annual fee is paid to an outside vendor to host the access control service. The fee is based on the number of passholders that utilize the Dog Park.
- Funds were added to the FY 2023/24 budget for the maintenance and upkeep of the Steven L. Schainker Plaza, originally scheduled to open in summer 2023. The adjusted budget has been reduced as the opening has been pushed back to summer 2024.
- The City received \$813,000 in grant funds from the U.S. Forest Service as part of the Inflation Reduction Act. Some of the grant funds will be used for work in the right-of-way. The grant funds will be used to plant more trees in the parks and update the tree inventory survey. The funds will be spread out over a five-year period.

## In-Progress Activities

- Starting in December 2023, there are two maintenance workers assigned to work in the parks Wednesday through Sunday instead of the typical Monday through Friday schedule. This scheduling improves responsiveness to urgent maintenance issues, reduces overtime costs, and improves the weekend level of service.

## Upcoming Activities

- With the heavy activity taking place at the park playgrounds, the Engineered Wood Fiber (EWF) will be refreshed in multiple playgrounds.
- Funds for replacement trees in the Parks Emerald Ash Borer Program have been reduced as staff is using grant funds and donations to plant new trees in the parks.
- Funds were added to FY 2023/24 to replace the roof of the Shagbark Shelter in Inis Grove Park.

# Library Services

## Description:

Ames Public Library’s mission statement is: We connect you to the world of ideas. The Library strives to provide facilities, technology, collections, and programs to meet the educational and recreational needs of all people in our community. The library serves the needs of the community through divisions that work directly with the public, such as Youth Services, Adult Services, and Customer Account Services, as well as back-of-house divisions, including Resource Services, which provides support and ensures that library operations run smoothly. Library Administration provides direction and oversight to all library operations. The library operates out of the main library building at 515 Douglas and offers mobile services through the Bookmobile.

The Library Strategic Plan identifies six priority areas of focus:

- **Equity:** Create an intentional plan to address barriers in library systems, and actively work to create equitable services and access.
- **Inclusion:** Create a welcoming and comfortable place for all community members. Develop best practices for collaborative partnerships in order to amplify a diversity of ideas, cultures and experiences and foster community understanding.
- **Civic Engagement:** Provide opportunities for community members to connect with accurate information, be involved in their community, and better understand and be prepared to participate in the institutions of representative democracy.
- **Access:** Connect community members to needed information and resources.
- **Wellness:** Foster a thriving community through promotion of physical, mental and socio-emotional well-being.
- **Staff Development:** Ensure excellent customer service as our community needs evolve through proactive staff development and training.

<b>Expenditures by Activity:</b>	<b>2022/23 Actual</b>	<b>2023/24 Adopted</b>	<b>2023/24 Adjusted</b>	<b>2024/25 Mgr Rec</b>	<b>% Change From Adopted</b>
Administration	1,465,924	1,523,262	1,526,484	1,595,027	4.7%
Resource Services	1,237,718	1,277,582	1,276,792	1,281,022	0.3%
Youth Services	784,096	969,043	972,889	965,100	-0.4%
Adult Services	605,397	808,380	768,296	868,665	7.5%
Customer Account Services	977,008	1,029,672	1,025,960	1,081,129	5.0%
<b>Total Expenditures</b>	<b>5,070,143</b>	<b>5,607,939</b>	<b>5,570,421</b>	<b>5,790,943</b>	<b>3.3%</b>

<i>Authorized FTEs</i>	37.50	38.50	38.50	38.50
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# Library Services

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	3,462,607	3,889,906	3,850,730	4,142,760	6.5%
Internal Services	155,534	154,224	153,305	162,612	5.4%
Contractual	531,769	584,691	587,268	593,052	1.4%
Commodities	236,558	211,850	211,850	224,524	6.0%
Collection Materials	674,147	691,018	691,018	664,995	-3.8%
Capital	7,719	75,000	75,000	-	
Other Expenditures	1,809	1,250	1,250	3,000	140.0%
<b>Total Expenditures</b>	<b>5,070,143</b>	<b>5,607,939</b>	<b>5,570,421</b>	<b>5,790,943</b>	<b>3.3%</b>
<b>Funding Sources:</b>					
Charges for Services	18,571	18,000	18,000	17,520	-2.7%
State of Iowa	46,922	50,000	50,000	50,000	0.0%
Story County	182,463	145,000	145,000	149,565	3.2%
Library Friends Foundation	304,868	416,879	416,879	339,879	-18.5%
Library Direct State Aid	17,702	17,500	17,500	17,000	-2.9%
Library Donations/Grants	4,501	5,500	5,500	4,000	-27.3%
<b>Total Revenues</b>	<b>575,027</b>	<b>652,879</b>	<b>652,879</b>	<b>577,964</b>	<b>-11.5%</b>
General Fund Support	4,495,116	4,955,060	4,917,542	5,212,979	5.2%
<b>Total Funding Sources</b>	<b>5,070,143</b>	<b>5,607,939</b>	<b>5,570,421</b>	<b>5,790,943</b>	<b>3.3%</b>

# Library Administration

## Description:

Library Administration provides leadership to the Ames Public Library. Library Administration plans, directs, and coordinates all Library fiscal, operational and personnel activities to achieve the Library mission, goals, and objectives within the context of community need. 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). Library Administration is also responsible for coordinating volunteer involvement in the Library, overseeing the maintenance of the Library facilities, and all technology and automated services included in Library operations.

Library Administration works under the direction of the Ames Public Library Board of Trustees and is responsible for carrying out its policies and directives. Library Administration also serves as a liaison to the Library's auxiliary organization, the Ames Public Library Friends Foundation

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	743,601	812,789	814,003	860,873	5.9%
Internal Services	138,469	136,977	136,408	144,290	5.3%
Contractual	454,886	491,513	494,090	506,196	3.0%
Commodities	121,249	81,983	81,983	83,668	2.1%
Capital	7,719	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>1,465,924</b>	<b>1,523,262</b>	<b>1,526,484</b>	<b>1,595,027</b>	<b>4.7%</b>

<i>Funding Sources:</i>					
Library Friends Foundation	106,690	78,119	78,119	80,619	3.2%
Library Direct State Aid	7,719	-	-	-	
Library Donations/Grants	27	2,000	2,000	500	-75.0%
<b>Total Revenues</b>	<b>114,436</b>	<b>80,119</b>	<b>80,119</b>	<b>81,119</b>	<b>1.3%</b>

General Fund Support	1,351,488	1,443,143	1,446,365	1,513,908	4.9%
<b>Total Funding Sources</b>	<b>1,465,924</b>	<b>1,523,262</b>	<b>1,526,484</b>	<b>1,595,027</b>	<b>4.7%</b>

<i>Authorized FTEs</i>	6.75	6.75	6.75	6.75	
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# Library Administration

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>We value communication and engagement with the public.</b>	Aligning with Strategic Plan priorities:	Library visits	279,123	317,020	332,135	348,741
		Items available for circulation*	417,390	430,763	439,000	448,000
		Unique checkouts	1,043,230	994,326	995,000	1,000,000
		Visits per capita**	4.2	4.77	5	5.25
<b>We value a diverse, equitable, and inclusive community.</b>	Equity	Circulation per capita**	15.7	14.97	14.98	15.05
	Inclusion	Community Partners	87	89	91	95
		Public computer & iPad uses	24,890	40,361	41,000	42,500
<b>We value environmental sustainability.</b>	Civic Engagement	Meeting room uses	7,041	8,332	8,500	8,750
		People using meeting rooms	18,578	23,281	25,000	27,500
	Staff Development	Library volunteers	309	314	315	320
		Volunteer hours	10,976	10,955	11,000	11,500

\* Physical and virtual materials

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- The Library needs to upgrade security cameras and related software. The current budget includes the first phase of this project.
- 96.7% of the respondents from the Ames Resident Satisfaction Survey stated they are Very/Somewhat satisfied with the Library.

## In-Progress Activities

- Collaborating with city and county partners continues to be a priority, be it participating in shared community events, hosting Mental Health First Aid sessions, serving as a voting location, or offering space for public information and input on housing programs.
- The Library continues to develop its robust cohort of volunteers, including nearly 100 youth who play a key role in the Library's summer meals program. Opportunities for engagement and learning are supported through Lunch and Learn events and an annual volunteer appreciation event. The Volunteer Coordinator put the City's value of process improvement into action recently by implementing a paper-free process utilizing iPads for the daily holds pull list.
- With almost 350,000 visits per year, building upkeep and maintenance continues to be a priority. A previous software upgrade has allowed for more efficient heating and cooling monitoring.
- The Staff Development Team has been working to streamline onboarding and training processes across workgroups, utilizing video tutorials. The Accessibility Team continues to identify building and service opportunities to enhance access and ensure a welcoming environment for community members of all abilities and backgrounds. The Person in Charge Team is participating in de-escalation training.
- Designated staff-led teams are working on various aspects of the strategic plan process including creating a survey, analyzing data, exploring future trends, and gathering input from staff, volunteers, trustees, and the community. This work will continue into the next fiscal year when the new Strategic Plan is finalized in January 2025.

## Upcoming Activities

- There will be a focus to explore ways to enhance diverse partnerships and develop opportunities for community dialog and engagement.
- Collaboration with the Ames Public Library Friends Foundation to highlight needs and services, and to promote community support and giving will also remain a priority.

# Library Resource Services

## Description:

Library Resource Services is responsible for the acquisition, cataloguing, processing, and management of all items in the Library's collection. This includes administration of the Integrated Library System (ILS), management of all electronic resources, and the Library's online presence. Collection inventory management, and the repair or removal of outdated, damaged, or infrequently used materials are also managed by this activity.

Library Resource Services is also responsible for the Library's public relations, including the Library's website, external communications, promotional items, displays, and internal signage. Library Resources ensures consistent branding and messaging within the Library, as well as coordination with the City of Ames.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Category:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Personal Services	475,658	501,562	500,797	529,656	5.6%
Internal Services	2,871	3,475	3,450	3,950	13.7%
Contractual	40,219	44,747	44,747	43,146	-3.6%
Commodities	44,034	35,530	35,530	37,775	6.3%
Collection Materials	674,147	691,018	691,018	664,995	-3.8%
Capital	-	-	-	-	
Other Expenditures	789	1,250	1,250	1,500	20.0%
<b>Total Expenditures</b>	<b>1,237,718</b>	<b>1,277,582</b>	<b>1,276,792</b>	<b>1,281,022</b>	<b>0.3%</b>

<i><b>Funding Sources:</b></i>					
Library Friends Foundation	85,751	102,369	102,369	92,869	-9.3%
Library Direct State Aid	3,906	10,000	10,000	7,500	-25.0%
Library Donations/Grants	2,440	3,500	3,500	3,500	0.0%
<b>Total Revenues</b>	<b>92,097</b>	<b>115,869</b>	<b>115,869</b>	<b>103,869</b>	<b>-10.4%</b>
General Fund Support	1,145,621	1,161,713	1,160,923	1,177,153	1.3%
<b>Total Funding Sources</b>	<b>1,237,718</b>	<b>1,277,582</b>	<b>1,276,792</b>	<b>1,281,022</b>	<b>0.3%</b>

<i>Authorized FTEs</i>	5.25	5.25	5.25	5.25
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# Library Resource Services

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>We value communication and engagement with the public.</b>	Aligning with Strategic Plan priorities:	Physical items available for circulation*	241,210	238,066	239,000	238,000
		Virtual items available for circulation	176,180	192,697	200,000	210,000
	Equity	Retrievals from Electronic Databases	215,310	273,082	275,000	280,000
		New items processed	21,685	21,211	22,000	21,500
<b>We value a diverse, equitable, and inclusive community.</b>	Inclusion	Collection items repaired	15,970	14,559	14,000	14,000
		Social media followers	7,068	8,745	8,800	9,000
	Access	Website and catalog views	349,401	353,746	360,000	365,000
		Email subscribers	1,004	1,130	1,254	1,380

\*Excludes newspapers, magazines, and uncatalogued paperbacks

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- A portion of the physical audio-visual collection funding was shifted to the electronic collection to further meet community interest and needs, particularly in the area of e-audio.

## In-Progress Activities

- Staff continues to support the Library’s strategic goals by enhancing cataloging and labeling of materials to support customers’ access and reviewing current vendor options for cataloging records and Radio-Frequency Identification (RFID) tags to identify potential cost savings.
- Staff continues to improve the catalog interface, creating access to curated content to visually highlight different themed booklists and collections with eye-catching book covers.
- The workgroup facilitated the review of the data analysis from the diversity audit of the library collection and provided recommendations for new materials.
- To continue to reach new audiences, the Community Relations Specialist has tried a range of new marketing techniques including stories on social media, television, magazine news ads, and ongoing newsletter content in collaboration with the International Students and Scholars Office.
- The Community Relations Specialist is working with an Iowa State University intern from the Greenlee School of Journalism and Communication. This will be the Library’s third year participating in this internship collaboration which has proved to be mutually successful for the Library, the students, and the University program as the Library receives fresh insights and ideas, while students obtain practical experience in graphic design and communications.

## Upcoming Activities

- In the upcoming year, staff will work on an “email journey” to enhance awareness and engagement with library services for new Library users. These are periodic emails to new patrons that highlight services and resources available.
- Staff has begun preliminary design work for the upcoming strategic plan.

# Library Youth Services

## Description:

Library Youth Services serves the community's youngest members and their caregivers by providing collections, programs, and a child-friendly environment designed to assist in the development of early literacy skills, so children enter school ready to read. The Youth Services activity supports school-age readers' growth by providing collections that are engaging and accurate, programs that encourage lifelong learning and personal enrichment, and a safe stimulating environment that fosters reading to learn. The Youth Services activity provides diverse young adult collections, robust programming, and a welcoming and inclusive teen friendly space. Teens are encouraged, with the assistance of staff mentoring, to engage in leadership and volunteer activities. This activity provides outreach to youth, teens, and families.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Activity:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Youth Services	747,793	934,043	937,889	928,600	-0.6%
Books for Babies	4,702	5,000	5,000	6,500	30.0%
Project Smyles	29,567	30,000	30,000	30,000	0.0%
H. Barnes Reading Academy	2,034	-	-	-	
<b>Total Expenditures</b>	<b>784,096</b>	<b>969,043</b>	<b>972,889</b>	<b>965,100</b>	<b>-0.4%</b>

<i><b>Expenditures by Category:</b></i>					
Personal Services	711,088	793,061	796,932	869,861	9.7%
Internal Services	5,110	4,945	4,920	5,420	9.6%
Contractual	13,346	20,010	20,010	15,608	-22.0%
Commodities	54,552	76,027	76,027	74,211	-2.4%
Capital	-	75,000	75,000	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>784,096</b>	<b>969,043</b>	<b>972,889</b>	<b>965,100</b>	<b>-0.4%</b>

<i><b>Funding Sources:</b></i>					
Library Friends Foundation	91,664	212,522	212,522	132,522	-37.6%
Library Direct State Aid	4,702	5,000	5,000	6,500	
Library Donations/Grants	2,034	-	-	-	
<b>Total Revenues</b>	<b>98,400</b>	<b>217,522</b>	<b>217,522</b>	<b>139,022</b>	<b>-36.1%</b>
General Fund Support	685,696	751,521	755,367	826,078	9.9%
<b>Total Funding Sources</b>	<b>784,096</b>	<b>969,043</b>	<b>972,889</b>	<b>965,100</b>	<b>-0.4%</b>

<i>Authorized FTEs</i>	8.25	8.25	8.25	8.25
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# Library Youth Services

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>We value communication and Engagement with the public.</b>	Aligning with Strategic Plan priorities:	Youth/family programs	1,545	1,550	1,575	1,575
		Youth/family program attendance	30,716	39,967	40,000	40,000
	Equity	Teen programs	88	113	100	100
		Teen program attendance	1,225	1,892	1,750	1,750
<b>We value a diverse, equitable, and inclusive community.</b>	Inclusion	Physical youth collection items circulated	511,094	464,233	455,000	450,000
		Virtual items circulated	39,151	43,481	45,000	50,000
	Access	Circulation per capita (youth population)	70.80	65.33	64.33	65
		Books given away (reading incentives/promotions)	4,152	8,954	5,000	5,000
	Staff Development	Participants in reading incentive programs	2,164	2,614	2,750	3,000

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Approximately \$70,000 of Ames Public Library Friends Foundation (APLFF) funding will be used in FY 2023/24 to update the youth area with an interactive play structure that promotes hands on learning and imaginative play.
- Two staff members changed from single to family health insurance at an increased cost.

## In-Progress Activities

- The Youth Services workgroup utilizes a range of partnerships and opportunities to expand programs and services such as Youth and Shelter Services, Iowa State Extension and Outreach, and Boys and Girls Club.
- This activity supports student success through:
- Visiting all first graders in Ames and most High School literacy classes to make a Library connection.
- Partnerships with YWCA Girl’s Power and Story County Reads programs.
- Reading tutoring programs and connecting 4,500 students with summer reading program materials before the end of school.
- Youth Service staff supports the community’s youngest learners with weekly storytimes in the Library and also the Project Smyles initiative that takes storytimes and curated book collections offsite to 97 preschools and daycares every month. In person Project Smyles tours of the Library resumed this past year and will be offered again this coming spring.
- Youth Services collaborates with other City departments like Ames Parks and Recreation for programming including special storytimes at the Ice Arena, and Storywalk events with community partners like the Outdoor Alliance and NAACP.
- The Teen Advisory Group continues to develop, offering leadership opportunities to teens who plan and host events like Proud Place Ames, themed escape rooms, and special program presenters.

## Upcoming Activities

- In the coming year, staff will continue to work with community partners and donors to maintain access to critical summer meal services. The team plans to implement the after-school deposit collection program at ACPC and Boys and Girls Club and looks to expand partnerships with Raising Readers in Story County and All Aboard for Kids.

# Library Adult Services

## Description:

Library Adult Services is responsible for selecting and managing all physical and virtual materials for adults. Adult Services staff provides reference, referral, and technical services to assist patrons in accessing critical information and resources; reader advisory services to meet diverse interests; and public programs to encourage civic engagement, lifelong learning, and personal enrichment. Adult Services provides a safe and welcoming space for adults. In addition, this activity is responsible for outreach services to adults and coordinates the delivery of collection materials to homebound customers and to seniors living in residential centers.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Category:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Personal Services	582,076	779,815	739,881	830,682	6.5%
Internal Services	4,250	4,320	4,170	4,170	-3.5%
Contractual	8,321	13,060	13,060	11,143	-14.7%
Commodities	9,730	11,185	11,185	21,170	89.3%
Capital	-	-	-	-	
Other Expenditures	1,020	-	-	1,500	
<b>Total Expenditures</b>	<b>605,397</b>	<b>808,380</b>	<b>768,296</b>	<b>868,665</b>	<b>7.5%</b>

<i><b>Funding Sources:</b></i>					
Library Friends Foundation	20,763	23,869	23,869	33,869	41.9%
<b>Total Revenues</b>	<b>20,763</b>	<b>23,869</b>	<b>23,869</b>	<b>33,869</b>	<b>41.9%</b>
General Fund Support	584,634	784,511	744,427	834,796	6.4%
<b>Total Funding Sources</b>	<b>605,397</b>	<b>808,380</b>	<b>768,296</b>	<b>868,665</b>	<b>7.5%</b>

<i>Authorized FTEs</i>	7.50	8.50	8.50	8.50
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# Library Adult Services

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>We value communication and engagement with the public.</b>	Aligning with Strategic Plan priorities:	Adult programs	375	522	400	390
		Adult program attendance	4,250	4,820	4,500	5,000
	Equity	Physical adult collection items circulated	327,915	312,684	320,000	325,000
		Virtual collection items circulated	152,054	186,392	190,000	200,000
<b>We value a diverse, equitable, and inclusive community.</b>	Inclusion	Quick Pick collection items circulated	5,754	5,972	6,000	6,200
	Access	Virtual readers advisory/reference engagements	5,552	4,794	5,000	5,100
	Wellness	engagements				
		Civic Engagement	Home delivery trips	693	708	710

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- The FY 2023/24 budget includes a new Adult Service Librarian position that will serve as a Person in Charge and play a key role in customer service, collection development, community partnerships, and programming.
- Adult Services has implemented “12 to Try”, a new adult reading challenge. With funds from the Ames Public Library Friends Foundation (APLFF), staff is able to offer books and other incentives for participation in it and other reading programs.

## In-Progress Activities

- Ames Repair Café has continued to grow through partnerships with community volunteers and local businesses committed to shared goals of sustainability and resilience. Each Repair Café sees more items repaired and an increase in the services available. Free headlight repair was added this fall, providing an important equity resource for the community.
- A Rotary grant of \$2,500 was secured by APLFF to expand the Library’s deposit collection services. Materials purchased through this grant, along with donations from the public, will help Adult Services expand its reach and provide access to library materials offsite at additional community partner locations such as The Bridge Home and Primary Health Care.
- Staff continues to work on the development of the IDEA Center, the Library’s new digital media center. The space provides access to VHS and cassette digitization equipment, high-quality photo and slide scanning hardware, and the Adobe Creative Cloud software package.
- Staff has been improving engagement with the Iowa State University student population by expanding upon annual activities such as participating in Welcomefest, and providing on-campus outreach in September, to include more programming driven toward students. These programs include events like International Student and Family Meetups, BookTok, Book Talk, and Speed Friending.

## Upcoming Activities

- Staff is working with the Story County Extension Master Gardener program and local volunteers to develop a seed library. The Ames Seed Library will collect donated and curated seeds for distribution to community residents.
- In a continuation of the Library’s work with local social service providers, Adult Services will work with Legal Aid of Story County to provide workshops about specific legal topics. These workshops will provide access to information regarding how to complete specific legal forms and provide next steps with the legal system. Topics will include end of life resources, name changes, landlord/tenant advice, and records expungement.

# Library Customer Account Services

## Description:

Library Customer Account Services activity is responsible for managing customer accounts and for the circulation of all physical Library collection items. This includes the check-in and check-out of materials, collection of fees and fines, processing items on hold for customers, and re-shelving returned items. Customer Accounts Services manages the interlibrary loan process for materials loaned to and borrowed from other libraries. Customer Account Services is also responsible for staffing the Welcome Desk at the Library and the Bookmobile. Customer Account Services staff work closely with community members to assist them in being successful and responsible Library users.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Category:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Personal Services	950,184	1,002,679	999,117	1,051,688	4.9%
Internal Services	4,834	4,507	4,357	4,782	6.1%
Contractual	14,997	15,361	15,361	16,959	10.4%
Commodities	6,993	7,125	7,125	7,700	8.1%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>977,008</b>	<b>1,029,672</b>	<b>1,025,960</b>	<b>1,081,129</b>	<b>5.0%</b>

<i><b>Funding Sources:</b></i>					
Library Direct State Aid	1,375	2,500	2,500	3,000	20.0%
<b>Total Revenues</b>	<b>1,375</b>	<b>2,500</b>	<b>2,500</b>	<b>3,000</b>	<b>20.0%</b>
General Fund Support	975,633	1,027,172	1,023,460	1,078,129	5.0%
<b>Total Funding Sources</b>	<b>977,008</b>	<b>1,029,672</b>	<b>1,025,960</b>	<b>1,081,129</b>	<b>5.0%</b>

<i>Authorized FTEs</i>	9.75	9.75	9.75	9.75
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# Library Customer Account Services

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
		Registered Library users	44,927	45,192	45,500	45,750
<b>We value communication and engagement with the public.</b>	Aligning with Strategic Plan priorities:	New users added	5,102	4,937	5,200	5,500
		Bookmobile visits	7,896	7,664	8,000	8,250
		Physical items circulated through Bookmobile	28,112	26,903	27,000	28,000
<b>We value a diverse, equitable, and inclusive community.</b>	Equity	Holds processed	140,011	119,535	125,000	130,000
	Inclusion	Interlibrary loans to other libraries	2,662	2,556	2,600	2,700
	Access	Interlibrary loan items borrowed for APL users	1,968	2,094	2,100	2,250
	Staff Development	Physical items checked-in/reshelved	706,509	677,654	690,000	700,000

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- The Customer Account Services (CAS) budget remains stable, other than scheduled personnel and benefit increases.

## In-Progress Activities

- Staff is focused on access, equity, and training. Staff members have joined internal Accessibility, DEI, and Staff Development committees.
- Staff is aligning Bookmobile collections and outreach opportunities with a goal to better reach members of the community that may be underserved. This has also included partnering with other City colleagues for outreach to parks in underserved neighborhoods, assisted living facilities, Eco-Fair, Juneteenth, and National Night Out. Additionally, staff continued successful summer outreach to the Ames Community School District (ACSD) Summer Enrichment, Ames Parks & Rec summer camp, and All Aboard for Kids camp.
- The workgroup continues its successful partnership with ACSD through enhanced access and benefits for school staff and providing library accounts for students as part of school registration. This has continued to lead to successful use of the Library by students—in particular the reduction of barriers to access for families that had limited or no prior use of the Library.
- Staff continued initiatives to be a welcoming and inclusive space for community members by translating information about services and installing a multilingual welcome banner in the lobby.
- The CAS Manager is working with a practicum student and a professor in Organizational Psychology from ISU to develop internal training modules to create a tiered onboarding process for new staff members to enhance foundational knowledge and understanding about Library services and goals.
- Library Aides, generally responsible for shelving, are working collaboratively with staff involved in collection development to improve access and browsability of the collection through shifting and the inventory process.

## Upcoming Activities

- Staff plans to review processes and procedures focusing on access and equity and best practices for proactively assisting customers and creating a welcoming environment.

# Art Services

## Description:

The Art Services activity supports art in the Ames community through the Public Art Program and through allocations to art agencies, and special art programs. 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.

The allocations to art agencies in the community are recommended through the Commission on the Arts (COTA) . These community arts programs are non-profit in nature and primarily involve the performing arts. Mini grants are also available for special one-time projects.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Activity:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Public Art Program	32,435	46,000	288,566	46,000	0.0%
Small Art Grant Program	-	-	30,000	-	
Downtown Transformer Painting	200	-	-	-	
Storm Drain Painting Program	300	-	-	-	
Art Agency Funding	204,415	229,458	229,458	240,931	5.0%
<b>Total Expenditures</b>	<b>237,350</b>	<b>275,458</b>	<b>548,024</b>	<b>286,931</b>	<b>4.2%</b>

<i><b>Expenditures by Category:</b></i>					
Personal Services	1,420	-	-	-	
Internal Services	78	-	-	-	
Contractual	19,967	25,500	70,783	25,500	0.0%
Commodities	470	-	-	-	
Capital	10,500	20,500	217,783	20,500	0.0%
Other Expenditures	204,915	229,458	259,458	240,931	5.0%
<b>Total Expenditures</b>	<b>237,350</b>	<b>275,458</b>	<b>548,024</b>	<b>286,931</b>	<b>4.2%</b>

<i><b>Funding Sources:</b></i>					
General Fund	200	-	180,000	-	
Local Option Sales Tax	236,850	275,458	368,024	286,931	4.2%
Stormwater Utility Fund	300	-	-	-	
<b>Total Funding Sources</b>	<b>237,350</b>	<b>275,458</b>	<b>548,024</b>	<b>286,931</b>	<b>4.2%</b>

<i>Authorized FTEs</i>	0.00	0.00	0.00	0.00
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# Art Services

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible Manner</b>	Set goals and criteria for arts agency expenditures	COTA agencies receiving an annual grant	16	17	19	21
		Increase of COTA funds over prior year's funding	5%	12.1%	6%	5%
		COTA agencies requesting a Spring or Fall Special Project Grant	8	9	10	8
<b>A fun, vibrant community that attracts and retains people</b>	Expand public art awareness throughout the entire community	Requests for Neighborhood Art	12	4	1	5
		Entries submitted for the Ames Annual Outdoor Sculpture Exhibition	41	36	33	41
		Art acquisitions	4	9	6	5

## Issues and Factors Affecting the FY 2022/23 and 2023/24 Budgets

- The Commission on the Arts (COTA) was allocated \$240,931 by City Council for FY 2024/25. The majority of the funding is allocated to individual agencies. A small amount is also held in reserve to provide spring and fall special project grants. The FY 2024/25 allocation to COTA is a 5% increase over the amount allocated in FY 2023/24.
- The Public Art Commission (PAC) budget for FY 2024/25 is \$46,000, the same amount approved for FY 2023/24.
- Funding of \$150,000 has been added to the adjusted FY 2023/24 budget to purchase a signature artwork for the Steven L. Schainker Plaza across from City Hall in downtown Ames. This artwork was originally included in the downtown plaza project but was eliminated so funds could be used to cover the higher cost of construction work. Funding available from General Fund savings in FY 2022/23 and FY 2023/24 is being used to restore the artwork to the project.

## In-Progress Activities

- The Public Art Commission is exploring a project to install a series of sculptures in all three roundabouts along University Boulevard. Another initiative is underway to place a sculpture in the recently opened Tahira and Labh Hira Park in west Ames. PAC is also in discussions with CyRide to place themed sculptures adjacent to the bus shelters along CyRide routes.

# Art Services

## Public Arts Agencies Receiving City Local Option Recommendations from COTA (Commission on the Arts)

<i>Agency:</i>	2022/23 Actual	2023/24 Adopted	2023/24 Adjusted	2024/25 Mgr Rec	% Change From Adopted
ACTORS	20,000	18,800	18,800	-	-100.0%
AIOFA	10,000	9,500	9,500	-	-100.0%
Ames Chamber Artists	6,500	6,000	6,000	-	-100.0%
Ames Children's Choirs	13,700	14,786	14,786	-	-100.0%
Ames Choral Society	4,000	3,900	3,900	-	-100.0%
Ames Community Arts Council	13,000	12,300	12,300	-	-100.0%
Central Iowa Symphony	13,800	13,500	13,500	-	-100.0%
Dancercenter Dancer Co Foundation	3,000	3,000	3,000	-	-100.0%
Des Moines Area Opera Guild	1,190	1,474	1,474	-	-100.0%
Friends of Ames Strings	4,800	4,400	4,400	-	-100.0%
Good Company	1,880	2,200	2,200	-	-100.0%
India Cultural Association	-	9,700	9,700	-	-100.0%
KHOI Radio	-	7,400	7,400	-	-100.0%
Kids Co'Motion	-	3,000	3,000	-	-100.0%
Octagon Center for the Arts	50,000	48,600	48,600	-	-100.0%
Senior Variety Show	4,500	4,900	4,900	-	-100.0%
Story Theater Company	30,500	31,940	31,940	-	-100.0%
The Buxton Initiative	-	8,000	8,000	-	-100.0%
Town & Gown Chamber Music	18,500	17,550	17,550	-	-100.0%
<b>Total Agency Allocations</b>	<b>195,370</b>	<b>220,950</b>	<b>220,950</b>	<b>-</b>	<b>-100.0%</b>
Spring/Fall Special Grants	9,045	8,508	8,508	-	-100.0%
<b>Total Allocations</b>	<b>204,415</b>	<b>229,458</b>	<b>229,458</b>	<b>240,931</b>	<b>5.0%</b>

## Art Services

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# Cemetery

## Description:

The Cemetery activity provides interment services and maintains quiet, attractive grounds and facilities at the Ames Municipal Cemetery (53 acres) and Ontario Cemetery (4 acres). City staff coordinates funerals and interments, lot sales, monument installations, and all grounds maintenance at the cemeteries. This activity also provides maintenance to the "Billy Sunday Cemetery" located in southeast Ames near the Ames Animal Shelter and Ames Dog Park facilities.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Category:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Personal Services	155,088	138,702	133,551	145,526	4.9%
Internal Services	57,441	50,254	57,418	50,680	0.9%
Contractual	47,363	45,030	45,570	47,790	6.1%
Commodities	9,969	9,700	9,850	12,850	32.5%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>269,861</b>	<b>243,686</b>	<b>246,389</b>	<b>256,846</b>	<b>5.4%</b>

<i><b>Funding Sources:</b></i>					
Charges for Services	177,564	198,000	199,000	210,330	6.2%
Interest Revenue	(8,850)	6,800	10,000	7,000	2.9%
<b>Total Revenues</b>	<b>168,714</b>	<b>204,800</b>	<b>209,000</b>	<b>217,330</b>	<b>6.1%</b>
General Fund Support	101,147	38,886	37,389	39,516	1.6%
<b>Total Funding Sources</b>	<b>269,861</b>	<b>243,686</b>	<b>246,389</b>	<b>256,846</b>	<b>5.4%</b>

<i>Authorized FTEs</i>	1.32	1.40	1.40	1.40
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# Cemetery

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide compassionate cemetery services and maintain the City's three cemeteries in an attractive, fiscally responsible, manner	Regular interments	51	59	55	55
		Cremains interments	71	79	71	71
		Infant interments	5	1	2	2
		Disinterments	2	0	0	0
		Cemetery lots sold	174	90	95	95
		Columbarium niches sold	20	9	8	8
		Markers/ monuments set	59	78	65	65
Tax support (goal of 0%)			44%	37%	15%	15%

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Cemetery contract mowing costs have more than doubled since FY 2020/21, although due to the trimming required, contracting remains a more cost-effective option than handling mowing with City staff. FY 2024/25 Mowing costs are projected to be approximately \$44,000.
- Cemetery fees were increased 7% for FY 2023/24 and FY 2024/25.
- The FY 2023/24 budget included an additional .08 FTE to the Cemetery for a new Maintenance Worker, and that individual started work in December.
- Funds for Motor Pool costs have been removed for FY 2024/25, as staff is expected to take delivery of a new vehicle that was purchased for use in the Cemetery.
- Cemetery lot sales declined in FY 2022/23 and sales have been low in FY 2023/24, making it difficult to project revenues for FY 2024/25.

## In-Progress Activities

- The Cemetery pavilion has been used for funeral services as well as other special events such as the Memorial Day ceremony.

## Upcoming Activities

- Staff will be completing landscaping projects at Ontario and Ames Municipal Cemeteries, which will include adding retaining walls and new landscape plants.

# Culture and Recreation CIP

## Description:

This is a summary of the Culture and Recreation program capital improvements which are detailed in the City of Ames five-year Capital Improvements Plan.

<i>Activities:</i>	2022/23 Actual	2023/24 Adopted	2023/24 Adjusted	2024/25 Mgr Rec	% Change From Adopted
<b><i>Parks &amp; Recreation:</i></b>					
Downtown Plaza	1,701,361	-	3,237,739	-	
Indoor Aquatic Center	3,448,299	6,425,527	6,711,550	20,699,268	
Park/Facility Improvements	118,980	510,600	1,196,102	150,000	
Splash Pad	2,175	-	786,106	556,036	
Park Maintenance Facility	-	500,000	692,964		
Playground/Park Equipment	62,366	231,900	808,860	74,500	
ADA Transition Plan Improv	-	100,000	124,496	100,000	
Furman Aquatic Center	-	-	266,404	-	
Ice Arena Improvements	17,220	50,000	279,311	25,000	
Homewood Golf Course	-	75,000	162,520	-	
Ada Hayden Improvements	126,861	-	18,347	700,000	
Sunset Ridge Park	-	-	1,482	-	
Franklin Park Improvements	-	-	26,432	-	
Hira Park Development	138	-	15,493	-	
Soccer Pitch	-	-	300,000	-	
Ontario Park Development	-	-	1,246,484	-	
<b>Total Parks and Rec. CIP</b>	<b>5,477,400</b>	<b>7,893,027</b>	<b>15,874,290</b>	<b>22,304,804</b>	<b>182.6%</b>
<b><i>Library Services:</i></b>					
Library Carpet Replacement	-	100,128	255,696	47,304	
<b>Total Library Services CIP</b>	<b>-</b>	<b>100,128</b>	<b>255,696</b>	<b>47,304</b>	<b>-52.8%</b>
<b><i>Art Services:</i></b>					
Arts Capital Grants Program	47,278	-	147,997	-	
<b>Total Art Services CIP</b>	<b>47,278</b>	<b>-</b>	<b>147,997</b>	<b>-</b>	
<b><i>Cemetery:</i></b>					
Cemetery Improvements	-	-	75,000	-	
Columbarium Expansion	12,154	-	-	-	
Funeral Pavilion	72,681	-	3,648	-	
Scattering Garden			17,037		
<b>Total Cemetery CIP</b>	<b>84,835</b>	<b>-</b>	<b>95,685</b>	<b>-</b>	
<b>Total Culture and Rec. CIP</b>	<b>5,609,513</b>	<b>7,993,155</b>	<b>16,373,668</b>	<b>22,352,108</b>	<b>179.6%</b>

# COMMUNITY DEVELOPMENT

COMMUNITY DEVELOPMENT



# Community Development Program

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# Community Development Summary

## Description:

The Community Development program provides services that provide direction to the development of the Ames Community, as well as services to increase the quality of life for Ames residents. These services include **Planning Services, Economic Development, and Sustainability. Housing Services** administers the City's Community Development Block Grant (CDBG) and HOME programs, as well as additional funding received through other federal or state programs. The Community Development program also includes **Human Services**, which provides funding to non-profit agencies in the community that provide direct assistance to Ames citizens. Activities related to **Disaster Relief** through FEMA or other state or federal programs are also included in this program when they occur. Capital improvements related to this program are included in the **Community Development CIP** activity.

<b>Expenditures by Activity:</b>	<b>2022/23 Actual</b>	<b>2023/24 Adopted</b>	<b>2023/24 Adjusted</b>	<b>2024/25 Mgr Rec</b>	<b>% Change From Adopted</b>
Planning Services	927,161	1,011,029	964,627	1,030,469	1.9%
Economic Development	3,093,616	2,387,948	2,751,938	2,748,908	15.1%
Sustainability	75,630	136,361	1,141,032	137,224	0.6%
Housing Services	548,316	1,078,925	5,158,488	1,536,189	42.4%
Human Services	1,666,837	1,863,014	1,855,454	1,957,016	5.1%
FEMA/Disaster Relief	-	-	-	-	-
<b>Total Operations</b>	<b>6,311,560</b>	<b>6,477,277</b>	<b>11,871,539</b>	<b>7,409,806</b>	<b>14.4%</b>
Community Enrichment CIP	32,566	175,000	313,001	175,000	0.0%
<b>Total Expenditures</b>	<b>6,344,126</b>	<b>6,652,277</b>	<b>12,184,540</b>	<b>7,584,806</b>	<b>14.0%</b>

Authorized FTEs

7.43      8.43      8.43      8.43



# Community Development Summary

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	1,038,394	1,245,310	1,092,551	1,285,524	3.2%
Internal Services	141,446	162,491	170,194	184,479	13.5%
Contractual	344,713	1,018,885	2,505,089	1,477,104	45.0%
Commodities	4,911	4,529	12,500	3,900	-13.9%
Capital	-	-	949,283	-	
Other Expenditures	4,782,096	4,046,062	7,141,922	4,458,799	10.2%
<b>Total Operations</b>	<b>6,311,560</b>	<b>6,477,277</b>	<b>11,871,539</b>	<b>7,409,806</b>	<b>14.4%</b>
Community Enrichment CIP	32,566	175,000	313,001	175,000	0.0%
<b>Total Expenditures</b>	<b>6,344,126</b>	<b>6,652,277</b>	<b>12,184,540</b>	<b>7,584,806</b>	<b>14.0%</b>
<b>Funding Sources:</b>					
Program Revenue	38,271	23,000	19,000	20,000	-13.0%
General Fund Support	1,016,770	1,097,746	1,134,343	1,122,265	2.2%
Local Option Sales Tax	1,665,425	1,863,014	1,855,454	1,957,016	5.1%
Hotel/Motel Tax	2,233,771	1,867,566	2,233,492	2,233,492	19.6%
Road Use Tax	28,032	28,031	28,031	28,032	0.0%
City-Wide Housing Fund	20,819	24,227	23,550	25,453	5.1%
CDBG Funds	249,150	649,187	1,641,291	557,990	-14.1%
HOME Funds	22,360	405,511	2,778,363	321,764	-20.7%
CDBG/IEDA CARES Act Funds	248,705	-	84,300	-	
HOME American Rescue Plan	7,282	-	630,984	630,982	
FEMA Disaster Relief Funds	-	-	-	-	
Economic Development Fund	28,031	28,031	28,031	28,032	0.0%
TIF Funds	718,944	381,876	381,876	375,000	-1.8%
Council Priorities Fund	-	-	1,000,000	-	
Water Utility Fund	8,500	27,272	8,206	27,445	0.6%
Sewer Utility Fund	8,500	27,272	8,206	27,445	0.6%
Electric Utility Fund	8,500	27,272	8,206	27,445	0.6%
Resource Recovery	8,500	27,272	8,206	27,445	
<b>Total Operations Funding</b>	<b>6,311,560</b>	<b>6,477,277</b>	<b>11,871,539</b>	<b>7,409,806</b>	<b>14.4%</b>
<b>CIP Funding:</b>					
Local Option Sales Tax	32,566	175,000	313,001	175,000	
<b>Total CIP Funding</b>	<b>32,566</b>	<b>175,000</b>	<b>313,001</b>	<b>175,000</b>	<b>0.0%</b>
<b>Total Funding Sources</b>	<b>6,344,126</b>	<b>6,652,277</b>	<b>12,184,540</b>	<b>7,584,806</b>	<b>14.0%</b>

# Planning Services

## Description:

Planning Services includes both long range and current planning activities for the community. Long range planning assists in the creation of policies related to the development, use, and conservation of land within the city. This includes such activities as the preparation, coordination, and presentation of planning studies, Land Use Policy Plan amendments, and substantial text amendments to the Municipal Code. Current planning encompasses the review and analysis of development project site development plans, subdivision plans, flood plain permits, and variances and special use permits.

