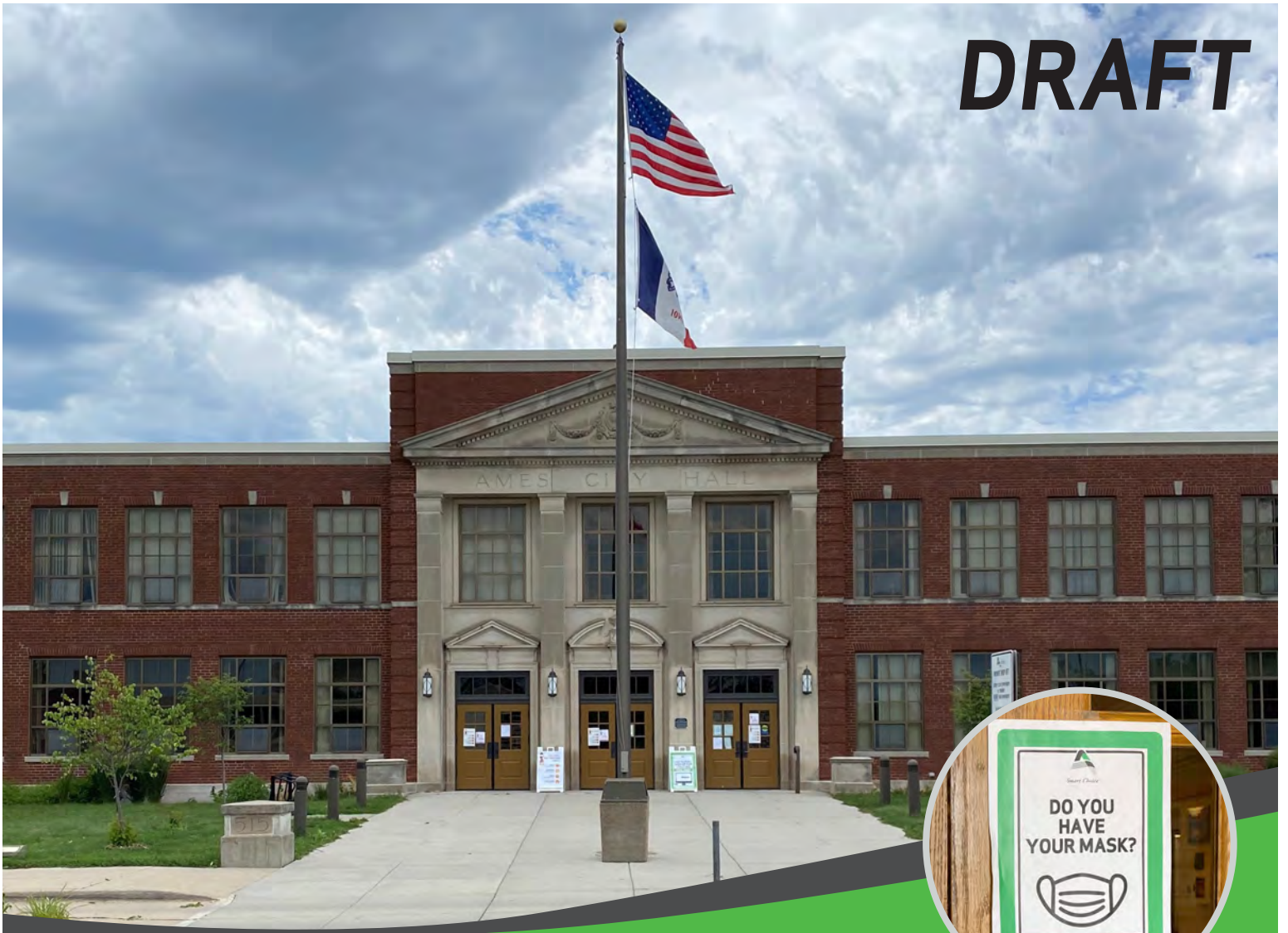


DRAFT



PROGRAM BUDGET

CITY OF AMES, IOWA
2021-2022



A YEAR LIKE NO OTHER

From a global pandemic to a rare midwestern derecho, the year 2020 proved itself to be one of the most unpredictable, exhausting, isolating, and challenging in memory. Despite the year's battering, Ames citizens showed their resilience again and again.

When COVID-19, a new strain of a contagious coronavirus, emerged as a local threat, the City of Ames began collaborating with community partners to develop strategies to respond. Residents have masked up, physically distanced, and kept hand sanitizer nearby.

When a derecho with 90 miles per hour straight-line winds downed trees and snapped electric transmission poles, City employees and mutual aid crews jumped into action to repower the community. At the same time, neighbors checked on neighbors and helped clear debris. In the face of significant obstacles, the City of Ames ended the year with several major accomplishments including opening new parks, renovating public restrooms, energizing a community solar farm, offering online programs, services, and classes, and celebrating with virtual events.

This year's Program Budget provides insight into these unprecedented times through narrative and numbers. The photographs document how City employees continued to serve the public with creativity and innovation.

PROGRAM BUDGET

CITY OF AMES, IOWA
2021-2022



CITY OF AMES, IOWA

2021/2022 PROGRAM BUDGET

**ADOPTED BY THE CITY COUNCIL
MARCH 9, 2021**

**MAYOR
JOHN HAILA**

COUNCIL MEMBERS
BRONWYN BEATTY-HANSEN
GLORIA BETCHER
AMBER CORRIERI
TIMOTHY GARTIN
RACHEL JUNCK
DAVID MARTIN

**CITY MANAGER
STEVEN L. SCHANKER**

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January 29, 2021

To: Mayor and Ames City Council Members:

It seems that each year, as I prepare my budget transmittal letter to the City Council, I am struck by how increasingly difficult it has become to meet both the service expectations of our residents and their equally fervent desire for us to reduce their property taxes and utility fees. Equally challenging is the fact that we must finalize this financial strategy as many as eighteen months before the expenses will actually be incurred.

The uncertainty of when our country will overcome the COVID-19 virus and return normalcy to our lives, our jobs, our spending habits, our social interactions, and participation in our City services makes the preparation of the Fiscal Year (FY) 2021/22 budget even more difficult. Fortunately, our City of Ames employees have supported a strategy that included some extraordinary efforts to avert a financial crisis in our organization during the last three months of FY 2019/20 and the first seven months of FY 2020/21. These actions included delaying the filling of vacant full-time positions, cancelling training, conferences, and associated travel for all employees, eliminating the hiring of seasonal or part-time employees and assigning permanent staff members to assume these extra duties, and not spending funds on various previously approved one-time capital items. In addition, on the revenue side, we were fortunate that the federal government provided CARES funding to reduce the COVID-19 related financial strain on our Transit, Police, and Fire services.

The question now becomes, to what extent will COVID-19 impact the FY 2021/22 budget? At the time of this writing, vaccines for the virus are being distributed throughout the country. While there is hope associated with the dispensing of these vaccines, there remains uncertainty as to how fast they will work to eradicate the pandemic. Therefore, the philosophy reflected in the FY 2021/22 budget assumes a certain level of improvement in our residents' participation in the services that impact the City, but not to the extent it was in pre-COVID-19 times.

The City staff is well aware of the negative impact that the virus has had on the financial and emotional well-being of our citizens and, therefore, we have worked diligently to mitigate increases in our utility fees as well as the property tax burden on our residents in FY 2021/22.

The following is a brief summary of various highlights of the City Manager's Recommended Budget.

PROPERTY TAXES—2.69% DECREASE IN OVERALL CITY TAX RATE

FROM \$10.15 TO \$9.87

The FY 2021/22 budget calls for an additional \$590,011 from the previous year, or a 1.85% increase, to support the various services funded by the General Fund. This additional revenue requirement will be financed with a tax rate decrease of 2.69% from \$10.15 per \$1,000 of taxable value to \$9.87 per \$1,000 of taxable valuation for the City portion of the overall property tax bill, which is approximately 33% of the total tax bill.

This overall tax rate decrease is made possible because our department heads and their staffs worked very hard to hold the line on expenditures, requesting only 2% more in FY 2021/22 in the General Fund to cover their projected operational expenditures. In addition, we will benefit from a taxable valuation increase of 4.71%, or an additional \$146,122,570. Of this total increase, \$79,791,000 is associated with new growth coming on the tax rolls for the first time and \$66,331,570 from net changes to existing valuations due to reassessments, an increase in the state-mandated rollback percentage for residential property, and expiring tax exemptions.

Rather than focusing on requested tax rates and/or taxable property values, most of our residents want to know how the City's budget will impact the amount of property taxes they will have to pay. Because each situation is different, it is not possible to list the projected tax impact of this budget for every property owner. **However, when analyzing each tax classification, on average in FY 2021/22 residential property tax bills will increase .54%, or \$3.03 more per \$100,000 of assessed valuation, commercial property bills will be 1.53% lower, or \$13.93, less per \$100,000 of assessed valuation, and industrial property tax bills will be 2.69% lower, or \$24.53 less per \$100,000 of assessed valuation.**

Because of the unusual steps taken to hold the line on expenses during the last two fiscal years of the pandemic and the receipt of federal CARES funding, we expect to generate approximately \$5,000,000 in additional General Fund balance from FY 2019/20 and FY 2020/21. **As I have always cautioned the City Council, the use of one-time savings should be used for one-time expenditures.** Therefore, I have developed a list of one-time expenditures for FY 2020/21 which includes funding for an Arts Grant Program, dredging of the Ada Hayden Wetlands, new bike path signage, Downtown transformer painting, additional/replacement parking for the Downtown Plaza, Library entryway improvements, Auditorium stage lighting, replenishment of the Park Development and Parking Funds, supplemental funding for the new splash pad, and a new outdoor recreation obstacle course. Many of these projects were identified from recent citizen input into the budget process.

The FY 2021/22 budget projects an ending balance of \$10,255,214 in the General Fund. This balance allows us to maintain both our normal 25% unobligated reserve and an additional \$1,000,000 reserve to guard against the loss of state replacement funding. An additional \$236,523 in unobligated funds remains in the balance to absorb any further impacts of COVID-19.

Law Enforcement

I believe that we should not include the Ames Police Department as one the law enforcement agencies throughout the country that has been plagued by on-going incidents of unjustified actions against members of their marginalized communities. However, like all police departments, we must be committed to providing social justice to everyone who interacts with our police officers and understand that there are specific actions that we can, and should, take to accomplish this goal. In response to citizen concerns and input received after the killing of George Floyd, a report entitled, "Policing in Ames, A Path Forward" was developed by staff from the City Manager's Office and the Police Department that outlines twenty-one recommendations covering nine different categories. Over the next year, we hope to implement these recommendations.

There are two recommendations that will immediately impact the budget. The first creates a new Diversity, Equity, and Inclusion Coordinator position housed in the Human Resources Department to assist with recruiting, training, and reviewing personnel policies. This position will help to assure adherence to our organizational values as well as provide staff support for the Ames Human Relations Commission members with their city-wide effort to continue to build a more inclusive community. The second the converts a vacant Police Officer position to a new Administrative Sergeant in the Police Department who will manage the training needs, statistical reporting, and supervision of new officers during their onboarding.

Progress is being made to operationalize an upgraded radio system, StoryComm, by June 2021. This system will improve reliability and interoperability among our first responders in Story County.

The Police Department is transitioning to hybrid patrol vehicles over the next two years. The first hybrid placed into service as a pilot program is achieving 18.4 mpg compared to 9.2 mpg for our non-hybrid patrol vehicles. The greenhouse gas emissions from hybrid patrol vehicles is half the amount generated by a non-hybrid vehicle. Finally, while a non-hybrid unit averages \$4,600 over a six-month period in fuel and maintenance, the hybrid vehicle has averaged \$2,000 over the same period.

Animal Control

New regulations by the Department of Agriculture required immediate improvements to our Animal Control facility. As a result, the chain-link dog kennels were replaced, floors were resurfaced, isolation kennels were installed, and a mobile trailer was retrofitted into a cat housing room.

The Ames Animal Shelter is the only municipal shelter in Iowa that has been recognized for saving more than 90% of all domestic animals brought to the facility. Staff is developing a partnership with the Story County Animal Shelter in regard to pet adoption programs and disaster planning.

Fire Safety

Historically, the Ames Fire Department has backed up Mary Greeley Medical Center's (MGMC) ambulance operations by providing first responder services on scene. A recently updated agreement will allow our department to move from an Emergency Medical Responder (EMR) level to an Emergency Medical Technician (EMT) level. This increase in service level will allow our fire fighters to perform more advanced medical services on the

scene before MGMC ambulances arrive. The additional costs related to this service upgrade will be paid by MGMC.

Rather than construct an expensive structure, we have assembled a series of used shipping containers to serve as a fire training facility with much success. This new facility has allowed us to upgrade our fire training efforts.

Building Safety – No Increase in Building Permit Fees or Rental Housing Fees

COVID-19 has had an impact on our building permit fees which has resulted in less revenue for the General Fund. While the number of large building projects is down, the total number of building permits remain about the same as we are inspecting more smaller renovation projects. Fortunately, our new online permit system has allowed us to serve our customers even when city offices were forced to close to the public due to the pandemic.

For the first time since 2001, we are not projecting any increase in rental units. We are training each Rental Inspector to become a certified Fire Inspector 1 to supplement the work of our Fire Inspector and help assure greater fire safety in our rental properties.

ELECTRIC UTILITY– NO RATE INCREASE

No electric rate increase has been included in this budget and our long-range projections, based on the current Capital Improvements Plan (CIP), indicate that an increase will not be needed for the next five years. However, we are engaged in a study to decide the future of our current waste-to-energy system. Should this study result in a major project that is not contemplated in our current CIP, a rate increase may be needed.

The overall expenditures for FY 2021/22 in the Electric Services operating budget are down 4.6% from the previous year's adopted level. Much of this decrease is associated with our Fuel & Purchased Power activity which is down approximately \$3,600,000 as a result of renegotiating our existing gas purchase agreement and extending it for two years, and paying off our obligation to Alliant Energy for a gas distribution line serving our plant.

Electric Production expenditures were impacted by the addition of a new proactive maintenance software package, a significant increase in property insurance premiums, and emergency renovation work to the Refuse Derived Fuel (RDF) bin.

The new SunSmart Community Solar farm become operational in December 2020. This new renewable energy facility is capable of producing up to 2.2 megawatts.

WATER UTILITY–RATE INCREASE OF 6%

The operational expenses in the Water Utility will increase 3.4% in FY 2021/22. **A 6% increase in Water Utility user rate has been incorporated in the budget, which is 2% less than we predicted last year.** This rate increase is needed to fund the projected operating and capital improvement expenditures, increase the available balance in the Water Fund to our target level, and increase the debt ratio in the fund to qualify for the State's low-interest revolving fund.

COVID-19 should have had a significant impact on the revenue in the Water Utility since ISU students, who are a significant portion of our water users, did not return to Ames beginning in April 2020, but rather chose to take classes virtually from their hometowns. Interestingly, the existence of a major drought during this same time resulted in an increase in water consumption in excess of the amounts originally projected. Hence, the additional revenue generated as the result of the drought offset the lost revenue caused by COVID-19 in both the Water and Sewer Funds.

A main emphasis in this utility will be to optimize the efficiencies in the new plant, begin demolition of our old water treatment plant, and initiate the repurposing of the Technical Services Building. In addition, we are initiating a project to provide real-time pressure monitoring throughout the distribution system, thereby enhancing our capital improvement planning. Finally, a Risk and Resilience Assessment for the Water Treatment Plant in regard to physical and cyber security has been completed.

SEWER UTILITY– NO RATE INCREASE

Operational expenses for the Sewer Utility are planned to be 0.8% less than the previous adopted level. Therefore, no rate increase is scheduled in FY 2021/22.

In effort to mimic the highly successful program in the Water Fund, this budget calls for the hiring of four new part-time student plant operators. This innovative strategy provides a cost-effective alternative to staffing weekends and maintenance shifts, offers a real-world experience for the students, and solidifies a partnership with Iowa State University and Des Moines Area Community College.

The Water & Pollution Control (WPC) Laboratory activity continues to assist the Squaw Creek Watershed Management Authority by performing analyses at no cost. The frequency of these analyses has increased from the summer months only to all year as well as the number of parameters tested from two to five.

Our long-term analysis of both the Water and Sewer Utilities indicates that an average rate increase of 4.5% will be needed in each fund over the next five years to finance the projected operating expenses and capital improvement project costs. In comparison, the state average annual increase for each of these funds over the next five years is projected to be 5%.

Two new pieces of equipment will be purchased from this budget. First, a trailer mounted jet/vac will allow a timelier response to sanitary and storm sewer backups. Second, a Sewer Line Rapid Assessment tool will allow for the assessment of a potential blockage in a sanitary sewer line in a matter of minutes without having to rely on larger equipment that takes longer to put in place.

STORMWATER UTILITY– NO INCREASE IN MONTHLY FEE

There has been no increase included in the FY 2021/22 budget to the \$4.95 Equivalent Residential Unit (ERU) fee that is charged on our monthly utility bills to finance the maintenance of our storm sewer system. The fee revenue is used to prevent overland flooding from the inability to transport rainwater safely to our creeks and rivers. Our long-

range financial projections indicate the next fee increase in this utility will not be needed until FY 2022/23.

Funds have been appropriated in this utility to obtain services from Prairie Rivers of Iowa to complete watershed projects including continued implementation of a water quality monitoring plan, a soil health and education plan, and a 10-year water quality implementation plan in collaboration with City departments and Story County.

We intend to continue to focus on stormwater facility rehabilitation in various neighborhoods throughout our community by removing excess sediment, installing updated outlet structures, adding pretreatment systems, and establishing native vegetation to filter pollutants.

RESOURCE RECOVERY UTILITY
NO INCREASE IN THE PER CAPITA SUBSIDY
NO INCREASE IN THE TIPPING FEE

No increase is being planned to the current \$10.50 per capita charge to each partner municipality that financially supports the Resource Recovery Plant nor to the current \$58.75 per ton tipping fee charged to private haulers that dispose of their refuse at our facility. If the status quo is maintained, it is anticipated that the next increase in the tipping fee will be requested in FY 2022/23. However, because we are engaged in a comprehensive study to determine the next generation of our waste-to-energy operation, additional fee increases might be required next five years to finance any recommended capital improvements that are approved as a result of this study.

In FY 2021/22, the City of Ames is scheduled to pay \$577,500 (63%) of the total \$913,500 anticipated to be received from all the municipalities that help finance the Resource Recovery operation.

A major emphasis is being placed on removing food waste from the processing stream. These organics harm the mechanical systems and result in higher costs to landfill this wet material. During FY 2019/20, 12,042 pounds of organics were composted through our Food Waste Diversion pilot program. During the first four months of FY 2020/21, 11,276 pounds of organic material were composted. In addition, the Public Works staff is exploring whether organics from the Food Waste Diversion program can be added to the anaerobic digester to generate heat and energy at the WPC Plant.

TRANSPORTATION

Street System/Traffic

After we were subjected to the full brunt of COVID-19, State officials cautioned cities that Road Use Tax revenues could be down as much as 40% because people have remained in their homes and avoided travel. A decrease of this magnitude would have had a detrimental impact on our street maintenance and traffic improvements which are funded predominantly with Road Use Tax funds. **Fortunately, as we end FY 2020/21 and prepare for FY 2021/22,**

more people are traveling by car thereby allowing us to be optimistic that this valuable revenue source will return to previous levels.

A skill-based pay system was introduced in the Traffic Maintenance activity with the goal of incentivizing upgrading of skills within the City organization and allowing us to avoid hiring more costly outside contractors.

In response to feedback received in our Resident Satisfaction Survey, six of our dump trucks will be upgraded with wing plow mounts, underbody plows, and laser guidance systems. These improvements will make the trucks safer for the operators and increase the efficiency of each truck in terms of response time for snow and ice control and street maintenance activities.

A recently completed pilot program to utilize B100 fuel in five of our trucks yielded significant success towards the City Council's goal to promote greater sustainability in our operations. These trucks generated 104 metric tons less carbon than our traditional diesel units over the same time period. Because of this success, we intend to outfit the six new trucks mentioned above with the B100 system.

Contractors will continue to supplement the City's street sweeping service. The private companies are used primarily during the spring and fall to maximize the pickup of debris and leaves.

A \$1,176,518 grant was awarded to the City that will allow us to implement Phase 1 of our Intelligent Transportation System projects by collecting traffic adaptive, high resolution controller data, and real-time monitoring of the transportation system.

CyRide

COVID-19 has severely impacted our transit system. With the largest portion of riders being Iowa State University students and many of their classes now being conducted virtually, our system ridership is down 65% compared to the previous non-pandemic year. To compound the financial challenge, the ISU Student Government Trust Fund is being depleted due to declining enrollment.

Realizing that all three funding bodies (ISU Administration, ISU Student Government, and the City of Ames) are reeling from the financial impacts from COVID-19, the FY 2021/22 budget calls for the same level of financial support as provided in FY 2020/21. This means that the City's financial support for CyRide will remain at \$2,037,720.

We are able to avoid an increase in support for the transit system in the face of declining ridership because we were fortunate to receive \$7,028,297 in federal CARES funding, which will be spent over a two-year period. The injection of these funds will allow us time to develop plans to right-size our future service levels to match our projected revenue as well as replenish the ISU Student Government Trust Fund.

Public Parking Services

With State mandates to limit hours of operation and occupancy, businesses in the Campustown and Downtown business districts have suffered over the past two fiscal years from the impact of COVID-19. Consequently, significantly fewer customers parked in our public lots resulting in far less parking meter and fine revenues than during a normal year. In fact, our projections indicate that if no financial assistance is provided, the Parking Fund will end FY 2021/22 with a \$463,486 deficit. **To avoid this fund deficit, \$600,542 in General Fund savings have been budgeted as a transfer into the Parking Operations Fund in FY 2020/21. This transfer will allow us to end FY 2021/22 with the appropriate fund**

balance, as well as to continue to build up the Parking Capital Reserve Fund for future lot improvements.

It should be emphasized that this transfer from the General Fund should be viewed as a one-time subsidy to deal with this financial emergency, rather than as establishing a precedent for supporting Parking Operations the future.

COMMUNITY ENRICHMENT

Parks & Recreation Services

A review of the revenue realized in FY 2019/20 and projected in FY 2020/21 reflect approximately \$1,500,000 less than the adopted levels because of a significant drop in participant attendance in our Instructional, Athletic, Wellness, Community Center, and Aquatics programs due to COVID-19. In an effort to offer some exercise opportunities to our residents, we have offered a number of virtual wellness classes online.

Since most of our recreational programs were cancelled, expenditure reductions were achieved by not hiring temporary staff to lead these activities, which partially offset the lost revenue. In an additional move to respond to the revenue shortfall, seasonal workers were not hired for park maintenance activities and permanent recreation staff were assigned to these duties.

Given the uncertainty of the duration of the pandemic, the FY 2021/22 budget reflects optimism that participation in our recreation offerings along with the associated fee revenue will improve, but not yet to the pre-COVID levels.

The Park Development Fund was established to provide a source of monies that would allow us to respond immediately to opportunities to obtain additional park land and/or install new facilities in our park system rather than wait for approval in the CIP planning process. Unfortunately, higher than anticipated costs associated with projects financed from this fund have depleted this valuable fund balance. **In order to restore this balance, \$600,000 from one-time General Fund savings have been moved into this fund in FY 2020/21, bringing the anticipated total to \$947,993 by the end of FY 2021/22.**

Through the generous donations of time and money from many Ames citizens, \$2,300,000 was raised by the Ames Foundation for the recently completed Harrison Barnes Family Playground and Ames Rotary Club Miracle League Field.

Library Services

The Library Board has decided to follow the example of other libraries by acknowledging the equity disparity caused by the collection of over-due fines. **Therefore, beginning in FY 2020/21 the Library discontinued charging for overdue material. This decision results in the elimination of an approximately \$90,000 revenue source.** The reduction will be partially offset by savings from collection service and credit card processing fees as well as less postage costs for the new State Library delivery service.

Economic Development Services

The final activity greatly impacted by COVID-19 is our effort to attract conventions and meetings to our community in our quest to generate sales tax revenue from these visitors to mitigate our property tax increases to our residents. This task is accomplished through a

contract with the Ames Convention and Visitors Bureau (ACVB) whereby the ACVB receives 72% of the Hotel/Motel tax proceeds the City receives each year. Unfortunately, concerns for the health of participants and reduction in organization travel budgets caused events to be cancelled resulting in drastic drop in Hotel/Motel revenues to the ACVB which is estimated to be approximately \$1,100,000 over FY 2019/20 and FY 2020/21. As a result, the ACVB eliminated a number of their permanent positions and even so their ability to remain solvent is still in jeopardy. Their financial analysis indicates that if the City Council would provide them with a \$35,000 grant and a \$75,000 loan, they could then make it through this financial crisis. **The FY 2020/21 amended budget includes funding for this request from the available balance in the Hotel/Motel Tax Fund.**

Housing Services

Fortunately, federal and state funds are being distributed to cities to help low-income residents whose lives have been negatively impacted by the coronavirus. Therefore, the FY 2020/21 adjusted budget reflects three rounds of funding, 1) \$354,515 from the Community Development Block Grant (CDBG) CARES program, 2) \$604,386 from the Iowa Economic Development Authority CARES program, and 3) \$356,455 from the CDBG CARES program. These funds will be directed primarily towards rent, mortgage, and utility relief for qualifying households.

In addition, three years of federal HOME have been rolled forward to the FY 2020/21 adjusted budget. The \$1,200,554 available initially will be directed to create low income, owner occupied houses in the new Baker subdivision at 321 State Avenue as well as for down payment and closing cost assistance for these single-family homes.

Special thanks are due our exceptional team of department heads along with Duane Pitcher, Finance Director; Nancy Masteller, Budget Manager; Amy Crabbs, Budget Analyst; Shannon Andersen, Finance Secretary; Deb Schildroth, Assistant City Manager; and Brian Phillips, Assistant City Manager; who helped devise this administrative/financial plan for the City.

My hope is that when I write my budget transmittal letter next year, we will have broken the back of COVID-19 and the doors to our homes, schools, and businesses will have reopened. Whether this happens sooner or later, the City employees will continue to provide exceptional service to the residents of our community!

Respectfully submitted,



Steven L. Schinker

City Manager

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

City of Ames

Iowa

For the Fiscal Year Beginning

July 1, 2020

Christopher P. Morill

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, 2020. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communication device.

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

HOW TO USE THIS BUDGET DOCUMENT

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

PROGRAM BUDGET PHILOSOPHY

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 five "programs", each of which addresses a broad category of needs within the community. These programs are as follows:

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

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

- Debt Service
- Internal Services/Transfers

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

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

The activity sheet (or sub-activity, when necessary) is the basic building block of the program budget. Using the performance, personnel, cost, and funding information given on these sheets, budget decisions are made for each of the activities. The summary of activities into sub-programs and of sub-

programs into programs then provides us with a comprehensive program of all of those services which are provided by the City.

FUND ACCOUNTING AND MAJOR FUNDS

To meet various reporting requirements and generally accepted accounting principles, the City of Ames has established a number of financial funds to record financial activity. These funds allow the City to segregate specific financial activity and meet requirements of various financial regulations, restrictions, and limitations

HOW TO USE THIS BUDGET DOCUMENT

on use of various revenue sources. The fund summary section of this document provides brief descriptions of the funds as well as revenues, expenses, and fund balances.

The major funds represent significant activities of the City of Ames and include the following funds or fund groups:

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

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

SERVICE OBJECTIVES

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

The service objectives reported in the budget should:

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

SERVICE ACCOMPLISHMENTS

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

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

The objective of service measurement reporting is to provide more complete information about the City of Ames' performance than can be provided by financial statements and schedules. The service

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

HIGHLIGHTS

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

HOW TO USE THIS BUDGET DOCUMENT

EXPENDITURES

The columns of financial information include:

- One historic year of actuals.
- The current year's adopted budget.
- The second amendment to the current year's budget which is prepared while budgeting for the future year. The City of Ames amends the current year's budget in October for project carryovers from the previous fiscal year and prepares a final amendment in May.
- The Manager's recommended budget after the PROBE (Productive Review of Budget Entries) and the City Manager have reviewed and approved the budget; or
- The adopted budget after the City Council approves and certifies the budget.

TYPES OF EXPENDITURES

Five types of expenditures are noted.

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

FUNDING SOURCES

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

FUND SUPPORT

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

When specific revenues 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. All major revenue sources for each fund are shown, however, on the respective fund summary sheets.

HOW TO USE THIS BUDGET DOCUMENT

PERCENTAGE CHANGE

The percentage change number on the financial pages indicates the percentage change between the column for the Manager Recommended or Adopted column and the Adopted column for the previous fiscal year.

FULL-TIME EQUIVALENT (F.T.E.)

When referring to the number of people employed by the City and to the number of positions authorized in any given department, this budget uses the term “full-time equivalent” or “F.T.E.”. One F.T.E. is equivalent to 2,080 hours of work per year by full-time and permanent part-time employees (52 weeks times 40 hours per week equals 2,080 hours).

BEGINNING BALANCES

The beginning balances shown on the fund sheets reflect not only cash, but also other assets and liabilities. Exclusions to assets as shown in the audit are capital assets in the Enterprise and Internal Service Funds, and inventory in all of the funds. Excluded from liabilities are employee benefits which are not recorded on City books, but are shown in the audited City financial statements as a liability.

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

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

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

BUDGET & FISCAL POLICIES

The City's budget and fiscal policies are adopted by the Ames City Council 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.

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 & FISCAL POLICIES

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

FINANCIAL REPORTING

Annual Reporting

The City will prepare annual financial statements as follows:

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

GENERAL REVENUE MANAGEMENT

Diversified and Stable Base

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

Current Revenues for Current Uses

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

Interfund Transfers and Loans

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

Any transfers between funds for operating purposes are clearly set forth in the annual budget. These operating transfers, under which financial resources are transferred from one fund to another, are distinctly different from interfund borrowings, which are usually made for temporary cash flow reasons, and are not intended to result in a transfer of financial resources by the end of the fiscal year. In summary, 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.

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.

BUDGET & FISCAL POLICIES

- *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.

Factors Favoring Low Cost Recovery Levels Continued

- Collecting fees would discourage compliance with regulatory requirements and adherence is primarily self-identified, and as such, failure to comply would not be readily detected by the City. Small-scale licenses and permits might fall into this category.

Factors Favoring High Cost Recovery Levels

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

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

General Concepts Regarding the Use of Service Charges

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

- Revenues should not exceed the reasonable cost of providing the service.

BUDGET & FISCAL POLICIES

- Cost recovery goals should be based on the total cost of delivering the service, including direct costs, departmental administration costs, and organization-wide support costs such as accounting, personnel, data processing, vehicle maintenance and insurance.
- The method of assessing and collecting fees should be as simple as possible in order to reduce the administrative cost of collection.
- Rate structures should be sensitive to the “market” for similar services as well as to smaller, infrequent users of the service.
- A unified approach should be used in determining cost recovery levels for various programs based on the factors discussed above.

Low Cost Recovery Services

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

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

Recreation Programs

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

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

The City Parks and Recreation Department will work with the Parks and Recreation Commission to review recreation programs and establish specific cost recovery targets for broad program classifications.

Planning, 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).
 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.

BUDGET & FISCAL POLICIES

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.

Ice Arena

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

Storm 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.

BUDGET & FISCAL POLICIES

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.

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

BUDGET & FISCAL POLICIES

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

FUND BALANCE DESIGNATIONS AND RESERVES

Minimum Fund Balance

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

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

Other Designations and Reserves

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

Equipment Replacement

For certain assets, the City will establish and maintain equipment replacement funds to provide for the timely replacement of 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.

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.

BUDGET & FISCAL POLICIES

CIP Appropriation

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

CIP Budget Carryover

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

CAPITAL IMPROVEMENT FINANCING AND DEBT MANAGEMENT

Capital Improvement Financing

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

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

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

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

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

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

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

Factors Favoring Pay-As-You-Go Financing

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

Factors Favoring Long-Term Financing

- Revenues available for debt service are deemed sufficient and reliable so that long-term financings can be marketed with investment grade credit ratings.
- The project securing the financing is of the type that will support an investment grade credit rating.
- Market conditions present favorable interest rates and demand for City financings.
- A project is mandated by state or federal requirements, and resources are insufficient or unavailable.

BUDGET & FISCAL POLICIES

- 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 (ETP)

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

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

BUDGET CALENDAR

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

SPRING

Resident Satisfaction Survey administered to 1,350 residents asking funding priorities, effectiveness of services, and preferred changes in emphasis/service levels. All results are reviewed with the City Council prior to the start of the budget process.

AUGUST SEPTEMBER

Departments prepare Capital Improvement Project (CIP) information for the 5-year plan and begin preparation of amended 2019/20 and proposed 2020/21 operational budgets. Resident Satisfaction Survey results are presented to the City Council.

NOVEMBER

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

DECEMBER

December 8 – City Council budget meeting to review issues, priorities, and preferences in service levels for the 2020/21 budget. Staff drafts 5-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.

JANUARY

The City Manager holds budget review meetings with departments. The City Manager's recommended draft budget document is prepared. **January 19 – CIP workshop** with City Council. **January 26 – Public hearing** for resident input on CIP.

JANUARY FEBRUARY

January 29 & February 2, 3, 4, & 9 – City Council reviews entire program budget with department heads in five **public meetings**. **February 23**-the City Council holds a **Maximum Levy Public Hearing**.

MARCH

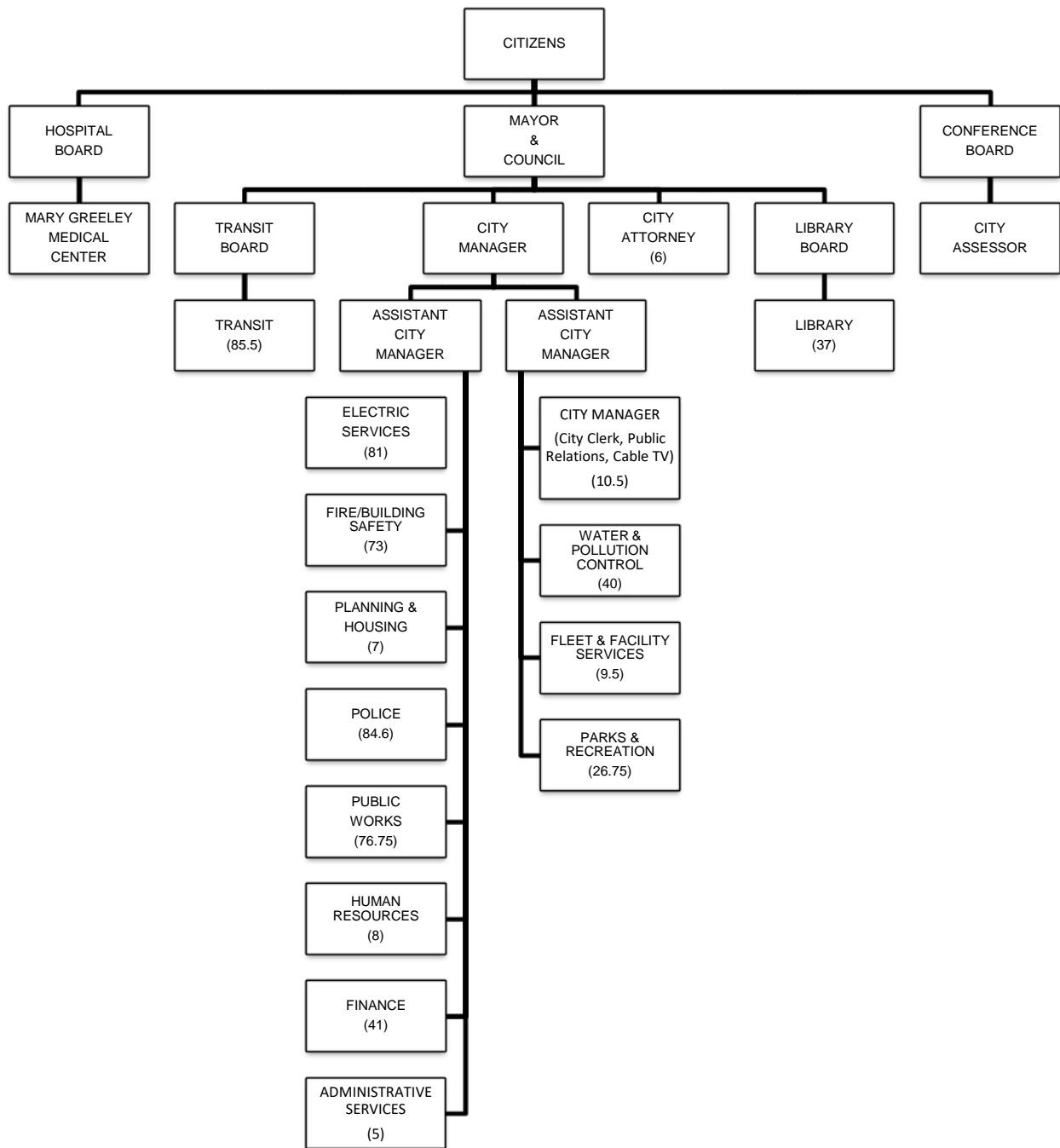
March 9 – Final budget hearing and adoption of amended 2019/20 budget and 2020/21 budget. **State statute requires the budget be certified with the County Auditor by March 31.**

MAY

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

CITY OF AMES ORGANIZATIONAL CHART

(AND NUMBER OF FULL-TIME EQUIVALENT EMPLOYEES)



AMES CITY COUNCIL APPOINTEES

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

CITY OF AMES, IOWA, DEPARTMENT HEADS

Name	Department	Phone Number
Donald Kom	Electric Services	515-239-5171
Duane Pitcher	Finance	515-239-5114
Rich Higgins	Fire	515-239-5414
Corey Mellies	Fleet Services/Facilities	515-239-5520
Bethany Jorgenson	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
Vacant	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, IOWA

FY 2021/22 PROPERTY TAX LEVY

Taxable Valuation \$3,257,725,869
 % Change From FY 2020/21 4.7%

Levy Required	Levy Per \$1,000 Valuation	Dollar Amount	Rate Change	%	Dollar Change	%
Total Requirement	7.34421	23,925,426	(0.13025)	(1.74)	662,764	2.85
Less:						
State Replacement Tax	0.15149	493,525	(0.00890)	(5.55)	(5,654)	(1.13)
Local Option Property Tax	1.64293	5,352,216	(0.01063)	(0.64)	205,855	4.00
Net General Levy	5.54979	18,079,685	(0.11072)	(1.96)	462,563	2.63
Trust and Agency Levy (Partial Police/Fire Benefits)	0.71802	2,339,120	0.01832	2.62	161,469	7.41
Transit Levy	0.60847	1,982,240	(0.02786)	(4.38)	1,795	0.09
Total Before Debt Service	6.87628	22,401,045	(0.12026)	(1.72)	625,827	2.87
Debt Service Levy	2.99735	10,007,684	(0.15292)	(4.85)	(35,816)	(0.36)
Grand Total Tax Levy	9.87363	32,408,729	(0.27318)	(2.69)	590,011	1.85

Ag Levy – Valuation: \$3,371,719 x 3.00375 = \$10,128

TIF valuation available for Debt Service - \$81,120,190

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FINANCIAL SUMMARIES



CITY OF
Ames™

FINANCIAL SUMMARIES

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REVENUE SUMMARY

	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
Property Taxes	32,023,021	33,566,727	33,566,727	34,359,534	2.4%
Other Taxes:					
State Replacement Tax	950,618	924,549	924,549	884,676	-4.3%
Local Option Sales Tax	8,470,510	8,577,268	10,351,680	8,920,360	4.0%
Hotel/Motel Tax	2,062,067	2,523,500	1,400,000	2,000,000	-20.7%
Total Other Taxes	11,483,195	12,025,317	12,676,229	11,805,036	-1.8%
Licenses & Permits	1,873,878	1,646,077	1,583,715	1,628,340	-1.1%
Intergovernmental Revenue:					
State Road Use Tax	7,961,955	7,488,555	7,488,555	7,835,270	4.6%
Federal Grants	3,407,455	7,498,975	17,131,646	5,434,368	-27.5%
State Grants/SRF Funding	4,540,976	24,325,854	51,846,731	12,068,630	-50.4%
County Contributions	171,748	155,000	162,829	160,000	3.2%
Other Intergovernmental Revenue	6,561,637	7,351,792	7,336,732	7,314,405	-0.5%
Total Intergovernmental Revenue	22,643,771	46,820,176	83,966,493	32,812,673	-29.9%
Charges for Services:					
Utility Charges	86,608,277	89,619,650	89,431,931	90,102,950	0.5%
Other Charges for Services	8,229,568	10,295,148	8,995,918	9,855,637	-4.3%
Total Charges for Services	94,837,845	99,914,798	98,427,849	99,958,587	0.0%
Fines, Forfeit, & Penalty	493,055	631,200	497,600	545,400	-13.6%
Use of Money & Property:					
Interest Revenue	4,798,032	1,879,850	2,282,650	2,207,900	17.5%
Other Uses of Money/Property	941,868	1,110,674	960,569	1,052,045	-5.3%
Total Use of Money & Property	5,739,900	2,990,524	3,243,219	3,259,945	9.0%
Miscellaneous Revenue:					
Proceeds from Bonds	11,800,738	13,181,900	22,339,629	13,755,400	4.4%
Other Miscellaneous Revenue	1,653,984	586,243	1,352,898	1,003,876	71.2%
Total Miscellaneous Revenue	13,454,722	13,768,143	23,692,527	14,759,276	7.2%
Internal Service Revenue	19,500,305	18,998,812	19,503,158	20,090,305	5.8%
Total Before Transfers	202,049,692	230,361,774	277,157,517	219,219,096	-4.8%
Transfers	23,927,449	23,637,203	27,640,641	23,537,338	-0.4%
Total Revenues	225,977,141	253,998,977	304,798,158	242,756,434	-4.4%

EXPENDITURES BY PROGRAM

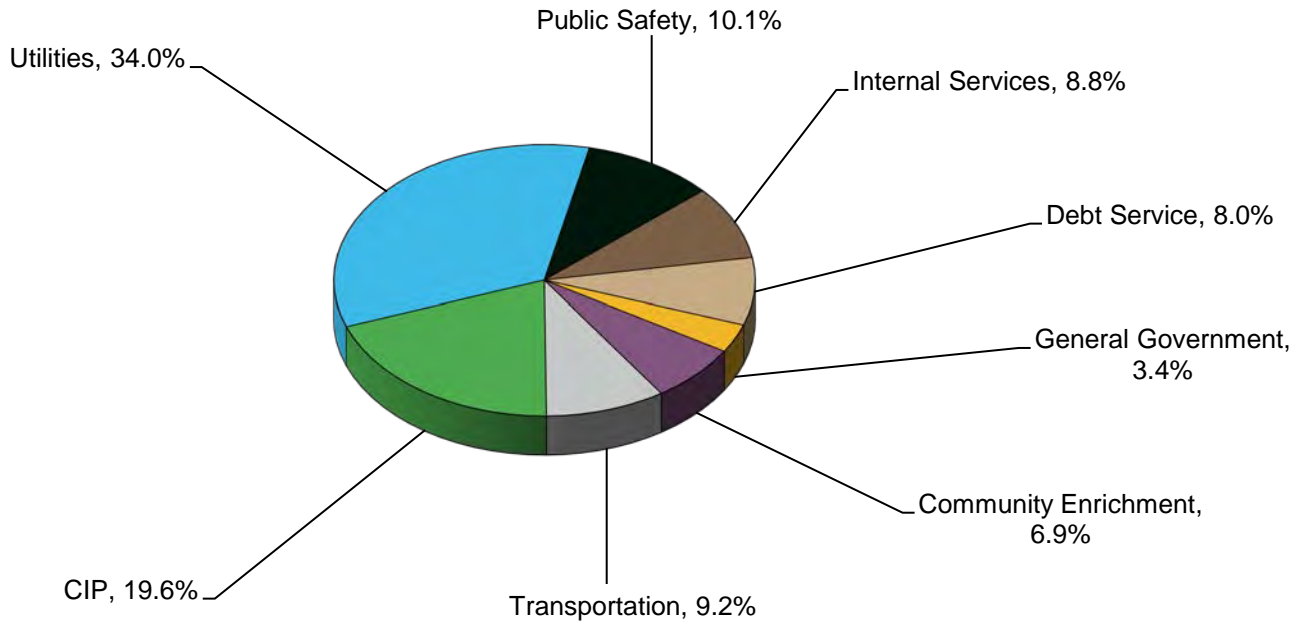
Operations:	2019/20	2020/21	2020/21	2021/22	% Change
Public Safety:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Law Enforcement	9,800,226	10,596,148	10,393,101	10,937,377	3.2%
Fire Safety	7,141,631	7,814,863	7,597,967	8,037,128	2.8%
Building Safety	1,553,259	1,670,718	1,633,315	1,730,043	3.6%
Animal Control	562,106	533,845	617,968	588,432	10.2%
Other Public Safety	867,486	917,344	915,372	915,458	-0.2%
Total Public Safety	19,924,708	21,532,918	21,157,723	22,208,438	3.1%
Utilities:					
Electric Services	50,014,592	59,507,515	58,530,332	56,792,448	-4.6%
Water and Pollution Control	7,578,001	8,555,217	8,193,264	8,690,806	1.6%
Water Distribution System	1,611,525	1,579,364	1,528,037	1,648,534	4.4%
Sanitary Sewer System	845,362	1,010,513	932,537	954,982	-5.5%
Stormwater Management	649,482	835,795	763,539	767,344	-8.2%
Resource Recovery	3,547,680	4,033,384	4,057,397	4,215,431	4.5%
Utility Customer Service	1,680,580	1,804,394	1,778,247	1,866,477	3.4%
Total Utilities	65,927,222	77,326,182	75,783,353	74,936,022	-3.1%
Transportation:					
Street/Traffic System	5,679,935	6,410,670	6,309,702	6,517,681	1.7%
Transit System	10,522,729	12,085,908	12,088,064	12,540,000	3.8%
Parking System	961,247	1,006,263	895,885	1,022,434	1.6%
Airport Operations	159,732	154,021	226,337	157,971	2.6%
Total Transportation	17,323,643	19,656,862	19,519,988	20,238,086	3.0%
Community Enrichment:					
Parks and Recreation	4,041,666	4,950,550	4,141,146	4,651,329	-6.0%
Library Services	4,557,755	4,995,871	4,865,101	5,147,226	3.0%
Human Services	1,443,998	1,551,213	1,506,744	1,628,056	5.0%
Art Services	208,716	229,898	294,838	239,093	4.0%
Cemetery	199,185	187,793	187,508	202,870	8.0%
Housing Programs	453,090	1,088,778	4,430,154	1,096,230	0.7%
Economic Development	1,993,856	2,729,772	2,066,833	2,356,451	-13.7%
FEMA/Disaster Relief	99,232	-	1,388,521	-	
Total Community Enrichment	12,997,498	15,733,875	18,880,845	15,321,255	-2.6%

EXPENDITURES BY PROGRAM (continued)

	2019/20	2020/21	2020/21	2021/22	% Change
<i>General Government:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
City Council	481,908	471,481	797,779	564,776	19.8%
City Clerk	417,243	443,797	448,079	481,976	8.6%
City Manager	711,892	782,757	686,164	814,715	4.1%
Public Relations	210,854	223,216	250,231	229,907	3.0%
Media Production Services	139,607	185,501	184,956	191,082	3.0%
Planning Services	948,022	887,461	980,797	913,342	2.9%
Financial Services	1,847,811	2,065,888	1,993,229	2,090,573	1.2%
Legal Services	782,911	849,598	850,795	880,674	3.7%
Human Resources	548,376	617,953	617,396	741,389	20.0%
Facilities	433,801	459,548	499,010	470,655	2.4%
Total General Government	6,522,425	6,987,200	7,308,436	7,379,089	5.6%
Total Operations	122,695,496	141,237,037	142,650,345	140,082,890	-0.8%
CIP:					
Public Safety CIP	1,161,137	1,375,000	2,745,750	-	-100.0%
Utilities CIP	16,744,039	32,456,100	68,312,032	20,033,650	-38.3%
Transportation CIP	12,586,997	25,089,173	58,191,020	21,357,411	-14.9%
Community Enrichment CIP	1,027,140	1,219,750	6,656,967	1,625,000	33.2%
General Government CIP	61,761	100,000	2,060,951	50,000	-50.0%
Internal Services CIP	-	-	291,959	-	-
Total CIP	31,581,074	60,240,023	138,258,679	43,066,061	-28.5%
Debt Service:					
General Obligation Bonds	12,074,255	12,519,230	21,332,565	11,988,237	-4.2%
Electric Revenue Bonds	965,306	969,306	969,306	966,306	-0.3%
SRF Loan Payments	4,764,252	4,763,894	4,773,797	4,751,088	-0.3%
Bond Costs	142,027	-	-	-	-
Total Debt Service	17,945,840	18,252,430	27,075,668	17,705,631	-3.0%
Internal Services:					
Fleet Services	4,204,610	4,739,095	5,832,681	3,153,808	-33.5%
Information Technology	2,535,869	2,801,532	3,346,588	2,826,041	0.9%
Risk Management	2,123,543	2,577,215	2,544,207	2,850,001	10.6%
Health Insurance	9,380,619	10,036,440	10,009,306	10,539,050	5.0%
Total Internal Services	18,244,641	20,154,282	21,732,782	19,368,900	-3.9%
Total Expenditures Before Transfers	190,467,051	239,883,772	329,717,474	220,223,482	-8.2%
Transfers:	23,927,449	23,637,203	27,640,641	23,537,338	-0.4%
Total Expenditures	214,394,500	263,520,975	357,358,115	243,760,820	-7.5%

EXPENDITURES BY PROGRAM (continued)

WHERE THE MONEY IS SPENT...
2021/22 Recommended

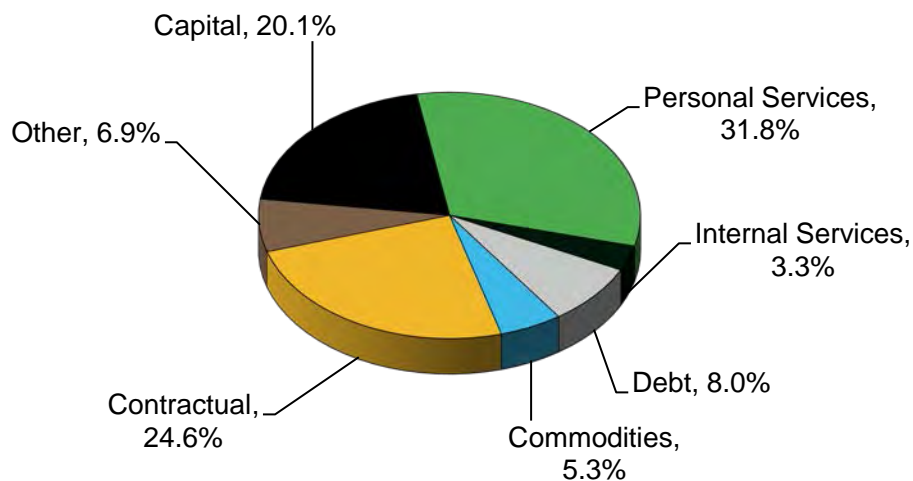


Excluding Transfers

EXPENDITURES BY CATEGORY

	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
Personal Services	61,147,600	68,038,629	64,643,398	69,948,938	2.8%
Internal Services	8,182,949	7,152,949	7,530,665	7,198,572	0.6%
Contractual	51,538,320	56,346,335	58,046,410	54,223,404	-3.8%
Commodities	9,510,629	11,649,331	12,682,182	11,595,011	-0.5%
Capital	28,792,895	63,355,410	144,421,797	44,399,711	-29.9%
Debt	17,945,840	18,252,430	27,075,668	17,705,631	-3.0%
Other (Refunds, Insurance Claims, etc.)	13,348,818	15,088,688	15,317,354	15,152,215	0.4%
Total Expenditures Before Transfers	190,467,051	239,883,772	329,717,474	220,223,482	-8.2%
Transfers	23,927,449	23,637,203	27,640,641	23,537,338	-0.4%
Total Expenditures	214,394,500	263,520,975	357,358,115	243,760,820	-7.5%

BREAKDOWN BY MAJOR EXPENSE CATEGORY 2021/22 Recommended



Excluding Transfers

EXPENDITURES BY FUND

	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
General Fund *	36,515,228	39,892,553	44,455,552	40,112,482	0.6%
Special Revenue Funds:					
Local Option Sales Tax	8,553,208	9,199,216	14,755,054	9,582,440	4.2%
Hotel/Motel Tax	1,935,160	2,330,800	1,674,800	1,882,088	-19.3%
Road Use Tax	7,026,297	8,573,296	11,090,417	8,144,377	-5.0%
Other Special Revenue Fund	3,734,102	5,127,283	10,077,743	5,402,173	5.4%
Total Special Revenue Funds	21,248,767	25,230,595	37,598,014	25,011,078	-0.9%
Capital Project Funds *	10,796,275	20,122,768	48,925,807	18,514,418	-8.0%
Permanent Funds:					
Cemetery Perpetual Care	-	-	-	-	-
Furman Aquatic Center Trust	8,592	5,250	5,250	-	-100.0%
Total Permanent Funds	8,592	5,250	5,250	-	-100.0%
Enterprise Funds:					
Water Utility *	18,553,773	26,741,906	34,485,995	19,827,944	-25.9%
Sewer Utility *	10,336,485	12,090,655	19,244,487	11,983,380	-0.9%
Electric Utility *	65,001,074	75,407,842	90,843,780	70,466,709	-6.6%
Parking	1,090,434	1,128,987	1,017,343	1,148,402	1.7%
Transit	14,161,154	19,036,581	21,653,295	17,141,044	-10.0%
Stormwater Utility	1,443,307	5,362,331	9,991,875	2,278,338	-57.5%
Ames/ISU Ice Arena	577,282	684,508	600,233	533,177	-22.1%
Homewood Golf Course	209,660	298,485	282,090	291,521	-2.3%
Resource Recovery	4,133,573	4,845,002	4,897,088	5,095,190	5.2%
Total Enterprise Funds	115,506,742	145,596,297	183,016,186	128,765,705	-11.6%
Debt Service Fund	12,074,255	12,519,230	21,332,565	11,988,237	-4.2%
Internal Service Funds:					
Fleet Services	4,204,610	4,739,095	6,124,640	3,153,808	-33.5%
Information Technology	2,535,869	2,801,532	3,346,588	2,826,041	0.9%
Risk Management	2,123,543	2,577,215	2,544,207	2,850,001	10.6%
Health Insurance	9,380,619	10,036,440	10,009,306	10,539,050	5.0%
Total Internal Services	18,244,641	20,154,282	22,024,741	19,368,900	-3.9%
Total Expenditures	214,394,500	263,520,975	357,358,115	243,760,820	-7.5%

*Indicates a major fund or fund group

AUTHORIZED EMPLOYMENT LEVELS (F.T.E.)

(Full-Time Equivalents)

	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec
Department				
City Manager/City Clerk	10.50	10.50	10.50	10.50
Legal Services	6.00	6.00	6.00	6.00
Human Resources	8.00	8.00	8.00	9.00
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	9.50
Transit	85.50	85.50	85.50	85.50
Fire/Building Safety	72.00	73.00	73.00	73.00
Police/Animal Control	83.15	84.60	84.60	84.60
Library	37.00	37.00	37.00	37.00
Parks and Recreation	25.00	26.75	26.75	26.75
Water & Pollution Control	40.00	40.00	38.00	38.00
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	12.00	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	75.75	76.75	76.75	76.75
Total	586.40	591.60	589.60	590.60

CHANGES IN EMPLOYMENT LEVELS (F.T.E.)

(Full-Time Equivalents)

The staffing level changes for the City of Ames that are included in the 2020/21 Adjusted Budget and 2021/22 Manager Recommended Budget are as follows:

2020/21 Adjusted: 589.60 FTEs (2.00 decrease)

- 2.00 FTE Two full-time positions at the Water Pollution Control facility are being replaced with student operator positions as part of a partner program between the Water and Pollution Control Department and Iowa State University and Des Moines Area Community College (DMACC). This program is similar to the successful student operator program already in place at the Water Treatment Plant.