Planning services provides staff support to the City Council, the Planning and Zoning Commission, the Zoning Board of Adjustment, and the Historic Preservation Commission. Planning staff is also the primary point of contact for preliminary development inquiries, citizen questions on use of property and zoning, and neighborhood inquiries on City activities or plans.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
<b>Expenditures by Activity:</b>					<b>Adopted</b>
Planning Services	911,991	1,009,279	962,877	1,028,719	1.9%
Historic Preservation	1,180	1,750	1,750	1,750	0.0%
CLG Historic Preservation Grant	13,990	-	-	-	
<b>Total Expenditures</b>	<b>927,161</b>	<b>1,011,029</b>	<b>964,627</b>	<b>1,030,469</b>	<b>1.9%</b>

<b>Expenditures by Category:</b>					
	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					<b>Adopted</b>
Personal Services	789,187	848,276	805,216	867,756	2.3%
Internal Services	119,885	134,403	129,125	139,143	3.5%
Contractual	15,521	25,150	22,886	20,770	-17.4%
Commodities	2,568	3,200	7,400	2,800	-12.5%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>927,161</b>	<b>1,011,029</b>	<b>964,627</b>	<b>1,030,469</b>	<b>1.9%</b>

<b>Funding Sources:</b>					
	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					<b>Adopted</b>
Charges for Services	22,859	23,000	19,000	20,000	-13.0%
Historic Preservation Grant	14,000	-	-	-	
General Fund	890,302	988,029	945,627	1,010,469	2.3%
<b>Total Funding Sources</b>	<b>927,161</b>	<b>1,011,029</b>	<b>964,627</b>	<b>1,030,469</b>	<b>1.9%</b>

<i>Authorized FTEs</i>	6.00	6.00	6.00	6.00
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# Planning Services

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide reliable and high-quality current planning services	Preliminary plats completed*	2(59)	5(57)	3	3(55)
		Final plats completed*	12(17)	11(21)	8	8(20)
		Minor site development plans*	32(21)	21(24)	25	35(25)
		Major site development plans, include PUD/PRD*	3(28)	4(30)	5	5(60)
		ZBA Cases*	10(19)	9(19)	10	15(25)
		Flood Plain Permits	15(8)	12(8)	12	15(8)
	Provide reliable and high-quality long-range planning services	Plan 2040 Map/Text amendments completed	1	2	1	1
		Property rezonings completed	8	6	4	6
		Zoning text amendments completed	7	10	12	6
		City Council referral issues	14	16	18	15
		City Council referrals completed	12	13	15	15
		Council Priorities/Goals	3	2	4	2
	Implement the Council's Façade programs	Workshops/Meetings for studies and planning reports	4	2	1	2
		Downtown façade grants awarded	2	2	3	3
Campustown façade grants awarded		0	0	0	1	
Single-family attached and detached lots final platted		103	83	80	na	
Diverse housing options for the community	Housing Development Approvals	Annual- Multi-Family Housing bedrooms completed**	190	6	87	na
		Acres Annexed	225	0	80	na

\*The metric within parenthesis is the average number of calendar days to process a citizen-initiated proposal from the date of submitting a complete application to the date of staff or Council's approval or first reading. This excludes calendar days while waiting for an applicant's response. Referrals are Council directives and may include memorandums, staff reports, text amendments, and workshops. Most referrals are not itemized as Council priorities or goals set for the Planning Workplan.

\*\*Multi-family completions are measured on a calendar year basis (i.e., 2021, 2022) to reflect typical completions occurring in the summer of each year, including senior housing.

## Issues and Factors Affecting the FY 2022/23 and 2023/24 Budgets

- The number of development applications has been lower for FY 2023/24 compared to FY 2022/23, resulting in lower revenue projections.
- Commercial development and industrial development are projected to continue to be consistent with recent development trends.
- Residential apartment construction is projected to be limited due to lack of available sites that are already zoned for development. Site Development Plan projections are lower as a result.
- Platting of new residential subdivisions is expected at the low end of recent trends for creating new lots due to economic conditions.

## In-Progress Activities

- The Lincoln Way Mixed Use Project includes a development agreement for design, phasing, and public improvement along with use of Urban Renewal Area tax increment financing incentives. FY 2023/24 is expected to include approvals that facilitate the project, including the Site Development Plan for the first phase.
- City Council will consider an approval process improvement with a zoning text amendment related to administrative approvals and exception criteria.

# Planning Services

- City Council will consider affordable housing strategies in support of affordable housing development and incentive priorities.
- Planning staff will continue supporting the Climate Action Plan Technical Committee.
- Planning staff continues as a member of the Technical Advisory Committee for the Walk Bike and Roll Plan and provides support for technical review of data, its relationship to Plan 2040, and its relationship to development standards.
- Staff will continue efforts for the completion of zoning text amendments to allow for Accessory Dwelling Units and new Duplex construction with single family zoning districts.
- Staff will prepare a quarterly development application report for the City Council regarding approval timeframes.
- City Council will provide direction regarding the Planning Division's work plan for the upcoming 18 months beginning in FY 2023/24.

## Upcoming Activities

- City Council will consider infill opportunities and priorities within designated Redevelopment Areas.
- Staff will begin the process of considering updates to the City's Downtown Reinvestment District application with the approval of the Linc Project.
- City Council will begin prioritizing additional Plan 2040 Implementation measures and Council Goals as part of establishing the annual Planning Division work plan.
- Staff will assist Ames Main Street in creating a downtown development and urban design plan during 2024.
- City Council will review residential zoning development standards and incentives in response to Ames Economic Development Commissions task force requests.



# Planning Services



# Economic Development

## Description:

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

This activity also records the pass-through of five sevenths of the seven cent per dollar Hotel/Motel tax to the Ames Convention and Visitors Bureau (ACVB) This activity also includes the distribution of Tax Increment Financing (TIF) tax revenue as required by various economic development agreements.

A portion of the City Manager (10%), City Attorney (5%), and Finance Director (16%) positions are allocated to Economic Development activity.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Activity:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Discover Ames Pass-through	2,055,171	1,714,366	2,054,892	2,054,892	19.9%
Econ Development/City Staff	84,838	82,444	80,508	84,352	2.3%
Econ Development/AEDC	150,000	150,000	175,000	175,000	16.7%
Chamber of Commerce Dues	3,600	3,200	3,600	3,600	12.5%
Kingland Tax Rebate	359,268	26,986	26,986	-	-100.0%
Barilla Tax Rebate	352,589	354,890	354,890	375,000	5.7%
Downtown Urban Renewal	32,087	-	-	-	
RISE Grant Repayment	56,063	56,062	56,062	56,064	0.0%
<b>Total Expenditures</b>	<b>3,093,616</b>	<b>2,387,948</b>	<b>2,751,938</b>	<b>2,748,908</b>	<b>15.1%</b>

<i><b>Expenditures by Category:</b></i>					
Personal Services	79,758	79,763	77,791	81,518	2.2%
Internal Services	2,411	2,681	2,717	2,834	5.7%
Contractual	188,356	153,200	178,600	178,600	16.6%
Commodities	-	-	-	-	
Capital	-	-	-	-	
Other Expenditures	2,823,091	2,152,304	2,492,830	2,485,956	15.5%
<b>Total Expenditures</b>	<b>3,093,616</b>	<b>2,387,948</b>	<b>2,751,938</b>	<b>2,748,908</b>	<b>15.1%</b>

<i><b>Funding Sources:</b></i>					
Hotel/Motel Tax	2,233,771	1,867,566	2,233,492	2,233,492	19.6%
General Fund	84,838	82,444	80,508	84,352	2.3%
Road Use Tax	28,032	28,031	28,031	28,032	0.0%
ISU Research Park Reimb	28,031	28,031	28,031	28,032	0.0%
TIF/Kingland Systems	359,268	26,986	26,986	-	-100.0%
TIF/Barilla	352,589	354,890	354,890	375,000	5.7%
TIF/Downtown Urban Renewal	7,087	-	-	-	
<b>Total Funding Sources</b>	<b>3,093,616</b>	<b>2,387,948</b>	<b>2,751,938</b>	<b>2,748,908</b>	<b>15.1%</b>

<i>Authorized FTEs</i>	0.31	0.31	0.31	0.31
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# Economic Development

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Promote economic development</b>	Support growth of tax base and high paying employment	State programs sponsored	1	1	1	1
		City revolving loans originated	1	1	1	1
		Community Investment Fund loans originated	1	1	1	1
		Ames MSA* Unemployment Rate	2.2%	2.1%	2.2%	2.2%
		Population Census Estimate	66,772	66,772	66,772	66,772

\*Metropolitan Statistical Area (MSA)

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- The City will make the final payment for the Campustown improvements to Kingland in FY 2023/24. Additionally, the City has collected sufficient funds for the ISU Research Park to meet the remaining obligations.

## In-Progress Activities

- Staff continues to work alongside legal counsel and the developer to construct a development agreement in support of the LINC project.

## Upcoming Activities

- The pass through to Discover Ames was increased in the FY 2023/24 adjusted budget and remained level in the FY 2024/25 budget based on guidance from the City's partners.

# Sustainability

## Description:

The Sustainability activity has been created to account for programs and projects that will be implemented to support the City Council value of Environmental Sustainability. This activity will coordinate sustainability efforts across all City departments, develop programs in support of the City's Climate Action Plan, and promote sustainability throughout the community.

	2022/23	2023/24	2023/24	2024/25	% Change From
<i><b>Expenditures by Activity:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>Adopted</b>
Sustainability	43,069	136,361	41,032	137,224	0.6%
Climate Action Plan	32,561	-	-	-	
City Facilities Study	-	-	100,000	-	
City Council Sustainability	-	-	1,000,000	-	
<b>Total Expenditures</b>	<b>75,630</b>	<b>136,361</b>	<b>1,141,032</b>	<b>137,224</b>	<b>0.6%</b>
<b><i>Expenditures by Category:</i></b>					
Personal Services	-	130,649	-	134,152	2.7%
Internal Services	-	2,012	-	3,072	52.7%
Contractual	75,630	3,500	1,137,032	-	-100.0%
Commodities	-	200	4,000	-	-100.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>75,630</b>	<b>136,361</b>	<b>1,141,032</b>	<b>137,224</b>	<b>0.6%</b>
<b><i>Funding Sources:</i></b>					
General Fund	41,630	27,273	108,208	27,444	0.6%
Council Priorities Fund	-	-	1,000,000	-	
Water Utility Fund	8,500	27,272	8,206	27,445	0.6%
Sewer Utility Fund	8,500	27,272	8,206	27,445	0.6%
Electric Utility Fund	8,500	27,272	8,206	27,445	0.6%
Resource Recovery	8,500	27,272	8,206	27,445	0.6%
<b>Total Funding Sources</b>	<b>75,630</b>	<b>136,361</b>	<b>1,141,032</b>	<b>137,224</b>	<b>0.6%</b>
<i>Authorized FTEs</i>	0.00	1.00	1.00	1.00	

# Sustainability

City Mission/ Council Value	Department Goals and Core Services Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
Value sustainability in the policies that guide the organization's decision making and through the services provided	Progress towards the adopted carbon emissions reduction target  Prioritize and implement strategies	NA	NA	NA	NA

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- An additional \$500,000 in funding has been added to the FY 2023/24 adjusted budget for sustainability projects that the City Council is interested in implementing in support of the Climate Action Plan. This extra funding, transferred from savings in the General Fund from FY 2022/23 and FY 2023/24, brings the funding available for Council-directed sustainability projects to \$1,000,000.
- Funding of \$100,000 has also been included in the FY 2023/24 adjusted budget for a study of City buildings and facilities to determine improvements that can be made in support of the Climate Action Plan.

## In-Progress Activities

- A job description and recruitment plan will be completed for a Sustainability Coordinator position. The Sustainability Coordinator will be responsible for developing, implementing, and overseeing the City's sustainability programs in support of the City's Climate Action Plan.
- Staff continues to identify federal funding (e.g., Inflation Reduction Act) and other grant opportunities to improve energy efficiency and greenhouse gas reduction.

## Upcoming Activities

- Progress will continue towards the City Council's adopted goal to reduce emissions by 70% over the 2018 levels by the year 2030 and to reach net-zero by 2050.
- The Sustainability Coordinator will work with City departments to coordinate sustainability programs and develop plans for additional programs and projects to support the goals of the Climate Action Plan.
- Based on results of the study of City buildings and facilities, plans will be developed to make City buildings more energy efficient.

# City-Wide Housing Programs

## Description:

The goal of the City-Wide Housing Programs activity is to promote better housing and housing related educational opportunities for low- and moderate-income citizens in the Ames community. These housing related activities could include such things as emergency and disaster-related assistance, housing fairs, public educational workshops, etc. This activity also provides support for programs and projects funded through the Community Development Block Grant (CDBG) and HOME programs. A portion of the Housing Coordinator position is allocated to this activity along with salary and expenses for additional temporary staffing needs.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Personal Services	2,463	7,550	7,440	7,865	4.2%
Internal Services	13,785	16,127	15,560	17,588	9.1%
Contractual	4,571	550	550	-	
Commodities	-	-	-	-	
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>20,819</b>	<b>24,227</b>	<b>23,550</b>	<b>25,453</b>	<b>5.1%</b>

<i><b>Funding Sources:</b></i>					
City-Wide Housing Fund	20,819	24,227	23,550	25,453	5.1%
<b>Total Funding Sources</b>	<b>20,819</b>	<b>24,227</b>	<b>23,550</b>	<b>25,453</b>	<b>5.1%</b>

<i>Authorized FTEs</i>	0.05	0.05	0.05	0.05
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# City-Wide Housing Programs

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Encourage citizen participation by hosting educational events and community-wide meetings regarding housing and community development issues	Community forums or events to educate the public on various housing topics/ awareness, program policies, procedures, etc.	1	1	2	–
<b>Diverse housing options for the community</b>		Attendees at community housing programs, events, or presentations	50	30	75	–

## Issues and Factors Affecting the FY 2022/23 and 2023/24 Budgets

- This activity continues to account for expenses incurred by the City's housing programs that are not eligible for reimbursement under the federal Community Development Block Grant (CDBG) and HOME programs that assist low- and moderate-income households. This includes assistance provided to other City departments and non-profit organizations and administration of non-CDBG federal, state, county, and/or local programs.
- This program includes five percent of the Housing Coordinator's salary and benefits.

# Community Development Block Grant

## Description:

This activity administers the City's federally funded Community Development Block Grant (CDBG) program. The CDBG program include a wide variety of housing, community and economic development activities directed toward affordable housing, neighborhood revitalization, economic development, and improved community facilities and services. The overall goals of the CDBG program are 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 of slums or blight, or 3) meet other community development needs of particular urgency. The majority of the Housing Coordinator position (80%) is allocated to this activity.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
<b>Expenditures by Activity:</b>					
CDBG Administration	117,404	146,918	111,598	111,598	-24.0%
Acquisition Rehabilitation	131,746	-	300,000	-	
Renter Assistance Program	-	-	150,000	-	
321 State Avenue NRSA	-	-	1,200	-	
Baker Subdivision Pocket Park	-	-	130,000	-	
Single Family Rehabilitation	-	-	135,939	-	
Homebuyer Assistance NRSA	-	-	246,196	-	
Infrastructure Improvements	-	-	566,358	-	
CDBG Future Programs	-	502,269	-	446,392	-11.1%
<b>Total Expenditures</b>	<b>249,150</b>	<b>649,187</b>	<b>1,641,291</b>	<b>557,990</b>	<b>-14.1%</b>

## Expenditures:

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	107,854	129,837	88,043	94,325	-27.4%
Internal Services	5,188	6,131	10,905	10,223	66.7%
Contractual	47,850	512,619	504,489	452,842	-11.7%
Commodities	836	600	600	600	
Capital	-	-	641,058	-	
Other Expenditures	87,422	-	396,196	-	
<b>Total Expenditures</b>	<b>249,150</b>	<b>649,187</b>	<b>1,641,291</b>	<b>557,990</b>	<b>-14.1%</b>

## Funding Sources:

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
CDBG Fund	249,150	649,187	1,641,291	557,990	-14.1%
<b>Total Funding Sources</b>	<b>249,150</b>	<b>649,187</b>	<b>1,641,291</b>	<b>557,990</b>	<b>-14.1%</b>



# Community Development Block Grant

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Diverse housing options for the community</b>	Utilize and leverage CDBG funds for Low and Moderate-Income persons through private and public partnerships*	Program expenditures in LMI** households and/or neighborhoods (goal: 70% or 3-year period)	100%	100%	75%	100%
		LMI owner-occupied units rehabilitated	0	0	2	6
		Existing properties purchased for LMI housing to be rehabilitated and/or demolished	1	0	1	2
	Utilize and leverage CDBG funds for Non-Low and Moderate-Income Persons through private and public partnerships***	Houses/Land sold/leased to non-profits for rehabilitation or new construction	1	1	8	6
		Market Rate Lots Sold for new Home Construction in the Baker Subdivision	0	0	0	12
		Blighted properties acquired and demolished in non LMI Census Tract Areas for Code Enforcement	1	2	1	1
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Administer the CDBG program in compliance with Federal regulations	Demonstrated compliance with HUD's monitoring of program reports, etc.	Yes	Yes	Yes	Yes
		Biannual program audit meets Federal compliance standards	Yes	Yes	Yes	Yes

\*Achieved using the following steps: 1. Increase supply of single family or two-family housing for ownership in the Neighborhood Revitalization Strategy Area (NRSA). 2. Reduce the cost burden for low-income households to access or maintain rental housing citywide. 3. Increase the affordability, quality, and availability of owner housing for homeowners citywide.

\*\*Low and moderate Income

\*\*\*Achieved using the following steps: 1. Integrate affordable and market rate residential developments.

2. Remove blight and deteriorated housing to reuse into new housing. 3. Support and address code enforcement of deteriorated housing. 4. Remove blight and deteriorated housing in flood plain and other hazardous areas.

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- In FY 2023/24, the City received its 19<sup>th</sup> allocation Community Development Block Grant (CDBG) funding in the amount of \$557,990. Of that amount, \$111,598 can be used for program administration and \$446,392 is available for programming.
- CDBG funding of \$1,023,743 is anticipated to be carried over from FY 2022/23 and \$50,938 is anticipated in program income.
- The City's CDBG allocation for FY 2024/25 has not yet been announced. For budgeting purposes, the FY 2023/24 allocation of \$557,990 is being projected for FY 2024/25. The budget allocates 20% of the CDBG allocation for administrative expenses, with the remaining 80% to be used for programming.

## In-Progress Activities

- In FY 2023/24, the City is preparing the CDBG/HOME 2024-2029 Five-Year Consolidated Plan and the 2024/25 Annual Action Plan. The Action Plan incorporates the program goals and priority projects outlined in the Five-Year Consolidated Plan. The indicators may be modified as the Consolidated Plan and Annual Action Plan are approved in spring 2024.

## Upcoming Activities

- The City will sell both the affordable and market rate single-family lots in the Baker subdivision so that new home construction can begin in summer 2024.

# HOME Investment Partnership Program

## Description:

This activity administers the City's federally funded HOME Investment Partnership Program (HOME). The HOME program is designed exclusively to create affordable housing for low-income households. The overall goals of the HOME program are to fund a wide range of activities including building, buying, and/or rehabilitating affordable housing for rent or homeownership or providing direct rental assistance to low-income people, often in partnership with local nonprofit groups. Cities receiving HOME funding are called Participating Jurisdictions (PJs). Up to 10% of the funding can be allocated for program administration. A portion of the Housing Coordinator position is being allocated to administer HOME program activities.

Some special conditions apply to the use of HOME funds. PJs must provide a 25% local dollar match of nonfederal funds (except for administration) on projects. PJs must reserve at least 15% of their allocations to fund housing to be owned, developed, or sponsored by experienced, community-driven nonprofit groups designated as Community Housing Development Organizations (CHDOs). PJs must also ensure that HOME-funded housing units remain affordable in the long term (20 years for new construction of rental housing and 5-15 years for construction of homeownership housing and housing rehabilitation, depending on the amount of the HOME subsidy).

	2022/23	2023/24	2023/24	2024/25	% Change
<b>Expenditures by Activity:</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
HOME Administration	22,360	40,551	102,384	32,176	-20.7%
CHDO Allocation	-	60,827	416,754	48,265	-20.7%
Single Family Housing	-	-	308,225	-	
LIHTC/Multi-Family	-	-	1,801,000	-	
Homebuyer Assistance	-	-	150,000	-	
HOME Future Programs	-	304,133	-	241,323	-20.7%
<b>Total Expenditures</b>	<b>22,360</b>	<b>405,511</b>	<b>2,778,363</b>	<b>321,764</b>	<b>-20.7%</b>

<b>Expenditures:</b>					
Personal Services	21,826	27,046	30,127	22,140	-18.1%
Internal Services	32	1,076	6,076	5,772	436.4%
Contractual	407	316,033	65,681	245,087	-22.5%
Commodities	95	529	500	500	
Capital	-	-	308,225	-	
Other Expenditures	-	60,827	2,367,754	48,265	-20.7%
<b>Total Expenditures</b>	<b>22,360</b>	<b>405,511</b>	<b>2,778,363</b>	<b>321,764</b>	<b>-20.7%</b>

<b>Funding Sources:</b>					
HOME Fund	22,360	405,511	2,778,363	321,764	-20.7%
<b>Total Funding Sources</b>	<b>22,360</b>	<b>405,511</b>	<b>2,778,363</b>	<b>321,764</b>	<b>-20.7%</b>

<i>Authorized FTEs</i>	0.15	0.15	0.15	0.15
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# HOME Investment Partnership Program

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated	
Provide quality programs in an efficient and fiscally responsible manner to address housing needs in the community	Build or partner to construct affordable housing units in the designated Neighborhood Revitalization Strategy Area (NRSA) of the Baker Housing Subdivision	Single-family units constructed*	0	0	1	0	
		Provided Down Payment and Closing Assistance*	0	0	0	0	
		Assisted for LIHTC units constructed*	0	0	38	0	
		Implement the Tenant Based Rental Assistance Program (TBRA)	Qualified low-income household assisted with monthly rental assistance for up to 12-18 months through TBRA.	N/A	N/A	2	5
		Administer the HOME program in compliance with Federal regulations	Demonstrated compliance with HUD's monitoring of program reports, etc.	Yes	Yes	Yes	Yes
			Biannual program audit meets federal compliance standards	Yes	Yes	Yes	Yes

\*For low- and moderate-income families

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- The City received its sixth HOME funding allocation for FY 2023/24 in the amount of \$321,764. Under the HOME program, both administration and programming dollars can also be rolled over each year. Therefore, \$2,456,599 in rollover funding has been carried over from FY 2022/23 for a total of \$2,778,363 in HOME funding for FY 2023/24. Of this amount, \$416,754 must be set aside for a local Community Housing Development Organization (CHDO) (if designated by the City), and \$102,384 is available for administration. This leaves \$2,259,225 available in FY 2023/24 for programming to support the City Council's goal of affordable housing. Of this total, \$1.8 million will be used to support the Low-Income Housing Tax Credit (LIHTC) multi-family housing/development in Baker Subdivision.
- HOME requires Participating Jurisdictions (PJs) to contribute \$0.25 for each dollar of HOME funds spent on affordable housing. The City allocated \$309,339 of GO Bond funds for infrastructure improvements at 321 State Avenue (Baker Subdivision), serving as the local match for the first three years after housing construction begins. Future funds must be identified for this match.
- FY 2024/25 HOME allocation for the City is pending. For budgeting purposes, the projected FY 2023/24 funding of \$321,764 is considered for FY 2024/25.

## In-Progress Activities

- In FY 2023/24, the City, in partnership HATCH Development Group, was awarded Low-Income Housing Tax Credits to construct 38 multi-family low-income housing units on Lot 27 in the Baker Subdivision. Staff is working with the developer to finalize both HOME and LIHTC requirements for the funding.
- In FY 2023/24, the City is preparing the CDBG/HOME 2024-2029 Five-Year Consolidated Plan and the 2024/25 Annual Action Plan. The Action Plan incorporates the program goals and priority projects outlined in the Five-Year Consolidated Plan. The indicators may be modified as the Consolidated Plan and Annual Action Plan are approved in spring 2024.

## Upcoming Activities:

- Construction of 38 LIHTC townhomes on Lot 27 in the Baker Subdivision will begin in spring 2024.

# Housing CARES/American Rescue Plan

## Description:

The Community Development Block Grant (CDBG) and Iowa Economic Development Authority (IEDA) Coronavirus Aid, Relief, and Economic Security Act (CARES Act) (Public Law 116-136) was signed into law by President Trump on March 27, 2020, in response to the growing effects of COVID-19, an historic global pandemic public health crisis. The grant funding is to be used to prevent, prepare for, and respond to the coronavirus (COVID-19). On March 11, 2021, President Biden signed the American Rescue Plan (ARP) Act into law, which provides grant funding in relief to address the continued impact of the COVID-19 pandemic. As of part of this Act, grant funds were allocated to local governments that qualified for HOME Investment Partnerships Program (PJs) allocations for fiscal year 2021. The funding is to provide housing, services, and shelter to individuals experiencing homeless and other vulnerable populations. All programs are to assist low and moderate-income households with incomes that are at 80% or below the Ames Metropolitan Statistical Area (AMSA).

	2022/23	2023/24	2023/24	2024/25	% Change
<b>Expenditures by Activity:</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
CARES/IEDA Administration	9,872	-	32,089	-	
IEDA/MICA	58,063	-	-	-	
IEDA/ACPC Daycare	119,842	-	-	-	
IEDA/UCC Daycare	60,928	-	52,211	-	
HOME/ARP Administration	7,282	-	91,553	91,552	
HOME/ARP Programming	-	-	539,431	539,430	
<b>Total Expenditures</b>	<b>255,987</b>	<b>-</b>	<b>715,284</b>	<b>630,982</b>	

<b>Expenditures:</b>					
Personal Services	16,490	-	69,305	54,227	
Internal Services	145	-	5,750	5,750	
Contractual	520	-	588,018	571,005	
Commodities	-	-	-	-	
Capital	-	-	-	-	
Other Expenditures	238,832	-	52,211	-	
<b>Total Expenditures</b>	<b>255,987</b>	<b>-</b>	<b>715,284</b>	<b>630,982</b>	

<b>Funding Sources:</b>					
CDBG CARES Act Funds	9,622	-	-	-	
IEDA State Funds	239,083	-	84,300	-	
HOME Amer. Rescue Plan	7,282	-	630,984	630,982	
<b>Total Funding Sources</b>	<b>255,987</b>	<b>-</b>	<b>715,284</b>	<b>630,982</b>	



ACPC



UCC



MICA

# Housing CARES/American Rescue Plan

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
Diverse housing options for the community	<b>IEDA CARES:</b> Utilize IEDA CARES (COVID-19) to assist Human Services and Daycares to:	Human Service Agencies Assisted	0	0	1	N/A
	1. To prevent, prepare for, and respond to the coronavirus pandemic for housing/shelter/food needs for low and moderate-income households and individuals.	Daycares Assisted	0	0	2	N/A
	2. To prevent, prepare for, and respond to the coronavirus pandemic for economic opportunities for local nonprofit organizations.					
	<b>HOME-ARP:</b> To address the continued impact of the COVID-19 pandemic through providing housing, services and shelter for homelessness and other vulnerable populations	Acquisition of non-congregate shelter	n/a	n/a	1	1
	<b>IEDA CARES/HOME-ARP:</b> Administer the State CARES/HOME ARP programs in compliance with Federal regulations	Demonstrated compliance with HUD's/State of Iowa's monitoring of program reports, etc.	Yes	Yes	Yes	Yes
		Program audit meets Federal/State compliance standards.	Yes	Yes	Yes	Yes

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- For FY 2023/24, the budget for the CARES COVID-19 funding received through the Iowa Economic Development Authority (IEDA) was reduced from \$604,386 to \$323,383. Of this amount, \$32,089 has been set aside for program administration.
- The City was awarded \$1,269,248 in HOME American Rescue Program (HOME-ARP) funds. Of this amount, 15% (\$190,387) is available for administration and \$1,078,861 for programming.

## In-Progress Activities

- Under the IEDA CARES Grant, Mid-Iowa Community Action (MICA) received \$58,063 in funding to purchase a new van. Funding was also provided to two daycare centers for improvements. University Community Childcare (UCC) received \$60,929 and Ames Community Preschool Center (ACPC) received approximately \$119,842. The daycare improvements will be completed in FY 2023/24.
- The City's HOME-ARP Allocation Plan has been accepted. The goal of the funding is to create non-congregate facilities for qualified populations, including: veterans, those experiencing domestic violence, and other individuals experiencing homelessness.

## Upcoming Activities

- Guidelines to solicit applications for HOME-ARP Grant funding will begin in spring 2024.

# Human Services

## Description:

The Human Services activity accounts for the allocations which are made by the City Council to human service providers in the Ames community. These allocations are made in collaboration with Story County, Iowa State University Student Government (SG), and United Way of Story County, through the Analysis of Social Services Evaluation Team (ASSET). The two main purposes of ASSET are to 1) recommend funding levels for each funder to purchase services from agencies, and 2) to coordinate the provision of human services in Story County.

The services provided by ASSET agencies are divided into the categories of Education, Financial Stability, and Health. Volunteers are appointed by each funder to analyze agency funding requests, conduct agency site visits, review agency outcomes reports, and make funding recommendations. The governing bodies of each funder (including the City Council) jointly set the administrative policies and direction used to coordinate the funding process. A portion of one of the Assistant City Manager positions is allocated to this activity (12%).

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Activity:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Administration	34,086	30,083	22,523	32,438	7.8%
Human Services Funding	1,632,751	1,832,931	1,832,931	1,924,578	5.0%
<b>Total Expenditures</b>	<b>1,666,837</b>	<b>1,863,014</b>	<b>1,855,454</b>	<b>1,957,016</b>	<b>5.1%</b>

<i><b>Expenditures by Category:</b></i>					
Personal Services	20,816	22,189	14,629	23,541	6.1%
Internal Services	-	61	61	97	59.0%
Contractual	11,858	7,833	7,833	8,800	12.4%
Commodities	1,412	-	-	-	
Capital	-	-	-	-	
Other Expenditures	1,632,751	1,832,931	1,832,931	1,924,578	5.0%
<b>Total Expenditures</b>	<b>1,666,837</b>	<b>1,863,014</b>	<b>1,855,454</b>	<b>1,957,016</b>	<b>5.1%</b>

<i><b>Funding Sources:</b></i>					
General Fund	1,412	-	-	-	
Local Option Sales Tax	1,665,425	1,863,014	1,855,454	1,957,016	5.1%
<b>Total Funding Sources</b>	<b>1,666,837</b>	<b>1,863,014</b>	<b>1,855,454</b>	<b>1,957,016</b>	<b>5.1%</b>

<i>Authorized FTEs</i>	0.12	0.12	0.12	0.12
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# Human Services

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Strengthen human services	Agencies receiving City funds	25	25	25	26
		Increase from prior year's approved funding	5%	8%	6%	5%
		Council-authorized funding recommended by volunteers	100%	100%	100%	100%
		Allocated funds drawn down by agencies	95%	94%	100%	100%

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- For FY 2024/25, the City Council has authorized a 5% increase in ASSET funding for a total of \$1,924,578.
- The majority of the authorized funding is allocated to individual human service agencies that apply for funding through the ASSET process. Occasionally, an amount may be recommended by the ASSET volunteers to be held in reserve for additional needs that arise after the allocations have been made to the individual agencies.

## In-Progress Activities

- The ASSET volunteers met in January 2024 to make FY 2024/25 funding recommendations for ASSET agencies.

# Human Services

## Human Service Agencies Receiving City Local Option Tax Funding Through the Asset Process

<b>Agency:</b>	<b>2022/23 Actual</b>	<b>2023/24 Adopted</b>	<b>2023/24 Adjusted</b>	<b>2024/25 Mgr Rec</b>	<b>% Change From Adopted</b>
ACCESS	119,478	124,121	124,121	-	-100.0%
All Aboard for Kids	4,500	11,239	11,239	-	-100.0%
American Red Cross	8,111	-	-	-	-
Ames Community Preschool	127,935	155,499	155,499	-	-100.0%
ARC of Story County	10,785	11,200	11,200	-	-100.0%
Boys & Girls Club	122,560	123,218	123,218	-	-100.0%
Camp Fire USA	3,245	5,500	5,500	-	-100.0%
Center for Creative Justice	64,860	67,450	67,450	-	-100.0%
ChildServe	22,000	24,200	24,200	-	-100.0%
Good Neighbor	31,400	35,500	35,500	-	-100.0%
Heartland Senior Services	201,698	207,425	207,425	-	-100.0%
HIRTA	46,078	47,921	47,921	-	-100.0%
Legal Aid Society	118,535	138,704	138,704	-	-100.0%
Lutheran Services in Iowa	309	5,389	5,389	-	-100.0%
MGMHC Home Health Services	34,178	34,178	34,178	-	-100.0%
MICA	27,796	28,000	28,000	-	-100.0%
NAMI	18,007	22,050	22,050	-	-100.0%
Primary Health Care	66,063	80,000	80,000	-	-100.0%
Raising Readers	29,447	30,775	30,775	-	-100.0%
RSVP	34,165	35,500	35,500	-	-100.0%
The Bridge Home	147,447	117,851	117,851	-	-100.0%
The Community Academy	-	5,000	5,000	-	-100.0%
The Salvation Army	60,521	67,000	67,000	-	-100.0%
University Community Childcare	86,157	94,772	94,772	-	-100.0%
YWCA	2,571	4,366	4,366	-	-100.0%
YSS	244,905	289,814	289,814	-	-100.0%
<b>Total Agency Allocations</b>	<b>1,632,751</b>	<b>1,766,672</b>	<b>1,766,672</b>	<b>-</b>	<b>-100.0%</b>
Unallocated Funding Reserve	-	66,259	66,259	-	-100.0%
<b>Total Allocations</b>	<b>1,632,751</b>	<b>1,832,931</b>	<b>1,832,931</b>	<b>1,924,578</b>	<b>5.0%</b>

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# Community Development CIP

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## Description:

This is a summary of the Community Development capital improvements which are detailed in the City of Ames five-year Capital Improvements Plan.

<i>Activities:</i>	<b>2022/23 Actual</b>	<b>2023/24 Adopted</b>	<b>2023/24 Adjusted</b>	<b>2024/25 Mgr Rec</b>	<b>% Change From Adopted</b>
<b><i>Community Development:</i></b>					
Downtown Façade Program	31,000	75,000	213,001	75,000	
Campustown Façade Program	-	50,000	50,000	50,000	
Neighborhood Improvement Program	1,566	50,000	50,000	50,000	
<b><i>Total Community Development CIP</i></b>	<b>32,566</b>	<b>175,000</b>	<b>313,001</b>	<b>175,000</b>	<b>0.0%</b>
<b><i>Total Community Development CIP</i></b>	<b>32,566</b>	<b>175,000</b>	<b>313,001</b>	<b>175,000</b>	<b>0.0%</b>

# GENERAL GOVERNMENT



GENERAL GOVERNMENT

# General Government Program

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# General Government Summary

## Description:

The General Government program is comprised of leadership, management, and support activities for all City of Ames departments. These activities give direction and necessary 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 a wide array of support services, including **Financial Services**, **Legal Services**, and **Human Resources**. **General Government CIP** projects are also included in this program.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
City Council	559,282	555,393	882,785	577,611	4.0%
City Clerk	411,920	454,417	370,298	365,681	-19.5%
City Manager	766,212	994,186	968,975	1,043,775	5.0%
Public Relations	226,179	258,254	254,606	358,492	38.8%
Media Production Services	223,434	224,023	221,940	225,109	0.5%
Financial Services	2,017,008	2,213,419	2,259,259	2,313,733	4.5%
Legal Services	879,232	941,759	948,915	998,037	6.0%
Human Resources	592,220	727,929	774,665	727,920	0.0%
Facilities	514,315	496,801	760,708	532,827	7.3%
<b>Total Operations</b>	<b>6,189,802</b>	<b>6,866,181</b>	<b>7,442,151</b>	<b>7,143,185</b>	<b>4.0%</b>
General Government CIP	95,247	75,000	1,799,384	75,000	0.0%
<b>Total Expenditures</b>	<b>6,285,049</b>	<b>6,941,181</b>	<b>9,241,535</b>	<b>7,218,185</b>	<b>4.0%</b>
<i>Authorized FTEs</i>	45.37	45.37	45.37	45.87	

# General Government Summary

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	5,007,046	5,829,404	5,408,435	6,080,970	4.3%
Internal Services	579,183	606,166	604,472	621,215	2.5%
Contractual	901,143	919,873	1,373,319	956,522	4.0%
Commodities	119,982	108,830	136,333	112,280	3.2%
Capital	21,418	-	259,450	-	
Other Expenditures	369,494	364,444	605,352	380,535	4.4%
Allocations to Other Programs	(808,464)	(962,536)	(945,210)	(1,008,337)	
<b>Total Operations</b>	<b>6,189,802</b>	<b>6,866,181</b>	<b>7,442,151</b>	<b>7,143,185</b>	<b>4.0%</b>
General Government CIP	95,247	75,000	1,799,384	75,000	0.0%
<b>Total Expenditures</b>	<b>6,285,049</b>	<b>6,941,181</b>	<b>9,241,535</b>	<b>7,218,185</b>	<b>4.0%</b>
<b>Funding Sources:</b>					
Program Revenue	144,139	144,965	163,405	163,082	12.5%
General Fund	2,921,471	3,186,564	3,672,161	3,309,365	3.9%
Metro Coalition Funds	41,692	-	-	-	
Local Option Sales Tax	259,247	297,319	297,319	312,035	5.0%
Hotel/Motel Tax	30,000	15,000	225,000	15,000	0.0%
Road Use Tax	165,565	198,221	202,998	203,206	2.5%
Council Priorities Fund	-	-	25,000	-	
G.O. Bond Funds	7,637	8,597	7,924	9,118	6.1%
Water Utility Fund	472,909	548,869	511,428	560,446	2.1%
Sewer Utility Fund	406,498	473,731	435,156	482,903	1.9%
Electric Utility Fund	1,385,693	1,609,205	1,517,259	1,680,429	4.4%
Parking Fund	79,446	85,478	86,030	90,141	5.5%
Stormwater Utility Fund	10,290	13,270	13,509	13,438	1.3%
Resource Recovery	265,215	284,962	284,962	304,022	6.7%
<b>Total Operations Funding</b>	<b>6,189,802</b>	<b>6,866,181</b>	<b>7,442,151</b>	<b>7,143,185</b>	<b>4.0%</b>
<b>CIP Funding:</b>					
General Fund	53,985	-	1,324,295	-	
Local Option Sales Tax	41,262	75,000	275,089	75,000	0.0%
American Rescue Plan	-	-	200,000	-	
<b>Total CIP Funding</b>	<b>95,247</b>	<b>75,000</b>	<b>1,799,384</b>	<b>75,000</b>	<b>0.0%</b>
<b>Total Funding Sources</b>	<b>6,285,049</b>	<b>6,941,181</b>	<b>9,241,535</b>	<b>7,218,185</b>	<b>4.0%</b>

# City Council

## Description:

The City Council is the legislative and policymaking body of the City of Ames municipal government. The Mayor and two City Council members are elected at-large, while the four remaining Council members are elected from their respective wards. An Iowa State University student also serves as a non-voting *ex officio* member of the City Council to represent student interests in various City processes and projects. Major responsibilities of the City Council include enacting City ordinances and policies, setting property tax levels, approving City service levels with the related budgets needed to support those services, and directing community development efforts for the City of Ames. The Mayor, with the approval of the City Council, appoints members to serve on various policymaking and advisory boards and commissions. Regular City Council meetings are held on the second and fourth Tuesday of each month, with special meetings and work sessions scheduled as needed.