2021/22 Manager Recommended: 590.60 FTEs (1.00 increase)

- + 1.00 FTE A Diversity, Equity, and Inclusion Coordinator position has been added to the Human Resources department for FY 2021/22. This position will interact with groups inside and outside of the organization and will focus on training employees, assisting with policy development and recommendations, and reporting data to various federal agencies. The position will work closely with both the City's Diversity and Inclusion team and external partners.

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PUBLIC SAFETY



PUBLIC SAFETY



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PUBLIC SAFETY

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PUBLIC SAFETY

Description:

One of the primary functions of the Ames City government is to safeguard and protect the lives, health, and property of its citizens. Such protection extends across the following major areas in **Law Enforcement**: crime prevention activities, Safe Neighborhoods Team, patrol and emergency response, traffic enforcement, juvenile services, and specialized criminal investigations. **Fire Safety** includes the Fire Department's administrative support and programs for the prevention of fires and related hazards, the education of citizens in preventing and reacting to such emergencies, and the actual suppression of those fires and responses to those emergencies which do occur. **Building Safety** entails the enforcement of structural, rental housing, electrical, plumbing, and mechanical codes which have been adopted for citizens' safety. **Animal Control** operates the City's animal shelter, which provides impoundment and shelter for domestic animals found within the City, as well as urban wildlife. **Other Community Protection** includes expenditures for electricity for City street lights and the maintenance of the storm warning system. Finally, **Capital Improvements** which affect the Community Protection Program are also presented. Taken as a whole, the Community Protection Program represents the City of Ames' commitment to provide a safe and secure community for those who live and visit here.

	2019/20	2020/21	2020/21	2021/22	% Change
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Law Enforcement	9,800,226	10,596,148	10,393,101	10,937,377	3.2%
Fire Safety	7,141,631	7,814,863	7,597,967	8,037,128	2.8%
Building Safety	1,553,259	1,670,718	1,633,315	1,730,043	3.6%
Animal Control	562,106	533,845	617,968	588,432	10.2%
Other Public Safety	867,486	917,344	915,372	915,458	-0.2%
Total Operations	19,924,708	21,532,918	21,157,723	22,208,438	3.1%
Public Safety CIP	1,161,137	1,375,000	2,745,750	-	-100.0%
Total Expenditures	21,085,845	22,907,918	23,903,473	22,208,438	-3.1%

<i>Authorized FTEs</i>	153.65	156.10	156.10	156.10
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PUBLIC SAFETY

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	16,686,833	18,140,628	17,445,691	18,788,046	3.6%
Internal Services	1,397,402	1,484,798	1,477,773	1,502,517	1.2%
Contractual	1,517,808	1,593,709	1,666,107	1,632,837	2.5%
Commodities	318,010	312,283	374,926	285,038	-8.7%
Capital	4,457	-	191,726	-	
Other	198	1,500	1,500	-	
Total Operations	19,924,708	21,532,918	21,157,723	22,208,438	3.1%
Public Safety CIP	1,161,137	1,375,000	2,745,750	-	-100.0%
Total Expenditures	21,085,845	22,907,918	23,903,473	22,208,438	-3.1%
Funding Sources:					
Program Revenues	3,977,523	3,820,587	3,694,413	3,896,969	2.0%
General Fund	15,827,270	17,621,531	17,297,708	18,214,469	3.4%
Forfeiture/Donations/Grants	119,915	90,800	165,602	97,000	6.8%
Total Operations Funding	19,924,708	21,532,918	21,157,723	22,208,438	3.1%
Public Safety CIP Funding:					
G.O. Bonds	855,729	1,375,000	2,457,044	-	-100.0%
General Fund	41,020	-	239,014	-	
Local Option Sales Tax	9,388	-	49,692	-	
Electric Utility Fund	158,100	-	-	-	
Water Utility Fund	48,450	-	-	-	
Sewer Utility Fund	48,450	-	-	-	
Total CIP Funding	1,161,137	1,375,000	2,745,750	-	-100.0%
Total Funding Sources	21,085,845	22,907,918	23,903,473	22,208,438	-3.1%

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.)

	2019/20	2020/21	2020/21	2021/22	% Change
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Administration/Records	955,093	1,027,749	981,836	1,031,935	0.4%
Police Services	7,526,442	8,171,183	8,015,182	8,482,266	3.8%
Emergency Communications	1,318,691	1,397,216	1,396,083	1,423,176	1.9%
Total Expenditures	9,800,226	10,596,148	10,393,101	10,937,377	3.2%
<i>Authorized FTEs</i>	77.25	78.25	78.25	78.25	

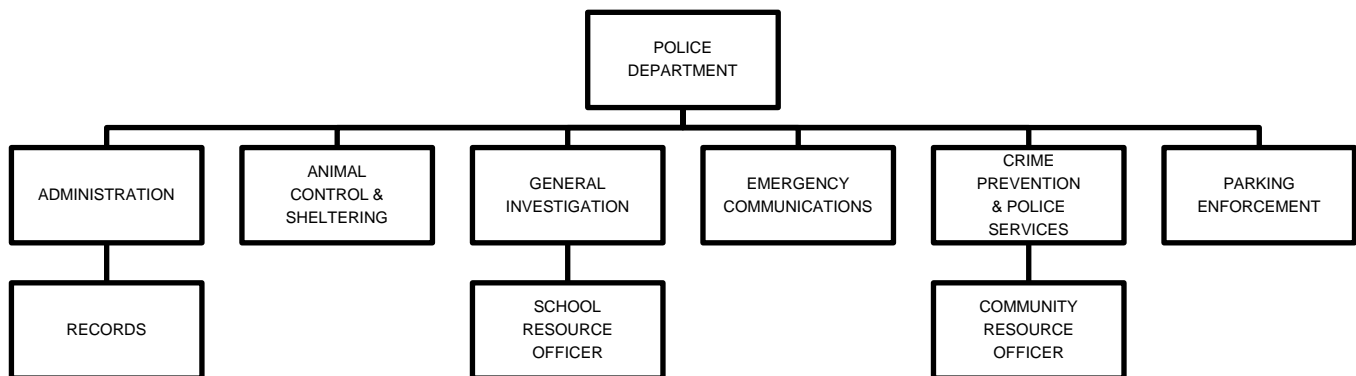
LAW ENFORCEMENT

Expenditures by Category:	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
Personal Services	8,606,885	9,260,828	8,833,588	9,565,654	3.3%
Internal Services	725,033	800,355	803,164	801,755	0.2%
Contractual	299,392	341,165	436,799	395,288	15.9%
Commodities	166,275	192,300	222,455	174,680	-9.2%
Capital	2,443	-	95,595	-	
Other Expenditures	198	1,500	1,500	-	
Total Expenditures	9,800,226	10,596,148	10,393,101	10,937,377	3.2%

Funding Sources:

Police Revenues:

Ames Community Schools	90,567	93,932	93,932	92,260	-1.8%
Municipal Fines/Fees	25,601	35,000	25,000	30,000	-14.3%
Charges for Services	150,022	90,226	52,226	90,226	0.0%
Police Forfeiture	11,663	7,000	13,500	12,000	71.4%
Police Grants	42,804	48,000	48,000	48,000	
Police Donations	3,314	-	-	-	
Total Revenues	323,971	274,158	232,658	272,486	-0.6%
General Fund Support	9,476,255	10,321,990	10,160,443	10,664,891	3.3%
Total Funding Sources	9,800,226	10,596,148	10,393,101	10,937,377	3.2%



POLICE ADMINISTRATION & RECORDS

Description:

Police Administration provides leadership and direction for the Police Department as a whole 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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	803,981	857,955	744,067	858,233	0.0%
Internal Services	87,554	93,214	93,250	93,968	0.8%
Contractual	53,248	67,255	85,319	70,409	4.7%
Commodities	10,310	9,325	9,325	9,325	0.0%
Capital	-	-	49,875	-	
Other Expenditures	-	-	-	-	
Total Expenditures	955,093	1,027,749	981,836	1,031,935	0.4%

<i>Funding Sources:</i>					
General Fund	955,093	1,027,749	981,836	1,031,935	0.4%
Total Funding Sources	955,093	1,027,749	981,836	1,031,935	0.4%

<i>Authorized FTEs</i>	7.25	7.25	7.25	7.25
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POLICE ADMINISTRATION & RECORDS

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide a professional, community- focused, efficient and effective police force	Sworn officers	56	57	58	58
		Cases created	6,812	6,566	5,347	6,000
	Provide timely, accurate reports and public information	Record checks processed	1,369	1,979	1,387	1,205
		Attorney requests for information	1,934	1,712	1,679	1,100
		Public records requests	282	235	236	191
	Build trust within the community	% of citizens very or somewhat satisfied with police services	91%	90%	91%	91%

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The emergence of COVID-19 at the start of the year presented a number of challenges. Mitigation efforts to keep staff protected and healthy impacted daily operations and forced many changes in the way public safety services were delivered. Expenses related to these changes in procedures increased.
- Many special events and celebrations were either modified or canceled. Events such as parades, fireworks, football, and basketball were modified in such a way so that police services were greatly compacted or eliminated, thereby reducing revenue opportunities for the department. Federal grant funding has helped cover some costs associated with the pandemic.
- State pension contribution rates are projected to increase slightly from 25.31% to 26.18%, increasing overall personal service costs in Law Enforcement.

RECENT ACCOMPLISHMENTS

- The city-wide project to replace the voice radio system is still underway. In early 2020, the temporary radio tower system was made operational. The temporary system is a vast improvement from the old tower system. The project is anticipated for final completion by the end of 2021.
- A derecho, a severe weather event, passed through our community in August, causing widespread damage to the city. The city and the surrounding areas experienced high winds, torrential rain, and large hail, resulting in considerable damage throughout Ames. Officers and staff were deployed across the city to respond to emergency calls and clear blocked roadways.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Records staff are continuing to evaluate software programs which allow for online requests for information and some official records.
- The Campustown camera project is underway and expected to be completed by the middle of 2021.

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.

Expenditures by Category:	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
Patrol	6,221,614	6,742,955	6,707,735	7,008,086	
Investigations	1,304,828	1,428,228	1,307,447	1,474,180	
Total Expenditures	7,526,442	8,171,183	8,015,182	8,482,266	3.8%

Expenditures by Category:	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
Personal Services	6,665,026	7,184,772	6,895,315	7,484,238	4.2%
Internal Services	518,489	585,642	588,303	587,488	0.3%
Contractual	191,867	229,164	285,884	255,705	11.6%
Commodities	148,419	170,105	198,460	154,835	-9.0%
Capital	2,443	-	45,720	-	
Other Expenditures	198	1,500	1,500	-	
Total Expenditures	7,526,442	8,171,183	8,015,182	8,482,266	3.8%

Funding Sources:	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
Ames Community Schools	90,567	93,932	93,932	92,260	-1.8%
Police Forfeiture Funds	11,663	7,000	13,500	12,000	71.4%
Police Grant Funds	42,804	48,000	48,000	48,000	0.0%
Police Donations	3,314	-	-	-	
Total Revenues	148,348	148,932	155,432	152,260	2.2%

General Fund Support	7,378,094	8,022,251	7,859,750	8,330,006	3.8%
Total Funding Sources	7,526,442	8,171,183	8,015,182	8,482,266	3.8%

Authorized FTEs	57.00	58.00	58.00	58.00	
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POLICE SERVICES

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide a highly competent on-street presence	Homicide cases	1	1	1	*1
		Assault cases	337	412	352	*367
		Theft cases	735	778	497	*670
		Sexual Assaults	94	75	88	*85
		Domestic calls for service	314	277	272	*287
		OWI, public intox and other liquor arrests	574	420	249	*414
		Noise complaints	1,008	895	988	*963
	Enhance trust within the community by building relationships and communicating effectively	# of mental health contacts	1,907	1,734	2,070	2,300
		Incidents recorded	32,706	32,063	26,693	30,000
		Incidents per sworn position	584	562	468	517
		Public Education Events	127	162	46	100
		Facebook Likes	20,541	27,182	28,682	29,000
		Facebook page engagements	381,572	429,142	434,000	440,000

*Forecasting based on historic trends and averages

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- A comprehensive review of policing services was presented to the City Council in September. Titled “Policing in Ames – A Path Forward,” the report addressed the issues raised nationally concerning police training practices. The report addressed organizational culture, recruitment, training, policies, ordinances and states laws, transparency, accountability, communications, and funding. The report also provides a number of recommendations. Included in those recommendations are additional training on diversity and bias, the establishment of an administrative sergeant position to help gather, track and respond to relevant data, periodic publication of that data for public review, and the establishment of an Ames Resident Police Advisory Committee. The City Council adopted the report and its recommendations in November.
- A police officer position approved in the FY 2020/21 budget has been upgraded to an administrative sergeant position in the FY 2021/22 requested budget. This position has been upgraded to provide administrative support necessary to implement the Policing in Ames report. The budget includes a salary and benefits increase for a senior officer who would be promoted to the position.
- A traffic stop data study was originally completed in FY 2019/20 by a team of independent researchers. There is a desire to extend that study with a review of an additional year’s data. That will require re-engaging the researchers to interpret the additional data. The finalized report is anticipated to be completed at the end of the first quarter in 2021.
- There have been several officer resignations in late FY 2019/20 and early FY 2020/21. The department will be sending three or four officers to the Iowa Law Enforcement Academy in FY 2020/21. This is considerably more than any past year and will result in additional training costs. The uniform and equipment costs will also be higher to outfit the new officers. The overall impact on the budget will show increased costs in many areas and salary savings as new officers replace more senior outgoing officers.

POLICE SERVICES

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS (Cont.)

- The impact of COVID-19 on police services has been notable. Although the needs of the community continue to be met, who and how officers directly interact with, including arrests, has been influenced by the need to limit exposure. The court system has reduced hours and access to court services which, in turn, affects how officers do their job. The use of PPE both while conducting business within City Hall and while working outside the department with the public has become regular and mandatory. Patrol cars and common spaces are routinely sanitized. Patrol cars have been equipped with cell phones to allow officers to talk with citizens and control face-to-face interactions. Staff training and attendance at regional and national conferences has been limited or eliminated. There has been a corresponding increase in online training in areas of critical concern.

RECENT ACCOMPLISHMENTS

- A strong working relationship with the Ames Community School District is maintained through the proactive work of our School Resource Officers (SROs). One SRO is assigned to the high school while the other SRO is assigned to the middle school. They also divide their time at the elementary schools in the community. The goal of this program continues to be developing strong and positive relationships not only with students but also with their parents and school staff. The SROs have been assigned to dayshift patrol duties as the school district has implemented online remote learning during COVID-19.
- In December 2020, an investigator was certified as a crime scene analyst. The investigator has been working on this certification for five years. The training and knowledge gained and collaboration with other forensic science professionals provides our department and partner agencies a higher level of expertise in finding, gathering, and processing evidence.
- The department-wide peer support program has been initiated to provide employees wellness support. The program is utilizing a grant to collaborate with a local psychologist to coach and support program members in emotional intelligence, personal development, and confidential counseling, if needed.
- The department has recently entered into an agreement with the Central Iowa Emergency Services Chaplaincy (CIESC) to provide emotional support in times of need to both first responders (Police and Fire) and members of the public who have undergone a traumatic experience. CIESC is a non-profit organization that provides training to screened recruits to provide counseling in emergency, high stress, and family situations. CIESC requires members to provide services without regard to race, gender, sexual orientation, national origin, creed or religion at no cost.

POLICE SERVICES

IN-PROGRESS AND UPCOMING ACTIVITIES

- Work to establish an Ames Resident Police Advisory Committee (ARPAC) will begin. The goals of ARPAC will be to incorporate residents' perspectives into the evaluation of complaints against the Police Department, provide thoughtful recommendations on policies and practices, report concerns about the outcomes of complaint investigations, and to build public confidence in the police department.
- The department continues to be a strong partner with the mental health community, the Story County Mental Health Task Force, and the Mobile Crisis Response Team. The task force is a cooperative endeavor comprised of area mental health professionals, county service agencies, and other area law enforcement officers. The department's mental health advocate acts as a liaison between law enforcement, consumers, service organizations, and providers. The mental health advocate works to help educate and provides services and support for those struggling with a variety of mental health issues and their families.
- The forfeiture process exists for the purpose of removing profit from the criminal enterprise. Forfeiture funds continue to support the Police Department's commitment to the operational expenses of the Central Iowa Drug Task Force. Forfeiture funds are also used to purchase unique equipment not included in the regular budget.
- Grant funding supplements the budget and provides an opportunity to address specific concerns and needs. Recently awarded grants include were received from the Iowa Alcoholic Beverages Division for enforcement of tobacco, alternative nicotine, and vapor devices laws; from the Governor's Traffic Safety Bureau for the highway traffic safety enforcement; from the U.S. Department of Justice Bulletproof Vest Partnership to assist in the purchase of bulletproof vests; and from the U.S. Department of Justice a Byrne Memorial Justice Assistance Grant to support the bicycle patrol officer program.

EMERGENCY COMMUNICATIONS

Description:

Emergency Communications is responsible for the operation of the 911 Center and the initial dispatch of emergency responders. This activity's staff also provides advance medical information through the emergency medical dispatch program, receives 911 calls and text messages, receives non-emergency calls, manages radio communication, coordinates with state and federal agencies, manages criminal information services, and provides assistance to Police Department walk-in customers. The Center handles all wireless and emergency medical dispatch 911 calls from anywhere in the City, including the ISU campus.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	1,137,878	1,218,101	1,194,206	1,223,183	0.4%
Internal Services	118,990	121,499	121,611	120,299	-1.0%
Contractual	54,277	44,746	65,596	69,174	54.6%
Commodities	7,546	12,870	14,670	10,520	-18.3%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	1,318,691	1,397,216	1,396,083	1,423,176	1.9%

<i>Funding Sources:</i>					
General Fund	1,318,691	1,397,216	1,396,083	1,423,176	1.9%
Total Funding Sources	1,318,691	1,397,216	1,396,083	1,423,176	1.9%

Authorized FTEs	13.00	13.00	13.00	13.00
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EMERGENCY COMMUNICATIONS

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide prompt and accurate emergency communications services for police, fire, and emergency medical services	Emergency 911 calls	16,552	*16,247	*16,260	*16,300
		Non- emergency calls	107,774	105,916	106,000	106,000
		Emergency medical dispatch calls	4,161	4,251	4,200	4,200

*Data extrapolated based on historic trends and averages.

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- For the first time in six years, there have been personnel changes in Communications. As a result, personal services have increased by only 0.4% for FY 2021/22. A recruitment process was conducted in 2020 and both vacancies were recently filled.
- ECaTS is a phone call taking data recording and management solution. 911 calls, wire line calls, and wireless calls all come into the Communications Center through different technologies. ECaTS allows the department to accurately determine the number of calls per year that came into the Center. The contract with ECaTS was not renewed and the department no longer has access to the tool. Until a new solution is acquired, call volumes of the various types will be estimated.
- The process of training dispatchers in Emergency Medical Dispatch (EMD) and reviewing the calls taken was recently moved from a part-time position to software solution called, Priority Dispatch. The part-time position was eliminated once it was vacant and the salary money was moved to cover the cost of the software solution. This resulted in a 54.6% increase in contractual services.

RECENT ACCOMPLISHMENTS

- Emergency Medical Dispatch (EMD) allows dispatchers to provide callers with information about patient management before emergency responders arrive and to provide emergency responders with advance information while they are en route. In the past a part-time emergency communications quality control coordinator provided on-site training and review of EMD. When a vacancy in the coordinator position occurred, a process of shifting the training and review to Priority Dispatch, the EMD software and service provider, was initiated through a contract arrangement. That transition was completed this year.
- The Multi-Agency Public Safety Group (MAPSG) manages the information management system shared by the City, Iowa State University, and Story County. MAPSG also manages the public safety network that connects the three law enforcement agencies and their communications centers. Utilizing both grant and local funding MAPSG completed an upgrade to the back-up, storage, and power systems on the network.

IN-PROGRESS AND UPCOMING ACTIVITIES

- The county-wide radio replacement and improvement project continues. Radio improvements to the Communications Center are scheduled for spring 2021.

FIRE SAFETY

Description:

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

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

Activities:	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
Administration/Support	1,130,272	1,214,772	1,193,682	1,240,833	2.2%
Suppression/Emergency Action	5,852,314	6,441,535	6,246,642	6,636,891	3.0%
Prevention/Safety Education	159,045	158,556	157,643	159,404	0.5%
Total Expenditures	7,141,631	7,814,863	7,597,967	8,037,128	2.8%
<i>Authorized FTEs</i>	59.75	60.70	60.70	60.70	

FIRE SAFETY

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	6,500,282	7,186,302	6,931,681	7,411,303	3.1%
Internal Services	348,467	347,711	342,772	358,967	3.2%
Contractual	180,557	193,617	189,287	189,950	-1.9%
Commodities	110,311	87,233	118,741	76,908	-11.8%
Capital	2,014	-	15,486	-	
Other Expenditures	-	-	-	-	
Total Expenditures	7,141,631	7,814,863	7,597,967	8,037,128	2.8%
Funding Sources:					
<i>Fire Revenues:</i>					
Iowa State University	1,799,982	1,946,093	1,890,423	1,999,853	2.8%
MGMC	24,167	30,491	30,792	37,715	23.7%
Donations/Grants	6,494	-	5,486	-	
Miscellaneous Revenue	48	-	-	-	
Total Revenues	1,830,691	1,976,584	1,926,701	2,037,568	3.1%
General Fund Support	5,310,940	5,838,279	5,671,266	5,999,560	2.8%
Total Funding Sources	7,141,631	7,814,863	7,597,967	8,037,128	2.8%

FIRE ADMINISTRATION & SUPPORT

Description:

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

	2019/20	2019/20	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	941,120	1,036,473	1,012,845	1,066,165	2.9%
Internal Services	105,843	103,350	102,391	107,683	4.2%
Contractual	70,440	65,749	57,004	63,285	-3.8%
Commodities	10,855	9,200	15,956	3,700	-59.8%
Capital	2,014	-	5,486	-	
Other Expenditures	-	-	-	-	
<i>Total Expenditures</i>	1,130,272	1,214,772	1,193,682	1,240,833	2.2%
<i>Funding Sources:</i>					
General Fund	835,680	911,079	891,147	930,625	2.2%
Iowa State University	288,098	303,693	297,049	310,208	2.2%
Donations/Grants	6,494	-	5,486	-	
<i>Total Funding Sources</i>	1,130,272	1,214,772	1,193,682	1,240,833	2.2%
<i>Authorized FTEs</i>	6.75	6.70	6.70	6.70	

FIRE ADMINISTRATION & SUPPORT

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide a professional, community-focused, efficient and effective fire department	Citizen Satisfaction Survey results (Very/Somewhat Satisfied)	99.4%	99.4%	99.5%	100%
		ISO rating	3	3	3	3
		# of followers on Fire's Facebook page	4,320	4,826	5,519	6,000
	Provide quality training opportunities for Fire Department supervisors	# of leadership training hours	565	1,026	500	1,200
		# of newly acquired state and/or national emergency services certifications	4	13	4	6
	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 2020/21 AND 2021/22 BUDGETS

- In February 2020, the training officer position was filled through an internal promotion, bringing Fire Administration staffing to 100%.
- State pension contribution rates are projected to increase slightly from 25.31% to 26.18%, which is \$89,216 more for FY 2021/22, for all three fire divisions, increasing overall personal services costs.
- Commodities are projected to be down by \$5,500 for FY 2021/22, which is due to advancements into this years' adjusted budget.
- Training and conference budgets have been reduced by 83% for FY 2020/21 due to the financial impact of the COVID-19 pandemic and only include certification and/or annually required trainings.

RECENT ACCOMPLISHMENTS

- Ames Fire played an active role in Iowa State University's move in COVID-19 testing. Ames Fire provided on-site medical support to students and staff over the two-week testing period, where over 3,000 students were tested for COVID-19 prior to moving into the dorms.
- Prior to COVID-19, Ames Fire Command Staff were able to complete a guided, all day retreat at the Ames Airport. During the retreat, staff was able to discuss, evaluate, and make improvements to the department's emergency response model as part of the strategic planning process.
- In FY 2019/20, Ames Fire provided First Aid, CPR and/or AED training and certification to 48 City employees. An additional 45 employees have already received the same training during FY 2020/21.
- The Ames Fire Department was able to secure a grant through the Iowa Communities Assurance Pool to purchase 3 Stop the Bleed kits, which will be installed throughout City Hall. Each wall mounted kit contains tourniquets, gloves, trauma dressings and trauma shears.

IN-PROGRESS AND UPCOMING ACTIVITIES

- The Ames Fire department continues to lead the City's response to COVID-19, by coordinating the emergency operations center and community partners collaboration meetings. Ames Fire has also played an active role in establishing and supporting the Story County Test Iowa Clinic.
- The department is preparing to move from an Emergency Medical Responder (EMR) level to an Emergency Medical Technician (EMT) level Emergency Medical Service (EMS) provider. This increase in service level will allow firefighters to perform more advanced EMS skills while on scene, prior to an ambulance arrival. This move will continue the partnership with Mary Greeley Medical Center (MGMC). The additional costs for this service level increase will be paid for by MGMC.

FIRE SUPPRESSION & 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. In order 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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	5,424,279	6,009,146	5,778,669	6,199,799	3.2%
Internal Services	234,290	237,228	233,335	243,730	2.7%
Contractual	107,437	122,528	128,938	122,579	0.0%
Commodities	86,308	72,633	95,700	70,783	-2.6%
Capital	-	-	10,000	-	
Other Expenditures	-	-	-	-	
<i>Total Expenditures</i>	5,852,314	6,441,535	6,246,642	6,636,891	3.0%

<i>Funding Sources:</i>					
General Fund	4,353,784	4,808,283	4,661,887	4,949,382	2.9%
Iowa State University	1,474,315	1,602,761	1,553,963	1,649,794	2.9%
MGMC	24,167	30,491	30,792	37,715	23.7%
Miscellaneous	48	-	-	-	
<i>Total Funding Sources</i>	5,852,314	6,441,535	6,246,642	6,636,891	3.0%

<i>Authorized FTEs</i>	52.00	53.00	53.00	53.00
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FIRE SUPPRESSION & EMERGENCY ACTION

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated	
Provide quality programs in an efficient and fiscally responsible manner	Provide a professional, community-focused, efficient and effective fire department	# of structure fires	45	43	40	45	
		# of emergency medical incidents	2,857	2,473	1,570	2,000	
		Emergency responses within 5 minutes "within city limits"	84.1%	87.7%	86.3%	84.0%	
		Turnout Time Non-Medical (Goal: 80 Sec)	86 Sec	84 Sec	80 Sec	80 Sec	
		Turnout Time Medical (Goal: 60 Sec)	76 Sec	75 Sec	70 Sec	60 Sec	
	Provide quality training opportunities for firefighters and support firefighters receiving/maintaining professional certifications	Firefighter Training Hours	3,792	4,738	7,357	4,938	
		Firefighters with hazardous materials technical status	53	53	54	54	
		Firefighters with Emergency Medical Responder vs./ Emergency Medical Technician	23/27	23/27	20/32	6/47	
		Work with businesses to perform inspections and prepare pre-plans to provide information to firefighters	# of business pre-plan inspections	237	145	50	125
			# of hours spent preparing business pre-plans	178	109	40	94

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- A new full-time firefighter position was added for FY 2020/21 at a cost of \$90,776 but has not been immediately filled due to concerns over the economic impact of COVID-19. Staff hopes to fill this position later this year once the economic impact of COVID-19 has been better realized.
- Five of the six open firefighter positions were filled during FY 2020/21. Four of those positions came open through promotions and retirements. The fifth position filled was added to the Fire Suppression & Emergency Action budget from FY 2019/20.
- With the City Manager's goal of adding one new firefighter to the budget over the last 8 years, higher than normal staffing levels have reduced the minimum staffing overtime need, thus the proposed FY 2021/22 overtime budget has been reduced by 13%.
- Working in conjunction with the City's Fleet Services director, depreciation of the department's Hazardous Materials Vehicle has been temporarily placed on hold for FY 2021/22, as the department evaluates how that vehicle will be replaced and utilized with the department's new emergency response model.

FIRE SUPPRESSION & EMERGENCY ACTION

RECENT ACCOMPLISHMENTS

- The new water/pump slide-in unit for Rescue 1 pickup truck went into service in Spring 2020 and responded to 8 grass fires, 5 which were along Interstate 35 or Highway 30.
- The Ames Fire Department conducted live fire training at the Homewood Golf Course clubhouse. The opportunity provided excellent hands-on training for fire crews and decreased demolition costs for the City.
- Ames firefighters teamed up with Parks & Recreation, Police and Library staff to engage with younger members in the community during Park-A-Palooza events throughout Ames, providing safe opportunities for engagement and water activities to stay cool.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Over the next year, fire crews will be back in the classroom and logging clinical hours as they work with the department's Emergency Medical Services Team and Mary Greeley Medical Center Paramedics to receive Emergency Medical Technician education, training and certification.
- Finishing touches were completed on one of the many training props located at the City's new Fire & Police Training Site. For the first time, fire crews were able to conduct live, hands on fire training at the site utilizing one of the new props. The site utilizes used shipping containers that are interconnected in different arrangements to form reusable, homelike structures, suitable for multiple fire sets, search and rescue operations, and forced entry training.



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FIRE PREVENTION & SAFETY EDUCATION

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.

	2019/20	2019/20	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	134,883	140,683	140,167	145,339	3.3%
Internal Services	8,334	7,133	7,046	7,554	5.9%
Contractual	2,680	5,340	3,345	4,086	-23.5%
Commodities	13,148	5,400	7,085	2,425	-55.1%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<i>Total Expenditures</i>	159,045	158,556	157,643	159,404	0.5%

<i>Funding Sources:</i>					
General Fund	121,476	118,917	118,232	119,553	0.5%
Iowa State University	37,569	39,639	39,411	39,851	0.5%
<i>Total Funding Sources</i>	159,045	158,556	157,643	159,404	0.5%

<i>Authorized FTEs</i>	1.00	1.00	1.00	1.00
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FIRE PREVENTION & SAFETY EDUCATION

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Ensure that fire protection systems are installed, updated, and maintained according to recognized code standards	# of commercial inspections	303	254	192	175
		# of residential inspections	161	167	111	100
		# of educational inspections	23	16	21	20
		# of plan reviews	109	162	150	150
		# of violations	203	84	174	175
	Perform public outreach about fire safety and prevention	# of Ames elementary schools holding Fire Prevention Week presentations	8	8	8	8
		# of fire safety presentations	1,177	1,242	696	600
		# of adults attending presentations	9,104	9,846	492	500
		# of children attending presentations	8,011	6,695	411	400
		# of people trained to use a fire extinguisher	673	651	0	250
		# of people trained how to do a fire drill	381	440	108	200

ISSUES AND FACTORS AFFECTING THE FY 2020/21 2021/22 BUDGETS

- Due to the financial impact of COVID-19, training and conferences for FY 2020/21 have been reduced by 74%, and only include training necessary to maintain certifications and licenses.
- Due to the COVID-19 pandemic and efforts to maintain an essential workforce, Fire has temporarily suspended many in-person prevention and education events and has turned to social media and other digital outlets to share fire prevention messages with students and community members.

RECENT ACCOMPLISHMENTS

- With partnership from the Elks Club, more than 180 carbon monoxide detectors were handed out throughout the community to those in need.
- Fire safety outreach has re-focused this year to a digital platform. Facebook posts have increased from 4.3 per month pre-pandemic to 27.6 per month currently. New followers per month have increased from an average of 28 to 92.
- Reformatted Fire Safety Week presentations for the schools to a digital format to maintain outreach.
- Participation in nearly 40 “birthday parades” since mid-March.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Currently training all rental inspectors to be certified as Fire Inspector I, to increase fire safety in rental properties.

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.

	2019/20	2020/21	2020/21	2021/22	% Change
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Structural Code Enforcement	973,459	1,053,583	1,029,244	1,092,713	3.7%
Rental Housing Program	439,689	464,318	455,959	476,622	2.7%
Community Codes Liaison	140,111	152,817	148,112	160,708	5.2%
Total Expenditures	1,553,259	1,670,718	1,633,315	1,730,043	3.6%

Expenditures by Category:					
Personal Services	1,174,663	1,280,895	1,270,545	1,348,688	5.3%
Internal Services	298,541	307,028	302,751	312,088	1.7%
Contractual	76,226	75,295	55,989	63,367	-15.8%
Commodities	3,829	7,500	4,030	5,900	-21.3%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	1,553,259	1,670,718	1,633,315	1,730,043	3.6%

Funding Sources:					
Inspections Revenue:					
Building Permits	978,068	739,274	730,000	730,000	-1.3%
Electrical Permits	175,344	182,424	175,264	175,264	-3.9%
Mechanical Permits	75,341	73,251	73,251	73,251	0.0%
Plumbing Permits	127,212	128,148	115,000	115,000	-10.3%
Sign Permits	10,515	13,430	10,500	10,500	-21.8%
Rental Housing Fees	496,447	464,318	474,025	474,025	2.1%
Miscellaneous Revenue	-	-	-	-	
Total Revenues	1,862,927	1,600,845	1,578,040	1,578,040	-1.4%

Support from (contribution to) General Fund	(309,668)	69,873	55,275	152,003	117.5%
Total Funding Sources	1,553,259	1,670,718	1,633,315	1,730,043	3.6%

Authorized FTEs	12.25	12.30	12.30	12.30
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BUILDING SAFETY

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Assist customers in completing code compliant projects by issuing permits and conducting inspections	# permits issued	3,546	3,500	3,500	3,500
		# of inspections performed	7,159	7,200	7,000	7,000
		# of inspections per inspector	1,432	1,400	1,400	1,400
	Assist customers in maintaining safe dwellings through periodic rental inspections	# of rental housing units registered	15,078	15,150	15,000	15,000
		# of rental housing inspections	2,445	2,800	1,800	2,500
	Promote safe and attractive neighborhoods	# of neighborhood complaints	223	275	250	250
		# of neighborhood inspections	191	275	300	255
	Promote partnerships and encourage successful construction projects	New Construction Valuation Commercial	\$65M	\$83M	\$30M	\$50M
New Construction Valuation Residential		\$27M	\$17M	\$26M	\$28M	

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- COVID-19 had a significant impact on the number and value of new building permits. There has been a large decrease in the commercial valuation and an increase in residential projects.
- COVID-19 also forced the housing inspectors to put inspections on hold, postponing nearly 100 inspections. Additionally, one of the housing inspectors was on medical leave for three months, reducing the total number of inspections conducted.
- Personal services are increasing by 5.3% due to step increases for multiple inspectors.

RECENT ACCOMPLISHMENTS

- The roll-out of the online permitting portal was very beneficial this year. When City Hall was shut down due to COVID-19, customers were able to continue applying for and obtaining permits online.
- The Inspection Division recently purchased online plan review software that allows the plans examiner to enter notes directly onto plans, making it easier for the customer to identify needed corrections.
- The Inspection Division assisted Story County for the first time in conducting damage assessments after the derecho in August. Inspectors utilized their iPads to assess and map damaged properties. This information was crucial in receiving disaster funding from FEMA.

IN-PROGRESS AND UPCOMING ACTIVITIES

- The office is in the process of converting paper property files into an electronic format.
- Staff continues to invest time at community events and meetings to learn from our customers and help explain the importance of the Inspection Division. This is helping to achieve the goal of being a resource for customers instead of being viewed as only an enforcement branch of local government.
- It is anticipated that the most recent versions of the building, plumbing, mechanical, and electrical codes will be adopted by the State this year, which will require the City Inspection Division to do the same. Updating these on a regular basis helps keeps the City's ISO rating low and keeps Ames in line with codes in the Des Moines metro area.

ANIMAL SHELTERING & CONTROL

Description:

The Animal Sheltering/Control activity provides impoundment and sheltering for domestic animals found within the City. Animals are also accepted from pet owners who wish to terminate their ownership without euthanasia or abandonment. An adoption service places 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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	404,900	408,668	407,877	460,401	12.7%
Internal Services	25,089	29,399	28,814	29,349	-0.2%
Contractual	94,637	75,528	75,932	76,132	0.8%
Commodities	37,480	20,250	24,700	22,550	11.4%
Capital	-	-	80,645	-	
Other Expenditures	-	-	-	-	
Total Expenditures	562,106	533,845	617,968	588,432	10.2%
Funding Sources:					
Charges for Services	24,209	24,000	24,000	24,000	0.0%
Animal Shelter Donations	55,640	35,800	98,616	37,000	3.4%
Total Revenues	79,849	59,800	122,616	61,000	2.0%
General Fund Support	482,257	474,045	495,352	527,432	11.3%
Total Funding Sources	562,106	533,845	617,968	588,432	10.2%
Authorized FTEs	4.40	4.85	4.85	4.85	

ANIMAL SHELTERING & CONTROL

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide safe and humane sheltering facilities and adoption and re-home services	# of live animals through program	836	901	800	900
		Cat/dog live release rate (%)	97%	97%	98%	98%
		Calls for field activity services	2,398	2,229	2,000	2,100
	Assist citizens in responding to wildlife issues	Rescue calls – animals left in vehicles	115	96	75	100
		Deceased animals picked up	473	426	450	500
	Promote quality of life improvements for animals in the community	Community outreach talks/tours	18	23	5	20
		# of volunteer services hours	921	1,306	400	1,500

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The Iowa Department of Agriculture implemented new animal management regulations effective January 8, 2020. To comply with the new regulations, significant improvements to the facility were necessary. Such as replacing all fourteen chain-link dog kennels with modern units to ensure that the animals would be safe and secure. The floors in the dog adoption room were resurfaced and two dog isolation kennels were installed in a former cat intake/housing room. To accommodate for the loss of the cat housing room, a mobile office trailer was purchased and retrofitted to house and care for incoming cats. Expenditures from the General Fund and donations for this project were approximately \$85,000.
- COVID-19 has also impacted Animal Shelter operations. Shelter staff has drastically reduced volunteer contact and services, adding to the staff's daily workload. In-person donations have also declined by approximately 10%. Animal intake and outcomes are down by 23%.
- The creation of a three-quarter time animal control officer position from one of the half-time positions has been budgeted in FY 21/22 to provide improved services to the community. This request resulted in the 12.7% increase in personal services.

RECENT ACCOMPLISHMENTS

- The Shelter was recently recognized by the No Kill Advocacy Center for achieving No Kill status for the Ames Community. The Ames Animal Shelter is one of only two agencies and the only municipal animal shelter highlighted in Iowa for saving more than 90% of all domestic animals brought into the shelter. The No Kill Advocacy Center is a national non-profit organization focused on helping shelters maximize animal adoptions and promote the reporting of accurate, unfiltered, and honest statistical data.
- Live release rates continue to exceed No Kill standards with FY 2019/20 rates at 95.60% for cats; 98.46% for kittens; 98.98% for dogs; 100% for puppies and domestic rabbits; and 99.07% for small pets.
- Staff is developing a new partnership with the Story County Animal Shelter and Control and its new director. Pet adoption programs and disaster response are two areas of focus for potential coordination between the two agencies.
- Since implementation in January 2019, the shelter has microchipped over 500 animals that have then been adopted. This process ensures permanent identification for each animal and can greatly improve the chance lost animals can be reunited with their owners.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Architects have completed a facility review that included current and future needs. Options for renovation of the current shelter and new construction were reviewed. A new facility may be the most optimal to meet the needs of animals and the community.

OTHER COMMUNITY PROTECTION

Description:

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

The Other Community Protection activity also accounts for the operation of the City's storm warning system. This includes maintenance performed by Electric Distribution crews on the City's storm warning system and computer and software costs.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Street Lights	866,204	900,000	900,000	900,000	0.0%
Storm Warning System	1,282	17,344	15,372	15,458	-10.9%
Total Expenditures	867,486	917,344	915,372	915,458	-0.2%

<i>Expenditures by Category:</i>					
Personal Services	103	3,935	2,000	2,000	-49.2%
Internal Services	272	305	272	358	17.4%
Contractual	866,996	908,104	908,100	908,100	0.0%
Commodities	115	5,000	5,000	5,000	0.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	867,486	917,344	915,372	915,458	-0.2%

<i>Funding Sources:</i>					
General Fund	867,486	917,344	915,372	915,458	-0.2%
Total Funding Sources	867,486	917,344	915,372	915,458	-0.2%

<i>Authorized FTEs</i>	0.00	0.00	0.00	0.00
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OTHER COMMUNITY PROTECTION

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide street lights for public safety at the most efficient cost	# of City-owned street lights	7,896	8,069	8,150	8,200
		% of street lights converted to LED	42%	49%	60%	70%
		Cost of activity per street light	\$121	\$108	\$110	\$110
	Provide a reliable storm warning system for public safety	# of City sirens	17	18	19	19
		# of Iowa State University sirens	5	5	5	5
		# of City siren tests per year	12	12	12	12

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The number of street lights converted to LED in FY 2020/21 was less than expected. The street light crew was re-dispatched to locating duties in order to support the buildout of MetroNet fiber installations.
- As the city continues to grow, staff is expanding the number of storm sirens in the city to make sure there is proper coverage. A new siren was installed in the new industrial park east of Interstate 35 in FY 2019/20. A second siren was installed in FY 2020/21 to support growth in the ISU Research Park area.
- The cost for LED street lights continues to drop.

RECENT ACCOMPLISHMENTS

- The City has reached the last year in its multi-year conversion to LED lighting. The approach being used to keep conversion costs low is to have the light replaced any time the crew needs to do maintenance on the light.

IN-PROGRESS AND UPCOMING ACTIVITIES

- A capital improvement project that began in FY 2016/17 to replace high pressure sodium lights with LED lights will be completed in FY 2021/22. LED lights use 10% less energy and have a longer life than high pressure sodium. When the capital improvement project is complete, future LED light installations will be covered as part of maintenance.

PUBLIC SAFETY CIP

Description:

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

<i>Activities:</i>	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
Law Enforcement:					
City-Wide Radio System	1,102,481	-	1,053,022	-	
Fire Safety:					
Station 2 Relocation Study	-	-	-	-	
Fire Station Improvements	44,990	-	258,692	-	
Fire Apparatus Replacement	-	1,375,000	1,375,000	-	
Total Fire Safety CIP	44,990	1,375,000	1,633,692	-	-100.0%
Other Public Safety:					
Outdoor Storm Warning System	13,666	-	59,036	-	
Total Public Safety CIP	1,161,137	1,375,000	2,745,750	-	-100.0%



UTILITIES

UTILITIES



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UTILITIES

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UTILITIES

Description:

The Utilities program provides the Ames community with dependable service for electricity, drinking water, sewage disposal, storm water management, and trash and garbage disposal. An effective rate structure is maintained to recover the cost of the utilities through customer charges. The utilities also work with Ames citizens and businesses to develop conservation methods and processes. **Electric Services** provides citizens with electric production, electric distribution, the metering of customer usage and the administration of the system. **Water and Pollution Control** provides the community with clean, fresh water in amounts that meet present and future needs. This activity also 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 Storm Water Permit Program** and **the Storm Water Maintenance** activity work to prevent infiltration of storm water into the sanitary sewer system and to resolve storm water issues throughout the community. **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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Electric Services	50,014,592	59,507,515	58,530,332	56,792,448	-4.6%
Water and Pollution Control	7,578,001	8,555,217	8,193,264	8,690,806	1.6%
Water Distribution System	1,611,525	1,579,364	1,528,037	1,648,534	4.4%
Sanitary Sewer System	845,362	1,010,513	932,537	954,982	-5.5%
Storm Water Management	649,482	835,795	763,539	767,344	-8.2%
Resource Recovery	3,547,680	4,033,384	4,057,397	4,215,431	4.5%
Utility Customer Service	1,680,580	1,804,394	1,778,247	1,866,477	3.4%
Total Operations	65,927,222	77,326,182	75,783,353	74,936,022	-3.1%
Utilities CIP	16,744,039	32,456,100	68,312,032	20,033,650	-38.3%
Total Expenditures	82,671,261	109,782,282	144,095,385	94,969,672	-13.5%
<i>Authorized FTEs</i>	162.66	163.66	161.66	161.66	

UTILITIES

	2019/20	2020/21	2020/21	2021/22	% Change From Adopted
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	
Personal Services	17,230,530	19,788,186	18,304,877	20,175,067	2.0%
Internal Services	4,011,206	4,418,569	4,320,120	4,490,755	1.6%
Contractual	38,982,477	45,053,153	44,170,096	42,245,974	-6.2%
Commodities	4,590,020	6,481,564	6,854,943	6,457,304	-0.4%
Capital	319,671	495,000	1,143,605	466,650	-5.7%
Other Expenditures	793,318	1,089,710	989,712	1,100,272	1.0%
Total Operations	65,927,222	77,326,182	75,783,353	74,936,022	-3.1%
Utilities CIP	16,744,039	32,456,100	68,312,032	20,033,650	-38.3%
Total Expenditures	82,671,261	109,782,282	144,095,385	94,969,672	-13.5%
Funding Sources:					
Electric Utility Fund	50,775,361	60,386,519	59,294,399	57,525,395	-4.7%
SunSmart Fund	6,998	-	106,320	181,000	
Water Utility Fund	6,085,900	6,552,383	6,398,249	6,792,624	3.7%
Sewer Utility Fund	4,838,090	5,497,401	5,141,189	5,431,968	-1.2%
Storm Sewer Utility Fund	654,183	840,995	770,299	774,104	-8.0%
Resource Recovery Fund	3,547,680	4,033,384	4,057,397	4,215,431	4.5%
Project Share Donations	19,010	15,500	15,500	15,500	0.0%
Total Operations Funding	65,927,222	77,326,182	75,783,353	74,936,022	-3.1%
Utilities CIP Funding:					
G.O. Bonds	461,461	2,500,000	2,264,554	2,700,000	8.0%
State Revolving Fund (Water)	61,509	8,650,000	10,521,128	-	-100.0%
State Revolving Fund (Sewer)	2,117,812	3,802,000	4,100,000	3,922,000	3.2%
Road Use Tax	-	-	-	25,000	
Electric Utility Fund	8,678,873	9,440,000	25,874,705	6,951,000	-26.4%
Water Utility Fund	3,022,490	2,386,000	8,222,066	3,868,000	62.1%
Sewer Utility Fund	1,451,833	833,000	7,892,349	681,000	-18.3%
Storm Water Utility Fund	770,441	680,000	4,455,200	1,050,000	54.4%
Storm Water Grant Funding	-	3,780,000	4,561,450	392,000	-89.6%
Resource Recovery Fund	179,620	385,100	420,580	444,650	15.5%
Total CIP Funding	16,744,039	32,456,100	68,312,032	20,033,650	-38.3%
Total Funding Sources	82,671,261	109,782,282	144,095,385	94,969,672	-13.5%

ELECTRIC SERVICES

Description:

The Electric Utility provides the community with sufficient electric power for current and projected needs. Electric power is provided for industrial, commercial, and residential users, according to a rate structure adopted by ordinance. Through the City Council, the community exercises control over the Utility and its policies. **Electric Administration** is responsible for directing the daily operations of the Utility and for providing the Electric Utility Operations Review and Advisory Board (EUORAB) with information so 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 neighboring 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 is responsible for all 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.

	2019/20	2020/21	2020/21	2021/22	% Change
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Electric Administration	1,217,764	1,252,419	1,183,701	1,259,974	0.6%
Demand-Side Management	714,732	1,070,471	1,412,220	1,020,119	-4.7%
Electric Production	9,807,825	12,659,249	13,163,394	13,439,147	6.2%
Fuel/Purchased Power	32,801,839	36,381,140	34,818,281	32,731,895	-10.0%
Distribution/Operations	3,768,927	5,987,279	5,772,271	6,117,851	2.2%
Electric Technical Services	1,103,622	1,148,660	1,164,400	1,208,248	5.2%
Electric Engineering	599,883	1,008,297	1,016,065	1,015,214	0.7%
Total Expenditures	50,014,592	59,507,515	58,530,332	56,792,448	-4.6%

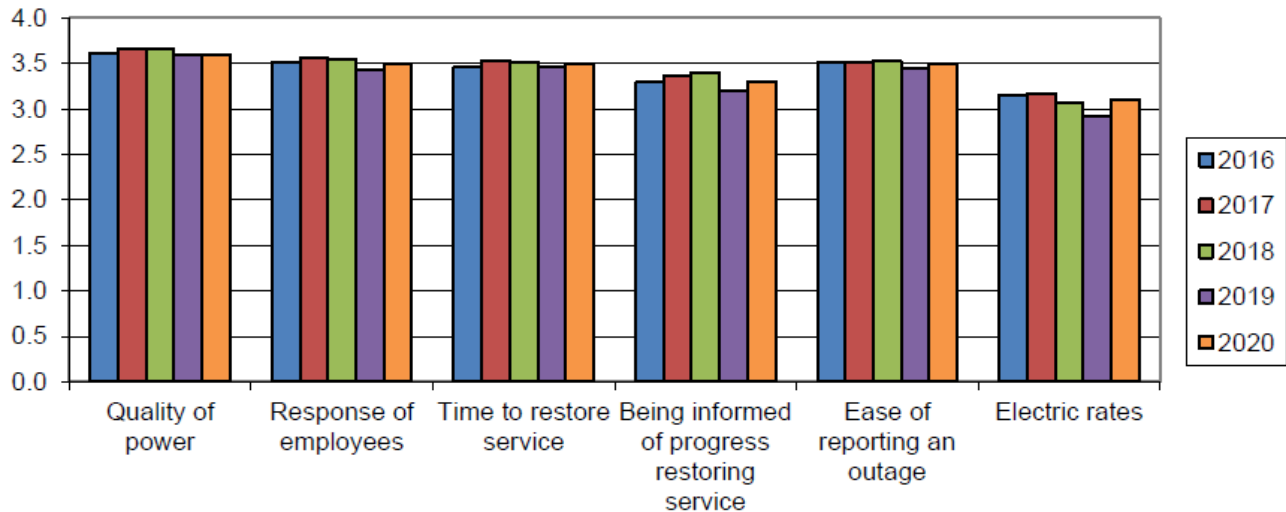
<i>Authorized FTEs</i>	81.00	81.00	81.00	81.00
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ELECTRIC SERVICES

Expenditures by Category:	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
Personal Services	9,170,261	10,802,404	9,987,664	11,133,038	3.1%
Internal Services	1,611,349	1,720,436	1,711,402	1,907,187	10.9%
Contractual	35,276,872	40,939,302	39,938,420	37,961,896	-7.3%
Commodities	3,059,306	4,599,335	4,920,283	4,415,089	-4.0%
Capital	275,630	495,000	1,143,605	435,000	-12.1%
Other Expenditures	621,174	951,038	828,958	940,238	-1.1%
Total Expenditures	50,014,592	59,507,515	58,530,332	56,792,448	-4.6%

Funding Sources:					
Electric Utility Fund	50,007,594	59,507,515	58,424,012	56,611,448	-4.9%
SunSmart Fund	6,998	-	106,320	181,000	
Total Funding Sources	50,014,592	59,507,515	58,530,332	56,792,448	-4.6%

Satisfaction with City Electric Department activities, 2016-2020



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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Electric Administration	1,069,237	1,066,360	1,019,036	1,094,890	2.7%
Energy Services	148,527	186,059	164,665	165,084	-11.3%
Total Expenditures	1,217,764	1,252,419	1,183,701	1,259,974	0.6%

<i>Expenditures by Category:</i>					
Personal Services	753,308	812,281	761,547	840,853	3.5%
Internal Services	39,598	39,672	42,231	42,233	6.5%
Contractual	419,944	374,228	349,885	336,750	-10.0%
Commodities	4,414	21,700	10,500	20,600	-5.1%
Capital	-	-	-	-	
Other Expenditures	500	4,538	19,538	19,538	330.5%
Total Expenditures	1,217,764	1,252,419	1,183,701	1,259,974	0.6%

<i>Funding Sources:</i>					
Electric Utility Fund	1,217,764	1,252,419	1,183,701	1,259,974	0.6%
Total Funding Sources	1,217,764	1,252,419	1,183,701	1,259,974	0.6%

<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	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide reliable, low-cost energy for customers	% residential rates above (below) rates of other utilities in Ames	(20.5%)	(20.5%)	(25.0%)	(25.0%)
		% of commercial rates above (below) rates of other utilities in Ames	(12.1%)	(4.0%)	(8.0%)	(8.0%)
		% industrial rates above (below) rates of other utilities in Ames	(5.7%)	2.0%	(2.0%)	(2.0%)
		% of customers very or somewhat satisfied with electric service	96%	96%	96%	96%
	Maintain peak demand below 130.7 MW	Peak Demand (in MW)	124.8	128.8	126.3	127.8
		Energy Usage (in MWh)	603,865	588,616	591,900	604,500
Environmental sustainability	Maintain a Contingency Reserve fund balance of at least \$10,100,000	Reserve fund balance maintained	Yes	Yes	Yes	Yes
	Implement a community solar program (11,428 Power Packs to be sold)	# of Power Pack reserved/purchased	5,700	8,000	8,043/ 7,770	8,500/ 8,500

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The system peak thus far for FY 2020/21 was 126.3 MW on August 27, 2020. The current historical peak is 130.7, which occurred on July 25, 2012.
- Expenditures are up due to work required on the Administration building HVAC system for FY 2020/21 and North American Electric Reliability Corporation (NERC) dues for both years.

RECENT ACCOMPLISHMENTS

- Power Plant Unit #7 completed an extensive boiler tube replacement project. The new tubes were coated with Inconel to give them longer life against the corrosion from burning RDF.
- The Top-O-Hollow substation upgrade was completed, which isolated each of the transmission lines.
- Electric Services, together with Water Pollution Control, Public Works, and other City offices, hosted a virtual Eco Fair in spring 2019 to showcase the City's dedication to the environment and sustainability. Instead of one centralized EcoFair in 2021, City staff is looking at a series of public outreach and educational opportunities focused around conservation including virtual EcoChats, the Smart Business Challenge Recognition luncheon held online, a virtual EcoFair with KHOI Community Radio in connection with Earth Day, and other opportunities to bring sustainability materials directly to residents.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Throughout 2020, staff has been promoting the development of a community solar farm called "SunSmart Ames". On December 10, 2020, the solar farm was energized for the first time. At the end of December 2020, over 75% of the subscription for the farm had been reserved.
- The Unit 8 Superheater Tube Replacement project and the Waste-to-Energy study began in 2020.

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 through the use of 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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
DSM Administration	52,968	64,671	19,895	70,119	8.4%
Prime Time Power	268,157	290,800	290,800	290,000	-0.3%
Energy Audits	23,083	40,000	10,000	40,000	0.0%
Rebate Program	370,524	675,000	457,920	610,000	-9.6%
Geothermal Pilot Program	-	-	433,605	10,000	
Electric Charging Stations	-	-	200,000	-	
Total Expenditures	714,732	1,070,471	1,412,220	1,020,119	-4.7%

<i>Expenditures by Category:</i>					
	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	16,270	14,171	14,171	14,171	0.0%
Internal Services	-	500	500	500	0.0%
Contractual	77,788	110,000	35,224	115,448	5.0%
Commodities	-	-	-	-	
Capital	-	-	633,605	10,000	
Other Expenditures	620,674	945,800	728,720	880,000	-7.0%
Total Expenditures	714,732	1,070,471	1,412,220	1,020,119	-4.7%

<i>Funding Sources:</i>					
	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Electric Utility Fund	714,732	1,070,471	1,412,220	1,020,119	-4.7%
Total Funding Sources	714,732	1,070,471	1,412,220	1,020,119	-4.7%

<i>Authorized FTEs</i>	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	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Environmental sustainability	Reduce energy consumption	# of new participants in Prime Time Power	250	200	200	200
		# of total participants in Prime Time Power	10,517	10,717	10,917	11,017
		# of residential appliance rebates	1,152	1,126	1,000	700
		# of AC rebates	1,160	972	550	500
		# of residential lighting rebates	340	305	325	N/A
		# of commercial lighting rebates	125	184	175	N/A
		Estimated Peak Demand reduction from programs per year and cumulative (in MW)	3.0/19.4	2.2/21.6	2.0/23.6	1.5/25.1
		Estimated energy use reduction per year and cumulative (in MWh)	3,280/31,836	2,300/34,136	2,200/36,336	2,000/38,336

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- Staff has reviewed all rebate programs. Program changes and new programs were incorporated into the FY 2020/21 budget to maintain the effectiveness of the Demand Side Management program.
- The Prime Time Power program uses radio-controlled devices to control electric peak caused by air conditioners. This technology is somewhat dated and will be reviewed in FY 2021/22 to find a better solution.