City Council Contingency is an annual appropriation to allow the City Council to respond to opportunities or special requests which occur after the budget has been approved. Funding of \$50,000 is allocated annually, with unspent amounts carried forward at the end of each fiscal year, as necessary. Additional funding can also be added at budget amendment time if needed.

	2022/23	2023/24	2023/24	2024/25	% Change
<b>Expenditures by Activity:</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
City Council	183,490	190,279	193,898	198,506	4.3%
Metro Coalition	41,692	-	-	-	
Human Relations	1,358	2,795	2,070	2,070	-25.9%
City Council Contingency	43,495	45,489	134,987	50,000	9.9%
<b>Total Expenditures</b>	<b>270,035</b>	<b>238,563</b>	<b>330,955</b>	<b>250,576</b>	<b>5.0%</b>

<b>Expenditures by Category:</b>					
Personal Services	78,168	78,168	78,168	78,168	0.0%
Internal Services	26,922	30,546	29,967	33,240	8.8%
Contractual	66,427	51,015	65,278	56,648	11.0%
Commodities	32,103	28,220	28,520	28,520	1.1%
Capital	-	-	-	-	
Other Expenditures	66,415	50,614	129,022	54,000	6.7%
<b>Total Expenditures</b>	<b>270,035</b>	<b>238,563</b>	<b>330,955</b>	<b>250,576</b>	<b>5.0%</b>

<b>Funding Sources:</b>					
General Fund	227,279	237,863	330,255	249,876	5.1%
Donations	1,064	700	700	700	
Metro Coalition Funds	41,692	-	-	-	
<b>Total Funding Sources</b>	<b>270,035</b>	<b>238,563</b>	<b>330,955</b>	<b>250,576</b>	<b>5.0%</b>

<i>Authorized FTEs</i>	0.00	0.00	0.00	0.00
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# City Council

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Enhance opportunities for everyone to thrive by fostering a culture that embraces creativity and innovation	Expenditures/capita*	\$3,343	\$3,476	\$5,581	\$4,156
		Property tax rate/\$1,000 valuation	\$9.87	\$9.83	\$10.20	\$10.09
		General levy rate/\$1,000 valuation	\$5.55	\$5.51	\$6.34	\$6.22
		Total outstanding debt per capita	\$1,009	\$1,035	\$1,076	\$1,220
		Ordinances adopted	20	32	28	25
		Resolutions passed	480	680	600	550
		City Council goal-setting tasks completed**	CY 2021: 60%	CY 2022: 60%	CY 2023: 41%	CY 2024: 90%
		Mayoral Proclamations issued	18	24	22	23

\*Before Transfers

\*\*By Calendar Year (CY)

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- The FY 2023/24 and FY 2024/25 City Budgets have been significantly impacted by recent legislation. The FY 2023/24 budget was affected by a change to the rollback calculation for multi-residential properties, resulting in a shift of property tax burden to other classes of property. The FY 2024/25 budget has been prepared in accordance with a new constraint on the amount the general levy property tax collection may increase, based on assessed value growth.
- The City Council held a Goal Review session on January 6, 2024.
- The City hosted a delegation from Ames' partner city, Koshu City, Japan, in October 2023. Work continues to explore a prospective partnership with the City of Podujeva, Kosovo.

## In-Progress Activities

- The City Council is providing direction regarding several major initiatives, including the Fitch Family Indoor Aquatic Center project, the Climate Action Plan, and projects affecting the City's utilities.

# City Council Special Allocations

## Description:

City Council Special Allocations includes the Outside Funding Request Program, which allocates funding to various community groups. Applications are made to a committee which includes City staff and residents, who then make funding recommendations to City Council as part of the budget process.

Also included in this activity is funding provided to the Ames Human Relations Commission for special projects or events, and the funding for the City's share of the Sustainability Coordinator, a position shared with Iowa State University. The City's share of this position is funded through four of the City's utility funds.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
<b>Expenditures by Activity:</b>					
<b>Council Grant Program:</b>					
American Legion Riders	-	2,500	2,500	-	-100.0%
Ames Partner City Association	5,476	5,800	5,800	-	-100.0%
Ames Historical Society	48,335	50,752	50,752	-	-100.0%
Ames Main Street	50,035	53,000	53,000	-	-100.0%
Hunziker Youth Sports Complex	80,000	84,000	84,000	-	-100.0%
Ames Chamber/Campustown	25,000	42,000	42,000	-	-100.0%
Story County Housing Trust	38,000	40,778	40,778	-	-100.0%
Ames Downtown Farmers Market	10,000	10,000	10,000	-	-100.0%
Home Allies	-	5,489	5,489	-	-100.0%
<b>Council Grant Program Total</b>	<b>256,846</b>	<b>294,319</b>	<b>294,319</b>	<b>309,035</b>	<b>5.0%</b>
Home Allies (other funding)	-	4,511	29,511	-	-100.0%
Ames History Museum	15,000	-	135,000	-	
City Website Update	-	-	75,000	-	
Ames Econ Dev Commission	15,000	15,000	15,000	15,000	0.0%
AHRC Special Events	2,401	3,000	3,000	3,000	0.0%
<b>Total Expenditures</b>	<b>289,247</b>	<b>316,830</b>	<b>551,830</b>	<b>327,035</b>	<b>3.2%</b>
<b>Expenditures by Category:</b>					
Personal Services	-	-	-	-	
Internal Services	-	-	-	-	
Contractual	-	-	75,500	500	
Commodities	687	3,000	-	-	-100.0%
Capital	-	-	-	-	
Other Expenditures	288,560	313,830	476,330	326,535	4.1%
<b>Total Expenditures</b>	<b>289,247</b>	<b>316,830</b>	<b>551,830</b>	<b>327,035</b>	<b>3.2%</b>
<b>Funding Sources:</b>					
General Fund	-	4,511	4,511	-	-100.0%
Local Option Sales Tax	259,247	297,319	297,319	312,035	5.0%
Hotel/Motel Tax	30,000	15,000	225,000	15,000	0.0%
Council Priorities Fund	-	-	25,000	-	
<b>Total Funding Sources</b>	<b>289,247</b>	<b>316,830</b>	<b>551,830</b>	<b>327,035</b>	<b>3.2%</b>
<i>Authorized FTEs</i>	0.00	0.00	0.00	0.00	

# City Council Special Allocations

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Promote and support activities that have a broad-based appeal to the Ames community	Outside Funding Request applications	8	8	10	9
		Applicants awarded grant funding	8	8	10	9

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- For FY 2023/24, contracts totaling \$288,830 were awarded from Local Option Sales Tax funds. An additional \$5,489 was allocated in Local Option funds to reimburse the Parking Fund for lost revenue. In that year, \$15,000 was allocated for workforce initiatives from the Hotel/Motel Tax Fund.
- In FY 2024/25, \$10,000 has been allocated in the Hotel/Motel Tax Fund for reimbursement of lost Parking Fund revenue due to special events. This amount is sufficient to cover planned “free parking” events and a handful of additional requests that may occur throughout the year.

## In-Progress Activities

- Contracts with each agency are prepared in the spring after the allocation amounts are established. Each contract describes the specific scope of service to be delivered by each agency receiving funds.

# City Clerk

## Description:

The City Clerk activity records and maintains proceedings of the City Council. This activity also prepares agendas, takes meeting minutes, publishes proceedings and claims, certifies legal assessments, issues cemetery deeds and fifteen types of permits and licenses, maintains the City's official documents, and provides public information and notification on various items.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
City Clerk	411,920	434,417	350,298	365,681	-15.8%
Elections	-	20,000	20,000	-	-100.0%
<b>Total Expenditures</b>	411,920	454,417	370,298	365,681	-19.5%

<i>Expenditures by Category:</i>					
Personal Services	301,322	358,544	274,281	290,260	-19.0%
Internal Services	22,341	22,798	22,639	23,096	1.3%
Contractual	86,664	71,575	71,828	50,825	-29.0%
Commodities	1,593	1,500	1,550	1,500	0.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	411,920	454,417	370,298	365,681	-19.5%

<i>Funding Sources:</i>					
Licenses and Permits	83,819	81,800	81,800	81,800	0.0%
General Fund	245,705	281,733	214,438	210,745	-25.2%
Water Utility Fund	20,599	22,721	18,515	18,284	-19.5%
Sewer Utility Fund	20,599	22,721	18,515	18,284	-19.5%
Electric Utility Fund	41,198	45,442	37,030	36,568	-19.5%
<b>Total Funding Sources</b>	411,920	454,417	370,298	365,681	-19.5%

<i>Authorized FTEs</i>	3.50	3.50	3.50	3.00
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# City Clerk

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide support for City Council and the City Manager's Office, and act as the official record keeper for all City documents and records in an accurate and fiscally responsible manner	City Council minutes published within timeframe prescribed by Code of Iowa	100%	100%	100%	100%
		Meetings reported	70	43	45	50
		Resolutions finalized	628	673	700	720
		Legal notices published	193	224	230	240
		Documents recorded	140	93	140	150
		Council Action summaries	193	123	150	150
		Letters of Credit tracked	77	67	70	75
		Licenses/ permits processed	580	547	575	585
		Open records requests processed	96	63	80	90
		Cemetery deeds issued	111	64	75	85
		Election petitions accepted	8	8	0	0

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- A major upgrade to the City Council Agenda preparation process was initiated in FY 2023/24. A web-based agenda management software solution, PEAK, was implemented to manage the agenda item approval process, track document versions, and provide consistent formatting for agenda materials. Funding for PEAK was made available by adjusting the manner in which minutes and claims are published in the newspaper.
- The FY 2024/25 Budget reflects a reduction of a vacant .5 FTE clerical staff position, leaving 3 FTEs in the City Clerk's Office. The removed .5 FTE will be transferred to Public Relations to offset some of the costs of a reorganization in that area.
- There are no upcoming regular City Council elections in 2024, resulting in a decrease in elections expenses.

## In-Progress Activities

- Staff is conducting a thorough review of standard operating procedures as well as tackling special projects which include PEAK training, reorganizing the Long-Term Storage facility, and cross-training within our division.
- City Clerk staff continues to assist at events such as RAGBRAI, Rummage RAMPage, and by having a representative on Employee Council and the website improvement committee.

## Upcoming Activities

- Staff anticipates evaluating the existing permits and fees for relevance and appropriateness.

# City Manager

## Description:

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 of this activity are ensuring 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. The City Manager's Office also develops recommendations to the City Council for changes in programs, operations, and policies. In addition, this activity presents, reviews, and monitors the annual operating budget and Capital Improvements Plan (CIP) program for the City. City Manager personnel staff a number of boards and commissions ranging from external public advisory bodies to internal employee committees and represent the City as a member of the collective bargaining agreement negotiating teams. The City Manager's Office also works with the City Council on community development issues and with Iowa State University on joint concerns.

Staffing in this activity includes the City Manager, two Assistant City Managers, a Management Analyst, and support staff that is shared with the City Clerk, Public Information, and Media Production Services activities. A portion of the City Manager position (10%) is charged to the Economic Development activity. As one of the Assistant City Managers is responsible for overseeing the process of allocating funding to community human service agencies, a portion (12%) of that position is allocated to the Human Services activity.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
<b>Expenditures by Activity:</b>					
City Manager	739,053	875,472	738,632	910,814	4.0%
Diversity, Equity, and Inclusion	23,698	136,361	123,667	126,876	-7.0%
DEI Reimbursement	(4,358)	(26,647)	(27,324)	(27,915)	4.8%
DEI Training	-	-	25,000	25,000	
Community DEI Plan	-	-	100,000	-	
Employee Council	7,819	9,000	9,000	9,000	0.0%
<b>Total Expenditures</b>	<b>766,212</b>	<b>994,186</b>	<b>968,975</b>	<b>1,043,775</b>	<b>5.0%</b>
<b>Expenditures by Category:</b>					
Personal Services	685,779	940,770	775,707	962,514	2.3%
Internal Services	38,289	41,225	40,934	43,416	5.3%
Contractual	34,760	27,338	165,458	54,460	99.2%
Commodities	11,742	11,500	14,200	11,300	-1.7%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>770,570</b>	<b>1,020,833</b>	<b>996,299</b>	<b>1,071,690</b>	<b>5.0%</b>
Less: Expenditures reflected directly in another activity	(4,358)	(26,647)	(27,324)	(27,915)	
<b>Total Expenditures</b>	<b>766,212</b>	<b>994,186</b>	<b>968,975</b>	<b>1,043,775</b>	<b>5.0%</b>
<b>Funding Sources:</b>					
City Assessor	-	-	1,725	1,762	
General Fund	438,133	515,225	594,560	594,492	15.4%
Road Use Tax	1,803	10,377	11,314	11,558	11.4%
Water Utility Fund	78,916	111,755	85,514	103,589	-7.3%
Sewer Utility Fund	78,482	109,260	82,794	100,810	-7.7%
Electric Utility Fund	167,948	242,210	187,225	225,596	-6.9%
Parking Operations	182	1,050	1,145	1,169	11.3%
Stormwater Utility Fund	156	900	981	1,002	11.3%
Resource Recovery	592	3,409	3,717	3,797	11.4%
<b>Total Funding Sources</b>	<b>766,212</b>	<b>994,186</b>	<b>968,975</b>	<b>1,043,775</b>	<b>5.0%</b>

# City Manager

City Mission/ Council Value	Department Goals and Core Services Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated	
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide overall leadership and direction for the city organization so that the community needs, and desires are met, City Council policies are implemented, and City Council goals are accomplished	Respondents rating quality of City services as “very good” or “good”	97%	97%	98%	98%
		Council referrals to City staff	120	123	110	125
		Referrals to City Manager’s Office	22%	11%	20%	20%
		Referrals to Planning & Housing	44%	50%	38%	40%
		Referrals to Public Works	21%	17%	24%	20%
		Referrals to other City departments	13%	22%	18%	20%
		Union contracts negotiated	3	1	1	3

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- The Diversity, Equity, and Inclusion Coordinator position has been filled, and work has begun to consolidate a variety of DEI activities from around the organization into this activity.
- Funding from the FY 2022/23 adjusted budget (\$100,000) has been carried over into FY 2023/24 for the development of a community-wide diversity, equity, and inclusion plan.
- One of the two Assistant City Manager positions has been vacant since June 2023. Following a national recruitment, the position will be filled in late January 2024. Additionally, the Management Analyst position has remained vacant while recruitments in other departments have been prioritized. These vacancies have resulted in considerable savings in personal services expenses in the adjusted budget.

## In-Progress Activities

- An Assistant City Manager has been appointed to facilitate the Development Review Committee (DRC) process. The DRC provides an opportunity for development customers to meet with staff from several City departments and understand the steps necessary to make their project occur successfully. The active facilitation that will be provided by the City Manager’s Office will reinforce the vision for the DRC to work in unison with customers to help their development occur in accordance with adopted codes, regulations, and plans.
- Staff has continued to negotiate agreements for two major development projects: the Linc project located along Lincoln Way in Downtown, and the CY-Town development located on Iowa State University property between Hilton Coliseum and Jack Trice Stadium.
- City Manager’s Office staff is coordinating with Resource Recovery (Public Works) and Electric Services to determine options for the future of municipal solid waste (MSW) collection, processing, and disposal. A variety of factors have led to this analysis, including resident feedback, economic issues related to natural gas combustion, maintenance issues, and opportunities for new partnerships to handle waste materials.

# Public Relations

## Description:

The purpose of the Public Relations activity is to promote a positive identity for the City of Ames, to provide information about local government to citizens and for media use, and to promote City programs and services. Information is channeled through Cable TV 12, City Side (the utility bill insert), the City of Ames website, social media, email, and through press releases to radio, television, newspapers, and other media outlets. 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 and City Council by assisting with the coordination of Mayor/Council events and special City-wide and departmental events. The City's cross-departmental Public Relations Team is comprised of several sub-teams: Branding, Website, GIS/Public Notification, Channel 12, and Social Media. Working together, these sub-teams ensure the City of Ames is recognized as a premier provider of municipal services in a vibrant, innovative, and progressive university community.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
<b>Expenditures by Category:</b>					<b>Adopted</b>
Personal Services	177,633	197,777	193,729	289,411	46.3%
Internal Services	13,367	22,702	22,702	27,531	21.3%
Contractual	33,881	37,175	37,175	40,550	9.1%
Commodities	1,298	600	1,000	1,000	66.7%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>226,179</b>	<b>258,254</b>	<b>254,606</b>	<b>358,492</b>	<b>38.8%</b>

<b>Funding Sources:</b>					
General Fund	113,089	129,128	127,302	161,322	24.9%
Water Utility Fund	22,618	25,825	25,461	32,264	24.9%
Sewer Utility Fund	22,618	25,825	25,461	32,264	24.9%
Electric Utility Fund	45,236	51,651	50,921	100,378	94.3%
Resource Recovery	22,618	25,825	25,461	32,264	24.9%
<b>Total Funding Sources</b>	<b>226,179</b>	<b>258,254</b>	<b>254,606</b>	<b>358,492</b>	<b>38.8%</b>

<i>Authorized FTEs</i>	1.15	1.15	1.15	2.15
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# Public Relations

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>  <b>Communication and engagement with the public</b>	Provide relevant, accurate, and timely information in multiple formats about City programs, services, policies, and projects that educates citizens and encourages participation	Press releases distributed	225	235	238	235
		City-assisted public events	8	8	8	8
		Ribbon cuttings/recognition events	8	5	1	5
		Facebook followers	13,583	14,303	15,355	16,000
		Twitter followers	11,400	11,616	11,322	11,400
		Instagram followers	2,993	3,244	3,686	4,100
		Threads	-	-	438	600
		Survey participants who subscribe to Mediacom*	25%	21%	-	
		Rating of website as a news source*	2.5	2.5	2.5	2.5
		Rating of Social media as news source*	2.4	2.4	2.5	2.5
		Rating of the City Side utility bill insert as a news source*	2.3	2.3	2.4	2.5

\*Data per the most recent Resident Satisfaction Survey (SCALE: 3 = very useful; 2 = somewhat useful; 1 = not useful)

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- In response to growing communication needs and to provide messaging consistency across the organization, a new Communications Specialist position has been added to the Public Relations activity in FY 2024/25. This position will be funded by savings realized by eliminating an unfilled principal clerk position in the City Clerk’s Office, the use of funding in Public Relations normally used for part-time assistance, and additional funding from the Electric Utility’s advertising budget. With the addition of the new position, Public Relations will be able to provide a greater level of service to all City departments and will assume some of the advertising functions formerly handled directly by Electric Services.

## In-Progress Activities

- The City Website Improvement Team has selected a vendor and is moving forward on development of a new website CMS (content management system). This project will redesign the look and structure of the website to improve functionality, integrate with PEAK agenda management system, and improve accessibility.
- The City has created an account on the social media platform “Threads.” The City is already represented on a variety of other platforms, including Facebook, Instagram, X, NextDoor, LinkedIn, and YouTube.
- The Climate Action Plan Project Team continues to move forward on the City’s seven priority areas.

## Upcoming Activities

- Public Relations will be restructured into a strategic communications division with the additional communications specialist focusing on digital tools to reach a wider audience. To respond to the increased need for graphics and gradual decrease in printing/copying needs, the print shop/graphics position will join Public Relations to bolster communications efforts.

# Media Production Services

## Description:

The Media Production Services activity provides live coverage on the Government Access Channel (12) of Ames City Council and other select boards and commissions meetings, as well as developing original programming to promote the City of Ames government in an enlightening and engaging manner. In addition to Channel 12 programming, playback support is also provided 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.

Media Production Services also provides video for the City's social media platforms and website, works with City staff to develop programs for internal training, facilities presentations for City departments, and serves as an emergency notification system.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Category:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Personal Services	141,417	165,019	162,942	169,753	2.9%
Internal Services	34,568	36,928	36,922	29,804	-19.3%
Contractual	24,115	18,526	18,526	22,152	19.6%
Commodities	1,916	3,550	3,550	3,400	-4.2%
Capital	21,418	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>223,434</b>	<b>224,023</b>	<b>221,940</b>	<b>225,109</b>	<b>0.5%</b>

<i><b>Funding Sources:</b></i>					
General Fund	223,434	224,023	221,940	225,109	0.5%
<b>Total Funding Sources</b>	<b>223,434</b>	<b>224,023</b>	<b>221,940</b>	<b>225,109</b>	<b>0.5%</b>

<i>Authorized FTEs</i>	1.10	1.10	1.10	1.10
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# Media Production Services

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Promote the City of Ames Government programs and services in an enlightening and engaging manner.	Live meetings broadcast	115	113	125	150
		Original Media Production Services videos	180	204	250	300
		Live/archive meeting online views (Granicus Total Page Views)	4,500			
		Original program YouTube views	144,708	154,562	160,000	165,000
		Facebook posts views from main City of Ames page	241,398	466,531	500,000	550,000
		Citizens who report viewing Channel 12 (Satisfaction Survey)	27%	27%	27%	27%
		Citizens who report viewing City social media (Satisfaction Survey)	64%	64%	64%	64%

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Media Production Services (MPS), with guidance from the IT department, has implemented strategies to rely on in-house abilities to repair and maintain items, which has allowed staff to decrease the amount of equipment replacement funding budgeted each year. The updated amount will allow items to be replaced as needed while being able to run the division’s day-to-day operations.
- Additional software packages for design/editing will be purchased to comply with software subscription policies. Four Media Production staff members (1 full-time and 3 part-time) will require licenses.
- Staff time continues to affect the budget. Media Production Services continues to receive requests for videos/live events for internal and external use. In addition, the requested times for video services range from normal business hours to evenings, weekends, and holidays.

## In-Progress Activities

- Media Production Services is producing new “shows” that will cater to social media. There have been two featuring the Ames Public Library and two with Diversity, Equity, and Inclusion (DEI) themes. Staff is currently producing: The Ames Minute, Jobs at COA, Animals in Ames, and DEI News (internal).
- Staff is working with IT to catalog all of the electronic equipment in the Council Chambers and the MPS Office.

## Upcoming Activities

- Media Production Services is producing new “shows” that will cater to social media. There have been two featuring the Ames Public Library and two with Diversity, Equity, and Inclusion (DEI) themes. Staff is currently producing: The Ames Minute, Jobs at COA, Animals in Ames, and DEI News (internal).
- Staff is working with IT to catalog all of the electronic equipment in the Council Chambers and the MPS Office.

## Administrative Support Services

### Description:

The Administrative Support Services activity provides administrative support for the Fire Administration, Building Safety, Public Works Administration, City-Wide Housing, and Planning Services activities. This support includes being the first point of contact for customers, processing building permit applications, providing support for various board and commission meetings, distributing plans and specifications for City projects, and scheduling building and rental housing inspections.

The cost of the Administrative Support Services activity is allocated to the various activities it supports on a percentage basis determined by the workload associated with each activity.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	385,278	471,216	436,680	498,823	5.9%
Internal Services	18,392	17,791	17,816	18,809	5.7%
Contractual	3,385	4,100	7,481	3,500	-14.6%
Commodities	1,500	1,200	5,601	1,400	16.7%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Expenditure Subtotal</b>	408,555	494,307	467,578	522,532	5.7%
<i>Less: Expenditures reflected directly in another activity:</i>					
Fire Administration	(33,910)	(41,027)	(38,809)	(43,370)	5.7%
Building Safety	(77,625)	(93,918)	(88,840)	(99,281)	5.7%
Rental Housing	(65,369)	(79,089)	(74,812)	(83,605)	5.7%
Public Works Administration	(149,940)	(181,411)	(171,601)	(191,769)	5.7%
City-Wide Housing	(8,171)	(9,886)	(9,352)	(10,451)	5.7%
Planning Services	(73,540)	(88,976)	(84,164)	(94,056)	5.7%
<b>Total Expenditures</b>	-	-	-	-	
<i>Authorized FTEs</i>	5.00	5.00	5.00	5.00	

# Administrative Support Services

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Building Safety support	Building and trade permits processed	4,032	4,066	3,850	4,000
		Permit expiration emails sent	557	565	575	550
		Building and trade inspections scheduled	7,432	6,826	6,850	7,000
		Code Cases processed	469	639	925	950
		Rental Inspections Scheduled	-	3,588	3,200	3,000
		Rental Advance Billing Notices	-	1300	1200	1200
		New Rental Registrations	-	80	125	100
	Public Works support	Ames issues being acknowledged by division via mobile application	850	1,995	1,950	2,000
		Driveway/curb cut applications processed	30	64	80	100
		Parking waivers processed	10	89	52	60
		Parking permits issued	184	495	195	200
		Late permit payment notices distributed	40	60	65	60
		Meter hood rentals processed	20	45	30	30
		Bid letting projects entered	15	20	20	18
	Planning support	Public notices mailed out	1,000	3,940	4,150	4,000
		Development Review Committee (DRC) cases distributed	160	131	100	100
		Other Planning cases distributed*	130	95	87	95
		Board/commission meetings staffed**	25	51	45	45

\*Final plats, flood plain permits, ZBA, etc.

\*\*Zoning Board of Adjustment (ZBA), Planning and Zoning (P&Z), and Historic Preservation Commission (HPC)

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Administrative Services has an open Principal Clerk position in FY 2023/2024, which will result in a decrease in the Adjusted FY 2023/24 budget for Personal Services.
- Qualifying tuition assistance has been requested to help advance staff's knowledge, skills and abilities in areas that are required of the position. As a result, the FY 2023/24 Adjusted budget has been increased by \$3,030.
- Administrative Services has stepped up to help with many special events and special meetings, which has increased overtime expenses.
- Contractual costs are projected to decrease even with the increase for software support, as tuition assistance will not be needed for the forecasted budget.
- Commodities costs are projected to be up by 16.7% in the FY 2023/24 Adjusted budget to cover the expense of a new copier/printer. Costs will also be increased for the FY 2024/25 Requested budget to account for the rise in cost of basic office supplies.

## In-Progress Activities

- Administrative Services maintains and updates the systems and processes for the City's permitting and inspection software, EnerGov. These daily revisions are necessary for the systems and processes to function efficiently.
- Administrative Services has continued to be a part of the website improvement committee. Administrative Services staff has spent time evaluating other cities' webpages and offered critiques, approvals, and requests in support of the new webpage improvement process. Administrative Services will be able to create a more user-friendly webpage for the three departments it supports.
- Administrative Services is representing their co-workers by providing their services on Employee Council and the Employee Care Fund Team.

## Upcoming Activities

- Administrative Services will partner with Public Works for a process improvement implementation for the citizen reporting system, Ames on the Go (i.e., See Click Fix).

# Finance Administration and Budget

## Description:

The Finance Administration and Budget activity is responsible for the overall financial management of the City. This includes budget preparation, debt issuance, and financial analysis as required by City Council, the City Manager's Office, other City departments, or outside agencies. This activity also provides direct oversight for the Utility Customer Service, Parking Violation Collection, Accounting and Reporting, Purchasing Services, Debt Service, and Information Technology activities.

A portion of Finance Administration expenditures are allocated directly to the Fleet Services activity. The balance is allocated on a percentage basis to the General Fund, G.O. bond funds, the Water, Sewer, and Electric Utilities, the Parking Fund, and Resource Recovery. A portion (16%) of the Finance Director position is also allocated directly to the Economic Development activity.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Activity:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Finance Administration	473,961	574,110	502,885	608,015	5.9%
Budgeting/Reporting System			125,000		
<b>Total Expenditures</b>	473,961	574,110	627,885	608,015	5.9%

<i><b>Expenditures by Category:</b></i>					
Personal Services	429,633	539,817	450,761	560,640	3.9%
Internal Services	36,491	36,978	36,505	37,471	1.3%
Contractual	15,701	8,207	150,057	21,487	161.8%
Commodities	1,810	825	825	825	0.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Expenditure Subtotal</b>	483,635	585,827	638,148	620,423	5.9%

Less: Expenditures reflected directly in another activity	(9,674)	(11,717)	(10,263)	(12,408)	5.9%
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<b>Total Expenditures</b>	473,961	574,110	627,885	608,015	5.9%
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<i><b>Funding Sources:</b></i>					
General Fund	96,729	117,166	227,631	124,086	5.9%
G.O. Bond Funds	4,836	5,858	5,131	6,204	5.9%
Water Utility Fund	72,545	87,874	76,972	93,063	5.9%
Sewer Utility Fund	72,545	87,874	76,972	93,063	5.9%
Electric Utility Fund	203,125	246,047	215,522	260,578	5.9%
Parking Fund	4,836	5,858	5,131	6,204	5.9%
Resource Recovery	19,345	23,433	20,526	24,817	5.9%
<b>Total Funding Sources</b>	473,961	574,110	627,885	608,015	5.9%

Authorized FTEs	3.84	3.84	3.84	3.84	
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# Finance Administration and Budget

City Mission/ Council Value and Core Services	Department Goals	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide fiscal oversight for all City departments and initiatives	Annual budgeted expenditures*	\$254.9	\$263.4	\$409.1	\$301.6
		General Fund balance at fiscal year-end*	\$14.3	\$16.3	\$10.2	\$10.2
		General Fund balance meets Council-approved minimum fund balance requirement	Yes	Yes	Yes	Yes
	Develop financial strategies and identify the necessary resources to successfully achieve the City's missions.	General Obligation (G.O.) Bond indebtedness*	\$67.0	\$65.2	\$67.0	\$66.1
		Bond rating (Moody's)	Aa1	Aa1	Aa1	Aa1
		Utility revenue bond indebtedness*	\$4.5	\$3.6	\$2.8	\$1.9
		GFOA Distinguished Budget Awards	35	36	37	38
		Budget document rated as outstanding or proficient by GFOA reviewers	Yes	Yes	Yes	Yes
		Available Fund balance ratio (Available Fund Balance + Net Current Assets / Revenue)	6/6	6/6	6/6	6/6

\*In millions

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Personal service costs in Finance Administration are expected to decrease in the FY 2023/24 adjusted budget and then rise in the FY 2024/25 requested budget. There is currently an open Budget Analyst position, and staff plans to recruit for it in the spring of 2024 to access a larger pool of qualified candidates.
- Contractual services have increased in both budget years. Staff found a software solution to address new GASB requirements and enhance debt management. The annual subscription costs \$13,000, with a \$2,000 implementation fee. Once fully implemented, this module is expected to significantly streamline the annual audit process and offer better debt analysis tools.
- Publication costs have been increased in the adjusted and requested budgets over the past year by roughly \$600 to accommodate the publication of each of the City's budget amendments and annual budget notice.
- Included in the FY 2024/25 budget is \$125,000 to support the implementation of a new budgeting and reporting system. The complexities associated with the development of the annual budget and annual comprehensive financial report continue to increase as the City grows and industry standards evolve. Automating processes and utilizing technology to eliminate resource-intensive processes is necessary for staff to continue to meet these demands. A new system will reduce the hours required to develop these documents, reduce errors, and enhance the quality of these essential documents.

## In-Progress Activities

- Staff is working across Utility Customer Service and Parking Enforcement to find solutions for uncollected parking tickets and financial obligations, possibly through 28E agreements with the State of Iowa and Story County.
- Staff is working with the City's Electric Utility and Consultant on a cost-of-service study, which will be presented to the City Council in 2024. This study will evaluate service costs by rate class and prepare for potential time-of-use billing.

## Upcoming Activities

- Due to increased borrowing costs, staff will work with the City's financial advisor to minimize interest expenses. This will involve changing the traditional debt utilization for capital projects, requiring coordination with the City Manager's Office and relevant departments.
- In the coming years, changes in property tax law will necessitate alternatives for funding general fund operational expenses. Staff anticipates further modifications to the state's property tax system in future legislative sessions, requiring ongoing analysis.

# Accounting Services

## Description:

The purpose of the Accounting Services activity is to provide for the processing and reporting of all financial transactions for the City of Ames. This activity includes three sub activities. Accounting is responsible for all financial reporting, including the preparation of the City's Annual Comprehensive Financial Report (ACFR). This sub activity also includes the accounts payable, accounts receivable, and cash receipt functions. The payroll sub activity is responsible for paying all City employees, as well preparing required quarterly and annual tax reports and issuing employee W-2 forms. The treasury sub activity provides investment and cash management services within the parameters set by the City of Ames Investment Policy and the balance is allocated on a percentage basis to the General Fund, G.O. Bond funds, the Water, Sewer, and Electric Utilities, the Parking Fund, and Resource Recovery.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Activity:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Accounting Services	933,762	913,030	930,967	971,396	6.4%
Payroll Services	121,409	127,677	127,353	133,002	4.2%
Treasury Service	151,241	159,776	157,533	166,577	4.3%
Reimbursements	(144,416)	(144,728)	(146,250)	(152,912)	5.7%
<b>Total Expenditures</b>	<b>1,061,996</b>	<b>1,055,755</b>	<b>1,069,603</b>	<b>1,118,063</b>	<b>5.9%</b>

<i><b>Expenditures by Category:</b></i>					
Personal Services	806,872	847,780	853,372	903,663	6.6%
Internal Services	253,782	246,542	246,315	244,685	-0.8%
Contractual	127,600	102,461	112,466	117,927	15.1%
Commodities	3,639	3,700	3,700	4,700	27.0%
Capital	-	-	-	-	
Other Expenditures	14,519	-	-	-	
<b>Expenditure Subtotal</b>	<b>1,206,412</b>	<b>1,200,483</b>	<b>1,215,853</b>	<b>1,270,975</b>	<b>5.9%</b>

Less: Expenditures reflected directly in another activity	(144,416)	(144,728)	(146,250)	(152,912)	5.7%
<b>Total Expenditures</b>	<b>1,061,996</b>	<b>1,055,755</b>	<b>1,069,603</b>	<b>1,118,063</b>	<b>5.9%</b>

<i><b>Funding Sources:</b></i>					
City Assessor	3,264	3,383	3,375	3,525	4.2%
General Fund	376,522	374,035	379,291	396,150	5.9%
Road Use Tax	21,568	21,684	21,842	22,900	5.6%
G.O. Bond Funds	2,801	2,739	2,793	2,914	6.4%
Water Utility Fund	89,356	89,013	90,082	94,220	5.9%
Sewer Utility Fund	63,267	63,769	64,208	67,288	5.5%
Electric Utility Fund	336,174	335,059	338,956	354,617	5.8%
Parking Fund	24,128	24,011	24,317	25,420	5.9%
Resource Recovery	144,916	142,062	144,739	151,029	6.3%
<b>Total Funding Sources</b>	<b>1,061,996</b>	<b>1,055,755</b>	<b>1,069,603</b>	<b>1,118,063</b>	<b>5.9%</b>

<i>Authorized FTEs</i>	8.00	8.00	8.00	8.00	
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# Accounting Services

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Peer-reviewed Financial Report that meets standard	Unqualified audit opinion received	Yes	Yes	Yes	Yes
		Years GFOA award received for Excellence in Financial Reporting	43	44	45	46
		Days after year end audit is finalized (Goal: 180)	300	180	180	180
	Process financial transactions in a timely, efficient, and accurate manner	Average monthly checks issued to vendors	1,000	1,000	1,000	900
		Average monthly electronic payments to vendors	125	125	125	225
		Payments to vendors issued within 7 days of appropriate internal approval	100%	100%	100%	100%
		Employees using direct deposit	99%	99%	99%	99%
		W-2 forms issued	1288	1290	1290	1290
		Accurate payroll reports filed on a timely basis	100%	100%	100%	100%
		Average rate of return on investments	2.75%	3.1%	3.1%	3.1%
		Quarterly investment reports in compliance with investment policy	100%	100%	100%	100%

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- The City entered into a new five-year contract for annual external audit services for FY 2023/24. As expected, personnel costs have increased in the marketplace resulting in a 10% (\$7,500) increase over the past year.
- Over the past year, staff began using an online billing and payment portal for the collection of accounts receivable—primarily the City’s rental inspection fees. This allows customers to pay through an online portal and significantly reduces staff time committed to supporting impacted customers.

## In-Progress Activities

- The City entered into a new five-year contract for annual external audit services for FY 2023/24. As expected, personnel costs have increased in the marketplace resulting in a 10% (\$7,500) increase over the past year.
- Over the past year, staff began using an online billing and payment portal for the collection of accounts receivable—primarily the City’s rental inspection fees. This allows customers to pay through an online portal and significantly reduces staff time committed to supporting impacted customers.

## Upcoming Activities

- Staff is continuing to identify process efficiencies, including centralizing financial processes, allowing electronic routing and approvals, improving searchability of scanned documents, and implementing improvements in the City’s financial reporting.
- Staff anticipates undertaking a comprehensive review of the City’s finance-related policies to ensure compliance with industry best practices.

# Purchasing Services

## Description:

The Purchasing Services activity is responsible for the procurement of goods and services necessary for City services to be delivered to the citizens of Ames. This involves obtaining the goods and services in the most cost-effective manner while maintaining compliance with all applicable laws, regulations, policies, and professional standards. Purchasing services are allocated on a predetermined percentage basis based on relative use of service.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Category:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Personal Services	482,759	580,377	546,381	578,808	-0.3%
Internal Services	27,592	28,560	28,683	28,668	0.4%
Contractual	24,038	37,021	42,110	43,339	17.1%
Commodities	110	2,435	7,016	2,135	-12.3%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b><i>Expenditure Subtotal</i></b>	<b>534,499</b>	<b>648,393</b>	<b>624,190</b>	<b>652,950</b>	<b>0.7%</b>
Less: Expenditures reflected directly in another activity	(53,448)	(64,839)	(62,419)	(65,295)	0.7%
<b><i>Total Expenditures</i></b>	<b>481,051</b>	<b>583,554</b>	<b>561,771</b>	<b>587,655</b>	<b>0.7%</b>
<b><i>Funding Sources:</i></b>					
General Fund	34,767	42,146	40,572	42,441	0.7%
Road Use Tax	55,585	67,433	64,916	67,907	0.7%
Water Utility Fund	40,085	48,629	46,814	48,971	0.7%
Sewer Utility Fund	18,707	22,694	21,847	22,853	0.7%
Electric Utility Fund	293,960	356,616	343,305	359,123	0.7%
Parking Fund	534	648	624	653	0.8%
Stormwater Utility Fund	5,345	6,484	6,242	6,530	0.7%
Resource Recovery	32,068	38,904	37,451	39,177	0.7%
<b><i>Total Funding Sources</i></b>	<b>481,051</b>	<b>583,554</b>	<b>561,771</b>	<b>587,655</b>	<b>0.7%</b>
<i>Authorized FTEs</i>	5.00	5.00	5.00	5.00	

# Purchasing Services

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide timely and cost-effective procurement of goods and services meeting the needs of City programs in compliance with applicable laws, regulations, policies and professional standards	Annual/term contracts awarded	132	144	145	146
		Value of awarded bids*	\$17.64	\$28.1	\$18.3	\$18.5
		Savings realized through bidding process (difference between high bid and low bid)	23%	41%	30%	30%
		Competitive bids	183	228	195	198
		Value of purchase orders*	\$61.47	\$84.82	\$55.5	\$55.8
		Vendors registered in AmesBids (City's electronic bidding system)	630	1004	1100	1200
		Purchase orders issued	1257	1369	1350	1380
		Value of p-card transactions*	\$1.14	\$1.56	\$1.20	\$1.25
		Procurement Card accounts	349	360	362	365

\*In millions

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Costs have increased for software-as-a-service for the City's electronic bidding system. This system is an electronic document management system that provides effective tools for transparency and efficiency.

## In-Progress Activities

- Procurement training for new staff members is provided regularly, which includes procurement policies and procedures; requisition processing; procurement thresholds; conflict of interest reporting; and procurement card cardholder training.
- The Purchasing Division issues bids and Request for Proposals (RFP) for goods and services through AmesBids. This electronic bidding system and vendor management tool improves communication, transparency, and record-keeping regarding vendors, and limits the risk of non-compliant, incomplete, or unsigned bids. The final phase of this system's implementation is to expand it to public improvement bids.
- The implementation of an electronic document management system (Laserfiche) is nearing completion, and the system will be tied to the financial software (CentralSquare). Electronic access to purchase orders, invoices, and other transactions will provide the departments with easy access to information.

## Upcoming Activities

- Purchasing will be implementing automated routing of purchase orders to vendors and departments. This eliminates the need to print and mail the purchase orders. The purchase orders will be filed automatically in the electronic document management system (Laserfiche).

# Legal Services

## Description:

The mission of the Legal Services activity is to provide sound and objective legal advice and representation to City officials and departments. This responsibility includes advising City Council, staff, and boards and commissions on legal and policy matters, drafting ordinances and amendments to the City's Municipal Code, drafting and reviewing contracts, real estate agreements, and other legal documents, litigating claims by and against the City in District and Appellate Court, prosecuting criminal complaints, traffic tickets, code enforcement violations, and other municipal infractions as necessary, and representing the City in all labor and unemployment, housing, licensing, and other arbitration and administrative claims, Legal Services also provides legal support to Mary Greeley Medical Center (MGMC) and the Ames City Assessor.

A portion of Legal Services expenditures are allocated directly to the Transit activity. The balance is allocated on a percentage basis to the various funds which support General Government activities. A portion (5%) of the City Attorney position is also allocated directly to the Economic Development activity.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
<b>Expenditures:</b>					
Personal Services	771,406	847,680	852,966	902,161	6.4%
Internal Services	35,129	33,190	32,874	33,386	0.6%
Contractual	83,216	72,545	74,765	74,974	3.4%
Commodities	2,418	2,200	2,272	2,200	0.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Expenditure Subtotal</b>	<b>892,169</b>	<b>955,615</b>	<b>962,877</b>	<b>1,012,721</b>	<b>6.0%</b>
Less: Expenditures reflected directly in another activity	(12,937)	(13,856)	(13,962)	(14,684)	6.0%
<b>Total Expenditures</b>	<b>879,232</b>	<b>941,759</b>	<b>948,915</b>	<b>998,037</b>	<b>6.0%</b>
<b>Funding Sources:</b>					
Charges for Services	29,602	31,250	46,250	46,250	48.0%
General Fund	482,059	516,797	505,961	534,547	3.4%
Water Utility Fund	84,755	90,783	91,473	96,208	6.0%
Sewer Utility Fund	84,755	90,783	91,473	96,208	6.0%
Electric Utility Fund	134,717	144,298	145,394	152,921	6.0%
Parking Fund	41,040	43,958	44,292	46,585	6.0%
Resource Recovery	22,304	23,890	24,072	25,318	6.0%
<b>Total Funding Sources</b>	<b>879,232</b>	<b>941,759</b>	<b>948,915</b>	<b>998,037</b>	<b>6.0%</b>
<i>Authorized FTEs</i>	5.95	5.95	5.95	5.95	

# Legal Services

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide reliable, high quality legal services to both internal and external customers	New Legal matters:	509	616	648	648
		Electric	34	39	36	36
		HR	5	8	3	3
		Planning	48	45	39	39
		Police	22	18	18	18
		Public Works	86	38	45	45
		WPC	16	13	9	9
		Other*	298	455	498	498
		Legal matters closed**	339	596	573	573

\*Includes trials

\*\*Includes new and old matters

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Attorney fee revenue from the City Assessor increased by \$5,000 for FY 2023/24, reflecting the time required of the Legal Department.

## In-Progress Activities

- Legal staff is assisting with a variety of property matters, including the development of small industrial lots at the North Dayton Avenue Industrial Park, the sale of lots and developer's agreement for housing at Baker Subdivision, and the purchase of the Sands-McDorman land for a City park in west Ames.
- Work continues to finalize agreements and easements necessary for the CY-Town development at the Iowa State Center.
- The construction of the Fitch Family Indoor Aquatic Center has involved the review of many property and easement documents, design contracts, and construction agreements. Advice from the Legal staff is necessary from time to time as issues or disputes arise with outside entities.

## Upcoming Activities

- The Legal staff anticipates more work will be required to reach an acceptable agreement with the developer of the Linc project.
- With the recent adoption of the property maintenance standards, staff expects Legal assistance may be required to navigate the issuance of citations and any appeals that are pursued.
- Several potential bond referendum projects are being discussed by the City Council for planning purposes in the next several years. As these projects move ahead, Legal staff will work with the Finance Department and the City's bond counsel to ensure state law is followed and the projects can be successfully completed.

# Human Resources

## Description:

The Human Resources activity is responsible for the hiring and retaining qualified employees using progressive recruitment techniques and competitive compensation and benefit programs. Other responsibilities of Human Resources include monitoring and preparing reports to demonstrate compliance with federal and state regulations, providing training opportunities and resources for employee development, updating and ensuring compliance with City personnel policies, negotiating union contracts, and assuming a leadership role for the City's Excellence Through People (ETP) program.

Human Resources expenditures are allocated to other activities or funds bases on the number of full-time equivalents (FTEs) paid in each of those activities or funds. Human Resources staff is also responsible for the Risk Insurance and Health Insurance activities.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Human Resources	670,667	772,235	753,212	805,382	4.3%
Employee Development	32,668	51,450	72,750	55,650	8.2%
Employee Assistance	11,757	12,500	12,500	12,500	0.0%
ETP Program	34,417	55,700	139,215	48,225	-13.4%
Diversity Training	-	25,000	-	-	-100.0%
HR Reimbursement	(157,289)	(188,956)	(203,012)	(193,837)	2.6%
<b>Total Expenditures</b>	<b>592,220</b>	<b>727,929</b>	<b>774,665</b>	<b>727,920</b>	<b>0.0%</b>

<i>Expenditures by Category:</i>					
Personal Services	577,087	630,118	609,093	664,157	5.4%
Internal Services	40,896	42,928	42,780	43,090	0.4%
Contractual	112,187	224,239	284,004	189,710	-15.4%
Commodities	19,339	19,600	41,800	24,800	26.5%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Expenditure Subtotal</b>	<b>749,509</b>	<b>916,885</b>	<b>977,677</b>	<b>921,757</b>	<b>0.5%</b>
Less: Expenditures reflected directly in another activity	(157,289)	(188,956)	(203,012)	(193,837)	2.6%
<b>Total Expenditures</b>	<b>592,220</b>	<b>727,929</b>	<b>774,665</b>	<b>727,920</b>	<b>0.0%</b>

<i>Funding Sources:</i>					
City Assessor	9,768	10,346	10,952	10,291	-0.5%
General Fund	325,223	401,422	429,140	403,244	0.5%
Road Use Tax	55,219	67,870	72,096	67,746	-0.2%
Water Utility Fund	37,877	46,555	49,239	46,268	-0.6%
Sewer Utility Fund	24,598	30,234	32,000	30,070	-0.5%
Electric Utility Fund	111,019	136,453	144,190	135,490	-0.7%
Parking Fund	5,587	6,867	7,238	6,801	-1.0%
Stormwater Utility Fund	4,789	5,886	6,286	5,906	0.3%
Resource Recovery	18,140	22,296	23,524	22,104	-0.9%
<b>Total Funding Sources</b>	<b>592,220</b>	<b>727,929</b>	<b>774,665</b>	<b>727,920</b>	<b>0.0%</b>

<i>Authorized FTEs</i>	5.05	5.05	5.05	5.05
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# Human Resources

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	To enhance our culture of excellence by maximizing human potential through caring people, quality programs, and exceptional services	Recruitments*	241	193	195	200
		Applications*	2,939	2,345	2,150	2,500
		External hires**	188	73	100	100
		Internal promotions	41	22	23	23
		Racially diverse applicants	16%	19%	21%	22%
		Female applicants	43%	40%	43%	43%
		Hours leadership development training offered	30	30	104	110
		Employees attending training through Employee Development Center	522	711	700	750
		Average employee rating of EDC courses	92%	92%	93%	93%

\*Open or promotional

\*\*Full and part-time

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Leadership training hours increased significantly in FY 2023/24 and FY 2024/25 due to adding a Leadership Fundamentals program. This training will take place in six separate modules spread over six months. Module 1 is to be facilitated by a consultant, with an annual cost of approximately \$14,600. Materials are being purchased using a \$20,000 budget carryover from unspent Excellence Through People (ETP) funding.
- Funding (\$25,000) had previously been allocated to the FY 2023/24 budget for City-wide Diversity, Equity, and Inclusion (DEI) training. With the hiring of the City's DEI Coordinator, this funding is moving to the City Manager's program budget for FY 2024/25.
- A staff member has had reduced hours because of a graduated return-to-work approach following maternity leave. Health insurance benefits and wages were reduced until November 2023, which will have an impact on the FY 2023/24 budget.

## In-Progress Activities

- Staff continues to work with departments to conduct a large number of recruitments annually. Processes are being continually reviewed to increase accuracy and efficiency.
- A significant focus is being placed on Learning and Development, with Human Resources Officers coordinating many training opportunities for staff. Formal leaders will begin a 6-part series (Leadership Fundamentals) beginning November 2023, with all leaders completing this course within three years.

## Upcoming Activities

- Human Resources staff will work with City leadership to select and implement a Human Resources Information System.

# Facilities

## Description:

The Facilities activity is responsible for the maintenance of City Hall, the City Hall grounds and parking lots, and the Veteran's Memorial adjacent to City Hall. City Hall includes office space for City departments, the City Council Chambers, the Ames City Assessor's office, and offices and a court room for Story County, as well as meeting rooms available to the public, the City Auditorium, and the Community Center, which includes a gymnasium, weight room, exercise space and locker rooms. Facility consultation services and project support are also provided for City facilities that are the direct responsibility of other City departments.

A portion of Facilities expenditures are allocated directly to the Information Technology activity, which is in the lower level of City Hall. The balance of Facilities expenditures are allocated on a percentage basis to the various funds which support General Government activities and to the City Assessor's Office.

	2022/23 Actual	2023/24 Adopted	2023/24 Adjusted	2024/25 Mgr Rec	% Change From Adopted
<b>Expenditures by Activity:</b>					
City Hall/Veterans Memorial	505,376	496,801	528,558	532,827	7.3%
City Hall Special Projects	8,939	-	232,150		
<b>Total Expenditures</b>	<b>514,315</b>	<b>496,801</b>	<b>760,708</b>	<b>532,827</b>	<b>7.3%</b>

<b>Expenditures by Category:</b>					
Personal Services	169,692	172,138	174,355	182,612	6.1%
Internal Services	31,414	45,978	46,335	58,019	26.2%
Contractual	289,169	265,671	268,671	280,450	5.6%
Commodities	41,827	30,500	30,500	30,500	0.0%
Capital	-	-	259,450	-	
Other Expenditures	-	-	-	-	
<b>Expenditure Subtotal</b>	<b>532,102</b>	<b>514,287</b>	<b>779,311</b>	<b>551,581</b>	<b>7.3%</b>

Less: Expenditures reflected directly in another activity	(17,787)	(17,486)	(18,603)	(18,754)	7.3%
<b>Total Expenditures</b>	<b>514,315</b>	<b>496,801</b>	<b>760,708</b>	<b>532,827</b>	<b>7.3%</b>

<b>Funding Sources:</b>					
City Assessor	16,622	17,486	18,603	18,754	7.3%
General Fund	358,531	342,515	596,560	367,353	7.3%
Road Use Tax	31,390	30,857	32,830	33,095	7.3%
Water Utility Fund	26,158	25,714	27,358	27,579	7.3%
Sewer Utility Fund	20,927	20,571	21,886	22,063	7.3%
Electric Utility Fund	52,316	51,429	54,716	55,158	7.3%
Parking Fund	3,139	3,086	3,283	3,309	7.2%
Resource Recovery	5,232	5,143	5,472	5,516	7.3%
<b>Total Funding Sources</b>	<b>514,315</b>	<b>496,801</b>	<b>760,708</b>	<b>532,827</b>	<b>7.3%</b>

Authorized FTEs	1.25	1.25	1.25	1.25	
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# Facilities

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Maintain an attractive City Hall and Veteran's Memorial	Square feet in City Hall	76,000	76,000	76,000	76,000
		Maintenance cost per square foot (excluding Community Center and Auditorium)	\$5.55	\$6.88	\$7.20	\$7.25
		Public Art pieces installed by Facilities staff	12	11	10	10

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Internal Service costs are projected to increase by 26% in FY 2024/25. This is largely due to increase in the increase in property insurance and higher IT costs. The IT cost increase is due to a change in how IT costs are allocated among City departments. Since City Hall has the servers for the citywide camera and access control systems there is an increased cost based on the new formula.
- Other factors impacting the budget are increases in the cost of electricity and projected increases in the cost of snow removal services.
- Funding of \$232,150 has been carried over into the adjusted FY 2023/24 budget for City Hall space needs projects. The funding will be used to create additional office space to accommodate additional employees, to reconfigure existing office spaces to maximize space usage, and to add or expand conference rooms for both City and public usage. One phase of this project has been completed with a remodel of the Finance Department.

## In-Progress Activities

- A project to update City Hall has begun. Painting in the hallways and conferences rooms has been completed and a contract has been awarded to replace the carpet and wall base in those areas. Painting and carpeting in the office areas is anticipated in FY 2024/25.
- Additional funding has been identified to complete the heating, ventilation, and air conditioning (HVAC) replacement in the Municipal Auditorium. Staff has worked with the consultant on a design that does not use natural gas and is within the budgeted amount.
- Landscaping improvements around City Hall are complete. A contractor has been providing maintenance and weed control.
- Managerial and maintenance staff for the Facilities activity continue to assist and support other City facilities and programs including the Ames Municipal Airport, three fire stations, the Ames Public Library, the Ames Animal Shelter and the Public Art Program.

## Upcoming Activities

- Facility staff is working with the ADA Coordinator on the Transition Plan committee. Staff will also be working to update all the signage in City Hall to current standards.
- Facility staff is assisting with the construction management of the Downtown Plaza.

# General Government CIP

**Description:**

This is a summary of all capital improvements in the General Government program. Details are presented in the Five-Year Capital Improvements Plan for the City of Ames.

<i>Activities:</i>	<b>2022/23 Actual</b>	<b>2023/24 Adopted</b>	<b>2023/24 Adjusted</b>	<b>2024/25 Mgr Rec</b>	<b>% Change From Adopted</b>
<b><i>Facilities:</i></b>					
City Hall Improvements	41,262	75,000	949,922	75,000	
City Hall Building Security	4,278	-	-		
Auditorium HVAC System	-	-	849,462		
6th Street Parking Lot	49,707	-	-		
<b>Total Facilities CIP</b>	<b>95,247</b>	<b>75,000</b>	<b>1,799,384</b>	<b>75,000</b>	<b>0.0%</b>
<b>Total General Government CIP</b>	<b>95,247</b>	<b>75,000</b>	<b>1,799,384</b>	<b>75,000</b>	<b>0.0%</b>

# DEBT SERVICE



# Debt Service

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# Debt Service Summary

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 Debt Service 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 the further reserve limits set by the City Council. The City's General Obligation bonds currently have the Aa1 rating 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.

<b>Use of Funds:</b>	<b>2022/23 Actual</b>	<b>2023/24 Adopted</b>	<b>2023/24 Adjusted</b>	<b>2024/25 Mgr Rec</b>	<b>% Change From Adopted</b>
General Obligation Bonds	12,342,909	12,979,018	12,979,459	13,425,435	3.4%
Electric Revenue Bonds	966,556	964,807	964,807	966,213	0.2%
SRF Loan Payments	4,471,740	4,260,562	4,260,562	6,031,446	41.6%
Bond Costs	99,440	-	119,842	279,450	
<b>Total Expenditures</b>	<b>17,880,645</b>	<b>18,204,387</b>	<b>18,324,670</b>	<b>20,702,544</b>	<b>13.7%</b>

<b>Funding Sources:</b>					
Debt Service Fund	12,342,909	12,979,018	12,979,459	13,425,435	3.4%
G.O. Bond Funds	99,440	-	119,842	279,450	
Electric Sinking Fund	966,556	964,807	964,807	966,213	0.2%
Water Sinking Fund	3,887,092	3,721,880	3,721,880	4,554,866	22.4%
Sewer Sinking Fund	584,648	538,682	538,682	1,476,580	174.1%
<b>Total Funding Sources</b>	<b>17,880,645</b>	<b>18,204,387</b>	<b>18,324,670</b>	<b>20,702,544</b>	<b>13.7%</b>

## **Debt Service Principal and Interest Breakdown:**

<b>G.O. Bonds</b>					
Principal	9,835,000	9,892,831	10,250,000	10,220,497	3.3%
Interest	2,507,909	3,086,187	2,729,459	3,204,938	3.9%
Issuance Costs	99,440	-	119,842	279,450	
<b>Total G.O. Bonds</b>	<b>12,442,349</b>	<b>12,979,018</b>	<b>13,099,301</b>	<b>13,704,885</b>	<b>5.6%</b>

<b>Electric Revenue Bonds</b>					
Principal	835,000	875,000	875,000	895,000	2.3%
Interest	131,556	89,807	89,807	71,213	-20.7%
<b>Total G.O. Bonds</b>	<b>966,556</b>	<b>964,807</b>	<b>964,807</b>	<b>966,213</b>	<b>0.2%</b>

<b>State Revolving Fund Loans</b>					
Principal	3,370,000	3,277,000	3,277,000	4,481,000	36.7%
Interest	1,101,740	983,562	983,562	1,550,446	57.6%
<b>Total SRF Loans</b>	<b>4,471,740</b>	<b>4,260,562</b>	<b>4,260,562</b>	<b>6,031,446</b>	<b>41.6%</b>

<b>Total Debt Service</b>	<b>17,880,645</b>	<b>18,204,387</b>	<b>18,324,670</b>	<b>20,702,544</b>	<b>13.7%</b>
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# Debt Service Cost Allocation

## Debt Service Cost Allocation For 2024/25 Budget

Taxable Valuation for Debt Service: \$3,580,601,650

Use of Bond Proceeds	Allocated Debt Service	Debt Service Abatements	Property Tax Support	Rate Per \$1,000 Valuation
Airport	70,984	70,984	-	0.00000
Fire Department Apparatus	204,526	51,132	153,394	0.04284
Fire Facilities	48,840	-	48,840	0.01364
Public Safety Radio	254,589	30,749	223,840	0.06251
Library	1,092,306	-	1,092,306	0.30506
Park Projects	71,133	-	71,133	0.01987
Indoor Aquatic Center	204,676	-	204,676	0.05716
Water Projects	61,237	61,237	-	0.00000
Sewer Projects	318,567	318,567	-	0.00000
Resource Recovery	113,163	113,163	-	0.00000
Urban Renewal - TIF	332,050	332,050	-	0.00000
Storm Sewer	20,828	-	20,828	0.00582
Streets	9,048,802	-	9,048,802	2.52717
Special Assessments	38,450	38,450	-	0.00000
2024/2025 CIP G. O.	1,547,702		1,547,703	0.43225
<b>Total G. O. Debt</b>	<b>13,427,853</b>	<b>1,016,332</b>	<b>12,411,522</b>	<b>3.46632</b>
<b>Less: State Replacement Tax</b>			<b>262,365</b>	<b>0.07327</b>
<b>Use of Fund Balance</b>			<b>400,000</b>	<b>0.11171</b>
<b>Total Debt Service Cost</b>	<b>\$ 13,427,853</b>	<b>\$ 1,016,332</b>	<b>\$ 11,749,157</b>	<b>3.28134</b>
<b>FY 2024/2025 Debt Service Levy</b>			<b>\$ 11,749,157</b>	<b>3.28134</b>

### 2024/2025 CIP G.O. Issue

Intelligent Transportation System	476,100
Airport Entryway Improvements	680,000
Fitch Family Indoor Aquatic Center	16,678,016
Ada Hayden Heritage Park	700,000

**Total G.O. Bonds** \$ 18,534,116

# Projection of Debt Capacity

## City of Ames, Iowa Projection of Debt Capacity

	2022/23 Actual	2023/24 Budgeted	2024/25 Projected	2025/26 Projected	2026/27 Projected	2027/28 Projected	2028/29 Projected
1. Total Actual Valuation	5,512,039,832	5,541,171,438	6,561,140,157	6,757,974,362	6,960,713,593	7,169,535,001	7,384,621,051
2. State Mandated Debt Limit	275,601,992	277,058,572	328,057,008	337,898,718	348,035,680	358,476,750	369,231,053
3. City Reserve (25% of Limit)	68,900,498	69,264,643	82,014,252	84,474,680	87,008,920	89,619,188	92,307,763
Un-Reserved Debt Capacity	206,701,494	207,793,929	246,042,756	253,424,038	261,026,760	268,857,562	276,923,290
4. Outstanding Debt	65,175,000	67,035,000	58,840,000	50,555,000	42,740,000	35,905,000	29,775,000
5. Proposed Issues	-	-	18,534,116	15,692,898	14,357,256	12,468,467	11,861,544
6. Balance of Proposed Issues	-	-	(620,997)	16,275,160	29,346,200	40,167,169	48,177,328
Total Debt Subject to Limit	65,175,000	67,035,000	76,753,119	82,523,058	86,443,456	88,540,636	89,813,872
7. Available Un-Reserved Debt Capacity (\$)	141,526,494	140,758,929	169,289,637	170,900,980	174,583,304	180,316,926	187,109,418
8. Available Un-Reserved Debt Capacity (%)	68.47%	67.74%	68.80%	67.44%	66.88%	67.07%	67.57%
9. Total Debt Capacity (\$)	210,426,992	210,023,572	251,303,889	255,375,660	261,592,224	269,936,114	279,417,181
10. Total Debt Capacity (%)	76.35%	75.80%	76.60%	75.58%	75.16%	75.30%	75.68%

### 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% percent 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 Improvement Plan.
6. Debt Balance on Issues in Capital Improvement 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.

# INTERNAL SERVICE & TRANSFERS

INTERNAL SERVICE & TRANSFERS



# Internal Services & Transfers

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# Internal Services Summary

**Description:**

Internal 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. As these activities represent expenses that are already reflected in other City programs, they are budgeted for accountability and decision making, but 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. **Printing Services** accounts for the activity of the City's Print Shop and related design services. **Messenger Services** provides internal messenger service and outside mail service to all City departments. **Risk Management** is responsible for safety-related work practices and securing the most economical risk insurance coverage for the City. The **Health Insurance** activity includes the administration of the City's self-insured health insurance plan, as well as the Health Promotion program available to City employees. Capital improvements for Internal Services activities are included in **Internal Services CIP**.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Fleet Services	3,385,135	3,790,098	6,986,830	3,614,837	-4.6%
Information Technology	3,479,006	2,875,940	3,138,394	2,880,388	0.2%
Printing Services	111,111	127,410	129,439	128,923	1.2%
Messenger Services	107,369	114,849	111,336	119,689	4.2%
Risk Management	3,197,181	3,294,695	3,388,023	3,928,442	19.2%
Health Insurance	11,766,064	11,202,128	11,335,368	12,294,406	9.8%
Health Promotion	243,980	336,739	309,577	327,557	-2.7%
<b>Total Operations</b>	22,289,846	21,741,859	25,398,967	23,294,242	7.1%
Internal Services CIP	-	-	-	-	
<b>Total Expenditures</b>	22,289,846	21,741,859	25,398,967	23,294,242	7.1%
<i>Authorized FTEs</i>	23.20	23.20	23.20	22.90	

# Internal Services Summary

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	2,337,689	2,713,966	2,613,841	2,811,327	3.6%
Internal Services	849,670	635,106	786,977	678,899	6.9%
Contractual	5,118,626	5,612,198	5,874,348	6,510,850	16.0%
Commodities	1,494,830	1,271,945	1,527,144	1,357,078	6.7%
Capital	1,176,771	1,158,100	4,246,113	833,200	-28.1%
Other Expenditures	11,312,260	10,350,544	10,350,544	11,102,888	7.3%
<b>Total Operations</b>	<b>22,289,846</b>	<b>21,741,859</b>	<b>25,398,967</b>	<b>23,294,242</b>	<b>7.1%</b>
Internal Services CIP	-	-	-	-	
<b>Total Expenditures</b>	<b>22,289,846</b>	<b>21,741,859</b>	<b>25,398,967</b>	<b>23,294,242</b>	<b>7.1%</b>
<b>Funding Sources:</b>					
Fleet Services Fund	2,678,831	2,649,498	2,667,513	2,735,637	3.3%
Fleet Reserve Funds	706,304	1,140,600	4,319,317	879,200	-22.9%
Information Technology Fund	2,133,821	2,188,090	2,190,713	2,280,288	4.2%
Technology Reserve Funds	1,055,999	387,850	635,681	270,100	-30.4%
Printing Services Fund	111,111	127,410	129,439	128,923	1.2%
Messenger Services Fund	107,369	114,849	111,336	119,689	4.2%
Shared Communications Fund	289,186	300,000	312,000	330,000	10.0%
Risk Insurance Fund	3,197,181	3,294,695	3,388,023	3,928,442	19.2%
Health Insurance Fund	12,010,044	11,538,867	11,644,945	12,621,963	9.4%
<b>Total Operations Funding</b>	<b>22,289,846</b>	<b>21,741,859</b>	<b>25,398,967</b>	<b>23,294,242</b>	<b>7.1%</b>
<b>CIP Funding:</b>					
Fleet Reserve Fund	-	-	-	-	
<b>Total CIP Funding</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total Funding Sources</b>	<b>22,289,846</b>	<b>21,741,859</b>	<b>25,398,967</b>	<b>23,294,242</b>	<b>7.1%</b>

# Fleet Services

## Description:

The Fleet Services activity provides centralized management and maintenance of the City's fleet. Vehicles and equipment are purchased for City departments to match adopted public service tasks and programs. The useful life of each unit is analyzed, and funds are collected from the using departments over that life for the replacement of the equipment when it becomes obsolete. Each vehicle and piece of equipment is replaced as economically as possible without sacrificing quality and reliability. Utilization of equipment between operating departments is encouraged 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. Maintenance, repairs, insurance, fuel, and overhead costs are allocated to the departments and programs utilizing the equipment. Fleet Services also operates a motor pool with vehicles available to all City departments as needed.

The Fleet Services maintenance facility is shared by several Public Works divisions: Engineering, Street Maintenance, and Utility Maintenance. The costs associated with the facility are paid by Fleet Services and allocated to the Public Work activities on a percentage basis.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Activity:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Fleet Administration	512,990	595,243	565,476	592,161	-0.5%
Fleet Maintenance	1,957,242	1,871,631	1,904,363	1,949,208	4.1%
Motor Pool Services	48,777	45,750	45,750	38,000	-16.9%
Fleet Maintenance Facility	159,822	136,874	151,924	156,268	14.2%
Fleet Acquisitions	706,304	1,140,600	4,319,317	879,200	-22.9%
<b>Total Expenditures</b>	<b>3,385,135</b>	<b>3,790,098</b>	<b>6,986,830</b>	<b>3,614,837</b>	<b>-4.6%</b>

<i><b>Expenditures by Category:</b></i>					
Personal Services	965,072	1,064,426	1,033,503	1,079,858	1.5%
Internal Services	325,737	287,373	386,311	303,264	5.5%
Contractual	517,050	331,699	354,199	349,765	5.5%
Commodities	1,145,580	1,016,500	1,090,000	1,048,750	3.2%
Capital	438,672	1,090,100	4,122,817	833,200	-23.6%
Other Expenditures	(6,976)	-	-	-	
<b>Total Expenditures</b>	<b>3,385,135</b>	<b>3,790,098</b>	<b>6,986,830</b>	<b>3,614,837</b>	<b>-4.6%</b>

<i><b>Funding Sources:</b></i>					
Fleet Services Fund	2,678,831	2,649,498	2,667,513	2,735,637	3.3%
Fleet Reserve Funds	706,304	1,140,600	4,319,317	879,200	-22.9%
<b>Total Funding Sources</b>	<b>3,385,135</b>	<b>3,790,098</b>	<b>6,986,830</b>	<b>3,614,837</b>	<b>-4.6%</b>

<i>Authorized FTEs</i>	8.25	8.25	8.25	7.95
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# Fleet Services

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide and maintain the City's fleet to support all City activities in a high quality and cost-effective manner	City shop rate compared to private sector shop rate	51%	51%	51%	51%
		Billable hours	6,100	6,200	6,800	6,800
		Scheduled replacements completed	95%	62%	70%	80%
		Preventative maintenance work orders	1,404	986	1,200	1,200
<b>Environmental sustainability</b>	Maintain a fleet with 20% of green* vehicles to reduce carbon footprint	Fleet considered green*	28%	31%	42%	45%
		Gallons of fuel purchased	170,850	177,342	200,000	195,000

\* Green vehicles are considered vehicles that use alternative fuels, such as E85, B100, propane, etc. They also include hybrid or all-electric vehicles

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- The City's shop rate will increase from \$86.97/hour to \$90.51/hour (4.1% increase in FY 2024/25). The rate is designed to recover the cost of the Fleet Services technicians' salaries and benefits. This is based on the new goal of 6,800 billable hours.
- Administrative fees will increase from \$692,243 to \$710,938 in the FY 2023/24 Adjusted Budget and increase to \$765,998 in FY 2024/25 (7.7% increase). Historically over the last several years Fleet Services has budgeted to have revenues and expenditures be equal. In the last two fiscal years, Fleet Services has experienced a loss in the budget. The increased administrative fee is budgeted to collect funds to replenish the Fleet Fund from the losses of the last two fiscal years.
- Average fuel costs are projected to remain flat at \$3.15/gallon in FY 2024/25. Fuel remains the largest component of the Fleet Maintenance operating budget, with \$630,000 budgeted for FY 2023/24. The number of gallons used is estimated to decrease, due to green initiatives, from 200,000 gallons to 195,000 gallons in FY 2024/25 which is budgeted at \$614,250.
- Due to an increase in the cost of parts and the delay in receiving new vehicles, the budget for parts, originally established at \$250,000, was increased by \$25,000 in the adjusted FY 2023/24 and \$50,000 in FY 2024/25.
- A 0.5 Principal Clerk FTE that has been vacant for several years, has been removed from the budget. Instead, Fleet Services will pay a portion of the salary/benefits of a Public Works Principal Clerk who will perform the duties formerly done by this position.

## In-Progress Activities

- Fleet Services has budgeted \$50,000 in the Fleet Services Reserve Fund in FY 2022/23 to help departments purchase all-electric or hybrid vehicles. These funds have been used to help purchase hybrid and all-electric trucks. Funding is again being programmed for departmental help in the amount of \$50,000. Funding of \$30,000 is also included in the Fleet Services Reserve Fund in FY 2023/24 to purchase a new stationary lift. The existing lift is the only stationary lift in the shop, and it is not ideal for modern vehicles. Also, due to the age of the motor pool, \$50,000 is being programmed for additional purchases of used vehicles and \$15,000 has been programmed for evaporative coolers for the shop area.

## Upcoming Activities

- The first all-electric pickups have been purchased for the City's fleet. These will go into the workforce by spring 2024.

# Information Technology

## Description:

The purpose of the Information Technology activity is to provide electronic information and communication systems for internal City of Ames activities to assist in the delivery of programs and services to the citizens of Ames. The services provided by Information Technology include network infrastructure support, desktop computer support, and planning, analysis, and implementation of information systems. This activity also provides voice network infrastructure support, Wi-Fi infrastructure support, and cellular and phone system planning, analysis, and maintenance.

Computer Services and Phone System Operations costs are allocated to other City programs based on system use and the number of users and devices supported. Information Technology also assists City departments with planning for future technology needs and collects funds into a reserve, so funding is available when equipment needs to be replaced or updated.

The shared public safety system used by the City of Ames, Iowa State University, Story County, and the E-911 system is also reflected in this activity.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Activity:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Computer Services	1,854,878	1,906,884	1,912,266	2,001,841	5.0%
Phone System Operations	278,943	281,206	278,447	278,447	-1.0%
Technology Replacement	1,055,999	387,850	615,681	270,100	-30.4%
Finance/HRIS Software Study	-	-	20,000	-	
Shared Communications	289,186	300,000	312,000	330,000	10.0%
<b>Total Expenditures</b>	<b>3,479,006</b>	<b>2,875,940</b>	<b>3,138,394</b>	<b>2,880,388</b>	<b>0.2%</b>

<i><b>Expenditures by Category:</b></i>					
Personal Services	878,159	1,123,239	1,056,080	1,176,767	4.8%
Internal Services	495,013	315,612	369,649	342,120	8.4%
Contractual	1,035,479	1,136,289	1,184,034	1,075,101	-5.4%
Commodities	332,256	232,800	413,527	286,400	23.0%
Capital	738,099	68,000	115,104	-	-100.0%
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>3,479,006</b>	<b>2,875,940</b>	<b>3,138,394</b>	<b>2,880,388</b>	<b>0.2%</b>

<i><b>Funding Sources:</b></i>					
Information Technology Fund	2,133,821	2,188,090	2,190,713	2,280,288	4.2%
Technology Reserve Funds	1,055,999	387,850	635,681	270,100	-30.4%
Shared Communications Fund	289,186	300,000	312,000	330,000	10.0%
<b>Total Funding Sources</b>	<b>3,479,006</b>	<b>2,875,940</b>	<b>3,138,394</b>	<b>2,880,388</b>	<b>0.2%</b>

<i>Authorized FTEs</i>	10.00	10.00	10.00	10.00
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# Information Technology

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Establish and maintain secure and reliable IT infrastructure and technology equipment and tools to support service delivery to our citizens	City email users	546	558	558	558
		City email/user support charge	\$190	\$200	\$638	\$633
		Computers supported	480	486	490	494
		Computer support charge	\$1,256	\$1,203	\$1,196	\$1,215
		Printers supported	170	167	167	167
		Printer support charge	\$100	\$105	\$127	\$109
		Mobile devices supported	200	211	211	211
		Mobile support charge	\$170	\$180	\$291	\$260
		Servers supported	107	100	100	100
		Server support charge	\$2,575	\$2,600	\$2,417	\$2,086
	Computers replaced	70	70	75	75	
	Provide efficient and reliable voice communication system	Phone extensions	430	430	430	430
		Department phone extension charge	\$604	\$604	\$604	\$604

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- For FY 2023/24, Information Technology (IT) staff developed a new allocation method to charge computer costs to City departments. This has resulted in some departments paying a larger share of IT costs, and others paying a smaller share, depending on the equipment in service in each department. To reduce the transitional shock of this new formula, adjustments to the charges are being phased in over a five-year period. FY 2024/25 is year two of the five-year phase-in.
- In early 2023, a full inventory was completed of all City computers, monitors, tablets, printers, copiers, and other IT equipment. The inventory data has assisted in preparing more accurate charges and historical information for future budgets.

## In-Progress Activities

- IT is successfully implementing Microsoft Intune. Both operating system updates and software updates are now installed more promptly, which is a security improvement.
- Staff is completing a project to reduce the number of end-users with administrative rights to their local computers. This is another significant security improvement.
- IT is implementing a second primary fiber path to provide network redundancy. This will ensure network stability in the event of a fiber cut to the core internal City network. Additionally, Layer 3 networking is being deployed across the City network, providing risk management and problem isolation in the event of unexpected problems.

## Upcoming Activities

- The City's current telephone system was launched in November 2016. Since that time, video conference technology has significantly changed the way City employees communicate. IT will launch a pilot project to verify that City communication needs are met in an efficient way. This investigation will include telephone, SMS/text, video conference technologies, and other communication methods and technologies.



# Printing Services

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide quality, timely, and economical design, printing and copy services to City Programs and to agencies eligible for City funding	Print Shop impressions	467,216	409,981	405,000	400,000
		Printing orders that require additional Print Shop services	77%	76%	75%	75%
		Average cost of black and white impression	\$0.048	\$0.049	\$0.050	\$0.051
		Cost of color impression	\$0.25	\$0.25	\$0.35	\$0.35
		Print Shop orders	1369	1301	1280	1260
		Print only orders	19%	21%	20%	20%
		Graphic design orders	232	262	270	280
		Graphic design orders	17%	20%	23%	25%

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

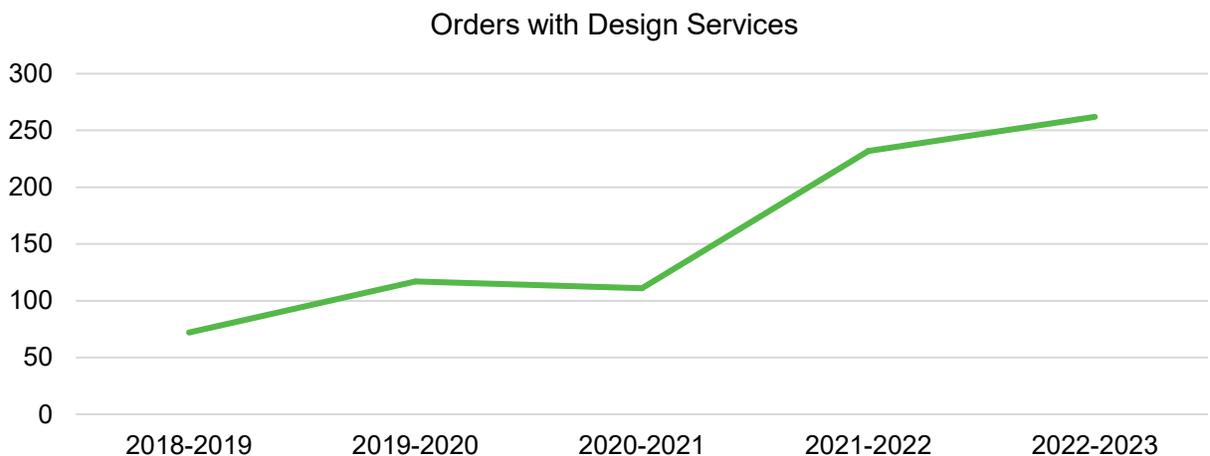
- In the past, the City's Print Shop was part of the Purchasing Division in the Finance Department. However, beginning in FY 2024/25, the Print Shop will transition to the City Manager's Office, Public Relations Division. Over the past several years, the print shop has taken on a more significant role in providing graphic and design services across the City. A significant number of requests for these services come from the City's public relations efforts or require their review. Print shop impressions (printing) have been decreasing over the past few years while the demand for design orders continues to increase. The move to the Public Relations division will allow for better coordination and closer alignment of the City's communication requirements.
- The Print Shop continues to experience an increase in requests for services for webpage and social media design, newspaper ads, campaign design, promotion of programs and services, carbonless forms, and job postings.
- Print Shop staff anticipates a reduced operating cost for the new color copier received in FY 2023/24. The new color copier provides a higher quality, more consistent finished product through software utilization and color technology.

## In-Progress Activities

- Staff continues to support Departments in the printing and design needs, including participating in the City's Website Improvement Team.

## Upcoming Activities

- Staff continue to review the alignment of resources with needs to ensure consistent appearance and graphical representation across the organization.



# Messenger Services

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## Description:

The City's Messenger Services internal activity provides internal and external mail processing services for all City departments, as well as the City Assessors office and the Clerk of Court. These services are charged on a per use basis, with the goal of the activity being to recover the cost of the services provided.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Category:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Personal Services	91,926	97,131	96,046	101,758	4.8%
Internal Services	8,800	10,105	8,125	10,274	1.7%
Contractual	4,937	5,733	5,513	5,862	2.3%
Commodities	1,706	1,880	1,652	1,795	-4.5%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	107,369	114,849	111,336	119,689	4.2%

<i><b>Funding Sources:</b></i>					
Messenger Services Fund	107,369	114,849	111,336	119,689	4.2%
<b>Total Funding Sources</b>	107,369	114,849	111,336	119,689	4.2%

<i>Authorized FTEs</i>	1.00	1.00	1.00	1.00
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# Messenger Services

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Provide reliable, timely, and cost-effective distribution of US mail, internal mail and parcels	Outgoing US mail sent via discount	83.3%	84.1%	79%	79%
		Savings from discounted mail programs	\$7,192	\$5,095	\$4,800	\$4,600
		Messenger stops per day	79	79	79	79
		Total US Mail pieces	78,962	84,550	82,000	81,500
		Outgoing UPS packages	46	195	55	50
		Outgoing USPS packages	97	69	70	70
		Library Parcels	1,947	1929	1,850	1,875

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

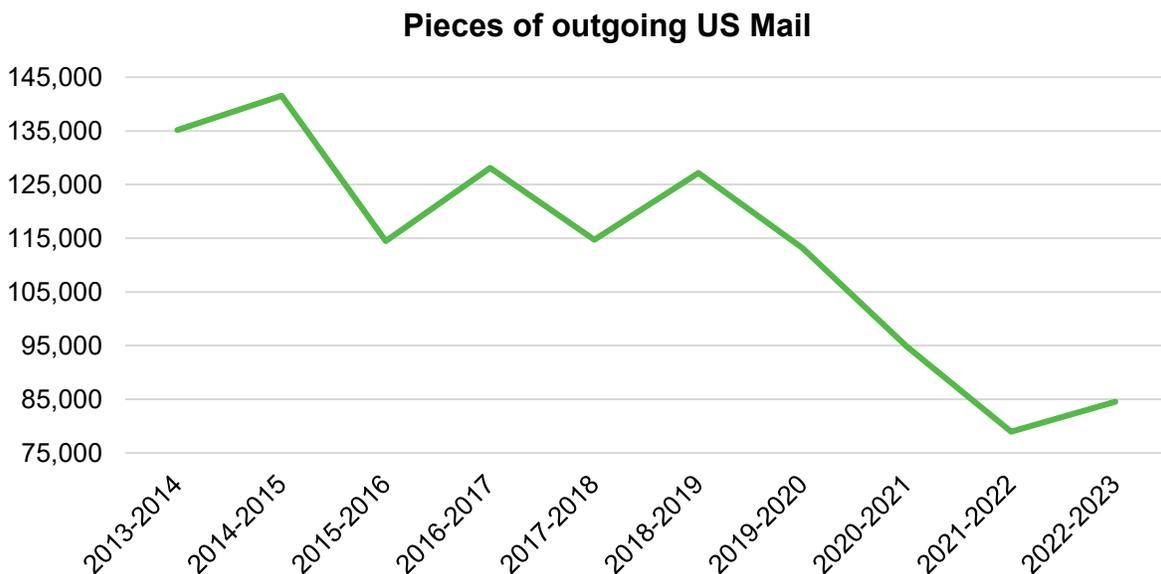
- After several years of decreases, the number of pieces mailed increased in FY 2022/23. However, the number of mailed pieces is expected to decrease slightly in FY 2023/24 and FY 2024/25 as more City services transition to electronic communication.