RECENT ACCOMPLISHMENTS

- In 2020, electric vehicle charger rebates were added to the DSM program to support and encourage the adoption of electric vehicles within the service territory.
- The Smart Business Challenge held the third annual recognition luncheon in 2020 and continues to support commercial energy efficiency and sustainability in the community.
- Demand Side Management programs used by customers reduced summer peak demand by nearly 2 megawatts.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Electric Services continues to evaluate methods to better support residential solar installations.
- Staff is encouraging the installation of geothermal heat pumps as a highly efficient alternative to traditional heating and cooling equipment. This includes a pilot for a neighborhood ground source heat pump project in the Baker subdivision as well as rebates.
- Staff prepared applications for grant money from the Volkswagen Settlement Environmental Mitigation Trust to cover up to 90% of the cost of installing DC fast chargers and level 2 community chargers in Ames. Grants approved for fast chargers are for locations on Dayton Avenue just off Highway 30. Level 2 community chargers were approved at the Intermodal Facility and in the parking lot near HyVee West.

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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	5,147,303	5,824,802	5,409,565	6,016,115	3.3%
Internal Services	900,079	967,950	973,043	1,143,664	18.2%
Contractual	2,418,784	3,801,497	4,572,473	4,432,368	16.6%
Commodities	1,211,292	1,990,000	2,133,313	1,822,000	-8.4%
Capital	130,367	75,000	75,000	25,000	-66.7%
Other Expenditures	-	-	-	-	
Total Expenditures	9,807,825	12,659,249	13,163,394	13,439,147	6.2%

<i>Funding Sources:</i>					
Electric Utility Fund	9,807,825	12,659,249	13,163,394	13,439,147	6.2%
Total Funding Sources	9,807,825	12,659,249	13,163,394	13,439,147	6.2%

<i>Authorized FTEs</i>	44.00	44.00	44.00	44.00
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ELECTRIC PRODUCTION

City Mission/ Council Goal Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide reliable, low-cost energy for customers	Annual net system peak load (MW)	124.8	128.8	126.3	127.8
		Annual net system load (MWh)	603,865	588,616	591,900	604,500
		Annual gross generation (MWh)	189,882	196,309	289,700	352,900
		Number of reportable accidents	0	0	0	0
		Number of lost time accidents	0	0	0	0
		Unit 7 forced outages	2	11	4	0
		Unit 8 forced outages	29	11	0	0
		Unit 7 availability	33.1%	45.3%	93.7%	95.0%
		Unit 8 availability	51.3%	83.5%	42.8%	83.1%

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- Unit 8 was taken offline in fall 2019 due to tube leaks. This impacts the amount of RDF burned, fuel usage, and megawatts generated for both years.
- The FY 2021/22 budget will focus on reliability and efficiency. Continuing to replace worn and outdated components and implementing tools that help improve operating efficiency. Tools for efficiency improvement include software packages that will allow plant staff to better anticipate when a major turbine overhaul is required and help with identifying areas of the process needing maintenance.
- The increase in Internal Services is related primarily to increased costs for property insurance rates. The increase in Contractual is due to increased building and boiler repairs.

RECENT ACCOMPLISHMENTS

- As of December 31, 2020, the Power Plant has operated for 1,369 days without a lost time accident.
- Unit 7 boiler tube replacement project was a success. The unit has been operating reliably all year. The tubes did not show any signs of corrosion after 12 months of operation.
- The plant has continued with the new internship program. Two engineering students work at the plant throughout the year leading numerous engineering projects in the plant while gaining great on-the-job experience.
- A new Computerized Maintenance Management Software (CMMS) system was implemented in FY 2019/20. The system allows employees to report work needed using a tablet or cell phone, upload pictures, and track maintenance activities.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Unit #8 superheater tube sections will be replaced with Inconel-coated tubes. Work should be completed by the end of summer 2021.
- New, more detailed training materials for power plant personnel are continually being developed, providing detailed descriptions with pictures for all equipment in the plant. This has been a big help in training new employees.
- A project to replace the outer skin of the Refuse Derived Fuel bin will be put out for bid in calendar year 2021.

FUEL & 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 largely dependent on the amount of electricity being used by customers. 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-years power purchase agreement, and from Midcontinent Independent System Operators group (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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Transmission/MISO	970,431	1,001,500	1,001,500	1,001,500	0.0%
Wind	5,652,913	5,950,000	5,600,000	5,600,000	-5.9%
Fuel	16,398,221	17,105,000	17,230,000	15,575,000	-8.9%
Purchased Power	7,420,833	9,439,640	7,995,461	7,489,395	-20.7%
Solar Energy	6,998	-	106,320	181,000	
Transmission/ISU	138,734	135,000	135,000	135,000	0.0%
Wind/ISU	1,130,583	1,250,000	1,250,000	1,250,000	0.0%
Purchased Power/ISU	1,083,126	1,500,000	1,500,000	1,500,000	0.0%
Total Expenditures	32,801,839	36,381,140	34,818,281	32,731,895	-10.0%

<i>Expenditures by Category:</i>					
Personal Services	210,653	220,346	219,167	229,601	4.2%
Internal Services	3,313	4,094	6,094	6,094	48.9%
Contractual	31,550,244	34,926,700	33,138,020	31,256,200	-10.5%
Commodities	1,037,629	1,230,000	1,375,000	1,200,000	-2.4%
Capital	-	-	-	-	
Other Expenditures	-	-	80,000	40,000	
Total Expenditures	32,801,839	36,381,140	34,818,281	32,731,895	-10.0%

<i>Funding Sources:</i>					
Electric Utility Fund	32,794,841	36,381,140	34,711,961	32,550,895	-10.5%
SunSmart Fund	6,998	-	106,320	181,000	
Total Funding Sources	32,801,839	36,381,140	34,818,281	32,731,895	-10.0%

<i>Authorized FTEs</i>	2.00	2.00	2.00	2.00
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FUEL & PURCHASED POWER

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide reliable, low-cost energy for customers	Natural gas consumed (in dekatherms)	1,950,737	2,041,132	3,088,000	3,670,000
		Market energy purchased (in MWh)	436,675	411,684	322,600	284,000
		Fuel cost per MWh of energy produced	\$39.21	\$36.14	\$36.00	\$36.00
		Average purchased power cost	\$29.57	\$23.12	\$20.00	\$17.00
Environmental sustainability	Maintain a diversified generation portfolio that contains renewable energy resources	Wind renewable energy (MWh)	97,499	94,437	98,000	94,000
		Retail solar energy purchased (MWh)	343	389	1,500	2,500
		RDF consumed (in tons)	15,754	17,041	27,290	32,800
		Percent of energy provided by Renewables	17.9%	18.1%	18.2%	17.9%

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- Stable, low-cost natural gas prices and an abundance of low-cost market energy continue to keep the City’s electric costs low. The Energy Cost Adjustment has been negative, which means our customers are paying less than the Council-approved electric rates.
- A pricing structure for Refuse Derived Fuel to support the RRP budget has been adopted.
- Fuel and Purchased Power is the largest component of the Electric Services budget, with estimated total expenditures of \$32,731,895 for FY 2021/22. This is a 10.0% decrease from the FY 2020/21 adopted budget resulting from a decrease in prices for natural gas, natural gas transportation, and purchased power. The major expenditures include fuel, market energy purchases, wind, transmission service, and Refuse-Derived Fuel (RDF) payments. Fuel (natural gas) accounts for more than 48% of the Fuel and Purchased Power budget, market energy purchases make up for 23%, and wind measures at 17%.

RECENT ACCOMPLISHMENTS

- The Power Plant continues to burn RDF. This decreases the amount of the county’s garbage taken to the landfill.
- In support of the City Council’s goal to expand sustainability efforts, the utility purchases 36 megawatts of wind resources from NextEra. The wind farm produces Renewable Energy Credits (RECs) which are held by the City to reduce the utility’s greenhouse gases.
- SunSmart Ames, the utility’s first community solar farm went on-line December 2020 at 2.0 MW.

IN-PROGRESS AND UPCOMING ACTIVITIES

- The City is currently in the sixth year of an 8-year natural gas contract (with extension). Natural gas prices will remain flat for the remainder of the contract term.
- The City’s natural gas delivery costs will drop by \$1,000,000 to half its current cost in the sixth year (2021) of the contract with Alliant (IPL). These cost savings will be passed along to the City’s electric customers through the Electric Rate Adjustment.

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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Distribution Operations	2,687,251	3,494,832	3,245,856	3,510,841	0.5%
Extensions/Improvements	1,081,676	2,492,447	2,526,415	2,607,010	4.6%
Total Expenditures	3,768,927	5,987,279	5,772,271	6,117,851	2.2%
<i>Expenditures by Category:</i>					
Personal Services	1,797,317	2,442,468	2,102,296	2,483,872	1.7%
Internal Services	512,678	529,098	513,470	533,147	0.8%
Contractual	703,724	1,439,261	1,531,768	1,519,380	5.6%
Commodities	609,945	1,180,752	1,224,037	1,180,752	0.0%
Capital	145,263	395,000	400,000	400,000	1.3%
Other Expenditures	-	700	700	700	0.0%
Total Expenditures	3,768,927	5,987,279	5,772,271	6,117,851	2.2%
<i>Funding Sources:</i>					
Electric Utility Fund	3,768,927	5,987,279	5,772,271	6,117,851	2.2%
Total Funding Sources	3,768,927	5,987,279	5,772,271	6,117,851	2.2%
<i>Authorized FTEs</i>	18.00	18.00	18.00	18.00	

ELECTRIC DISTRIBUTION

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide reliable, low-cost energy delivery for our customers in a safe and efficient manner	# of new Electric Utility meters	529	156	250	524
		# of service interruptions per year	169	125	<170	100
		Average minutes of system out/interruption (SAIDI)	43.0	14.68	< 20*	18
		# of wood poles installed/replaced	98	188	100	80
		# of street light Poles installed/replaced	52	105	75	70
		Miles of primary line installed/replaced	15	11.5	12	10
		Miles of new/relocated transmission line	0.3	0.0	0.0	0.0
Environmental sustainability	Convert street lights to LED	# of LED street lights installed	997	512	500	525
		% of street lights converted to LED	42%	49%	60%	70%

*Electric's SAIDI performance number does not take into account the derecho storm event. By the IUB standard, the derecho is considered a major event and is not typical of average performance. If we include the derecho into the FY 2020/21 calculation, the SAIDI value would be 2,115.68.

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- Tree trimming continues to be one of the largest budget items for this activity. The FY 2021/22 contract for this activity is budgeted at \$347,378.
- The derecho had a devastating impact on our electric utility this year. Fortunately, we expect to be reimbursed by FEMA for disaster response expenses.

RECENT ACCOMPLISHMENTS

- System configuration was completed for the removal of the transformers out of the basement at 111 Lynn and at ISU Applied Sciences. Completion of these projects has greatly enhanced the safety and reliability of electric services to all the customers at University Towers and in the ISU Applied Sciences building.
- To expand our distribution capability to the far south of our service territory along Highway 69, 5 spans of overhead transmission and distribution lines were rebuilt.
- Collaboration Place, the 3-phase tie from University Avenue to South Riverside Drive was completed. This line services the new John Deere facility located on South Riverside Drive as well as the future development in the ISU Research Park.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Mortensen Road feeder MR25 upgrade/replacement for added capacity will be completed.
- Service and system configuration to the New Ames High School.
- System reconfiguration at University Boulevard and South 4th Street for ISU development.
- SunSmart community solar project.
- Street lighting for the Grand Avenue and South Fifth Street extensions.

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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Substation Maintenance	589,476	555,831	583,630	587,886	5.8%
Electric Meter Service	514,146	592,829	580,770	620,362	4.6%
Total Expenditures	1,103,622	1,148,660	1,164,400	1,208,248	5.2%

<i>Expenditures by Category:</i>					
Personal Services	786,972	793,360	786,923	823,093	3.8%
Internal Services	78,524	88,542	86,669	90,043	1.7%
Contractual	47,039	95,150	118,650	108,650	14.2%
Commodities	191,087	171,608	172,158	186,462	8.7%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	1,103,622	1,148,660	1,164,400	1,208,248	5.2%

<i>Funding Sources:</i>					
Electric Utility Fund	1,103,622	1,148,660	1,164,400	1,208,248	5.2%
Total Funding Sources	1,103,622	1,148,660	1,164,400	1,208,248	5.2%

<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	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide reliable, low-cost energy for customers	# of electric meters in service	27,348	27,613	27,925	28,137
		# of meters tested per year	3,266	4,311	3,612	3,855
		% of meters tested (goal is 10% tested annually)	11.9%	15.6%	12.9%	13.7%
		Cost of Meter Operating Budget/meter (\$/meter)	\$20.46	\$18.62	\$20.79	\$22.05
		% of Substation Operating Budget /Replacement Asset Value	2.62%	2.68%	2.72%	2.78%

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The COVID-19 pandemic and the derecho have caused severe constrictions on our supply chain. What was, at most, a 4-week delivery time for replacement materials has expanded in some cases out to as much as 24 weeks. Some of these parts that are critical for reliability will need to be stored on site in inventory going forward.
- The pandemic produced an unforeseen side effect as utility customers working from home became more aware of City meter readers entering their yards or needing to enter their homes monthly to get meter reads. With businesses and homes locked down, meter readers couldn't access meters for months in some cases. There have also been a greater number of fences and locked gates installed to gain privacy. This has increased the demand by customers for remote read meters requested to be installed to limit on-site access to meters.
- The derecho power outage highlighted the need for mapping software to be portable to help Technical Service crews in the field with assessing work to be done.
- The increase in the division's contractual expenditures is the result of an upgrade to the Computerized Maintenance Management Software (CMMS). This upgrade involves the move to a cloud-based system specifically designed for the electric industry and away from the current, no longer supported, MP-2 software. This will give staff greater accessibility to data in the field which is where it is needed.

RECENT ACCOMPLISHMENTS

- Metering has installed an additional 1,512 Automated Meter Reading (AMR) meters for a total of 4,857 AMR meters, making up 17.53% of all meters.
- 69kV breakers at Haber Road (HR61 & HR64), Ames Plant (AP64), and Stange Road (SR65) have been replaced with more reliable SF6 breakers. The 500mcm wire taps were changed to 795mcm to increase load capabilities to their rated capacities, thus removing electric limitations and bottlenecks.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Staff will be reconditioning oil in substation transformers as well as performing general maintenance and repair while those transformers are off-line. This is contingent on the availability of contractors to travel during the pandemic.
- Staff continues to work with the meter readers to identify locations that became nearly impossible to read during the pandemic lockdown and those customers with newly installed barriers in front of the meters which were erected during the pandemic.
- Staff will be installing new metering at the new high school and at the community solar farm.

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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	458,438	694,976	693,995	725,333	4.4%
Internal Services	32,812	43,632	43,415	43,740	0.3%
Contractual	59,349	192,466	192,400	193,100	0.3%
Commodities	4,939	5,275	5,275	5,275	0.0%
Capital	-	25,000	35,000	-	-100.0%
Other Expenditures	-	-	-	-	
Expenditures Subtotal	555,538	961,349	970,085	967,448	0.6%
<i>Plus: Expenditures allocated from another program/activity:</i>					
Public Works GIS	44,345	46,948	45,980	47,766	1.7%
Total Expenditures	599,883	1,008,297	1,016,065	1,015,214	0.7%
Funding Sources:					
Electric Utility Fund	599,883	1,008,297	1,016,065	1,015,214	0.7%
Total Funding Sources	599,883	1,008,297	1,016,065	1,015,214	0.7%
 <i>Authorized FTEs</i>	 5.00	 5.00	 5.00	 5.00	

ELECTRIC ENGINEERING

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide reliable, low-cost energy for customers	Job orders prepared	116	137	135	140
		Line inspections (poles)	660	655	784	607
		Miles of new overhead distribution line	0.40	0.57	0.30	0.50
		Miles of overhead distribution line replaced	0.20	0.82	0.20	0.50
		Miles of new underground distribution line	2.60	3.39	1.89	2.00
		Miles of replaced underground line	0.6	0.5	0.3	0.4
		Miles of new, replace, or relocated overhead transmission line	0.25	0.25	1.00	1.00
		Interconnection Applicants (PV Solar Systems)	2	7	7	7

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The need for system improvements and maintenance activities remains high as much of the Ames electrical system is over 30 years old, with work in the following areas:
 - Replacement of failing underground cable and ducts in residential neighborhoods.
 - Replacement of deteriorated overhead facilities in older residential neighborhoods.

RECENT ACCOMPLISHMENTS

- Engineering staff spent a large percentage of staff time supervising the reconstruction of the Top-O-Hollow Substation (CIP) & 111 Lynn (and Applied Sciences) transformer conversions.
- Within new subdivisions, Engineering designed streetlights for Birch Meadows 2nd Addition, Quarry Estates 4th Addition, Scenic Valley 4th & 5th Additions, and Sunset Ridge 9th & 10th Additions.
- Working closely with Public Works and the Police Department, Engineering designed and oversaw the installation of LED street lights along Bloomington Road & SE 16th Street.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Engineering is overseeing the interconnection of the Community Solar Project, new construction on South Duff Avenue & South 16th Street, relocation of overhead poles and wires to accommodate Public Works intersection improvements (CIP), and by completing Mortensen Road Substation Feeder upgrades.

WATER & POLLUTION CONTROL

Description and Purpose of Activity:

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 water, 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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
W & PC Administration	779,872	939,123	881,937	936,070	-0.3%
Water Plant Operations	2,849,194	3,157,002	3,097,332	3,263,016	3.4%
WPC Facility Operations	2,374,494	2,692,358	2,463,619	2,627,657	-2.4%
W & PC Laboratory	655,122	686,176	668,880	701,538	2.2%
W & PC Metering Services	919,319	1,080,558	1,081,496	1,162,525	7.6%
Total Expenditures	7,578,001	8,555,217	8,193,264	8,690,806	1.6%

<i>Authorized FTEs</i>	40.00	40.00	38.00	38.00
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WATER & POLLUTION CONTROL

	2019/20	2020/21	2020/21	2021/22	% Change
Expenditures by Category:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	4,069,474	4,601,905	4,239,422	4,544,007	-1.3%
Internal Services	486,513	524,347	520,139	565,876	7.9%
Contractual	1,936,633	2,118,223	2,065,583	2,142,677	1.2%
Commodities	1,031,277	1,299,770	1,352,726	1,420,422	9.3%
Capital	44,041	-	-	5,650	
Other Expenditures	10,063	10,972	15,394	12,174	11.0%
Total Expenditures	7,578,001	8,555,217	8,193,264	8,690,806	1.6%

Funding Sources:					
Water Utility Fund	4,017,132	4,506,249	4,414,462	4,665,340	3.5%
Sewer Utility Fund	3,560,869	4,048,968	3,778,802	4,025,466	-0.6%
Total Funding Sources	7,578,001	8,555,217	8,193,264	8,690,806	1.6%

WATER & POLLUTION CONTROL 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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	668,135	796,780	750,514	788,631	-1.0%
Internal Services	46,630	49,786	48,920	49,396	-0.8%
Contractual	63,753	88,857	78,458	93,818	5.6%
Commodities	1,354	3,700	4,045	4,225	14.2%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<i>Total Expenditures</i>	779,872	939,123	881,937	936,070	-0.3%

<i>Funding Sources:</i>					
Water Utility Fund	389,936	469,561	440,969	468,035	-0.3%
Sewer Utility Fund	389,936	469,562	440,968	468,035	-0.3%
<i>Total Funding Sources</i>	779,872	939,123	881,937	936,070	-0.3%

<i>Authorized FTEs</i>	6.00	6.00	6.00	6.00
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WATER & POLLUTION CONTROL ADMINISTRATION

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide safe, good tasting water to Ames residents at a reasonable price	Typical Iowa residential monthly water/sewer bill	\$62.39	\$64.13	\$70.44	\$74.93
		Typical Ames residential monthly water/sewer bill	\$52.64	\$54.37	\$56.32	\$57.94
		Typical Iowa commercial monthly water/sewer bill	\$794.05	\$819.83	\$856.70	\$910.77
		Typical Ames commercial monthly water/sewer bill	\$583.50	\$604.01	\$624.88	\$644.25
		% of citizens very/somewhat satisfied with water service	96%	95%	97%	90+%
		% of citizens very/somewhat satisfied with sewer service	96%	94%	95%	90+%
	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 2020/21 AND 2021/22 BUDGETS

- Staffing changes have resulted in a temporary drop in Personal Services in the current year.
- Increases in shared expenses between the Administration Division and the Water Plant for tasks such as HVAC maintenance, fire system testing, custodial services, utility expenses, and lawn and snow care result in an increase in contractual expenses in FY 2021/22.

RECENT ACCOMPLISHMENTS

- Staff is continuing to stay on track with a fast-paced Capital Improvements Plan, with \$37.1 million planned over the next five years. Recently, staff led several multi-year projects to completion including the North River Valley Low Head Dam and the water pollution control plant Digester Improvements Project.
- Through a partnership with the Iowa Soybean Association, staff has assisted in the efforts to reduce the discharge of 60,000 pounds of nitrogen and 4,000 pounds of phosphorus into the watershed north of Ames through the use of cover crops.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Members of the Administration Division continue to seek grant opportunities and partners for watershed-based nutrient reduction projects. Staff is currently exploring options for potential wetland and oxbow restoration projects in Story County.
- Working both internally and with support from the Department of Homeland Security, staff has completed a Risk and Resilience Assessment required by the EPA. Staff will complete an Emergency Response Plan by June 30, 2021.

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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Water Plant Administration	311,257	340,378	332,678	352,774	3.6%
Water Conservation/Marketing	28,057	54,009	38,309	45,016	-16.7%
Water Production	344,569	389,485	384,141	414,471	6.4%
Water Treatment	1,381,633	1,635,693	1,628,740	1,717,663	5.0%
Lime Sludge Disposal	475,882	389,717	391,017	391,017	0.3%
Water Pumping	307,796	347,720	322,447	342,075	-1.6%
Total Expenditures	2,849,194	3,157,002	3,097,332	3,263,016	3.4%

<i>Expenditures by Category:</i>					
	2019/20	2020/21	2020/21	2021/22	% Change
Personal Services	941,336	1,117,244	1,057,742	1,106,015	-1.0%
Internal Services	142,884	157,899	156,262	173,062	9.6%
Contractual	1,166,010	1,180,117	1,182,280	1,235,047	4.7%
Commodities	596,489	698,470	694,642	740,022	6.0%
Capital	-	-	-	5,650	
Other Expenditures	2,475	3,272	6,406	3,220	-1.6%
Total Expenditures	2,849,194	3,157,002	3,097,332	3,263,016	3.4%

<i>Funding Sources:</i>					
	2019/20	2020/21	2020/21	2021/22	% Change
Water Utility Fund	2,849,194	3,157,002	3,097,332	3,263,016	3.4%
Total Funding Sources	2,849,194	3,157,002	3,097,332	3,263,016	3.4%

<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	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated	
Provide quality programs in an efficient and fiscally responsible manner	Maintain a treatment plant capacity capable of meeting the peak three-day average demand	Billions of gallons/year pumped from wells	2.07	2.10	2.12	2.11	
		Average day pumpage to system, MGD (15MGD capacity)	6.06	6.17	6.19	6.18	
		Peak day pumpage to system, MGD	9.10	8.67	9.47	9.10	
		Overall energy efficiency (kW-hr/MG treated)	2,463	2,492	2,450	2,450	
		Operating budget (\$ per MG pumped)	\$1,303	\$1,357	\$1,461	\$1,547	
	Provide drinking water that meets all Federal and State standards	# of months in compliance with water quality standards	12	12	12	12	
		# of months in compliance with reporting standards	12	12	12	12	
		Rehabilitate wells on a regular schedule to maintain capacity	Number of wells rehabilitated/ total number of wells	4/22	4/22	4/22	5/22
	Environmental sustainability	Sustainably recycle lime solids	Wet tons/year recycled	18,280	37,720	28,000	28,000

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The Water Plant warranty period has now ended, so funds have been increased for repairs and spare parts.
- Drought conditions have increased water demand early in FY 2020/21. The first four months of the fiscal year have all been in the top four historically for their respective months. July 2020 was the highest demand month ever.
- Natural gas expense increased sharply in FY 2019/20. Recent changes have been made which are expected to lower natural gas usage back down for FY 2020/21. Staff continues to work with an HVAC maintenance company to learn best procedures in operating the complex system.

RECENT ACCOMPLISHMENTS

- A Water Plant “Risk and Resilience Assessment”, physical security assessment, and cyber security evaluation were all completed. The assessments are based on an All Hazards Consequence Management Approach, including malevolent acts, natural hazards, and any other risk that may impact any operation of a utility.
- Water Plant staff is entering an inventory of machinery and parts in the new facility and all remote sites into a maintenance software program. This ensures predictive maintenance takes place as scheduled and generates a history of work done on all equipment.

IN-PROGRESS AND UPCOMING ACTIVITIES

- W&PC and Public Works are beginning a project which will provide real-time pressure monitoring throughout the water distribution system. This will help future capital improvement planning and assist in times of immediate need for water pressure data such as main breaks and fire events.
- Higher than anticipated bid prices resulted in a short-term delay in the construction of the new North River Valley Well Field. A redesign to help reduce costs and a shift to the State Revolving Fund could result in up to a two-year delay in bringing the new wells on-line.

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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
WPC Plant Administration	388,386	437,501	380,475	457,074	4.5%
Flood Warning System	26,663	20,021	18,671	18,671	-6.7%
Plant Maintenance	588,773	799,848	683,957	714,402	-10.7%
Plant Operations	1,329,379	1,373,538	1,317,812	1,390,806	1.3%
WPC Farm Operations	41,293	61,450	62,704	46,704	-24.0%
Total Expenditures	2,374,494	2,692,358	2,463,619	2,627,657	-2.4%

<i>Expenditures by Category:</i>					
Personal Services	1,352,355	1,502,248	1,270,332	1,432,500	-4.6%
Internal Services	225,632	241,300	240,350	264,253	9.5%
Contractual	585,277	714,510	662,510	682,400	-4.5%
Commodities	203,642	226,600	281,439	239,550	5.7%
Capital	-	-	-	-	
Other Expenditures	7,588	7,700	8,988	8,954	16.3%
Total Expenditures	2,374,494	2,692,358	2,463,619	2,627,657	-2.4%

<i>Funding Sources:</i>					
Sewer Utility Fund	2,374,494	2,692,358	2,463,619	2,627,657	-2.4%
Total Funding Sources	2,374,494	2,692,358	2,463,619	2,627,657	-2.4%

<i>Authorized FTEs</i>	14.00	14.00	12.00	12.00
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WATER POLLUTION CONTROL FACILITY OPERATIONS

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Protect the environment and public health by treating wastewater from the Ames community	Daily average flow (MGD)	7.42	6.27	6.80	6.80
		% of design cap, 8.6 MGD	86%	73%	79%	79%
		% removal efficiency BOD ₅ (85% required by permit)	94%	95%	>85%	>85%
		Cost per MG treated	\$830	\$1,036	\$995	\$1,060
	Meet the discharge limits set by the facility's National Pollutant Discharge Elimination System (NPDES) permit	% compliance (out of 2,341 numeric limits)	100%	100%	100%	100%
		Consecutive years with 100% permit compliance	29	30	31	32
Environmental sustainability	Operate and maintain the plant and administer the land application program in an environmentally sustainable manner	Biosolids recycled (tons/year)	1,006	709	600	700
		Methane gas production (million cubic feet/year – estimated)	25.8	24.3	28.0	28.0
		On-site electricity production, as % of total plant demand	16.1%	15.1%	15-20%	15-20%
		Energy efficiency – total (kW-hr/MG treated)	2,148	2,410	2,300	2,300

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- Staffing vacancies resulted in a temporary decrease in Personal Services. Two full-time vacancies are being replaced with four part-time student operator positions.
- The on-site production of methane gas is lower as a result of the digesters being periodically out-of-service for the digester rehabilitation project. Both primary digesters were returned to service before the end of December 2020.
- Internal Services expenses are up due almost entirely to increases in property insurance (+\$21,997).

RECENT ACCOMPLISHMENTS

- The Ames Water Pollution Control Facility surpassed the 31-year mark with perfect compliance with its NPDES permit. According to the National Association of Clean Water Agencies, this is the second-longest compliance record in the nation.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Replacement of Methane Generator-1 with a new dual-fuel boiler is nearing completion.
- An open house of the WPC Facility is budgeted to occur in spring 2022.

WATER & POLLUTION CONTROL LABORATORY

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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	491,258	545,939	525,539	556,959	2.0%
Internal Services	24,025	25,046	24,873	28,481	13.7%
Contractual	69,743	73,391	75,068	70,798	-3.5%
Commodities	26,055	41,800	43,400	45,300	8.4%
Capital	44,041	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	655,122	686,176	668,880	701,538	2.2%

<i>Funding Sources:</i>					
Water Utility Fund	229,291	240,162	234,108	245,538	2.2%
Sewer Utility Fund	425,831	446,014	434,772	456,000	2.2%
Total Funding Sources	655,122	686,176	668,880	701,538	2.2%

<i>Authorized FTEs</i>	5.00	5.00	5.00	5.00
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WATER & POLLUTION CONTROL LABORATORY

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Maintain Environmental Laboratory Certification	Consecutive years Lab Certified	22	23	24	25
		Drinking water quality samples collected	1,585	1,300	1,250	1,250
		River water quality samples collected	194	216	210	210
		Industrial pretreatment samples collected	81	57	65	65
	Perform sampling and analysis in support of City facilities/programs	WPC Plant samples collected	1,593	1,506	1,500	1,500
		Total samples processed	3,221	2,947	3,000	3,000
		Total analyses	11,427	10,551	11,000	11,500
		% of analyses completed in- house	94%	94%	95%	96%
		Average cost per analysis	\$53.40	\$62.09	\$62.38	\$61.00

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The decrease in analyses performed by the laboratory in FY 2019/20 is anticipated to continue into FY 2020/21 due to the COVID-19 pandemic.

RECENT ACCOMPLISHMENTS

- The new furnace atomic absorption spectrophotometer (Furnace AA), used to detect heavy metals in the parts per billion range, has been set up. Both laboratory analysts have completed the Initial Demonstration of Capability (DOC) and blind performance evaluation sample testing required to apply for state laboratory certification for both water and wastewater.
- Nearly 20 years of historical laboratory analysis at three locations of the Skunk River has been provided to members of the Squaw Creek Watershed Management Authority. Since long-term data sets of multiple sites along a water body is rare in Iowa, this has become a useful tool.

IN-PROGRESS AND UPCOMING ACTIVITIES

- The Laboratory Services Division continues to assist the Squaw Creek Watershed Management Authority (SCWMA) by performing analyses at no cost. The frequency of analysis on the five stream locations the laboratory routinely samples has recently been increased from the summer recreation season only to year-round. The number of parameters tested have also been increased from two to five in order to match other stream locations monitored for SCWMA.

WATER & POLLUTION CONTROL 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%).

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Meter Services	796,244	951,366	946,554	1,021,492	7.4%
Cross Connection Control	123,075	129,192	134,942	141,033	9.2%
Total Expenditures	919,319	1,080,558	1,081,496	1,162,525	7.6%

<i>Expenditures by Category:</i>					
Personal Services	616,390	639,694	635,295	659,902	3.2%
Internal Services	47,342	50,316	49,734	50,684	0.7%
Contractual	51,850	61,348	67,267	60,614	-1.2%
Commodities	203,737	329,200	329,200	391,325	18.9%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	919,319	1,080,558	1,081,496	1,162,525	7.6%

<i>Funding Sources:</i>					
Water Utility Fund	548,711	639,524	642,053	688,751	7.7%
Sewer Utility Fund	370,608	441,034	439,443	473,774	7.4%
Total Funding Sources	919,319	1,080,558	1,081,496	1,162,525	7.6%

<i>Authorized FTEs</i>	6.00	6.00	6.00	6.00
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WATER & POLLUTION CONTROL METERING SERVICES

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide accurate metering for fiscal accountability at the best price	# of primary meters in service	18,409	18,907	19,178	19,478
		# of yard meters in service	1,408	1,228	1,255	1,358
		% of meters converted to Automatic Meter Reading (AMR)	48.3%	57.3%	65.0%	72.5%
		Average operating cost per meter in service	\$48.35	\$39.54	\$46.19	\$49.03
		Meter installations from new construction	212	369	400	300
		Non-routine meter changes	125	76	100	50
	Maintain unaccounted for water below 10%	Water loss as a % of total water pumped to mains	5.0%	5.0%	5.0%	5.0%
	Reduce the potential for contamination of drinking water from cross-connections	# of backflow devices in service	2,946	2,967	3,055	3,140
		# of irrigation systems with backflow prevention	774	785	798	810

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The increase in commodity expenses is due to a change in the split between the operating budget and the CIP for meter replacements. The intent of the change is for the operating budget to remain flat when the CIP project concludes. The total number of meters budgeted (2,100 per year) remains unchanged. A corresponding reduction in the CIP offsets the increase in the operating budget.
 - In the FY 2019/20 budget, 1,000 meters were included as a part of the operating budget, and 1,100 meters were budgeted in the CIP as a part of the AMR conversion program.
 - In the FY 2020/21 budget, 1,200 meters were included as a part of the operating budget, and 900 were budgeted in the CIP.
 - In FY 2021/22, an additional 1,600 meters are included as a part of the operating budget, and 500 are budgeted in the CIP.
- New software is being procured in FY 2020/21 for tracking backflow devices, with annual licensing fees continuing in the FY 2021/22 budget. The new software will allow testers to complete and electronically submit device test reports in the field, as well as streamline other communications with customers and testers.

RECENT ACCOMPLISHMENTS

- Implementation of the Cross-Connection Control Program, intended to protect the drinking water distribution system from unintentional backwards contamination by a customer, continues with a high level of customer support.

IN-PROGRESS AND UPCOMING ACTIVITIES

- In FY 2020/21, the AMR conversion project will exceed the 60% complete mark.

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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	882,963	907,153	819,074	948,480	4.6%
Internal Services	216,331	207,420	212,367	206,044	-0.7%
Contractual	68,502	43,261	75,149	42,565	-1.6%
Commodities	130,823	110,600	122,350	134,850	21.9%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Expenditure Subtotal	1,298,619	1,268,434	1,228,940	1,331,939	5.0%
<i>Plus: Expenditures allocated from another program/activity:</i>					
Public Works Administration	122,456	134,740	130,963	138,466	2.8%
Public Works Engineering	190,450	176,190	168,134	178,129	1.1%
Total Allocations	312,906	310,930	299,097	316,595	1.8%
Total Expenditures	1,611,525	1,579,364	1,528,037	1,648,534	4.4%
Funding Sources:					
Water Utility Fund	1,611,525	1,579,364	1,528,037	1,648,534	4.4%
Total Funding Sources	1,611,525	1,579,364	1,528,037	1,648,534	4.4%

Authorized FTEs	8.60	9.20	9.39	9.39
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WATER DISTRIBUTION SYSTEM MAINTENANCE

City Mission/ Council Goal	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Maintain and repair the water distribution system to ensure safe and continuous distribution of water	Miles of water main in system	250	250	250	251
		# of water main breaks	46	19	30	30
		# of water main breaks per mile (National Avg: 0.2 breaks/mile)	0.184	0.076	0.120	0.120
		# of rusty water complaints	18	12	20	20
		# of Ames on the Go reports	25	22	25	25
		Avg # days to close Ames on the Go report	2.9	0.9	1.5	1.5
		Maintain fire hydrants in good working order for emergency situations	# of fire hydrants in system	2,977	2,983	2,990
	# of valves in system		3,625	3,652	3,655	3,660
	# of valves tested		1,014	93	500	600
	# of hydrants repaired		26	10	10	10
	Perform utility locates to ensure safety	# of locates performed	6,932	7,935	7,000	7,000
		Cost per locate performed	\$15.74	\$21.11	\$19.92	\$17.87

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- Increases in personnel services in FY 2020/21 is due to corrections in the account distributions for the salaries of staff into the appropriate work categories.
- Increases in commodities in FY 2020/21 and FY 2021/22 reflect the additional work that is necessary to repair water valves with failing bolts.
- Contract utility locating service for MetroNet installation in the amount of \$32,134 in FY 2020/21 is being reimbursed by MetroNet.
- A pavement breaker and soil compactor attachment for the City's mini excavator were purchased in the amount of \$11,276 in FY 2020/21. This expense is offset by sale of excess scrap iron from utility operations.

RECENT ACCOMPLISHMENTS

- City staff responses to water main breaks in FY 2019/20 decreased from a record year in FY 2018/19.

IN-PROGRESS AND UPCOMING ACTIVITIES

- City staff continues to focus on repairing valves that are experiencing high levels corrosion on bolts underground. Staff has identified over 750 valves that are in need of attention to continue to provide control of the water distribution system. Over 250 valves have been repaired so far. Work will continue until all valves are addressed.

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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	306,143	389,733	335,885	377,392	-3.2%
Internal Services	117,025	208,504	197,218	127,992	-38.6%
Contractual	31,735	44,881	44,665	44,665	-0.5%
Commodities	45,812	27,100	27,650	32,650	20.5%
Capital	-	-	-	26,000	
Other Expenditures	-	-	-	-	
Expenditure Subtotal	500,715	670,218	605,418	608,699	-9.2%
<i>Plus: Expenditures allocated from another program/activity:</i>					
Public Works Administration	122,456	134,740	130,963	138,466	2.8%
Public Works Engineering	222,191	205,555	196,156	207,817	1.1%
Total Allocations	344,647	340,295	327,119	346,283	1.8%
Total Expenditures	845,362	1,010,513	932,537	954,982	-5.5%
Funding Sources:					
Sewer Utility Fund	845,362	1,010,513	932,537	954,982	-5.5%
Total Funding Sources	845,362	1,010,513	932,537	954,982	-5.5%

Authorized FTEs	3.17	3.57	3.38	3.38
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SANITARY SEWER SYSTEM MAINTENANCE

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Maintain and repair the sanitary sewer collection system	Miles of sanitary sewer in collection system	212	212	212	212
		# of manholes in collection system	4,280	4,278	4,278	4,278
		Lineal feet of sewer cleaned	272,896	186,328	300,000	300,000
		% of sanitary sewer collection system cleaned	24%	17%	25%	25%
		# of Ames on the Go reports	12	14	15	15
	Perform utility locates to ensure safety	Avg # days to resolve Ames on the Go reports	0.9	2.9	1.5	1.5
		# of locates performed	6,932	7,935	7,000	7,000
		Cost per locate performed	\$15.74	\$21.11	\$19.92	\$17.87

ISSUES AND FACTORS AFFECTING THE FY 2020/21 2021/22 BUDGETS

- Decreases in personnel services in FY 2020/21 is due to corrections in the account distributions for the salaries of staff into the appropriate work categories.
- Funds are budgeted in FY 2020/21 to upgrade the City's hydro excavating machine to a trailer mounted combination jet/vac. This upgrade will assist in more efficient cleaning of sanitary and storm sewers. The upgrade will also allow for a timelier response during sanitary and storm sewer backups, which was indicated as a concern in the Resident Satisfaction Survey. Half of the upgrade cost (\$67,500) is included in Sanitary Sewer Maintenance and the other half in Storm Sewer Maintenance.
- Purchase of a Sewer Line Rapid Assessment Tool (SL-RAT) is included in FY 2021/22 (\$26,000). This tool will allow for assessment of a potential blockage in a sanitary sewer segment in a matter of minutes without the use of large equipment. This will provide a greater service to customers when troubleshooting sanitary sewer issues.

RECENT ACCOMPLISHMENTS

- Utility locate numbers were higher in FY 2019/20 due to the increased construction activity by MetroNet. A contract locating service was utilized and will be reimbursed by MetroNet due to the additional workload.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Staff continues to provide preventative sanitary sewer maintenance through cleaning, jetting, and televising where necessary to minimize and eliminate potential sewer blockages. Staff will continue to work with the lining and other improvements to maintain the effectiveness of the system.

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 important 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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	229,340	252,322	244,138	262,724	4.1%
Internal Services	10,456	11,911	11,661	11,559	-3.0%
Contractual	23,106	50,410	48,150	65,410	29.8%
Commodities	8,824	18,300	12,800	18,300	0.0%
Capital	-	-	-	-	
Other Expenditures	5,341	20,000	10,000	12,500	-37.5%
Expenditure Subtotal	277,067	352,943	326,749	370,493	5.0%
<i>Less: Expenditures allocated to other programs/activities:</i>					
CIP Projects	(42,432)	(20,000)	(40,000)	(40,000)	100.0%
Total Expenditures	234,635	332,943	286,749	330,493	-0.7%
Funding Sources:					
Stormwater Utility Fund	234,635	332,943	286,749	330,493	-0.7%
Total Funding Sources	234,635	332,943	286,749	330,493	-0.7%
 <i>Authorized FTEs</i>	 1.90	 1.90	 1.90	 1.90	

STORMWATER PERMIT PROGRAM

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Review and monitor stormwater management plans and ordinances	# of construction site erosion and sediment control site inspections	479	425	456	450
		# of stormwater management (SWM) plans approved	9	8	10	12
		# of SWM as-built records completed	4	10	10	12
		# of Science Night (STEM) events	5	5	0	5
Environmental sustainability	Public Education and Outreach for Community Stormwater Initiatives	# rain barrel rebates	11	20	21	24
		# composter rebates	19	25	22	20
		# rain garden rebates	0	1	0	1
		# native landscape rebates	1	3	3	7
		# soil quality restoration rebates	1	5	14	10
		# native tree rebates	NA	13	40	45

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- Included in the FY 2020/21 and FY 2021/22 budgets are Interns for Urban Conservation, Stormwater Erosion & Sediment Control inspections, and Smart Watersheds marketing. Also included are professional services from Prairie Rivers of Iowa to complete watershed projects including continued implementation of the 10-year water quality monitoring plan, soil health analysis and educational campaign, and the creation of a 10-year water quality project implementation plan in collaboration with other City departments and Story County.
- Stormwater Education and Outreach continue to be high priorities within the Ames community and the two watershed districts (Squaw Creek Watershed and Headwaters of the South Skunk River Watershed).

RECENT ACCOMPLISHMENTS

- Engineering staff submitted water quality grant applications with Iowa Department of Natural Resources (SRF sponsored projects) and Iowa Department of Agriculture and Land Stewardship (IDALS) for the Stormwater Erosion Control project (Squaw Creek between Sixth Street and 13th Street). The total requested funds are in the amount of \$436,609.
- Several drainage improvement projects were completed in FY 2020/21, including Stormwater Facility Rehabilitation behind Little Bluestem Court involving the removal of excess sediment, updated outlet structures, addition of pretreatment structures to further improve water quality, and re-establishment of native vegetation to filter pollutants.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Staff typically collaborates with several City departments to plan and host the annual Eco Fair showcasing eco-friendly practices within the City and hands-on activities for the public to learn about environmentally friendly practices for their residences. The 2020 and 2021 events are being replaced with virtual and smaller outreach activities due to the pandemic.

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. This activity is performed by Street crews, 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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	194,575	194,541	184,332	202,772	4.2%
Internal Services	63,810	157,045	145,541	81,415	-48.2%
Contractual	17,676	28,871	28,300	28,300	-2.0%
Commodities	43,561	34,300	34,550	35,300	2.9%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Expenditure Subtotal	319,622	414,757	392,723	347,787	-16.2%
<i>Plus: Expenditures allocated from another program/activity:</i>					
Public Works Engineering	95,225	88,095	84,067	89,064	1.1%
Total Expenditures	414,847	502,852	476,790	436,851	-13.1%
Funding Sources:					
Stormwater Utility Fund	414,847	502,852	476,790	436,851	-13.1%
Total Funding Sources	414,847	502,852	476,790	436,851	-13.1%
 <i>Authorized FTEs</i>	2.09	2.09	2.09	2.09	

STORMWATER SYSTEM MAINTENANCE

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide uninterrupted stormwater drainage	Miles of storm sewer in system	278	278	278	278
		Lineal footage cleaned and/or televised	26,688	27,041	35,000	35,000
		% of miles televised	1.8%	1.8%	2.4%	2.4%
		System blockages cleaned	46	90	100	100
		Intakes inspected and cleaned	455	710	500	500
		Intakes/manholes repaired by City crews	38	55	40	40
		# of Ames on the Go reports	64	25	50	50
		Avg # days to resolve Ames on the Go reports	3.4	6.7	3.0	3.0

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- Funds are budgeted in FY 2020/21 to upgrade the City's hydro excavating machine to a trailer mounted combination jet/vac. This upgrade will assist in more efficient cleaning of sanitary and storm sewers. The upgrade will also allow for a timelier response during sanitary and storm sewer backups, which was indicated as a concern in the Resident Satisfaction Survey. Half of the upgrade cost (\$67,500) is included in Sanitary Sewer System Maintenance and the other half in Stormwater System Maintenance.

RECENT ACCOMPLISHMENTS

- Staff spent significant time following the August derecho debris pickup activities to clean out plugged intakes from debris that had washed into the intakes, leading to an increase in the number of system blockages reported.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Staff will continue to inspect and repair storm sewer intakes and pipes to ensure stormwater 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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Resource Recovery Operations	2,457,232	2,878,194	2,757,781	2,922,665	1.6%
FWD Pilot Program	5,359	9,000	8,700	9,000	0.0%
Reject Disposal	916,866	950,000	1,108,000	1,080,000	13.7%
Yard Waste Management	35,260	36,400	36,403	40,000	9.9%
Landfill Monitoring	10,507	25,050	15,550	25,300	1.0%
Total Expenditures	3,425,224	3,898,644	3,926,434	4,076,965	4.6%

<i>Expenditures by Category:</i>					
Personal Services	1,452,985	1,597,472	1,509,774	1,626,973	1.9%
Internal Services	331,734	353,598	340,006	359,938	1.8%
Contractual	1,382,017	1,575,274	1,707,154	1,711,154	8.6%
Commodities	258,488	372,300	369,500	378,900	1.8%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Expenditure Subtotal	3,425,224	3,898,644	3,926,434	4,076,965	4.6%

Plus: Expenditures allocated from another program/activity:

Public Works Administration	122,456	134,740	130,963	138,466	2.8%
Total Expenditures	3,547,680	4,033,384	4,057,397	4,215,431	4.5%

<i>Funding Sources:</i>					
Resource Recovery Fund	3,547,680	4,033,384	4,057,397	4,215,431	4.5%
Total Funding Sources	3,547,680	4,033,384	4,057,397	4,215,431	4.5%

<i>Authorized FTEs</i>	15.00	15.00	15.00	15.00	
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RESOURCE RECOVERY

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide a reliable and efficient means to dispose of municipal solid waste (MSW)	Incoming system tonnage	53,775	51,749	52,000	52,000
		Tons of MSW processed	33,173	33,511	40,000	44,000
		% of MSW processed	61.69%	53.84%	76.92%	84.61%
		Tons of MSW to landfill	20,602	17,970	12,000	8,000
		Landfill disposal cost/ton	\$60.16	\$61.66	\$65.00	\$68.00
		Tons of construction debris to landfill	19,848	16,533	21,000	22,000
Environmental sustainability	Provide responsible, sustainable, local solutions for solid waste disposal	Tons RDF sold to Electric Utility	15,439	17,217	24,000	28,000
		Pounds of glass recycled	346,540	379,818	390,000	400,000
		Pounds of metal recycled	2,238,000	2,180,000	3,250,000	3,500,000
		Pounds of household hazardous materials collected	22,918	27,000	29,000	29,000
		Pounds diverted by Rummage RAMPage	102,550	116,400	-	120,000

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- Revenue has decreased due to reduced RDF sales to the Electric Utility, caused by boiler maintenance and increased downtime. The increased downtime and operating in less-than-optimal conditions also reduce revenue from commercial accounts and increase the cost of processing reject disposal.
- A study to evaluate optimizing the Waste-to-Energy process was added to the FY 2019/20 Budget (\$50,000). The cost of the study was split by RRP Operations and Electric Services. A recommendation on the preferred consultant is expected to be presented to City Council in April 2021

RECENT ACCOMPLISHMENTS

- Over 13,000 pounds of pumpkins were disposed of during the fall 2020 Great Pumpkin Disposal Program.
- The City was unable to host the Rummage RAMPage in conjunction with the ISU Office of Sustainability, due to COVID-19 during summer 2020.
- As a result of the Waste Diversion study, the Food Waste Diversion (FWD) pilot program began July 1, 2019. There were 12,042 pounds of organics composted in FY 2019/2020. During the first four months of FY 2020/21, 11,276 pounds of organics have been composted through the FWD program.
- Through the skill-based pay program, staff received training to make significant plant and equipment repairs and added a second day for citizens to drop off household hazardous materials.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Plans are underway for the fifth annual Rummage RAMPage in 2021 (event was cancelled in 2020 due to COVID-19)
- Outreach efforts this year have focused on social media, radio, videos, and webpage information with the COVID-19 changes in City operations.
- RRP is working with the City's environmental engineers and the Iowa Department of Natural Resources to transition the closed landfill from an active 30-year post-closure permit to a long-term environmental covenant. This is possible due to the stability of the landfill and data collected over the past 26 years.
- RRP will work with WPC to review the feasibility of adding organics from the Food Waste Diversion program to the anaerobic digester at the wastewater treatment facility. This will reduce the number of miles the FWD organics will have to be transported and create valuable heat and energy at WPC.
- The percentage of reject disposal is expected to decrease in FY 2021/22 due to returning to more normal operations.

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.

	2019/20	2020/21	2020/21	2021/22	% Change
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Utility Customer Service	1,264,575	1,358,221	1,356,986	1,427,720	5.1%
Meter Reading	369,664	425,807	401,108	418,328	-1.8%
Project Share	23,585	20,366	20,153	20,429	0.3%
Utility Deposit Interest	22,756	-	-	-	
Total Expenditures	1,680,580	1,804,394	1,778,247	1,866,477	3.4%

Expenditures by Category:					
Personal Services	924,789	1,042,656	984,588	1,079,681	3.6%
Internal Services	341,186	381,248	380,540	380,336	-0.2%
Contractual	245,936	252,931	262,675	249,307	-1.4%
Commodities	11,929	19,859	15,084	21,793	9.7%
Capital	-	-	-	-	
Other Expenditures	156,740	107,700	135,360	135,360	25.7%
Total Expenditures	1,680,580	1,804,394	1,778,247	1,866,477	3.4%

Funding Sources:					
Electric Utility Fund	767,767	879,004	870,387	913,947	4.0%
Water Utility Fund	457,243	466,770	455,750	478,750	2.6%
Sewer Utility Fund	431,859	437,920	429,850	451,520	3.1%
Storm Sewer Utility Fund	4,701	5,200	6,760	6,760	30.0%
Project Share Donations	19,010	15,500	15,500	15,500	0.0%
Total Funding Sources	1,680,580	1,804,394	1,778,247	1,866,477	3.4%

<i>Authorized FTEs</i>	10.90	10.90	10.95	10.95
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UTILITY CUSTOMER SERVICE

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide timely, accurate and efficient utility billing customer service to support utility services	Average # of phone calls answered per day	134	131	135	135
		Average seconds to answer phone	16.9	15.7	18.0	17.5
		# of customer service requests received over the internet	8,243	8,477	8,700	8,900
		Average # of payments processed per day	1,300	1,303	1,305	1,307
		% of utility payments received electronically	55.4%	58.1%	58.5%	59.0%
		Maintain an accuracy rate of no more than 1 billing error per 1,000 bills generated	Yes	Yes	Yes	Yes
		Average cost per bill generated	\$4.37	\$4.36	\$4.61	\$4.80
	Provide accurate and efficient customer meter reading services	Maintain the # of days accounts are receivable to less than 21 days	17.4	17.6	20.0	18.0
		Average # of meter readings per day	2,468	2,469	2,478	2,483
		% of accounts with billing periods equal to or less than 34 days	99.5%	99.5%	99.2%	99.2%
		Maintain accuracy rate of no more than 5 misread meters per 1,000 reads	Yes	Yes	Yes	Yes
		Average cost per meter reading	\$0.62	\$0.60	\$0.65	\$0.67

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The number of customers having trouble paying their bills was trending up prior to the pandemic. The fiscal impact of COVID-19 has exacerbated this problem. Bad Debt expenses for FY 2020/21 are projected to increase by least 30% over the amounts adopted and are projected to remain elevated through FY 2021/22.
- In FY 2020/21, \$4,800 was budgeted under minor office equipment for the replacement of three Utility Customer Service clerk workstations. The replacement of the workstations is being postponed until FY 2021/22. An additional \$2,000 is being budgeted in FY 2021/22 for the replacement of two workstations and a two-drawer file cabinet in the Utility Accounts supervisor's office.

RECENT ACCOMPLISHMENTS

- The cashier positions were reclassified to Utility Customer Service clerk positions. Cashiers are expected to be able to perform the duties of a Utility Customer Service clerk and vice versa. The reclassification clarifies this expectation. The pay grades are the same, so this change is cost neutral.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Maintenance on the ITRON FC300 handheld data devices used by the meter readers will end on December 31, 2021. The handhelds will be replaced prior to that date using funds accumulated through the computer replacement plan.
- Construction of the SunSmart Community Solar Farm began in July 2020 with production expected to begin by January 2021. Utility Customer Service and Information Technology staff are working with our utility billing software company to modify the system so it can apply the solar energy credits on participating customer accounts. It is estimated it will cost \$16,500 to modify the billing system.