## In-Progress Activities

- The Messenger van is planned to be replaced in FY 2023/24. Staff is exploring an electric vehicle for this purpose.
- The use of the postage machine for USPS shipping allows continued savings for Library parcels and additional savings for other City parcels. Using the Library parcel option saved over \$9,645 in FY 2022/23.

## Upcoming Activities

- Messenger staff continues to consult with City departments to identify the most cost-effective mailing and shipping services to meet their needs.



# Risk Management

## Description:

The Risk Management activity administers the City's risk insurance programs, including general and professional liability, vehicle and property insurance, the Worker's Compensation program, and occupational safety and training. Other responsibilities include exposure analysis and risk financing.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Activity:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Risk Administration	163,324	173,310	172,047	181,361	4.7%
Property Insurance	982,530	1,204,955	1,336,859	1,766,733	46.6%
Liability Insurance	323,321	366,119	342,980	390,727	6.7%
Liability Claims	70,071	200,000	200,000	200,000	0.0%
Auto Insurance	69,314	76,245	76,566	84,223	10.5%
Transit Insurance	217,273	239,000	239,858	268,641	12.4%
Professional Liability Insurance	67,428	74,171	72,280	79,508	7.2%
Police Professional Insurance	51,275	58,966	54,341	59,775	1.4%
Workers Compensation	1,096,781	753,693	749,014	749,014	-0.6%
Internal Safety Training	155,864	148,236	144,078	148,460	0.2%
<b>Total Expenditures</b>	<b>3,197,181</b>	<b>3,294,695</b>	<b>3,388,023</b>	<b>3,928,442</b>	<b>19.2%</b>

<i><b>Expenditures by Category:</b></i>					
Personal Services	150,817	158,943	157,071	165,976	4.4%
Internal Services	8,283	7,817	8,526	8,775	12.3%
Contractual	2,022,867	2,377,685	2,472,276	3,003,541	26.3%
Commodities	-	250	150	150	-40.0%
Capital	-	-	-	-	
Other Expenditures	1,015,214	750,000	750,000	750,000	0.0%
<b>Total Expenditures</b>	<b>3,197,181</b>	<b>3,294,695</b>	<b>3,388,023</b>	<b>3,928,442</b>	<b>19.2%</b>

<i><b>Funding Sources:</b></i>					
Risk Insurance Fund	3,197,181	3,294,695	3,388,023	3,928,442	19.2%
<b>Total Funding Sources</b>	<b>3,197,181</b>	<b>3,294,695</b>	<b>3,388,023</b>	<b>3,928,442</b>	<b>19.2%</b>

<i>Authorized FTEs</i>	1.25	1.25	1.25	1.25
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# Risk Management

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Ensure that the City's risk insurance program protects the City in a cost-effective manner	Value of City's insured buildings/ property*	\$873.33	\$960,663	\$1,055M	\$1,161M
		Increase in property insurance from prior year	12%	10%	28%	10%
		Worker's Compensation claims	35	34	34	35
		Police/Fire injury claims	21	25	25	25
	Cultivate a safety culture to promote a safe work environment and minimize claims	Safety training classes held	109	128	128	130
		Lost time injuries	10	5	5	5
	Maintain a fund balance of at least \$1,000,000 for deductibles and retained risk	Risk Insurance fund balance*	\$3.69	\$3.60	\$3.76	\$3.94

\*In millions

## Issues and Factors Affecting the FY 2022/2023 and 2023/24 Budgets

- Commercial property insurance rates continue to increase significantly. The combined premium for "Power" facilities and "Municipal" facilities increased 35% in FY 2023/24 compared to the year prior, exceeding the FY 2023/24 budgeted amount by over \$122,000. For FY 2024/25, the "Municipal" property premium is budgeted to increase a total of 26.5%, and the "Power" facilities premium is budgeted to increase by 43%. These budgeted amounts assume the covered property values and premium rates will both increase substantially. The total FY 2024/25 property insurance premium is budgeted at \$1,596,873, compared to the FY 2023/24 invoiced amount of \$1,153,643. These cost increases are allocated to the operating departments based on the facilities each department operates.
- Liability insurance premiums through International Compliance Assurance Program (ICAP) are anticipated to continue to increase. The ICAP premium for FY 2023/24 was a 7% increase over the prior year. For FY 2024/25, a 15% increase has been budgeted. Historically, ICAP issued a membership renewal credit, which reduced the net amount the City paid in premiums. The amount of the credit is not budgeted, to guard against the possibility that the credit is not issued. Due to increasing claims, ICAP has not issued a membership credit in several years and is not anticipated to issue a credit for FY 2024/25.

## In-Progress Activities

- Staff has issued RFPs for both property and liability insurance brokers. Once the broker for each service is selected, each broker will be responsible for soliciting quotes for property and liability insurance coverage that meets the City's needs.

## Upcoming Activities

- Staff will issue an RFP for an excess workers' compensation insurance broker. The City's self-insures for workers' compensation coverage but relies on excess coverage for catastrophic claims protection. The excess coverage premiums can vary based on the design of the coverage. The broker for this coverage will assist staff in designing coverage that balances the risk with the cost of the premium.

# Health Insurance

## Description:

The Health Insurance Management activity is responsible for the administration of the City's health insurance plan, which involves the accumulation of departmental, employee, and retiree contributions, and the payment of all medical, dental, and prescription drug claims. This activity is also responsible for the selection of third-party administrators for the payment of claims, the preparation of all required financial and regulatory reporting, and the determination of appropriate contribution rates to maintain an adequate Health Insurance fund balance.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Activity:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Health Administration	184,076	160,747	224,686	172,160	7.1%
Medical Claims	7,211,323	6,652,455	6,652,455	7,152,791	7.5%
Dental Claims	445,882	424,427	424,427	469,818	10.7%
Pharmacy Claims	2,654,127	2,531,132	2,523,662	2,730,279	7.9%
Excess Insurance	884,782	1,045,868	1,088,295	1,322,704	26.5%
Other Health Insurance	385,874	387,499	421,843	446,654	15.3%
<b>Total Expenditures</b>	<b>11,766,064</b>	<b>11,202,128</b>	<b>11,335,368</b>	<b>12,294,406</b>	<b>9.8%</b>

<i><b>Expenditures by Category:</b></i>					
Personal Services	71,664	76,392	76,171	80,688	5.6%
Internal Services	2,957	5,018	5,178	5,357	6.8%
Contractual	1,387,421	1,519,799	1,653,100	1,855,098	22.1%
Commodities	-	375	375	375	0.0%
Capital	-	-	-	-	
Other Expenditures	10,304,022	9,600,544	9,600,544	10,352,888	7.8%
<b>Total Expenditures</b>	<b>11,766,064</b>	<b>11,202,128</b>	<b>11,335,368</b>	<b>12,294,406</b>	<b>9.8%</b>

<i><b>Funding Sources:</b></i>					
Health Insurance Fund	11,766,064	11,202,128	11,335,368	12,294,406	9.8%
<b>Total Funding Sources</b>	<b>11,766,064</b>	<b>11,202,128</b>	<b>11,335,368</b>	<b>12,294,406</b>	<b>9.8%</b>

<i>Authorized FTEs</i>	0.70	0.70	0.70	0.70
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# Health Insurance

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
<b>Provide quality programs in an efficient and fiscally responsible manner</b>	Enhance opportunities for everyone to thrive by fostering a culture that embraces creativity and innovation	Total medical claims paid*	7.30	7.20	6.70	7.10
		Total dental claims paid*	0.39	0.45	0.42	0.47
	Improve the health status of all City employees	Total pharmacy claims paid*	2.20	2.50	2.50	2.73
		Maintain an adequate fund balance to cover reserves	Y	Y	Y	Y

\*In millions

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Beginning in the second half of FY 2023/24 and continuing for FY 2024/25, staff has carved out the Pharmacy Benefit Manager (PBM) service from Wellmark to save on drug pricing and transparent rebate methodology (based on the City's experience rather than the book of business). After the first year, this will provide the City with an estimated \$450K in savings compared to the anticipated costs under the current plan.
- Benefit consultant service costs increased in FY 2023/24 due to the PBM project and an annual cost increase.
- Based on consultant assistance, the budgeting of claims for FY 2023/24 and FY 2024/25 includes only net claims. This is due to the recovery of funds for each individual whose claims exceeded the specific excess insurance limit (\$125,000) being an unknown amount each year. The same applies for rebates from the PBM.
- Stop-loss insurance rates have increased over the last five years due to the claims experience. Staff has seen increases of at least 25% or higher each of these years and is projecting a 20% increase for FY 2024/25 with a total cost of \$1,305,941.

## In-Progress Activities

- The change to carved-out PBM services took effect January 1, 2024, with an evaluation of the PBM services (audit) being conducted by Gallagher in FY 2024/25.
- An RFP for a Flex Spending vendor was conducted in September 2023. The existing vendor was awarded the contract and will continue for up to 5 yearly contract renewals.
- Staff is kicking off an annual Benefits Fair for employees to meet with a representative from all benefit vendors. This initiative started in November 2023 and will continue with support of the Benefit Advisory Team (BAT).

## Upcoming Activities

- Staff anticipates enlisting the City's benefit consultant to re-evaluate specific excess insurance coverage, or individual stop-loss insurance. The goal is to see if there will be a better impact to current and FY 2024/25 rates if the City takes on more risk by increasing deductibles from \$125K to \$150K.

# Health Promotion

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## Description:

The City's Health Promotion activity offers programs and services to employees and family members included on the City's insurance plan to promote wellness, preventative screenings, and healthy lifestyles.

	2022/23	2023/24	2023/24	2024/25	% Change
<i><b>Expenditures by Category:</b></i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Mgr Rec</b>	<b>From Adopted</b>
Personal Services	94,854	103,763	103,469	109,552	5.6%
Internal Services	5,552	5,833	5,840	5,754	-1.4%
Contractual	138,151	222,543	186,476	206,483	-7.2%
Commodities	5,423	4,600	5,600	5,768	25.4%
Capital	-	-	8,192	-	
Other Expenditures	-	-	-	-	
<b>Total Expenditures</b>	<b>243,980</b>	<b>336,739</b>	<b>309,577</b>	<b>327,557</b>	<b>-2.7%</b>

<i><b>Funding Sources:</b></i>					
Health Insurance Fund	243,980	336,739	309,577	327,557	-2.7%
<b>Total Funding Sources</b>	<b>243,980</b>	<b>336,739</b>	<b>309,577</b>	<b>327,557</b>	<b>-2.7%</b>

<i>Authorized FTEs</i>	1.00	1.00	1.00	1.00
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# Health Promotion

City Mission/ Council Value	Department Goals and Core Services	Indicators	2021/22 Actual	2022/23 Actual	2023/24 Adjusted	2024/25 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide City employees with the resources and programs to maintain or improve their wellbeing	Employees that participated in <b>any</b> wellness program (not including vaccine clinics)	258 (46%)	343 (59%)	360 (62%)	390 (66%)
		Healthy4Life program participants that met <b>all</b> participation criteria*	126 (66%)	160 (80%)	175 (85%)	180 (90%)
	Empower our workforce to share responsibility for the health & wellbeing of our organization	Employees, insured family members, and insured retirees that received influenza vaccination through the City**	422 (25%)	408 (25%)	289 (17%)	350 (21%)
		Employees that completed year- end Health Promotion survey that indicated they feel the City of Ames cares about their wellbeing	---	85%	87%	89%
		Healthy4Life participants that completed year-end survey that indicated the Healthy4Life program helped them improve or maintain their wellbeing	---	88%	90%	92%
	Average number of sick leave hours used per person, <b>Healthy4Life members</b> vs. non- Healthy4Life members		<b>73.95</b> (66.02)	<b>53.50</b> (57.80)	<b>50</b> (55)	<b>47</b> (52)

\*In FY 2021/22 and 2022/23, there were 5 criteria. In FY 2023/24, there are 4 criteria.

\*\*In FY 2020/21 and 2021/22, only onsite vaccines were counted. However, many of the City of Ames employees and their family members do the walk-in option at pharmacies rather than attend onsite vaccine clinics. Both onsite and walk-in numbers were recorded beginning in FY 2022/23.

## Issues and Factors Affecting the FY 2023/24 and 2024/25 Budgets

- Federal funding has ended for COVID-19 vaccinations, which must now be purchased directly from manufacturers. Since this has driven vaccine prices up (around \$150+/dose), the City will no longer offer them at on-site vaccine clinics (resulting in about a \$35,000 decrease in Contractual Services in the Health Promotion budget). The vaccines will still be available at no cost to City employees and insured family members through health insurance plans.
- Flu vaccines are slightly more expensive this year, at \$34/dose (last year was \$32/dose).

## In-Progress Activities

- Beginning in FY 2023/24, the Health Promotion Program contracted with Wellmark to provide the City's online wellness services. Services provided include a wellness portal, health coaching, and data management/analysis. This is the first time that all the City's health insurance and wellness information will be provided through the same vendor.
- Health Promotion savings was used to purchase an InBody 570 machine in FY 2023/24. The machine, which measures body composition, will be used by the Health Promotion Program, Parks and Recreation, the Fire Department, and other City employees. It will help give users a clearer picture of their overall health.

## Upcoming Activities

- Staff continues to improve healthy lifestyles through wellness program services and to explore further strategies to improve the culture of safety and wellness at the City.
- An RFP will be conducted for health screening services for FY 2024/25 to identify a vendor that can meet the City's expectations for customer service, data analysis, and results delivery.

# Internal Services CIP

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## 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.

<i>Activities:</i>	<b>2022/23 Actual</b>	<b>2023/24 Adopted</b>	<b>2023/24 Adjusted</b>	<b>2024/25 Mgr Rec</b>	<b>% Change From Adopted</b>
<b><i>Fleet Services:</i></b>					
Fleet Services Fabric Structure	-	-	-	-	
<i>Total Fleet Services</i>	-	-	-	-	
<b><i>Total Internal Services CIP</i></b>					
	-	-	-	-	

# Transfers

## Description:

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.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Expenditures:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Transfers	32,573,980	24,999,327	38,365,868	25,597,427	2.4%
<b>Total Expenditures</b>	<b>32,573,980</b>	<b>24,999,327</b>	<b>38,365,868</b>	<b>25,597,427</b>	<b>2.4%</b>

<i>Funding Sources:</i>					
	2022/23	2023/24	2023/24	2024/25	% Change
General Fund	5,855,595	5,113,600	8,700,177	6,427,723	25.7%
Local Option Sales Tax	7,053,378	6,321,810	7,040,000	7,340,000	16.1%
Hotel/Motel Tax	411,610	348,842	417,043	421,554	20.8%
Police Forfeiture	1,786	-	-	-	
Police Donations	185	-	-	-	
Employee Benefit Property Tax	2,214,842	-	-	-	
Police/Fire Retirement	90,000	55,000	55,000	-	-100.0%
Parks & Rec Donations/Grants	-	-	27,620	-	
FEMA Derecho 2020	-	-	415,483	-	
American Rescue Plan	50,000	-	1,000,000	-	
TIF/ISU Research Park	300,150	401,312	655,787	300,650	-25.1%
TIF/ISU Research Park Dist. 2	33,025	32,650	32,650	31,400	-3.8%
Special Assessments	324,537	322,553	322,553	43,450	-86.5%
Street Construction Fun	-	-	172,167	-	
G.O. Bond Funds	260,246	-	400,000	-	
Airport Operations	135,388	147,986	149,486	163,435	10.4%
Airport Improvements	2,823,160	-	-	-	
Airport Sigler Reserve	62,182	64,043	64,043	65,956	3.0%
Water Utility Fund	3,856,945	3,792,997	3,792,997	4,631,861	22.1%
Sewer Utility Fund	931,582	3,421,962	5,495,962	1,799,184	-47.4%
Electric Utility Fund	3,368,950	3,326,771	5,693,276	3,459,051	4.0%
Parking Operations	455,278	124,396	80,508	-	-100.0%
Transit Operations	4,193,914	1,362,125	3,010,923	800,000	-41.3%
Stormwater Improvements	-	-	676,913	-	
Resource Recovery	151,227	163,280	163,280	113,163	-30.7%
<b>Total Funding Sources</b>	<b>32,573,980</b>	<b>24,999,327</b>	<b>38,365,868</b>	<b>25,597,427</b>	<b>2.4%</b>

# Transfers

## FY 2023/24 Adjusted Budget Transfer Detail

<i>Funding Sources:</i>	<b>Amount of Transfer</b>	<i>Reason for Transfer</i>
<b>General Fund:</b>		
- to Hotel/Motel Tax Fund	2,878,000	<i>Hotel/Motel Tax receipts</i>
- to Parks & Recreation Scholarship Fund	250,000	<i>Transfer to establish new P&amp;R Scholarship Fund</i>
- to FEMA/COVID-19 Fund	41,936	<i>Transfer for unreimbursed expenses to close fund</i>
- to Council Priorities Fund	500,000	<i>Additional funding for sustainability projects</i>
- to Council Priorities Fund	2,317,340	<i>Funding for future capital projects</i>
- to Parking Operations Fund	374	<i>Waived parking fees for Pride Fest</i>
- to Transit Operations Fund	2,120,043	<i>Transit Levy receipts</i>
- to Resource Recovery Fund	592,484	<i>City of Ames per capita payment</i>
<b>Total General Fund Transfers</b>	<u>8,700,177</u>	
<b>Local Option Sales Tax:</b>		
- to General Fund	6,900,000	<i>Property tax relief</i>
- to Park Development Fund	100,000	<i>Park development annual funding</i>
- to Ice Arena Capital Reserve Fund	40,000	<i>City's annual contribution to capital reserve</i>
<b>Total Local Option Sales Tax Transfers</b>	<u>7,040,000</u>	
<b>Hotel/Motel Tax:</b>		
- to General Fund	246,932	<i>Hotel/Motel share of property tax relief</i>
- to Local Option Sales Tax Fund	164,622	<i>Hotel/Motel share of community betterment</i>
- to Parking Operations Fund	5,489	<i>To reimburse for special event parking waivers</i>
<b>Total Hotel/Motel Tax Transfers</b>	<u>417,043</u>	
<b>Police/Fire Retirement:</b>		
- to General Fund	<u>55,000</u>	<i>Use of fund balance to reduce property tax amount</i>
<b>Parks &amp; Recreation Donations:</b>		
- to Parks & Recreation Scholarship Fund	6,231	<i>Transfer balance of tree planting grants to new fund</i>
- to Parks & Recreation Scholarship Fund	21,389	<i>Transfer balance of scholarship donations to new fund</i>
<b>Total P&amp;R Donations Transfers</b>	<u>27,620</u>	
<b>FEMA/Derecho 2020:</b>		
- to General Fund	<u>415,483</u>	<i>Transfer of fund balance to close fund</i>
<b>American Rescue Plan:</b>		
- to Council Priorities Fund	<u>1,000,000</u>	<i>Funding for future capital projects</i>

# Transfers

## FY 2023/24 Adjusted Budget Transfer Detail (Continued)

<b>Special Assessments:</b>		
- to Debt Service Fund	317,553	<i>Debt service on projects with special assessments</i>
- to General Fund	5,000	<i>Assessments collected on General Fund expenses</i>
<b>Total Special Assessments</b>	<u>322,553</u>	
<b>Street Construction Fund:</b>		
- to Debt Service Fund	<u>172,167</u>	<i>Additional grant funds received for bond expenses</i>
<b>Summer 2018/2019 G.O. Bonds:</b>		
- to Debt Service Fund	<u>400,000</u>	<i>Transfer bond fund balance to close fund</i>
<b>Airport Operations:</b>		
- to Debt Service	70,975	<i>Debt service for Airport terminal building</i>
- to Airport Improvements	78,511	<i>Airport operations farm revenue</i>
<b>Total Airport Operations Transfers</b>	<u>149,486</u>	
<b>Airport Sigler Reserve:</b>		
- to Airport Operations	<u>64,043</u>	<i>Amount equal to Sigler annual lease payment</i>
<b>Water Utility Fund:</b>		
- to Water Sinking Fund	3,666,546	<i>Water Utility SRF loan debt service</i>
- to Debt Service Fund	126,451	<i>Water Utility G.O. bond debt service</i>
<b>Total Water Utility Fund Transfers</b>	<u>3,792,997</u>	
<b>Sewer Utility Fund:</b>		
- to Sewer Sinking Fund	538,806	<i>Sewer Utility SRF loan debt service</i>
- to Debt Service Fund	383,156	<i>Sewer Utility G.O. bond debt service</i>
- to Stormwater Improvements	4,574,000	<i>SRF proceeds for stormwater CIP projects</i>
<b>Total Sewer Utility Fund Transfers</b>	<u>5,495,962</u>	
<b>Electric Utility Fund:</b>		
- to General Fund	2,292,262	<i>In-Lieu-of-Property Tax payment</i>
- to Electric Sinking Fund	964,924	<i>Electric Utility revenue bond debt service</i>
- to SunSmart Fund	53,000	<i>Electric Utility share of solar power purchases</i>
- to Electric Sustainability Reserve	2,366,505	<i>Litigation settlement reserved for sustainability</i>
- to Debt Service Fund	16,585	<i>Electric Utility G.O. bond debt service</i>
<b>Total Electric Utility Fund Transfers</b>	<u>5,693,276</u>	
<b>Parking Operations Fund:</b>		
- to Parking Capital Reserve Fund	<u>80,508</u>	<i>To build a capital reserve fund for future projects</i>
<b>Transit Operations:</b>		
- to Transit Student Govt Trust Fund	210,923	<i>Excess student fees paid in FY 2022/23</i>
- to Transit Capital Reserve Fund	2,800,000	<i>Annual Transit Operations capital funding</i>
<b>Total Transit Operations Transfers</b>	<u>3,010,923</u>	
<b>Stormwater Improvements:</b>		
- to Debt Service Fund	<u>676,913</u>	<i>Additional grant funds used to reimburse bonds</i>
<b>Resource Recovery:</b>		
- to Debt Service Fund	<u>163,280</u>	<i>Resource Recovery G.O. bond debt service</i>
<b>Total Transfers</b>	<b><u>38,365,868</u></b>	

# Transfers

## FY 2024/25 Manager Requested Budget Transfer Detail

<b>Funding Sources:</b>	<b>Amount of Transfer</b>	<b>Reason for Transfer</b>
<b>General Fund:</b>		
- to Hotel/Motel Tax Fund	2,878,000	<i>Hotel/Motel Tax receipts</i>
- to Transit Operations Fund	2,173,044	<i>Transit Levy receipts</i>
- to Resource Recovery Fund	592,484	<i>City of Ames per capita payment</i>
- to Debt Service Fund	784,195	<i>Transfer to help offset future debt service costs</i>
<b>Total General Fund Transfers</b>	<u>6,427,723</u>	
<b>Local Option Sales Tax:</b>		
- to General Fund	7,200,000	<i>Property tax relief</i>
- to Park Development Fund	100,000	<i>Park development annual funding</i>
- to Ice Arena Capital Reserve Fund	40,000	<i>City's annual contribution to capital reserve</i>
<b>Total Local Option Sales Tax Transfers</b>	<u>7,340,000</u>	
<b>Hotel/Motel Tax:</b>		
- to General Fund	246,932	<i>Hotel/Motel share of property tax relief</i>
- to Local Option Sales Tax Fund	164,622	<i>Hotel/Motel share of community betterment</i>
- to Parking Operations Fund	10,000	<i>To reimburse for special event parking waivers</i>
<b>Total Hotel/Motel Tax Transfers</b>	<u>421,554</u>	
<b>TIF/ISU Research Park:</b>		
- to Debt Service Fund	<u>300,650</u>	<i>Debt service for ISU Research Park TIF project</i>
<b>TIF/ISU Research Park District 2</b>		
- to Debt Service Fund	<u>31,400</u>	<i>Debt service for ISU Research Park TIF project</i>
<b>Special Assessments:</b>		
- to Debt Service Fund	38,450	<i>Debt service on projects with special assessments</i>
- to General Fund	5,000	<i>Assessments collected on General Fund expenses</i>
<b>Total Special Assessment Transfers</b>	<u>43,450</u>	
<b>Airport Operations:</b>		
- to Debt Service Fund	70,984	<i>Debt service for Airport terminal building</i>
- to Airport Improvements Fund	92,451	<i>Airport operations farm revenue</i>
<b>Total Airport Operations Transfers</b>	<u>163,435</u>	

# Transfers

## FY 2024/25 Manager Recommended Budget Transfer Detail (Continued)

### **Airport Sigler Reserve:**

- to Airport Operations	<u>65,956</u>	<i>Amount equal to Sigler annual lease payment</i>
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### **Water Utility Fund:**

- to Water Sinking Fund	4,565,543	<i>Water Utility SRF loan debt service</i>
- to Debt Service Fund	<u>66,318</u>	<i>Water Utility G.O. bond debt service</i>

<b>Total Water Utility Fund Transfers</b>	<u>4,631,861</u>	
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### **Sewer Utility Fund:**

- to Sewer Sinking Fund	1,476,432	<i>Sewer Utility SRF loan debt service</i>
- to Debt Service Fund	<u>322,752</u>	<i>Sewer Utility G.O. bond debt service</i>

<b>Total Sewer Utility Fund Transfers</b>	<u>1,799,184</u>	
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### **Electric Utility Fund:**

- to General Fund	2,420,784	<i>In-Lieu-of-Property Tax payment</i>
- to SunSmart Fund	53,000	<i>Electric Utility share of solar power purchases</i>
- to Electric Sinking Fund	966,202	<i>Electric Utility revenue bond debt service</i>
- to Debt Service Fund	<u>19,065</u>	<i>Electric Utility G.O. bond debt service</i>

<b>Total Electric Utility Fund Transfers</b>	<u>3,459,051</u>	
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### **Transit Operations:**

- to Transit Capital Reserve Fund	<u>800,000</u>	<i>Annual Transit Operations capital funding</i>
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### **Resource Recovery:**

- to Debt Service Fund	<u>113,163</u>	<i>Resource Recovery G.O. bond debt service</i>
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<b>Total Transfers</b>	<u>25,597,427</u>	
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# FUND SUMMARIES

FUND SUMMARIES



# Fund Summaries

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**General Fund** .....285

The General Fund is the primary governmental fund and is used to account for all financial resources except those required to be accounted for in another fund.

**Special Revenue Funds**

Special Revenue funds are used to account for the proceeds of specific revenue sources that are restricted or committed to expenditures for a specified purpose.

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**Capital Projects**

Capital Project funds are used to account for the financial resources to be used for the acquisition or construction of major capital improvements.

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**Permanent Funds**

Permanent Funds are used to account for resources that are legally restricted to the extent that only earnings, and not principal, may be used for government programs.

Cemetery .....	319
Donald and Ruth Furman Aquatic Center Trust.....	319

# Fund Summaries

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## Enterprise Funds

Enterprise funds account for operations that are financed and operated in a manner like private business enterprises where the cost of providing goods and services is financed or recovered through user charges.

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## Debt Service .....

346  
The Debt Service fund accounts for the accumulation of resources for and the payment of general long-term debt principal and interest.

## Internal Service Funds

Internal Service 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 .....	347
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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. The minimum fund balance reserve is based on the credit rating agency guideline for an Aaa-rated City.

<b>Revenues:</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2023/24</b>	<b>2024/25</b>	<b>% Change</b>
<b>Property Taxes:</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Requested</b>	<b>from</b>
					<b>Adopted</b>
General Levy	18,405,704	21,557,760	21,557,760	22,108,355	2.6%
Utility Excise Tax	115,607	45,418	45,418	50,264	10.7%
Other Taxes	35,853	36,709	36,709	34,452	-6.1%
State Replacement Tax	435,030	601,458	601,458	494,750	-17.7%
Transit Levy	1,999,982	2,058,488	2,058,488	2,119,714	3.0%
Transit Excise Tax	12,545	4,335	4,335	4,811	11.0%
Transit State Replacement Tax	47,194	57,220	57,220	48,519	-15.2%
<b>Total Property Taxes</b>	<b>21,051,915</b>	<b>24,361,388</b>	<b>24,361,388</b>	<b>24,860,865</b>	<b>2.1%</b>
<b>Other Revenues:</b>					
Hotel/Motel Tax	2,878,390	2,401,073	2,878,000	2,878,000	19.9%
Other Governmental Revenue	137,219	86,644	174,427	148,091	70.9%
Metropolitan Planning Organization	78,397	143,769	78,975	78,975	-45.1%
Cable TV Franchise	274,539	280,000	250,000	250,000	-10.7%
Cell Tower Lease	20,247	24,850	24,850	24,850	0.0%
City Clerk Licenses/Permits	83,819	81,800	81,800	81,800	0.0%
Planning Fees	36,859	23,000	19,000	20,000	-13.0%
Legal Services	29,602	31,250	46,250	46,250	48.0%
Fire Services	2,041,396	2,174,875	2,171,576	2,253,527	3.6%
Building Permits	1,140,307	1,253,625	1,202,866	1,269,566	1.3%
Rental Housing Fees	523,949	532,473	527,561	548,167	2.9%
Police Services	112,168	126,500	126,500	127,000	0.4%
Animal Control	38,381	31,500	31,500	31,500	0.0%
Library Services	247,956	213,000	213,000	217,085	1.9%
Facilities	16,872	17,486	18,603	18,754	7.3%
Parks and Recreation	1,560,655	1,538,351	1,594,174	1,701,554	10.6%
Cemetery	168,714	204,800	209,000	217,330	6.1%
Public Works	83,857	56,071	58,455	58,455	4.3%
Interest Revenue	839,099	430,000	1,300,000	1,000,000	132.6%
Unrealized Investment Loss	(95,773)	-	-	-	
Miscellaneous Revenue	32,335	14,429	16,752	16,272	
<b>Total Other Revenues</b>	<b>10,248,988</b>	<b>9,665,496</b>	<b>11,023,289</b>	<b>10,987,176</b>	<b>13.7%</b>
<b>Total Before Transfers</b>	<b>31,300,903</b>	<b>34,026,884</b>	<b>35,384,677</b>	<b>35,848,041</b>	<b>5.4%</b>
<b>Transfers:</b>					
Local Option Sales Tax	6,907,889	6,181,810	6,900,000	7,200,000	16.5%
Hotel/Motel Tax	246,966	206,012	246,932	246,932	19.9%
Electric Utility (In Lieu of Taxes)	2,338,065	2,292,262	2,292,262	2,420,784	5.6%
Employee Benefit Taxes	2,214,842	-	-	-	
Police/Fire Retirement	90,000	55,000	55,000	-	-100.0%
Special Assessments	4,065	5,000	5,000	5,000	
FEMA/Derecho 2020	-	-	415,483	-	
<b>Total Transfers</b>	<b>11,801,827</b>	<b>8,740,084</b>	<b>9,914,677</b>	<b>9,872,716</b>	<b>13.0%</b>

# General Fund

Continued from previous page.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Operations Expenses:</i>	Actual	Adopted	Adjusted	Requested	from Adopted
Law Enforcement	10,074,182	11,277,051	11,010,471	11,789,108	4.5%
Fire Safety	8,042,361	8,583,251	8,570,060	8,894,108	3.6%
Building Safety	1,776,040	1,915,022	1,866,279	1,972,225	3.0%
Animal Control	614,870	607,470	648,019	646,507	6.4%
Emergency Management	3,838	2,448	3,448	3,448	
Storm Warning System	5,710	15,100	12,993	13,050	-13.6%
Public Works Engineering	15,155	31,815	31,815	31,815	0.0%
Traffic Engineering	104,355	143,769	174,427	148,091	3.0%
Traffic Operations	30,443	24,256	26,640	26,640	9.8%
Streetlight System	894,484	900,000	900,000	900,000	0.0%
Street Maintenance	18,287	-	-	-	
P & R Administration	406,468	419,140	428,587	446,706	6.6%
Instructional Programs	202,782	234,284	220,701	239,769	2.3%
Athletic Programs	158,001	175,241	169,274	177,873	1.5%
Aquatics	932,987	924,926	1,005,173	1,048,190	13.3%
Community Center/Auditorium	382,877	396,572	405,783	423,617	6.8%
Public Wellness Programs	311,732	313,387	353,059	347,436	10.9%
Park Maintenance	1,580,866	1,825,615	1,781,618	1,882,829	3.1%
Library Services	4,743,072	5,168,060	5,130,542	5,430,064	5.1%
Art Services	200	-	180,000	-	
Cemetery	282,015	243,686	246,389	256,846	5.4%
Planning Services	927,161	1,011,029	964,627	1,030,469	1.9%
Economic Development	84,838	82,444	80,508	84,352	2.3%
Sustainability	41,630	27,273	8,208	27,444	
Sustainability/City Facilities	-	-	100,000	-	
Human Services Administration	1,412	-	-	-	
City Council	184,848	193,074	195,968	200,576	3.9%
City Council Contingency	43,495	45,489	134,987	50,000	9.9%
Home Allies	-	4,511	4,511	-	
City Clerk	329,524	363,533	296,238	292,545	-19.5%
City Manager	427,192	453,851	427,645	526,133	15.9%
Diversity, Equity, and Inclusion	10,941	61,374	43,640	45,121	
City Employee DEI Training	-	-	25,000	25,000	
Community DEI Plan	-	-	100,000	-	
Public Relations	113,089	129,128	127,302	161,322	24.9%
Media Production Services	223,434	224,023	221,940	225,109	0.5%
Finance Administration	96,729	117,166	102,631	124,086	5.9%
Budgeting/Reporting System	-	-	125,000	-	
Accounting Services	379,786	377,418	382,666	399,675	5.9%
Purchasing Services	34,767	42,146	40,572	42,441	0.7%
Legal Services	511,661	548,047	552,211	580,797	6.0%
Human Resources	334,991	411,768	440,092	413,535	0.4%
Facilities	366,214	360,001	383,013	386,107	7.3%
City Hall Space Needs	8,939	-	232,150	-	
<b>Total Operations</b>	<b>34,701,376</b>	<b>37,653,368</b>	<b>38,154,187</b>	<b>39,293,034</b>	<b>4.4%</b>

# General Fund

Continued from previous page.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>CIP:</i>	Actual	Adopted	Adjusted	Requested	From Adopted
Fire Truck 3 Refurbishment	117,828	-	-	-	
Fire Engine 1 Replacement	-	-	16,017	-	
Fire Station Improvements	14,273	-	137,393	-	
New Animal Shelter Study	-	-	100,000	-	
Outdoor Storm Warning System	-	-	59,036	-	
Bike/Pedestrian Master Plan	21,528	-	187,705	-	
Downtown Plaza	119,797	-	1,364,607	-	
Splash Pad	-	-	231,172	-	
Aerobics Room Flooring	-	-	2,646	-	
Park Maintenance Facility	-	-	142,964	-	
Park Agility Equipment	4,650	-	243,386	-	
Ada Hayden Wetlands Clean-up	118,795	-	-	-	
Bandshell Sound System	36,333	-	2,985	-	
Inis Grove Restroom Repairs	-	-	135,000	-	
Soccer Pitch	-	-	150,000	-	
Ontario Park Development Plan	-	-	100,000	-	
Library Carpet Replacement	-	-	155,568	-	
Cemetery Columbarium	-	-	1,329	-	
Arts Capital Grant Program	47,278	-	147,997	-	
City Hall Building Security	4,278	-	-	-	
City Hall Improvements	-	-	674,833	-	
Auditorium HVAC System	-	-	649,462	-	
6th Street Parking Lot	49,707	-	-	-	
<b>Total CIP</b>	<b>534,467</b>	<b>-</b>	<b>4,502,100</b>	<b>-</b>	
<b>Total Before Transfers</b>	<b>35,235,843</b>	<b>37,653,368</b>	<b>42,656,287</b>	<b>39,293,034</b>	<b>4.4%</b>
<b>Transfers:</b>					
Hotel/Motel Tax	2,878,390	2,401,073	2,878,000	2,878,000	19.9%
P&R Scholarship Fund	-	-	250,000	-	
Transit Operations (Transit levy)	2,059,721	2,120,043	2,120,043	2,173,044	2.5%
Resource Recovery	592,484	592,484	592,484	592,484	0.0%
Council Priorities (Sustainability)	325,000	-	500,000	-	
Council Priorities (Capital Projects)	-	-	2,317,340	-	
Parking Operations Fund	-	-	374	-	
FEMA/COVID-19 Fund	-	-	41,936	-	
Debt Service Fund	-	-	-	784,195	
<b>Total Transfers</b>	<b>5,855,595</b>	<b>5,113,600</b>	<b>8,700,177</b>	<b>6,427,723</b>	<b>25.7%</b>
<b>Total Expenses</b>	<b>41,091,438</b>	<b>42,766,968</b>	<b>51,356,464</b>	<b>45,720,757</b>	<b>6.9%</b>
<b>Fund Balance:</b>					
Net Change in Fund	2,011,292	-	(6,057,110)	-	
Beginning Balance	14,275,721	10,229,903	16,287,013	10,229,903	0.0%
<b>Ending Balance</b>	<b>16,287,013</b>	<b>10,229,903</b>	<b>10,229,903</b>	<b>10,229,903</b>	<b>0.0%</b>
<i>Minimum fund balance target:</i>					
25% of revenues less pass-throughs				<u>10,167,428</u>	
<i>Unreserved fund balance</i>				<u><u>62,475</u></u>	

## 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% for community betterment, including human service and arts agency funding. The fund balance is reserved at 25% of budgeted expenditures less the 60% tax relief transfer. Reserves are for cash flow and revenue fluctuations.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Adopted	from Adopted
<b>Revenues:</b>					
Property Tax Relief (60%)	6,907,889	6,181,810	6,900,000	7,200,000	16.5%
Community Betterment (40%)	4,605,259	4,121,206	4,600,000	4,800,000	16.5%
<b>Total Before Transfers</b>	11,513,148	10,303,016	11,500,000	12,000,000	16.5%
<b>Transfers:</b>					
Hotel/Motel Tax	164,644	137,341	164,622	164,622	19.9%
<b>Total Revenues</b>	11,677,792	10,440,357	11,664,622	12,164,622	16.5%
<b>Expenses:</b>					
<b>Operations:</b>					
Municipal Band	32,231	33,471	34,168	35,084	4.8%
Public Art	32,435	46,000	138,566	46,000	
Art Agency Funding	204,415	229,458	229,458	240,931	5.0%
Human Services Administration	32,674	30,083	22,523	32,438	7.8%
Human Service Agency Funding	1,632,751	1,832,931	1,832,931	1,924,578	5.0%
City Council Allocations	256,846	294,319	294,319	309,035	5.0%
AHRC Special Events	2,401	3,000	3,000	3,000	
<b>Total Operations</b>	2,193,753	2,469,262	2,554,965	2,591,066	4.9%
<b>CIP:</b>					
Street Improvements	14,922	-	60,517	-	
Shared Use Path System	875,917	550,000	2,919,354	675,000	22.7%
Traffic Improvements	24,451	100,000	568,800	100,000	
Parks and Recreation	144,838	842,500	2,884,124	880,536	4.5%
Library Services	-	100,128	100,128	47,304	-52.8%
Cemetery Improvements	72,681	-	94,356	-	
Downtown Façade Program	31,000	75,000	213,001	75,000	
Campustown Façade Program	-	50,000	50,000	50,000	
Neighborhood Imp. Program	1,566	50,000	50,000	50,000	
Facilities Improvements	41,262	75,000	275,089	75,000	
<b>Total CIP</b>	1,206,637	1,842,628	7,215,369	1,952,840	6.0%
<b>Total Before Transfers</b>	3,400,390	4,311,890	9,770,334	4,543,906	5.4%

# Special Revenue - Local Option Sales Tax

Continued from previous page.