UTILITIES CIP

Description:

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

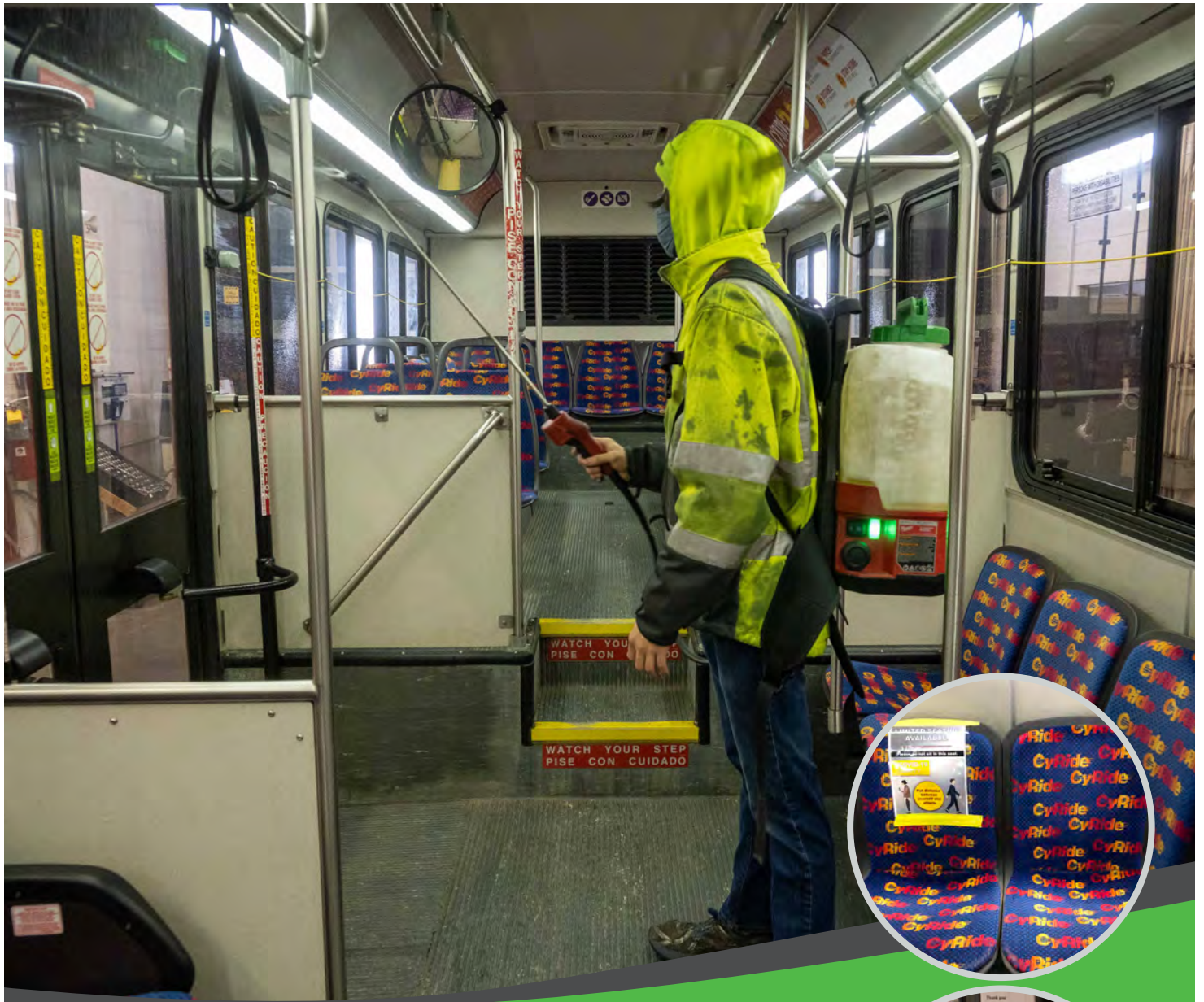
<i>Activities:</i>	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
Electric Services:					
Waste to Energy Study	-	175,000	250,000	-	
Top-O-Hollow Substation	718,872	-	595,076	-	
69kV Transmission Reconstruction	26,481	70,000	309,499	520,000	
Mortensen Road Underground	28,426	-	518,301	-	
Ontario Substation	-	200,000	200,000	75,000	
Electric Services Storage Building	-	-	54,978	-	
Street Light LED Retrofits	76,649.0	150,000	223,351	150,000	
Line/Street Light Relocations	62,918.0	225,000	1,255,404	125,000	
Electric Distribution Parking Lot	393.0	320,000	324,607	-	
Electric Equipment Storage Expansion	-	-	-	86,000	
Units 7 and 8 Fuel Conversion	-	-	256,183	-	
Power Plant Fire Protection	16,535.0	-	410,726	235,000	
69kV Switchyard Relay/Control	-	-	9,053	-	
CT 1 Inspection/Overhaul	8,560.0	-	51,872	-	
CEMS Monitoring System	26,380.0	-	-	-	
Power Plant Roof Replacement	5,678.0	-	482,803	-	
Unit 7 Boiler Tube Repair	5,792,643.0	-	329,945	-	
Power Plant Relay/Control System	-	125,000	-	-	
Unit 7 Generator/Turbine Overhaul	1,699,211.0	-	354,919	-	
RDF Bin Renovation	4,824.0	3,500,000	2,295,176	1,300,000	
Ash Pond Modifications	137,031.0	3,000,000	4,128,775	2,000,000	
Power Plant Building Modifications	-	-	208,854	400,000	
Unit 8 Superheat Replacement	-	-	7,399,455	-	
Power Plant Inventory Building	-	-	200,000	-	
Unit 8 Generator/Turbine Overhaul	39,177	-	2,960,823	-	
Underground Storage Tank Removal	-	-	15,000	-	
Unit 8 Precipitator Reconstruction	16,595	-	983,405	-	
Unit 8 Crane Repair	-	-	400,000	-	
Waste Water Treatment	-	200,000	200,000	300,000	
DSC Hardware Upgrade	-	375,000	375,000	-	
Unit 7 Condenser Tubes	18,500	800,000	781,500	400,000	
Fuel Oil Piping Replacement	-	150,000	150,000	-	
GT1 Foundation Replacement	-	150,000	150,000	-	
Unit 7 Exciter	-	-	-	500,000	
CT Generation Improvements	-	-	-	750,000	
Unit 7 Precipitator Enclosure	-	-	-	110,000	
Total Electric Services CIP	8,678,873	9,440,000	25,874,705	6,951,000	-26.4%

UTILITIES CIP

<i>Activities:</i>	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
Water Production/Treatment:					
New Water Treatment Plant	72,465	-	269,904	-	
Water Supply Expansion	1,838	6,078,000	7,312,662	-	
North River Valley Low Head Dam	214,082	-	475,210	-	
AMR/AMI Meter Conversion	162,996	211,000	242,000	99,000	
Water Plant Facility Improvements	186,472	-	915,258	200,000	
Wellhead Rehabilitation	335,666	-	84,316	-	
Old Water Plant Demolition	6,710	2,572,000	4,328,540	-	
Lime Lagoon Improvements	-	125,000	125,000	-	
Distribution System Monitoring Network	-	-	-	985,000	
Wellfield Standby Power	-	-	-	984,000	
<i>Total Water Production/Treatment CIP</i>	980,229	8,986,000	13,752,890	2,268,000	-74.8%
Water Pollution Control:					
Plant Facility Improvements	88,566	150,000	283,538	81,000	
Cogeneration System	38,919	-	1,764,081	-	
Lift Station Improvements	194,621	-	114,619	-	
Digester Improvements	821,179	183,000	643,108	-	
Clarifier Maintenance	67,709	-	-	-	
WPC Headworks Modifications	1,570	-	-	-	
Watershed Nutrient Reduction	185	200,000	280,000	200,000	
<i>Total Water Pollution Control CIP</i>	1,212,749	533,000	3,085,346	281,000	-47.3%
Water Distribution:					
Water System Improvements	1,909,357	1,500,000	3,220,633	1,600,000	
East Industrial Utility Extension	6,105	-	998,944	-	
Campustown Public Improvements	204,273	-	220,727	-	
Cherry Avenue Water Main	-	550,000	550,000	-	
<i>Total Water Distribution CIP</i>	2,119,735	2,050,000	4,990,304	1,600,000	-22.0%
Sanitary Sewer System:					
Sanitary Sewer Improvements	2,187,435	4,052,000	4,823,801	4,272,000	
Clear Water Diversion	9,413	50,000	165,077	50,000	
East Industrial Utility Extension	123,219	-	3,657,989	-	
Campustown Public Improvements	20,864	-	260,136	-	
East 13th Street Sewer Extension	-	2,500,000	-	2,700,000	
<i>Total Sanitary Sewer System CIP</i>	2,340,931	6,602,000	8,907,003	7,022,000	6.4%

UTILITIES CIP

<i>Activities:</i>	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
Storm Water:					
River Flooding Mitigation	25,997	4,280,000	5,691,765	-	
Homewood Slope Stabilization	41,463	-	1,100,859	-	
Teagarden Area Improvements	388,914	-	490,576	-	
Low Point Drainage Improvements	536	-	645,610	300,000	
Storm Water Improvement Program	8,679	-	333,393	250,000	
Storm Water Erosion Control	254,309	-	1,800,000	642,000	
Storm Water Facility Rehabilitation	402,723	-	259,082	150,000	
Gateway Hotel Pond Rehabilitation	-	-	125,165	-	
Storm Water Quality Improvements	5,000	-	50,035	100,000	
Campustown Improvements	70,000	-	100,000	-	
Storm Water System Analysis	34,281	180,000	684,719	-	
South Skunk River Improvements	-	-	-	25,000	
Total Storm Water CIP	1,231,902	4,460,000	11,281,204	1,467,000	-67.1%
Resource Recovery:					
System Improvements	179,620	360,100	340,580	444,650	
Waste Diversion Enhancements	-	-	30,000	-	
Waste to Energy Study	-	25,000	50,000	-	
Total Resource Recovery CIP	179,620	385,100	420,580	444,650	15.5%
Total Utilities CIP	16,744,039	32,456,100	68,312,032	20,033,650	-38.3%



TRANSPORTATION



TRANSPORTATION

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TRANSPORTATION

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, Traffic Engineering and Operations, 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 maintenance of the right-of-way. The **Transit System** provides efficient and economical transportation to the community. A fixed route service is available on a daily basis, and Dial-a-Ride service is available as a contracted service for elderly or disabled residents. Transit system operations are overseen by a joint City of Ames/Iowa State University student board. The **Public Parking** 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.

	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures by Activity:					
Public Works Administration	122,455	134,741	130,962	138,466	2.8%
Public Works Engineering	158,549	117,461	112,089	118,752	1.1%
Traffic Engineering/Operations	1,131,060	1,362,084	1,292,565	1,382,171	1.5%
Street Maintenance	4,267,871	4,796,384	4,774,086	4,878,292	1.7%
Transit System	10,522,729	12,085,908	12,088,064	12,540,000	3.8%
Parking System	961,247	1,006,263	895,885	1,022,434	1.6%
Airport Operations	159,732	154,021	226,337	157,971	2.6%
Total Operations	17,323,643	19,656,862	19,519,988	20,238,086	3.0%
Transportation CIP	12,586,997	25,089,173	58,191,020	21,357,411	-14.9%
Total Expenditures	29,910,640	44,746,035	77,711,008	41,595,497	-7.0%
<i>Authorized FTEs</i>	136.83	136.83	136.83	136.83	

TRANSPORTATION

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	13,552,510	14,756,002	14,319,372	15,247,545	3.3%
Internal Services	2,405,037	2,629,483	2,553,806	2,672,847	1.7%
Contractual	(605,341)	(205,543)	148,802	(213,556)	3.9%
Commodities	1,919,672	2,448,820	2,419,208	2,510,650	2.5%
Capital	51,560	27,500	78,200	20,000	-27.3%
Other Expenditures	205	600	600	600	
Total Operations	17,323,643	19,656,862	19,519,988	20,238,086	3.0%
Transportation CIP	12,586,997	25,089,173	58,191,020	21,357,411	-14.9%
Total Expenditures	29,910,640	44,746,035	77,711,008	41,595,497	-7.0%
Funding Sources:					
General Fund	275,019	289,805	332,341	271,108	-6.5%
Road Use Tax Fund	5,619,099	6,274,886	6,203,698	6,404,544	2.1%
Transit Fund	10,522,729	12,085,908	12,088,064	12,540,000	3.8%
Parking Fund	906,796	1,006,263	895,885	1,022,434	1.6%
Total Operations Funding	17,323,643	19,656,862	19,519,988	20,238,086	3.0%
Transportation CIP Funding:					
G.O. Bonds	4,565,823	9,306,900	25,579,761	10,355,400	11.3%
General Fund	-	-	250,000	-	
Local Option Sales Tax	575,808	686,000	2,855,283	1,036,800	51.1%
Road Use Tax	1,255,099	2,128,300	4,684,080	1,531,600	-28.0%
Bike License Fund	161	-	8,289	-	
Street Construction Fund	3,967,611	6,219,700	14,913,747	4,090,900	-34.2%
Airport Construction Fund	167,443	397,600	494,674	341,667	0.0%
Water Utility Fund	44,734	75,000	253,058	75,000	0.0%
Sewer Utility Fund	27,070	75,000	192,930	75,000	0.0%
Stormwater Utility Fund	8,618	50,000	193,967	50,000	0.0%
Transit Capital Reserve	1,974,630	6,150,673	8,765,231	3,801,044	-38.2%
Total CIP Funding	12,586,997	25,089,173	58,191,020	21,357,411	-14.9%
Total Funding Sources	29,910,640	44,746,035	77,711,008	41,595,497	-7.0%

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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	301,011	313,547	309,871	324,527	3.5%
Internal Services	176,809	188,059	185,297	194,304	3.3%
Contractual	11,571	34,055	27,383	32,033	-5.9%
Commodities	432	3,300	1,300	3,000	-9.1%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Expenditure Subtotal	489,823	538,961	523,851	553,864	2.8%
<i>Less: Expenditures allocated to Utilities Program:</i>					
Water Distribution System	(122,456)	(134,740)	(130,963)	(138,466)	2.8%
Sanitary Sewer System	(122,456)	(134,740)	(130,963)	(138,466)	2.8%
Resource Recovery	(122,456)	(134,740)	(130,963)	(138,466)	2.8%
Total Allocation	(367,368)	(404,220)	(392,889)	(415,398)	2.8%
Total Transportation Program Expenditures	122,455	134,741	130,962	138,466	2.8%
Funding Sources:					
Road Use Tax	122,455	134,741	130,962	138,466	2.8%
Total Funding Sources	122,455	134,741	130,962	138,466	2.8%
 <i>Authorized FTEs</i>	 2.00	 2.00	 2.00	 2.00	

PUBLIC WORKS ADMINISTRATION

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Oversee and coordinate Public Works activities	# of Public Works employees	74.75	74.75	75.75	75.75
	Develop and manage Public Works capital improvement projects	Transportation CIP projects budget	\$14,409,000	\$25,561,850	\$35,940,60	\$27,682,407
		Outside funding	\$11,475,000	\$11,360,462	\$18,253,800	\$11,103,451
	Coordinate outreach efforts and act as a centralized point of contact for customer service	Ames on the Go service requests resolved	865	875	793	1,200
		Average time to acknowledge requests	0.2 days	0.5 days	0.2 days	0.5 days
		Average time to resolve requests	1.9 days	1.7 days	3.3 days	2.5 days

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The Ames on the Go mobile and website application continues to expand with other department users requiring new licenses. The Public Works Administration budget had added these users without charging back to the departments at this time.
- The Public Works Administration budget has budget allocations to fund the shared support team of Administrative Services.

RECENT ACCOMPLISHMENTS

- Public Works Administration administers the Ames on the Go system and works collaboratively with other departments, including 26 employee users to respond to requests for Ames on the Go Mobile. The app and website tool served as a resource for communication and service during the major storm in August 2020.
- There were 875 requests made through the system in FY 2019/20 and the average acknowledgement time was 0.2 days with the average resolution and close of 1.7 days. The current year averages will increase to reflect the August derecho requests and notices for service.
- Public Works Administration has started a Facebook page for Public Works to relay information including construction, programs, and snow and ice updates.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Public Works Administration has worked to develop collaborative outreach methods to highlight events, programs, and services.
- Public Works Administration supports divisions through the completion of plans, major construction projects, and grant administration.

PUBLIC WORKS ENGINEERING

Description:

The Public Works Engineering activity has primary responsibility for the design and construction of all roadway, 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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	1,597,762	1,631,312	1,442,063	1,657,723	1.6%
Internal Services	152,056	157,315	154,592	155,243	-1.3%
Contractual	99,165	150,175	133,850	134,275	-10.6%
Commodities	24,958	21,050	24,100	20,350	-3.3%
Capital	24,994	7,500	38,200	-	-100.0%
Other Expenditures	-	-	-	-	
Expenditure Subtotal	1,898,935	1,967,352	1,792,805	1,967,591	0.0%
<i>Less: Expenditures allocated to Utilities Program and CIP:</i>					
CIP Projects	(1,188,175)	(1,333,103)	(1,186,379)	(1,326,063)	-0.5%
Water Distribution System	(190,450)	(176,190)	(168,134)	(178,129)	1.1%
Sanitary Sewer System	(222,191)	(205,555)	(196,156)	(207,817)	1.1%
Stormwater System	(95,225)	(88,095)	(84,067)	(89,064)	1.1%
Electric Services	(44,345)	(46,948)	(45,980)	(47,766)	1.7%
Total Allocation	(1,740,386)	(1,849,891)	(1,680,716)	(1,848,839)	-0.1%
Total Transportation Program Expenditures	158,549	117,461	112,089	118,752	1.1%
Funding Sources:					
General Fund	31,584	28,000	28,000	28,000	0.0%
Road Use Tax	126,965	89,461	84,089	90,752	1.4%
Total Funding Sources	158,549	117,461	112,089	118,752	1.1%
<i>Authorized FTEs</i>	12.85	12.85	12.85	12.85	

PUBLIC WORKS ENGINEERING

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Plan, design, and implement public infrastructure projects	# of CIP projects inspected/ administered	22	22	23	22
		# of plans and specifications finalized for CIP projects	15	16	18	17
		Projects bid under engineer's estimate	75%	44%	75%	85%
		Projects bid over 10% of engineer's estimate	13%	44%	20%	15%
		Projects completed within 10% of original bid	80%	78%	85%	85%
		Projects completed on time	90%	90%	90%	95%
		# of development public infrastructure projects inspected	28	39	30	35
		# of construction site erosion and sediment control inspections	524	450	456	450
		% of as-built records completed	94%	100%	100%	100%

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- Capital carried over to FY 2020/21 budget is to upgrade the Open Roads Software (\$23,200), which is software for civil engineering roadway design.
- The FY 2020/21 budget includes Pavement Management System data collection (\$25,000) for the first time which, in prior years, this service was provided by the Iowa Department of Transportation (IDOT).

RECENT ACCOMPLISHMENTS

- Public Works Engineering assignments for staff members include work on Capital Improvement Plan infrastructure projects, Development Review Committee reviews, public utility growth analysis, stormwater management plan reviews, MS4 permit compliance, right-of-way permit reviews and approvals, City Council referrals, and customer inquiries and requests.
- The 2020 construction season included several CIP projects being inspected by senior engineering technicians, including street improvements on Hickory Drive, water system improvements, Welch Avenue, South Fifth Street. Extension, South Grand Avenue Extension, 14th Street, and 15th Street.

IN-PROGRESS AND UPCOMING ACTIVITIES

- GIS dependency continues to grow at a steady pace, with approximately 292 outside registered customers with the City's online GIS portal.
- Staff is continuing to make services available to the public in web-based formats. These include the online GIS portal, Public Works Customer Utility Viewer, and various other access points.
- Final design is being completed toward 2021 construction for East Industrial Area utilities, flood mitigation, East 13th Street (Duff Avenue to Meadowlane Avenue), East 20th Street, Des Moines Avenue, Center Avenue, East 3rd Street, East 2nd Street, 5th Street, 8th Street, 9th Street, Franklin Avenue, East 8th Street. Douglas Avenue, and Crawford Avenue.

TRAFFIC ENGINEERING

Description:

The purpose of the Traffic Engineering is 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, 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.

	2019/20	2020/21	2020/21	2021/22	% Change
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Traffic Engineering	242,162	274,438	250,111	259,126	-5.6%
Transportation Planning	41,182	120,208	97,505	106,421	-11.5%
Total Expenditures	283,344	394,646	347,616	365,547	-7.4%

Expenditures by Category:					
Personal Services	203,281	304,934	279,515	294,150	-3.5%
Internal Services	28,563	26,322	27,451	27,507	4.5%
Contractual	37,072	61,790	39,050	42,290	-31.6%
Commodities	14,428	1,600	1,600	1,600	0.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Expenditure Subtotal	283,344	394,646	347,616	365,547	-7.4%

Less: Expenditures reflected
directly in another activity
or CIP project

	(96,149)	(96,000)	(96,000)	(96,000)	0.0%
Total Expenditures	187,195	298,646	251,616	269,547	-9.7%

Funding Sources:					
MPO Reimbursement	27,804	96,166	78,004	85,137	-11.5%
Road Use Tax Fund	159,391	202,480	173,612	184,410	-8.9%
Total Funding Sources	187,195	298,646	251,616	269,547	-9.7%

<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	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Design a safe and efficient transportation system to meet the needs of all users of the Ames community	Traffic CIP projects completed	\$3,560,546	\$1,180,00	\$1,935,300	\$2,489,900
		Crash rate per million VMT (5-year average)	409.1 (397.0)	320.8 (379.8)	336.2 (363.3)	323.4 (351.2)
		Bike/pedestrian crash rate per million VMT (5-year average)	8.9 (12.3)	11.7 (12.8)	3.2 (9.6)	9.5 (8.9)
		Mean travel time to work in minutes (5-year average)	17.9 (18.0)	17.5 (17.9)	17.5 (17.8)	17.5 (17.6)
Environmental sustainability	Build energy efficiency strategies into transportation planning	% mode share of non-vehicle trips (5-year average)	22.4% (21.9%)	23.1% (22.2%)	23.5% (22.6%)	23.9% (22.9%)
A fun, vibrant community that attracts and retains people	Implement the Complete Streets plan, including expansion of a greenbelt trail system	Bike facility CIP projects completed (on and off street)	\$1,510,000	\$2,611,500	\$1,545,000	\$1,468,800
		Miles of bike/ped infrastructure	N/A	78.3	82.3	83.5
		City Council Referrals & Studies	35	45	25	60

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- Traffic Engineering has the responsibility for the design of major intersections, some street projects identified in the Long Range Transportation Plan, shared use paths, and multi-modal roadway improvements.

RECENT ACCOMPLISHMENTS

- Staff has completed several pedestrian safety/crossing studies, traffic calming, and traffic signal warrant studies, which have originated from citizen requests or City Council referrals.
- Projects completed include Traffic Signals (Highway 30/South Dakota Avenue, State Avenue/Mortensen Road), Vet Med Trail (South 16th Street to ISU Research Park).
- The update to the 2045 Long Range Transportation Plan [Forward45] was completed in fall 2020.
- The Traffic Network Master plan was completed, and an ICAAP grant for Phase 1 of the plan was received (\$1,176,518).

IN-PROGRESS AND UPCOMING ACTIVITIES

- The Traffic Network Phase 1 project is in progress with anticipated completion by the end of calendar year 2021. Intelligent Transportation Systems (ITS) projects (Traffic Adaptive, High-Resolution Controller Data, and Real-Time monitoring of the transportation system) will be implemented.
- Staff will continue the development of performance measures and tracking to meet transportation system safety, efficiency, and sustainability goals of the City.

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.

	2019/20	2020/21	2020/21	2021/22	% Change From
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	Adopted
Traffic Signal Maintenance	480,707	498,058	504,264	526,859	5.8%
Traffic Sign Maintenance	257,496	334,052	333,487	353,499	5.8%
Pavement Markings	187,273	219,710	203,198	232,266	5.7%
Outside Traffic Control	18,389	11,618	-	-	-100.0%
Total Expenditures	943,865	1,063,438	1,040,949	1,112,624	4.6%

Expenditures by Category:					
Personal Services	559,512	630,095	620,879	650,226	3.2%
Internal Services	132,841	151,101	173,164	175,171	15.9%
Contractual	82,661	131,842	102,756	131,827	0.0%
Commodities	142,285	130,400	104,150	135,400	3.8%
Capital	26,566	20,000	40,000	20,000	0.0%
Other Expenditures	-	-	-	-	
Total Expenditures	943,865	1,063,438	1,040,949	1,112,624	4.6%

Funding Sources:					
General Fund	18,389	11,618	-	-	-100.0%
Road Use Tax Fund	925,476	1,051,820	1,040,949	1,112,624	5.8%
Total Funding Sources	943,865	1,063,438	1,040,949	1,112,624	4.6%

<i>Authorized FTEs</i>	5.40	5.40	5.40	5.40
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TRAFFIC OPERATIONS

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Install and maintain traffic signals and signs to provide safe and efficient transportation movement	# of signalized intersections	70	72	74	76
		Average # of service calls per signalized intersection	4.0	5.0	4.8	4.8
		# of City signs	10,484	10,700	10,905	11,100
	consistent with community goals and national standards	# of signs installed (new & replacement)	800	450	807	450
		# of signs serviced	1,400	2,500	3,200	2,000
		Average # of sign repairs/week	26	48	62	38
	Enhance roadway markings on pavement with an emphasis on bike lane, detection, and shared use markings	# of lane miles painted	80	81	82	74
		# of crosswalks painted	750	760	770	780
		Gallons of traffic paint used (mainline & pedestrian)	2,330	2,500	2,500	2,300
		Pounds of reflective beads used	12,000	13,000	13,500	12,500

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The budget will allow for the replacement of failed LED signal lights, updating signage, and transitioning painted pavement markings to permanent markings.
- Installing durable symbols and grooving more of our longitudinal pavement markings will reduce the amount of labor and materials required each year in maintenance.
- Traffic Operations staff is no longer supporting the Iowa State Football game day traffic control which has net results of higher budgets for internal services.

RECENT ACCOMPLISHMENTS

- Staff implemented a skill-based pay plan to promote technical development of internal staff in support of new and emerging technologies.
- An inclusive crosswalk was installed at Fifth Street and Douglas Avenue.
- The replacement of the signal was completed at Lincoln Way and Hyland Avenue. A dynamic feedback sign was installed on Ontario Street near Garfield Avenue.

IN-PROGRESS AND UPCOMING ACTIVITIES

- The ADA Accessibility Enhancement program continues to update signals and radar systems to current standards to serve citizens with disabilities and alternative transportation.
- Installing new red and green LED lights in signal heads to replace those that have reached the end of their projected lifecycle.
- Staff continues to analyze retroreflectivity data on City signs and replace any that fall below minimum requirements (provided by FHWA) or our own appearance standards. This activity is likely to include analyzing pavement markings in the near future per FHWA recommendations.

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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	1,066,843	1,186,762	1,116,130	1,233,050	3.9%
Internal Services	529,039	590,473	559,772	576,090	-2.4%
Contractual	124,091	134,986	66,675	141,075	4.5%
Commodities	402,393	357,150	363,650	364,550	2.1%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	2,122,366	2,269,371	2,106,227	2,314,765	2.0%

<i>Funding Sources:</i>					
General Fund	9,279	-	-	-	
Road Use Tax Fund	2,113,087	2,269,371	2,106,227	2,314,765	2.0%
Total Funding Sources	2,122,366	2,269,371	2,106,227	2,314,765	2.0%

<i>Authorized FTEs</i>	12.90	12.90	12.90	12.90
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STREET SYSTEM MAINTENANCE

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Maintain the city's network of streets, alleys, and shared used paths in a safe and useable condition	Lane miles of streets maintained	514	517	518	518
		Cost per lane mile street maintenance	\$4,106	\$4,087	\$4,066	\$4,466
		% of citizens rating major street surfaces as good or very good	73%	85%	85%	85%
		% of citizens rating neighborhood streets as good or very good	73%	83%	85%	83%
		Miles of off-street bike paths maintained	70	75	76	76
		% of citizens rating bike path maintenance as good or very good	85%	92%	90%	90%
		# of sidewalk repair letters issued	107	34	50	50
		# of Ames on the Go reports	141	140	150	150
		Avg # Days to Close Ames on the Go report	1.8	1.8	1.8	1.8

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- Funds are budgeted in FY 2020/21 for upgraded replacements of 6 of the City's single axle dump trucks. Upgrades include new wing plow mounts, underbody plows, and laser guidance systems. These upgrades will make the trucks safer for operators and the public and increase the efficiency of each truck, resulting in an improved response time in snow and ice control and street maintenance activities. These areas are identified in the Resident Satisfaction Survey as areas of concern for the public. Half of the upgrade cost (\$35,000) is included in Snow and Ice Control and the other half in Street Maintenance.
- Concrete crushing in FY 2020/21 (\$60,000) has been delayed to FY 2021/22 to aid in balancing the Road Use Tax Fund.
- Funds are budgeted in FY 2021/22 to upgrade a pickup to a larger chassis with a front plow and small salt spreader. This upgrade will aid in decreasing response time in snow and ice control events and respond to concerns in the Resident Satisfaction Survey. Half of the upgrade cost (\$28,000) is included in Snow and Ice Control and the other half in Street Maintenance.

RECENT ACCOMPLISHMENTS

- The number of lane miles of streets reflects updated GIS mapping of maintained areas.
- Street maintenance staff cleared and picked up debris following the August derecho, working 12-hour days for 6 weeks. No street maintenance activities were able to be performed during that time.

IN-PROGRESS AND UPCOMING ACTIVITIES

- The continued use of mastic repair material on streets and shared use paths has provided good results in keeping pavements and paths in safe and useable condition.
- Biennial bridge inspection activities are budgeted in FY 2021/22 in the amount of \$11,000.

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 16 times per year by City crews. Residential streets are swept an average of 11 times per year by both City crews and outside contractors. Business district streets are cleaned 32 times per year by City crews.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	141,182	172,066	162,597	179,984	4.6%
Internal Services	122,350	121,599	117,628	123,097	1.2%
Contractual	35,260	40,054	40,000	40,000	-0.1%
Commodities	789	200	200	200	0.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	299,581	333,919	320,425	343,281	2.8%

<i>Funding Sources:</i>					
Road Use Tax Fund	299,581	333,919	320,425	343,281	2.8%
Total Funding Sources	299,581	333,919	320,425	343,281	2.8%

<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	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Clean arterial/collector (16/year), residential (11/year), and business district streets (32/year) to enhance the cleanliness and appearance of the community	Miles of arterial/collector streets cleaned	1,426	1,456	1,500	1,500
		Miles of residential streets cleaned	5,392	5,421	6,887	5,400
		Miles of Business District streets cleaned	345	360	375	375
		% of street miles cleaned by City crews	79%	85%	80%	80%
		% of citizens rating Business District street cleaning as good or very good	90%	95%	95%	95%
		% of citizens rating neighborhood street cleaning as good or very good	80%	90%	90%	90%
		# of Ames on the Go reports	18	30	30	30
		Avg # days resolve Ames on the Go reports	1.3	0.8	0.8	0.8

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- FY 2020/21 and FY 2021/22 budgets reflect a sustained amount for contracted street sweeping. Work crews have significant cleaning to do with the increase of construction and special events in the City.
- The miles in adjusted street cleaning increased in the FY 2020/21 year, however, expenses are reduced due to grant reimbursement for the derecho storm in August.

RECENT ACCOMPLISHMENTS

- Procurement of a new street sweeper has been completed and will be in service in spring 2021.
- The impacts of the derecho in August put additional strain on street sweeping activities to clean streets following debris pick up from the storm event. An increase in residential sweeping was necessary to help clean debris following the debris pickup.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Tracking of sweeping activities, including contracted sweeping, is being uploaded into the City's GIS software so that the sweeping and leaf collection activities can be performed most efficiently through better workload management.
- The City uses contracted sweeping activities to supplement the City's operations in residential areas. This work is focused primarily in the spring and fall to maximize the amount of debris and leaves picked up by contracted sweepers.

SNOW & 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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	465,103	522,526	499,340	544,781	4.3%
Internal Services	372,300	460,406	433,477	446,359	-3.1%
Contractual	99,237	153,123	153,000	149,200	-2.6%
Commodities	157,896	220,500	227,700	232,700	5.5%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	1,094,536	1,356,555	1,313,517	1,373,040	1.2%

<i>Funding Sources:</i>					
Road Use Tax Fund	1,094,536	1,356,555	1,313,517	1,373,040	1.2%
Total Funding Sources	1,094,536	1,356,555	1,313,517	1,373,040	1.2%

<i>Authorized FTEs</i>	5.08	5.08	5.08	5.08
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SNOW & ICE CONTROL

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Remove snow and provide ice control according to standards established by City Council	Annual inches of snowfall	52.5	28.0	36.0	36.0
		Lane miles of streets maintained	514	517	518	518
		# of snow/ice control operations	20	19	20	20
		Cost of snow/ice removal per inch of accumulation per lane mile of street	\$53.29	\$75.61	\$70.44	\$73.55
		Gallons of salt brine used	10,800	30,000	30,000	30,000
		Tons of sodium chloride applied	1,974	1,911	2,500	2,500
		Gallons of calcium chloride applied	1,000	1,650	2,000	2,000
		% of citizens rating snow plowing on major city streets as good or very good	76%	80%	85%	85%
		% of citizens rating snow plowing in neighborhoods as good or very good	54%	62%	70%	70%
		% of citizens rating ice control at intersections as good or very good	59%	66%	75%	75%

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- Funds are budgeted in FY 2020/21 to upgrade replacements to six of the City's single axle dump trucks. Upgrades include new wing plow mounts, underbody plows, and laser guidance systems. These upgrades will make the trucks safer for operators and the public and increase the efficiency of each truck resulting in an improved response time in snow and ice control and street maintenance activities. These areas are identified in the Resident Satisfaction Survey as top priorities for Ames residents. Half of the upgrade cost (\$35,000) is included in Snow and Ice Control and the other half in Street Maintenance.
- Funds are budgeted in FY 2021/22 to upgrade a pickup to a larger chassis with a front plow and small salt spreader. This upgrade will aid in decreasing response time in snow and ice control events and respond to concerns in the Resident Satisfaction Survey. Half of the upgrade cost (\$28,000) is included in Snow and Ice Control and the other half in Street Maintenance.
- There is an increase in salt to \$74.80 per ton (A change of almost \$2 per ton).

RECENT ACCOMPLISHMENTS

- Staff provided notices to 274 property owners or managers regarding sidewalk snow removal during winter 2019/20. This is a 47% decrease from 582 notices during 2018/19. 22 of the 274 notices required a contractor to be hired to clear the sidewalks. Staff sent a reminder to the properties that had multiple violations in 2019/20 about their duties to keep the sidewalks clear.

IN-PROGRESS AND UPCOMING ACTIVITIES

- In FY 2019/20 and FY 2020/21, City crews will utilize 25 units (pickups, trucks, road graders, skid steers, backhoes, etc.) for Snow and Ice control activities. In addition, \$94,825 is budgeted for contractors that includes 8 tractors with plows and 9 skid steer loaders/pickups to supplement City crews in snow and ice removal 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 of 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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Turf Maintenance	239,479	266,683	249,550	261,919	-1.8%
Tree Maintenance	345,804	367,228	502,416	399,836	8.9%
ROW Snow Removal	35,707	55,000	52,097	55,750	
EAB Program	130,398	147,628	229,854	129,701	-12.1%
Total Expenditures	751,388	836,539	1,033,917	847,206	1.3%

<i>Expenditures by Category:</i>					
Personal Services	332,174	390,169	380,412	396,229	1.6%
Internal Services	133,585	158,020	150,556	158,912	0.6%
Contractual	251,883	250,250	463,291	248,565	-0.7%
Commodities	33,746	38,100	39,658	43,500	14.2%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	751,388	836,539	1,033,917	847,206	1.3%

<i>Funding Sources:</i>					
Road Use Tax Fund	751,388	836,539	1,033,917	847,206	1.3%
Total Funding Sources	751,388	836,539	1,033,917	847,206	1.3%

<i>Authorized FTEs</i>	3.74	3.74	3.74	3.74
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RIGHT-OF-WAY MAINTENANCE

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide attractive rights-of-way along the city's roadways	# of acres of right- of-way maintained	780	780	780	780
		# of acres of right- of-way mowed	116	116	116	116
		# of days between ROW mowings (goal is every 7 to 10 days)	8	8	8	8
		# of trees and shrubs planted	128	165	179	150
		# of trees removed under EAB program	130	68	60	50
		# of trees planted under EAB program	130	68	60	50
		% of citizens rating appearance of medians and parkways as good or very good	90%	91%	91%	94%

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The Emerald Ash Borer (EAB) Response Plan and Urban Forest Diversification & Reforestation Program continue in FY 2020/21. City crews will again remove as many trees as possible within the capabilities of the equipment. A contractor will remove most of the trees as well as complete the stump removal and replanting. The FY 2020/21 budget includes funding to treat ash trees to resist EAB. The treatment is completed every three years on a selected number of trees.
- In FY 2021/22, \$119,000 is budgeted for removing 50 ash trees and planting 200 replacement trees. Tree plantings for both fiscal years include the Ames Foundation plantings.
- A Snow Removal account was set up for all snow removal activities that occur in the ROW. In FY 2021/22, \$55,750 has been budgeted for those activities. The budgeted funds were reallocated from other accounts in the ROW program.
- Due to the derecho that took place in early August 2020, contracted services for tree removal and trimming may exceed \$150,000, \$35,000 above the FY 2020/21 adopted budget.

RECENT ACCOMPLISHMENTS

- In FY 2019/20, staff pruned approximately 2,900 trees, and 108 ash and other hazardous trees were removed.
- The Ames Foundation partnered again with the City in FY 2019/20 to plant 165 trees across selected city neighborhoods. Like recent years, the City incurs the costs for the trees, but the Ames Foundation organized the volunteers and the training.
- Due to the derecho, staff and contractors have removed 146 trees and pruned 295 trees located in the rights-of-way.

IN-PROGRESS AND UPCOMING ACTIVITIES

- In FY 2021/22, \$18,000 is budgeted to conduct a spring and fall tree planting in selected areas of the city utilizing community volunteers. Since 2015, over 900 trees have been planted through this program.

TRANSIT SYSTEM

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 4th, 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.

	2019/20	2020/21	2020/21	2021/22	% Change
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Administration/Support	1,933,291	2,240,821	2,232,834	2,357,775	5.2%
Fixed Route Service	8,434,471	9,658,396	9,671,539	9,997,911	3.5%
Dial-a-Ride Service	154,967	186,691	183,691	184,314	-1.3%
Transit Operations	10,522,729	12,085,908	12,088,064	12,540,000	3.8%
<i>Authorized FTEs</i>	85.50	85.50	85.50	85.50	

TRANSIT SYSTEM

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	8,168,468	8,802,340	8,802,340	9,128,498	3.7%
Internal Services	590,763	640,926	622,582	686,572	7.1%
Contractual	660,084	1,011,942	1,035,442	1,059,530	4.7%
Commodities	1,103,209	1,630,100	1,627,100	1,664,800	2.1%
Capital	-	-	-	-	
Other Expenditures	205	600	600	600	0.0%
Total Expenditures	10,522,729	12,085,908	12,088,064	12,540,000	3.8%

<i>Funding Sources:</i>					
Transit Fund	10,522,729	12,085,908	12,088,064	12,540,000	3.8%
Total Funding Sources	10,522,729	12,085,908	12,088,064	12,540,000	3.8%



TRANSIT ADMINISTRATION & 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.

	2019/20	2020/21	2020/21	2021/22	% Change
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Transit Administration	1,167,463	1,354,795	1,342,460	1,427,489	5.4%
Transit Safety/Training	397,887	465,161	465,161	482,105	3.6%
Transit Promotion	-	8,400	8,400	8,400	0.0%
Transit Building/Grounds	367,941	412,465	416,813	439,781	6.6%
Total Expenditures	1,933,291	2,240,821	2,232,834	2,357,775	5.2%

Expenditures by Category:					
Personal Services	1,177,467	1,437,061	1,437,061	1,495,099	4.0%
Internal Services	356,996	388,593	383,106	424,871	9.3%
Contractual	326,936	340,542	338,042	354,830	4.2%
Commodities	71,892	74,625	74,625	82,975	11.2%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	1,933,291	2,240,821	2,232,834	2,357,775	5.2%

Funding Sources:					
Transit Fund	1,933,291	2,240,821	2,232,834	2,357,775	5.2%
Total Funding Sources	1,933,291	2,240,821	2,232,834	2,357,775	5.2%

<i>Authorized FTEs</i>	10.80	10.80	10.80	10.80
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TRANSIT ADMINISTRATION & SUPPORT

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Connecting people to their community with safe and efficient transit service that exceeds expectations	CyRide annual ridership	6,121,023	4,577,482	2,300,000	4,500,000
		Passenger trips per capita	93.0	67.4	34.1	65.5
		Passenger trips per revenue hour	46.8	37.3	16.3	35.2
		Operating expenses per passenger	\$1.43	\$1.82	\$3.63	\$1.93
		Average fleet age in years	10.7	11.8	11.2	11.0
		% of citizens rating CyRide service as good or very good	89.0%	93.9%	90.0%	90.0%

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The pandemic has significantly impacted ridership, a trend being seen nationwide by transit systems. With a large portion of riders being Iowa State University students and many classes being held virtually, system ridership is down 60-65% compared to the previous year.
- Declines in ridership and lower university enrollment may lead to decreases in revenues and reduce federal and state operating funds that are based on ridership and efficient service delivery.
- CyRide was fortunate to receive \$7,028,297 of Federal Coronavirus Aid, Relief, and Economic Security (CARES) Act funding. This funding is available to address revenue shortfalls and support transit during the pandemic at a 100% federal share, with no local match required.
- The FY 2020/21 operating budget uses a large portion of CARES funding, allowing the annual Section 5307 allocation to be used for capital purposes. The remaining balance of the CARES funding is used in the FY 2021/22 budget when COVID-19 impacts are still expected.

RECENT ACCOMPLISHMENTS

- CyRide received a State of Iowa Clean Air Attainment Program grant to fund up to 80% of operating expenses for expanded services under CyRide 2.0.
- Another grant award allowed CyRide to replace the bus wash and replace outdated facility heating, ventilation, and air conditioning equipment keeping the facility in a state of good repair as mandated by the Federal Transit Administration.
- Two administrative vehicles were replaced with fuel efficient Ford Hybrid Escape SUVs, continuing CyRide's commitment to a sustainable future.
- A new full-time chief safety officer was hired to administer the federally required Public Transportation Agency Safety Plan.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Six minibuses will be replaced with funding from a State of Iowa Bus & Bus Facilities Grant.
- CyRide submitted a federal grant application to deploy automatic passenger counters (APCs) across the entire large bus fleet. If successful, this grant would fund 90% of the cost of this technology. Deploying APCs systemwide would provide transparency to passengers living in Ames. Passengers would be able to view the current space available on a bus on their smartphones and web browsers. This would allow passengers to pick the trips that best meet their needs. This is crucial to CyRide's long-term success in reducing overcrowding and shift ridership patterns and is equally important during the COVID-19 pandemic for passengers wanting to be more physically distanced.
- Based on Transit Board of Trustees direction, CyRide will continue to submit state and federal grant applications to support operations, fleet, and facility needs.

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 on a daily basis.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Fixed Route	6,238,368	6,889,233	6,902,376	7,155,896	3.9%
Fixed Route Maintenance	2,196,103	2,769,163	2,769,163	2,842,015	2.6%
Total Expenditures	8,434,471	9,658,396	9,671,539	9,997,911	3.5%

<i>Expenditures by Category:</i>					
Personal Services	6,982,170	7,356,798	7,356,798	7,624,295	3.6%
Internal Services	233,703	252,223	239,366	261,591	3.7%
Contractual	187,076	496,300	522,300	529,600	6.7%
Commodities	1,031,317	1,552,475	1,552,475	1,581,825	1.9%
Capital	-	-	-	-	
Other Expenditures	205	600	600	600	0.0%
Total Expenditures	8,434,471	9,658,396	9,671,539	9,997,911	3.5%

<i>Funding Sources:</i>					
Transit Fund	8,434,471	9,658,396	9,671,539	9,997,911	3.5%
Total Funding Sources	8,434,471	9,658,396	9,671,539	9,997,911	3.5%

<i>Authorized FTEs</i>	74.60	74.60	74.60	74.60
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FIXED ROUTE SERVICE

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Connecting people to their community with safe and efficient transit service that exceeds expectations	Passengers per complaint	124,919	99,541	112,000	112,000
		Miles per preventable accident	28,079	48,130	28,000	32,000
		Average # of drivers employed per month	138.8	124.6	140.0	140.0
		# of passengers transferring buses	32,774	24,158	24,000	24,000
		# of major mechanical failures	32	28	32	32
		Miles per shop road call	37,907	35,000	35,000	35,000

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- CyRide had savings in FY 2020/21 due to virtual classes in the spring and an abbreviated Iowa State University academic school year in fall 2020.
- There has been a significant reduction in ridership caused by COVID-19, as well as reduced enrollment at Iowa State University (ISU).
- As the post-pandemic future becomes clearer, CyRide intends to continue evaluating the services offered to “right-size” the organization to the needs of the community.

RECENT ACCOMPLISHMENTS

- COVID-19 has brought significant challenges to CyRide. Early in the pandemic, CyRide implemented mitigation steps to keep passengers and employees safe. CyRide incorporated Cyclones Care campaign information with our own COVID-19 messaging. The department worked with the ISU marketing and trademark offices to gain permission to put ISU’s mascot, Cy, on the buses holding the Cyclones Care sign. Staff increased the frequency of disinfection of the buses, created several educational messages, and required mask use on all buses to increase passenger and employee safety.
- CyRide’s maintenance staff designed and implemented plexiglass barriers for all buses, to protect both passengers and drivers.
- CyRide distributed cloth masks to all employees. CyRide has also been providing cloth and disposable masks for customers who ride the bus, as well as anyone visiting our facility.
- Two pavement improvement projects were completed, one at Ontario Street/California Avenue and the other at the Ames Middle School.
- Grant funding was secured to purchase three new 40-foot buses that have cleaner emissions and a lower operational cost per mile. These new buses were delivered in fall 2020. This \$1.44 million project only required a 3% match from local funding partners.

IN-PROGRESS AND UPCOMING ACTIVITIES

- CyRide will test and monitor newly acquired technology projects, including automated bus stop annunciators and automatic passenger counters (APCs).
- CyRide was awarded a Low or No-Emission (Low No) Grant for \$1.6 million to implement battery electric buses into the fleet. Significant facility improvements will be made to support this sustainability effort. An additional \$390,000 of Iowa’s Volkswagen settlement funding will reduce the local funding cost of this project.
- CyRide is working to increase the articulated bus fleet from six buses to ten between 2020 and 2023. Federal grant funding approved by the Ames Area MPO has allowed CyRide to upgrade one 40-foot bus purchase to a 60-foot bus purchase each year over the next four years.
- Five large 40-foot buses will be replaced through a State of Iowa Bus and Bus Facilities grant award. CyRide will receive \$2,180,385 toward the purchase of five heavy duty transit buses at 85% funding. These new buses will reduce the fleet age and improve sustainability.

DIAL-A-RIDE

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.

	2019/20	2020/21	2020/21	2021/22	% Change
Expenditures by Category:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	8,831	8,481	8,481	9,104	7.4%
Internal Services	64	110	110	110	0.0%
Contractual	146,072	175,100	175,100	175,100	0.0%
Commodities	-	3,000	-	-	-100.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	154,967	186,691	183,691	184,314	-1.3%

Funding Sources:					
Transit Fund	154,967	186,691	183,691	184,314	-1.3%
Total Funding Sources	154,967	186,691	183,691	184,314	-1.3%

<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	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Connecting people to their community with safe and efficient transit service that exceeds expectations	Dial-A-Ride ridership	8,380	7,818	5,232	6,500
		Passengers per revenue hour	2.1	2.3	2.3	2.3
		Farebox revenue as percentage of program expenses	8.0%	7.6%	3.5%	7.2%
		Program cost per passenger	\$18.97	\$19.72	\$20.63	\$21.52
		# of rides before/after 10 min. pickup window	300	464	250	300
		Passengers per comment	8,380	7,818	1,500	2,000
		On-time performance	93.8%	94.2%	95.0%	95.0%

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- CyRide currently contracts Dial-A-Ride (DAR) services with the Heart of Iowa Regional Transit Agency (HIRTA) through June 2021. HIRTA increased its contract renewal rate for FY 2021 by 3.125%.
- DAR 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 extremely high compared to fixed routes due to the low number of passengers per hour that a small vehicle can accommodate. On average, DAR carries 2.3 passengers per hour versus 37.3 passengers per hour on fixed routes.
- The COVID-19 pandemic has significantly impacted DAR ridership, which has fallen 60-65% compared to the previous year.
- Prior to the pandemic, ridership had been declining over the past several years. HIRTA is working with CyRide to reverse this trend by raising awareness and shifting eligible users to DAR services. This shift will help ensure the most economical cost to the customer, the Ames community, and Story County.

RECENT ACCOMPLISHMENTS

- HIRTA has continued to transition riders to the online reservation and payment system as well as the AMBLE mobile app. Adoption of these new technologies gives more opportunities to improve service delivery and simultaneously decreasing administrative costs.

IN-PROGRESS AND UPCOMING 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.
- Non-DAR operations is an area where CyRide plans to continue working in coordination with HIRTA. It is important to avoid duplication of services so the investment in transportation from federal, state, and local funding partners can be maximized. CyRide and HIRTA will be cooperating to find the best approach that keeps costs low while maintaining services the community relies upon.

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.

	2019/20	2020/21	2020/21	2021/22	% Change
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Parking Administration	69,635	71,013	67,680	73,948	4.1%
Parking Study	52,500	-	-	-	
Residential Parking	12,156	32,384	33,775	36,241	11.9%
Meter Maintenance	259,092	207,806	195,712	216,553	4.2%
Parking Lot Maintenance	3,841	5,000	5,000	5,000	0.0%
Total Expenditures	397,224	316,203	302,167	331,742	4.9%

Expenditures by Category:					
Personal Services	248,721	227,489	235,926	244,394	7.4%
Internal Services	31,860	20,970	16,874	16,920	-19.3%
Contractual	86,185	33,394	31,817	36,078	8.0%
Commodities	30,458	34,350	17,550	34,350	0.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	397,224	316,203	302,167	331,742	4.9%

Funding Sources:					
General Fund	28,231	-	-	-	
Road Use Tax	26,220	-	-	-	
Parking Fund	342,773	316,203	302,167	331,742	4.9%
Total Funding Sources	397,224	316,203	302,167	331,742	4.9%

<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	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide safe, available, and well-maintained parking opportunities for the public	# of parking stalls	2,929	2,929	2,911	2,911
		# of parking stalls painted	2,929	2,929	2,911	2,911
		% of reserved parking stalls rented	95%	95%	92%	95%
		# of electronic parking meters in use	942	942	924	924
		# of SmartCard parking meters in use	920	942	924	924
		% meter system receiving preventative maintenance checks	100%	100%	100%	100%
		# of parking meter operational complaints	156	160	154	150

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The Welch Avenue reconstruction project is expected to affect parking revenues, with the removal of 9 meters on the 100 block of Welch Avenue.
- Restrictions placed on businesses during the COVID-19 pandemic have resulted in a significant reduction from expected parking meter revenues.

RECENT ACCOMPLISHMENTS

- The Ames on the Go app has made it easier for the public to report issues, which allows staff to perform targeted maintenance and increase response times to resident complaints.
- Staff was able to hold both of its Downtown Parking Advisory Committee meetings during the first year despite social distancing and other COVID-19 restrictions.
- Gameday signage has been fully installed and is ready for football season.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Staff has been working to install new double meter mechanisms. These mechanisms can accommodate two parking stalls and reduce the cost per space for mechanisms/mounting hardware and reduce collection frequency with larger coin capacity.
- During the next two years, staff will collect data and analyze the infrastructure and capital needs of the parking lot system.

PARKING LAW ENFORCEMENT

Description:

The Parking Law Enforcement activity has the responsibility of enforcing parking regulations in the Downtown and Campustown business areas, as well as other locations around the community. Citations are issued for both overtime and illegal parking, with the goal of supporting compliance with all parking system regulations. Community Safety Officers (CSO) duties include enforcing illegal and overtime parking regulations and managing parking response during snow emergencies (83.7% of their effort this year). They also assist the Patrol Division with funeral escorts, motorist assistance, special events (parades, Iowa State University football games, etc.), prisoner transports, delivering and picking up the community's block party trailer, and transporting evidence (16.3% of their effort this year). Parking law enforcement is also performed by police officers and is included in the Police Services activity in the Public Safety Program.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	341,322	443,698	350,204	460,906	3.9%
Internal Services	50,220	46,534	44,464	42,094	-9.5%
Contractual	10,745	19,389	19,485	22,293	15.0%
Commodities	5,928	3,500	3,300	3,300	-5.7%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	408,215	513,121	417,453	528,593	3.0%

<i>Funding Sources:</i>					
Parking Fund	408,215	513,121	417,453	528,593	3.0%
Total Funding Sources	408,215	513,121	417,453	528,593	3.0%

<i>Authorized FTEs</i>	1.50	1.50	1.50	1.50
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PARKING LAW ENFORCEMENT

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Promote compliance with parking regulations and address parking issues proactively	# of illegal parking citations issued	21,005	17,469	13,330	13,500
		# of overtime parking citations issued	11,706	9,809	8,593	8,600
		Total # of parking citations issued	32,711	27,278	21,923	22,100
		Cost per citation	\$18.49	\$22.51	\$32.23	\$33.28

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- COVID-19 had a significant impact on parking enforcement in 2020. Proactive enforcement was substantially halted during a period from Mid-March until June. Illegal parking was still enforced. Parking meter enforcement, however, was reduced to avoid any close contact with individuals. Meters payments were greatly reduced during this period. Enforcement gradually increased during June and by August enforcement was almost back to normal, however parking citations remained low.
- A special CSO shift focused on meter enforcement was added to increase consistent meter enforcement. The new shift was implemented in June 2020.
- Football game day parking had a limited impact on the surrounding neighborhoods this year. Historically, game day resulted in a significant number, sometimes hundreds, of parking citations. The 2020 season resulted in only a few dozen citations.
- Continued education via warnings, outreach, and social media posts brought about better compliance.

RECENT ACCOMPLISHMENTS

- In September 2020, the Parking Division completed the purchase of a new parking enforcement system from United Public Safety. The new system includes six handheld ticket writers and printers, and citation and permit management software including new online payment alternatives. The system is effective and efficient in providing real-time interactive information to the officer in the field.

IN-PROGRESS AND UPCOMING ACTIVITIES

- The parking enforcement coordinator participates regularly with the Downtown Parking Committee to address concerns and dialog with the downtown district.
- Staff is working with United Public Safety on a project to improve the license plate lookup process (connecting license plates to their owners). The revised process would be more efficient but would add a small cost for each plate owner identified.

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 located in the Finance Customer Service division in City Hall, so staff also assists with processing utility payments and selling CyRide passes as needed.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	91,022	94,887	84,104	95,371	0.5%
Internal Services	23,794	25,211	24,806	24,863	-1.4%
Contractual	39,625	54,471	66,655	41,165	-24.4%
Commodities	1,367	2,370	700	700	-70.5%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<i>Total Expenditures</i>	155,808	176,939	176,265	162,099	-8.4%

<i>Funding Sources:</i>					
Parking Fund	155,808	176,939	176,265	162,099	-8.4%
Total Funding Sources	155,808	176,939	176,265	162,099	-8.4%

<i>Authorized FTEs</i>	1.10	1.10	1.05	1.05
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PARKING VIOLATION COLLECTION

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021-22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Accurately record parking ticket payments and maintain payment records	# of parking violation payments processed	25,432	22,304	21,000	21,000
		# of overpayments processed	181	139	80	75
		% of payments made by credit card	68.8%	74.0%	72.0%	72.5%
		Maintain an accuracy rate of no more than 1 misapplied payment per 1,000 processed	Yes	Yes	Yes	Yes
		Average cost per payment processed	\$5.52	\$6.99	\$8.52	\$8.23
		# of reminder notices mailed	11,836	9,849	9,000	9,000
		# of tickets referred to collection	5,390	4,963	4,850	4,850
		% of tickets outstanding for 40 to 60 days referred to collection agency	100%	100%	100%	100%
		% of payments reported to collection agency within a week of receipt	100%	100%	100%	100%
		% of customer inquiries responded to within one working day	100%	100%	100%	100%

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The number of parking tickets being issued has been decreasing since FY 2015/16. There were 25,795 tickets issued in FY 2019/20 compared to 47,754 tickets issued in FY2015/16. The decline in the number of tickets appears to be leveling off based on the number of tickets issued YTD in FY 2020/21.
- The City of Ames entered into an agreement with United Public Safety to print and mail reminder letters. The cost for this service is \$0.70 per letter. It is expected this agreement will be cost neutral with expenses shifting from postage, printing, and office supplies to non-City services.

RECENT ACCOMPLISHMENTS

- On August 10, 2020, the City of Ames went live on United Public Safety's cloud-based parking enforcement and permit management system. The new system offers enhanced features for both enforcement and payment processing. The software maintenance costs are covered by a \$3 fee added to every ticket processed through United Public Safety's payment portal. Software maintenance costs were \$11,983 in FY 2019/20.

IN-PROGRESS AND UPCOMING ACTIVITIES

- The collection agency the City uses for parking tickets has been unresponsive to the City's and United Public Safety's attempts to contact them regarding the development of a ticket referral transfer program. The City has suspended sending unpaid parking tickets to the collection agency and is issuing a request for proposal to select a new collection agency. It is anticipated the City will enter into a contract with a new collection agency by February 2021.

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 95 aircraft can be housed in public and private hangars at the airport, and an additional 54 aircraft can be temporarily located in designated tie-down areas. A fixed base operator (FBO) is under contract to provide for daily airport operations. The FBO is 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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Airport Operations	155,303	139,021	221,337	152,971	10.0%
Airport Farm	4,429	15,000	5,000	5,000	-66.7%
Total Expenditures	159,732	154,021	226,337	157,971	2.6%
<i>Expenditures by Category:</i>					
Personal Services	36,109	36,177	35,991	37,706	4.2%
Internal Services	60,857	42,547	43,143	45,715	7.5%
Contractual	60,983	69,097	139,003	68,350	-1.1%
Commodities	1,783	6,200	8,200	6,200	0.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	159,732	154,021	226,337	157,971	2.6%
<i>Funding Sources:</i>					
<i>Airport Revenues:</i>					
Charges for Services	154,650	178,281	177,188	179,489	0.7%
CARES Act Funding	-	-	69,000	-	
Airport Farm	68,011	68,505	72,024	72,024	5.1%
Total Revenues	222,661	246,786	318,212	251,513	1.9%
General Fund Support	(62,929)	(92,765)	(91,875)	(93,542)	0.8%
Total Funding Sources	159,732	154,021	226,337	157,971	2.6%
Authorized FTEs	0.25	0.25	0.25	0.25	

AIRPORT OPERATIONS

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide reliable aviation services to Ames and to the surrounding central Iowa region	# of general aviation operations	48,600	49,300	46,370	50,000
		# of based single engine aircraft	51	59	51	55
		# of based multi- engine aircraft	4	4	4	5
		# of based jets	4	4	3	5
		# of based gliders	13	5	5	5
		# of based ultra- light aircraft	3	0	0	0
		Gallons of av. gas	48,389	53,050	56,950	66,080
		Gallons of jet fuel	196,799	204,350	175,500	219,650

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- FY 2020/21 is focused on supporting maintenance activities performed by the FBO, Central Iowa Air Service, as well as upkeep of aging facilities at the airport, both on the airfield and the building facilities operated by the FBO.
- As part of the FBO contract, maintenance activities, such as mowing and snow removal, will be performed by FBO staff rather than by private contractors paid for by the City. To support this effort, the City has committed to supplying maintenance equipment, such as mowers and snow removal equipment, to the FBO. The costs to provide this equipment are included in the Airport budget.
- The CARES Act provided \$69,000 for relief of various deferred maintenance projects.
- Revenues are down due to COVID-19 travel restrictions.
- The derecho caused significant T-Hangar damage, which is expected to be paid by the Airport's insurance.

RECENT ACCOMPLISHMENTS

- The Airport Master Plan was recently updated. The plan establishes the vision for the next 25 to 50 years of growth at the Airport, including all the airside and land side needs.

IN-PROGRESS AND UPCOMING ACTIVITIES

- There are several high priority projects programmed in the Airport CIP to address aging infrastructure, such as airfield lighting, which is critical to the safety of airport operations.

TRANSPORTATION CIP

Description:

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

<i>Activities:</i>	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
Street Improvements:					
Grand Avenue Extension	3,260,071	-	14,406,689	-	
South Duff Avenue Improvements	96,672	-	-	-	
ISU Research Park Phase IV	1,338,242	-	1,959,545	-	
Campustown Public Improvements	341,369	-	1,312,654	-	
Cherry Street Extension	-	2,400,000	2,700,000	-	
Arterial Street Improvements	80,580	2,500,000	4,341,500	1,700,000	
Collector Street Improvements	1,371,996	1,400,000	2,217,277	2,400,000	
CyRide Route Improvements	-	600,000	600,000	-	
Downtown Street Improvements	235,546	-	-	245,000	
Asphalt Street Improvements	1,184,421	1,400,000	2,581,612	2,500,000	
Concrete Pavement Improvements	82,121	2,400,000	4,515,226	5,100,000	
Seal Coat Improvements	43,414	750,000	1,058,650	750,000	
Baker Subdivision	57,339	-	249,805	-	
Other Street Improvement Projects	-	-	90,863	-	
Right-of-Way Restoration	107,833	325,000	853,288	325,000	
<i>Total Street Improvements CIP</i>	8,199,604	11,775,000	36,887,109	13,020,000	10.6%
Shared Use Path System:					
Skunk River Trail	129,245	-	1,465,931	-	
Shared Use Path Expansion	357,270	620,000	1,518,164	970,800	
Multi-Modal Improvements	42,065	100,000	754,894	138,000	
Shared Use Path Maintenance	173,235	125,000	378,066	125,000	
Shared Use Path Signage	-	-	250,000	-	
<i>Total Shared Use Path System CIP</i>	701,815	845,000	4,367,055	1,233,800	46.0%
Traffic Improvements:					
Long Range Transportation Plan	330,452	-	169,548	-	
Intelligent Transportation System	23,672	1,838,400	1,552,979	1,789,900	
Traffic Signal Program	794,224	389,500	688,531	400,000	
US 69 Improvements	78,532	1,230,000	1,391,468	-	
South Dayton Improvements	-	1,100,000	1,100,000	-	
Accessibility Enhancements	4,849	200,000	420,379	200,000	
Regional Transportation Counts	37,303	120,000	176,640	15,000	
Traffic Calming Program	4,506	-	-	-	
Traffic Engineering Studies	946	-	-	85,000	
<i>Total Traffic Improvements CIP</i>	1,274,484	4,877,900	5,499,545	2,489,900	-49.0%

TRANSPORTATION CIP

<i>Activities:</i>	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
Street Rehabilitation:					
Bridge Rehabilitation Program	-	375,000	495,000	-	
Pavement Restoration Program	250,202	250,000	397,288	250,000	
Main Street Paver Replacement	3,632	88,000	450,368	191,000	
Right-of-Way Enhancements	12,904	30,000	54,183	30,000	
Neighborhood Curb Program	2,283	300,000	780,567	-	
Total Street Rehabilitation CIP	269,021	1,043,000	2,177,406	471,000	-54.8%
Transit System:					
Vehicle Replacement	27,209	5,203,900	7,214,768	2,755,024	
Facility Improvements	714,442	726,373	943,452	708,920	
Technology Improvements	1,198,325	125,000	475,000	241,700	
Bus Stop Improvements	-	25,000	25,000	25,000	
Shop/Office Equipment	34,654	70,400	107,011	70,400	
Total Transit System CIP	1,974,630	6,150,673	8,765,231	3,801,044	-38.2%
Airport:					
Airport Master Plan Update	94,703	-	7,659	-	
Airport Improvements	72,740	397,600	487,015	341,667	
Total Airport CIP	167,443	397,600	494,674	341,667	
Total Transportation CIP	12,586,997	25,089,173	58,191,020	21,357,411	-14.9%

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COMMUNITY ENRICHMENT



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COMMUNITY ENRICHMENT

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COMMUNITY ENRICHMENT

Description:

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

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

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Parks & Recreation	4,041,666	4,950,550	4,141,146	4,651,329	-6.0%
Library Services	4,557,755	4,995,871	4,865,101	5,147,226	3.0%
Human Services	1,443,998	1,551,213	1,506,744	1,628,056	5.0%
Art Services	208,716	229,898	294,838	239,093	4.0%
Cemetery	199,185	187,793	187,508	202,870	8.0%
Housing Programs	453,090	1,088,778	4,430,154	1,096,230	0.7%
Economic Development	1,993,856	2,729,772	2,066,833	2,356,451	-13.7%
FEMA/Disaster Relief	99,232	-	1,388,521	-	
Total Operations	12,997,498	15,733,875	18,880,845	15,321,255	-2.6%
Community Enrichment CIP	1,027,140	1,219,750	6,656,967	1,625,000	33.2%
Total Expenditures	14,024,638	16,953,625	25,537,812	16,946,255	0.0%
<i>Authorized FTEs</i>	59.69	61.44	61.44	61.44	

COMMUNITY ENRICHMENT

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	6,004,238	6,978,597	6,527,878	6,967,296	-0.2%
Internal Services	680,246	708,661	901,244	716,752	1.1%
Contractual	1,634,960	2,242,767	3,806,355	2,450,007	9.2%
Commodities	1,106,801	1,108,954	1,503,694	1,149,119	3.6%
Capital	213,270	410,595	1,879,249	46,000	-88.8%
Other Expenditures	3,357,983	4,284,301	4,262,425	3,992,081	-6.8%
Total Operations	12,997,498	15,733,875	18,880,845	15,321,255	-2.6%
Community Enrichment CIP	1,027,140	1,219,750	6,656,967	1,625,000	33.2%
Total Expenditures	14,024,638	16,953,625	25,537,812	16,946,255	0.0%
Funding Sources:					
Program Revenue	1,249,262	2,086,401	1,226,708	1,672,157	-19.9%
General Fund Support	6,689,420	6,980,320	6,846,478	7,231,282	3.6%
Local Option Sales Tax	1,675,393	1,812,993	1,803,117	1,898,924	4.7%
Hotel/Motel Tax	1,625,285	1,955,300	1,292,800	1,581,371	-19.1%
Aquatic Center Trust Fund	8,592	5,250	5,250	-	-100.0%
Homewood Golf Course	209,660	298,485	272,090	291,521	-2.3%
Ames/ISU Ice Arena	505,248	584,508	438,625	533,177	-8.8%
City-Wide Housing Fund	70,170	25,603	65,206	24,909	-2.7%
CDBG Funds	369,840	581,207	1,423,853	602,550	3.7%
HOME Funds	13,080	481,968	1,625,739	468,771	-2.7%
CDBG/IEDA CARES Act Funds	-	-	1,315,356	-	
FEMA Disaster Relief Funds	99,232	-	1,388,521	-	
TIF Funds	296,303	700,058	700,058	698,308	-0.3%
Donations/Grants	186,013	221,782	477,044	318,285	43.5%
Total Operations Funding	12,997,498	15,733,875	18,880,845	15,321,255	-2.6%
CIP Funding:					
G.O. Bond Funds	-	-	-	700,000	
General Fund	74,348	-	2,309,986	-	
Local Option Sales Tax	826,543	1,119,750	3,249,906	890,000	-20.5%
Hotel/Motel Tax	-	-	42,000	-	
Park Development Fund	54,215	-	795,102	-	
Ice Arena Capital Reserve	72,034	100,000	161,608	-	-100.0%
Homewood Golf Course	-	-	10,000	-	
Parks & Rec Donations/Grants	-	-	88,365	35,000	
Total CIP Funding	1,027,140	1,219,750	6,656,967	1,625,000	33.2%
Total Funding Sources	14,024,638	16,953,625	25,537,812	16,946,255	0.0%

PARKS & 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 through non-tax revenues to the fullest extent possible.

	2019/20	2020/21	2020/21	2021/22	% Change From
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	Adopted
Administration	342,117	390,010	383,992	372,315	-4.5%
Instructional Programs	199,202	260,688	144,498	248,121	-4.8%
Athletic Programs	103,822	187,607	118,570	181,444	-3.3%
Aquatics Programs	680,732	948,458	604,515	796,586	-16.0%
Community Center/Auditorium	318,195	393,027	332,859	382,914	-2.6%
Wellness Programs	269,919	334,888	255,676	300,240	-10.4%
Homewood Golf Course	209,660	298,485	272,090	291,521	-2.3%
Ames/ISU Ice Arena	505,248	584,508	438,625	533,177	-8.8%
Park Maintenance	1,412,771	1,552,879	1,590,321	1,545,011	-0.5%
<i>Total Expenditures</i>	4,041,666	4,950,550	4,141,146	4,651,329	-6.0%

<i>Authorized FTEs</i>	20.02	21.77	21.77	21.77
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PARKS & RECREATION

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	2,505,310	3,189,451	2,495,181	3,040,570	-4.7%
Internal Services	476,392	510,388	516,461	509,578	-0.2%
Contractual	792,141	914,945	742,193	798,291	-12.8%
Commodities	262,905	332,647	358,044	302,890	-9.0%
Capital	4,918	3,119	29,267	-	-100.0%
Other Expenditures	-	-	-	-	
Total Expenditures	4,041,666	4,950,550	4,141,146	4,651,329	-6.0%
Funding Sources:					
Program Revenue	803,858	1,610,781	841,579	1,272,802	-21.0%
Local Option Sales Tax	22,679	31,882	11,535	31,775	-0.3%
Aquatic Center Trust Fund	8,592	5,250	5,250	-	-100.0%
Homewood Golf Course	209,660	298,485	272,090	291,521	-2.3%
Ames/ISU Ice Arena	505,248	584,508	438,625	533,177	-8.8%
Donations/Grants	13,236	15,150	110,010	15,150	0.0%
Total Revenues	1,563,273	2,546,056	1,679,089	2,144,425	-15.8%
General Fund Support	2,478,393	2,404,494	2,462,057	2,506,904	4.3%
Total Funding Sources	4,041,666	4,950,550	4,141,146	4,651,329	-6.0%

PARKS & RECREATION ADMINISTRATION

Description:

The Parks and Recreation Administration activity provides oversight to all of 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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Parks & Rec Administration	341,213	386,610	360,558	368,918	-4.6%
Block Party Trailer Program	904	1,800	1,724	1,797	-0.2%
P&R Donations	-	1,600	21,710	1,600	0.0%
Total Expenditures	342,117	390,010	383,992	372,315	-4.5%

<i>Expenditures by Category:</i>					
	2019/20	2020/21	2020/21	2021/22	% Change
Personal Services	255,576	266,324	265,384	277,753	4.3%
Internal Services	34,475	39,593	36,495	35,559	-10.2%
Contractual	50,728	79,893	58,103	55,103	-31.0%
Commodities	1,338	4,200	24,010	3,900	-7.1%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	342,117	390,010	383,992	372,315	-4.5%

<i>Funding Sources:</i>					
	2019/20	2020/21	2020/21	2021/22	% Change
Donations	-	1,600	21,710	1,600	0.0%
Miscellaneous Revenue	8,162	6,500	1,000	4,000	-38.5%
Total Revenues	8,162	8,100	22,710	5,600	-30.9%

General Fund Support	333,955	381,910	361,282	366,715	-4.0%
Total Funding Sources	342,117	390,010	383,992	372,315	-4.5%

Authorized FTEs	1.85	1.85	1.85	1.85	
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PARKS & RECREATION ADMINISTRATION

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide quality City parks, facilities, and recreation programming at an efficient cost	# of City parks	36	38	38	38
		# of acres of City parks	1,209	1,215	1,215	1,215
		# of recreation programs	200	181	190	200
		# of recreation program registrations	11,825	6,772	5,000	9,000
		Maintain a tax subsidy level for Parks and Recreation activities at less than 60%	60%	76%	74%	66%
A fun, vibrant community that attracts and retains people		Maintain at least 95% user satisfaction rating with Parks and Recreation services	95%	97%	95%	95%
		Complete 100% of authorized CIP projects within authorized fiscal year	25%	10%	86%	100%

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The COVID-19 pandemic has caused Parks and Recreation facilities to be closed and programs to be cancelled or postponed. Additionally, participation in recreation programs and at facilities has been greatly reduced due to implementing safety protocols and participants' hesitancy to come back to programs.
- Securing facility space for Parks and Recreation programming continues to be a concern and the problem has been exacerbated due to the pandemic.
- New positions authorized in the FY 2020/21 adopted budget are on hold due to the pandemic. Recruitment of these positions may begin in late summer or early fall. Some FTE changes in Parks and Recreation activities are related to reallocating staff time from the Ames/ISU Ice Arena to the General Fund.
- Fee increases of 0-5% are incorporated into the budget for various programs.

RECENT ACCOMPLISHMENTS

- The Barnes Family Inclusive Playground and the Ames Rotary Club Miracle League Field was completed and opened to the public in November 2020. The Ames Foundation raised approximately \$2.3 million for this project.
- Multiple CIP projects were completed in the first half of FY 2020/21 including Sunset Ridge Park, Brookside Park Restroom Renovation, and the Inis Grove Park Restrooms project.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Discussions have begun regarding a new indoor aquatic center to be built in the downtown area. A consultant has been hired to develop conceptual designs, capital cost projections, and operational expense projections.
- A group called Access Ada Hayden is fundraising \$35,000, in addition to the City's \$50,000, to be used for an accessible canoe/kayak launch in Ada Hayden Heritage Park.

INSTRUCTIONAL PROGRAMS

Description:

The Instructional Programs activity provides Ames 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 being better physically, socially, and emotionally fit individuals.

Fees are charged for instructional programs. Since fees are kept low, however, to encourage participation, General Fund support is also needed to support the Instructional Programs activity. Scholarships are also offered for participants without the financial resources to cover the class fees.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	140,582	195,740	107,817	195,142	-0.3%
Internal Services	10,476	9,095	9,005	8,555	-5.9%
Contractual	37,211	44,473	21,050	34,034	-23.5%
Commodities	10,933	11,380	6,626	10,390	-8.7%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	199,202	260,688	144,498	248,121	-4.8%

<i>Funding Sources:</i>					
Program Revenue	98,998	176,491	69,699	147,208	-16.6%
Miscellaneous Revenue	3,765	4,000	3,525	4,000	0.0%
Total Revenues	102,763	180,491	73,224	151,208	-16.2%
General Fund Support	96,439	80,197	71,274	96,913	20.8%
Total Funding Sources	199,202	260,688	144,498	248,121	-4.8%

<i>Authorized FTEs</i>	0.95	1.30	1.35	1.35
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INSTRUCTIONAL PROGRAMS

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide quality instructional programs for youth and adults	# of programs	74	59	65	70
		# of new programs offered	2	1	1	1
		# of program registrations	2,791	1,601	1,801	2,087
		% of programs instructor/participant ratios adhered to	100%	100%	100%	100%
		Classes rated 4 or higher out of a scale of 5	90%	90%	95%	95%
		Instructional Programs operational subsidy	21%	48%	49%	39%
		Total cost per registration	\$80.06	\$134.78	\$100.07	\$123.44
		Subsidy per registration	\$16.73	\$65.25	\$49.36	\$48.22
		# of youth sport sponsors	-	-	10	10
		Youth sport sponsor revenue	-	-	\$2,000	\$2,000
A fun, vibrant community that attracts and retains people						

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The FY 2020/21 and FY 2021/22 budgets continue to be affected by the COVID-19 pandemic. In addition to participants' hesitancy to return, a few programs were cancelled, and some had the maximum number of participants reduced to maintain social distancing. Program registrations have been down considerably during the pandemic, which has had more of an affect on youth programs compared to those for adults.
- FTEs for FY 2020/21 and FY 2021/22 have increased by 0.05 due to staff time being reallocated.

RECENT ACCOMPLISHMENTS

- In fall 2020, the Division implemented COVID-19 procedures and rules, and ran a successful youth soccer program without a postponed game or player/team outbreak.
- The Youth Dance program was voted a finalist in the Ames Tribune *Best of Story County 2020* contest.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Staff continues to develop a partnership with Courage League Sports to bring the program to Ames with the goal of starting in fall 2021. Courage League Sports, based out of Urbandale, is a non-profit adaptive sports and recreational facility that offers year-round programming for children and adults who are not able to go full speed due to a physical, cognitive, or emotional disability.
- Planning is underway to start the first Miracle League for youth and adults with disabilities.
- Staff continues to explore new programs, hosted both in person and virtually, to reach a different audience and for those not ready to participate in person. Examples include a soccer skills camp and a baton twirling class.

ATHLETIC PROGRAMS

Description:

The Athletic Programs activity is designed to offer adults and youth the opportunity to participate in team and/or individual competitive sport 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 activities.

	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
Expenditures by Category:					Adopted
Personal Services	90,464	159,012	102,731	159,556	0.3%
Internal Services	279	525	350	450	-14.3%
Contractual	5,995	13,270	7,264	8,713	-34.3%
Commodities	7,084	14,800	8,225	12,725	-14.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	103,822	187,607	118,570	181,444	-3.3%
Funding Sources:					
Program Revenue	76,504	143,246	95,786	118,265	-17.4%
Concessions	4,350	7,500	3,150	7,000	-6.7%
Total Revenues	80,854	150,746	98,936	125,265	-16.9%
General Fund Support	22,968	36,861	19,634	56,179	52.4%
Total Funding Sources	103,822	187,607	118,570	181,444	-3.3%
<i>Authorized FTEs</i>	0.60	1.00	1.05	1.05	

ATHLETIC PROGRAMS

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide quality athletic programs for youth and adults	# of programs	12	10	11	12
		# of teams	326	267	241	297
		# of program registrations	3,324	2,619	2,558	3,066
		% of direct program costs covered by fees	100%	100%	100%	100%
		Athletic Programs tax subsidy	3%	22%	17%	31%
		Total cost per registration	\$45.41	\$39.64	\$49.24	\$62.22
		Subsidy per registration	\$1.26	\$8.77	\$8.15	\$19.27
A fun, vibrant community that attracts and retains people						

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The FY 2020/21 and FY 2021/22 budgets continue to be affected by the COVID-19 pandemic. In addition to participants' hesitancy to return, a few programs were cancelled, some had shortened seasons, and some had reduced maximum number of teams based on facility space and availability. Participation has been down considerably during the pandemic.
- The adjusted FY 2020/21 budget includes decreased revenue in adult basketball due to the lack of gym space, as access to school facilities has been eliminated to date. The number of teams is projected to drop by 13 from the previous fiscal year.
- FTEs for FY 2020/21 and FY 2021/22 have increased 0.05 due to staff time being reallocated.

RECENT ACCOMPLISHMENTS

- In fall 2020, adult sand volleyball participation increased by two teams from fall 2019. Participation in outdoor activities has been better than indoor activities during the COVID-19 pandemic.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Staff development and rules comprehension is very important in our programs; thus, we continue to explore and implement new ways to educate and train staff. We rely on veteran referees and umpires for many of our programs, and they have been a great help with the new staff. Allowing new staff members to train along with an experienced staff member has been very helpful in building their confidence and knowledge of the game.

AQUATICS

Description:

The Aquatics activity 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 the Brookside Wading Pool. The pool at Green Hills Retirement Community is also used for some swim lessons.

	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures by Activity:					
Furman Aquatic Center	459,082	680,105	384,826	611,394	-10.1%
Municipal Pool	123,633	139,246	137,595	110,082	-20.9%
Brookside Wading Pool	4,961	9,243	6,460	7,461	-19.3%
Lessons Program	93,056	119,864	75,634	67,649	-43.6%
Total Expenditures	680,732	948,458	604,515	796,586	-16.0%
Expenditures by Category:					
Personal Services	457,605	665,346	398,099	544,989	-18.1%
Internal Services	37,144	37,340	36,939	41,313	10.6%
Contractual	140,297	169,847	114,367	146,589	-13.7%
Commodities	45,686	75,925	55,110	63,695	-16.1%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	680,732	948,458	604,515	796,586	-16.0%
Funding Sources:					
Furman Aquatic Center	200,281	572,569	323,640	451,772	-21.1%
Municipal Pool	32,874	42,608	36,568	35,950	-15.6%
Brookside Wading Pool	992	2,475	1,080	1,800	-27.3%
Lesson Program	58,432	118,000	40,724	72,917	-38.2%
Total Revenues	292,579	735,652	402,012	562,439	-23.6%
General Fund Support:					
Furman Aquatic Center	250,209	102,286	55,936	159,622	56.1%
Municipal Pool	90,759	96,638	101,027	74,132	-23.3%
Brookside Wading Pool	3,969	6,768	5,380	5,661	-16.4%
Lessons Program	34,624	1,864	34,910	(5,268)	-382.6%
Total General Fund Support	379,561	207,556	197,253	234,147	12.8%
Aquatic Center Trust Fund	8,592	5,250	5,250	-	-100.0%
Total Funding Sources	680,732	948,458	604,515	796,586	-16.0%
Authorized FTEs	1.80	1.95	1.95	1.95	

AQUATICS

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide safe and sanitary swimming facilities for all users at an efficient cost	# of visits to Furman Aquatic Center	76,648	50,335	31,600	83,000
		Subsidy per Aquatic Center visit	\$1.80	\$4.97	\$1.77	\$1.92
		# of visits to Municipal Pool	45,968	33,254	30,000	32,000
		Subsidy per Municipal Pool visit	\$2.13	\$2.73	\$3.37	\$2.32
		# of visits to Brookside Wading Pool	1,553	1,011	600	1,600
		Subsidy per Brookside Wading Pool visit	\$3.57	\$3.93	\$8.97	\$3.54
		% of Aquatics program funded by tax support	28%	56%	33%	29%
		# of swim lesson registrations	1,751	1,071	800	900
		# of private swim lessons	238	227	125	250

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The FY 2020/21 adjusted budget reflects the fact that attendance numbers are unlikely to rebound right away and return to pre-pandemic attendance numbers.
- The FY 2020/21 adjusted budget includes replacing all the lane lines at Furman Aquatic Center.
- The FY 2021/22 estimated budget reflects the anticipated closure of Municipal Pool at the end of February 2022. The closure will significantly impact both the indoor pool and lesson program budgets.

RECENT ACCOMPLISHMENTS

- After a three-month shutdown due to the COVID-19 pandemic, local restrictions were lifted, allowing lap swimming and swimming lessons to resume. Lap swimming has been by reservation only. In FY 2020/21, the monthly attendance has averaged 218 swimmers more than the 5-year average.
- Private rentals at Municipal Pool are more than double the average with seventeen rental hours occurring from July to December 2020, compared to an average of seven hours in previous years.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Staff is making plans to open Furman Aquatic Center to some degree for the 2021 summer season.
- Funding is included in the Parks and Recreation Capital Improvement Plan (CIP) in FY 2020/21 to remove the Brookside Wading Pool and construct a spray pad out of the flood plain. In 2021, staff will be soliciting feedback from residents regarding location, amenities, etc.
- Two additional shade structures for the Furman Aquatic Center have been ordered and will be installed prior to opening for the 2021 summer season.

COMMUNITY CENTER, AUDITORIUM, & BANDSHELL

Description:

This activity accounts for the operation and events at the Community Center and Auditorium at City Hall and the Bandshell located in Bandshell Park at the east end of downtown Ames. 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. The Instructional Program, Athletic Program, and Wellness Program activities all make use of these facilities.

The City Auditorium and Bandshell are utilized for community arts performances, civic meetings, touring performances, etc. The Bandshell is also used for Municipal Band concerts, which are held on Thursday evenings in the summer. The Municipal Band is funded by Local Option Sales Tax.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Gymnasium	181,193	218,063	200,264	214,472	-1.7%
Auditorium	114,075	140,321	119,617	133,906	-4.6%
Bandshell Programming	248	2,761	1,393	2,761	0.0%
Municipal Band	22,679	31,882	11,585	31,775	-0.3%
Total Expenditures	318,195	393,027	332,859	382,914	-2.6%

<i>Expenditures by Category:</i>	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	226,962	278,197	237,406	275,818	-0.9%
Internal Services	22,201	23,257	23,369	22,523	-3.2%
Contractual	65,435	85,198	60,654	79,298	-6.9%
Commodities	3,597	6,375	11,430	5,275	-17.3%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	318,195	393,027	332,859	382,914	-2.6%

<i>Funding Sources:</i>	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Gymnasium	33,712	40,000	19,000	36,200	-9.5%
Auditorium	62,401	105,141	49,845	81,267	-22.7%
Bandshell	874	8,500	4,250	7,500	-11.8%
Miscellaneous	432	600	350	600	0.0%
Total Revenues	97,419	154,241	73,445	125,567	-18.6%

<i>General Fund Support:</i>	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Gymnasium	147,049	177,463	180,914	177,672	0.1%
Auditorium	51,674	35,180	69,772	52,639	49.6%
Bandshell Programming	(626)	(5,739)	(2,857)	(4,739)	-17.4%
Total General Fund Support	198,097	206,904	247,829	225,572	9.0%

Local Option/Municipal Band	22,679	31,882	11,535	31,775	-0.3%
Donations/Municipal Band	-	-	50	-	
Total Funding Sources	318,195	393,027	332,859	382,914	-2.6%

Authorized FTEs	1.90	2.00	2.00	2.00	
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COMMUNITY CENTER, AUDITORIUM, & BANDSHELL

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide safe and clean facilities for community use in an efficient manner	# of gymnasium drop-in visits	13,083	9,645	9,000	11,000
		# of weight room drop-in visits	11,596	7,822	7,500	10,000
		# of total Community Center visits	89,113	57,188	55,000	75,000
		Tax subsidy per CC user visit	\$1.77	\$2.57	\$3.29	\$2.37
		Total CC tax subsidy	\$158,329	\$147,049	\$180,914	\$177,672
		% of Community Center funded by tax support	79%	81%	90%	83%
		# of Auditorium events	124	71	70	100
		# of Auditorium visits	48,692	20,132	20,000	35,000
		# of days/year Auditorium in use	221	122	120	175
		# of hours/year Auditorium in use	1,349	722	700	1,000
		Tax subsidy per AUD user visit	\$0.39	\$2.57	\$3.49	\$1.50
		Total AUD tax subsidy	\$19,143	\$51,674	\$69,722	\$52,639
		% of Auditorium funded by tax support	15%	45%	58%	39%
		Strengthen Downtown and Campustown	Provide Bandshell programming to promote Downtown Ames	# of Bandshell rentals	31	22

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- COVID-19 has caused a substantial decrease in Auditorium and Community Center revenues.
- The overall financial impact of COVID-19 on the community arts organizations and how that will impact the Auditorium and Community Center rentals is not known at this time.

RECENT ACCOMPLISHMENTS

- Five virtual Municipal Band concerts were held in July featuring different musicians, including past favorite performances of the Municipal Band.
- Staff successfully launched the first ever live streaming event (a concert) from the Auditorium.

IN-PROGRESS AND UPCOMING ACTIVITIES

- The Auditorium, Bandshell, & Community Center manager is expanding live streaming capability in order to increase online offerings and create more community partnerships.
- The “Virtually Anywhere” concert series (live from the Ames City Auditorium) is being held Thursday evenings January through March 2021.

WELLNESS PROGRAM

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. Personal training is also offered through this activity.

Most Wellness activities are held at the City of Ames Community Center, but the City also partners with the Ames Community School District for Tae Kwon Do and aqua classes, and Green Hills Retirement Community and Iowa State University for aqua classes.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Wellness Administration	184,479	201,075	194,830	199,064	-1.0%
Fitness Classes	66,276	103,509	53,123	78,582	-24.1%
Personal Training	17,626	26,511	5,820	19,515	-26.4%
Weight Room	1,538	3,793	1,903	3,079	-18.8%
Total Expenditures	269,919	334,888	255,676	300,240	-10.4%

<i>Expenditures by Category:</i>					
	2019/20	2020/21	2020/21	2021/22	% Change
Personal Services	225,526	280,062	206,715	259,101	-7.5%
Internal Services	5,878	6,578	6,300	6,072	-7.7%
Contractual	28,921	39,137	23,795	30,137	-23.0%
Commodities	4,676	5,992	4,599	4,930	-17.7%
Capital	4,918	3,119	14,267	-	-100.0%
Other Expenditures	-	-	-	-	
Total Expenditures	269,919	334,888	255,676	300,240	-10.4%

<i>Funding Sources:</i>					
	2019/20	2020/21	2020/21	2021/22	% Change
Fitness Classes	133,277	225,741	113,562	179,121	-20.7%
Personal Training	23,137	43,260	10,000	32,652	-24.5%
Weight Room	15,920	34,800	8,500	16,200	-53.5%
Merchandise Sales	582	250	500	250	0.0%
Wellmark 3-Point Play Funds	725	-	1,679	-	
Total Revenues	173,641	304,051	134,241	228,223	-24.9%

General Fund Support	96,278	30,837	121,435	72,017	133.5%
Total Funding Sources	269,919	334,888	255,676	300,240	-10.4%

<i>Authorized FTEs</i>	1.35	1.45	1.45	1.45
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WELLNESS PROGRAM

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide quality wellness programming in an efficient manner	# of group fitness classes offered weekly	61	67	65	67
		# of wellness programs	71	74	72	74
		# of wellness registrations	6,511	3,360	2,486	6,253
		Total cost per registration	\$15.38	\$23.13	\$37.40	\$19.54
	To operate Wellness at break even	# of new programs created	9	7	5	8
		% of ISU Forker Aqua Program revenues exceeding direct expenses	21%	23%	14%	27%
		# of weight room visits per year	11,700	7,822	3,000	9,000
		Total Wellness Program tax subsidy	\$11,218	\$96,278	\$121,435	\$72,017

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The number of wellness registrations was down a total of 3,151 in FY 2019/20 compared to the previous fiscal year due to COVID-19. Staff continues to offer virtual and in-person fitness opportunities to increase registrations.
- The FY 2020/21 and FY 2021/22 budgets include decreased revenues due to COVID-19. Staff is exploring options to increase weight room, personal training, and fitness class participation.
- Capital funding for FY 2020/21 includes an elliptical and upright bike and FY 2021/22 includes a stair climber.

RECENT ACCOMPLISHMENTS

- When facilities closed in March 2020 due to COVID-19, staff began outdoor fitness classes. The number of registrations increased throughout the summer. In fall 2020, when outdoor fitness classes were no longer able to be offered, staff began several virtual fitness classes in addition to several in-person classes. Virtual classes have been a good fitness alternative for those who are unwilling or unable to attend class in the facility.
- The Yoga program was voted a finalist in the Ames Tribune *Best of Story County 2020* contest.

IN-PROGRESS AND UPCOMING ACTIVITIES

- A public/private partnership between Parks and Recreation and the Green Hills Retirement Community continues to be very successful. However, the Green Hills facility has been closed since March 2020 due to COVID-19. Staff anticipates Green Hills registrations will be back to normal when the facility reopens for Parks and Recreation use.

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 both the university and the community. The main user groups for the facility include Iowa State University hockey clubs and intramurals, Ames Minor Hockey, Adult Hockey, and the Ames Figure Skating Club. 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 \$20,000 annually to a capital reserve fund which is used for major improvements at the facility.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	241,854	329,392	202,655	288,769	-12.3%
Internal Services	41,132	49,478	46,334	49,286	-0.4%
Contractual	185,590	170,688	166,445	165,222	-3.2%
Commodities	36,672	34,950	23,191	29,900	-14.5%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	505,248	584,508	438,625	533,177	-8.8%
Funding Sources:					
Admissions	54,747	67,500	42,239	56,600	-16.2%
Facility Rentals	363,775	426,325	345,971	379,719	-10.9%
Equipment Rental/Fees	25,741	33,100	12,500	27,950	-15.6%
Merchandise Sales	1,126	2,000	1,200	1,500	-25.0%
Concessions	27,389	35,700	12,450	30,400	-14.9%
Dasher Board Advertising	5,895	7,500	5,500	5,614	-25.2%
Interest Revenue	3,833	2,000	2,000	2,000	0.0%
Miscellaneous	833	900	7,900	2,000	122.2%
Total Revenues	483,339	575,025	429,760	505,783	-12.0%
Ice Arena Fund Support	21,909	9,483	8,865	27,394	188.9%
Total Funding Sources	505,248	584,508	438,625	533,177	-8.8%

Authorized FTEs	2.38	2.78	2.50	2.50
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AMES/ISU ICE ARENA

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner A fun, vibrant community that attracts and retains people	Provide a quality ice arena for the community in a fiscally responsible manner	# prime-time ice hours rented (winter)	1,244	1,291	1,028	1,300
		# non-prime-time ice hours rented (winter)	341	273	132	250
		# prime-time public session hours (winter)	436	376	331	410
		# winter public skate session user visits	9,439	8,931	6,919	9,000
		% of utilized prime-time ice (winter)	62%	34%	28%	35%
		# ice hours rented (summer)	347	289	250	290
		# public session hours (summer)	309	277	111	310
		# summer public skate session user visits	2,626	2,351	170	2,700
		% of ice utilized (summer)	63%	51%	33%	54%
		Maintain fund balance of at least 15% of operating expenses	34%	33%	36%	24%

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The FY 2020/21 budget admission revenues (skate rental, adult admissions, and child daily admissions) were reduced due to attendance restrictions and no public skate offerings until August 6, 2020.
- The FY 2020/21 ice rink rental revenue (taxable and nontaxable) was reduced due to five user groups renting less ice on a weekly basis or no ice at all.
- The FY 2021/22 budget reflects a 5% increase in ice rental rates to offset the increase in expenses.
- FTEs for FY 2020/21 and FY 2021/22 reflect a drop of 0.28 due to employee time has being reallocated to General Fund programs.

RECENT ACCOMPLISHMENTS

- The new ice resurfacers, which will be a propane fueled machine with a laser level system for making ice, has been ordered and scheduled to arrive in mid-to-late summer 2021. In addition, the REALice system will continue to be used which eliminates the need for hot water to resurface the ice, thus reducing energy costs.
- Adaptive Sports Iowa is planning to continue to rent ice between January and April to provide Sled Hockey for individuals with disabilities.

IN-PROGRESS AND UPCOMING ACTIVITIES

- The Ice Arena continues to host both the State High School Varsity and Junior Varsity Hockey Tournaments. In fall 2017, the Midwest High School Hockey League signed a new five-year agreement to keep the state tournaments at the Ice Arena through 2023.
- Both the USA Hockey Bantam Select Camp and Planet Hockey Camp will be returning to the Ice Arena in June 2021.

HOMWOOD 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.

Homewood Golf Course is operated as a City enterprise fund, meaning that its operations are funded by its own 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.

	2019/20	2020/21	2020/21	2021/22	% Change
Expenditures by Category:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	100,113	172,690	161,249	171,626	-0.6%
Internal Services	45,933	51,057	51,340	54,515	6.8%
Contractual	42,924	45,363	33,176	35,755	-21.2%
Commodities	20,690	29,375	26,325	29,625	0.9%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	209,660	298,485	272,090	291,521	-2.3%

Funding Sources:					
Fees/Season Passes	130,328	158,110	155,200	165,500	4.7%
Equipment Rental	20,220	35,000	35,000	35,000	0.0%
Clubhouse Rental	-	-	2,925	11,250	
Merchandise Sales	951	1,900	1,200	1,900	0.0%
Concessions	12,183	22,000	16,000	21,000	-4.6%
Cell Tower Lease	40,513	41,096	41,096	42,000	2.2%
Interest Revenue	5,723	3,000	3,000	3,000	0.0%
Miscellaneous Revenue	264	850	-	850	0.0%
Total Program Revenues	210,182	261,956	254,421	280,500	7.1%

Homewood Fund Support	(522)	36,529	17,669	11,021	-69.8%
Total Funding Sources	209,660	298,485	272,090	291,521	-2.3%

Authorized FTEs	0.99	1.24	1.24	1.24
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HOMEWOOD GOLF COURSE

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner A fun, vibrant community that attracts and retains people	Provide a quality municipal golf course for the community in a fiscally responsible manner	# of rounds of golf played	13,983	12,012	18,000	18,000
		# of golf leagues	5	5	5	5
		# of user group meetings held	6	3	6	6
		% of respondents rating course conditions as “very good” or “good”	92%	96%	96%	96%
		% of respondents rating courtesy of staff as “very good” or “good”	83%	96%	100%	100%
		Maintain fund balance of at least 25% of operating expenses	85%	100%	69%	61%

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- Budgeted revenue includes fee increases of approximately 4% for season passes for the 2021 golf season. Currently, there are seven different price levels for season passes. Homewood is in year six of a six-year plan to consolidate the number of individual senior passes from five to two (62+ years of age and 90+ years of age).
- The cell tower located at Homewood continues to provide lease revenue to the course. This revenue will total approximately \$42,000 in FY 2021/22. Currently, this funding is used to offset operational expenses. Even with the cell tower lease revenue, Homewood is still projected to operate at a loss in FY 2020/21 and FY 2021/22. The goal of Parks and Recreation staff is to work toward having user-generated revenue, such as season passes and green fees, cover operational expenses. Revenue from the cell tower lease could then be used for capital improvements at the golf course.

RECENT ACCOMPLISHMENTS

- Homewood was voted best golf course in the Ames Tribune *Best of Story County 2020* contest.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Construction of the new Homewood clubhouse began in September 2020. Staff is developing rental procedures and fees for use of the community room. Staff is also exploring new special events, recruiting more golf outings, and promoting the community room as a rental space for businesses, organizations, and individuals.

PARK MAINTENANCE

Description:

The Park Maintenance activity is responsible for the maintenance of 36 parks and woodland/open spaces in the City of Ames. These areas cover 1,209 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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Parks Administration	330,911	344,619	335,952	339,045	-1.6%
Turf Maintenance	219,596	259,467	254,194	241,472	-6.9%
Tree Maintenance	200,068	224,503	228,260	225,035	0.2%
EAB Program	16,000	16,000	16,000	17,000	6.3%
Structural Maintenance	601,494	655,708	621,975	677,008	3.3%
Dog Park Operations	11,395	14,540	27,550	12,100	-16.8%
Mosquito Control	20,796	24,492	19,819	19,801	-19.2%
Donation Improvements	12,511	13,550	86,571	13,550	0.0%
Total Expenditures	1,412,771	1,552,879	1,590,321	1,545,011	-0.5%

<i>Expenditures by Category:</i>					
Personal Services	766,628	842,688	813,125	867,816	3.0%
Internal Services	278,874	293,465	306,329	291,305	-0.7%
Contractual	235,040	267,076	257,339	243,440	-8.9%
Commodities	132,229	149,650	198,528	142,450	-4.8%
Capital	-	-	15,000	-	
Other Expenditures	-	-	-	-	
Total Expenditures	1,412,771	1,552,879	1,590,321	1,545,011	-0.5%

<i>Funding Sources:</i>					
Shelter/Facility Rentals	23,989	43,400	28,800	42,500	-2.1%
Dog Park Fees	21,812	30,700	28,600	30,600	-0.3%
Concessions	449	1,000	1,000	1,000	0.0%
Donations	12,511	13,550	86,571	13,550	0.0%
Miscellaneous	2,915	4,000	2,000	2,000	-50.0%
Total Revenues	61,676	92,650	146,971	89,650	-3.2%

General Fund Support	1,351,095	1,460,229	1,443,350	1,455,361	-0.3%
Total Funding Sources	1,412,771	1,552,879	1,590,321	1,545,011	-0.5%

Authorized FTEs	8.20	8.20	8.38	8.38
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PARK MAINTENANCE

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated		
Provide quality programs in an efficient and fiscally responsible manner	Provide a quality park system and facilities for use by the entire community	# of City parks	36	38	38	38		
		# of acres in City parks	1,209	1,215	1,215	1,215		
		# of developed acres	285	291	291	291		
		# of undeveloped acres	924	924	924	924		
		Park acres per 1,000 population (66K residents)	18.3	18.4	18.4	18.4		
		Cost to maintain parks per acre	\$1,221	\$1,163	\$1,276	\$1,272		
		Frequency of mowing (Goal: 7 to 10 days)	8 days	8 days	8 days	8 days		
		# of trim free parks	11	13	15	16		
		A fun, vibrant community that attracts and retains people		% of respondents rating as "very good" or "good":				
				Park appearance	98%	99%	99%	99%
Wooded areas	92%			96%	96%	96%		
Playground equipment	94%			97%	97%	97%		
Park restrooms	74%			88%	88%	88%		
Hard surface trails	94%			97%	97%	97%		
Tennis courts	91%			95%	95%	95%		
Shelters	91%			96%	96%	96%		
Picnic areas	95%	95%	95%	95%				

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The FY 2021/22 budget includes funds for the removal of invasive vegetation at Ada Hayden Heritage Park, conversion of park shelter lighting and controls, and other general upkeep and necessary maintenance for playgrounds.
- The FY 2020/21 and FY 2021/22 budgets include a reduction in costs due to the new radio system and portable toilet rentals. A new portable toilet contract will start spring 2021, and costs are lower than the past contract.
- The FY 2020/21 and FY 2021/22 budgets include an increase in fleet equipment leases due to the expected increase for a new mower lease for the park's mowers.
- The FY 2021/22 shows an increase in training in order to have another maintenance staff member become a Certified Playground Safety Inspector.
- FTEs for FY 2020/21 and FY 2021/22 have increased 0.18 due to staff time being reallocated.

RECENT ACCOMPLISHMENTS

- Staff completed burning over 50 acres of prairie land in the parks. Also, staff recently completed for the first time a woodland burn in Ann Munn Woods. Prairie and woodland burning allow for new growth to take place and reduces invasive vegetation.
- Staff completed cleanup of tree debris from the derecho windstorm that took place in Ames in early August.
- The Inis Grove Park Sidewalk Project has been awarded and will be completed by the end of FY 2020/21. The project will provide access to the park as well as the all-inclusive playground and miracle field which were unveiled in November 2020.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Staff are continuing to update lighting controls on shelters as well as maintaining proper depths of engineered wood fiber (EWF) for playground safety surfacing.

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 of 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 seven primary goals are as follows:

- ✓ Provide collections, technology, programming and services that allow customers of all ages to satisfy curiosity, stimulate imagination, and engage in a life-long love of reading and learning
- ✓ Provide a safe, comfortable and welcoming facility conducive to individual pursuits, group meetings, civic engagement and respectful discourse
- ✓ Provide inviting and user-friendly virtual services
- ✓ Offer robust outreach programs via the Bookmobile and other off-site services
- ✓ Establish practices that promote the successful use of resources, services and programs
- ✓ Encourage literacy skill development and promote school readiness for young children
- ✓ Encourage reading and help customers acquire skills in finding information and using technology

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Administration	1,328,614	1,445,178	1,381,645	1,446,642	0.1%
Resource Services	1,050,783	1,110,177	1,209,265	1,164,376	4.9%
Youth Services	709,817	835,276	854,119	904,388	8.3%
Adult Services	581,613	619,747	520,998	630,660	1.8%
Customer Account Services	886,928	985,493	899,074	1,001,160	1.6%
Total Expenditures	4,557,755	4,995,871	4,865,101	5,147,226	3.0%

<i>Authorized FTEs</i>	37.00	37.00	37.00	37.00
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LIBRARY SERVICES

<i>Expenditures by Category:</i>	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
Personal Services	3,175,624	3,451,840	3,265,370	3,579,530	3.7%
Internal Services	139,945	147,640	147,301	141,169	-4.4%
Contractual	519,288	629,634	540,259	589,048	-6.5%
Commodities	146,106	164,112	208,746	204,095	24.4%
Collection Materials	576,377	601,945	702,725	632,684	5.1%
Capital	-	-	-	-	
Other Expenditures	415	700	700	700	0.0%
Total Expenditures	4,557,755	4,995,871	4,865,101	5,147,226	3.0%

<i>Funding Sources:</i>					
Charges for Services	67,871	105,800	18,000	22,000	-79.2%
State of Iowa	55,574	56,000	56,000	55,500	-0.9%
Story County	171,748	155,000	162,829	160,000	3.2%
Library Friends Foundation	133,556	186,011	338,082	281,489	51.3%
Direct State Aid	12,855	14,500	17,862	15,500	6.9%
Donations/Grants	26,366	6,121	11,090	6,146	0.4%
Total Revenues	467,970	523,432	603,863	540,635	3.3%

General Fund Support	4,089,785	4,472,439	4,261,238	4,606,591	3.0%
Total Funding Sources	4,557,755	4,995,871	4,865,101	5,147,226	3.0%

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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	708,372	749,077	735,744	776,318	3.6%
Internal Services	124,912	132,247	131,436	125,431	-5.2%
Contractual	425,034	486,124	445,852	478,288	-1.6%
Commodities	70,296	77,730	68,613	66,605	-14.3%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	1,328,614	1,445,178	1,381,645	1,446,642	0.1%
Funding Sources:					
Library Friends Foundation	42,341	59,750	58,099	68,975	15.4%
Direct State Aid	4,136	3,600	-	-	
Library Donations/Grants	19,029	-	4,806	-	
Total Revenues	65,506	63,350	62,905	68,975	8.9%
General Fund Support	1,263,108	1,381,828	1,318,740	1,377,667	-0.3%
Total Funding Sources	1,328,614	1,445,178	1,381,645	1,446,642	0.1%
<i>Authorized FTEs</i>	6.75	6.75	6.75	6.75	

LIBRARY ADMINISTRATION

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
We value communication and engagement with the public.	Aligning with Strategic Plan priorities:	# of Library visits	485,929	336,272	120,000	400,000
		# of items available for circulation*	360,634	408,207	400,000	405,000
		# of items circulated in millions*	1.22	0.96	1.23	1.27
		Visits per capita**	8.2	5.7	6.5	8.2
		Circulation per capita	20.70	16.31	20.90	21.50
We value a diverse, equitable, and inclusive community.	Equity	# of Program Partners	120	121	125	130
	Inclusion	# of public computer & iPad sessions	62,465	42,695	55,000	60,000
		# of people attending programs	62,693	50,341	65,950	68,750
We value environmental sustainability.	Civic Engagement	# of meeting room uses	12,347	8,171	100	5,000
	Staff Development	# of people using meeting rooms	78,464	25,440	5,000	15,000
		# of Library volunteers	511	326	375	500
		# of volunteer hours	16,943	10,867	13,000	18,000

* Physical and virtual materials

**Per capita based on Ames' population of 58,965 (US Census: 2010)

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- COVID-19-related closure and shift of service affected the budget and usage of the building. Collection budgets shifted to increase online materials in order to meet our customers' needs. The Library added Zoom licenses and audio-visual equipment to accommodate virtual meetings and public programming.
- Revenues from fines, fees, and copier costs, which were already on the decline due to a shift to electronic materials, were further reduced by the building closure and extensions of due dates.
- The Library Board's decision to follow the example of other libraries to acknowledge an equity disparity and go fine-free will affect future revenues. Approximately \$83,000 in lost revenue will be offset in savings from processing costs and postage, and through support of the Ames Public Library Friends Foundation.
- Conference attendance was reduced for FY 2019/20 and FY 2020/21, as staff are able to attend conferences virtually.

RECENT ACCOMPLISHMENTS

- Staff created a phased reopening plan that allows the Library to offer nearly all of its services, but in a safe way that encourages social distancing and shorter visits to provide a safer environment for staff, customers, and the broader community.
- An extensive Strategic Plan information gathering process was conducted that included a public survey, community stakeholder focus groups, staff/Board engagement, and data analysis using City census and GIS mapping.
- Staff refreshed the public computers and added SharePoint to replace the CityConnect collaboration tool.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Staff completed a Strategic Plan and will be focusing on key priority areas including equity, inclusion, civic engagement, access, wellness, and staff development. Examples of projects contained in the Plan include a diversity audit of the Library's collection, leveraging a fine-free policy and amnesty to bring back disengaged community members, expanding the success of the Black Arts and Music Festival programming, and expanding the content of the "Civics Center" page on the Library website.
- Staff will continue to assess the response to COVID-19, adapting services and spaces as needed.

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 and 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.

Expenditures by Category:	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
Personal Services	402,225	423,690	424,882	445,594	5.2%
Internal Services	2,433	2,479	2,479	2,474	-0.2%
Contractual	36,423	46,733	38,849	43,294	-7.4%
Commodities	32,910	34,630	39,630	39,630	14.4%
Collection Materials	576,377	601,945	702,725	632,684	5.1%
Capital	-	-	-	-	
Other Expenditures	415	700	700	700	0.0%
Total Expenditures	1,050,783	1,110,177	1,209,265	1,164,376	4.9%

Funding Sources:					
Library Friends Foundation	22,319	40,261	132,428	65,000	61.5%
Library Direct State Aid	3,334	-	13,450	11,000	
Library Donations/Grants	5,815	-	163	-	
Total Revenues	31,468	40,261	146,041	76,000	88.8%

General Fund Support	1,019,315	1,069,916	1,063,224	1,088,376	1.7%
Total Funding Sources	1,050,783	1,110,177	1,209,265	1,164,376	4.9%

<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	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
We value communication and engagement with the public.	Aligning with Strategic Plan priorities:	# of physical items available for circulation*	256,613	224,294	225,000	225,000
		# of virtual items available for circulation	1,000,000	1,000,000	1,000,000	1,000,000
We value a diverse, equitable, and inclusive community.	Equity Inclusion Access	# of new items processed	21,866	21,735	22,935	22,000
		% of new items processed within 24 hours	63%	65%	65%	65%
		% of new items processed within one week	100%	100%	100%	100%
		Items processed per FTE	4,169	4,575	4,830	4,630
		# of collection items repaired	13,034	18,468	19,000	18,500
		# of social media followers	4,922	6,100	6,250	7,200

* Excludes newspapers, magazines, and uncatalogued paperbacks

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- Online resources continue to be highly utilized and the Library continues to adjust funds to meet those needs. The Library added additional e-resources to alleviate long wait queues and new e-resources in response to customer interest.

RECENT ACCOMPLISHMENTS

- Parameters were changed in our circulation system is to extend due dates and make online card registration easier, ensuring customers can access library materials remotely.
- The Resource Services Division collaborated with Adult and Youth Services to plan and promote online programming.
- Staff quickly and responsively communicated relevant library closure and information related to COVID-19 through the creation of web pages and social media posts.
- Staff moved promotions and marketing to various digital platforms to reach online customers.
- Partnered with vendors to modify settings to online resources allowing better access for all card holders.
- Non-traditional circulation was facilitated through custom cataloging and processing of Park Packs, Science, Technology, Engineering, and Math (STEM) kits, and Wi-Fi hot spots.
- Adult Services partnered with staff to add online access to both *The Wall Street Journal* and *The New York Times*.
- Created all print and digital promotional material for the Library's new Strategic Plan, including the website and booklets.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Resource Services is continuing to improve offsite access to digital resources and is in the process of implementing EZproxy, a resource that will make access to electronic items quicker and easier.
- Staff will facilitate shifting the video and game collection items from the current media box vending machine to an open collection.

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.

	2019/20	2020/21	2020/21	2021/22	% Change
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Youth Services	670,414	794,155	803,370	858,469	8.1%
Books for Babies	4,140	4,000	4,412	4,525	13.1%
Project Smyles	22,984	31,000	40,216	35,273	13.8%
Small Talk Program	10,757	-	-	-	
H. Barnes Reading Academy	1,522	6,121	6,121	6,121	0.0%
Total Expenditures	709,817	835,276	854,119	904,388	8.3%

Expenditures by Category:					
	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	659,065	766,779	743,364	791,110	3.2%
Internal Services	4,337	4,461	4,933	4,811	7.9%
Contractual	15,635	32,059	23,939	23,467	-26.8%
Commodities	30,780	31,977	81,883	85,000	165.8%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	709,817	835,276	854,119	904,388	8.3%

Funding Sources:					
	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Library Friends Foundation	54,574	59,500	122,278	123,944	108.3%
Direct State Aid	4,140	4,000	4,412	4,500	12.5%
Library Donations/Grants	1,522	6,121	6,121	6,146	0.4%
Total Revenues	60,236	69,621	132,811	134,590	93.3%

General Fund Support	649,581	765,655	721,308	769,798	0.5%
Total Funding Sources	709,817	835,276	854,119	904,388	8.3%

<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	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
We value communication and Engagement with the public.	Aligning with Strategic Plan priorities:	# of youth/family programs	999	1,552	1,500	1,300
		Youth/family program attendance	35,540	40,915	40,000	40,000
	Equity	# of teen programs	177	63	180	185
		Teen program attendance	3,102	949	3,200	3,500
We value a diverse, equitable, and inclusive community.	Inclusion	# of physical youth collection items circulated	607,351	435,033	500,000	550,000
	Access	Circulation per capita (youth population)	76.90	55.08	63.31	69.64
	Staff Development	# of books given away (prize books, summer meals, etc.)	-	11,144	7,500	10,000
		# participants in summer reading programs	2,287	1,102	1,000	2,500

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- Offered support for teachers and families during unprecedented educational times by partnering with Ames Community School District (ACSD) and United Way of Story County (UWSC) in providing free books during grab and go lunches for all students and their younger siblings, offering STEM activity kits with corresponding videos, and developing fun challenges concentrated on keeping kids active with daily reading.
- As a response to the COVID-19 closure, staff re-examined in-person programs and shifted to all virtual programs including Storytime, summer presenter performances, and personal reader recommendations.
- Seeing the necessity for a third space to provide continued connection with teens during the COVID-19 crisis, staff researched the best options and offered an online space for teen programming and conversations.

RECENT ACCOMPLISHMENTS

- In partnership with the English Learner (EL) program at ACSD and Iowa State University School of Education, staff provided an EL Family Bookland program that included a meal, literacy activities, and networking for parents, and offered library and library card information through interpreters in Spanish and Mandarin. Each child in attendance received free books.
- Due to the team's unique expertise, three youth team members presented at professional state and national library conferences and continued to serve in state youth appointments.
- For the first time the ACSD acted as our USDA food site sponsor for the grab and go lunches and breakfasts. Books were given away weekly to all youth.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Staff will continue to evaluate and update collections by performing diversity audits. The World Language collection will be enhanced to provide an ongoing response to community multi-language needs.
- Opportunities will continue to be sought out to serve families who may not have adequate technology or stable internet through services like our Storyline telephone stories, music, jokes, and riddles; our subject-focused Read About Bags; and the KHOI Reading Radio show.
- Staff will continue to broaden the Library's outreach to daycares and preschools through offering library materials and Zoom online story programs. These efforts help to increase school readiness, while also improving equity of sharing library services through books, modeling reading, and interacting with children using books.