	2022/23	2023/24	2023/24	2024/25	% Change from
<i>Transfers:</i>	Actual	Adopted	Adjusted	Requested	Adopted
General Fund	6,907,889	6,181,810	6,900,000	7,200,000	16.5%
Park Development Fund	100,000	100,000	100,000	100,000	
Ames/ISU Ice Arena	40,000	40,000	40,000	40,000	
Parking Operations	5,489	-	-	-	
<b>Total Transfers</b>	7,053,378	6,321,810	7,040,000	7,340,000	16.1%
<b>Total Expenses</b>	10,453,768	10,633,700	16,810,334	11,883,906	11.8%
<b>Fund Balance:</b>					
Net Change in Fund	1,224,024	(193,343)	(5,145,712)	280,716	-245.2%
Beginning Balance	8,554,990	3,645,308	9,779,014	4,633,302	27.1%
<b>Ending Balance</b>	9,779,014	3,451,965	4,633,302	4,914,018	42.4%

*Minimum fund balance target:*  
 25% of expenses less 60% pass-through 1,170,977

*Unreserved fund balance* 3,743,041

## Special Revenue – Hotel/Motel Tax

Hotel/Motel tax 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.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Revenues:</i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Requested</b>	<b>from</b>
					<b>Adopted</b>
Hotel/Motel Tax	2,878,390	2,401,073	2,878,000	2,878,000	19.9%
<b>Total Revenues</b>	<b>2,878,390</b>	<b>2,401,073</b>	<b>2,878,000</b>	<b>2,878,000</b>	<b>19.9%</b>
<b>Expenses:</b>					
<b>Operations:</b>					
Discover Ames Pass Through	2,055,171	1,714,366	2,054,892	2,054,892	19.9%
Economic Development	150,000	150,000	175,000	175,000	16.7%
Chamber of Commerce Dues	3,600	3,200	3,600	3,600	12.5%
AEDC/Council Grant Program	15,000	15,000	15,000	15,000	0.0%
City Website Update	-	-	75,000	-	
Reinvestment District Study	25,000	-	-	-	
Ames History Museum Allocation	15,000	-	135,000	-	
<b>Total Operations</b>	<b>2,263,771</b>	<b>1,882,566</b>	<b>2,458,492</b>	<b>2,248,492</b>	<b>19.4%</b>
<b>CIP:</b>					
Main Street Improvements	43,572	-	15,388	-	
Indoor Aquatics Center	675	-	-	-	
<b>Total CIP</b>	<b>44,247</b>	<b>-</b>	<b>15,388</b>	<b>-</b>	
<b>Total Before Transfers</b>	<b>2,308,018</b>	<b>1,882,566</b>	<b>2,473,880</b>	<b>2,248,492</b>	<b>19.4%</b>
<b>Transfers:</b>					
General Fund	246,966	206,012	246,932	246,932	19.9%
Local Option Sales Tax	164,644	137,341	164,622	164,622	19.9%
Parking Operations	-	5,489	5,489	10,000	
<b>Total Transfers</b>	<b>411,610</b>	<b>348,842</b>	<b>417,043</b>	<b>421,554</b>	<b>20.8%</b>
<b>Total Expenses</b>	<b>2,719,628</b>	<b>2,231,408</b>	<b>2,890,923</b>	<b>2,670,046</b>	<b>19.7%</b>
<b>Fund Balance:</b>					
Net Change in Fund	158,762	169,665	(12,923)	207,954	22.6%
Beginning Balance	1,275,928	1,208,757	1,434,690	1,421,767	17.6%
<b>Ending Balance</b>	<b>1,434,690</b>	<b>1,378,422</b>	<b>1,421,767</b>	<b>1,629,721</b>	<b>18.2%</b>

# 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.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Revenues:</i>	Actual	Adopted	Adjusted	Requested	from
					Adopted
Road Use Tax	9,184,734	9,190,225	9,235,174	9,300,000	1.2%
<b>Total Revenues</b>	9,184,734	9,190,225	9,235,174	9,300,000	1.2%
<b>Expenses:</b>					
<b>Operations:</b>					
Public Works Administration	136,984	149,925	144,297	155,991	4.0%
Public Works Engineering	37,576	7,938	8,060	9,581	20.7%
Public Works GIS	126,184	169,485	151,651	173,785	2.5%
Traffic Engineering	238,829	236,473	242,921	257,135	8.7%
Traffic Operations	1,167,745	1,335,936	1,358,353	1,379,177	3.2%
Street Maintenance	2,425,025	2,511,335	2,466,009	2,599,875	3.5%
Street Cleaning	304,696	384,221	377,215	405,791	5.6%
Snow and Ice Control	1,596,310	1,528,877	1,517,803	1,601,586	4.8%
Right-of-Way Maintenance	802,209	963,439	1,067,391	992,748	3.0%
Econ Dev (RISE Repayment)	28,032	28,031	28,031	28,032	0.0%
Financial Services	21,568	21,684	21,842	22,900	5.6%
Purchasing Services	55,585	67,433	64,916	67,907	0.7%
Human Resources	55,219	67,870	72,096	67,746	-0.2%
Diversity, Equity, and Inclusion	1,803	10,377	11,314	11,558	11.4%
Facilities	31,390	30,857	32,830	33,095	7.3%
<b>Total Operations</b>	7,029,155	7,513,881	7,564,729	7,806,907	3.9%
<b>CIP:</b>					
Stormwater Improvements	-	-	25,000	-	
Street Improvements	48,084	200,000	258,343	-	-100.0%
Shared Use Path System	(1,722)	450,000	727,069	125,000	-72.2%
Traffic Improvements	654,772	1,735,700	3,126,314	1,886,900	8.7%
Street Rehabilitation	682,544	1,270,000	2,155,224	630,000	-50.4%
<b>Total CIP</b>	1,383,678	3,655,700	6,291,950	2,641,900	-27.7%
<b>Total Expenses</b>	8,412,833	11,169,581	13,856,679	10,448,807	-6.5%
<b>Fund Balance:</b>					
Net Change in Fund	771,901	(1,979,356)	(4,621,505)	(1,148,807)	-42.0%
Beginning Balance	8,292,990	5,438,077	9,064,891	4,443,386	-18.3%
<b>Ending Balance</b>	9,064,891	3,458,721	4,443,386	3,294,579	-4.7%

Minimum fund balance target:

10% of operating expenses 780,691

Unreserved fund balance 2,513,888

## Special Revenue – Police Forfeiture

This fund accounts for funds received through investigations when seized property is forfeited or when evidence can be sold, and a portion of the proceeds retained by the Police Department. The funds are limited to being used for law enforcement activities or expenses outside of the normal Law Enforcement operating budget.

	2022/23	2023/24	2023/24	2024/25	% Change from Adopted
	Actual	Adopted	Adjusted	Requested	
<b>Revenues:</b>					
Police Forfeiture	82,495	7,000	7,000	10,000	42.9%
Evidence Proceeds	3,467	-	-	-	
<b>Total Before Transfers</b>	85,962	7,000	7,000	10,000	42.9%
<b>Transfers:</b>					
Police Forfeiture	1,786	-	-	-	-
<b>Total Revenues</b>	87,748	7,000	7,000	10,000	42.9%
<b>Expenses:</b>					
<b>Operations:</b>					
Law Enforcement	51,809	12,000	12,000	12,000	0.0%
<b>Total Before Transfers</b>	51,809	12,000	12,000	12,000	0.0%
<b>Transfers:</b>					
Federal Forfeiture	1,786	-	-	-	-
<b>Total Expenses</b>	53,595	12,000	12,000	12,000	0.0%
<b>Fund Balance:</b>					
Net Change in Fund	34,153	(5,000)	(5,000)	(2,000)	-60.0%
Beginning Balance	142,894	137,894	177,047	172,047	24.8%
<b>Ending Balance</b>	177,047	132,894	172,047	170,047	28.0%

*Minimum fund balance target:*

Reserved for vehicle replacement 20,000

*Unreserved fund balance* 150,047

## Special Revenue – Public Safety Donations/Grants

This fund accounts for the revenues and expenses associated with Public Safety grants and donations received by the Police and Fire Departments.

	2022/23	2023/24	2023/24	2024/25	% Change from Adopted
<i>Revenues:</i>	Actual	Adopted	Adjusted	Requested	
Police Grants/Donations	75,364	48,000	55,359	48,000	0.0%
Fire Grants/Donations	19,672	-	41,817	-	
<b>Total Before Transfers</b>	95,036	48,000	97,176	48,000	
<b>Transfers:</b>					
Police Donations	185	-	-	-	
<b>Total Revenues</b>	95,221	48,000	97,176	48,000	0.0%
<b>Expenses:</b>					
<b>Operations:</b>					
Law Enforcement	46,237	48,000	72,000	48,000	0.0%
Fire Safety	18,672	-	41,717	-	
<b>Total Before Transfers</b>	64,909	48,000	113,717	48,000	
<b>Transfers:</b>					
Fire Donations	185	-	-	-	
<b>Total Expenses</b>	65,094	48,000	113,717	48,000	0.0%
<b>Fund Balance:</b>					
Net Change in Fund	30,127	-	(16,541)	-	
Beginning Balance	(4,889)	4,065	25,238	8,697	113.9%
<b>Ending Balance</b>	25,238	4,065	8,697	8,697	113.9%

## Special Revenue – Animal Shelter Donations

This fund is used to account for donations received by the Ames Animal Shelter and the expenditures funded by the donations.

	2022/23	2023/24	2023/24	2024/25	% Change from
	Actual	Adopted	Adjusted	Requested	Adopted
<b>Revenues:</b>					
Animal Shelter Donations	76,805	50,000	50,000	50,000	0.0%
Interest Revenue	3,874	3,200	6,000	5,000	56.3%
Unrealized Investment Loss	(469)	-	-	-	
<b>Total Revenues</b>	<b>80,210</b>	<b>53,200</b>	<b>56,000</b>	<b>55,000</b>	<b>3.4%</b>
<b>Expenses:</b>					
<b>Operations:</b>					
Animal Shelter	94,772	51,800	66,800	87,567	69.0%
<b>Total Expenses</b>	<b>94,772</b>	<b>51,800</b>	<b>66,800</b>	<b>87,567</b>	<b>69.0%</b>
<b>Fund Balance:</b>					
Net Change in Fund	(14,562)	1,400	(10,800)	(32,567)	-2426.2%
Beginning Balance	218,031	219,429	203,469	192,669	-12.2%
<b>Ending Balance</b>	<b>203,469</b>	<b>220,829</b>	<b>192,669</b>	<b>160,102</b>	<b>-27.5%</b>

## Special Revenue – Citywide Housing Programs

This fund accounts for miscellaneous housing program activity including housing grant program repayments and proceeds from the sale of housing properties.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
<b>Revenues:</b>					
Sale of Homes/Property	13,113	-	-	-	
Miscellaneous Revenue	1,078	-	-	-	
<b>Total Revenues</b>	14,191	-	-	-	
<b>Expenses:</b>					
Housing Programs	20,819	24,227	23,550	25,453	5.1%
<b>Total Expenses</b>	20,819	24,227	23,550	25,453	5.1%
<b>Fund Balance:</b>					
Net Change in Fund	(6,628)	(24,227)	(23,550)	(25,453)	5.1%
Beginning Balance	425,963	423,846	419,335	395,785	-6.6%
<b>Ending Balance</b>	419,335	399,619	395,785	370,332	-7.3%

## 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.

	2022/23	2023/24	2023/24	2024/25	% Change from
	Actual	Adopted	Adjusted	Requested	Adopted
<b>Revenues:</b>					
CDBG Funding	197,941	569,187	557,990	557,990	-2.0%
CDBG Rollover	-	-	1,023,743	-	
Program Repayments	-	-	938	-	
Sale of Homes	50,063	80,000	50,000	-	
Miscellaneous Revenue	938	-	-	-	
<b>Total Revenues</b>	<b>248,942</b>	<b>649,187</b>	<b>1,632,671</b>	<b>557,990</b>	<b>-14.0%</b>
<b>Expenses:</b>					
<b>Operations:</b>					
CDBG Administration	117,404	146,918	111,598	111,598	-24.0%
CDBG Programs	131,746	502,269	1,529,693	446,392	-11.1%
<b>Total Expenses</b>	<b>249,150</b>	<b>649,187</b>	<b>1,641,291</b>	<b>557,990</b>	<b>-14.0%</b>
<b>Fund Balance:</b>					
Net Change in Fund	(208)	-	(8,620)	-	
Beginning Balance	8,828	9,713	8,620	-	
<b>Ending Balance</b>	<b>8,620</b>	<b>9,713</b>	<b>-</b>	<b>-</b>	

## Special Revenue – HOME Program

This fund is used to account for the revenue and expenditures associated with funding received by the City through the federally funded Home Investment Partnership (HOME) program. This funding is designated to create affordable housing for low-income households.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
<b>Revenues:</b>					<b>Adopted</b>
HOME Funding	22,360	405,511	321,764	321,764	-20.7%
HOME Rollover	-	-	2,456,599	-	
<b>Total Revenues</b>	22,360	405,511	2,778,363	321,764	-20.7%
<b>Expenses:</b>					
<b>Operations:</b>					
HOME Administration	22,360	40,551	102,384	32,176	-20.7%
CHDO Allocation	-	60,827	416,754	48,265	-20.7%
HOME Programs	-	304,133	2,259,225	241,323	-20.7%
<b>Total Expenses</b>	22,360	405,511	2,778,363	321,764	-20.7%
<b>Fund Balance:</b>					
Net Change in Fund	-	-	-	-	
Beginning Balance	-	-	-	-	
<b>Ending Balance</b>	-	-	-	-	

## Special Revenue – CDBG/COVID-19 CARES Act

This fund is used to account for CARES Act funding received through the federal Community Development Block Grant program. The funding is designated for COVID-19 relief programs developed and administered by Planning and Housing.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
<b>Revenues:</b>					
CDBG CARES Funding	9,622	-	-	-	
<b>Total Revenues</b>	9,622	-	-	-	
<b>Expenses:</b>					
<b>Operations:</b>					
CDBG CARES Administration	-	-	-	-	
CDBG CARES Programming	9,622	-	-	-	
<b>Total Expenses</b>	9,622	-	-	-	
<b>Fund Balance:</b>					
Net Change in Fund	-	-	-	-	
Beginning Balance	-	-	-	-	
<b>Ending Balance</b>	-	-	-	-	

# Special Revenue – IEDA/COVID-19 CARES Act

This fund is used to account for CARES Act funding received from the State of Iowa. The funding is designated for COVID-19 relief programs developed and administered by Planning and Housing.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
<b>Revenues:</b>					
IEDA COVID-19 Funding	-	-	323,383	-	
<b>Total Revenues</b>	-	-	323,383	-	
<b>Expenses:</b>					
<b>Operations:</b>					
IEDA CARES Administration	250	-	32,089	-	
IEDA CARES Programming	238,833	-	52,211	-	
<b>Total Expenses</b>	239,083	-	84,300	-	
<b>Fund Balance:</b>					
Net Change in Fund	(239,083)	-	239,083	-	
Beginning Balance	-	-	(239,083)	-	
<b>Ending Balance</b>	(239,083)	-	-	-	

## Special Revenue – HOME American Rescue Plan

This fund is used to account for funding awarded to the City of Ames through the HOME American Rescue Plan Program (ARP). Programs to utilize the funding will be developed and administered by Planning and Housing.

	2022/23	2023/24	2023/24	2024/25	% Change from Adopted
<i>Revenues:</i>	<i>Actual</i>	<i>Adopted</i>	<i>Adjusted</i>	<i>Requested</i>	
HOME ARP Funding	7,282	-	630,984	630,982	
<b>Total Revenues</b>	7,282	-	630,984	630,982	
<b>Expenses:</b>					
<b>Operations:</b>					
HOME/ARP Administration	7,282	-	91,553	91,552	
HOME/ARP Programming	-	-	539,431	539,430	
<b>Total Expenses</b>	7,282	-	630,984	630,982	
<b>Fund Balance:</b>					
Net Change in Fund	-	-	-	-	
Beginning Balance	-	-	-	-	
<b>Ending Balance</b>	-	-	-	-	

# Special Revenue – Employee Benefit Property Tax

This fund is used to account for tax revenues used to pay for the City’s contribution to the Police and Fire Retirement system.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
<b>Revenues:</b>					
Property Taxes	2,150,604	-	-	-	
Utility Excise Tax	13,490	-	-	-	
State Replacement Tax	50,748	-	-	-	
<b>Total Revenues</b>	<b>2,214,842</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Expenses:</b>					
<b>Transfers:</b>					
General Fund	2,214,842	-	-	-	
<b>Total Expenses</b>	<b>2,214,842</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Fund Balance:</b>					
Net Change in Fund	-	-	-	-	
Beginning Balance	-	-	-	-	
<b>Ending Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

## Special Revenue – Fire/Police Pension

This fund accounts for the funds remaining from the transition to the Municipal Fire and Police Retirement System of Iowa (MFPRSI). Funds may only be used to offset City contributions to MFPRSI.

	2022/23	2023/24	2023/24	2024/25	% Change from
	Actual	Adopted	Adjusted	Requested	Adopted
<b>Revenues:</b>					
Interest Revenue	2,596	1,000	2,000	2,000	100.0%
Unrealized Investment Loss	(343)	-	-	-	
<b>Total Revenues</b>	2,253	1,000	2,000	2,000	100.0%
<b>Expenses:</b>					
<b>Transfers:</b>					
General Fund	90,000	55,000	55,000	-	-100.0%
<b>Total Expenses</b>	90,000	55,000	55,000	-	-100.0%
<b>Fund Balance:</b>					
Net Change in Fund	(87,747)	(54,000)	(53,000)	2,000	-103.7%
Beginning Balance	155,198	66,198	67,451	14,451	-78.2%
<b>Ending Balance</b>	67,451	12,198	14,451	16,451	34.9%

## Special Revenue – Parks and Recreation Donations and Grants

This fund is used to account for revenues to be used for specific park improvements or recreation programs.

	2022/23	2023/24	2023/24	2024/25	% Change from
	Actual	Adopted	Adjusted	Requested	Adopted
<b>Revenues:</b>					
Donations	20,995	11,600	165,100	10,100	-12.9%
Grant Revenue	20,419	10,000	297,750	663,500	6535.0%
Interest Revenue	2,681	900	4,000	4,000	344.4%
Unrealized Investment Loss	(337)	-	-	-	
<b>Total Before Transfers</b>	<b>43,758</b>	<b>22,500</b>	<b>466,850</b>	<b>677,600</b>	<b>2911.6%</b>
<b>Transfers:</b>					
Parks & Recreation Donations	-	-	6,231	-	
<b>Total Revenues</b>	<b>43,758</b>	<b>22,500</b>	<b>473,081</b>	<b>677,600</b>	<b>2911.6%</b>
<b>Expenses:</b>					
<b>Operations:</b>					
Parks & Rec Donations	4,436	1,500	5,156	-	-100.0%
Block Party Trailer	-	-	730	-	
Wellmark 3-Point Play Program	1,664	-	15	-	
Community Center	-	-	1,100	-	
Auditorium	-	-	2,750	3,500	
Municipal Band	268	-	417	-	
Daley Park	-	-	39,245	-	
Park System Improvements	18,772	10,000	60,163	10,000	0.0%
Tree Planting Grants	23,853	10,000	101,231	160,000	1500.0%
<b>Total Operations</b>	<b>48,993</b>	<b>21,500</b>	<b>210,807</b>	<b>173,500</b>	<b>707.0%</b>
<b>CIP:</b>					
AHHP Accessible Launch	5,766	-	3,347	-	
AHHP Wetland Overlook	-	-	5,000	-	
Sunset Ridge Park	-	-	1,482	-	
Hira Park	138	-	15,493	-	
Carr Park	-	-	155	-	
Ontario Park	-	-	200,000	-	
Mini Soccer Pitch	-	-	150,000	-	
Fitch Indoor Aquatic Center	-	-	-	500,000	
<b>Total CIP</b>	<b>5,904</b>	<b>-</b>	<b>375,477</b>	<b>500,000</b>	
<b>Total Before Transfers</b>	<b>54,897</b>	<b>21,500</b>	<b>586,284</b>	<b>673,500</b>	<b>3032.6%</b>
<b>Transfers:</b>					
P&R Grants Fund	-	-	6,231	-	
P&R Scholarship Fund	-	-	21,389	-	
<b>Total Transfers</b>	<b>-</b>	<b>-</b>	<b>27,620</b>	<b>-</b>	
<b>Total Expenses</b>	<b>54,897</b>	<b>21,500</b>	<b>613,904</b>	<b>673,500</b>	<b>3032.6%</b>
<b>Fund Balance:</b>					
Net Change in Fund	(11,139)	1,000	(140,823)	4,100	310.0%
Beginning Balance	154,562	3,500	143,423	2,600	-25.7%
<b>Ending Balance</b>	<b>143,423</b>	<b>4,500</b>	<b>2,600</b>	<b>6,700</b>	<b>48.9%</b>

## Special Revenue – Parks and Recreation Scholarship Fund

The Parks and Recreation Scholarship Fund will provide reimbursement to the General Fund for recreation program participants receiving scholarships. The Fund, which was established in FY 2023/24 with \$250,000 from the General Fund, will make Parks and Recreation programming more accessible to all Ames residents.

	2022/23	2023/24	2023/24	2024/25	% Change from
	Actual	Adopted	Adjusted	Requested	Adopted
<b>Revenues:</b>					
Donations	-	-	5,000	5,000	
Interest Revenue	-	-	-	11,000	
<b>Total Before Transfers</b>	-	-	5,000	16,000	
<b>Transfers:</b>					
General Fund	-	-	250,000	-	
P&R Donations/Grants	-	-	21,389	-	
<b>Total Transfers</b>	-	-	271,389	-	
<b>Total Revenues</b>	-	-	276,389	16,000	
<b>Expenses:</b>					
<b>Operations:</b>					
Parks & Rec Scholarships	-	-	-	11,000	
<b>Total Expenses</b>	-	-	-	11,000	
<b>Fund Balance:</b>					
Net Change in Fund	-	-	276,389	5,000	
Beginning Balance	-	-	-	276,389	
<b>Ending Balance</b>	-	-	276,389	281,389	

## Special Revenue – FEMA/COVID-19

This fund accounts for Federal Emergency Management Agency (FEMA) Public Assistance disaster award grant for the City Response to the COVID-19 pandemic. Expenses eligible for grant reimbursement are moved to the fund then submitted to FEMA for reimbursement.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
<b>Revenues:</b>					
FEMA Disaster Relief	39,266	-	-	-	
<b>Transfers:</b>					
General Fund	-	-	41,936	-	
<b>Total Revenues</b>	39,266	-	41,936	-	
<b>Expenses:</b>					
<b>Operations:</b>					
<b>Total Expenses</b>	-	-	-	-	
<b>Fund Balance:</b>					
Net Change in Fund	39,266	-	41,936	-	
Beginning Balance	(81,202)	-	(41,936)	-	
<b>Ending Balance</b>	(41,936)	-	-	-	

## Special Revenue – FEMA/Derecho 2020

This fund accounts for Federal Emergency Management Agency (FEMA) Public Assistance disaster award grant for the City Response to the August 10, 2020, Midwest Derecho Storm. Expenses eligible for grant reimbursement are moved to the fund then submitted to FEMA for reimbursement.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
<b>Revenues:</b>					
FEMA Disaster Relief	477,090	-	-	-	
<b>Total Revenues</b>	477,090	-	-	-	
<b>Expenses:</b>					
<b>Transfers:</b>					
General Fund	-	-	415,483	-	
<b>Total Expenses</b>	-	-	415,483	-	
<b>Fund Balance:</b>					
Net Change in Fund	477,090	-	(415,483)	-	
Beginning Balance	(61,607)	-	415,483	-	
<b>Ending Balance</b>	415,483	-	-	-	

## Special Revenue – American Rescue Plan

This fund accounts for all activities related to City of Ames allocation of federal funding from the American Rescue Plan Act of 2021.

	2022/23	2023/24	2023/24	2024/25	% Change from
<b>Revenues:</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Requested</b>	<b>Adopted</b>
American Rescue Plan	2,746,958	-	1,260,420	-	
<b>Total Revenues</b>	2,746,958	-	1,260,420	-	
<b>Expenses:</b>					
<b>CIP:</b>					
Ames 2040 Utility Extensions	3,800,548	4,971,981	7,488,380	-	-100.0%
Downtown Plaza	450,497	-	-	-	
Auditorium HVAC System	-	-	200,000	-	
Fitch Indoor Aquatic Center	-	-	-	868,681	
<b>Total Before Transfers</b>	4,251,045	4,971,981	7,688,380	868,681	-82.5%
<b>Transfers:</b>					
Ice Arena Operations	50,000	-	-	-	
Council Priorities Fund	-	-	1,000,000	-	
<b>Total Transfers</b>	50,000	-	1,000,000	-	
<b>Total Expenses</b>	4,301,045	4,971,981	8,688,380	868,681	-82.5%
<b>Fund Balance:</b>					
Net Change in Fund	(1,554,087)	(4,971,981)	(7,427,960)	(868,681)	-82.5%
Beginning Balance	10,000,000	2,382,767	8,445,913	1,017,953	-57.3%
<b>Ending Balance</b>	8,445,913	(2,589,214)	1,017,953	149,272	-105.8%

## Special Revenue – Library Donations and Grants

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

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
<b>Revenues:</b>					
Library Friends Foundation	274,095	373,029	373,029	363,633	-2.5%
Library Direct State Aid	16,839	17,500	17,500	17,000	-2.9%
Library Donations/Grants	1,579	7,500	7,500	2,000	-73.3%
Interest Revenue	8,381	4,900	10,000	9,000	83.7%
Unrealized Investment Loss	(1,009)	-	-	-	
<b>Total Revenues</b>	<b>299,885</b>	<b>402,929</b>	<b>408,029</b>	<b>391,633</b>	<b>-2.8%</b>
<b>Expenses:</b>					
<b>Operations:</b>					
Administration	114,409	78,119	78,119	80,619	3.2%
Resource Services	92,124	117,869	117,869	104,369	-11.5%
Youth Services	98,400	217,522	217,522	139,022	-36.1%
Adult Services	20,763	23,869	23,869	33,869	41.9%
Customer Account Services	1,375	2,500	2,500	3,000	
<b>Total Expenses</b>	<b>327,071</b>	<b>439,879</b>	<b>439,879</b>	<b>360,879</b>	<b>-18.0%</b>
<b>Fund Balance:</b>					
Net Change in Fund	(27,186)	(36,950)	(31,850)	30,754	-183.2%
Beginning Balance	438,853	346,919	411,667	379,817	9.5%
<b>Ending Balance</b>	<b>411,667</b>	<b>309,969</b>	<b>379,817</b>	<b>410,571</b>	<b>32.5%</b>

## Special Revenue – Utility Assistance

This fund accounts for donations received through Utility Customer Service that are designated for utility payment assistance.

	2022/23 Actual	2023/24 Adopted	2023/24 Adjusted	2024/25 Requested	% Change from Adopted
<b>Revenues:</b>					
Project Share Donations	624	15,500	15,500	15,500	0.0%
Alternative Energy Donations	23,108	-	-	-	
<b>Total Revenues</b>	23,732	15,500	15,500	15,500	0.0%
<b>Expenses:</b>					
<b>Operations:</b>					
Utility Assistance	21,684	15,500	15,500	15,500	0.0%
<b>Total Expenses</b>	21,684	15,500	15,500	15,500	0.0%
<b>Fund Balance:</b>					
Net Change in Fund	2,048	-	-	-	
Beginning Balance	14,808	14,809	16,856	16,856	13.8%
<b>Ending Balance</b>	16,856	14,809	16,856	16,856	13.8%

## Special Revenue – Miscellaneous Donations

This fund accounts for donations and revenues received that are designated for specific projects.

	2022/23 Actual	2023/24 Adopted	2023/24 Adjusted	2024/25 Requested	% Change from Adopted
<b>Revenues:</b>					
Metro Coalition Member Dues	-	-	-	-	
Public Art Damages	3,950	-	-	-	
<b>Total Revenues</b>	3,950	-	-	-	
<b>Expenses:</b>					
<b>Operations:</b>					
Metro Coalition	41,692	-	-	-	
Shared Use Path CIP	-	-	10,026	-	
<b>Total Expenses</b>	41,692	-	10,026	-	
<b>Fund Balance:</b>					
Net Change in Fund	(37,742)	-	(10,026)	-	
Beginning Balance	51,750	32	14,008	3,982	12343.8%
<b>Ending Balance</b>	14,008	32	3,982	3,982	12343.8%

## Special Revenue – Developer Projects

This fund accounts for funds received from developers to be used for City infrastructure.

	2022/23 Actual	2023/24 Adopted	2023/24 Adjusted	2024/25 Requested	% Change from Adopted
<b>Revenues:</b>					
Interest Revenue	915	-	2,000	2,000	
Unrealized Investment Loss	(109)	-	-	-	
<b>Total Revenues</b>	806	-	2,000	2,000	
<b>Expenses:</b>					
<b>CIP:</b>					
Developer Projects	-	-	-	-	
<b>Total Expenses</b>	-	-	-	-	
<b>Fund Balance:</b>					
Net Change in Fund	806	-	2,000	2,000	
Beginning Balance	226,720	226,720	227,526	229,526	1.2%
<b>Ending Balance</b>	227,526	226,720	229,526	231,526	2.1%

## Special Revenue – Economic Development

This fund accounts 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.

	2022/23 Actual	2023/24 Adopted	2023/24 Adjusted	2024/25 Requested	% Change from Adopted
<b>Revenues:</b>					
ISU Research Park	28,031	28,031	28,031	28,032	
<b>Total Revenues</b>	28,031	28,031	28,031	28,032	
<b>Expenses:</b>					
<b>Operations:</b>					
RISE Grant Repayment	28,031	28,031	28,031	28,032	
<b>Total Expenses</b>	28,031	28,031	28,031	28,032	
<b>Fund Balance:</b>					
Net Change in Fund	-	-	-	-	
Beginning Balance	547,166	547,166	547,166	547,166	0.0%
<b>Ending Balance</b>	547,166	547,166	547,166	547,166	0.0%

## 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.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
<b>Revenues:</b>					
Property Taxes	1,230,008	381,876	381,876	375,000	-1.8%
Interest Revenue	32,920	5,000	52,000	43,000	760.0%
Unrealized Investment Loss	(3,882)	-	-	-	
<b>Total Before Transfers</b>	<b>1,259,046</b>	<b>386,876</b>	<b>433,876</b>	<b>418,000</b>	<b>8.0%</b>
<b>Transfers:</b>					
TIF/ISU Research Park	-	98,912	353,387	-	
<b>Total Revenues</b>	<b>1,259,046</b>	<b>485,788</b>	<b>787,263</b>	<b>418,000</b>	<b>-14.0%</b>
<b>Expenses:</b>					
<b>Operations:</b>					
Kingland Systems	359,268	26,986	26,986	-	-100.0%
Barilla	352,589	354,890	354,890	375,000	5.7%
Downtown Urban Renewal	7,087				
<b>Total Before Transfers</b>	<b>718,944</b>	<b>381,876</b>	<b>381,876</b>	<b>375,000</b>	<b>-1.8%</b>
<b>Transfers:</b>					
Debt Service	333,175	335,050	335,050	332,050	-0.9%
TIF/ISU Research Park Dist. 2	-	98,912	353,387	-	
<b>Total Transfers</b>	<b>333,175</b>	<b>433,962</b>	<b>688,437</b>	<b>332,050</b>	<b>-23.5%</b>
<b>Total Expenses</b>	<b>1,052,119</b>	<b>815,838</b>	<b>1,070,313</b>	<b>707,050</b>	<b>-13.3%</b>
<b>Fund Balance:</b>					
Net Change in Fund	206,927	(330,050)	(283,050)	(289,050)	-12.4%
Beginning Balance	1,558,536	1,795,724	1,765,463	1,482,413	-17.4%
<b>Ending Balance</b>	<b>1,765,463</b>	<b>1,465,674</b>	<b>1,482,413</b>	<b>1,193,363</b>	<b>-18.6%</b>

## 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.

	2022/23	2023/24	2023/24	2024/25	% Change from
	Actual	Adopted	Adjusted	Requested	Adopted
<b>Revenues:</b>					
Assessments	239,370	227,104	231,168	227,104	0.0%
<b>Total Revenues</b>	239,370	227,104	231,168	227,104	0.0%
<b>Expenses:</b>					
<b>Transfers:</b>					
General Fund	4,065	5,000	5,000	5,000	0.0%
Debt Service	320,472	317,553	317,553	38,450	-87.9%
<b>Total Expenses</b>	324,537	322,553	322,553	43,450	-86.5%
<b>Fund Balance:</b>					
Net Change in Fund	(85,167)	(95,449)	(91,385)	183,654	
Beginning Balance	(674,897)	(768,560)	(760,064)	(851,449)	10.8%
<b>Ending Balance</b>	(760,064)	(864,009)	(851,449)	(667,795)	-22.7%

## 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.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
<b>Revenues:</b>					<b>Adopted</b>
Traffic MPO/Grant Funding	2,546,670	1,895,000	4,968,188	1,641,000	-13.4%
Street MPO/Grant Funding	4,113,782	-	5,157,211	2,814,000	
Bike Trail MPO/Grant Funding	7,950	-	887,000	-	
Developer Funding	16,500	-	-	-	
Iowa State University	-	-	60,000	-	
Story County	750				
<b>Total Revenues</b>	<b>6,685,652</b>	<b>1,895,000</b>	<b>11,072,399</b>	<b>4,455,000</b>	<b>135.1%</b>
<b>Expenses:</b>					
<b>CIP:</b>					
Street Improvements	3,651,519	1,895,000	4,295,734	2,814,000	48.5%
Shared Use Path System	470,479	-	416,522	-	
Traffic Improvements	1,994,527	-	4,554,910	1,641,000	
Street Rehabilitation	-	-	60,000	-	
<b>Total Before Transfers</b>	<b>6,116,525</b>	<b>1,895,000</b>	<b>9,327,166</b>	<b>4,455,000</b>	<b>135.1%</b>
<b>Transfers:</b>					
Debt Service Fund	-	-	172,167	-	
<b>Total Expenses</b>	<b>6,116,525</b>	<b>1,895,000</b>	<b>9,499,333</b>	<b>4,455,000</b>	<b>135.1%</b>
<b>Fund Balance:</b>					
Net Change in Fund	569,127	-	1,573,066	-	
Beginning Balance	(1,847,863)	295,079	(1,278,736)	294,330	-0.3%
<b>Ending Balance</b>	<b>(1,278,736)</b>	<b>295,079</b>	<b>294,330</b>	<b>294,330</b>	<b>-0.3%</b>

## Capital Projects – Park Development

This fund accounts for the development of new City parks or new amenities added to existing City parks. Donations and grants for park development will be accounted for in this fund, as well as a \$100,000 annual transfer from the Local Option Sales Tax Fund.

	2022/23	2023/24	2023/24	2024/25	% Change from
	Actual	Adopted	Adjusted	Requested	Adopted
<b>Revenues:</b>					
Interest Revenue	23,699	5,000	37,000	31,000	520.0%
Unrealized Investment Loss	(2,778)	-	-	-	
<b>Total Before Transfers</b>	20,921	5,000	37,000	31,000	520.0%
<b>Transfers:</b>					
Local Option Sales Tax	100,000	100,000	100,000	100,000	0.0%
<b>Total Revenues</b>	120,921	105,000	137,000	131,000	24.8%
<b>Expenses:</b>					
<b>CIP:</b>					
Parks and Recreation	-	-	1,002,936	-	
<b>Total Expenses</b>	-	-	1,002,936	-	
<b>Fund Balance:</b>					
Net Change in Fund	120,921	105,000	(865,936)	131,000	24.8%
Beginning Balance	1,240,668	342,733	1,361,589	495,653	44.6%
<b>Ending Balance</b>	1,361,589	447,733	495,653	626,653	40.0%

## Capital Projects – Winakor Donation

This fund accounts for a bequest received from Geitel Winakor to be used for a future Parks and Recreation capital project.

	2022/23	2023/24	2023/24	2024/25	% Change from Adopted
	Actual	Adopted	Adjusted	Requested	
<b>Revenues:</b>					
Interest Revenue	36,570	20,000	59,000	48,000	140.0%
Unrealized Investment Loss	(4,358)	-	-	-	
<b>Total Revenues</b>	32,212	20,000	59,000	48,000	140.0%
<b>Expenses:</b>					
<b>CIP:</b>					
Indoor Aquatic Center	-	1,950,000	1,950,000	-	-100.0%
<b>Total Expenses</b>	-	1,950,000	1,950,000	-	
<b>Fund Balance:</b>					
Net Change in Fund	32,212	(1,930,000)	(1,891,000)	48,000	-102.5%
Beginning Balance	1,941,155	1,961,155	1,973,367	82,367	-95.8%
<b>Ending Balance</b>	1,973,367	31,155	82,367	130,367	318.4%

## Capital Projects – Indoor Aquatic Center Donations

This fund will be used to account for donations that are received to support the construction of the new Indoor Aquatic Center.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
<b>Revenues:</b>					<b>Adopted</b>
Donations	3,983,182	2,975,527	2,975,527	1,403,036	-52.8%
Story County	-	500,000	500,000	-	-100.0%
Interest Revenue	8,183		30,000		
Unrealized Investment Loss	(494)				
<b>Total Revenues</b>	<b>3,990,871</b>	<b>3,475,527</b>	<b>3,505,527</b>	<b>1,403,036</b>	<b>-59.6%</b>
<b>Expenses:</b>					
<b>CIP:</b>					
Indoor Aquatic Center	2,447,624	3,475,527	3,761,550	2,652,571	-23.7%
<b>Total Expenses</b>	<b>2,447,624</b>	<b>3,475,527</b>	<b>3,761,550</b>	<b>2,652,571</b>	<b>-23.7%</b>
<b>Fund Balance:</b>					
Net Change in Fund	1,543,247	-	(256,023)	(1,249,535)	
Beginning Balance	-	-	1,543,247	1,287,224	
<b>Ending Balance</b>	<b>1,543,247</b>	<b>-</b>	<b>1,287,224</b>	<b>37,689</b>	

## Capital Projects – Council Priorities Capital Fund

This fund accounts for funding that has been reserved to pay for capital projects that City Council has determined are of high priority or to cover funding shortfalls for high priority capital projects.

	2022/23	2023/24	2023/24	2024/25	% Change from
	Actual	Adopted	Adjusted	Requested	Adopted
<b>Revenues:</b>					
Interest Revenue	39,053	10,000	63,000	52,000	420.0%
Unrealized Investment Loss	(4,700)	-	-	-	
<b>Total Before Transfers</b>	<b>34,353</b>	<b>10,000</b>	<b>63,000</b>	<b>52,000</b>	<b>420.0%</b>
<b>Transfers:</b>					
General Fund	325,000	-	2,817,340	-	
American Rescue Plan Fund	-	-	1,000,000	-	
<b>Total Transfers</b>	<b>325,000</b>	<b>-</b>	<b>3,817,340</b>	<b>-</b>	
<b>Total Revenues</b>	<b>359,353</b>	<b>10,000</b>	<b>3,880,340</b>	<b>52,000</b>	<b>420.0%</b>
<b>Expenses:</b>					
<b>Operations:</b>					
Home Allies Allocation	-	-	25,000	-	
Sustainability/Other Priorities	-	-	1,000,000	-	
<b>Total Operations</b>	<b>-</b>	<b>-</b>	<b>1,025,000</b>	<b>-</b>	
<b>CIP:</b>					
Downtown Plaza	409,547	-	1,330,032	-	
<b>Total Expenses</b>	<b>409,547</b>	<b>-</b>	<b>2,355,032</b>	<b>-</b>	
<b>Fund Balance:</b>					
Net Change in Fund	(50,194)	10,000	1,525,308	52,000	420.0%
Beginning Balance	2,192,106	262,527	2,141,912	3,667,220	1296.9%
<b>Ending Balance</b>	<b>2,141,912</b>	<b>272,527</b>	<b>3,667,220</b>	<b>3,719,220</b>	<b>1264.7%</b>

## 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.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
<b>Revenues:</b>					
Bond Proceeds	13,267,311	12,671,897	12,671,897	18,815,000	48.5%
Interest Revenue	397,896	-	1,696,000	933,000	
Unrealized Investment Loss	234,767	-	-	-	
<b>Total Revenues</b>	<b>13,899,974</b>	<b>12,671,897</b>	<b>14,367,897</b>	<b>19,748,000</b>	<b>55.8%</b>
<b>Expenses:</b>					
<b>Operations:</b>					
Bond Issuance Costs	99,440	-	119,842	279,450	
Financial Services	7,637	8,597	7,924	9,118	6.1%
<b>Total Operations</b>	<b>107,077</b>	<b>8,597</b>	<b>127,766</b>	<b>288,568</b>	<b>3256.6%</b>
<b>CIP:</b>					
Law Enforcement	252,750	-	-	-	
Fire Safety	779,133	-	368,541	-	
Stormwater Improvements	62,550	-	44,277	-	
Street Improvements	9,891,889	10,325,000	23,688,022	1,491,000	-85.6%
Traffic Improvements	321,322	838,300	1,631,774	476,100	-43.2%
Street Rehabilitation	1,007,366	-	850,000	-	
Parks and Recreation	1,721,520	1,500,000	1,843,100	17,378,016	1058.5%
Airport Improvements	-	-	-	680,000	
<b>Total CIP</b>	<b>14,036,530</b>	<b>12,663,300</b>	<b>28,425,714</b>	<b>20,025,116</b>	<b>58.1%</b>
<b>Total Before Transfers</b>	<b>14,143,607</b>	<b>12,671,897</b>	<b>28,553,480</b>	<b>20,313,684</b>	<b>60.3%</b>
<b>Transfers:</b>					
Debt Service Fund	260,246	-	400,000	-	
<b>Total Transfers</b>	<b>260,246</b>	<b>-</b>	<b>400,000</b>	<b>-</b>	
<b>Total Expenses</b>	<b>14,403,853</b>	<b>12,671,897</b>	<b>28,953,480</b>	<b>20,313,684</b>	<b>60.3%</b>
<b>Fund Balance:</b>					
Net Change in Fund	(503,879)	-	(14,585,583)	(565,684)	
Beginning Balance	19,661,136	5,551,997	19,157,257	4,571,674	-17.7%
<b>Ending Balance</b>	<b>19,157,257</b>	<b>5,551,997</b>	<b>4,571,674</b>	<b>4,005,990</b>	<b>-27.8%</b>

## Permanent Fund – Cemetery

This fund accounts for the 20% 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.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
<b>Revenues:</b>					<b>Adopted</b>
Sale of Cemetery Lots	17,412	25,818	23,650	25,570	-1.0%
<b>Total Revenues</b>	17,412	25,818	23,650	25,570	-1.0%
<b>Expenses:</b>					
Perpetual Care	-	-	-	-	
<b>Total Expenses</b>	-	-	-	-	
<b>Fund Balance:</b>					
Net Change in Fund	17,412	25,818	23,650	25,570	-1.0%
Beginning Balance	1,067,397	1,091,749	1,084,809	1,108,459	1.5%
<b>Ending Balance</b>	1,084,809	1,117,567	1,108,459	1,134,029	1.5%

## Permanent Fund – Donald and Ruth Furman Aquatic Center Trust

This fund accounts for 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 at the Aquatic Center.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
<b>Revenues:</b>					<b>Adopted</b>
Interest Revenue	20,289	10,000	33,000	27,000	170.0%
Unrealized Investment Loss	(2,424)	-	-	-	
<b>Total Revenues</b>	17,865	10,000	33,000	27,000	170.0%
<b>Expenses:</b>					
<b>Operations:</b>					
Aquatic Center Operations	2,511	7,750	38,349	-	-100.0%
<b>CIP:</b>					
Aquatic Center Improvements	-	-	-	-	
<b>Total Expenses</b>	2,511	7,750	38,349	-	
<b>Fund Balance:</b>					
Net Change in Fund	15,354	2,250	(5,349)	27,000	1100.0%
Beginning Balance	1,080,415	1,087,903	1,095,769	1,090,420	0.2%
<b>Ending Balance</b>	1,095,769	1,090,153	1,090,420	1,117,420	2.5%

## Enterprise – Airport Operations

This fund accounts for the operation of the James Herman Banning Airport, a municipally owned airport which provides services to residents of the City of Ames and contiguous areas.

	2022/23	2023/24	2023/24	2024/25	% Change from Adopted
	Actual	Adopted	Adjusted	Requested	
<b>Revenues:</b>					
Charges for Services	117,319	113,563	113,083	116,436	2.5%
Airport Farm	79,267	82,011	83,511	191,928	134.0%
Iowa State University	56,775	63,290	43,515	43,432	-31.4%
Miscellaneous Revenue	-	-	7,400	-	
<b>Total Before Transfers</b>	<b>253,361</b>	<b>258,864</b>	<b>247,509</b>	<b>351,796</b>	<b>35.9%</b>
<b>Transfers:</b>					
Airport Sigler Reserve	62,182	64,043	64,043	65,956	3.0%
<b>Total Revenues</b>	<b>315,543</b>	<b>322,907</b>	<b>311,552</b>	<b>417,752</b>	<b>29.4%</b>
<b>Expenses:</b>					
<b>Operations:</b>					
Airport Operations	167,240	169,921	157,066	154,840	-8.9%
Airport Farm Operations	4,806	5,000	5,000	99,477	1889.5%
<b>Total Before Transfers</b>	<b>172,046</b>	<b>174,921</b>	<b>162,066</b>	<b>254,317</b>	<b>45.4%</b>
<b>Transfers:</b>					
Debt Service	61,119	70,975	70,975	70,984	0.0%
Airport Improvements	74,269	77,011	78,511	92,451	20.0%
<b>Total Transfers</b>	<b>135,388</b>	<b>147,986</b>	<b>149,486</b>	<b>163,435</b>	<b>10.4%</b>
<b>Total Expenses</b>	<b>307,434</b>	<b>322,907</b>	<b>311,552</b>	<b>417,752</b>	<b>29.4%</b>
<b>Fund Balance:</b>					
Net Change in Fund	8,109	-	-	-	
Beginning Balance	67,709	51,846	75,818	75,818	46.2%
<b>Ending Balance</b>	<b>75,818</b>	<b>51,846</b>	<b>75,818</b>	<b>75,818</b>	<b>46.2%</b>

## Enterprise – Airport Improvements

This fund is used to account for grants and other outside funding received for capital improvements at the City's James Herman Banning Airport. Profits from the farmland owned by the farmland owned by the Airport are also transferred to this fund to serve as the local match for the capital improvement projects. Expenditures for the Capital Improvements are also reflected in this fund.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
<b>Revenues:</b>					<b>Adopted</b>
Federal/State Grants	228,901	3,837,000	3,102,181	960,000	-75.0%
Interest Revenue	45,701	-	20,000	20,000	
Unrealized Investment Loss	(6,481)	-	-	-	
<b>Total Before Transfers</b>	<b>268,121</b>	<b>3,837,000</b>	<b>3,122,181</b>	<b>980,000</b>	<b>-74.5%</b>
<b>Transfers:</b>					
Airport Operations	74,269	77,011	78,511	92,451	20.0%
<b>Total Revenues</b>	<b>342,390</b>	<b>3,914,011</b>	<b>3,200,692</b>	<b>1,072,451</b>	<b>-72.6%</b>
<b>Expenses:</b>					
<b>CIP:</b>					
Airport Improvements	177,061	4,180,000	3,553,967	1,115,000	-73.3%
<b>Transfers:</b>					
Airport Sigler Reserve	2,823,160	-	-	-	
<b>Total Expenses</b>	<b>3,000,221</b>	<b>4,180,000</b>	<b>3,553,967</b>	<b>1,115,000</b>	<b>-73.3%</b>
<b>Fund Balance:</b>					
Net Change in Fund	(2,657,831)	(265,989)	(353,275)	(42,549)	-84.0%
Beginning Balance	3,459,249	613,249	801,418	448,143	-26.9%
<b>Ending Balance</b>	<b>801,418</b>	<b>347,260</b>	<b>448,143</b>	<b>405,594</b>	<b>16.8%</b>

## Enterprise – Airport Sigler Reserve

This fund accounts for the proceeds received from the sale of the Sigler hangar in the spring of 2022. These funds are being held in a reserve fund and will be transferred to the Airport Operations Fund over time to replace the long term lease revenue that would have been generated by the rental of the hangar.

	2022/23	2023/24	2023/24	2024/25	% Change from Adopted
<i>Revenues:</i>	Actual	Adopted	Adjusted	Requested	
Interest Revenue	15,118	20,000	85,000	75,000	275.0%
Unrealized Investment Loss	(624)				
<b>Total Before Transfers</b>	14,494	20,000	85,000	75,000	275.0%
<b>Transfers:</b>					
Airport Improvements	2,823,160	-	-	-	
<b>Total Revenues</b>	2,837,654	20,000	85,000	75,000	275.0%
<b>Expenses:</b>					
<b>Transfers:</b>					
Airport Operations	62,182	64,043	64,043	65,956	3.0%
<b>Total Expenses</b>	62,182	64,043	64,043	65,956	3.0%
<b>Fund Balance:</b>					
Net Change in Fund	2,775,472	(44,043)	20,957	9,044	-120.5%
Beginning Balance	-	2,780,978	2,775,472	2,796,429	0.6%
<b>Ending Balance</b>	2,775,472	2,736,935	2,796,429	2,805,473	2.5%

## Enterprise – Water Utility

This fund accounts for the operation of a municipality owned water utility which provides services to residents of the City and some contiguous areas. Major capital improvements have been financed from the current revenues and the Water Fund balance.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Revenues:</i>	Actual	Adopted	Adjusted	Requested	from Adopted
Metered Sales	12,270,720	11,898,300	13,067,580	13,063,880	9.8%
Contract Sales	1,057,221	950,000	961,000	897,000	-5.6%
Fees/Service Charges	351,713	173,500	197,290	173,800	0.2%
Cell Tower Lease	21,886	24,136	24,136	24,136	0.0%
Farmland Rental	19,489	15,761	15,761	15,761	0.0%
Sprint PCS Land Rental	61,911	43,802	40,152	21,901	-50.0%
Grant Funding	-	984,000	-	-	-100.0%
ISU Capital Repayment	502,844	503,965	503,965	514,045	2.0%
Interest Revenue	564,322	301,006	756,006	650,927	116.3%
Unrealized Investment Loss	(44,100)	-	-	-	
Miscellaneous Revenue	57,379	11,000	22,707	15,000	36.4%
<b>Total Revenues</b>	<b>14,863,385</b>	<b>14,905,470</b>	<b>15,588,597</b>	<b>15,376,450</b>	<b>3.2%</b>
<b>Expenses:</b>					
<b>Operations:</b>					
W & PC Administration	409,881	562,841	493,021	589,999	4.8%
Water Plant Operations	3,520,567	4,135,453	3,920,099	4,329,671	4.7%
W & PC Meter Services	549,534	685,398	699,056	717,817	4.7%
W & PC Laboratory	226,843	256,583	244,867	263,840	2.8%
Public Works Administration	136,984	149,925	144,299	155,990	4.0%
Public Works Engineering	78,722	53,907	54,091	56,372	4.6%
Public Works GIS	80,489	115,534	103,645	118,399	2.5%
Distribution System Maintenance	1,436,570	1,447,464	1,462,410	1,525,485	5.4%
Customer Service	453,458	480,150	467,026	489,546	2.0%
Sustainability	8,500	27,272	8,206	27,445	0.6%
City Clerk	20,599	22,721	18,515	18,284	-19.5%
City Manager	77,679	104,637	77,754	95,661	-8.6%
Public Relations	22,618	25,825	25,461	32,264	24.9%
Financial Services	161,901	176,887	167,054	187,283	5.9%
Purchasing Services	40,085	48,629	46,814	48,971	0.7%
Legal Services	84,755	90,783	91,473	96,208	6.0%
Human Resources	37,877	46,555	49,239	46,268	-0.6%
Diversity, Equity, & Inclusion	1,237	7,118	7,760	7,928	11.4%
Facilities	26,158	25,714	27,358	27,579	7.3%
<b>Total Operations</b>	<b>7,374,457</b>	<b>8,463,396</b>	<b>8,108,148</b>	<b>8,835,010</b>	<b>4.4%</b>

# Enterprise – Water Utility

Continued from previous page.

	2022/23	2023/24	2023/24	2024/25	% Change from
<i>CIP:</i>	Actual	Adopted	Adjusted	Requested	Adopted
Water Production/Treatment	287,067	726,000	2,657,947	586,000	-19.3%
Water Distribution	1,827,172	2,350,000	5,419,134	2,050,000	-12.8%
Right-of-Way Restoration	23,227	75,000	444,923	-	-100.0%
<b>Total CIP</b>	2,137,466	3,151,000	8,522,004	2,636,000	-16.3%
<b>Total Before Transfers</b>	9,511,923	11,614,396	16,630,152	11,471,010	-1.2%
<b>Transfers:</b>					
Debt Service	128,960	126,451	126,451	66,318	-47.6%
Water Sinking	3,727,985	3,666,546	3,666,546	4,565,543	24.5%
<b>Total Transfers</b>	3,856,945	3,792,997	3,792,997	4,631,861	22.1%
<b>Total Expenses</b>	13,368,868	15,407,393	20,423,149	16,102,871	4.5%
<b>Fund Balance:</b>					
Net Change in Fund	1,494,517	(501,923)	(4,834,552)	(726,421)	44.7%
Beginning Balance	18,111,109	10,541,398	19,605,626	14,771,074	40.1%
<b>Ending Balance</b>	19,605,626	10,039,475	14,771,074	14,044,653	39.9%

*Minimum fund balance target:*

10% of operating expenses 883,501

Unreserved fund balance 13,161,152

## Enterprise – Water Construction

This fund accounts for revenue and expenditures for certain major projects of the water utility.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Revenues:</i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Requested</b>	<b>from</b>
					<b>Adopted</b>
State Revolving Loan Fund	2,087,579	-	12,681,397	160,000	
<b>Total Revenues</b>	2,087,579	-	12,681,397	160,000	
<b>Expenses:</b>					
<b>CIP:</b>					
N River Valley Well Field	60,805	-	12,100,000	-	
Old Water Plant Demolition	2,308,284	-	182,616	-	
Technical Services Addition	-	-	-	160,000	
<b>Total Expenses</b>	2,369,089	-	12,282,616	160,000	
<b>Fund Balance:</b>					
Net Change in Fund	(281,510)	-	398,781	-	
Beginning Balance	181,760	299,031	(99,750)	299,031	
<b>Ending Balance</b>	(99,750)	299,031	299,031	299,031	

## Enterprise – Water Sinking

This fund is used to account for State Revolving Fund (SRF) loan payments for water utility projects financed with SRF funding.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Revenues:</i>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Requested</b>	<b>from</b>
<i>Transfers:</i>					<b>Adopted</b>
Water Utility Fund	3,727,985	3,666,546	3,666,546	4,565,543	24.5%
<b>Total Revenues</b>	3,727,985	3,666,546	3,666,546	4,565,543	24.5%
<b>Expenses:</b>					
<b>Debt Service:</b>					
SRF Loan Payments	3,890,156	3,721,880	3,721,880	4,554,866	22.4%
<b>Total Expenses</b>	3,890,156	3,721,880	3,721,880	4,554,866	22.4%
<b>Fund Balance:</b>					
Net Change in Fund	(162,171)	(55,334)	(55,334)	10,677	-119.3%
Beginning Balance	310,712	352,667	148,541	93,207	-73.6%
<b>Ending Balance</b>	148,541	297,333	93,207	103,884	-65.1%

# 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.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
<b>Revenues:</b>					
Metered Charges	8,244,604	8,077,000	8,285,000	8,865,000	9.8%
Contract Charges	1,088,089	1,626,900	1,830,966	2,588,881	59.1%
Fees/Service Charges	704,921	237,500	120,500	120,500	-49.3%
Flood Warning System	6,458	10,000	10,900	10,900	9.0%
Farmland Income	161,933	113,000	142,100	142,100	25.8%
Grant Revenue	355,822	694,000	769,000	325,000	-53.2%
Developer Funding	604,725	-	-	-	
Interest Revenue	288,681	90,000	595,000	500,000	455.6%
Unrealized Investment Loss	(28,897)	-	-	-	
Miscellaneous Revenue	11,124	-	-	-	
<b>Total Revenues</b>	<b>11,437,460</b>	<b>10,848,400</b>	<b>11,753,466</b>	<b>12,552,381</b>	<b>15.7%</b>
<b>Expenses:</b>					
<b>Operations:</b>					
W & PC Administration	409,882	562,842	493,022	590,000	4.8%
WPC Plant Operations	2,605,269	2,821,203	2,851,197	2,958,168	4.9%
W & PC Meter Services	378,552	481,526	491,657	504,752	4.8%
W & PC Laboratory	421,280	476,510	454,753	489,988	2.8%
Public Works Administration	136,984	149,925	144,299	155,990	4.0%
Public Works Engineering	84,804	62,892	63,106	65,767	4.6%
Public Works GIS	80,489	115,534	103,645	118,399	2.5%
Collection System Maintenance	518,566	665,839	671,238	684,816	2.9%
Customer Service	427,853	453,140	440,595	462,638	2.1%
Sustainability	8,500	27,272	8,206	27,445	0.6%
City Clerk	20,599	22,721	18,515	18,284	-19.5%
City Manager	77,679	104,637	77,754	95,661	-8.6%
Public Relations	22,618	25,825	25,461	32,264	24.9%
Financial Services	135,812	151,643	141,180	160,351	5.7%
Purchasing Services	18,707	22,694	21,847	22,853	0.7%
Legal Services	84,755	90,783	91,473	96,208	6.0%
Human Resources	24,598	30,234	32,000	30,070	-0.5%
Diversity, Equity, and Inclusion	803	4,623	5,040	5,149	
Facilities	20,927	20,571	21,886	22,063	7.3%
<b>Total Operations</b>	<b>5,478,677</b>	<b>6,290,414</b>	<b>6,156,874</b>	<b>6,540,866</b>	<b>4.0%</b>
<b>CIP:</b>					
Water Pollution Control	755,216	2,044,000	1,382,278	705,000	-65.5%
Sanitary Sewer System	352,965	575,000	2,555,336	400,000	-30.4%
Right-of-Way Restoration	1,500	75,000	395,200	-	-100.0%
<b>Total CIP</b>	<b>1,109,681</b>	<b>2,694,000</b>	<b>4,332,814</b>	<b>1,105,000</b>	<b>-59.0%</b>
<b>Total Before Transfers</b>	<b>6,588,358</b>	<b>8,984,414</b>	<b>10,489,688</b>	<b>7,645,866</b>	<b>-14.9%</b>

# Enterprise – Sewer Utility

Continued from previous page.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
<b>Transfers:</b>					<b>Adopted</b>
Debt Service	390,643	383,156	383,156	322,752	-15.8%
Sewer Sinking	540,939	538,806	538,806	1,476,432	174.0%
<b>Total Transfers</b>	931,582	921,962	921,962	1,799,184	95.1%
<b>Total Expenses</b>	7,519,940	9,906,376	11,411,650	9,445,050	-4.7%
<b>Fund Balance:</b>					
Net Change in Fund	3,917,520	942,024	341,816	3,107,331	229.9%
Beginning Balance	16,455,952	16,722,615	20,373,472	20,715,288	23.9%
<b>Ending Balance</b>	20,373,472	17,664,639	20,715,288	23,822,619	34.9%

*Minimum fund balance target:*  
 10% of operating expenses 654,087  
  
 Unreserved fund balance 23,168,532

## Enterprise – Sewer Improvements

This fund accounts for revenue and expenditures for certain major projects of the sanitary sewer utility.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
<b>Revenues:</b>					
State Revolving Loan Fund	7,590,067	6,228,000	18,330,376	25,920,000	316.2%
Stormwater Loan Proceeds	-	2,500,000	4,572,125	-	
<b>Total Revenues</b>	7,590,067	8,728,000	22,902,501	25,920,000	197.0%
<b>Expenses:</b>					
<b>CIP:</b>					
Water Pollution Control	1,000,473	2,030,000	2,289,527	25,920,000	1176.8%
Sanitary Sewer System	588,288	4,198,000	14,197,121	-	-100.0%
<b>Total Before Transfers</b>	1,588,761	6,228,000	16,486,648	25,920,000	316.2%
<b>Transfers:</b>					
Stormwater Improvements	-	2,500,000	4,574,000	-	
<b>Total Expenses</b>	1,588,761	8,728,000	21,060,648	25,920,000	197.0%
<b>Fund Balance:</b>					
Net Change in Fund	6,001,306	-	1,841,853	-	
Beginning Balance	(7,843,159)	-	(1,841,853)	-	
<b>Ending Balance</b>	(1,841,853)	-	-	-	

## Enterprise – Sewer Sinking

This fund is used to account for State Revolving Fund (SRF) loan payments for sewer utility projects financed with SRF funding.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
<b>Revenues:</b>					
<b>Transfers:</b>					
Sewer Utility Fund	540,939	538,806	538,806	1,476,432	174.0%
<b>Total Revenues</b>	540,939	538,806	538,806	1,476,432	174.0%
<b>Expenses:</b>					
<b>Debt Service:</b>					
SRF Loan Payments	581,584	538,682	538,682	1,476,580	174.1%
<b>Total Expenses</b>	581,584	538,682	538,682	1,476,580	174.1%
<b>Fund Balance:</b>					
Net Change in Fund	(40,645)	124	124	(148)	-219.4%
Beginning Balance	45,096	46,186	4,451	4,575	-90.1%
<b>Ending Balance</b>	4,451	46,310	4,575	4,427	-90.4%

## 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.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
<b>Revenues:</b>					
Metered Sales	59,732,028	61,000,000	65,000,000	66,000,000	8.2%
Iowa State University	3,545,526	3,971,600	3,626,265	4,106,750	3.4%
MEC Zonal Transmission	1,255,595	1,200,000	1,400,000	1,400,000	16.7%
Gas Trading Revenue	3,481,772	2,000,000	2,000,000	1,000,000	-50.0%
Streetlights	892,896	900,000	900,000	900,000	0.0%
Security Lighting Rental	141,643	155,000	155,000	155,000	0.0%
Subdivision Construction	37,227	30,000	30,000	30,000	0.0%
Fees/Service Charges	750,004	352,800	339,725	341,800	-3.1%
Iowa Dept. of Transportation	-	-	2,404,000	-	
Grant Revenue	-	-	-	50,000	
Interest Revenue	827,672	630,000	1,700,000	1,770,000	181.0%
Unrealized Investment Loss	204,740	-	-	-	
Miscellaneous Revenue	2,752,805	-	56,000	25,000	0.0%
<b>Total Revenues</b>	<b>73,621,908</b>	<b>70,239,400</b>	<b>77,610,990</b>	<b>75,778,550</b>	<b>7.9%</b>
<b>Expenses:</b>					
<b>Operations:</b>					
Electric Administration	1,164,733	1,471,013	1,334,829	1,382,903	-6.0%
Demand-Side Management	504,415	1,184,209	1,200,627	1,367,378	15.5%
Electric Production	11,982,157	14,008,094	14,754,175	14,488,962	3.4%
Fuel/Purchased Power	38,016,410	34,773,016	36,796,653	37,558,686	8.0%
Distribution/Operations	3,294,138	3,778,069	3,578,588	3,901,725	3.3%
Distribution/Improvements	1,013,655	2,458,315	2,878,535	2,854,984	16.1%
Electric Technical Services	1,434,446	1,413,861	1,534,502	1,455,280	2.9%
Electric Engineering	767,465	973,113	904,945	947,636	-2.6%
Customer Service	845,751	915,083	888,796	901,917	-1.4%
City Council/Sustainability	8,500	27,272	8,206	27,445	0.6%
City Clerk	41,198	45,442	37,030	36,568	-19.5%
City Manager	164,322	221,347	164,479	202,359	-8.6%
Public Relations	45,236	51,651	50,921	100,378	94.3%
Financial Services	539,299	581,106	554,478	615,195	5.9%
Purchasing Services	293,960	356,616	343,305	359,123	0.7%
Legal Services	134,717	144,298	145,394	152,921	6.0%
Human Resources	111,019	136,453	144,190	135,490	-0.7%
Diversity, Equity, and Inclusion	3,626	20,863	22,746	23,237	11.4%
Facilities	52,316	51,429	54,716	55,158	7.3%
Public Works GIS	36,586	52,515	47,111	53,818	2.5%
Utility Deposit Interest	4,619	-	-	-	
<b>Total Operations</b>	<b>60,458,568</b>	<b>62,663,765</b>	<b>65,444,226</b>	<b>66,621,163</b>	<b>6.3%</b>

# Enterprise – Electric Utility

Continued from previous page.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>CIP:</i>	Actual	Adopted	Adjusted	Requested	from Adopted
Electric Services	3,263,381	6,345,000	25,372,815	4,240,000	-33.2%
<b>Total Before Transfers</b>	63,721,949	69,008,765	90,817,041	70,861,163	2.7%
<b>Transfers:</b>					
General Fund (In Lieu of Taxes)	2,338,065	2,292,262	2,292,262	2,420,784	5.6%
Electric Sinking	966,410	964,924	964,924	966,202	0.1%
SunSmart	47,704	53,000	53,000	53,000	0.0%
Electric Sustainability Reserve	-	-	2,366,505	-	
Debt Services	16,771	16,585	16,585	19,065	15.0%
<b>Total Transfers</b>	3,368,950	3,326,771	5,693,276	3,459,051	4.0%
<b>Total Expenses</b>	67,090,899	72,335,536	96,510,317	74,320,214	2.7%
<b>Fund Balance:</b>					
Net Change in Fund	6,531,009	(2,096,136)	(18,899,327)	1,458,336	-169.6%
Beginning Balance	50,983,317	36,516,918	57,514,326	38,614,999	5.7%
<b>Ending Balance</b>	57,514,326	34,420,782	38,614,999	40,073,335	16.4%

*Minimum fund balance target:*

Based on contingency for casualty in  
power generation or distribution

10,100,000

Unreserved fund balance

29,973,335

## Enterprise – Electric Sinking

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This fund is used to account for principal and interest payments for Electric Revenue Bonds.

<b>Revenues:</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2023/24</b>	<b>2024/25</b>	<b>% Change</b>
<b>Transfers:</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Requested</b>	<b>from</b>
					<b>Adopted</b>
Electric Utility Fund	966,410	964,924	964,924	966,202	0.1%
<b>Total Revenues</b>	966,410	964,924	964,924	966,202	0.1%
<b>Expenses:</b>					
<b>Debt Service:</b>					
Bond Principal and Interest	966,556	964,807	964,807	966,213	0.1%
<b>Total Expenses</b>	966,556	964,807	964,807	966,213	0.1%
<b>Fund Balance:</b>					
Net Change in Fund	(146)	117	117	(11)	-109.4%
Beginning Balance	80,547	80,400	80,401	80,518	0.1%
<b>Ending Balance</b>	80,401	80,517	80,518	80,507	0.0%

## Enterprise – SunSmart Community Solar

This fund is used to account for contributions to the SunSmart Community Solar program. The revenue is primarily contributions for a share of the energy production from the solar farm. Expenses are primarily to pay the developer of the solar farm for the energy produced. The Ames Electric Service activity related to the solar farm is accounted for in the Electric Utility Fund.

	2022/23	2023/24	2023/24	2024/25	% Change from
	Actual	Adopted	Adjusted	Requested	Adopted
<b>Revenues:</b>					
SunSmart Power Packs	32,649	5,000	5,000	5,000	0.0%
ISU/Solar Energy	78,509	80,000	80,000	80,000	0.0%
Interest Revenue	30,065	5,000	17,000	14,000	180.0%
Unrealized Investment Loss	(1,234)				
<b>Total Before Transfers</b>	139,989	90,000	102,000	99,000	10.0%
<b>Transfers:</b>					
Electric Utility Fund	47,704	53,000	53,000	53,000	0.0%
<b>Total Revenues</b>	187,693	143,000	155,000	152,000	6.3%
<b>Expenses:</b>					
Solar Energy	192,884	184,912	186,187	185,587	0.4%
<b>Total Expenses</b>	192,884	184,912	186,187	185,587	0.4%
<b>Fund Balance:</b>					
Net Change in Fund	(5,191)	(41,912)	(31,187)	(33,587)	-19.9%
Beginning Balance	1,018,112	988,799	1,012,921	981,734	-0.7%
<b>Ending Balance</b>	1,012,921	946,887	981,734	948,147	0.1%

# Enterprise – Electric Sustainability Reserve

This fund is accounts for the proceeds received from a litigation settlement involving the Electric Utility’s service area. The funds are being held in reserve for Electric Utility sustainability projects.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>Revenues:</i>					from
<i>Transfers:</i>	Actual	Adopted	Adjusted	Requested	Adopted
Electric Utility Fund	-	-	2,366,505	-	
<b>Total Revenues</b>	-	-	2,366,505	-	
<b>Expenses:</b>					
	-	-	-	-	
<b>Total Expenses</b>	-	-	-	-	
<b>Fund Balance:</b>					
Net Change in Fund	-	-	2,366,505	-	
Beginning Balance	-	-	-	2,366,505	
<b>Ending Balance</b>	-	-	2,366,505	2,366,505	

## Enterprise – Parking Operations

This fund accounts for the operation of the City parking system including maintenance of meters and lots, collection of meter coin, parking enforcement, and collection of parking fines. Parking rates are set at a level to cover operations and contribute to funding of capital improvements for the parking system. Revenues in excess of operations and the operating fund balance are transferred to the Parking Capital Reserve Fund to fund capital improvements.

	2022/23 Actual	2023/24 Adopted	2023/24 Adjusted	2024/25 Requested	% Change from Adopted
<b>Revenues:</b>					
Illegal Parking	231,445	500,000	350,000	400,000	-20.0%
Overtime Parking	65,074	80,000	80,000	80,000	0.0%
East District - Downtown	289,149	331,000	304,600	313,500	-5.3%
West District - Campustown	201,356	239,700	208,600	213,000	-11.1%
Interest Revenue	12,194	6,000	20,000	16,000	166.7%
Unrealized Investment Loss	(1,484)	-	-	-	
Miscellaneous Revenue	2,185	350	350	-	-100.0%
<b>Total Before Transfers</b>	<b>799,919</b>	<b>1,157,050</b>	<b>963,550</b>	<b>1,022,500</b>	<b>-11.6%</b>
<b>Transfers:</b>					
General Fund (Contingency)	-	-	-	-	
Local Option Sales Tax	5,489	-	374	-	
Hotel/Motel Tax	-	5,489	5,489	10,000	82.2%
<b>Total Transfers</b>	<b>5,489</b>	<b>5,489</b>	<b>5,863</b>	<b>10,000</b>	<b>82.2%</b>
<b>Total Revenues</b>	<b>805,408</b>	<b>1,162,539</b>	<b>969,413</b>	<b>1,032,500</b>	<b>-11.2%</b>
<b>Expenses:</b>					
<b>Operations:</b>					
Parking Enforcement	376,097	536,713	404,412	540,366	0.7%
Parking Operations	230,206	241,412	243,600	250,174	3.6%
Customer Service	148,814	156,178	154,863	160,999	3.1%
Financial Services	28,964	29,869	29,448	31,624	5.9%
Purchasing Services	534	648	624	653	0.8%
Legal Services	41,040	43,958	44,292	46,585	6.0%
Human Resources	5,587	6,867	7,238	6,801	-1.0%
Diversity, Equity, and Inclusion	182	1,050	1,145	1,169	11.3%
Facilities	3,139	3,086	3,283	3,309	7.2%
<b>Total Operations</b>	<b>834,563</b>	<b>1,019,781</b>	<b>888,905</b>	<b>1,041,680</b>	<b>2.1%</b>
<b>Transfers:</b>					
Parking Capital Reserve	455,278	124,396	80,508	-	
<b>Total Expenses</b>	<b>1,289,841</b>	<b>1,144,177</b>	<b>969,413</b>	<b>1,041,680</b>	<b>-9.0%</b>
<b>Fund Balance:</b>					
Net Change in Fund	(484,433)	18,362	-	(9,180)	-150.0%
Beginning Balance	618,314	89,105	133,881	133,881	50.3%
<b>Ending Balance</b>	<b>133,881</b>	<b>107,467</b>	<b>133,881</b>	<b>124,701</b>	<b>16.0%</b>

Minimum fund balance target:

10% of operating expenses 104,168

Unreserved fund balance 20,533

## Enterprise – Parking Capital Reserve

This fund accounts for accumulated Parking Fund revenue being held for capital improvement projects. Funds in excess of Parking Operation's minimum fund balance requirement are transferred to the Parking Capital Reserve Fund to fund future Parking capital projects.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
<b>Revenues:</b>					
Interest Revenue	12,989	-	30,000	25,000	
Unrealized Investment Loss	(1,529)	-	-	-	
<b>Total Before Transfers</b>	11,460	-	30,000	25,000	
<b>Transfers:</b>					
Parking Operations	455,278	124,396	80,508	-	-100.0%
<b>Total Revenues</b>	466,738	124,396	110,508	25,000	
<b>Expenses:</b>					
<b>CIP:</b>					
Parking CIP	-	-	-	-	
<b>Total Expenses</b>	-	-	-	-	
<b>Fund Balance:</b>					
Net Change in Fund	466,738	124,396	110,508	25,000	-79.9%
Beginning Balance	703,124	1,390,430	1,169,862	1,280,370	-7.9%
<b>Ending Balance</b>	1,169,862	1,514,826	1,280,370	1,305,370	-13.8%

## Enterprise – Transit Operations

This fund accounts for the operation of the City's transit bus system. The Transit Board consists of representatives from Iowa State University (ISU), the ISU Student, and the City of Ames. Funding is provided through student fees, a property tax levy, ISU, passenger fares, and grants received through the Iowa Department of Transportation and the Federal Government. The Transit Board has adopted a minimum ending fund balance policy of 7.5% of total expenditures less transfers, with a goal to maintain a balance between 7.5% and 10%.

	2022/23 Actual	2023/24 Adopted	2023/24 Adjusted	2024/25 Requested	% Change from Adopted
<b>Revenues:</b>					
Federal/State Funding	6,838,905	5,132,821	5,132,821	5,367,821	4.6%
ISU Administration	911,493	929,723	929,723	952,966	2.5%
ISU Student Fees	5,952,409	5,856,316	5,856,316	6,002,724	2.5%
Fees/Service Charges	678,919	622,841	622,841	654,705	5.1%
Metro Planning Org.	27,512	30,000	30,000	30,000	0.0%
Interest Revenue	197,893	40,000	250,000	225,000	462.5%
Unrealized Investment Loss	(23,643)	-	-	-	
Miscellaneous Revenue	63,492	28,000	28,000	28,000	0.0%
<b>Total Before Transfers</b>	<b>14,646,980</b>	<b>12,639,701</b>	<b>12,849,701</b>	<b>13,261,216</b>	<b>4.9%</b>
<b>Transfers:</b>					
General Fund (Transit Levy)	2,059,721	2,120,043	2,120,043	2,173,044	2.5%
<b>Total Revenues</b>	<b>16,706,701</b>	<b>14,759,744</b>	<b>14,969,744</b>	<b>15,434,260</b>	<b>4.6%</b>
<b>Expenses:</b>					
<b>Operations:</b>					
Transit Administration	2,442,808	2,573,338	2,613,685	2,699,548	4.9%
Fixed Route Service	10,048,552	12,116,062	12,253,422	12,500,598	3.2%
Dial-A-Ride Service	254,747	260,283	285,283	285,728	9.8%
<b>Total Operations</b>	<b>12,746,107</b>	<b>14,949,683</b>	<b>15,152,390</b>	<b>15,485,874</b>	<b>3.6%</b>
<b>Transfers:</b>					
Transit Capital Reserve	4,193,914	1,362,125	2,800,000	800,000	-41.3%
Student Government Trust	-	-	210,923	-	
<b>Total Transfers</b>	<b>4,193,914</b>	<b>1,362,125</b>	<b>3,010,923</b>	<b>800,000</b>	<b>-41.3%</b>
<b>Total Expenses</b>	<b>16,940,021</b>	<b>16,311,808</b>	<b>18,163,313</b>	<b>16,285,874</b>	<b>-0.2%</b>
<b>Fund Balance:</b>					
Net Change in Fund	(233,320)	(1,552,064)	(3,193,569)	(851,614)	-45.1%
Beginning Balance	10,769,075	8,741,767	10,535,755	7,342,186	-16.0%
<b>Ending Balance</b>	<b>10,535,755</b>	<b>7,189,703</b>	<b>7,342,186</b>	<b>6,490,572</b>	<b>-9.7%</b>
<i>Minimum fund balance target:</i>					
				2,000,000	
				1,548,587	
				<u>2,941,985</u>	

# Enterprise – Transit Student Government Trust

This fund is used for the stabilization of the contributions from the ISU Student Government at Iowa State University to the Transit operating budget. The fund balance fluctuates based on fee approval, enrollment, and service levels.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
<b>Revenues:</b>					
Interest Revenue	14,476	6,000	23,000	19,000	216.7%
Unrealized Investment Loss	(1,725)	-	-	-	
<b>Total Before Transfers</b>	12,751	6,000	23,000	19,000	
<b>Transfers:</b>					
Transit Operations	-	-	210,923	-	
<b>Total Revenues</b>	12,751	6,000	233,923	19,000	216.7%
<b>Expenses:</b>					
<b>Transfers:</b>					
Transit Operations	-	-	-	-	
<b>Total Expenses</b>	-	-	-	-	
<b>Fund Balance:</b>					
Net Change in Fund	12,751	6,000	233,923	19,000	216.7%
Beginning Balance	763,576	769,575	776,327	1,010,250	31.3%
<b>Ending Balance</b>	776,327	775,575	1,010,250	1,029,250	32.7%
<i>Minimum fund balance target:</i>					
10% of ISU Student Fees				<u>600,272</u>	
Unreserved fund balance				<u><u>428,978</u></u>	

# Enterprise – Transit Capital Reserve

This fund accounts for CyRide grant and capital activities.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
<b>Revenues:</b>					
Federal/State Funding	6,492,634	7,302,040	8,759,869	574,268	-92.1%
ISU Parking	17,000	17,000	17,000	17,000	0.0%
Interest Revenue	130,242	7,000	300,000	255,000	3542.9%
Unrealized Investment Loss	(13,930)	-	-	-	
<b>Total Before Transfers</b>	<b>6,625,946</b>	<b>7,326,040</b>	<b>9,076,869</b>	<b>846,268</b>	<b>-88.4%</b>
<b>Transfers:</b>					
Transit Operations	4,193,914	1,362,125	2,800,000	800,000	-41.3%
<b>Total Transfers</b>	<b>4,193,914</b>	<b>1,362,125</b>	<b>2,800,000</b>	<b>800,000</b>	<b>-41.3%</b>
<b>Total Revenues</b>	<b>10,819,860</b>	<b>8,688,165</b>	<b>11,876,869</b>	<b>1,646,268</b>	<b>-81.1%</b>
<b>Expenses:</b>					
<b>CIP:</b>					
Transit	6,993,029	9,201,543	12,189,371	1,170,268	-87.3%
<b>Total Expenses</b>	<b>6,993,029</b>	<b>9,201,543</b>	<b>12,189,371</b>	<b>1,170,268</b>	<b>-87.3%</b>
<b>Fund Balance:</b>					
Net Change in Fund	3,826,831	(513,378)	(312,502)	476,000	-192.7%
Beginning Balance	7,063,111	7,620,164	10,889,942	10,577,440	38.8%
<b>Ending Balance</b>	<b>10,889,942</b>	<b>7,106,786</b>	<b>10,577,440</b>	<b>11,053,440</b>	<b>55.5%</b>
<i>Minimum fund balance target:</i>					
Facility Expansion Local Match Reserve				3,715,166	
Electric Bus Local Match Reserve				1,000,000	
40' Bus Local Match Reserve				3,398,692	
Accessibility Technology Reserve				<u>500,000</u>	
Unreserved fund balance				<u><u>2,439,582</u></u>	

# Enterprise – Stormwater Utility

The Storm Sewer Utility Fund accounts for receipt of storm sewer fees and grants and expenditure of funds for maintenance and capital improvements in the stormwater system.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
<b>Revenues:</b>					<b>Adopted</b>
Stormwater Fees	1,945,003	1,958,548	1,958,548	1,958,548	0.0%
Permits and Plan Reviews	15,850	22,750	25,100	22,750	0.0%
Fees/Service Charges	5,639	8,000	8,000	8,000	0.0%
Interest Revenue	113,249	52,000	250,000	210,000	303.8%
Unrealized Investment Loss	(13,114)	-	-	-	
Miscellaneous Revenue	2,525	-	80,000	-	
<b>Total Revenues</b>	<b>2,069,152</b>	<b>2,041,298</b>	<b>2,321,648</b>	<b>2,199,298</b>	<b>7.7%</b>
<b>Expenses:</b>					
<b>Operations:</b>					
Stormwater Permit Program	307,241	418,494	467,329	433,025	3.5%
Storm Sewer Maintenance	286,217	388,091	386,377	403,502	4.0%
Public Works Engineering	37,755	26,954	27,045	28,186	4.6%
Public Works GIS	47,562	68,270	61,245	69,963	2.5%
Customer Service	4,839	7,000	7,000	7,000	0.0%
Art Services	300	-	-	-	
Purchasing Services	5,345	6,484	6,242	6,530	0.7%
Human Resources	4,789	5,886	6,286	5,906	0.3%
Diversity, Equity, and Inclusion	156	900	981	1,002	11.3%
<b>Total Operations</b>	<b>694,204</b>	<b>922,079</b>	<b>962,505</b>	<b>955,114</b>	<b>3.6%</b>
<b>CIP:</b>					
Stormwater	801,955	1,700,000	5,468,975	1,450,000	-14.7%
Right-of-Way Restoration	9,844	50,000	316,396	-	-100.0%
<b>Total CIP</b>	<b>811,799</b>	<b>1,750,000</b>	<b>5,785,371</b>	<b>1,450,000</b>	<b>-17.1%</b>
<b>Total Expenses</b>	<b>1,506,003</b>	<b>2,672,079</b>	<b>6,747,876</b>	<b>2,405,114</b>	<b>-10.0%</b>
<b>Fund Balance:</b>					
Net Change in Fund	563,149	(630,781)	(4,426,228)	(205,816)	-67.4%
Beginning Balance	6,437,656	2,807,391	7,000,805	2,574,577	-8.3%
<b>Ending Balance</b>	<b>7,000,805</b>	<b>2,176,610</b>	<b>2,574,577</b>	<b>2,368,761</b>	<b>8.8%</b>

Minimum fund balance target:

10% of operating expenses 95,511

Unreserved fund balance 2,273,250

## Enterprise – Stormwater Improvements

This fund is used to account for grant and developer funding related to stormwater capital improvement projects.