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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	554,206	576,835	485,812	595,787	3.3%
Internal Services	3,830	3,986	3,986	3,986	0.0%
Contractual	16,016	31,676	17,205	23,627	-25.4%
Commodities	7,561	7,250	13,995	7,260	0.1%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	581,613	619,747	520,998	630,660	1.8%

<i>Funding Sources:</i>					
Library Friends Foundation	14,322	26,500	25,277	23,570	-11.1%
Total Revenues	14,322	26,500	25,277	23,570	-11.1%
General Fund Support	567,291	593,247	495,721	607,090	2.3%
Total Funding Sources	581,613	619,747	520,998	630,660	1.8%

<i>Authorized FTEs</i>	7.00	7.00	7.00	7.00
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LIBRARY ADULT SERVICES

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
We value communication and engagement with the public.	Aligning with Strategic Plan priorities:	# of adult programs	642	482	170	510
		Adult program attendance	8,357	7,151	5,010	6,000
	Equity	# of physical adult collection items circulated	482,143	354,982	310,000	278,000
		# of virtual collection items circulated	130,688	171,587	197,224	218,000
We value a diverse, equitable, and inclusive community.	Inclusion	# of Quick Pick collection items circulated	-	118	6,300	8,450
		Access				
	Wellness	# virtual readers advisory/reference engagements	3,151	4,844	5,400	5,950
		Civic Engagement	# of items sent to senior living facilities and homebound	9,711	7,576	5,200

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The COVID-19 pandemic drove further demand for electronic materials and databases to fill customer needs when print materials were inaccessible. In response, additional funds were put toward e-book and e-audiobook resources. Additionally, access was purchased to new databases to fill community needs in job seeking and accessing legal forms, study guides, and news resources.

RECENT ACCOMPLISHMENTS

- In partnership with Iowa State University (ISU), City of Ames, the National Association for the Advancement of Colored People (NAACP) and the Ames Community Arts Council, staff presented the Black Arts & Music Festival, a celebration of African and African American art, performance, and culture in the community. In total across all workshops, performances, and artist talks, the weekend saw an attendance of more than 890 people.
- In order to provide greater virtual assistance, the Library purchased Niche Academy, which provides access to in-depth tutorials for learning how to use online library resources and allows staff to upload tutorials for the public.
- Adult & Youth Services staff collaborated to create Personalized Picks, an online reader's advisory tool where individuals can submit their reading interests and receive a custom reading list curated by Library staff in response.
- Quick Picks, a collection of popular books and movies with long wait lists, debuted in March. This collection fills a need for browsing access to new materials.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Staff are developing World Language collections featuring print titles in Korean, Chinese, French, German, Italian, Arabic, Hindi, and Russian.
- The Implementation of Bold360, a chat reference service provided through the State Library of Iowa, will add another avenue for patrons to connect with Library staff for reference and readers' advisory services.
- In anticipation of the 2020 general election, staff created the Civics Center, a webpage for valid and reliable election and news resources. The Civics Center will continue to be built out to include further resources aligning with the Library's Civic Engagement Strategic Plan priority.
- Staff are refining their skills in virtual programming, offering Facing Facts: The Truth about Fake News and Black lives, Black Stories: A Racial justice Film Series. These programs feature connections to the Library's collection and opportunities for participants to interact in smaller breakout sessions.

LIBRARY CUSTOMER ACCOUNT SERVICES

Description:

Library Customer Account Services 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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	851,756	935,459	875,568	970,721	3.8%
Internal Services	4,433	4,467	4,467	4,467	0.0%
Contractual	26,180	33,042	14,414	20,372	-38.4%
Commodities	4,559	12,525	4,625	5,600	-55.3%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	886,928	985,493	899,074	1,001,160	1.6%
Funding Sources:					
Library Friends Foundation	-	-	-	-	
Direct State Aid	1,245	6,900	-	-	
Total Revenues	1,245	6,900	-	-	-100.0%
General Fund Support	885,683	978,593	899,074	1,001,160	2.3%
Total Funding Sources	886,928	985,493	899,074	1,001,160	1.6%
<i>Authorized FTEs</i>	9.75	9.75	9.75	9.75	

LIBRARY CUSTOMER ACCOUNT SERVICES

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
We value communication and engagement with the public.	Aligning with Strategic Plan priorities:	# of registered Library borrowers	44,194	46,552	38,800	45,300
		New borrowers added	4,278	3,754	3,300	6,500
		# of computer use accounts	567	574	550	525
We value a diverse, equitable, and inclusive community.	Equity	# of Bookmobile visitors	11,649	8,403	4,000	10,000
		# of physical items circulated through Bookmobile	42,602	31,648	15,000	40,000
	Inclusion	# of holds processed	134,425	121,781	250,000	175,000
		Access	# of interlibrary loans to other libraries	5,267	4,085	3,730
	Staff Development	# of interlibrary loan items borrowed for APL customers	2,116	1,659	750	2,250
		# of physical items checked in/reshelved	824,018	653,571	805,000	790,000

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- Previously fines and fees presented an economic barrier to service for a portion of our community in accessing crucial information and educational resources. The elimination of fines allows for more equitable access and enables staff to focus on proactive communication about library resources instead of negative interactions about money owed.
- The new Iowa Shares State Library materials movement process decreased interlibrary loan postage costs.

RECENT ACCOMPLISHMENTS

- Staff coordinated with the Ames Public Library Friends Foundation and other local partners to increase hotspot availability to 100 devices to help address the persistent need for internet access in the community.
- A strategic planning survey was created and distributed to 8,000 library users.
- Curbside service was researched and implemented, resulting in the circulation of over 15,000 items, and serving about 450 people a week during the 6 weeks prior to the reopening of the Library lobby.
- Staff evaluated safe materials handling and implemented a quarantine process for materials during the COVID-19 pandemic.
- Unprecedented levels of hold requests were processed, averaging around 800 items per day.
- Staff adapted to providing excellent customer service in an altered COVID-19 environment through physical distancing, assisting customers remotely, and continuously looking for opportunities to proactively connect customers with available resources.
- New messaging was created to reach out to community members who registered for library cards during the COVID pandemic, providing them with information on available programs and resources available online.
- Messaging to educators and homeschool families was coordinated about available resources.
- Updated training manual for all workgroup processes and procedures.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Staff are coordinating with Ames Community School District educators to get students library cards and access to electronic resources and e-books.
- Staff continue to evaluate services, access, and barriers to usage through an equity lens and a continuous improvement mindset in conjunction with the new Strategic Plan priorities.
- Frontline staff continue to participate in online conferences and increase their knowledge and expertise of strategic priorities.

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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	100,441	109,523	106,293	112,027	2.3%
Internal Services	43,174	28,850	42,945	45,088	56.3%
Contractual	42,332	40,620	30,520	36,555	-10.0%
Commodities	13,238	8,800	7,750	9,200	4.6%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	199,185	187,793	187,508	202,870	8.0%

<i>Funding Sources:</i>					
Charges for Services	126,456	150,820	139,300	152,855	1.4%
Interest Revenue	23,755	8,000	9,000	9,000	12.5%
Total Revenues	150,211	158,820	148,300	161,855	1.9%
General Fund Support	48,974	28,973	39,208	41,015	41.6%
Total Funding Sources	199,185	187,793	187,508	202,870	8.0%

<i>Authorized FTEs</i>	1.24	1.24	1.24	1.24
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CEMETERY

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide compassionate cemetery services and maintain the City's three cemeteries in an attractive, fiscally responsible, manner	# of regular interments	46	35	45	45
		# of cremains interments	61	50	75	75
		# of infant interments	2	2	2	2
		# of disinterments	0	1	0	0
		# of cemetery lots sold	149	130	120	125
		# of columbarium lots sold	1	5	0	10
		# of markers/monuments set	66	54	65	66
		% of tax support (goal of 0%)	0%	25%	21%	20%

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- FY 2020/21 includes a decrease in the non-City services budgeted amount by \$10,000 due to the dry weather and not needing to mow as much as past years.
- FY 2020/21 and FY 2021/22 budgets reflect an increase in fleet costs due to equipment being charged to where it is being used.
- The budgeted revenue for FY 2021/22 reflects an increase for the columbarium due to the new columbarium that will be installed.
- FY 2019/20 actual interment numbers for cremains were lower than previous years due to families waiting to have a service until restrictions caused by the pandemic are eased.
- Fees will increase 0–7% in FY 2021/22.

RECENT ACCOMPLISHMENTS

- Staff planted 25 trees in FY 2019/20 in an older portion of the cemetery in order to supplement the trees that will need to be removed due to Emerald Ash Borer (EAB) and the older trees that will eventually need to be removed.

IN-PROGRESS AND UPCOMING ACTIVITIES

- A master plan has been approved for the area east of the Cemetery office to include an expanded columbarium facility and a funeral pavilion. The existing columbarium would be moved to this area and an additional columbarium unit would be added.
- Staff will be completing the removal of tree debris and installing a walking path on the east side of the cemetery in order to complete the scatter garden. Staff will be working over the winter months of FY 2020/21 to complete this project.

ART SERVICES

Description:

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

	2019/20	2020/21	2020/21	2021/22	% Change From
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	Adopted
Public Art Program	39,818	46,000	100,940	46,000	0.0%
Downtown Transformers	-	-	10,000	-	
Art Agency Funding	168,898	183,898	183,898	193,093	5.0%
Total Expenditures	208,716	229,898	294,838	239,093	4.0%

Expenditures by Category:					
Personal Services	2,806	-	-	-	
Internal Services	27	-	-	-	
Contractual	9,300	-	82,540	-	
Commodities	960	-	-	-	
Capital	26,225	46,000	18,400	46,000	0.0%
Other Expenditures	169,398	183,898	193,898	193,093	5.0%
Total Expenditures	208,716	229,898	294,838	239,093	4.0%

Funding Sources:					
General Fund	-	-	10,000	-	
Local Option Sales Tax	208,716	229,898	284,838	239,093	4.0%
Public Art Donations	-	-	-	-	
Total Funding Sources	208,716	229,898	294,838	239,093	4.0%

<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	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible Manner	Set goals and criteria for performing arts expenditures	# of COTA agencies receiving an annual grant	14	16	18	16
		% increase of COTA funds over prior year's funding	0%	3%	8.8%	5%
		# of COTA agencies requesting a Spring or Fall Special Project Grant	10	8	9	8
A fun, vibrant community that attracts and retains people	Expand public art awareness throughout the entire community	# of requests for Neighborhood Art	6	8	14	16
		# of entries submitted in for the Ames Annual Outdoor Sculpture Exhibition	45	40	51	45
		# of art acquisitions	3	4	4	5

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The Commission on the Arts (COTA) was allocated \$183,898 by the City Council in FY 2020/21, an increase of 8.9% over the FY 2019/20 allocation. For FY 2021/22, the City Council authorized \$193,093, a 5% (\$9,195) increase over the FY 2020/21 allocation.
- The Public Art Commission (PAC) is currently budgeted at \$46,000, the same level approved for FY 2020/21.
- Funding of \$10,000 has been allocated in FY 2020/21 for an electric transformer painting project in the downtown area.

RECENT ACCOMPLISHMENTS

- A total of 16 organizations submitted applications for COTA funding for FY 2021/22 compared to 18 in FY 2020/21.
- The Public Art Commission held its 24th Ames Annual Outdoor Sculpture Exhibition (AAOSE) in 2020. Eight sculptures were exhibited downtown.
- The City Council held a workshop regarding the arts in Ames on September 15, 2020.

IN-PROGRESS AND UPCOMING ACTIVITIES

- At the October 22, 2020 City Council meeting, the City Council directed staff to hold a workshop regarding the Arts in Ames.

ART SERVICES

PUBLIC ARTS AGENCIES RECEIVING CITY LOCAL OPTION RECOMMENDATIONS FROM COTA – COMMISSION ON THE ARTS

Agency:	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
ACTORS	17,177	16,330	16,330	-	-100.0%
AIOFA	9,760	9,900	9,900	-	-100.0%
Ames Chamber Artists	4,048	4,742	4,742	-	-100.0%
Ames Children's Choirs	13,770	12,800	12,800	-	-100.0%
Ames Choral Society	3,878	3,704	3,704	-	-100.0%
Ames Community Arts Council	10,391	11,288	11,288	-	-100.0%
Central Iowa Symphony	9,474	10,910	10,910	-	-100.0%
Central Iowa Touring Ensemble	-	4,025	4,025	-	-100.0%
Co'Motion Dance Theater	3,000	3,239	3,239	-	-100.0%
Dancercenter Dancer Co Foundation	-	2,568	2,568	-	-100.0%
Des Moines Area Opera Guild	1,225	1,105	1,105	-	-100.0%
Good Company	1,950	1,750	1,750	-	-100.0%
India Cultural Association	6,054	8,951	8,951	-	-100.0%
KHOI Radio	3,000	5,130	5,130	-	-100.0%
Kids Co'Motion	3,000	2,900	2,900	-	-100.0%
Octagon Center for the Arts	47,220	47,583	47,583	-	-100.0%
Story Theater Company	11,251	13,530	13,530	-	-100.0%
Town & Gown Chamber Music	18,140	18,039	18,039	-	-100.0%
Total Agency Allocations	163,338	178,494	178,494	-	-100.0%
Mini-Grants		5,404	5,404		-100.0%
Total Allocations	163,338	183,898	183,898	193,093	5.0%

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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%).

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Administration	24,447	26,363	26,059	26,963	2.3%
Human Services Funding	1,419,551	1,524,850	1,480,685	1,601,093	5.0%
Total Expenditures	1,443,998	1,551,213	1,506,744	1,628,056	5.0%

<i>Expenditures by Category:</i>					
Personal Services	18,135	19,363	19,059	19,963	3.1%
Internal Services	-	-	-	-	
Contractual	6,312	7,000	7,000	7,000	0.0%
Commodities	-	-	-	-	
Capital	-	-	-	-	
Other Expenditures	1,419,551	1,524,850	1,480,685	1,601,093	5.0%
Total Expenditures	1,443,998	1,551,213	1,506,744	1,628,056	5.0%

<i>Funding Sources:</i>					
Local Option Sales Tax	1,443,998	1,551,213	1,506,744	1,628,056	5.0%
Total Funding Sources	1,443,998	1,551,213	1,506,744	1,628,056	5.0%

<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	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Strengthen human services	# of agencies receiving City funds	24	24	24	26
		% increase over prior year's approved funding	5%	3%	4%	5%
		% of Council- authorized funding recommended by volunteers	100%	100%	100%	100%
		% of awarded funds drawn down by agencies	97%	95%	99%	97%

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- For FY 2021/22, the City Council has authorized a 5% increase in ASSET funds for a total of \$1,601,093. City ASSET funds requested by agencies total \$1,740,209, up \$215,359 or 14.12% over the current FY 2020/21 contracted services of \$1,524,850.

RECENT ACCOMPLISHMENTS

- A sixth volunteer has been appointed to the City's ASSET volunteer group. This additional volunteer is a result of the Central Iowa Community Services (CICS) withdrawal as an ASSET funder and the loss of their volunteers effective July 1, 2020.
- The ASSET human service agencies are required to use the Clear Impact Scorecard to report their program outcomes. Agencies are now in their fourth year of data collection and reporting. Five agencies agreed to participate in a pilot and provide their information from the Clear Impact Scorecard as part of their agency budget submittal this past September. The data from all agencies will again be incorporated during the ASSET Panel Work Sessions in January 2021. The outcome measurements and trend lines are intended to identify where funds may make the most improvement in clients' lives, rather than focusing on outputs, such as the number of people served.
- The City Council continued a partnership with United Way of Story County (UWSC) to administer a human services capital funding program. Council authorized \$250,000 and UWSC approved five agency projects expending a total of \$215,500. The remaining \$31,000 was returned to the City per the contract terms and \$22,600 was approved by Council to support a special funding request submitted by the Bridge Home for additional sheltering needed due to the COVID-19 pandemic.

IN-PROGRESS AND UPCOMING ACTIVITIES

- The ASSET volunteers meet in January 2021 to make FY 2021/22 funding recommendations for ASSET agencies.
- The Community Needs Assessment is nearing completion and results are anticipated to be made available by spring 2021. The assessment assists the ASSET Joint Funders with understanding the needs in the community and identifying gaps in services.
- The ASSET Joint Funders are working toward a set of joint priority areas.

HUMAN SERVICES

HUMAN SERVICE AGENCIES RECEIVING CITY LOCAL OPTION TAX FUNDING THROUGH THE ASSET PROCESS

Agency:	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
ACCESS	98,599	101,563	101,563	-	-100.0%
All Aboard for Kids	1,881	2,714	2,714	-	-100.0%
American Red Cross	9,933	9,933	9,933	-	-100.0%
Ames Community Preschool	98,813	112,128	112,128	-	-100.0%
ARC of Story County	10,050	10,720	10,720	-	-100.0%
Boys & Girls Club	112,869	116,724	116,724	-	-100.0%
Bridge Home	124,620	107,844	107,844	-	-100.0%
Campfire USA	-	7,770	7,770	-	-100.0%
Center for Creative Justice	59,479	61,244	61,244	-	-100.0%
ChildServe	23,967	21,000	21,000	-	-100.0%
Good Neighbor	21,872	25,849	25,849	-	-100.0%
Heartland Senior Services	190,362	195,131	195,131	-	-100.0%
HIRTA	39,988	40,993	40,993	-	-100.0%
Legal Aid Society	98,888	101,432	101,432	-	-100.0%
Lutheran Services in Iowa	5,700	5,700	5,700	-	-100.0%
MGMC Home Health Services	32,500	33,474	33,474	-	-100.0%
Mid-Iowa Community Action	112,534	120,037	25,037	-	-100.0%
National Alliance for Mentally Ill	7,163	7,200	7,200	-	-100.0%
Primary Health Care	-	-	-	-	-
Raising Readers	23,337	25,603	25,603	-	-100.0%
RSVP	30,593	31,664	31,664	-	-100.0%
The Salvation Army	48,560	49,542	49,542	-	-100.0%
University Community Childcare	54,941	68,519	76,504	-	-100.0%
Volunteer Center of Story County	11,173	7,650	7,650	-	-100.0%
Youth & Shelter Services	201,729	260,416	303,266	-	-100.0%
YWCA	-	-	-	-	-
Total Allocations	1,419,551	1,524,850	1,480,685	1,601,093	5.0%

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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.

	2019/20	2020/21	2020/21	2021/22	% Change From Adopted
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	
Personal Services	12,986	6,786	19,016	7,006	3.2%
Internal Services	13,472	14,454	14,240	14,493	0.3%
Contractual	32,168	3,513	23,862	3,210	-8.6%
Commodities	11,544	850	350	200	-76.5%
Capital	-	-	7,738	-	
Other Expenditures	-	-	-	-	
Total Expenditures	70,170	25,603	65,206	24,909	-2.7%
Funding Sources:					
City-Wide Housing Fund	70,170	25,603	65,206	24,909	-2.7%
Total Funding Sources	70,170	25,603	65,206	24,909	-2.7%
<i>Authorized FTEs</i>	0.05	0.05	0.05	0.05	

CITY-WIDE HOUSING PROGRAMS

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Encourage citizen participation by hosting educational events and community-wide meetings regarding housing and community development issues	# of community forums/events to educate the public on various housing topics/ awareness, program policies, procedures, etc.	3	2	2	2
Diverse housing options for the community		# of attendees at community housing programs/events/ presentations	150	125	75	100

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 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.
- In collaboration with the Inspections Division, funds from this program are being used to purchase, remove asbestos from, and demolish a "dangerous building" property located at 1126 Grand Avenue. The cost for the three activities is \$30,000. This program will be reimbursed upon sale of the property.

RECENT ACCOMPLISHMENTS

- Community education programs were held during Hunger and Homelessness Awareness Week and through other public awareness events.
- Staff hosted quarterly meetings for the Two Rivers Housing Committee.
- Staff collaborated with The Homelessness Prevention Team to create a centralized intake process and network to streamline the application process for households needing assistance with rent and utilities.
- A partnership was created with the Central Iowa Regional Housing Authority (CIRHA) to schedule Section 8 Voucher application and briefing meetings for residents of Ames and Story County.

IN-PROGRESS AND UPCOMING ACTIVITIES

- In FY 2020/21, staff will seek to continue hosting virtual community forums and events to train, educate, and engage the public regarding various housing topics and other issues such as fair housing, homelessness, hunger, housing data, feedback surveys, etc. Housing staff will also partner with other City departments and organizations to promote housing education through events, seminars, and other programs.

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 is to ensure that at least one of the following three national objectives is met: 1) benefit persons of low and moderate income, 2) aid in the prevention 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.

	2019/20	2020/21	2020/21	2021/22	% Change From
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	Adopted
CDBG Administration	113,660	116,241	120,510	120,510	3.7%
Property Purchases/Rehab	184,609	-	42,532	-	
321 State Avenue NRSA	71,571	-	1,260,811	-	
CDBG Future Programs	-	464,966	-	482,040	3.7%
Total Expenditures	369,840	581,207	1,423,853	602,550	3.7%
Expenditures:					
Personal Services	103,878	108,585	107,073	112,112	3.3%
Internal Services	3,478	5,604	106,731	4,719	-15.8%
Contractual	80,356	466,418	51,488	485,669	4.1%
Commodities	1	600	600	50	-91.7%
Capital	182,127	-	1,157,961	-	
Other Expenditures	-	-	-	-	
Total Expenditures	369,840	581,207	1,423,853	602,550	3.7%
Funding Sources:					
CDBG Fund	369,840	581,207	1,423,853	602,550	3.7%
Total Funding Sources	369,840	581,207	1,423,853	602,550	3.7%

<i>Authorized FTEs</i>	0.80	0.80	0.80	0.80
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COMMUNITY DEVELOPMENT BLOCK GRANT

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Diverse housing options for the community	Goal 1: Utilize and leverage CDBG funds for Low and Moderate-Income persons through private and public partnerships as follows:	% of program expenditures in LMI* households and/or neighborhoods (goal: 70% or 3-year period)	100%	100%	100%	100%
	1. Increase supply of single family or two-family housing for ownership in the Neighborhood Revitalization Strategy Area (NRSA);	# of LMI owner-occupied units rehabilitated	1	1	0	10
	2. Reduce the cost burden for low income households to access or maintain rental housing citywide;	# of existing properties purchased for LMI housing to be rehabilitated and/or demolished	0	1	1	3
	3. Increase the affordability, quality, and availability of owner housing for homeowners citywide.	# of houses/Land sold/leased to non-profits for rehabilitation or new construction	1	1	1	3
Provide quality programs in an efficient and fiscally responsible manner	Goal 2: Utilize and leverage CDBG funds for Non-Low and Moderate-Income Persons through private and public partnerships as follows:	# of Market Rate Lots Sold for new Home Construction in the Baker Subdivision	0	0	0	6
	1. Integrate affordable and market rate residential developments;					
	2. Remove blight and deteriorated housing to reuse into new housing;	# of blighted properties acquired and demolished in non on Census Tract Areas for Code Enforcement	0	0	0	2
	3. Support and address code enforcement of deteriorated housing;					
4. Remove blight and deteriorated housing in flood plain and other hazardous areas.						
	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

*Low and Moderate Income

COMMUNITY DEVELOPMENT BLOCK GRANT

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The City of Ames anticipates receiving its 17th allocation of Community Development Block Grant (CDBG) funding in the amount of \$602,550 for FY 2020/21. Additionally, \$659,750 in CDBG funding was carried over from FY 2019/20 and \$316,254 is anticipated to be realized from program income. In addition to CDBG funding, \$250,000 is available as the HOME local match funds from General Obligation (GO) Bonds.
- The CDBG allocation for the City of Ames for FY 2021/22 has not yet been announced. For budgeting purposes, the FY 2020/21 allocation of \$602,550 is being projected for FY 2021/22. The budget allocates 20% of the CDBG allocation be used for administrative expenses, with the remaining 80% to be used for programming.

RECENT ACCOMPLISHMENTS

- The acquisition, relocation of tenants, and demolition of the property at 148 South Franklin Avenue was completed.
- Under the Acquisition and Resale Program, the property at 3305 Morningside Street was sold by the City to Habitat for Humanity of Central Iowa (HFHCI). HFHCI demolished the existing home, rebuilt a new home, and sold the property to a family.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Phase 1 for the development of the Baker Housing Subdivision (321 State Avenue) to install the public infrastructure improvements (water, sewer, general utilities) for the NRSA of Baker Subdivision mixed-income housing development began in fall 2020.
- Phase II for the development of the Baker Housing Subdivision to install Latimer Lane is anticipated to start in spring 2021.
- In FY 2020/21, the City will be submitting its FY 2020/21 Annual Action Plans for both CDBG and HOME as part of the 2019-2023 Five-Year Consolidated Plan. The Action Plan incorporates the program goals and priority projects outlined in the Five-Year Consolidated Plan.
- In FY 2020/21, the City will be submitting its FY 2019/20 Consolidated Annual Performance Report (CAPER) to HUD on or before January 31, 2021.
- In FY 2020/21, the City will be completing a third substantial amendment to its FY 2019-20 Annual Action Plan in order to receive the third allocation of CDBG CARES (COVID-19) funding from HUD.
- In FY 2020/21, the City will be submitting an application to the Iowa Economic Development Authority (IEDA) for the second round of CARES (COVID-19) funds.

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HOME INVESTMENT PARTNERSHIP PROGRAM

Description:

This activity administers the City's federally funded Home Investment Partnership (HOME) program. 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).

	2019/20	2020/21	2020/21	2021/22	% Change
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
HOME Administration	13,080	48,197	154,745	46,877	-2.7%
CHDO Allocation	-	72,295	255,111	70,316	-2.7%
Single Family Housing	-	-	665,883	-	
LIHTC/Baker Subdivision	-	-	250,000	-	
Homebuyer Assistance	-	-	300,000	-	
HOME Future Programs	-	361,476	-	351,578	-2.7%
Total Expenditures	13,080	481,968	1,625,739	468,771	-2.7%

Expenditures:					
Personal Services	12,986	20,360	20,076	21,021	3.3%
Internal Services	-	-	1,000	-	
Contractual	94	27,837	433,669	377,434	1255.9%
Commodities	-	-	-	-	
Capital	-	361,476	665,883	-	-100.0%
Other Expenditures	-	72,295	505,111	70,316	-2.7%
Total Expenditures	13,080	481,968	1,625,739	468,771	-2.7%

Funding Sources:					
CDBG Fund	13,080	481,968	1,625,739	468,771	-2.7%
Total Funding Sources	13,080	481,968	1,625,739	468,771	-2.7%

<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	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 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	% of program expenditures in LMI* households and/or neighborhoods (goal: 70% or 3-year period)	0%	0%	0%	100%	
		# of LMI single-family units constructed	0	0	0	3	
		# of LMI Families provided Down Payment and Closing Assistance	0	0	0	3	
			# of LMI Families assisted for LIHTC units constructed	0	0	0	0
	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	

*Low and Moderate Income

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The City of Ames anticipated receiving its third allocation of HOME funding in the amount of \$468,771 for FY 2020/21. Of this amount, \$46,877(10%) is designated for program administration and \$351,578 is available for programming. Additionally, \$943,766 is being rolled over from FY 2018/19 and FY 2019/20. HUD requires that 15% of each allocation must be set aside for a local Community Housing Development Organization (CHDO), if designated by the City. This leaves an 85% available programming to support the City Council's goal to address various housing/development needs in the community.
- HOME also requires that Participating Jurisdictions (PJs) must contribute or match \$.25 cents for each dollar of HOME funds spent on affordable housing. The City has allocated \$250,000 of General Obligation (GO) Bond funds toward the infrastructure improvements at 321 State Avenue, that will count as the local match requirement for the HOME dollars at least for the first three years, after housing construction begins. The City will need to identify funds in future years when this match is spent.
- The HOME allocation for the City of Ames for FY 2021/22 has not yet been announced. For budgeting purposes, the third-year funding allocation of \$468,771 is being projected for FY 2021/22.

HOME INVESTMENT PARTNERSHIP PROGRAM

IN-PROGRESS AND UPCOMING ACTIVITIES

- For FY 2020/21, HOME funds are being reserved for the anticipation of construction low-income households as part of a mixed-income housing development in the Baker Subdivision at 321 State Avenue once the public infrastructure utility improvements and additional street have been completed.
- For FY 2021/21, it is anticipated that HOME funds will be used to begin the construction of at least three single-family homes in the Baker Subdivision. HOME funds will also be used to provide down payment and closing cost assistance to assist LMI* first-time home buyers with gap financing to purchase these newly constructed single-family homes.
- For local match funding for the HOME Block Grant Program in future years, staff will investigate the possible partnerships with the Story County Housing Trust Fund, investments from state or local governments, or the private sector and other eligible sources.

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CDBG/IEDA CARES (COVID-19) PROGRAM

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). The programs are to assist low and moderate-income households with incomes that are at 80% or below the Ames Metropolitan Statistical Area (AMSA).

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
CARES 1 Programs	-	-	354,515	-	
CARES 2 Programs	-	-	604,386	-	
CARES 3 Programs	-	-	356,455	-	
Total Expenditures	-	-	1,315,356	-	
<i>Expenditures:</i>					
Personal Services	-	-	95,988	-	
Internal Services	-	-	-	-	
Contractual	-	-	947,395	-	
Commodities	-	-	-	-	
Capital	-	-	-	-	
Other Expenditures	-	-	271,973	-	
Total Expenditures	-	-	1,315,356	-	
<i>Funding Sources:</i>					
CDBG CARES Act Funds	-	-	710,970	-	
IEDA State Funds	-	-	604,386	-	
Total Funding Sources	-	-	1,315,356	-	

<i>Authorized FTEs</i>	0.00	0.00	0.00	0.00
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CDBG/IEDA CARES (COVID-19) PROGRAM

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Diverse housing options for the community	To utilize and leverage CDBG/IEDA CARES (COVID-19) funding to low and moderate-income persons, and/or to human service agencies, and/or to small businesses to provide financial relief assistance through a variety of programs (i.e. Rent, Mortgage, Utility, Business Loans, etc.)	# of LMI* households receiving Rent Relief Assistance	-	-	100	100
		# of LMI households receiving Mortgage Relief Assistance	-	-	10	15
		# of LMI households receiving Utility-Rent Relief Assistance	-	-	50	75
		# of LMI households receiving Utility-Mortgage Relief Assistance	-	-	5	5
Provide quality programs in an efficient and fiscally responsible manner	Administer the CDBG program in compliance with federal regulations.	# of Human Service Agencies Assisted	-	-	3	0
		Demonstrated compliance with HUD's/State of Iowa's monitoring of program reports, etc.	-	-	Yes	Yes
		Program audit meets Federal/State compliance standards.	-	-	Yes	Yes

*Low and Moderate Income

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- Due to the COVID-19 pandemic, the City of Ames has received \$354,515 in round one of CDBG CARES (COVID-19) funding. It is anticipated that the City of Ames will receive \$604,386 in round two of State Iowa Economic Development Authority (IEDA) CARES (COVID-19) funding and \$356,455 of round three of CDBG CARES (COVID-19) funding.

RECENT ACCOMPLISHMENTS

- The City began implementation of round one of a Rent, Mortgage and Utility Relief Assistance Program to assist low-income households who have been affected by the impact of the pandemic through job loss, COVID-19, and other issues related to the pandemic. To date, 90 households have been assisted with one or more of the available forms of assistance.

IN-PROGRESS AND UPCOMING ACTIVITIES

- In FY 2020/21, the City will be applying to the IEDA for a second round of CDBG CARES (COVID-19) funds.
- In FY 2020/21, the City will be completing a third substantial amendment to its FY 2019/20 Annual Action Plan in order to receive the third allocation of CDBG CARES (COVID-19) funding from HUD.

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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
ACVB Pass-through	1,472,316	1,802,500	1,000,000	1,428,571	-20.8%
Econ Development/City Staff	72,268	74,414	73,975	76,772	3.2%
Econ Development/AEDC	150,000	150,000	150,000	150,000	0.0%
Chamber of Commerce Dues	2,969	2,800	2,800	2,800	0.0%
Kingland Tax Rebate	296,303	316,476	316,476	321,727	1.7%
Barilla Tax Rebate	-	383,582	383,582	376,581	-1.8%
Reinvestment District Study	-	-	30,000	-	
ACVB COVID Relief Payment	-	-	35,000	-	
ACVB COVID Relief Loan	-	-	75,000	-	
Total Expenditures	1,993,856	2,729,772	2,066,833	2,356,451	-13.7%
<i>Expenditures by Category:</i>					
Personal Services	70,499	72,689	72,355	75,067	3.3%
Internal Services	1,769	1,725	1,620	1,705	-1.2%
Contractual	152,969	152,800	182,800	152,800	0.0%
Commodities	-	-	-	-	
Capital	-	-	-	-	
Other Expenditures	1,768,619	2,502,558	1,810,058	2,126,879	-15.0%
Total Expenditures	1,993,856	2,729,772	2,066,833	2,356,451	-13.7%
<i>Funding Sources:</i>					
Hotel/Motel Tax	1,625,285	1,955,300	1,292,800	1,581,371	-19.1%
General Fund	72,268	74,414	73,975	76,772	3.2%
TIF/Kingland Systems	296,303	316,476	316,476	321,727	1.7%
TIF/Barilla	-	383,582	383,582	376,581	-1.8%
Total Funding Sources	1,993,856	2,729,772	2,066,833	2,356,451	-13.7%

<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	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Promote economic development	Support growth of tax base and high paying employment	State programs sponsored	2	1	2	2
		City revolving loans originated	0	1	1	2
		Community Investment Fund loans originated	0	1	1	1
		Ames MSA Unemployment Rate	1.5%	5.2%	2.0%	2.0%
		Population Census Estimate	67,154	66,258	-	-

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- All currently active Tax Increment Financing (TIF) districts have grown in property valuation which will result in additional TIF property tax revenue and corresponding rebates where agreements to do so are in place. The large increase in the FY 2020/21 budget reflects the addition of the Barilla TIF Rebate.

RECENT ACCOMPLISHMENTS

- Staff finalized the establishment of an additional TIF district with the ISU Research Park Urban Renewal Area to facilitate funding of infrastructure improvements for business expansion including a John Deere research and design facility.
- The City provided a local endorsement and an economic development agreement with SmartAg to add 40 new jobs. The agreement was ultimately canceled, and the company proceeded without government assistance.

IN-PROGRESS AND UPCOMING ACTIVITIES

- An Urban Renewal Area was established as well as a TIF district to support development of the East 13th Street Industrial Area.
- Staff finalize an economic development agreement with Vertex software to support commercial rollout of their cloud-based manufacturing design system.

FEMA/DISASTER RELIEF

Description:

The FEMA/Disaster Relief activity reflects expenditures and revenue related to Federal Emergency Management Agency (FEMA) Public Assistance disaster assistance grant awards. The Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act) provides for a public assistance grant program designed to bring an orderly and systematic means of federal natural disaster assistance for state and local governments in carrying out their responsibilities to aid residents. To be eligible for these grants the City maintains comprehensive disaster preparedness plans.

	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures by Activity:					
COVID-19	99,232	-	36,324	-	
Summer 2020 Windstorm	-	-	1,352,197	-	
Total Expenditures	99,232	-	1,388,521	-	
Expenditures by Category:					
Personal Services	1,573	-	327,467	-	
Internal Services	1,989	-	70,946	-	
Contractual	-	-	764,629	-	
Commodities	95,670	-	225,479	-	
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	99,232	-	1,388,521	-	
Funding Sources:					
FEMA/COVID-19	99,232	-	36,324	-	
FEMA/Windstorm 2020	-	-	1,352,197	-	
Total Funding Sources	99,232	-	1,388,521	-	
Authorized FTEs	0.00	0.00	0.00	0.00	

FEMA/DISASTER RELIEF

City Mission/ Council Goal	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide Quality programs in an efficient and fiscally responsible manner	Administer Public Assistance Grant Program	Number of grant programs administered	0	0	2	2

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The COVID-19 Pandemic and Midwest derecho were both declared disasters in the calendar year 2020. Financial activity related to the City response to these disasters will be reflected in the budget and actual results will not be known until the grant programs are closed.

RECENT ACCOMPLISHMENTS

- Staff submitted claims for the COVID-19 pandemic and continued work on compiling extensive information related to the derecho storm response claims.

IN-PROGRESS AND UPCOMING ACTIVITIES

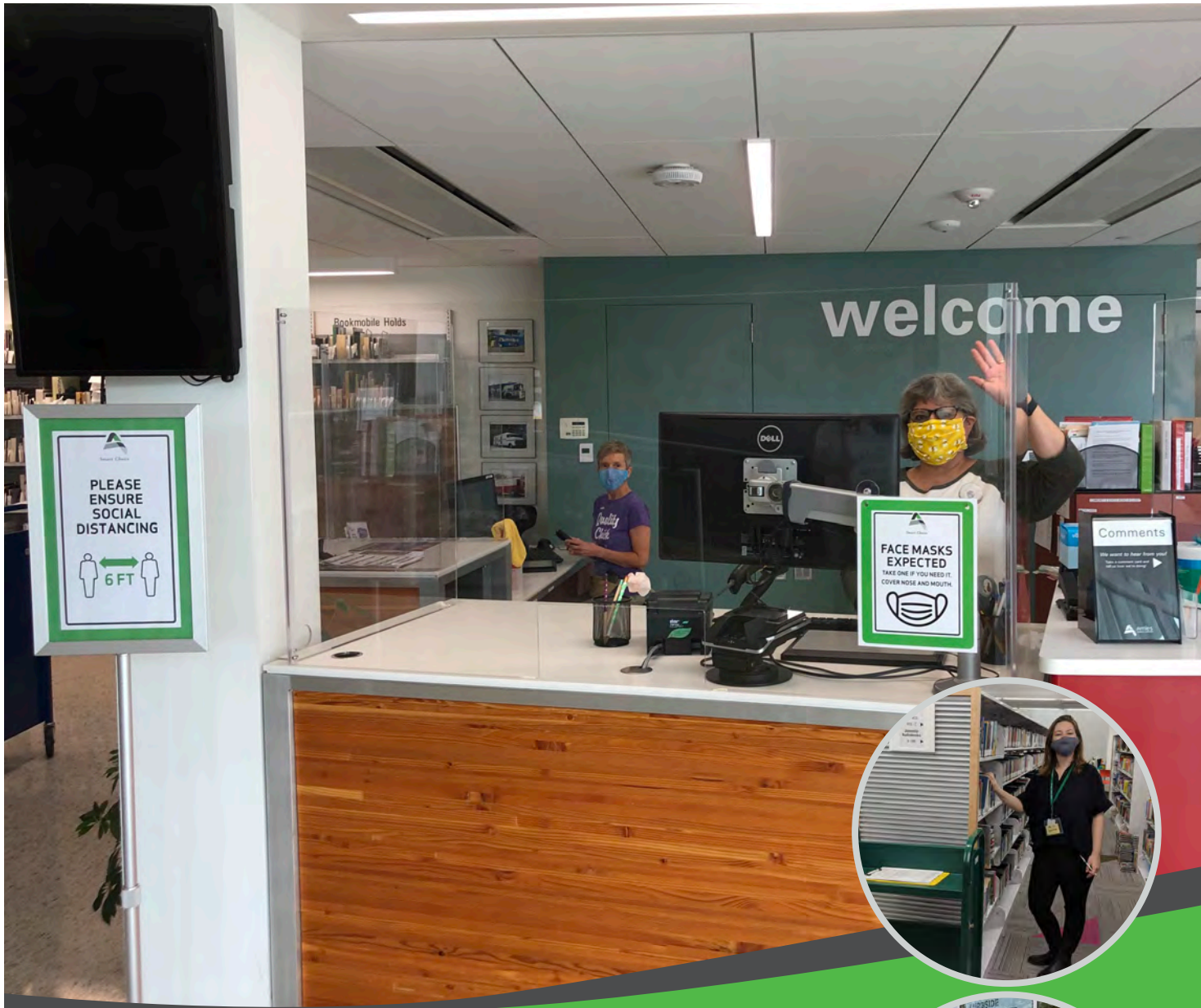
- FEMA continues to be an open grant program for the COVID-19 pandemic though eligible costs have slowed considerably. Most of the costs for the derecho disaster have been incurred and the activity will primarily be related to making claims and receiving reimbursement.

COMMUNITY ENRICHMENT CIP

Description:

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

<i>Activities:</i>	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
<i>Parks & Recreation:</i>					
Park/Facility Improvements	549,308	505,000	1,773,824	155,000	
Municipal Pool Improvements	6,628	25,000	197,380	25,000	
Playground/Park Equipment	25,672	64,750	409,063	150,000	
Furman Aquatic Center	-	-	60,277	75,000	
Ada Hayden Improvements	5,600	-	190,400	270,000	
Ice Arena Improvements	72,034	100,000	161,608	-	
Homewood Golf Course	21,701	150,000	1,633,117	-	
Miracle Playground/Field Design	5,000	-	-	-	
ADA Transition Plan Improvements	-	25,000	25,000	25,000	
Sunset Ridge Park Development	45,733	-	49,459	-	
Franklin Park Improvements	200	-	79,800	-	
Hira Park Development	3,282	-	129,138	-	
Indoor Aquatic Center Study	-	-	22,000	-	
Downtown Plaza	-	200,000	1,320,000	700,000	
Total Parks and Recreation CIP	735,158	1,069,750	6,051,066	1,400,000	30.9%
<i>Library Services:</i>					
Main Entrance Improvements	-	-	63,600	-	
Total Library CIP	-	-	63,600	-	
<i>Cemetery:</i>					
Columbarium Expansion	-	-	60,000	-	
Scattering Garden	200	-	18,300	-	
Funeral Pavilion	-	-	-	75,000	
Total Cemetery CIP	200	-	78,300	75,000	
<i>Neighborhood Improvement:</i>					
Downtown Façade Program	46,811	50,000	130,001	50,000	
Campustown Façade Program	10,650	50,000	84,000	50,000	
Neighborhood Improvement Program	15,321	50,000	50,000	50,000	
Human Svc Agency Capital Grants	219,000	-	-	-	
Arts Capital Grants Program	-	-	200,000	-	
Total Neighborhood Imp CIP	291,782	150,000	464,001	150,000	0.0%
Total Community Enrichment CIP	1,027,140	1,219,750	6,656,967	1,625,000	33.2%



GENERAL GOVERNMENT



GENERAL GOVERNMENT

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GENERAL GOVERNMENT

Description:

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

The General Government program includes the following activities: **City Council**, which includes the legislative and policy-making leadership provided by the Mayor and City Council as well as special allocations made by Council and the oversight of a Council Contingency Fund, **City Clerk** who records and maintains the records of the City Council and various appointed commissions and committees; and **City Manager** who provides day-to-day administration and coordination of all the City's service programs. The remainder of this program includes a wide array of support services, including **Planning Services**, **Financial Services**, and **Human Resources**.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
City Council	481,908	471,481	797,779	564,776	19.8%
City Clerk	417,243	443,797	448,079	481,976	8.6%
City Manager	711,892	782,757	686,164	814,715	4.1%
Public Relations	210,854	223,216	250,231	229,907	3.0%
Media Production Services	139,607	185,501	184,956	191,082	3.0%
Planning Services	948,022	887,461	980,797	913,342	2.9%
Financial Services	1,847,811	2,065,888	1,993,229	2,090,573	1.2%
Legal Services	782,911	849,598	850,795	880,674	3.7%
Human Resources	548,376	617,953	617,396	741,389	20.0%
Facilities	433,801	459,548	499,010	470,655	2.4%
Total Operations	6,522,425	6,987,200	7,308,436	7,379,089	5.6%
General Government CIP	61,761	100,000	2,060,951	50,000	-50.0%
Total Expenditures	6,584,186	7,087,200	9,369,387	7,429,089	4.8%
<i>Authorized FTEs</i>	52.42	52.42	52.42	53.42	

GENERAL GOVERNMENT

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	5,545,418	6,009,939	5,764,749	6,317,126	5.1%
Internal Services	(315,468)	(362,121)	(350,777)	(400,369)	10.6%
Contractual	932,973	942,853	1,402,092	1,040,542	10.4%
Commodities	112,159	126,155	132,947	129,528	2.7%
Capital	-	-	46,755	-	
Other Expenditures	247,343	270,374	312,670	292,262	8.1%
Total Operations	6,522,425	6,987,200	7,308,436	7,379,089	5.6%
General Government CIP	61,761	100,000	2,060,951	50,000	-50.0%
Total Expenditures	6,584,186	7,087,200	9,369,387	7,429,089	4.8%
Funding Sources:					
Fees/Outside Charges	142,581	172,333	171,609	153,329	-11.0%
General Fund	3,532,692	3,713,342	3,936,501	3,919,941	5.6%
Metro Coalition Funds	-	-	45,000	60,000	
Local Option Sales Tax	211,269	208,374	223,874	228,762	9.8%
Hotel/Motel Tax	15,000	15,000	140,000	15,000	0.0%
Road Use Tax	152,099	170,110	167,149	183,233	7.7%
G.O. Bond Funds	7,029	8,009	7,732	8,138	1.6%
Water Utility Fund	444,506	485,900	471,903	509,296	4.8%
Sewer Utility Fund	389,336	423,452	411,005	443,958	4.8%
Electric Utility Fund	1,303,519	1,436,051	1,388,084	1,491,608	3.9%
Parking Fund	71,244	77,162	75,896	79,968	3.6%
Storm Water Utility Fund	10,065	11,336	10,959	12,234	7.9%
Resource Recovery	243,085	266,131	258,724	273,622	2.8%
Total Operations Funding	6,522,425	6,987,200	7,308,436	7,379,089	5.6%
CIP Funding:					
General Fund	9,260	-	1,824,515	-	
Local Option Sales Tax	52,501	100,000	236,436	50,000	-50.0%
Total CIP Funding	61,761	100,000	2,060,951	50,000	-50.0%
Total Funding Sources	6,584,186	7,087,200	9,369,387	7,429,089	4.8%

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.

	2019/20	2020/21	2020/21	2021/22	% Change
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
City Council	153,886	171,737	138,648	175,644	2.3%
Metro Coalition	-	-	45,000	60,000	
Human Relations	1,484	1,370	1,370	1,370	0.0%
City Council Contingency	52,069	50,000	82,587	50,000	0.0%
Total Expenditures	207,439	223,107	267,605	287,014	28.6%

Expenditures by Category:					
Personal Services	77,682	77,521	77,845	77,846	0.4%
Internal Services	17,356	18,759	19,170	20,464	9.1%
Contractual	48,451	49,507	75,808	111,559	125.3%
Commodities	42,658	27,320	18,011	25,645	-6.1%
Capital	-	-	-	-	
Other Expenditures	21,292	50,000	76,771	51,500	3.0%
Total Expenditures	207,439	223,107	267,605	287,014	28.6%

Funding Sources:					
General Fund	207,439	223,107	222,605	227,014	1.8%
Metro Coalition Funds	-	-	45,000	60,000	
Total Funding Sources	207,439	223,107	267,605	287,014	28.6%

<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	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Enhance opportunities for everyone to thrive by fostering a culture that embraces creativity and innovation	Cost of City services/capita	\$2,207	\$2,081	\$2,419	\$2,376
		Property tax rate/\$1,000 valuation	\$10.07	\$10.03	\$10.15	\$9.87
		General levy rate/\$1,000 valuation	\$5.50	\$5.50	\$5.66	\$5.55
		Total outstanding debt per capita	\$1,073	\$1,077	\$1,072	\$1,161
		# of events sponsored	7	7	2	7
		# of ordinances adopted	124	27	20	25
		# of resolutions passed	476	690	622	625
		% of City Council goal-setting tasks completed	83%	87%	22%	90%
		# of Mayoral Proclamations issued	37	31	16	25

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- Due to the COVID-19 pandemic, conferences and events have been canceled. This has resulted in a substantial decrease in expenditures in the City Council's adjusted FY 2020/21 Budget.

RECENT ACCOMPLISHMENTS

- In July 2020, the City Council broke ground on a two-megawatt Community Solar Farm. Construction was completed in December 2020.
- The City Council reviewed a comprehensive policing reform report in September 2020. The recommendations from the report were returned to the City Council in fall 2020 for discussion and approval.
- The Greenhouse Gas Inventory (GHG) was completed and the report presented to Council on August 18th. Two additional studies, the Climate Vulnerability Assessment and Renewable Energy Potentials Study, were included in the comprehensive inventory and all reports were accepted by Council and made available on the City's Sustainability webpage. The next step will be the development of a Climate Action Plan.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Ames Plan 2040, the Comprehensive Plan for the Ames community, is in its final stages of preparation. Community members and the City Council have participated in dozens of planning sessions since the plan kicked off in 2018.
- City Council approved the scope of services for the Climate Action Plan RFP and the anticipated date to begin work on a CAP is April 2021.

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.

	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
Expenditures by Activity:					
Council Grant Program:					
Ames Partner City Association	207	5,525	5,525	5,800	5.0%
Ames Historical Society	45,512	46,927	46,927	46,927	0.0%
Main Street Cultural District	42,797	50,035	54,535	50,035	0.0%
Hunziker Youth Sports Complex	30,700	31,876	31,876	45,000	41.2%
Campustown Action Association	21,965	35,168	46,168	36,000	2.4%
Story County Housing Trust	69,870	35,843	35,843	35,000	-2.4%
Ames Downtown Farmers Market	-	-	-	7,000	
Council Grant Program Total	211,051	205,374	220,874	225,762	9.9%
Sustainability Coordinator	25,000	25,000	34,000	34,000	36.0%
Greenhouse Gas Inventory	23,200	-	1,800	-	
Climate Action Plan	-	-	130,000	-	
Internet Improvements Study	-	-	125,000	-	
Ames Econ Dev Commission	15,000	15,000	15,000	15,000	0.0%
AHRC Special Events	218	3,000	3,000	3,000	0.0%
Total Expenditures	274,469	248,374	529,674	277,762	11.8%
Expenditures by Category:					
Personal Services	-	-	-	-	
Internal Services	-	-	-	-	
Contractual	48,200	25,000	290,800	34,000	36.0%
Commodities	218	3,000	3,000	3,000	0.0%
Capital	-	-	-	-	
Other Expenditures	226,051	220,374	235,874	240,762	9.3%
Total Expenditures	274,469	248,374	529,674	277,762	11.8%
Funding Sources:					
General Fund	23,200	-	131,800	-	
Local Option Sales Tax	211,269	208,374	223,874	228,762	9.8%
Hotel/Motel Tax	15,000	15,000	140,000	15,000	0.0%
Water Utility Fund	6,250	6,250	8,500	8,500	36.0%
Sewer Utility Fund	6,250	6,250	8,500	8,500	36.0%
Electric Utility Fund	6,250	6,250	8,500	8,500	36.0%
Resource Recovery	6,250	6,250	8,500	8,500	36.0%
Total Funding Sources	274,469	248,374	529,674	277,762	11.8%
Authorized FTEs	0.00	0.00	0.00	0.00	

CITY COUNCIL SPECIAL ALLOCATIONS

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Adjusted	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Promote and support activities that have a broad-based appeal to the Ames community	# of Outside Funding Request applications	8	8	7	8
		# of applicants awarded grant funding	8	8	7	8

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- In FY 2020/21, the City Council allocated \$205,374 from the Local Option Sales Tax Fund to the Ames Historical Society (\$46,927), Ames International Partner Cities Association (\$5,525), Campustown Action Association (\$35,168), Hunziker Youth Sports Complex (\$31,876), Ames Main Street (\$50,035), and the Story County Housing Trust Fund (\$35,843).
- For FY 2021/22, requests were received from the same organizations funded in FY 2020/21, with one new request from the Main Street Farmers' Market.

CITY CLERK

Description:

The City Clerk activity records and maintains proceedings of the City Council, Zoning Board of Adjustment, and Civil Service Commission. This activity also prepares agendas, takes meeting minutes, publishes proceedings and claims, certifies legal assessments, issues cemetery deeds and 15 types of permits and licenses, maintains the City's official documents, and provides public information and notification on various items.

	2019/20	2020/21	2020/21	2021/22	% Change From Adopted
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	
City Clerk	374,145	434,362	366,494	452,541	4.2%
Elections	36,325	-	-	20,000	
Files Management System	6,039	8,585	80,735	8,585	0.0%
Zoning Board of Adjustment	734	850	850	850	0.0%
Total Expenditures	417,243	443,797	448,079	481,976	8.6%

Expenditures by Category:					
Personal Services	313,177	372,291	306,691	390,449	4.9%
Internal Services	19,486	21,902	21,922	22,035	0.6%
Contractual	82,998	47,554	117,389	67,442	41.8%
Commodities	1,582	2,050	2,052	2,050	0.0%
Capital	-	-	-	-	
Other Expenditures	-	-	25	-	
Total Expenditures	417,243	443,797	448,079	481,976	8.6%

Funding Sources:					
Licenses and Permits	86,149	89,500	83,350	84,000	-6.2%
General Fund	247,646	265,537	275,113	301,580	13.6%
Water Utility Fund	20,862	22,190	22,404	24,099	8.6%
Sewer Utility Fund	20,862	22,190	22,404	24,099	8.6%
Electric Utility Fund	41,724	44,380	44,808	48,198	8.6%
Total Funding Sources	417,243	443,797	448,079	481,976	8.6%

<i>Authorized FTEs</i>	3.50	3.50	3.50	3.50
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CITY CLERK

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	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	% of City Council minutes published within timeframe prescribed by Code of Iowa	100%	100%	100%	100%
		# of meetings reported	73	74	87	74
		# of resolutions finalized	584	691	640	650
		# of legal notices published	262	200	220	200
		# of documents recorded	141	129	135	130
		# of insurance certificates tracked	254	308	315	300
		# of Letters of Credit tracked	142	113	120	125
		# of licenses/permits processed	752	561	570	600
		# of open records requests processed	96	78	80	80
		# of cemetery deeds issued	77	87	85	80
		# of election petitions accepted	0	9	0	9

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The FY 2021/22 proposed budget includes \$20,000 to pay the cost of the Regular City Election. The terms of three City Council members and the Mayor expire on December 31, 2021.
- A .5 Principal Clerk position remains unfilled and has not been budgeted in FY 2020. The position has been budgeted again in FY 2021/22.
- A major upgrade to our Files Management System is underway. Salary savings from the vacant Secretary I position as well as the unfilled half-time Principal Clerk offset the cost of the upgrade.

RECENT ACCOMPLISHMENTS

- Staff created and distributed agenda materials, recorded minutes, and handled the follow-up documents for 46 City Council meetings, 13 Civil Service meetings, and 15 Zoning Board of Adjustment meetings during FY 2019/20.

IN-PROGRESS AND UPCOMING ACTIVITIES

- There are now over 122,000 official master documents in the Files Management System that have been scanned, indexed, and linked. With the attachments to each of the master documents, there are over 750,000 files that will be extracted and converted as part of the system upgrade.
- Currently, 56 staff members from multiple departments are authorized to electronically access the records.

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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	660,336	712,775	629,817	745,614	4.6%
Internal Services	32,403	34,155	33,230	34,174	0.1%
Contractual	14,261	23,927	7,100	23,227	-2.9%
Commodities	4,892	11,900	16,017	11,700	-1.7%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	711,892	782,757	686,164	814,715	4.1%

<i>Funding Sources:</i>					
	2019/20	2020/21	2020/21	2021/22	% Change
General Fund	385,802	447,736	392,486	466,018	4.1%
Water Utility Fund	79,237	81,407	71,361	84,730	4.1%
Sewer Utility Fund	79,237	81,407	71,361	84,730	4.1%
Electric Utility Fund	167,616	172,207	150,956	179,237	4.1%
Total Funding Sources	711,892	782,757	686,164	814,715	4.1%

<i>Authorized FTEs</i>	4.53	4.53	4.53	4.53
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CITY MANAGER

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	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	% of respondents rating quality of City services as "very good" or "good"	98%	98%	96%	98%
		# of Council referrals to City staff	156	164	142	150
		% of referrals to City Manager's Office	11%	28%	23%	21%
		% of referrals to Planning & Housing	34%	32%	30%	32%
		% of referrals to Public Works	27%	14%	4%	15%
		% of referrals to other City departments	28%	26%	43%	32%
		# of union contracts negotiated	3	2	0	3

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- In January 2020, Management Analyst Tasheik Kerr left the City Manager's Office. Due to the potential revenue shortfall associated with the COVID-19 pandemic, this position will remain unfilled at least until July 2021. This will result in substantial salary savings in the adjusted FY 2020/21 Budget.
- Expenses in the adjusted FY 2020/21 Budget have been reduced as a result of canceling conference attendance for the year.

RECENT ACCOMPLISHMENTS

- The City Manager's Office has coordinated the City's response to the COVID-19 pandemic since spring 2020. This has involved implementing new leave policies and safety protocols, purchasing protective equipment and supplies, and coordinating regularly with City department heads and external partners to implement a community-wide strategy.
- In August, the City experienced a devastating derecho windstorm event. This event resulted in a city-wide power outage, damage to structures, and trees blocking streets. The City Manager activated the Emergency Operations Center, which managed response operations over a period of eight days. Power was restored to all customers after seven days, although secondary outages continued to occur in isolated areas for several weeks after the storm. Debris clean-up operations concluded on September 18.

IN-PROGRESS AND UPCOMING ACTIVITIES

- City Council, board, and commission meetings have been moved online through Zoom. These virtual meetings allow for continued public interaction during the pandemic while avoiding close personal contact that could spread the COVID-19 virus. Additionally, City staff has moved many services online, to reduce the need for residents to physically visit City offices to conduct their business.

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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Public Relations	210,854	223,216	220,731	229,907	3.0%
Cyclones Cares Campaign	-	-	29,500	-	
Total Expenditures	210,854	223,216	250,231	229,907	3.0%

<i>Expenditures by Category:</i>					
Personal Services	161,416	172,358	169,938	178,763	3.7%
Internal Services	17,144	17,818	17,818	17,819	0.0%
Contractual	31,481	32,190	61,625	32,475	0.9%
Commodities	813	850	850	850	0.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	210,854	223,216	250,231	229,907	3.0%

<i>Funding Sources:</i>					
Cyclones Cares Donations	-	-	19,500	-	
General Fund	105,428	111,607	120,366	114,953	3.0%
Water Utility Fund	21,085	22,322	22,073	22,991	3.0%
Sewer Utility Fund	21,085	22,322	22,073	22,991	3.0%
Electric Utility Fund	42,171	44,643	44,146	45,981	3.0%
Resource Recovery	21,085	22,322	22,073	22,991	3.0%
Total Funding Sources	210,854	223,216	250,231	229,907	3.0%

<i>Authorized FTEs</i>	1.15	1.15	1.15	1.15	1.15
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PUBLIC RELATIONS

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible Manner	Provide relevant, accurate, and timely information in multiple formats about City programs, services, policies, and projects that educates citizens and encourages participation	# of press releases distributed	165	186	198	190
		# of City-assisted public events	5	6	2	5
		# of marketing campaigns developed	5	4	3	5
		# of City ribbon cuttings/ recognition events	8	5	2	6
		# of City of Ames Facebook followers	6,300	7,520	12,869	13,500
		# of City of Ames Twitter followers	8,082	8,981	11,500	12,000
		# of City of Ames Instagram followers	-	1,640	2,577	3,100
Communication and engagement with the public		# of survey participants who subscribe to Mediacom*	41%	41%	33%	38%
		Usefulness of Ames website as a news source*	2.4	2.4	2.47	2.4
		Usefulness of the City Side utility bill insert as a news source*	2.3	2.3	2.3	2.3

*Data per the most recent Resident Satisfaction Survey (SCALE: 3 = very useful; 2 = somewhat useful; 1 = not useful)

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- Census 2020 campaign kicked off mid-January and continued through the end of April. Unfortunately, this was not the collaborative community effort envisioned.
- While Census 2020 was challenging, the City, Iowa State University (ISU), Story County, Mary Greeley Medical Center, Ames Chamber of Commerce and others came together for COVID-19 public health messaging surrounding the “Cyclones Care” campaign, which will continue through 2021.
- The August 10 derecho identified communications issues with lack of reliable electricity and internet.

RECENT ACCOMPLISHMENTS

- Staff held a virtual annual Public Relations Team meeting, virtual Web Administrators meeting, and virtual quarterly Brag Team (community communicators) meetings.
- The division worked to educate residents about the 2020 Census and Cyclones Care messages through extensive public education marketing. The COVID-19 pandemic created many challenges that proved difficult to overcome, including ISU switching to online classes after spring break and limitations on in-person enumeration. The 2020 Census ended abruptly on October 15.

IN-PROGRESS AND UPCOMING ACTIVITIES

- The 10th anniversary of EcoFair/50th anniversary of Earth Day plans were sidetracked by the pandemic. The employee work group is evaluating other smaller sustainability-related workshops, outdoor educational opportunities, virtual events, and programs to encourage conservation throughout the year.
- Staff will continue to work with the Office of Sustainability and Resource Recovery Plant to plan the 2021 Rummage RAMPage.

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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Government Access	139,607	183,476	182,931	191,082	4.2%
Public Access	-	2,025	2,025	-	-100.0%
Total Expenditures	139,607	185,501	184,956	191,082	3.0%

<i>Expenditures by Category:</i>					
Personal Services	96,534	127,962	127,090	135,014	5.5%
Internal Services	30,838	33,979	34,290	34,431	1.3%
Contractual	10,214	16,335	13,132	16,202	-0.8%
Commodities	2,021	7,225	5,110	5,435	-24.8%
Capital	-	-	5,334	-	
Other Expenditures	-	-	-	-	
Total Expenditures	139,607	185,501	184,956	191,082	3.0%

<i>Funding Sources:</i>					
General Fund	139,607	185,501	184,956	191,082	3.0%
Total Funding Sources	139,607	185,501	184,956	191,082	3.0%

<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	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Promote the City of Ames Government programs and services in an enlightening and engaging manner.	# of live meetings broadcast	120	99	99	120
		# of original Media Production Services videos	245	282	295	300
		# of live/archive meeting online views (Granicus Total Page Views)	48,000	5,738	7,700	8,000
		# of original program YouTube views	38,900	34,113	52,500	60,000
		# of City of Ames Facebook main page video views	152,200	104,600	415,000	450,000
		% of citizens who report viewing Channel 12	31%	30%	31%	30%
		% of citizens who report viewing City social media	63%	62%	70%	75%

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The lawsuit filed by 46 cities against the FCC over a ruling that allows cable companies to subtract the market value of cable-related, non-monetary contributions from the franchise fee was found in favor of the FCC in the first appeal. More appeals may follow.
- Covid-19 forced many communications and community outreach to go online (website and social media). This factor required more staff hours on video projects and communications. Now that audiences have been found on social media, staff does not believe that many departments will back off on their video productions needs for web and social media.

RECENT ACCOMPLISHMENTS

- A new media production services coordinator was hired on April 27, 2020.
- Four new PTZ cameras have been installed in Council chambers.
- "Claim Ames" Census 2020 involved city employees, community members, and Iowa State University students in video productions, radio productions, photography, and outreach events. Video design drove design for print and other parts of the campaign.
- Facebook Live was reintroduced to broadcast public meetings.
- The Public Access Channel was moved to an all-digital HD format.

IN-PROGRESS AND UPCOMING ACTIVITIES

- A second drone will be purchased to be used for City-produced videos, but also to assist Police, Public Works, and other departments in their operations that aren't necessarily for public presentation. The division is seeing a significant increase in requests for drone video footage.
- Staff is researching ways to improve the audio quality of the Council chambers and upgrade equipment to allow for hybrid live/Teams meetings.
- Staff is working with Parks & Recreation to finalize the ability to live stream from the City Auditorium.
- Rebranding of the Public Access and Government Access channels is planned to move away from Channel 12 and Channel 16, as City staff does not control the station's dial position on Mediacom. In addition, staff is working to add both stations to Metronet's catalog.

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.

	2019/20	2020/21	2020/21	2021/22	% Change From
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	Adopted
Personal Services	379,810	399,150	397,799	416,134	4.3%
Internal Services	16,589	18,151	18,151	18,006	-0.8%
Contractual	-	2,350	500	1,300	-44.7%
Commodities	852	3,800	1,500	3,500	-7.9%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Expenditure Subtotal	397,251	423,451	417,950	438,940	3.7%
<i>Less: Expenditures reflected directly in another activity:</i>					
Fire Administration	(32,972)	(35,146)	(34,690)	(36,432)	3.7%
Building Safety	(75,478)	(80,456)	(79,411)	(83,399)	3.7%
Rental Housing	(63,560)	(67,752)	(66,872)	(70,230)	3.7%
Public Works Administration	(145,791)	(155,407)	(153,388)	(161,091)	3.7%
City-Wide Housing	(7,945)	(8,469)	(8,359)	(8,779)	3.7%
Planning Services	(71,505)	(76,221)	(75,230)	(79,009)	3.7%
Total Expenditures	-	-	-	-	

<i>Authorized FTEs</i>	5.00	5.00	5.00	5.00
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ADMINISTRATIVE SUPPORT SERVICES

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Building Safety support	# of building and trade permits processed	3,577	3,954	4,500	4,500
		# of building and trade inspections scheduled	7,171	7,362	7,500	7,500
		# of rental housing inspections scheduled	2,964	2,677	3,000	3,000
	Public Works support	# of Ames issues being acknowledged by division via mobile application	14	773	1,000	1,500
		# of driveway/curb cut applications processed	30	27	40	40
		# of parking waivers processed	21	10	15	25
		# of meter hood rentals processed	23	21	25	25
	Planning support	# of Development Review Committee (DRC) cases distributed	156	159	160	160
		# of other Planning cases (final plats, flood plain permits, ZBA, etc.) distributed	127	131	130	130
		# of board/commission meetings staffed	25	24	25	25

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- Due to the COVID-19 pandemic, funds set aside for travel have been removed from the budget. Additionally, any requests for funding to upgrade minor office equipment have been moved to FY 2021/22.

RECENT ACCOMPLISHMENTS

- Administrative Services has updated a selection of processes to be more accessible remotely. This includes allowing Planning and Public Works fees to be handled online and over the phone, expanding the library of forms that are accessible to download from the City website, and rental complaints can now be reported directly through the Ames on the Go application.
- Administrative Services also has taken on the review and approval process of Right-of-Way permits through our Public Works division.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Administrative Services has started working with Ames Police Parking Enforcement in the implementation of an online parking permit portal. This will allow people to apply for various permits remotely, make payments online, and make instant changes to their permit accounts. Physical tags will no longer be required, as the permit information will be sent automatically to enforcement officer devices.

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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Planning Services	839,508	885,461	948,500	911,342	2.9%
Historic Preservation	164	2,000	2,000	2,000	0.0%
Comprehensive Plan Update	108,350	-	30,297	-	
Total Expenditures	948,022	887,461	980,797	913,342	2.9%

<i>Expenditures by Category:</i>					
	2019/20	2020/21	2020/21	2021/22	% Change
Personal Services	695,904	735,102	730,162	764,666	4.0%
Internal Services	108,698	112,696	111,463	115,861	2.8%
Contractual	142,034	36,063	135,772	29,215	-19.0%
Commodities	1,386	3,600	3,400	3,600	0.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	948,022	887,461	980,797	913,342	2.9%

<i>Funding Sources:</i>					
	2019/20	2020/21	2020/21	2021/22	% Change
Charges for Services	22,295	21,000	21,000	21,000	0.0%
General Fund	925,727	866,461	959,797	892,342	3.0%
Total Funding Sources	948,022	887,461	980,797	913,342	2.9%

Authorized FTEs	6.00	6.00	6.00	6.00
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PLANNING SERVICES

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide reliable and high-quality current planning services	# preliminary plats completed (avg. days)	2 (66)	5(42)	3(55)	2
		# final plats completed (avg. days)	1 (57)	11(18)	5(20)	5
		# minor site dev. plans (avg. days)	22 (29)	32(27)	35(25)	35
		# major site dev. plans and PRDs (avg. days)	4 (57)	5 (43)	5(60)	6
		#ZBA Cases (avg. days)	15 (25)	33(29)	20(25)	20
		#Flood Plain Permits	10	18	10	20
	Provide reliable and high-quality long-range planning services	# of LUPP Map/Text amendments completed	0	2	2	2
		# of property rezonings completed	2	5	4	4
		# of zoning text amendments completed	8	8	8	7
		# of City Council referral issues	28	21	12	15
		# of City Council referrals completed	24	21	8	10
		# of Council Priorities	11	5	3	5
	Implement the Council's Façade programs	# of Downtown façade grants awarded	4	4	3	3
		# of Campustown façade grants awarded	0	1	1	2
		Workshops/ Meetings for studies and planning reports	4	12	5	5
Diverse housing options for the community	Housing Development Approvals	FY-Single-family lots final platted	21	92	98	85
		*Annual- Multi-Family Housing bedrooms completed	1,619	419	425	100
		FY- Acres Annexed Growth Area lands	0	156	120	90

*Multi-family completions are measured on an annual basis (i.e., 2018, 2019) to reflect typical completions occurring in the summer of each year, including senior housing.

Indicators:

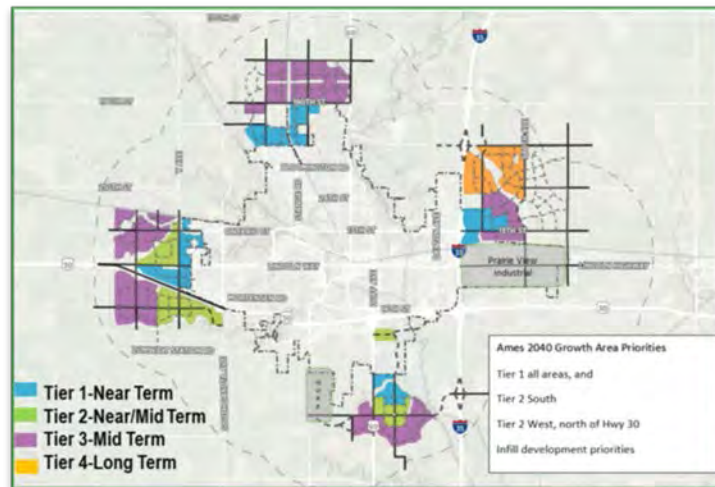
The indicated processing time is the average number of calendar days to process a citizen-initiated proposal from the date of submitting a complete application to the date of staff or Council's approval or first reading. This excludes calendar days while waiting for an applicant's response.

Referrals are Council directives and may include memorandums, staff reports, text amendments, and workshops. Most referrals are not itemized as Council priorities set for the Planning Workplan.

PLANNING SERVICES

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The final draft of Ames Plan 2040 is planned for FY 2020/21 with the goal for adoption this year.
- The FY 2020/21 adjusted budget includes \$80,735 of carryover funding to be used for outside consulting and professional assistance on projects involving Council priorities.
- The planned Reinvestment District Application includes the review of the Downtown Gateway Lincoln Way Mixed-Use project in FY 2020/21, design of a Downtown Plaza, and design for an indoor Aquatics Center.
- There were no new major apartment developments proposed in FY 2019/20 or planned for construction in FY 2020/21.
- New residential development lands are needed in order to continue with single-family development at its current pace. This requires a combination of annexation and rezoning to facilitate new development in the upcoming years.
- Commercial development is projected to continue at a level consistent with recent activity for small retail and office developments.
- New zoning for the Prairie View Industrial area will be completed in FY 2020/21. Utility extensions are planned for FY 2020/21, which would allow for new industrial development in FY 2021/22.
- There was a surge in Zoning Board of Adjustment applications in FY 2019/20 due to Guest Lodging short term rentals. With recent changes in state law, this activity related to short term rentals will diminish for the Planning Division going forward.
- Development of affordable housing at 321 State Avenue moved forward with the development of Baker Subdivision and the Low-Income Housing Tax Credit (LIHTC) multifamily rental application.



RECENT ACCOMPLISHMENTS

- The City completed new Guest Lodging permitting and licensing requirements in FY 2019/20. However, in FY 2020/21 the standards were repealed due to changes in state law regarding Short Term Rentals.
- Flood Plain Zoning Updates for new Flood Insurance Rate Maps (FIRM) were adopted.
- The initial input on growth scenarios and drafting of Ames Plan 2040 was completed.
- Staff has made progress toward the Council goal of increasing housing diversity with Council initiation of a zoning ordinance text amendment to allow for smaller lot developments.
- Staff provided support for growth projections as part of Forward 2045 Transportation Plan and the City's Greenhouse Gas Inventory.

PLANNING SERVICES

UPCOMING ACTIVITIES

- Complete conceptual design and final design for a Downtown Plaza.
- Complete changes to zoning standards for small lots and diverse housing opportunities.

Small House on a Small Lot

Characteristics of Small Homes	
Definition	Less than 1,400 sq ft (Tier 1) Less than 1,800 sq ft (Tier 2)
Unit type	1 to 3 bedrooms, 1 or 2 baths
Unit size	700 to 1,400 sq ft
Density	8 to 20 dwelling units/acre

Source: Urban Land Institute

- Upon adoption of Ames Plan 2040 identify implementation priorities for policies and infrastructure.
- Address the Ames Urban Fringe Plan Update with Story County and approach Boone County for consideration of Fringe Plan policies related to West Growth Tiers.
- Begin assessment of City Beautification Plan tasks outlined as a City Council Goal.
- Work to update application requirements and procedures, including updates for electronic submittals for Planning Applications. Review application fees for future fee updates.
- Complete Sign Code updates in coordination with the Inspections Division.

FINANCE ADMINISTRATION

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.

Expenditures by Category:	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
Personal Services	423,553	491,709	479,799	502,418	2.2%
Internal Services	32,379	34,181	34,224	35,041	2.5%
Contractual	6,390	14,806	14,950	19,400	31.0%
Commodities	425	1,375	1,200	1,100	-20.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Expenditure Subtotal	462,747	542,071	530,173	557,959	2.9%
Less: Expenditures reflected directly in another activity	(9,255)	(10,841)	(10,603)	(11,159)	2.9%
Total Expenditures	453,492	531,230	519,570	546,800	2.9%

Funding Sources:					
General Fund	92,550	108,413	106,034	111,591	2.9%
G.O. Bond Funds	4,627	5,421	5,302	5,580	2.9%
Water Utility Fund	69,412	81,311	79,526	83,694	2.9%
Sewer Utility Fund	69,412	81,311	79,526	83,694	2.9%
Electric Utility Fund	194,354	227,670	222,673	234,343	2.9%
Parking Fund	4,627	5,421	5,302	5,580	2.9%
Resource Recovery	18,510	21,683	21,207	22,318	2.9%
Total Funding Sources	453,492	531,230	519,570	546,800	2.9%

<i>Authorized FTEs</i>	3.84	3.84	3.84	3.84
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FINANCE ADMINISTRATION

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide fiscal oversight for all City departments and initiatives	Annual budgeted expenditures	\$215,741,955	\$323,073,419	\$263,520,975	\$243,760,820
		General Fund balance at year end	\$12,730,725	\$14,258,319	\$10,255,214	\$10,255,214
		General Fund balance meets Council-approved minimum fund balance requirement	Yes	Yes	Yes	Yes
		General Obligation (G.O.) Bond indebtedness	\$63,290,000	\$64,305,000	\$63,235,000	\$67,424,800
		Bond rating (Moody's)	Aa1	Aa1	Aa1	Aa1
		Utility revenue bond indebtedness	\$6,735,000	\$6,015,000	\$5,255,000	\$4,460,000
		# of years received GFOA's Distinguished Budget Award	32	33	34	35
		Budget document rating of outstanding or proficient by GFOA reviewers	31/31	31/31	31/31	31/31
		Financial documents posted to the City's website within one day of completion	6/6	6/6	6/6	6/6

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- Reductions in conferences was partially offset by additional education and training expenses as newer employees receive training. Overall minimal budget changes.

RECENT ACCOMPLISHMENTS

- Staff completed several COVID-19-related assistance programs including CARES Act, FEMA Public Assistance, and Utility Assistance Program.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Staff has continued refinement of the budget document and process.
- FEMA Public Assistance program for the August 2020 derecho.

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 Comprehensive Annual Financial Report (CAFR). 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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Accounting Services	802,479	862,646	810,087	852,548	-1.2%
Payroll Services	91,781	115,880	114,911	120,250	3.8%
Treasury Service	137,236	144,734	143,917	149,729	3.5%
Reimbursements	(122,088)	(134,887)	(129,048)	(135,436)	0.4%
Total Expenditures	909,408	988,373	939,867	987,091	-0.1%

<i>Expenditures by Category:</i>					
	2019/20	2020/21	2020/21	2021/22	% Change
Personal Services	727,183	777,910	719,170	770,104	-1.0%
Internal Services	225,126	242,816	242,816	247,619	2.0%
Contractual	75,262	98,909	97,179	100,370	1.5%
Commodities	3,925	3,625	9,750	4,434	22.3%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Expenditure Subtotal	1,031,496	1,123,260	1,068,915	1,122,527	-0.1%
Less: Expenditures reflected directly in another activity	(122,088)	(134,887)	(129,048)	(135,436)	0.4%
Total Expenditures	909,408	988,373	939,867	987,091	-0.1%

<i>Funding Sources:</i>					
	2019/20	2020/21	2020/21	2021/22	% Change
General Fund	322,747	353,379	335,974	352,995	-0.1%
Road Use Tax	18,870	20,177	19,347	20,274	0.5%
G.O. Bond Funds	2,402	2,588	2,430	2,558	-1.2%
Water Utility Fund	76,753	83,240	79,274	83,222	0.0%
Sewer Utility Fund	54,735	59,250	56,924	59,656	0.7%
Electric Utility Fund	289,556	313,241	298,431	313,243	0.0%
Parking Fund	20,592	22,466	21,378	22,451	-0.1%
Resource Recovery	123,753	134,032	126,109	132,692	-1.0%
Total Funding Sources	909,408	988,373	939,867	987,091	-0.1%

<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	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Peer-reviewed Financial Report that meets standards	Unmodified audit opinion received	Yes	Yes	Yes	Yes
		# of years GFOA award for Excellence in Financial Reporting received	41	42	43	44
	Process financial transactions in a timely, efficient, and accurate manner	Average monthly # of checks issued to vendors	1,204	1,100	1,050	1,025
		Average monthly # of electronic payments to vendors	66	150	200	225
		% of payments to vendors issued within 7 days of appropriate internal approval	100%	100%	100%	100%
		% of employees using direct deposit	98%	99%	99%	99%
		# of W-2 forms issued	1,379	1,380	1,350	1,375
		% of accurate payroll reports filed on a timely basis	100%	100%	100%	100%
		Average rate of return on investments	2.35%	2.10%	1.3%	0.20%
		Quarterly investment reports in compliance with investment policy	4/4	4/4	4/4	4/4

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- COVID-19 presented a range of issues, from office closures and staff working from home to budget cuts and significantly lower than anticipated interest rates. While Accounting manages through COVID-19, the direct impacts of COVID-19 may not be immediately realized. Accounting is prepared to make balanced adjustments to address future needs as a result of COVID-19.

RECENT ACCOMPLISHMENTS

- Laserfiche, an electronic document management system, was implemented, allowing users throughout the City to quickly access electronic documents when accessing the system. Previously, all source documentation was kept in the Finance department.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Transitioning vendor payments from paper checks to electronic payments will continue. This will help decrease payment processing costs and free up staff time to work on other items.

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 also includes design and printing services, photocopy services, and mail processing and messenger services. These services are charged to other City programs and activities on a per use basis. Purchasing services are allocated on a predetermined percentage basis based on relative use of service.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Purchasing Services	527,128	600,974	587,098	612,409	1.9%
Messenger Service	94,901	100,427	100,215	104,814	4.4%
Printing Services	106,359	122,201	119,350	124,900	2.2%
Reimbursements	(243,477)	(277,317)	(272,871)	(285,441)	2.9%
Total Expenditures	484,911	546,285	533,792	556,682	1.9%

<i>Expenditures by Category:</i>					
Personal Services	632,961	692,315	679,884	712,002	2.8%
Internal Services	41,400	44,104	42,104	42,725	-3.1%
Contractual	39,055	65,368	61,535	65,268	-0.2%
Commodities	14,972	21,815	23,140	22,128	1.4%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Expenditure Subtotal	728,388	823,602	806,663	842,123	2.3%

Less: Expenditures reflected directly in another activity	(243,477)	(277,317)	(272,871)	(285,441)	2.9%
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Total Expenditures	484,911	546,285	533,792	556,682	1.9%
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<i>Funding Sources:</i>					
Outside Printing Services	1,857	3,000	3,000	3,000	0.0%
Outside Messenger Service	2,071	2,408	2,403	2,513	4.4%
General Fund	40,832	39,064	38,163	39,807	1.9%
Road Use Tax	54,821	62,501	61,058	63,691	1.9%
Water Utility Fund	39,535	45,073	44,032	45,931	1.9%
Sewer Utility Fund	18,449	21,034	20,548	21,434	1.9%
Electric Utility Fund	289,920	330,536	322,904	336,825	1.9%
Parking Fund	527	601	587	612	1.8%
Storm Water Utility Fund	5,271	6,010	5,871	6,124	1.9%
Resource Recovery	31,628	36,058	35,226	36,745	1.9%
Total Funding Sources	484,911	546,285	533,792	556,682	1.9%

Authorized FTEs	7.00	7.00	7.00	7.00	
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PURCHASING SERVICES

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	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	# of annual/term contracts awarded	127	127	128	129
		Value of bids (in millions)	\$24.0	\$16.1	\$18.0	\$19.0
		Value of purchase orders (in millions)	\$54.3	\$56.4	\$50.0	\$52.0
		Savings realized through bidding process	44%	24%	30%	35%
		Value of p-card transactions (in millions)	\$1.03	\$1.05	\$1.07	\$1.09
		# of Print Shop impressions	866,700	674,559	700,000	700,000
	Provide quality, timely, and economical design, printing and copy services to City Programs and to agencies eligible for City funding	% of printing orders that require additional Print Shop services	72%	80%	70%	72%
		Average cost of black and white impression	\$.050	\$.060	\$.065	\$.065
		Average cost of color impression	\$.25	\$.25	\$.30	\$.35
	Provide reliable, timely, and cost-effective distribution of US mail, internal mail and parcels	Outgoing US mail sent via discount	84.2%	85.8%	86%	86%
		Savings from discounted mail programs	\$20,209	\$8,403	\$7,500	\$7,500

ISSUES AND FACTORS AFFECTING THE FY 2020/21 2021/22 BUDGETS

- A change in staffing resulted in a lower increase in personal service costs compared to previous years.

RECENT ACCOMPLISHMENTS

- Procurement training was provided to new staff.
- The postage machine was replaced which allows continued savings for library parcels and additional savings for other City parcels.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Vendor management and electronic bidding system is to be implemented to improve communication, transparency and record-keeping regarding our vendors, which will limit the risk of a non-compliant bid and eliminate incomplete or unsigned bids.
- An electronic document management system (Laserfiche) will be implemented that will be tied to the Finance software.
- Electronic purchase order routing to vendors and departments will be implemented.
- Purchasing policies will be revised as needed.
- Staff will implement changes to the public improvement bid process authorized by House File HF2412.
- The Print Shop high speed copier will be replaced.

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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	713,877	745,947	752,702	785,517	5.3%
Internal Services	30,624	33,157	33,195	33,509	1.1%
Contractual	45,929	80,794	73,894	72,215	-10.6%
Commodities	4,004	2,200	3,522	2,391	8.7%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Expenditure Subtotal	794,434	862,098	863,313	893,632	3.7%
Less: Expenditures reflected directly in another activity	(11,523)	(12,500)	(12,518)	(12,958)	3.7%
Total Expenditures	782,911	849,598	850,795	880,674	3.7%
Funding Sources:					
Charges for Services	16,133	40,250	26,250	26,250	-34.8%
General Fund	439,364	454,164	468,860	486,248	7.1%
Water Utility Fund	75,496	81,899	82,015	84,895	3.7%
Sewer Utility Fund	75,496	81,899	82,015	84,895	3.7%
Electric Utility Fund	119,999	130,177	130,360	134,938	3.7%
Parking Fund	36,556	39,657	39,712	41,107	3.7%
Resource Recovery	19,867	21,552	21,583	22,341	3.7%
Total Funding Sources	782,911	849,598	850,795	880,674	3.7%
Authorized FTEs	5.95	5.95	5.95	5.95	

LEGAL SERVICES

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated		
Provide quality programs in an efficient and fiscally responsible manner	Provide reliable, high quality legal services to both internal and external customers	# of new legal matters opened:	503	435	410	410		
		Electric Dept.	22	18	22	22		
		HR	16	19	6	6		
		Planning	36	42	42	42		
		Police	30	27	26	26		
		Public Works	96	94	46	46		
		WPC	15	8	10	10		
		Other (includes trials)	288	227	258	258		
		<hr/>						
				# of legal matters closed (includes new and old matters)	313	321	380	380

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- Outside Legal Services reduced by \$10,000 for the 2020/21 budget to assist with city-wide cost savings
- Personnel Services increase due to change in insurance for one staff member
- Staff participated in virtual conferences for the 2020/21 budget year resulting in a reduction of \$9,000

RECENT ACCOMPLISHMENTS

Large projects in FY 2020/21 included:

- South Grand Avenue Extension – agreements; roadway easements and temporary easements
- 321 State Avenue – Engineering Services Agreement for geothermal heat pump system; review LIHTC development proposals
- 1126 Grand Avenue – dangerous building (citizen board matters); assist in acquisition of property
- Domani Subdivision – Developer's Agreement; subdivision matters and boundary line adjustments
- COVID19 pandemic – outdoor dining ordinance, cleaning service agreements, implementation of a city-wide face covering mandate, review Governor's Proclamations, memos to Mayor and Council, Emergency Funding Grant for Police, CARES Act Funding
- Derecho event – FEMA Use Agreement for Disaster for Recovery, volunteer work
- Coordination with outside counsel on litigation matters involving civil rights and tort claims
- Transfer of Miracle League Playground from Ames Foundation to City of Ames
- Airport Master Plan – Cares Act grant, property sale, agreements for engineering and construction services
- Review of Personnel Policies and Procedures and drafting of revised policies
- Amendment to Annexation Moratorium with City of Nevada
- East Industrial Annexation – easement acquisition work and closings
- Represented Board of Review in property assessment appeals
- Massage Therapy Business ordinance
- Repeal and replace short term rental code
- Reciprocal Service Agreement with Mary Greeley Medical Center for emergency and dispatch services

IN-PROGRESS AND UPCOMING ACTIVITIES

- South Grand Avenue Extension - agreements, roadway easements
- 321 State Street - lot sales, preparation of covenants, assist with LIHTC Developers Agreement
- 1126 Grand Avenue – assist with sale of property to non-profit organization
- Covid19 pandemic – review Governor's Proclamations, memos to Mayor and Council
- Review new Subdivision documents
- Preparation of numerous easements for Public Works

HUMAN RESOURCES

Description:

The Human Resources activity is responsible for the hiring and retaining qualified employees through the use of 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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Human Resources	614,818	652,488	628,252	780,729	19.7%
Employee Development	19,637	45,450	42,450	43,050	-5.3%
Employee Assistance	8,640	8,640	9,675	9,675	12.0%
ETP Program	52,267	75,700	75,700	75,900	0.3%
Diversity Training	-	-	25,000	25,000	
HR Reimbursement	(146,986)	(164,325)	(163,681)	(192,965)	17.4%
Total Expenditures	548,376	617,953	617,396	741,389	20.0%

<i>Expenditures by Category:</i>					
Personal Services	505,596	552,538	541,529	680,686	23.2%
Internal Services	32,857	38,424	38,374	41,203	7.2%
Contractual	148,078	181,921	184,279	197,770	8.7%
Commodities	8,831	9,395	16,895	14,695	56.4%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Expenditure Subtotal	695,362	782,278	781,077	934,354	19.4%

Less: Expenditures reflected directly in another activity	(146,986)	(164,325)	(163,681)	(192,965)	17.4%
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Total Expenditures	548,376	617,953	617,396	741,389	20.0%
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<i>Funding Sources:</i>					
General Fund	300,628	341,541	342,947	411,822	20.6%
Road Use Tax	51,791	58,889	58,322	70,035	18.9%
Water Utility Fund	33,695	38,422	39,033	46,873	22.0%
Sewer Utility Fund	26,065	28,760	28,706	34,470	19.9%
Electric Utility Fund	107,567	119,375	117,936	141,621	18.6%
Parking Fund	6,280	6,163	6,075	7,295	18.4%
Storm Sewer Utility Fund	4,794	5,326	5,088	6,110	14.7%
Resource Recovery	17,556	19,477	19,289	23,163	18.9%
Total Funding Sources	548,376	617,953	617,396	741,389	20.0%

Authorized FTEs	5.10	5.10	5.10	6.10	
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HUMAN RESOURCES

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Adjusted	2020/21 Estimated	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	To enhance our culture of excellence by maximizing human potential through caring people, quality programs, and exceptional services	# of recruitments (open/promotional)	64	73	75	80
		# of applications (open/promotional)	3,000	3,013	3,000	3,000
		# of external hires (full and part-time)	50	33	55	55
		# of internal promotions	15	18	15	15
		% of racially diverse applicants	15.4%	15.6%	15.6%	16.0%
		% of female applicants*	47.0%	35.7%*	40.0%	40.0%
		# of hours leadership development training offered	30	20	20	25
		# of employees attending training through Employee Development	590	599	300	400
		Average employee rating of EDC courses	88%	88%	91%	91%

ISSUES AND FACTORS AFFECTING THE FY 2020/21 2021/22 BUDGETS

- COVID-19 has had an impact on the Human Resources budget:
 - All outside training and professional development was cancelled for HR staff in FY 2020/21.
 - The purchase of an HRIS has been delayed to FY 2022/23.
 - An additional \$6,500 has been added to the FY 2020/21 budget to support hiring temporary staff to assist with contact tracing and COVID-19 leave tracking.
- Funding (\$70,500) has continued to be added to support the City's Excellence Through People (ETP) program through program development and delivery.
- Funding (\$25,000) has been allocated in the FY 2020/21 budget for City-wide Diversity, Equity, and Inclusion (DEI) training. The same amount (\$25,000) has been requested in the FY 2021/22 budget. This will ensure all City employees can receive foundational DEI training.
- Funding (\$119,480) has been requested in the FY 2021/22 budget to hire a full-time Diversity, Equity, and Inclusion coordinator. This amount will cover salary, benefits, and equipment for the new employee. This position will interact with groups inside and outside the organization and will focus on training employees, assisting with policy development and recommendations, reporting data to various federal agencies, working closely with the Diversity and Inclusion team, and working with external partners.

HUMAN RESOURCES

RECENT ACCOMPLISHMENTS

- COVID-19-related leave and work-from-home policies were written, delivered to employees, tracked and managed.
- COVID-19 contact tracing is conducted by HR staff and has been very effective at managing the spread of COVID-19 among City staff.
- Human Resources continues to streamline the recruitment process, with the goal of increasing efficiency, reducing redundancy, and reducing overall cycle time.
- The updated employee handbook and policies were implemented.
- HR staff has been leading the City's Diversity and Inclusion team. City-wide training is being developed by a third-party vendor.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Selection of a vendor and delivery of Diversity, Equity, and Inclusion training for City employees is underway. The goal is to deliver training to every employee in FY 2020/21 and FY 2021/22.
- COVID-related activities will continue as needed (leave management, contact tracing, employee communication).

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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 located 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.

	2019/20	2020/21	2020/21	2021/22	% Change From Adopted
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	
City Hall/Veterans Memorial	428,700	459,548	457,589	470,655	2.4%
City Hall Special Projects	5,101	-	41,421	-	
Total Expenditures	433,801	459,548	499,010	470,655	2.4%
Expenditures by Category:					
Personal Services	157,389	152,361	152,323	157,913	3.6%
Internal Services	25,296	27,233	25,243	30,209	10.9%
Contractual	240,620	268,129	268,129	270,099	0.7%
Commodities	25,580	28,000	28,000	29,000	3.6%
Capital	-	-	41,421	-	
Other Expenditures	-	-	-	-	
Expenditure Subtotal	448,885	475,723	515,116	487,221	2.4%
Less: Expenditures reflected directly in another activity	(15,084)	(16,175)	(16,106)	(16,566)	2.4%
Total Expenditures	433,801	459,548	499,010	470,655	2.4%
Funding Sources:					
City Assessor	14,076	16,175	16,106	16,566	2.4%
General Fund	301,722	316,832	356,900	324,489	2.4%
Road Use Tax	26,617	28,543	28,422	29,233	2.4%
Water Utility Fund	22,181	23,786	23,685	24,361	2.4%
Sewer Utility Fund	17,745	19,029	18,948	19,489	2.4%
Electric Utility Fund	44,362	47,572	47,370	48,722	2.4%
Parking Fund	2,662	2,854	2,842	2,923	2.4%
Resource Recovery	4,436	4,757	4,737	4,872	2.4%
Total Funding Sources	433,801	459,548	499,010	470,655	2.4%
 <i>Authorized FTEs</i>	 1.25	 1.25	 1.25	 1.25	

FACILITIES

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Maintain an attractive City Hall and Veteran's Memorial	# of square feet in City Hall	76,000	76,000	76,000	76,000
		Maintenance cost per square foot (excluding Community Center and Auditorium)	\$6.26	\$5.83	\$6.26	\$6.25
		# of Public Art pieces installed by Facilities staff	8	8	12	10

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- Utility costs for electricity and natural gas are expected to increase slightly in FY 2021/22.

RECENT ACCOMPLISHMENTS

- Staff are working with several departments on furniture purchases.
- A Courthouse Security Plan was completed with Story County and the State of Iowa. The City will build off that plan for a City Hall Safety and Security Plan.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Managerial and maintenance staff for the Facilities activity also provide assistance and support for other City facilities and programs including the Ames Municipal Airport, the fire stations, the Ames Public Library, the Ames Animal Shelter, and the Public Art Program.
- An access control system (keycard) will be installed in FY 2020/21 in City Hall. This project also includes systems for the fire stations and the Power Plant.
- Engineering has begun the replacement of the HVAC system in the City Auditorium.
- Staff will begin working on updating City Hall, which will include removing wallpaper, painting, and carpet replacement in hallways.

GENERAL GOVERNMENT CIP

Description:

This is a summary of all capital improvements in the General Government division. Details are presented in the Five-Year Capital Improvements Plan for the City of Ames.

<i>Activities:</i>	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
<i>Facilities:</i>					
City Hall Improvements	52,501	100,000	236,436	50,000	
City Hall Building Security	9,260	-	274,515	-	
Auditorium HVAC System	-	-	400,000	-	
City Hall Additional Parking	-	-	700,000	-	
<i>Total Facilities CIP</i>	61,761	100,000	1,610,951	50,000	-50.0%
<i>Total General Government CIP</i>	61,761	100,000	1,610,951	50,000	-50.0%



DEBT SERVICE



CITY OF
Ames™

DEBT SERVICE

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DEBT SERVICE

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

The City of Ames' debt is managed in accordance with the Capital Improvement Financing and Debt Management policies adopted by the City Council. The City expects to remain well under debt limits set by the **Code of Iowa** and further limited by City Council reserves. The City's General Obligation bonds currently have the Aa1 from Moody's Investor Services.

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

	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
Use of Funds:					
General Obligation Bonds	12,074,255	12,519,230	21,332,565	11,988,237	-4.2%
Electric Revenue Bonds	965,306	969,306	969,306	966,306	-0.3%
SRF Loan Payments	4,764,252	4,763,894	4,773,797	4,751,088	-0.3%
Bond Costs	142,027	-	-	-	
Total Expenditures	17,945,840	18,252,430	27,075,668	17,705,631	-3.0%
Funding Sources:					
Debt Service Fund	12,074,255	12,519,230	21,332,565	11,988,237	-4.2%
G.O. Bond Funds	142,027	-	-	-	
Electric Sinking Fund	965,306	969,306	969,306	966,306	-0.3%
Water Sinking Fund	4,229,815	4,229,095	4,229,095	4,229,195	0.0%
Sewer Sinking Fund	534,437	534,799	544,702	521,893	-2.4%
Total Funding Sources	17,945,840	18,252,430	27,075,668	17,705,631	-3.0%
Debt Service Principal and Interest Breakdown:					
G.O. Bonds					
Principal	9,760,000	10,068,824	18,935,000	9,565,585	-5.0%
Interest	2,314,255	2,450,406	2,397,565	2,422,652	-1.1%
Issuance Costs	142,027	-	-	-	
Total G.O. Bonds	12,216,282	12,519,230	21,332,565	11,988,237	-4.2%
Electric Revenue Bonds					
Principal	720,000	760,000	760,000	795,000	4.6%
Interest	245,306	209,306	209,306	171,306	-18.2%
Total G.O. Bonds	965,306	969,306	969,306	966,306	-0.3%
State Revolving Fund Loans					
Principal	3,401,332	3,469,000	3,458,771	3,527,000	1.7%
Interest	1,362,920	1,294,894	1,315,026	1,224,088	-5.5%
Total SRF Loans	4,764,252	4,763,894	4,773,797	4,751,088	-0.3%
Total Debt Service	17,945,840	18,252,430	27,075,668	17,705,631	-3.0%

DEBT SERVICE

DEBT SERVICE COST ALLOCATION FOR 2021/22 BUDGET

Taxable Valuation for Debt Service: \$3,338,846,059

Use of Bond Proceeds	Allocated Debt Service	Debt Service Abatements	Property Tax Support	Rate Per \$1,000 Valuation
Airport	70,983	70,983	-	
Fire Department Apparatus	174,867	43,717	131,150	0.03928
Fire Facilities	13,220	-	13,220	0.00396
Public Safety Radio	252,736	28,051	224,685	0.06729
Library	1,181,527	-	1,181,527	0.35387
City Hall Improvements	14,548	-	14,548	0.00436
Water Projects	124,535	124,535	-	
Sewer Projects	382,739	382,739	-	
Resource Recovery	161,487	161,487	-	
Urban Renewal - TIF	331,425	331,425	-	
Storm Sewer	99,843	-	99,843	0.02990
Streets	7,571,984	-	7,571,984	2.26785
Special Assessments	318,313	318,313	-	
2021/2022 CIP G. O. - Less Abated	1,045,393	-	1,045,393	0.31310
Total G.O. Debt	11,743,600	1,461,250	10,282,350	3.07961
Less: State Replacement Tax	-	-	274,666	0.08226
Use of Fund Balance	-	-	-	0.00000
Total Debt Service Cost	11,743,600	1,461,250	10,007,684	2.99735
FY 2021/2022 Debt Service Levy			10,007,684	2.99735

2021/2022 CIP G.O. Issue

Arterial Street Pavement Improvements	800,000
Collector Street Pavement Improvements	2,400,000
Concrete Pavement Improvements	3,500,000
Asphalt Street Pavement Improvements	2,500,000
Seal Coat Street Pavement Improvements	750,000
Downtown Street Improvements	245,000
Intelligent Transportation System	160,400
Downtown Plaza	700,000
Tax Supported Bonds	11,055,400
East 13th Street Sewer Extension TIF	2,700,000
Abated Bonds	2,700,000
Total G.O. Bonds	13,755,400

DEBT SERVICE

CITY OF AMES, IOWA PROJECTION OF DEBT CAPACITY

	2021/22 PROJECTED	2022/23 PROJECTED	2023/24 PROJECTED	2024/25 PROJECTED	2025/26 PROJECTED
1. Total Actual Valuation	5,187,510,467	5,343,135,781	5,503,429,854	5,668,532,750	5,838,588,733
2. State Mandated Debt Limit	259,375,523	267,156,789	275,171,493	283,426,638	291,929,437
3. City Reserve (25% of Limit)	64,843,881	66,789,197	68,792,873	70,856,660	72,982,359
Un-Reserved Debt Capacity	194,531,642	200,367,592	206,378,620	212,569,978	218,947,078
4. Outstanding Debt	54,695,000	46,480,000	38,620,000	31,410,000	24,700,000
5. Proposed Issues	13,755,400	13,781,200	11,075,700	11,397,600	13,563,920
6. Balance of Proposed Issues	-	12,786,166	24,598,003	32,864,842	40,566,216
Total Debt Subject to Limit	68,450,400	73,047,366	74,293,703	75,672,442	78,830,136
7. Available Un-Reserved Debt Capacity (\$)	126,081,242	127,320,226	132,084,917	136,897,536	140,116,942
8. Available Un-Reserved Debt Capacity (%)	64.81%	63.54%	64.00%	64.40%	64.00%
9. Total Debt Capacity (\$)	190,925,123	194,109,423	200,877,790	207,754,196	213,099,301
10. Total Debt Capacity (%)	73.61%	72.66%	73.00%	73.30%	73.00%

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

Description:

Internal support services are operations which support other City programs. In contrast to the support services in the General Government Program, these operations are entirely funded by charges made to other City programs. These activities thus represent money which has already been budgeted once within the operating programs and are grouped together to identify “twice budgeted” amounts. The City chooses to budget these amounts as an internal accountability tool, and they are not reported to the State. **Fleet Services** involves the maintenance and operating costs for City vehicles and other pieces of equipment as well as the acquisition and disposal of that equipment. **Information Technology** provides support to other City programs for both data processing and communications. **Risk Management** involves the application of safety-related work practices, along with securing the most economical insurance package for the City. **Health Insurance Management** includes the coordination of purchased health insurance and other self-insured plans.

<i>Expenditures by Activity:</i>	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
Fleet Services	4,204,610	4,739,095	5,832,681	3,153,808	-33.5%
Information Technology	2,535,869	2,801,532	3,346,588	2,826,041	0.9%
Risk Management	2,123,543	2,577,215	2,544,207	2,850,001	10.6%
Health Insurance	9,380,619	10,036,440	10,009,306	10,539,050	5.0%
Total Operations	18,244,641	20,154,282	21,732,782	19,368,900	-3.9%
Internal Services CIP	-	-	291,959	-	
Total Expenditures	18,244,641	20,154,282	22,024,741	19,368,900	-3.9%
<i>Authorized FTEs</i>	21.15	21.15	21.15	21.15	

INTERNAL SERVICES

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	2,047,246	2,365,277	2,280,831	2,453,883	3.8%
Internal Services	841,142	623,170	700,474	576,282	-7.5%
Contractual	3,532,144	4,169,285	4,164,146	4,622,363	10.9%
Commodities	866,145	1,172,055	1,396,464	1,070,372	-8.7%
Capital	2,210,081	2,532,292	3,904,421	1,029,000	-59.4%
Other Expenditures	8,747,883	9,292,203	9,286,446	9,617,000	3.5%
Total Operations	18,244,641	20,154,282	21,732,782	19,368,900	-3.9%
Internal Services CIP	-	-	291,959	-	
Total Expenditures	18,244,641	20,154,282	22,024,741	19,368,900	-3.9%
Funding Sources:					
Fleet Services Fund	2,080,677	2,402,395	2,267,515	2,435,308	1.4%
Fleet Reserve Funds	2,123,933	2,336,700	3,565,166	718,500	-69.3%
Information Technology Fund	1,924,514	2,062,416	2,092,129	2,067,129	0.2%
Technology Reserve Funds	373,900	468,092	987,047	491,500	5.0%
Shared Communications Fund	237,455	271,024	267,412	267,412	-1.3%
Risk Insurance Fund	2,123,543	2,577,215	2,544,207	2,850,001	10.6%
Health Insurance Fund	9,380,619	10,036,440	10,009,306	10,539,050	5.0%
Total Operations Funding	18,244,641	20,154,282	21,732,782	19,368,900	-3.9%
CIP Funding:					
Fleet Reserve Fund	-	-	291,959	-	
Total CIP Funding	-	-	291,959	-	
Total Funding Sources	18,244,641	20,154,282	22,024,741	19,368,900	-3.9%

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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Fleet Administration	478,305	530,409	502,257	551,254	3.9%
Fleet Maintenance	1,450,225	1,706,858	1,600,174	1,716,961	0.6%
Motor Pool Services	44,913	45,750	45,750	45,750	0.0%
Fleet Maintenance Facility	107,234	119,378	119,334	121,343	1.7%
Fleet Acquisitions	2,123,933	2,336,700	3,565,166	718,500	-69.3%
Total Expenditures	4,204,610	4,739,095	5,832,681	3,153,808	-33.5%

<i>Expenditures by Category:</i>	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	856,762	942,225	922,000	981,764	4.2%
Internal Services	271,654	274,627	264,872	278,430	1.4%
Contractual	378,640	322,793	316,343	318,664	-1.3%
Commodities	698,280	897,250	798,800	896,950	0.0%
Capital	1,989,752	2,302,200	3,530,666	678,000	-70.6%
Other Expenditures	9,522	-	-	-	
Total Expenditures	4,204,610	4,739,095	5,832,681	3,153,808	-33.5%

<i>Funding Sources:</i>	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Fleet Services Fund	2,080,677	2,402,395	2,267,515	2,435,308	1.4%
Fleet Reserve Funds	2,123,933	2,336,700	3,565,166	718,500	-69.3%
Total Funding Sources	4,204,610	4,739,095	5,832,681	3,153,808	-33.5%

<i>Authorized FTEs</i>	8.25	8.25	8.25	8.25
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FLEET SERVICES

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide and maintain the City's fleet to support all City activities in a high quality and cost-effective manner	% of City shop rate compared to private sector shop rate	59%	60%	60%	60%
		# of billable hours	6,823	6,373	6,900	7,000
		% of replacements completed	82%	90%	95%	95%
		# of preventative maintenance work orders	1,128	1,066	1,200	1,250
Environmental sustainability	Maintain a fleet with 20% of vehicles considered to be "green". Reduce carbon footprint	% of fleet considered "green"	21%	22%	24%	25%
		Gallons of fuel purchased	184,311	176,392	180,000	180,000

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- The City's shop rate will increase from \$75.40/hour to \$78.18/hour (3.6% increase in FY 2021/22). The rate is designed to recover the cost of the Fleet Services technicians' salaries and benefits.
- Administrative fees assessed to equipment to assist in covering administration and overhead costs will increase by 1.6% in FY 2021/22.
- Average fuel costs are projected to decrease in the FY 2020/21 adjusted budget from \$2.45 to \$2.00/gallon with the FY 2021/22 cost estimated at \$2.45/gallon. Fuel remains the largest component of the Fleet Maintenance operating budget, with \$516,950 budgeted for FY 2021/22.

RECENT ACCOMPLISHMENTS

- Hybrid Police vehicles have begun to go into service. Early data shows that reduced maintenance and fuel have resulted in an approximately 50% savings over non-hybrids.
- A pilot project to install systems for snow plow trucks to use 100% biodiesel was implemented and found to be successful. This resulted in six new snow plow trucks being outfitted with the same system.
- A new hot water system was installed for the car wash at the maintenance facility. This will result in the use of less chemicals and provide a better cleaning of vehicles.

IN-PROGRESS AND UPCOMING ACTIVITIES

- In a constant effort to turn the fleet "green", vehicles purchased, when available, are flex-fueled units that run on E85 or gasohol, hybrids, electric units that operate on rechargeable batteries, LP-fueled units, or units with the most fuel-efficient system possible. New vehicle technology will continue to be explored to expand our sustainability efforts while also being fiscally responsible.
- Fleet Services is partnering with Public Works to install fabric buildings at the Maintenance Facility for vehicle storage and flexibility in operations.

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.

Data 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.

	2019/20	2020/21	2020/21	2021/22	% Change
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Data Services	1,656,850	1,795,223	1,799,254	1,799,254	0.2%
Cyber Security Study	-	-	25,000	-	
Phone System Operations	267,664	267,193	267,875	267,875	0.3%
Technology Replacement	373,900	468,092	987,047	491,500	5.0%
Shared Communications	237,455	271,024	267,412	267,412	-1.3%
Total Expenditures	2,535,869	2,801,532	3,346,588	2,826,041	0.9%

Expenditures by Category:					
Personal Services	889,887	1,073,089	1,022,547	1,116,533	4.1%
Internal Services	554,332	328,901	417,781	279,333	-15.1%
Contractual	705,264	903,535	941,513	910,975	0.8%
Commodities	166,057	265,915	590,992	168,200	-36.8%
Capital	220,329	230,092	373,755	351,000	52.6%
Other Expenditures	-	-	-	-	
Total Expenditures	2,535,869	2,801,532	3,346,588	2,826,041	0.9%

Funding Sources:					
Information Technology Fund	1,924,514	2,062,416	2,092,129	2,067,129	0.2%
Technology Reserve Funds	373,900	468,092	987,047	491,500	5.0%
Shared Communications Fund	237,455	271,024	267,412	267,412	-1.3%
Total Funding Sources	2,535,869	2,801,532	3,346,588	2,826,041	0.9%

<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	2018/19 Actual	2019/20 Actual	2020/21 Actual	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Establish and maintain secure and reliable IT infrastructure and technology equipment and tools to support service delivery to our citizens	City email users	550	570	575	575
		Computers supported	502	560	584	584
		Printers supported	171	184	181	181
		Tablets supported	64	72	82	82
		Servers supported	99	100	103	103
		Service requests logged by Help Desk	2,107	2,039	1,788	1,600
		Computers replaced	143	119	37	12
		Phone extensions	423	420	433	433
	Provide efficient and reliable voice communication system	Department phone extension charge	\$588	\$604	\$604	\$604
		Equivalent outside extension cost	\$612	\$606	\$606	\$606

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- Internal Services is essentially unchanged for both the adjusted and requested year as IT staff work to fully implement new services recently added.

RECENT ACCOMPLISHMENTS

- Several security and reliability upgrades were completed including redundant and improved firewall protection, multi-factor authentication for City systems, workstation imaging, and encryption of mobile devices. The transition to next-generation anti-malware service was completed.
- All users were transitioned from IBM Notes to Microsoft Outlook and Office 365.
- The division responded to the challenges of COVID-19 by making improvements to remote access and implementing video meeting options such as Zoom and Teams.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Staff will replace the network core switch.
- Systems training and new policies and procedures will be developed to fully utilize new enterprise email, calendar, and scheduling systems to Office 365 with Outlook.
- Development of new IT data and security policies will be developed.
- Equipment upgrades will include server room power and rack systems.

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.

	2019/20	2020/21	2020/21	2021/22	% Change
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Risk Administration	142,232	163,445	151,867	161,194	-1.4%
Property Insurance	655,782	746,171	783,604	1,007,995	35.1%
Liability Insurance	192,818	303,247	277,730	303,703	0.2%
Liability Claims	140,209	150,000	150,000	150,000	0.0%
Auto Insurance	66,934	70,950	66,916	73,608	3.8%
Transit Insurance	210,127	222,735	210,072	231,079	3.8%
Professional Liability Insurance	42,108	44,634	45,634	50,197	12.5%
Police Professional Insurance	34,511	36,582	37,594	41,353	13.0%
Workers Compensation	503,520	696,051	682,950	687,545	-1.2%
Internal Safety Training	135,302	143,400	137,840	143,327	-0.1%
Total Expenditures	2,123,543	2,577,215	2,544,207	2,850,001	10.6%

Expenditures by Category:					
Personal Services	132,517	147,948	140,054	146,686	-0.9%
Internal Services	7,255	7,991	7,762	8,068	1.0%
Contractual	1,505,651	1,759,026	1,732,680	2,044,997	16.3%
Commodities	11	250	1,711	250	0.0%
Capital	-	-	-	-	
Other Expenditures	478,109	662,000	662,000	650,000	-1.8%
Total Expenditures	2,123,543	2,577,215	2,544,207	2,850,001	10.6%

Funding Sources:					
Risk Insurance Fund	2,123,543	2,577,215	2,544,207	2,850,001	10.6%
Total Funding Sources	2,123,543	2,577,215	2,544,207	2,850,001	10.6%

<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	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner		Value of City's insured buildings/ property (in millions)	\$690,936	\$690,936	\$690,936	\$725,484
	Ensure that the City's risk insurance program protects the City in a cost-effective manner	% increase in property insurance from prior year	2%	13%	16%	35%
		# of Worker's Comp claims	36	38	34	35
		# of Police/Fire injury claims	24	25	25	21
	Cultivate a safety culture to promote a safe work environment and minimize claims	# of safety training classes held	104	106	109	91
		# of lost time injuries	4	4	5	5
	Maintain a fund balance of at least \$1,000,000 for deductibles and retained risk	Risk Insurance fund balance (in millions)	\$2.124	\$2.577	\$2.544	\$2.847

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- Weather-related losses across the country forced property insurers to raise rates higher than originally expected. For the City of Ames, these rate increases have resulted in a 35.1% increase in the projected cost of property insurance for FY 2021/22. It is expected that there will be a continuation of the trend we witnessed for the FY 2020/21 renewal.
- Property values remained consistent the last two renewals. For FY 2021/22 it is anticipated that the municipal properties will increase in value.