	2022/23 Actual	2023/24 Adopted	2023/24 Adjusted	2024/25 Requested	% Change from Adopted
<b>Revenues:</b>					
Federal/State Grants	1,199,438	-	-	400,000	
SRF Grant Program	-	-	-	-	
<b>Total Before Transfers</b>	1,199,438	-	-	400,000	
<b>Transfers:</b>					
Sewer Improvements	-	2,500,000	4,574,000	-	-100.0%
<b>Total Revenues</b>	1,199,438	2,500,000	4,574,000	400,000	-84.0%
<b>Expenses:</b>					
<b>CIP:</b>					
Stormwater Improvements	74,656	2,500,000	4,574,000	400,000	-84.0%
<b>Transfers:</b>					
Debt Service	-	-	676,913	-	
<b>Total Expenses</b>	74,656	2,500,000	5,250,913	400,000	-84.0%
<b>Fund Balance:</b>					
Net Change in Fund	1,124,782	-	(676,913)	-	
Beginning Balance	(447,869)	-	676,913	-	
<b>Ending Balance</b>	676,913	-	-	-	

# Enterprise – Ames/ISU Ice Arena

This fund accounts for the operation of the Ice Arena.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
<b>Revenues:</b>					
Admissions	69,768	59,566	57,604	64,953	9.0%
Ice Rink Rental	411,446	367,154	426,453	439,962	19.8%
Ice Arena Programming	10,582	6,605	17,170	23,120	250.0%
Equipment Rental/Fees	26,404	21,450	25,400	26,158	21.9%
Dasher Board Advertising	2,748	26,750	9,150	14,200	-46.9%
Pro Shop Sales	1,135	1,121	1,121	1,200	7.0%
Concessions	26,777	18,400	31,719	32,140	74.7%
Interest Revenue	4,235	2,000	6,000	5,000	150.0%
Unrealized Investment Loss	(427)	-	-	-	
Miscellaneous Revenue	3,441	-	2,000	-	
<b>Total Before Transfers</b>	<b>556,109</b>	<b>503,046</b>	<b>576,617</b>	<b>606,733</b>	<b>20.6%</b>
<b>Transfers:</b>					
American Rescue Plan	50,000	-	-	-	
<b>Total Revenues</b>	<b>606,109</b>	<b>503,046</b>	<b>576,617</b>	<b>606,733</b>	<b>20.6%</b>
<b>Expenses:</b>					
<b>Operations:</b>					
Ice Arena Operations	506,800	547,534	588,501	596,809	9.0%
<b>Total Expenses</b>	<b>506,800</b>	<b>547,534</b>	<b>588,501</b>	<b>596,809</b>	<b>9.0%</b>
<b>Fund Balance:</b>					
Net Change in Fund	99,309	(44,488)	(11,884)	9,924	-122.3%
Beginning Balance	205,370	184,760	304,679	292,795	58.5%
<b>Ending Balance</b>	<b>304,679</b>	<b>140,272</b>	<b>292,795</b>	<b>302,719</b>	<b>115.8%</b>

*Minimum fund balance target:*

15% of operating expenses 89,521

Unreserved fund balance 213,198

## 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.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
<b>Revenues:</b>					
Iowa State University	40,000	40,000	40,000	40,000	0.0%
Interest Revenue	3,541	800	5,000	4,000	400.0%
Unrealized Investment Loss	(394)	-	-	-	
<b>Total Before Transfers</b>	<b>43,147</b>	<b>40,800</b>	<b>45,000</b>	<b>44,000</b>	<b>7.8%</b>
<b>Transfers:</b>					
Local Option Sales Tax	40,000	40,000	40,000	40,000	0.0%
<b>Total Revenues</b>	<b>83,147</b>	<b>80,800</b>	<b>85,000</b>	<b>84,000</b>	<b>4.0%</b>
<b>Expenses:</b>					
<b>CIP:</b>					
Ice Arena Improvements	17,220	50,000	279,311	25,000	-50.0%
<b>Total Expenses</b>	<b>17,220</b>	<b>50,000</b>	<b>279,311</b>	<b>25,000</b>	<b>-50.0%</b>
<b>Fund Balance:</b>					
Net Change in Fund	65,927	30,800	(194,311)	59,000	91.6%
Beginning Balance	174,426	146,960	240,353	46,042	-68.7%
<b>Ending Balance</b>	<b>240,353</b>	<b>177,760</b>	<b>46,042</b>	<b>105,042</b>	<b>-40.9%</b>

# Enterprise – Homewood Golf Course

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

	2022/23	2023/24	2023/24	2024/25	% Change from
<b>Revenues:</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Requested</b>	<b>Adopted</b>
Green Fees	181,918	157,194	199,500	206,000	31.0%
Season Passes/Punch Cards	84,604	76,804	85,304	90,288	17.6%
League Entry Fees	2,496	2,560	2,560	2,880	12.5%
Program Fees	3,446	2,350	4,650	5,220	122.1%
Equipment Rental	88,908	73,057	92,000	97,000	32.8%
Clubhouse Rental	20,877	19,202	19,110	19,740	2.8%
Pro Shop Sales	3,223	2,600	3,400	3,400	30.8%
Concessions	41,279	35,000	42,000	44,000	25.7%
Cell Tower Lease	24,136	21,000	24,000	24,000	14.3%
Interest Revenue	7,936	3,000	12,000	10,000	233.3%
Unrealized Investment Loss	(887)	-	-	-	
Miscellaneous Revenue	-	-	2,100	-	
<b>Total Revenues</b>	<b>457,936</b>	<b>392,767</b>	<b>486,624</b>	<b>502,528</b>	<b>27.9%</b>
<b>Expenses:</b>					
<b>Operations:</b>					
Administration/Concessions	184,018	215,993	232,047	247,770	14.7%
Golf Course Maintenance	104,181	136,330	135,960	135,592	-0.5%
<b>Total Operations</b>	<b>288,199</b>	<b>352,323</b>	<b>368,007</b>	<b>383,362</b>	<b>8.8%</b>
<b>CIP:</b>					
Homewood Clubhouse	-	75,000	75,000	-	
<b>Total Expenses</b>	<b>288,199</b>	<b>427,323</b>	<b>443,007</b>	<b>383,362</b>	<b>-10.3%</b>
<b>Fund Balance:</b>					
Net Change in Fund	169,737	(34,556)	43,617	119,166	-444.8%
Beginning Balance	313,140	370,623	482,877	526,494	42.1%
<b>Ending Balance</b>	<b>482,877</b>	<b>336,067</b>	<b>526,494</b>	<b>645,660</b>	<b>92.1%</b>

Minimum fund balance target:

25% of operating expenses 95,841

Unreserved fund balance 549,819

## 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. The transfer from the General Fund is the Ames share of the per capita.

	2022/23	2023/24	2023/24	2024/25	% Change from Adopted
<b>Revenues:</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Requested</b>	
Commercial Accounts	2,538,581	2,822,500	2,500,000	2,625,000	-7.0%
Iowa State University	270,379	250,000	250,000	250,000	0.0%
Other Contracts	6,991	5,540	6,540	6,540	18.1%
Public Fees	96,853	103,000	118,000	124,000	20.4%
FDW Pilot Program	270	500	500	500	0.0%
Per Capita Revenue	320,254	319,966	319,966	319,966	0.0%
Electric RDF Revenue	909,300	1,018,416	901,688	901,688	-11.5%
Sale of Metals	148,379	165,000	145,000	125,000	-24.2%
Interest Revenue	14,300	6,500	23,000	19,000	192.3%
Unrealized Investment Loss	(1,704)	-	-	-	
Miscellaneous Revenue	2,508	1,500	1,500	-	-100.0%
<b>Total Before Transfers</b>	<b>4,306,111</b>	<b>4,692,922</b>	<b>4,266,194</b>	<b>4,371,694</b>	<b>-6.8%</b>
<b>Transfers:</b>					
General Fund (Ames Per Capita)	592,484	592,484	592,484	592,484	0.0%
<b>Total Revenues</b>	<b>4,898,595</b>	<b>5,285,406</b>	<b>4,858,678</b>	<b>4,964,178</b>	<b>-6.1%</b>
<b>Expenses:</b>					
<b>Operations:</b>					
Public Works Administration	136,984	149,925	144,299	155,990	4.0%
Resource Recovery Operations	3,093,823	3,249,278	3,211,652	3,322,178	2.2%
Reject Disposal	1,002,544	1,065,000	1,128,496	712,663	-33.1%
Yard Waste Management	41,704	46,000	46,010	48,010	4.4%
Landfill Monitoring	15,942	6,600	9,100	7,800	18.2%
City Council/Sustainability	8,500	27,272	8,206	27,445	0.6%
Public Relations	22,618	25,825	25,461	32,264	24.9%
Financial Services	164,261	165,495	165,265	175,846	6.3%
Purchasing Services	32,068	38,904	37,451	39,177	0.7%
Legal Services	22,304	23,890	24,072	25,318	6.0%
Human Resources	18,140	22,296	23,524	22,104	-0.9%
Diversity, Equity, and Inclusion	592	3,409	3,717	3,797	11.4%
Facilities	5,232	5,143	5,472	5,516	7.3%
<b>Total Operations</b>	<b>4,564,712</b>	<b>4,829,037</b>	<b>4,832,725</b>	<b>4,578,108</b>	<b>-5.2%</b>

# Enterprise – Resource Recovery

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Continued from previous page.

	2022/23	2023/24	2023/24	2024/25	% Change
<i>CIP:</i>	Actual	Adopted	Adjusted	Requested	from
					Adopted
Resource Recovery	319,462	312,500	546,976	650,000	108.0%
<b>Total Before Transfers</b>	4,884,174	5,141,537	5,379,701	5,228,108	1.7%
<b>Transfers:</b>					
Debt Service	151,227	163,280	163,280	113,163	-30.7%
<b>Total Expenses</b>	5,035,401	5,304,817	5,542,981	5,341,271	0.7%
<b>Fund Balance:</b>					
Net Change in Fund	(136,806)	(19,411)	(684,303)	(377,093)	1842.7%
Beginning Balance	1,575,772	1,129,001	1,438,966	754,663	-33.2%
<b>Ending Balance</b>	1,438,966	1,109,590	754,663	377,570	-66.0%

## 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.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
<b>Revenues:</b>					<b>Adopted</b>
Property Taxes	10,450,591	11,119,851	11,119,851	11,722,642	5.4%
Excise Tax	64,456	23,300	23,300	26,515	13.8%
State Replacement Tax	246,563	318,472	318,472	262,365	-17.6%
Iowa State University	52,013	49,347	49,347	51,132	3.6%
Interest Revenue	144,234	20,000	100,000	75,000	275.0%
Unrealized Investment Loss	(15,359)	-	-	-	
<b>Total Before Transfers</b>	<b>10,942,498</b>	<b>11,530,970</b>	<b>11,610,970</b>	<b>12,137,654</b>	<b>5.3%</b>
<b>Transfers:</b>					
General Fund	-	-	-	784,195	
TIF/ISU Research Park	300,150	302,400	302,400	300,650	-0.6%
TIF/ISU RP Phase 2	33,025	32,650	32,650	31,400	-3.8%
Special Assessments	320,472	317,553	317,553	38,450	-87.9%
G.O. Bonds	260,246	-	400,000	-	
Street Construction Fund	-	-	172,167	-	
Airport Operations Fund	61,119	70,975	70,975	70,984	
Water Utility Fund	128,960	126,451	126,451	66,318	-47.6%
Sewer Utility Fund	390,643	383,156	383,156	322,752	-15.8%
Electric Utility Fund	16,771	16,585	16,585	19,065	15.0%
Stormwater Improvements	-	-	676,913	-	
Resource Recovery	151,227	163,280	163,280	113,163	-30.7%
<b>Total Transfers</b>	<b>1,662,613</b>	<b>1,413,050</b>	<b>2,662,130</b>	<b>1,746,977</b>	<b>23.6%</b>
<b>Total Revenues</b>	<b>12,605,111</b>	<b>12,944,020</b>	<b>14,273,100</b>	<b>13,884,631</b>	<b>7.3%</b>
<b>Expenses:</b>					
<b>Debt Service:</b>					
G.O. Bond Principal	9,835,000	9,892,831	10,250,000	10,220,497	3.3%
G.O. Bond Interest	2,507,909	3,086,187	2,729,459	3,204,938	3.8%
G.O. Bond Costs	-	-	-	-	
<b>Total Expenses</b>	<b>12,342,909</b>	<b>12,979,018</b>	<b>12,979,459</b>	<b>13,425,435</b>	<b>3.4%</b>
<b>Fund Balance:</b>					
Net Change in Fund	262,202	(34,998)	1,293,641	459,196	
Beginning Balance	2,090,538	2,717,941	2,352,740	3,646,381	34.2%
<b>Ending Balance</b>	<b>2,352,740</b>	<b>2,682,943</b>	<b>3,646,381</b>	<b>4,105,577</b>	<b>53.0%</b>

## Internal Services – Fleet Services

This fund accounts for the operations of the City's Fleet Services activity, which provides maintenance and support for vehicles and equipment used by all City departments, apart from Transit (CyRide).

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
<b>Revenues:</b>					<b>Adopted</b>
Fleet Maintenance Charges	2,474,874	2,516,061	2,566,552	2,632,503	4.6%
Maintenance Facility Charges	79,911	68,437	75,961	78,134	14.2%
Motor Pool Charges	72,911	65,000	65,000	65,000	0.0%
Miscellaneous Revenue	1,520	-	-	-	
<b>Total Revenues</b>	<b>2,629,216</b>	<b>2,649,498</b>	<b>2,707,513</b>	<b>2,775,637</b>	<b>4.8%</b>

<b>Expenses:</b>					
<b>Internal Services:</b>					
Fleet Administration	512,990	595,243	565,476	592,161	-0.5%
Fleet Maintenance	1,957,242	1,871,631	1,904,363	1,949,208	4.1%
Fleet Maintenance Facility	159,822	136,874	151,924	156,268	14.2%
Motor Pool Operations	48,777	45,750	45,750	38,000	-16.9%
<b>Total Expenses</b>	<b>2,678,831</b>	<b>2,649,498</b>	<b>2,667,513</b>	<b>2,735,637</b>	<b>3.3%</b>

<b>Fund Balance:</b>					
Net Change in Fund	(49,615)	-	40,000	40,000	
Beginning Balance	164,999	160,124	115,384	155,384	-3.0%
<b>Ending Balance</b>	<b>115,384</b>	<b>160,124</b>	<b>155,384</b>	<b>195,384</b>	<b>22.0%</b>

## Internal Services – Fleet Replacement Reserve

This fund accounts for the accumulation of funds for the replacement of City fleet vehicles and equipment. Having a replacement reserve fund allows City departments to accumulate funds through their operating budgets over the useful lives of the equipment. These funds are then available to replace the equipment at the end of its useful life.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
<b>Revenues:</b>					
Fleet Replacement Funds	1,973,415	1,982,101	2,100,537	2,031,001	2.5%
Sale of Equipment	3,369	-	-	-	
Miscellaneous Revenue	200	-	-	-	
<b>Total Revenues</b>	<b>1,976,984</b>	<b>1,982,101</b>	<b>2,100,537</b>	<b>2,031,001</b>	<b>2.5%</b>
<b>Expenses:</b>					
<b>Internal Services:</b>					
Fleet Acquisitions	631,923	1,140,600	4,106,707	879,200	-22.9%
Fleet Disposal	261	-	-	-	
<b>Total Expenses</b>	<b>632,184</b>	<b>1,140,600</b>	<b>4,106,707</b>	<b>879,200</b>	<b>-22.9%</b>
<b>Fund Balance:</b>					
Net Change in Fund	1,344,800	841,501	(2,006,170)	1,151,801	36.9%
Beginning Balance	11,882,212	11,020,560	13,227,012	11,220,842	1.8%
<b>Ending Balance</b>	<b>13,227,012</b>	<b>11,862,061</b>	<b>11,220,842</b>	<b>12,372,643</b>	<b>4.3%</b>

## Internal Services – Fleet Services Reserve

This fund accounts for the accumulation of interest earned by funds held in the Fleet Replacement Reserve fund. Revenues in excess of expenses in the Fleet Services operations fund are also transferred to this fund at the end of each fiscal year. These funds are used for equipment upgrades and capital improvements for Fleet Services.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
<b>Revenues:</b>					
Interest Revenue	242,840	100,000	400,000	340,000	240.0%
Unrealized Investment Loss	(28,229)	-	-	-	
<b>Total Revenues</b>	<b>214,611</b>	<b>100,000</b>	<b>400,000</b>	<b>340,000</b>	<b>240.0%</b>
<b>Expenses:</b>					
<b>Internal Services:</b>					
Fleet Acquisitions	50,000	-	100,000	-	
Fleet Services	24,120	-	112,610	-	
<b>Total Expenses</b>	<b>74,120</b>	<b>-</b>	<b>212,610</b>	<b>-</b>	
<b>Fund Balance:</b>					
Net Change in Fund	140,491	100,000	187,390	340,000	240.0%
Beginning Balance	475,737	399,592	616,228	803,618	101.1%
<b>Ending Balance</b>	<b>616,228</b>	<b>499,592</b>	<b>803,618</b>	<b>1,143,618</b>	<b>128.9%</b>

## Internal Services – Information Technology

Information Technology accounts for all information technology and communication services provided to City departments.

	2022/23	2023/24	2023/24	2024/25	% Change from
	Actual	Adopted	Adjusted	Requested	Adopted
<b>Revenues:</b>					
Computer Charges	1,851,664	1,906,884	1,912,266	2,001,841	5.0%
Phone System Charges	278,943	281,206	278,447	278,447	-1.0%
Miscellaneous Revenue	3,214	-	-	-	
<b>Total Revenues</b>	<b>2,133,821</b>	<b>2,188,090</b>	<b>2,190,713</b>	<b>2,280,288</b>	<b>4.2%</b>
<b>Expenses:</b>					
<b>Internal Services:</b>					
Computer Services	1,765,566	1,795,723	1,815,836	1,895,270	5.5%
Network Services	89,312	111,161	96,430	106,571	-4.1%
Phone Operations	278,943	281,206	278,447	278,447	-1.0%
<b>Total Expenses</b>	<b>2,133,821</b>	<b>2,188,090</b>	<b>2,190,713</b>	<b>2,280,288</b>	<b>4.2%</b>
<b>Fund Balance:</b>					
Net Change in Fund	-	-	-	-	
Beginning Balance	120,000	120,000	120,000	120,000	0.0%
<b>Ending Balance</b>	<b>120,000</b>	<b>120,000</b>	<b>120,000</b>	<b>120,000</b>	<b>0.0%</b>

## Internal Services – Technology Replacement Reserve

This fund accounts for the accumulation of funds to use for the replacement of City departmental computers and other technology equipment. Having a replacement reserve fund allows City departments to accumulate funds through their operating budgets over the useful lives of the equipment. These funds are then available to replace the equipment at the end of its useful life.

	2022/23	2023/24	2023/24	2024/25	% Change from
	Actual	Adopted	Adjusted	Requested	Adopted
<b>Revenues:</b>					
Departmental Replacement	329,344	329,481	407,821	309,707	-6.0%
<b>Total Revenues</b>	329,344	329,481	407,821	309,707	-6.0%
<b>Expenses:</b>					
<b>Internal Services:</b>					
Technology Replacement	512,413	322,850	464,672	205,100	-36.5%
<b>Total Expenses</b>	512,413	322,850	464,672	205,100	-36.5%
<b>Fund Balance:</b>					
Net Change in Fund	(183,069)	6,631	(56,851)	104,607	1477.5%
Beginning Balance	2,341,402	1,964,510	2,158,333	2,101,482	7.0%
<b>Ending Balance</b>	2,158,333	1,971,141	2,101,482	2,206,089	11.9%

## Internal Services – Technology Reserve Fund

This fund accounts for the accumulation of interest earned by funds held in the Technology Replacement Reserve fund. Revenues in excess of expenses in the Information Technology operations fund are also transferred to this fund at the end of each fiscal year. These funds are used for the replacement of network and computer equipment for Information Technology.

	2022/23	2023/24	2023/24	2024/25	% Change from
	Actual	Adopted	Adjusted	Requested	Adopted
<b>Revenues:</b>					
IT Technology Replacement	332,840	100,000	100,000	100,000	0.0%
Interest Revenue	55,445	18,000	75,000	63,000	250.0%
Unrealized Investment Loss	(6,572)	-	-	-	
<b>Total Revenues</b>	<b>381,713</b>	<b>118,000</b>	<b>175,000</b>	<b>163,000</b>	<b>38.1%</b>
<b>Expenses:</b>					
<b>Internal Services:</b>					
IT Technology Replacement	482,223	60,000	146,009	65,000	8.3%
Finance/HRIS Software Study	-	-	20,000	-	
Phone System	61,363	5,000	5,000	-	-100.0%
<b>Total Expenses</b>	<b>543,586</b>	<b>65,000</b>	<b>171,009</b>	<b>65,000</b>	<b>0.0%</b>
<b>Fund Balance:</b>					
Net Change in Fund	(161,873)	53,000	3,991	98,000	84.9%
Beginning Balance	1,061,729	592,138	899,856	903,847	52.6%
<b>Ending Balance</b>	<b>899,856</b>	<b>645,138</b>	<b>903,847</b>	<b>1,001,847</b>	<b>55.3%</b>

## Internal Services – Shared Communications System

This fund accounts for the communication system that the City shares with Iowa State University, Story County, the E911 system, and several other neighboring communities.

	2022/23	2023/24	2023/24	2024/25	% Change from
<i>Revenues:</i>	Actual	Adopted	Adjusted	Requested	Adopted
Iowa State University	74,263	80,230	79,682	84,278	5.0%
Story County	75,234	81,260	80,770	85,430	5.1%
E911 System	52,161	44,361	57,128	60,424	36.2%
MGMC	2,354	2,471	2,614	2,765	11.9%
Ames Police Department	77,580	83,713	83,382	88,192	5.4%
Ames Fire Department	4,707	4,923	5,202	5,502	11.8%
City of Story City	1,388	1,464	1,552	1,642	12.2%
City of Huxley	1,499	1,578	1,670	1,767	12.0%
<b>Total Revenues</b>	289,186	300,000	312,000	330,000	10.0%

<i>Expenses:</i>					
<i>Internal Services:</i>					
Shared Communications System	289,186	300,000	312,000	330,000	10.0%
<b>Total Expenses</b>	289,186	300,000	312,000	330,000	10.0%

<i>Fund Balance:</i>					
Net Change in Fund	-	-	-	-	
Beginning Balance	-	-	-	-	
<b>Ending Balance</b>	-	-	-	-	

## Internal Services – Printing Services

This fund is used to account for the revenues and expenses of the City's Printing Services activity.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
<b>Revenues:</b>					<b>Adopted</b>
Department Printing Services	102,406	114,882	116,539	115,739	0.7%
Department Copier Services	7,829	9,528	9,900	10,184	6.9%
Outside Printing Services	855	3,000	3,000	3,000	0.0%
Miscellaneous Revenue	21	-	-	-	
<b>Total Revenues</b>	<b>111,111</b>	<b>127,410</b>	<b>129,439</b>	<b>128,923</b>	<b>1.2%</b>
<b>Expenses:</b>					
<b>Internal Services:</b>					
Printing Services	106,657	122,410	124,139	123,623	1.0%
Copier Services	4,454	5,000	5,300	5,300	6.0%
<b>Total Expenses</b>	<b>111,111</b>	<b>127,410</b>	<b>129,439</b>	<b>128,923</b>	<b>1.2%</b>
<b>Fund Balance:</b>					
Net Change in Fund	-	-	-	-	
Beginning Balance	-	-	-	-	
<b>Ending Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

# Internal Services – Messenger Services

This fund is used to account for the revenues and expenses of the City’s Messenger Services activity.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
<b>Revenues:</b>					
Department Messenger Services	104,742	112,095	108,666	116,819	4.2%
Outside Messenger Services	2,627	2,754	2,670	2,870	4.2%
<b>Total Revenues</b>	107,369	114,849	111,336	119,689	4.2%
<b>Expenses:</b>					
<b>Internal Services:</b>					
Messenger Services	107,369	114,849	111,336	119,689	4.2%
<b>Total Expenses</b>	107,369	114,849	111,336	119,689	4.2%
<b>Fund Balance:</b>					
Net Change in Fund	-	-	-	-	
Beginning Balance	-	-	-	-	
<b>Ending Balance</b>	-	-	-	-	

## 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.

	2022/23	2023/24	2023/24	2024/25	% Change
<b>Revenues:</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adjusted</b>	<b>Requested</b>	<b>from Adopted</b>
Departmental Charges	3,064,147	3,382,363	3,508,366	4,075,519	20.5%
Interest Revenue	50,523	20,000	37,000	30,000	50.0%
Unrealized Investment Loss	(5,760)	-	-	-	
<b>Total Revenues</b>	<b>3,108,910</b>	<b>3,402,363</b>	<b>3,545,366</b>	<b>4,105,519</b>	<b>20.7%</b>

<b>Expenses:</b>					
<b>Internal Services:</b>					
Risk Administration	163,324	173,310	172,047	181,361	4.6%
Liability Insurance	323,321	366,119	342,980	390,727	6.7%
Liability Claims	70,071	200,000	200,000	200,000	0.0%
Automobile Insurance	69,314	76,245	76,566	84,223	10.5%
Transit Insurance	217,273	239,000	239,858	268,641	12.4%
Property Insurance	982,530	1,204,955	1,336,859	1,766,733	46.6%
Professional Liability Ins.	67,428	74,171	72,280	79,508	7.2%
Police Professional Ins.	51,275	58,966	54,341	59,775	1.4%
Internal Safety Training	155,864	148,236	144,078	148,460	0.2%
Workers Compensation	1,096,781	753,693	749,014	749,014	-0.6%
<b>Total Expenses</b>	<b>3,197,181</b>	<b>3,294,695</b>	<b>3,388,023</b>	<b>3,928,442</b>	<b>19.2%</b>

<b>Fund Balance:</b>					
Net Change in Fund	(88,271)	107,668	157,343	177,077	64.5%
Beginning Balance	3,691,996	3,837,783	3,603,725	3,761,068	-2.0%
<b>Ending Balance</b>	<b>3,603,725</b>	<b>3,945,451</b>	<b>3,761,068</b>	<b>3,938,145</b>	<b>-0.2%</b>

*Minimum fund balance target:*

Reserved for deductibles and retained risk 1,000,000

Unreserved fund balance 2,938,145

## 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.

	2022/23	2023/24	2023/24	2024/25	% Change
	Actual	Adopted	Adjusted	Requested	from
<b>Revenues:</b>					Adopted
Department Contributions	9,411,728	9,978,847	10,129,849	10,905,420	9.3%
Employee Contributions	783,230	855,364	841,616	905,271	5.8%
Retiree Contributions	321,389	353,274	348,137	375,988	6.4%
COBRA Contributions	45,466	83,350	49,321	53,267	-36.1%
Stop Loss Recoveries	458,488	-	-	-	
Pharmacy Refunds	932,172	-	-	-	
Interest Revenue	145,025	65,000	240,000	191,000	193.8%
Unrealized Investment Loss	(17,272)	-	-	-	
Miscellaneous Revenue	256	-	-	-	
<b>Total Revenues</b>	<b>12,080,482</b>	<b>11,335,835</b>	<b>11,608,923</b>	<b>12,430,946</b>	<b>9.7%</b>
<b>Expenses:</b>					
<b>Internal Services:</b>					
Health Insurance Admin.	184,076	160,747	224,686	172,160	7.1%
Medical Claims	7,211,323	6,652,455	6,652,455	7,152,791	7.5%
Dental Claims	445,882	424,427	424,427	469,818	10.7%
Pharmacy Claims	2,654,127	2,531,132	2,523,662	2,730,279	7.9%
Other Insurance/Fees	1,270,656	1,433,367	1,510,138	1,769,358	23.4%
Health Promotion Program	243,980	336,739	309,577	327,557	-2.7%
<b>Total Expenses</b>	<b>12,010,044</b>	<b>11,538,867</b>	<b>11,644,945</b>	<b>12,621,963</b>	<b>9.4%</b>
<b>Fund Balance:</b>					
Net Change in Fund	70,438	(203,032)	(36,022)	(191,017)	-5.9%
Beginning Balance	7,102,866	6,829,238	7,173,304	7,137,282	4.5%
<b>Ending Balance</b>	<b>7,173,304</b>	<b>6,626,206</b>	<b>7,137,282</b>	<b>6,946,265</b>	<b>4.8%</b>
<i>Minimum fund balance target:</i>					
Reserve for unsubmitted claims				726,787	
Reserve for claims fluctuations				750,000	
Reserve for post-employment health care				247,000	
Unreserved fund balance				<u>5,222,478</u>	

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# SUPPLEMENTARY INFORMATION



SUPPLEMENTARY INFORMATION

## Supplementary Information

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# Glossary

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**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 commitment 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 Services:** Contractual Services include all work and services performed for the City by outside individuals, businesses, or organizations.

**COVID-19:** Coronavirus disease, an infectious disease caused by a newly discovered coronavirus.

# Glossary

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**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 organizational unit of the City with responsibility for managing one or more City activities.

**Depreciation:** A method of allocating the cost of an asset over its useful life.

**Derecho:** a line of intense, widespread, and fast-moving windstorms and sometimes thunderstorms that moves across a great distance and is characterized by damaging winds.

**Division:** A component of a department.

**Expenditures:** Funds spent in accordance with budgeted appropriations on assets or goods and services obtained.

**Enterprise Fund:** Funds established to finance and account for the 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 a 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 (FTE):** 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.

# Glossary

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**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:** 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 departmental budget review meetings held with the Assistant City Managers, the Finance Director, and the Budget Officer.

**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' budget is 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.

# Glossary

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**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. An example is Electric Utility Revenue bonds.

**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

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<b>AAMPO</b>	Ames Area Metropolitan Planning Organization
<b>ACA</b>	Affordable Care Act
<b>ACFR</b>	Annual Comprehensive Financial Report
<b>ACAC</b>	Ames Community Arts Council
<b>ACSD</b>	Ames Community School District
<b>ACVB</b>	Ames Convention & Visitors Bureau
<b>ADA</b>	Americans With Disabilities Act
<b>AEDC</b>	Ames Economic Development Commission
<b>AHHP</b>	Ada Hayden Heritage Park
<b>AHS</b>	Ames High School
<b>AIPCA</b>	Ames International Partner Cities Association
<b>ALA</b>	American Library Association
<b>A.M.E.S.</b>	Ames Municipal Electric System
<b>AMR/AMI</b>	Automated Meter Reading/Advanced Metering Infrastructure
<b>AMS</b>	Ames Middle School
<b>APC</b>	Automatic Passenger Counts
<b>APL</b>	Ames Public Library
<b>APLFF</b>	Ames Public Library Friends Foundation
<b>ARP</b>	American Rescue Plan
<b>A.S.S.E.T.</b>	Analysis of Social Services Evaluation Team
<b>BGY</b>	Billion Gallons Per Year
<b>BOD</b>	Biochemical Oxygen Demand
<b>BRET</b>	Bloomington Road Elevated Tank
<b>BTU</b>	British Thermal Unit
<b>BWC</b>	Body Worn Cameras
<b>CAA</b>	Campustown Action Association
<b>CAD</b>	Computer Aided Design
<b>CAP</b>	Climate Action Plan
<b>CARES</b>	Coronavirus Aid Relief and Economic Security
<b>CBD</b>	Central Business District
<b>CCC</b>	Campus & Community Commission
<b>CDBG</b>	Community Development Block Grant
<b>CHDO</b>	Community Housing Development Organization
<b>CIP</b>	Capital Improvements Plan
<b>CMA</b>	Comprehensive Management Award
<b>CMMS</b>	Computerized Maintenance Management System
<b>COTA</b>	Commission on the Arts
<b>CRO</b>	Community Resource Officer
<b>CRRSAA</b>	Coronavirus Response and Relief Supplemental Appropriations Act
<b>CSO</b>	Community Safety Officer
<b>CT</b>	Combustion Turbine
<b>CYRIDE</b>	City of Ames Transit Service
<b>DAR</b>	Dial-A-Ride Bus System
<b>DMACC</b>	Des Moines Area Community College
<b>DNR</b>	Department of Natural Resources
<b>DRC</b>	Development Review Committee
<b>DSA</b>	Direct State Aid
<b>DSM</b>	Demand Side Management
<b>EAB</b>	Emerald Ash Borer
<b>ECA</b>	Energy Cost Adjustment
<b>EDA</b>	Economic Development Administration
<b>EMD</b>	Emergency Medical Dispatching
<b>EMS</b>	Emergency Medical Services
<b>EOC</b>	Emergency Operations Center
<b>EPA</b>	Environmental Protection Agency
<b>ERT</b>	Emergency Response Team

# Acronyms

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<b>ERU</b>	Equivalent Residential Unit
<b>ETP</b>	Excellence Through People
<b>EUORAB</b>	Electric Utility Operation Review & Advisory Board
<b>FAA</b>	Federal Aviation Administration
<b>FACES</b>	Families of Ames Celebrate Ethnicities
<b>FACT</b>	Fair and Accurate Credit Transactions
<b>FBO</b>	Fixed Base Operator-Airport
<b>FD</b>	Fire Department
<b>FEMA</b>	Federal Emergency Management Agency
<b>FHWA</b>	Federal Highway Agency
<b>FMS</b>	File Management System
<b>FOG</b>	Food, Oil, Grease
<b>FTA</b>	Federal Transit Administration
<b>FTE</b>	Full-Time Equivalent
<b>FY</b>	Fiscal Year (July 1 – June 30)
<b>GFOA</b>	Government Finance Officers Association
<b>GHG</b>	Greenhouse Gas
<b>GIS</b>	Geographic Information System
<b>GO</b>	General Obligation Bonds
<b>GT</b>	Gas Turbine
<b>GTSB</b>	Governor's Traffic Safety Bureau
<b>HAZMAT</b>	Hazardous Materials
<b>HHM</b>	Household Hazardous Materials
<b>HIAC</b>	Health Insurance Advisory Committee
<b>HIRTA</b>	Heart of Iowa Regional Transit Agency
<b>HMGP</b>	Hazard Mitigation Grant Program
<b>HOME</b>	Home Investment Partnership
<b>HPC</b>	Historic Preservation Commission
<b>HPS</b>	High Pressure Sodium
<b>HR</b>	Human Resources
<b>HSS</b>	Heartland Senior Services
<b>HUD</b>	Housing and Urban Development
<b>HVAC</b>	Heating, Ventilation & Air Conditioning
<b>HYSC</b>	Hunziker Youth Sports Complex
<b>IBEW</b>	International Brotherhood of Electrical Workers
<b>IAC</b>	Indoor Aquatic Center
<b>ICAAP</b>	Iowa Clean Air Attainment Program
<b>IDNR</b>	Iowa Department of Natural Resources
<b>IDOT</b>	Iowa Department of Transportation
<b>ISO</b>	Insurance Services Office
<b>ISU</b>	Iowa State University
<b>IT</b>	Information Technology
<b>ITS</b>	Intelligent Transportation System
<b>kV</b>	Kilovolts
<b>KWH</b>	Kilowatt Hour
<b>LED</b>	Light Emitting Diode
<b>LEED</b>	Leadership in Energy & Environmental Design
<b>LM</b>	Load Management
<b>LMI</b>	Low and Moderate Income
<b>LOC</b>	Letters of Compliance
<b>LOT</b>	Local Option Sales Tax
<b>L RTP</b>	Long Range Transportation Plan
<b>LUPP</b>	Land Use Policy Plan
<b>MAPSG</b>	Multi-Agency Public Safety Group
<b>MEC</b>	Mid-American Energy Company
<b>MFPRSI</b>	Municipal Fire and Police Retirement System of Iowa

# Acronyms

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<b>MGD</b>	Million Gallons Per Day
<b>MGMC</b>	Mary Greeley Medical Center
<b>MHZ</b>	Megahertz
<b>MISO</b>	Midwest Independent System Operator
<b>MPO</b>	Metropolitan Planning Organization
<b>MRO</b>	Midwest Reliability Corporation
<b>MS4</b>	Municipal Separate Storm Sewer System
<b>MSCD</b>	Main Street Cultural District
<b>MSRP</b>	Manufacturer's Suggested Retail Price
<b>MSW</b>	Municipal Solid Waste
<b>MV</b>	Mercury Vapor
<b>MW</b>	Megawatt
<b>NADC</b>	National Animal Disease Center
<b>NERC</b>	North American Electric Reliability Corporation
<b>NPDES</b>	National Pollutant Discharge Elimination System
<b>NRSA</b>	Neighborhood Revitalization Strategy Area
<b>OMB</b>	Office of Management and Budget
<b>OSHA</b>	Occupational Safety & Health Administration
<b>OWI</b>	Operating While Intoxicated
<b>P &amp; R</b>	Parks and Recreation
<b>P &amp; Z</b>	Planning and Zoning
<b>PAC</b>	Public Arts Commission
<b>PD</b>	Police Department
<b>PRO</b>	Public Relations Officer
<b>PROBE</b>	Productive Review of Budget Entries
<b>RDF</b>	Refuse Derived Fuel
<b>RFID</b>	Radio Frequency Identification
<b>RFP</b>	Request for Proposal
<b>RISE</b>	Revitalizing Iowa's Sound Economy
<b>ROW</b>	Right-of-Way
<b>RRP</b>	Resource Recovery Plant
<b>RSS</b>	Resident Satisfaction Survey
<b>RUT</b>	Road Use Tax
<b>SAM</b>	State and Mortensen Water Tank
<b>SCADA</b>	Supervisory Control & Data Acquisition
<b>SCBA</b>	Self-Contained Breathing Apparatus
<b>SG</b>	Student Government (Iowa State University)
<b>SRF</b>	State Revolving Fund
<b>SRO</b>	School Resource Officer
<b>SSSE</b>	Sanitary Sewer System Evaluation
<b>STEM</b>	Science, Technology, Engineering, and Math
<b>STP</b>	Surface Transportation Program
<b>SWM</b>	Storm Water Management
<b>SWPPP</b>	Storm Water Pollution Prevention Plan
<b>TIF</b>	Tax Increment Financing
<b>TIS</b>	Traffic Impact Studies
<b>TSC</b>	Technical Services Complex
<b>UPPCC</b>	Universal Public Procurement Certification Council
<b>UPRR</b>	Union Pacific Railroad
<b>VMT</b>	Vehicle Miles Traveled
<b>W &amp; PC</b>	Water and Pollution Control
<b>WPC</b>	Water Pollution Control
<b>WTP</b>	Water Treatment Plant
<b>YSS</b>	Youth & Shelter Services
<b>ZBA</b>	Zoning Board of Adjustment

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