RECENT ACCOMPLISHMENTS

- Chemical inventories have been completed at numerous City work locations and the SDS documents have been updated.
- Subject matter experts have been utilized for safety training. For example, the Iowa State Highway Patrol provided winter driving training for employees at the Water Plant, Water Lab, and the Meter Lab.
- A City-wide safety team is being established with the goal of improving the safety training program for the City employees. Multiple divisions have gone over 1,200 days without a lost time injury.

IN-PROGRESS AND UPCOMING ACTIVITY

- Staff will take the life insurance and long-term disability insurance to market to ensure the City is experiencing maximum value for these benefits.
- Staff is reviewing contracts for liability insurance and property insurance this fiscal year to determine if a bid process will benefit the City in the future.

HEALTH INSURANCE MANAGEMENT

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.

This activity also includes the City's Health Promotion Program, which offers programs and services to employees and family members included on the City's insurance plan to promote wellness, preventative screenings, and healthy lifestyles.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Health Administration	106,642	117,209	127,465	133,159	13.6%
Medical Claims	6,483,062	6,095,879	6,095,879	6,200,000	1.7%
Dental Claims	368,991	438,801	438,801	467,000	6.4%
Pharmacy Claims	1,413,048	2,097,401	2,097,198	2,307,648	10.0%
Excess Insurance	418,772	535,953	535,953	677,326	26.4%
Other Health Insurance	367,949	416,371	390,579	404,731	-2.8%
Health Promotion Program	222,155	334,826	323,431	349,186	4.3%
Total Expenditures	9,380,619	10,036,440	10,009,306	10,539,050	5.0%

<i>Expenditures by Category:</i>	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	168,080	202,015	196,230	208,900	3.4%
Internal Services	7,901	11,651	10,059	10,451	-10.3%
Contractual	942,589	1,183,931	1,173,610	1,347,727	13.8%
Commodities	1,797	8,640	4,961	4,972	-42.5%
Capital	-	-	-	-	
Other Expenditures	8,260,252	8,630,203	8,624,446	8,967,000	3.9%
Total Expenditures	9,380,619	10,036,440	10,009,306	10,539,050	5.0%

<i>Funding Sources:</i>	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Health Insurance Fund	9,380,619	10,036,440	10,009,306	10,539,050	5.0%
Total Funding Sources	9,380,619	10,036,440	10,009,306	10,539,050	5.0%

<i>Authorized FTEs</i>	1.65	1.65	1.65	1.65
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HEALTH INSURANCE MANAGEMENT

City Mission/ Council Value	Department Goals and Core Services	Indicators	2018/19 Actual	2019/20 Actual	2020/21 Adjusted	2021/22 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Ensure that the City's health insurance plan provides coverage for employees in a fiscally responsible manner	Total medical claims paid (in millions)	5.94	6.48	6.10	6.20
		Total dental claims paid (in millions)	.403	.369	.439	.467
		Total pharmacy claims paid (in millions)	1.66	1.41	2.09	2.31
		Health insurance rate increases	5%	2%	3.9%	5%
		Maintain an adequate fund balance to cover reserves	Y	Y	Y	Y
	Improve the health status of all City employees	Eligible employees participating in wellness programs	79.0%	82%	82%	84%
		% of employees receiving flu vaccination through the Health Promotion program	67%	68%	68%	69%
		Number of employees receiving onsite flu vaccination	353	354	398	410
		Healthy4Life Incentive Program- participants met health baseline measures	93%	--	93%	94%

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS

- Contribution rates for City departments, employees, and retirees are projected to increase 5% for FY 2021/22. This increase is expected to use a modest amount of the Health Insurance Fund's balance, but the fund will retain a healthy balance with adequate coverage.
- Funding for an outside consultant is included in both the FY 2020/21 (\$40,000) and FY 2021/22 (\$40,000) budgets. This consultant provides important services such as plan analysis and design, health claim cost forecasting, rate setting recommendations, actuarial services, and compliance assistance for health regulations such as the Affordable Care Act (ACA).
- Based on consultant assistance, the budgeting of claims for FY 2020/21 and FY 2021/22 includes only net claims. This is due to the recovery of funds for each individual whose claims went above the stop-loss limit (\$125,000) being an unknown amount each year.
- In FY 2019/20, specialty drugs (approximately equivalent to 2% of the total number of prescriptions filled) represented 38% of total prescription costs. This is a decrease from FY 2018/19, when they represented 41% of the total drug cost. Wellmark's benchmark for specialty drugs is 43%.

HEALTH INSURANCE MANAGEMENT

ISSUES AND FACTORS AFFECTING THE FY 2020/21 AND 2021/22 BUDGETS (Cont.)

- The Healthy4Life program (a participation and outcomes-based year-long wellness program) did not have an on-site health screening in April 2020 as originally planned due to COVID-19. Program incentives for that year were calculated based on participation only.

RECENT ACCOMPLISHMENTS

- Utilization of generic medications has continued to improve annually. In FY 2019/20, generic medication utilization was 87.1%, with the benchmark at 86.9%. This was a 0.4 improvement from the previous fiscal year at 86.7%, which was the same as the Wellmark benchmark.
- For FY 2020/21 the City decided to eliminate Outcomes, MTM as a medication program administrator. This decision was made due to duplicate services offered through Wellmark's Pharmacy Benefit Management (PBM) partner, Caremark, and the limited services Outcomes was currently providing the City's employees. This elimination of duplicated services provides a savings of about \$30,550.
- Since 2017, the City has maintained an average total claim cost increase of 5.5% per year for pharmacy and medical and remains 4% below the Wellmark City/County benchmark.
- Due to COVID-19, we changed how we offer on-site flu vaccination by adding 7 more onsite clinics in order to reduce foot traffic into our facilities. This resulted in a 12.4% increase in the number of flu shots given to employees in fall 2020 over the prior two years.

IN-PROGRESS AND UPCOMING ACTIVITIES

- Staff continue to improve healthy lifestyles through wellness program support and explore further strategies to improve the culture of wellness and enhance healthy behaviors.
- For FY 2021/22, online wellness resources will be offered to all employees through a wellness portal.
- The City will be evaluating plan design strategies to address the rising costs of prescription drugs. For FY 2020/21, the City has enrolled in Wellmark's CVS Specialty drug program, which provides the City cost savings for members who want specialty prescriptions delivered to them directly by utilizing Wellmark's partner CVS as the provider.
- The City decided to move offered medical plans to a non-grandfathered status for FY 2019/20, which will allow for potential changes to address the rising costs of ongoing medical care. This change included adding zero cost share to employees for preventive services for all our plans, not just our HMO plan. We are looking at other additions for services under our plans to assist our employees with alternatives to pain management.

INTERNAL SERVICES CIP

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>	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
<i>Fleet Services:</i>					
Maintenance Facility Improvements	-	-	41,959	-	
Fleet Services Fabric Structure	-	-	250,000	-	
<i>Total Fleet Services</i>	-	-	291,959	-	
<i>Total Internal Services CIP</i>	-	-	291,959	-	

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.

	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
Expenditures:					
Transfers	23,927,449	23,637,203	27,640,641	23,537,338	-0.4%
Total Expenditures	23,927,449	23,637,203	27,640,641	23,537,338	-0.4%

Funding Sources:					
	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
General Fund	4,696,833	5,208,234	6,326,279	4,753,227	-8.7%
Local Option Sales Tax	5,202,306	5,272,099	6,336,746	5,477,954	3.9%
Hotel/Motel Tax	294,875	360,500	200,000	285,717	-20.7%
Road Use Tax	-	-	35,490	-	
Employee Benefit Property Tax	2,138,629	2,241,742	2,241,742	2,400,125	7.1%
Police/Fire Retirement	-	75,000	75,000	95,000	26.7%
TIF/South Bell	110,837	110,243	110,243	-	-100.0%
TIF/ISU Research Park	303,700	302,200	302,200	302,400	0.1%
TIF/ISU Research Park Dist 2	7,212	30,025	30,025	29,025	-3.3%
TIF/East 13th Sewer Extension	-	251,155	-	255,300	1.7%
Special Assessments	321,415	315,559	315,559	318,313	0.9%
Park Development Fund	-	-	1,962,634	-	
Summer 2014 G.O. Bonds	89,970	-	-	-	
Summer 2015 G.O. Bonds	163,552	-	-	-	
Summer 2016 G.O. Bonds	-	-	135,000	-	
Water Utility Fund	4,616,369	4,363,528	4,390,496	4,353,829	-0.2%
Sewer Utility Fund	929,457	925,003	962,312	907,561	-1.9%
Electric Utility Fund	3,112,917	3,175,966	3,210,966	3,351,400	5.5%
Parking Operations	112,394	45,562	45,562	46,000	1.0%
Transit Operations	1,366,698	800,000	800,000	800,000	0.0%
Transit Student Govt Trust	297,097	-	-	-	
Resource Recovery	163,188	160,387	160,387	161,487	0.7%
Total Funding Sources	23,927,449	23,637,203	27,640,641	23,537,338	-0.4%

TRANSFERS (Continued)

FY 2020/21 Adjusted Budget Transfer Detail

Funding Sources:	Amount of Transfer	Reason for Transfer
General Fund:		
- to Hotel/Motel Tax Fund	1,400,000	Hotel/Motel Tax receipts
- to Airport Construction Fund	67,024	Airport Operations net revenue
- to Park Development Fund	600,000	Restore the fund balance after project overages
- to Council Priorities Capital Fund	1,000,000	Reserve funding for Council capital projects
- to Parking Operations Fund	600,542	Mitigate the effects of COVID-19 on the fund
- to Transit Operations Fund	2,037,720	Transit Levy receipts
- to Resource Recovery Fund	550,017	City of Ames per capita payment
- to Debt Service Fund	70,976	Debt service for Airport terminal building
Total General Fund Transfers	<u>6,326,279</u>	
Local Option Sales Tax:		
- to General Fund	6,211,008	Property tax relief
- to Park Development Fund	100,000	Park development annual funding
- to Ice Arena Capital Reserve Fund	20,000	City's annual contribution to capital reserve
- to Parking Fund	5,738	AMS/CAA special event parking reimbursement
Total Local Option Sales Tax Transfers	<u>6,336,746</u>	
Hotel/Motel Tax:		
- to General Fund	120,000	Hotel/Motel share of property tax relief
- to Local Option Sales Tax Fund	80,000	Hotel/Motel share of community betterment
Total Hotel/Motel Tax Transfers	<u>200,000</u>	
Road Use Tax:		
- to Fleet Reserve Fund	<u>35,490</u>	Public Works share of Fleet Maintenance CIP
Employee Benefit Property Tax:		
- to General Fund	<u>2,241,742</u>	Tax collected for Police/Fire benefits
Police/Fire Retirement:		
- to General Fund	<u>75,000</u>	Use of fund balance to reduce property tax amount
TIF/South Bell:		
- to Debt Service Fund	<u>110,243</u>	Debt service for South Bell TIF project
TIF/ISU Research Park:		
- to Debt Service Fund	<u>302,200</u>	Debt service for ISU Research Park TIF project
TIF/ISU Research Park District 2:		
- to Debt Service Fund	<u>30,025</u>	Debt service for ISU Research Park TIF project
Special Assessments:		
- to Debt Service Fund	<u>315,559</u>	Debt service on projects with special assessments

TRANSFERS (Continued)

FY 2020/21 Adjusted Budget Transfer Detail (Continued)

Park Development Fund:

- to Winakor Donation Fund 1,962,634

To set up the Winakor donation as a separate fund

Summer 2016 G.O. Bonds

- to Debt Service Fund 135,000

Transfer bond fund balance to close fund

Water Utility Fund:

- to Water Sinking Fund 4,229,103

Water Utility Fund SRF loan debt service

- to Debt Service Fund 125,903

Water Utility Fund G.O. bond debt service

- to Fleet Reserve Fund 35,490

Public Works share of Fleet Maintenance CIP

Total Water Utility Fund Transfers 4,390,496

Sewer Utility Fund:

- to Sewer Sinking Fund 544,622

Sewer Utility Fund SRF loan debt service

- to Debt Service Fund 382,200

Sewer Utility Fund G.O. bond debt service

- to Fleet Reserve Fund 35,490

Public Works share of Fleet Maintenance CIP

Total Sewer Utility Fund Transfers 962,312

Electric Utility Fund:

- to General Fund 2,188,899

In-Lieu-of-Property Tax payment

- to SunSmart Fund 35,000

Electric Utility share of solar power purchases

- to Electric Sinking Fund 969,056

Electric Utility revenue bond debt service

- to Debt Service Fund 18,011

Electric Utility G.O. bond debt service

Total Electric Utility Fund Transfers 3,210,966

Parking Operations Fund:

- to Parking Capital Reserve Fund 45,562

Transfer reserve funds needed for operations

Transit Operations:

- to Transit Capital Reserve Fund 800,000

Annual Transit Operations capital funding

Resource Recovery:

- to Debt Service Fund 160,387

Resource Recovery G.O. bond debt service

Total Transfers 27,640,641

TRANSFERS (Continued)

FY 2021/22 Manager Recommended Budget Transfer Detail

Funding Sources:	Amount of Transfer	Reason for Transfer
General Fund:		
- to Hotel/Motel Tax Fund	2,000,000	Hotel/Motel Tax receipts
- to Airport Construction Fund	67,024	Airport Operations net revenue
- to Transit Operations Fund	2,037,720	Transit Levy receipts
- to Resource Recovery Fund	577,500	City of Ames per capita payment
- to Debt Service Fund	70,983	Debt service for Airport terminal building
Total General Fund Transfers	<u>4,753,227</u>	
Local Option Sales Tax:		
- to General Fund	5,352,216	Property tax relief
- to Park Development Fund	100,000	Park development annual funding
- to Ice Arena Capital Reserve Fund	20,000	City's annual contribution to capital reserve
- to Parking Fund	5,738	AMS/CAA special event parking reimbursement
Total Local Option Sales Tax Transfers	<u>5,477,954</u>	
Hotel/Motel Tax:		
- to General Fund	171,428	Hotel/Motel share of property tax relief
- to Local Option Sales Tax Fund	114,289	Hotel/Motel share of community betterment
Total Hotel/Motel Tax Transfers	<u>285,717</u>	
Employee Benefit Property Tax:		
- to General Fund	<u>2,400,125</u>	Tax collected for Police/Fire benefits
Police/Fire Retirement:		
- to General Fund	<u>95,000</u>	Use of fund balance to reduce property tax amount
TIF/ISU Research Park:		
- to Debt Service Fund	<u>302,400</u>	Debt service for ISU Research Park TIF project
TIF/ISU Research Park District 2		
- to Debt Service Fund	<u>29,025</u>	Debt service for ISU Research Park TIF project
TIF/East 13th Street Sewer Extension		
- to Debt Service Fund	<u>255,300</u>	Debt service for East 13th Street sewer extension
Special Assessments:		
- to Debt Service Fund	<u>318,313</u>	Debt service on projects with special assessments

TRANSFERS (Continued)

FY 2021/22 Manager Recommended Budget Transfer Detail (Continued)

Water Utility Fund:

- to Water Sinking Fund	4,229,295	<i>Water Utility SRF loan debt service</i>
- to Debt Service Fund	<u>124,534</u>	<i>Water Utility G.O. bond debt service</i>
Total Water Utility Fund Transfers	<u>4,353,829</u>	

Sewer Utility Fund:

- to Sewer Sinking Fund	524,822	<i>Sewer Utility SRF loan debt service</i>
- to Debt Service Fund	<u>382,739</u>	<i>Sewer Utility G.O. bond debt service</i>
Total Sewer Utility Fund Transfers	<u>907,561</u>	

Electric Utility Fund:

- to General Fund	2,295,682	<i>In-Lieu-of-Property Tax payment</i>
- to SunSmart Fund	72,000	<i>Electric Utility share of solar power purchases</i>
- to Electric Sinking Fund	966,327	<i>Electric Utility revenue bond debt service</i>
- to Debt Service Fund	<u>17,391</u>	<i>Electric Utility G.O. bond debt service</i>
Total Electric Utility Fund Transfers	<u>3,351,400</u>	

Parking Operations Fund:

- to Parking Capital Reserve Fund	<u>46,000</u>	<i>Transfer reserve funds needed for operations</i>
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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>161,487</u>	<i>Resource Recovery G.O. bond debt service</i>
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Total Transfers	23,537,338	
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The Debt Service fund accounts for the accumulation of resources for and the payment of general long-term debt principal and interest.

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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.

Revenues:	2019/20	2020/21	2020/21	2021/22	% Change
Property Taxes:	Actual	Adopted	Adjusted	Mgr Rec	from
					Adopted
General Levy	16,852,717	17,569,932	17,569,932	18,037,212	2.7%
Utility Excise Tax	46,416	47,190	47,190	42,473	-10.0%
Other Taxes	32,549	34,701	34,701	32,733	-5.7%
State Replacement Tax	473,636	499,179	499,179	493,525	-1.1%
Transit Levy	1,918,550	1,975,136	1,975,136	1,977,571	0.1%
Transit Excise Tax	5,277	5,309	5,309	4,669	-12.1%
Transit State Replacement Tax	53,844	57,275	57,275	55,480	-3.1%
Total Property Taxes	19,382,989	20,188,722	20,188,722	20,643,663	2.3%
Other Revenues:					
Hotel/Motel Tax	2,062,067	2,523,500	1,400,000	2,000,000	-20.7%
CARES Local Govt Assistance	-	-	1,574,725	-	
Other Governmental Revenue	118,742	91,200	91,200	91,200	0.0%
Metropolitan Planning Organization	27,805	96,166	78,004	85,137	-11.5%
Cable TV Franchise	406,802	400,000	375,000	375,000	-6.3%
Cell Tower Lease	23,583	23,580	23,580	23,580	0.0%
ISU/Airport Abated Debt	70,982	70,976	70,976	70,983	0.0%
City Clerk Licenses/Permits	86,149	89,500	83,350	84,000	-6.1%
Planning Fees	22,295	21,000	21,000	21,000	0.0%
Purchasing Services	4,067	5,408	5,403	5,513	1.9%
Legal Services	16,133	40,250	26,250	26,250	-34.8%
Fire Services	1,824,197	1,976,584	1,921,215	2,037,568	3.1%
Building Permits	1,385,653	1,136,527	1,104,015	1,148,890	1.1%
Rental Housing Fees	477,274	464,318	474,025	474,025	2.1%
Police Services	266,190	219,158	171,158	212,486	-3.0%
Animal Control	24,209	24,000	24,000	24,000	0.0%
Library Services	295,193	316,800	235,829	237,500	-25.0%
Facilities	15,197	16,175	16,106	16,566	2.4%
Parks and Recreation	803,858	1,610,781	841,579	1,272,802	-21.0%
Cemetery	150,211	159,820	145,800	158,355	-0.9%
Airport	222,661	246,786	318,212	251,513	1.9%
Public Works	61,948	28,000	28,000	28,000	0.0%
Interest Revenue	746,795	275,000	375,000	510,000	85.5%
Miscellaneous Revenue	7,682	-	22,649	-	
Total Other Revenues	9,119,693	9,835,529	9,427,076	9,154,368	-6.9%
Total Before Transfers	28,502,682	30,024,251	29,615,798	29,798,031	-0.8%

GENERAL FUND, continued

	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
Transfers:					
Local Option Sales Tax	5,082,306	5,146,361	6,211,008	5,352,216	4.0%
Hotel/Motel Tax	176,925	216,300	120,000	171,428	-20.7%
Electric Utility (In Lieu of Taxes)	2,143,240	2,188,899	2,188,899	2,295,682	4.9%
Employee Benefit Taxes	2,138,629	2,241,742	2,241,742	2,400,125	7.1%
Police/Fire Retirement	-	75,000	75,000	95,000	26.7%
Total Transfers	9,541,100	9,868,302	10,836,649	10,314,451	4.5%
Total Revenues	38,043,782	39,892,553	40,452,447	40,112,482	0.6%
Operations Expenses:					
Law Enforcement	9,742,445	10,541,148	10,331,601	10,877,377	3.2%
Fire Safety	7,135,137	7,814,863	7,592,481	8,037,128	2.8%
Building Safety	1,553,259	1,670,718	1,633,315	1,730,043	3.6%
Animal Control	506,466	498,045	519,352	551,432	10.7%
Street Lights	866,204	900,000	900,000	900,000	0.0%
Storm Warning System	1,282	17,344	15,372	15,458	-10.9%
Public Works Engineering	31,584	28,000	28,000	28,000	0.0%
Traffic Engineering	27,804	96,166	78,004	85,137	-11.5%
Traffic Maintenance	18,389	11,618	-	-	-100.0%
Street Maintenance	9,279	-	-	-	
Parking Study	28,231	-	-	-	
Airport Operations	159,732	154,021	226,337	157,971	2.6%
P & R Administration	342,117	388,410	362,282	370,715	-4.6%
Instructional Programs	199,202	260,688	144,498	248,121	-4.8%
Athletic Programs	103,822	187,607	118,570	181,444	-3.3%
Aquatics	672,140	943,208	599,265	796,586	-15.5%
Community Center/Auditorium	295,516	361,145	321,274	351,139	-2.8%
Public Wellness Programs	269,194	334,888	253,997	300,240	-10.3%
Park Maintenance	1,400,260	1,539,329	1,503,750	1,531,461	-0.5%
Library Services	4,384,978	4,789,239	4,498,067	4,844,091	1.1%
Cemetery	199,185	187,793	187,508	202,870	8.0%
Downtown Transformer Painting	-	-	10,000	-	
Economic Development	72,268	74,414	73,975	76,772	3.2%
City Council	155,370	173,107	140,518	177,014	2.3%
City Council Special Allocations	-	-	-	-	
Greenhouse Gas Inventory	23,200	-	1,800	-	
Climate Action Plan	-	-	130,000	-	
City Council Contingency	52,069	50,000	82,587	50,000	0.0%
City Clerk	333,795	355,037	358,463	385,580	8.6%
City Manager	385,802	447,736	392,486	466,018	4.1%
Public Relations	105,428	111,607	110,366	114,953	3.0%
Cyclones Care Campaign	-	-	29,500	-	
Media Production Services	139,607	185,501	184,956	191,082	3.0%
Planning Services	839,672	887,461	950,500	913,342	2.9%
Comprehensive Plan Update	108,350	-	30,297	-	
Finance Administration	92,550	108,413	106,034	111,591	2.9%
Accounting Services	322,747	353,379	335,974	352,995	-0.1%
Purchasing Services	44,760	44,472	43,566	45,320	1.9%
Legal Services	455,497	494,414	495,110	512,498	3.7%
Human Resources	300,628	341,541	342,947	411,822	20.6%
Facilities	310,697	333,007	331,585	341,055	2.4%
City Hall Space Needs	5,101	-	41,421	-	
Total Operations	31,693,767	34,684,319	33,505,758	35,359,255	1.9%

GENERAL FUND, continued

CIP:	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change From Adopted
Fire Station 1 Generator	36,742	-	-	-	
Fire Station Keyless Entry	-	-	39,000	-	
Fire Station 1 HVAC System	-	-	80,978	-	
Fire Station 3 Concrete Repair	-	-	40,000	-	
Fire Station 2 Relocation Study	-	-	-	-	
Fire Stn Vehicle Exhaust Syst	-	-	20,000	-	
Outdoor Storm Warning System	4,278	-	59,036	-	
Bike Trail Signage	-	-	250,000	-	
Brookside Park Restrooms	24,348	-	-	-	
Homewood Clubhouse	-	-	250,000	-	
EML/Clear Creek Bridge	-	-	26,386	-	
Downtown Plaza	-	-	1,100,000	-	
Auditorium LED Stage Lights	-	-	35,000	-	
Spray Pad	-	-	200,000	-	
Park Ninja Equipment	-	-	200,000	-	
Ada Hayden Wetlands Clean-up	-	-	175,000	-	
Library Main Entrance Improv	-	-	63,600	-	
Cemetery Columbarium	-	-	60,000	-	
Human Service Agency Grants	50,000	-	-	-	
Arts Capital Grant Program	-	-	200,000	-	
City Hall Building Security	9,260	-	274,515	-	
City Hall Improvements	-	-	450,000	-	
Auditorium HVAC System	-	-	400,000	-	
Additional City Hall Parking	-	-	700,000	-	
Total CIP	124,628	-	4,623,515	-	
Total Before Transfers	31,818,395	34,684,319	38,129,273	35,359,255	1.9%
Transfers:					
Hotel/Motel Tax	2,062,067	2,523,500	1,400,000	2,000,000	-20.7%
Transit Levy	1,977,672	2,037,720	2,037,720	2,037,720	0.0%
Resource Recovery	522,533	522,533	550,017	577,500	10.5%
Airport Construction	63,582	53,505	67,024	67,024	25.3%
Debt Service (Airport)	70,979	70,976	70,976	70,983	0.0%
Park Development Fund	-	-	600,000	-	
Council Priorities Capital Fund	-	-	1,000,000	-	
Parking Operations Fund	-	-	600,542	-	
Total Transfers	4,696,833	5,208,234	6,326,279	4,753,227	-8.7%
Total Expenses	36,515,228	39,892,553	44,455,552	40,112,482	0.6%
Fund Balance:					
Net Change in Fund	1,528,554	-	(4,003,105)	-	
Beginning Balance	12,729,765	9,865,175	14,258,319	10,255,214	4.0%
Ending Balance	14,258,319	9,865,175	10,255,214	10,255,214	4.0%
<i>Minimum fund balance target:</i>					
25% of revenues less pass-throughs				<u>9,018,691</u>	
Unreserved fund balance				<u>1,236,523</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.

	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	from
					Adopted
Revenues:					
Property Tax Relief (60%)	5,082,306	5,146,361	6,211,008	5,352,216	4.0%
Community Betterment (40%)	3,388,204	3,430,907	4,140,672	3,568,144	4.0%
Total Before Transfers	8,470,510	8,577,268	10,351,680	8,920,360	4.0%
Transfers:					
Hotel/Motel Tax	117,950	144,200	80,000	114,289	-20.7%
Total Revenues	8,588,460	8,721,468	10,431,680	9,034,649	3.6%
Expenses:					
Operations:					
Municipal Band	22,679	31,882	11,535	31,775	-0.3%
Human Services Administration	24,447	26,363	26,059	26,963	2.3%
Human Service Agency Funding	1,419,551	1,524,850	1,480,685	1,601,093	5.0%
Public Art	39,818	46,000	100,940	46,000	0.0%
Art Agency Funding	168,898	183,898	183,898	193,093	5.0%
City Council Grant Program	211,269	208,374	223,874	228,762	9.8%
Total Operations	1,886,662	2,021,367	2,026,991	2,127,686	5.3%
CIP:					
Fire Safety	-	-	49,692	-	
Storm Warning System	9,388	-	-	-	
Street Improvements	6,940	-	-	-	
Shared Use Path System	564,608	586,000	2,627,675	936,800	59.9%
Traffic Improvements	4,260	100,000	227,608	100,000	0.0%
Street Maintenance	-	-	-	-	
Parks and Recreation	584,561	969,750	2,967,605	665,000	-31.4%
Cemetery	200	-	18,300	75,000	
Downtown Façade Program	46,811	50,000	130,001	50,000	0.0%
Campustown Façade Program	10,650	50,000	84,000	50,000	0.0%
Neighborhood Improvement	15,321	50,000	50,000	50,000	0.0%
Human Svc Agency Capital	169,000	-	-	-	
Facilities	52,501	100,000	236,436	50,000	-50.0%
Total CIP	1,464,240	1,905,750	6,391,317	1,976,800	3.7%
Total Before Transfers	3,350,902	3,927,117	8,418,308	4,104,486	4.5%

SPECIAL REVENUE – LOCAL OPTION SALES TAX, continued

	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	from
Transfers:					Adopted
General Fund	5,082,306	5,146,361	6,211,008	5,352,216	4.0%
Park Development Fund	100,000	100,000	100,000	100,000	0.0%
Ames/ISU Ice Arena	20,000	20,000	20,000	20,000	0.0%
Parking Fund	-	5,738	5,738	5,738	
Total Transfers	5,202,306	5,272,099	6,336,746	5,477,954	3.9%
Total Expenses	8,553,208	9,199,216	14,755,054	9,582,440	4.2%
Fund Balance:					
Net Change in Fund	35,252	(477,748)	(4,323,374)	(547,791)	14.7%
Beginning Balance	7,106,582	2,061,120	7,141,834	2,818,460	36.7%
Ending Balance	7,141,834	1,583,372	2,818,460	2,270,669	43.4%

Minimum fund balance target:
 25% of expenses less 60% pass-through 1,057,556

Unreserved fund balance 1,213,113

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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Revenues:</i>	Actual	Adopted	Adjusted	Mgr Rec	from Adopted
Hotel/Motel Tax	2,062,067	2,523,500	1,400,000	2,000,000	-20.7%
Total Revenues	2,062,067	2,523,500	1,400,000	2,000,000	-20.7%
Expenses:					
Operations:					
ACVB Pass Through	1,472,316	1,802,500	1,000,000	1,428,571	-20.7%
Economic Development	150,000	150,000	150,000	150,000	0.0%
Chamber of Commerce Dues	2,969	2,800	2,800	2,800	0.0%
AEDC/Council Grant Program	15,000	15,000	15,000	15,000	0.0%
Internet Improvements Study	-	-	125,000	-	
Reinvestment District Study	-	-	30,000	-	
ACVD COVID Relief Payment	-	-	35,000	-	
ACVD COVID Relief Loan	-	-	75,000	-	
Total Operations	1,640,285	1,970,300	1,432,800	1,596,371	-19.0%
CIP:					
Downtown Plaza Study	-	-	20,000	-	
Indoor Aquatics Center Study	-	-	22,000	-	
Total CIP	-	-	42,000	-	
Total Before Transfers	1,640,285	1,970,300	1,474,800	1,596,371	-19.0%
Transfers:					
General Fund	176,925	216,300	120,000	171,428	-20.7%
Local Option Sales Tax	117,950	144,200	80,000	114,289	-20.7%
Total Transfers	294,875	360,500	200,000	285,717	-20.7%
Total Expenses	1,935,160	2,330,800	1,674,800	1,882,088	-19.3%
Fund Balance:					
Net Change in Fund	126,907	192,700	(274,800)	117,912	-38.8%
Beginning Balance	1,078,930	1,136,131	1,205,837	931,037	-18.1%
Ending Balance	1,205,837	1,328,831	931,037	1,048,949	-21.1%

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.

	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change from Adopted
Revenues:					
Road Use Tax	7,961,955	7,488,555	7,488,555	7,835,270	4.6%
Total Revenues	7,961,955	7,488,555	7,488,555	7,835,270	4.6%
Expenses:					
Operations:					
Public Works Administration	122,455	134,741	130,962	138,466	2.8%
Public Works Engineering	126,965	89,461	84,089	90,752	1.4%
Traffic Engineering	159,391	202,480	173,612	184,410	-8.9%
Traffic Maintenance	925,476	1,051,820	1,040,949	1,112,624	5.8%
Street Maintenance	2,113,087	2,269,371	2,106,227	2,314,765	2.0%
Street Cleaning	299,581	333,919	320,425	343,281	2.8%
Snow and Ice Control	1,094,536	1,356,555	1,313,517	1,373,040	1.2%
Right-of-Way Maintenance	751,388	836,539	1,033,917	847,206	1.3%
Parking Maintenance	26,220	-	-	-	
Financial Services	18,870	20,177	19,347	20,274	0.5%
Purchasing Services	54,821	62,501	61,058	63,691	1.9%
Human Resources	51,791	58,889	58,322	70,035	18.9%
Facilities	26,617	28,543	28,422	29,233	2.4%
Total Operations	5,771,198	6,444,996	6,370,847	6,587,777	2.2%
CIP:					
Water Distribution	-	-	-	-	
Street Engineering	152,171	225,000	556,483	125,000	-44.4%
Storm Water	-	-	-	25,000	
Shared Use Path System	51,643	100,000	758,091	138,000	38.0%
Traffic Engineering	782,264	1,135,300	1,687,100	797,600	-29.7%
Street Maintenance	269,021	668,000	1,682,406	471,000	-29.5%
Total CIP	1,255,099	2,128,300	4,684,080	1,556,600	-26.9%
Total Before Transfers	7,026,297	8,573,296	11,054,927	8,144,377	-5.0%
Transfers:					
Fleet Services	-	-	35,490	-	
Total Expenses	7,026,297	8,573,296	11,090,417	8,144,377	-5.0%
Fund Balance:					
Net Change in Fund	935,658	(1,084,741)	(3,601,862)	(309,107)	-71.5%
Beginning Balance	6,535,584	3,571,508	7,471,242	3,869,380	8.3%
Ending Balance	7,471,242	2,486,767	3,869,380	3,560,273	43.2%

Minimum fund balance target:
10% of operating expenses

658,778

Unreserved fund balance

2,901,495

SPECIAL REVENUE – PUBLIC SAFETY SPECIAL REVENUES

This fund accounts for the revenues and expenses associated with Public Safety funds dedicated to specific purposes such as Police forfeiture funds, Police and Fire grants and donations, and Animal Shelter donations.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Revenues:</i>	Actual	Adopted	Adjusted	Mgr Rec	from
					Adopted
Police Forfeiture	28,902	7,000	20,450	7,000	0.0%
Police Grants	39,440	48,000	48,000	48,000	0.0%
Police Donations	3,350	-	50	-	
Fire Grants / Donations	11,025	-	980	-	
Animal Shelter Donations	79,073	18,200	19,700	18,200	0.0%
Total Revenues	161,790	73,200	89,180	73,200	0.0%
Expenses:					
Operations:					
Police Forfeiture	11,663	7,000	13,500	12,000	71.4%
Police Grants	42,804	48,000	48,000	48,000	0.0%
Police Donations	3,314	-	-	-	
Fire Grants / Donations	6,494	-	5,486	-	
Animal Shelter	55,640	35,800	98,616	37,000	3.4%
Total Operations	119,915	90,800	165,602	97,000	6.8%
CIP:					
City-Wide Radio System	-	-	-	-	
Total Expenses	119,915	90,800	165,602	97,000	6.8%
Fund Balance:					
Net Change in Fund	41,875	(17,600)	(76,422)	(23,800)	35.2%
Beginning Balance	331,597	292,867	373,472	297,050	1.4%
Ending Balance	373,472	275,267	297,050	273,250	-0.7%

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.

	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	from
					Adopted
Revenues:					
Loan Repayments	-	-	-	-	
Sale of Homes/Property	36,012	-	30,000	-	
Miscellaneous Revenue	-	-	-	-	
Total Revenues	36,012	-	30,000	-	
Expenses:					
Housing Programs	70,170	25,603	65,206	24,909	-2.7%
Total Expenses	70,170	25,603	65,206	24,909	-2.7%
Fund Balance:					
Net Change in Fund	(34,158)	(25,603)	(35,206)	(24,909)	-2.7%
Beginning Balance	516,459	473,208	482,301	447,095	-5.5%
Ending Balance	482,301	447,605	447,095	422,186	-5.7%

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.

	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	from
Revenues:					Adopted
CDBG Funding	318,562	581,207	602,550	602,550	3.7%
CDBG Rollover	-	-	659,750	-	
Program Repayments	8,339	-	-	-	
Sale of Homes	40,000	-	338,012	-	
Miscellaneous Revenue	1,440	-	2,694	-	
Total Revenues	368,341	581,207	1,603,006	602,550	3.7%
Expenses:					
Operations:					
CDBG Administration	113,660	116,241	120,510	120,510	3.7%
CDBG Programs	256,180	464,966	1,303,343	482,040	3.7%
Total Expenses	369,840	581,207	1,423,853	602,550	3.7%
Fund Balance:					
Net Change in Fund	(1,499)	-	179,153	-	
Beginning Balance	17,986	20,594	16,487	195,640	850.0%
Ending Balance	16,487	20,594	195,640	195,640	850.0%

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.

	2019/20	2020/21	2020/21	2021/22	% Change from
	Actual	Adopted	Adjusted	Mgr Rec	Adopted
Revenues:					
HOME Funding	13,078	481,968	468,771	468,771	-2.7%
HOME Rollover	-	-	1,159,218	-	
Miscellaneous Revenue	-	-	-	-	
Total Revenues	13,078	481,968	1,627,989	468,771	
Expenses:					
Operations:					
HOME Administration	13,080	48,197	154,745	46,877	-2.7%
CHDO Allocation	-	72,295	255,111	70,316	-2.7%
HOME Programs	-	361,476	1,215,883	351,578	-2.7%
Total Expenses	13,080	481,968	1,625,739	468,771	
Fund Balance:					
Net Change in Fund	(2)	-	2,250	-	
Beginning Balance	(2,248)	-	(2,250)	-	
Ending Balance	(2,250)	-	-	-	

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.

	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	from
Revenues:					Adopted
CARES Act Initial Allocation	-	-	354,515	-	
CARES Act Additional Allocation	-	-	356,455	-	
Total Revenues	-	-	710,970	-	
Expenses:					
Operations:					
CARES 1 Programs	-	-	354,515	-	
CARES 3 Programs	-	-	356,455	-	
Total Expenses	-	-	710,970	-	
Fund Balance:					
Net Change in Fund	-	-	-	-	
Beginning Balance	-	-	-	-	
Ending Balance	-	-	-	-	

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.

	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change from Adopted
Revenues:					
IEDA COVID-19 Funding	-	-	604,386	-	
Total Revenues	-	-	604,386	-	
Expenses:					
Operations:					
CARES 2 Programs	-	-	604,386	-	
Total Expenses	-	-	604,386	-	
Fund Balance:					
Net Change in Fund	-	-	-	-	
Beginning Balance	-	-	-	-	
Ending Balance	-	-	-	-	

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.

	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	from
Revenues:					Adopted
Property Taxes	2,074,696	2,171,833	2,171,833	2,333,616	7.4%
Utility Excise Tax	5,706	5,818	5,818	5,504	-5.4%
State Replacement Tax	58,227	64,091	64,091	61,005	-4.8%
Total Revenues	2,138,629	2,241,742	2,241,742	2,400,125	7.1%
Expenses:					
Transfers:					
General Fund	2,138,629	2,241,742	2,241,742	2,400,125	7.1%
Total Expenses	2,138,629	2,241,742	2,241,742	2,400,125	7.1%
Fund Balance:					
Net Change in Fund	-	-	-	-	
Beginning Balance	-	-	-	-	
Ending Balance	-	-	-	-	

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.

	2019/20	2020/21	2020/21	2021/22	% Change from
<i>Revenues:</i>	Actual	Adopted	Adjusted	Mgr Rec	Adopted
Interest Revenue	8,650	2,500	2,500	2,500	0.0%
Total Revenues	8,650	2,500	2,500	2,500	0.0%
Expenses:					
Transfers:					
General Fund	-	75,000	75,000	95,000	26.7%
Total Expenses	-	75,000	75,000	95,000	26.7%
Fund Balance:					
Net Change in Fund	8,650	(72,500)	(72,500)	(92,500)	
Beginning Balance	320,440	324,439	329,090	256,590	-20.9%
Ending Balance	329,090	251,939	256,590	164,090	-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.

	2019/20	2020/21	2020/21	2021/22	% Change
Revenues:	Actual	Adopted	Adjusted	Mgr Rec	from Adopted
Donations	87,527	11,600	25,400	45,000	287.9%
ISU/Moore Park Farmland	3,050	3,050	3,050	3,050	0.0%
Interest Revenue	4,388	1,100	1,400	1,150	4.5%
Total Revenues	94,965	15,750	29,850	49,200	212.4%
Expenses:					
Operations:					
Parks & Rec Donations	-	1,500	21,067	1,500	
Block Party Trailer	-	100	643	100	0.0%
Wellmark 3-Point Play Program	725	-	1,679	-	
Municipal Band	-	-	50	-	
Daley Park	-	-	39,133	-	
Park System Improvements	12,511	13,550	47,438	13,550	0.0%
Total Operations	13,236	15,150	110,010	15,150	0.0%
CIP:					
Homewood Clubhouse	-	-	20,000	-	
AHHP Accessible Launch	-	-	1,000	35,000	
Sunset Ridge Park	-	-	17,365	-	
Hira Park	-	-	50,000	-	
Total Expenses	13,236	15,150	198,375	50,150	231.0%
Fund Balance:					
Net Change in Fund	81,729	600	(168,525)	(950)	-258.3%
Beginning Balance	120,896	898	202,625	34,100	3697.3%
Ending Balance	202,625	1,498	34,100	33,150	2113.0%

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.

	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	from
					Adopted
Revenues:					
FEMA Disaster Relief	-	-	135,552	-	
Total Revenues	-	-	135,552	-	
Expenses:					
Operations:					
Law Enforcement	2,355	-	1,828	-	
Fire Safety	2,527	-	625	-	
Animal Control	-	-	-	-	
Electric Services	449	-	-	-	
Water & Pollution Control	2,428	-	-	-	
Resource Recovery	1,806	-	493	-	
Public Works	-	-	-	-	
Transit Services	27,492	-	14,900	-	
Parks and Recreation	8,493	-	309	-	
Library Services	26,565	-	11,241	-	
City Council	284	-	270	-	
Media Production Services	1,573	-	2,704	-	
Financial Resources	-	-	-	-	
Human Resources	2,047	-	446	-	
Facilities	23,213	-	3,508	-	
Total Expenses	99,232	-	36,324	-	
Fund Balance:					
Net Change in Fund	(99,232)	-	99,228	-	
Beginning Balance	4	-	(99,228)	-	
Ending Balance	(99,228)	-	-	-	

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.

	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	from
					Adopted
Revenues:					
FEMA Disaster Relief	-	-	1,352,197	-	
Total Revenues	-	-	1,352,197	-	
Expenses:					
Operations:					
Law Enforcement	-	-	3,454	-	
Fire Safety	-	-	4,367	-	
Electric Services	-	-	990,848	-	
Water & Pollution Control	-	-	10,391	-	
Public Works	-	-	195,448	-	
ROW Maintenance	-	-	118,103	-	
Park Maintenance	-	-	11,818	-	
City Manager	-	-	3,590	-	
Facilities	-	-	14,178	-	
Total Expenses	-	-	1,352,197	-	
Fund Balance:					
Net Change in Fund	-	-	-	-	
Beginning Balance	-	-	-	-	
Ending Balance	-	-	-	-	

SPECIAL REVENUE – LIBRARY DIRECT STATE AID

This fund is used to account for Direct State Aid received from the State of Iowa by the Ames Public Library.

	2019/20	2020/21	2020/21	2021/22	% Change from Adopted
Revenues:	Actual	Adopted	Adjusted	Mgr Rec	
Library Direct State Aid	15,306	14,500	15,412	15,500	
Total Revenues	15,306	14,500	15,412	15,500	
Expenses:					
Operations:					
Administration	4,136	3,600	-	-	
Youth Services	3,334	-	13,450	11,000	
Customer Account Services	1,245	6,900	-	-	
Books for Babies	4,140	4,000	4,412	4,500	
Total Expenses	12,855	14,500	17,862	15,500	
Fund Balance:					
Net Change in Fund	2,451	-	(2,450)	-	
Beginning Balance	(1)	-	2,450	-	
Ending Balance	2,450	-	-	-	

SPECIAL REVENUE – LIBRARY FRIENDS FOUNDATION

This fund is used to account for donations received from the Library Friends Foundation in support of specific Library activities or projects.

	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	from
Revenues:					Adopted
Library Friends Foundation	178,973	170,750	222,840	206,216	20.8%
Small Talk Grant	20,829	-	-	-	
Large Print Book Bequest	10,261	10,261	10,261	10,000	-2.5%
Library Merchandise Sales	278	1,000	1,000	500	-50.0%
Interest Revenue	3,764	3,500	3,000	3,000	-14.3%
Total Revenues	214,105	185,511	237,101	219,716	18.4%
Expenses:					
Operations:					
Administration	42,341	59,750	58,099	68,975	15.4%
Resource Services	12,032	30,000	122,428	55,000	83.3%
Youth Services	20,833	28,500	82,062	88,671	211.1%
Adult Services	14,322	26,500	25,277	23,570	-11.1%
Customer Account Services	-	-	-	-	
Small Talk Program	10,757	-	-	-	
Large Print Book Bequest	10,287	10,261	10,000	10,000	-2.5%
Project Smyles	22,984	31,000	40,216	35,273	13.8%
Total Before Transfers	133,556	186,011	338,082	281,489	51.3%
Transfers:					
Library Donations Fund	-	-	-	-	
Total Expenses	133,556	186,011	338,082	281,489	51.3%
Fund Balance:					
Net Change in Fund	80,549	(500)	(100,981)	(61,773)	
Beginning Balance	86,612	53,607	167,161	66,180	23.5%
Ending Balance	167,161	53,107	66,180	4,407	-91.7%

SPECIAL REVENUE – LIBRARY DONATIONS AND GRANTS

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

	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	from
Revenues:					Adopted
Donations	24,292	3,000	3,000	20,000	566.7%
Project Smyles Donations	1,576	500	500	500	0.0%
H Barnes Reading Academy	-	5,065	5,065	5,065	0.0%
Library Direct State Aid	-	-	1,000	1,000	
Interest Revenue	1,973	2,500	-	-	
Miscellaneous Revenue	-	-	-	-	
Total Before Transfers	27,841	11,065	9,565	26,565	140.1%
Transfers:					
Library Friends Foundation	-	-	-	-	
Total Revenues	27,841	11,065	9,565	26,565	140.1%
Expenses:					
Operations:					
Donation Purchases	24,844	-	4,969	-	
Books for Babies	-	-	-	25	
Project Smyles	-	-	-	-	
Small Talk Program	-	-	-	-	
Library Improvements	-	-	-	-	
H Barnes Reading Academy	1,522	6,121	6,121	6,121	0.0%
Total Operations	26,366	6,121	11,090	6,146	0.4%
Transfers:					
Library Future Needs Fund	-	-	-	-	
Total Expenses	26,366	6,121	11,090	6,146	0.4%
Fund Balance:					
Net Change in Fund	1,475	4,944	(1,525)	20,419	313.0%
Beginning Balance	63,626	43,423	65,101	63,576	46.4%
Ending Balance	65,101	48,367	63,576	83,995	73.7%

SPECIAL REVENUE – LIBRARY FUTURE NEEDS

This fund accounts for funds being set aside for future Library expansion or improvement projects.

	2019/20	2020/21	2020/21	2021/22	% Change from Adopted
<i>Revenues:</i>	Actual	Adopted	Adjusted	Mgr Rec	
Interest Revenue	4,935	1,500	3,000	3,000	
Total Before Transfers	4,935	1,500	3,000	3,000	
Transfers:					
Library Donations/Grants	-	-	-	-	
Total Revenues	4,935	1,500	3,000	3,000	
Expenses:					
CIP:					
Library Improvements	-	-	-	-	
Total Expenses	-	-	-	-	
Fund Balance:					
Net Change in Fund	4,935	1,500	3,000	3,000	
Beginning Balance	185,809	187,809	190,744	193,744	
Ending Balance	190,744	189,309	193,744	196,744	

SPECIAL REVENUE – UTILITY ASSISTANCE

This fund accounts for donations received through Utility Customer Service that are designated for utility payment assistance.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Revenues:</i>	Actual	Adopted	Adjusted	Mgr Rec	from
					Adopted
Alternative Energy Donations	664	-	-	-	
Project Share Donations	5,376	3,000	3,000	3,000	
Billed Pledges	12,880	12,500	12,500	12,500	
Total Revenues	18,920	15,500	15,500	15,500	
Expenses:					
Operations:					
Utility Assistance	19,010	15,500	15,500	15,500	
Total Expenses	19,010	15,500	15,500	15,500	
Fund Balance:					
Net Change in Fund	(90)	-	-	-	
Beginning Balance	12,388	12,388	12,298	12,298	
Ending Balance	12,298	12,388	12,298	12,298	

SPECIAL REVENUE – MISCELLANEOUS DONATIONS

This fund accounts for donations and revenues received that are designated for specific projects.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Revenues:</i>	Actual	Adopted	Adjusted	Mgr Rec	from
					Adopted
Metro Coalition Member Dues	-	-	45,000	60,000	
Donations	-	-	-	-	
Interest Revenue	-	-	-	-	
Total Revenues	-	-	45,000	60,000	
Expenses:					
Operations:					
Metro Coalition	-	-	45,000	60,000	
Shared Use Path CIP	161	-	8,289	-	
Total Expenses	161	-	53,289	60,000	
Fund Balance:					
Net Change in Fund	(161)	-	(8,289)	-	
Beginning Balance	10,187	1,737	10,026	1,737	0.0%
Ending Balance	10,026	1,737	1,737	1,737	0.0%

SPECIAL REVENUE – DEVELOPER PROJECTS

This fund accounts for funds received from developers to be used for City infrastructure.

	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change from Adopted
Revenues:					
Developer Releases	-	-	-	-	
Interest Revenue	1,289	-	-	-	
Total Revenues	1,289	-	-	-	
Expenses:					
CIP:					
Oakwood Road Path	-	-	-	-	
Total Expenses	-	-	-	-	
Fund Balance:					
Net Change in Fund	1,289	-	-	-	
Beginning Balance	226,096	226,096	227,385	227,385	0.6%
Ending Balance	227,385	226,096	227,385	227,385	0.6%

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.

	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change from Adopted
Revenues:					
Loan Repayments	-	-	-	-	
Total Revenues	-	-	-	-	
Expenses:					
Operations:					
Community Investment Fund	-	-	-	-	
Total Expenses	-	-	-	-	
Fund Balance:					
Net Change in Fund	-	-	-	-	
Beginning Balance	547,166	547,166	547,166	547,166	0.0%
Ending Balance	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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Revenues:</i>	Actual	Adopted	Adjusted	Mgr Rec	from
					Adopted
Property Taxes	1,149,122	1,713,308	1,713,308	1,918,072	12.0%
State Replacement Tax	80,173	-	-	-	
Interest Revenue	2,589	-	5,000	5,000	
Miscellaneous Revenue	-	-	-	-	
Total Revenues	1,231,884	1,713,308	1,718,308	1,923,072	12.2%
Expenses:					
Operations:					
Kingland Systems	296,303	316,476	316,476	321,727	1.7%
Barilla	-	383,582	383,582	376,581	
Total Before Transfers	296,303	700,058	700,058	698,308	
Transfers:					
Debt Service	421,749	693,623	442,468	586,725	-15.4%
Total Expenses	718,052	1,393,681	1,142,526	1,285,033	-7.8%
Fund Balance:					
Net Change in Fund	513,832	319,627	575,782	638,039	99.6%
Beginning Balance	(693,096)	(329,398)	(179,264)	396,518	-220.4%
Ending Balance	(179,264)	(9,771)	396,518	1,034,557	

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.

	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	from
Revenues:					Adopted
Assessments	303,640	-	315,559	318,313	
Total Revenues	303,640	-	315,559	318,313	
Expenses:					
Transfers:					
Debt Service	321,415	315,559	315,559	318,313	0.9%
Total Expenses	321,415	315,559	315,559	318,313	0.9%
Fund Balance:					
Net Change in Fund	(17,775)	(315,559)	-	-	
Beginning Balance	(517,986)	(517,986)	(535,761)	(535,761)	3.4%
Ending Balance	(535,761)	(833,545)	(535,761)	(535,761)	-35.7%

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.

	2019/20	2020/21	2020/21	2021/22	% Change from Adopted
<i>Revenues:</i>	Actual	Adopted	Adjusted	Mgr Rec	
Traffic Grant Funding	270,102	2,570,700	2,732,029	1,431,900	
Street MPO/Grant Funding	1,810,902	3,490,000	14,790,751	2,500,000	-28.4%
Bike Trail MPO/Grant Funding	131,989	159,000	742,407	159,000	0.0%
Iowa State University	-	-	40,000	-	
Total Revenues	2,212,993	6,219,700	18,305,187	4,090,900	-34.2%
Expenses:					
CIP:					
Street Engineering	3,394,248	3,490,000	11,683,810	2,500,000	-28.4%
Shared Use Path System	85,403	159,000	717,000	159,000	0.0%
Traffic Engineering	487,960	2,570,700	2,547,517	1,431,900	
Total Expenses	3,967,611	6,219,700	14,948,327	4,090,900	-34.2%
Fund Balance:					
Net Change in Fund	(1,754,618)	-	3,356,860	-	
Beginning Balance	(1,272,704)	334,969	(3,027,322)	329,538	-1.6%
Ending Balance	(3,027,322)	334,969	329,538	329,538	-1.6%

CAPITAL PROJECTS – AIRPORT CONSTRUCTION

This fund accounts for capital improvements at the Ames Municipal Airport. The Airport's excess revenue from operations is transferred each year from the General Fund to the Airport Construction Fund to serve as the local match for grants and funding received from the Federal Aviation Administration.

	2019/20	2020/21	2020/21	2021/22	% Change from Adopted
<i>Revenues:</i>	Actual	Adopted	Adjusted	Mgr Rec	
FAA Funding	229,142	357,800	603,463	298,750	
Federal and State Grants	-	-	-	-	
Miscellaneous Revenue	-	-	-	-	
Total Before Transfers	229,142	357,800	603,463	298,750	
Transfers:					
General Fund	63,582	53,505	67,024	67,024	25.3%
Total Revenues	292,724	411,305	670,487	365,774	
Expenses:					
CIP:					
Airport Master Plan	94,703	-	7,659	-	
Airport Electrical Vault	72,740	397,600	487,015	-	
Airport Taxiway A Lighting	-	-	-	341,667	
Total Expenses	167,443	397,600	494,674	341,667	
Fund Balance:					
Net Change in Fund	125,281	13,705	175,813	24,107	75.9%
Beginning Balance	243,770	481,563	369,051	544,864	13.1%
Ending Balance	369,051	495,268	544,864	568,971	14.9%

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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Revenues:</i>	Actual	Adopted	Adjusted	Mgr Rec	from
					Adopted
Interest Revenue	74,505	25,000	11,000	5,000	-80.0%
Transfers:					
Local Option Sales Tax	100,000	100,000	100,000	100,000	0.0%
General Fund	-	-	600,000	-	
Total Revenues	174,505	125,000	711,000	105,000	-16.0%
Expenses:					
CIP:					
Parks and Recreation	54,215	-	795,102	-	
Transfers:					
Winakor Donation	-	-	1,962,634	-	
Total Expenses	54,215	-	2,757,736	-	
Fund Balance:					
Net Change in Fund	120,290	125,000	(2,046,736)	105,000	-16.0%
Beginning Balance	2,769,439	2,507,069	2,889,729	842,993	-66.4%
Ending Balance	2,889,729	2,632,069	842,993	947,993	-64.0%

CAPITAL PROJECTS – WINAKOR DONATION

This fund accounts for a bequest received from Geitel Winakor to to used for a future Parks and Recreation capital project.

	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change from Adopted
Revenues:					
Interest Revenue	-	-	26,000	26,000	
Transfers:					
Park Development Fund	-	-	1,962,634	-	
Total Revenues	-	-	1,988,634	26,000	
Expenses:					
CIP:					
Parks and Recreation	-	-	-	-	
Total Expenses	-	-	-	-	
Fund Balance:					
Net Change in Fund	-	-	1,988,634	26,000	
Beginning Balance	-	-	-	1,988,634	
Ending Balance	-	-	1,988,634	2,014,634	

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.

	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change from Adopted
Revenues:					
Interest Revenue	-	-	-	-	
Transfers:					
General Fund	-	-	1,000,000	-	
Total Revenues	-	-	1,000,000	-	
Expenses:					
Transfers:					
General Fund	-	-	-	-	
Total Expenses	-	-	-	-	
Fund Balance:					
Net Change in Fund	-	-	1,000,000	-	
Beginning Balance	-	-	-	1,000,000	
Ending Balance	-	-	1,000,000	1,000,000	

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.

	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change from Adopted
Revenues:					
Bond Proceeds	11,545,738	13,181,900	13,181,900	13,755,400	4.4%
Interest Revenue	560,072	-	-	-	
Total Revenues	12,105,810	13,181,900	13,181,900	13,755,400	4.4%
Expenses:					
Operations:					
Bond Issuance Costs	5,000	-	-	-	
Financial Services	7,029	8,009	7,732	8,138	1.6%
Total Operations	12,029	8,009	7,732	8,138	1.6%
CIP:					
Law Enforcement	847,481	-	1,053,022	-	
Fire Safety	8,248	1,375,000	1,404,022	-	
Water Distribution	-	-	-	-	
Storm Water	461,461	-	2,264,554	-	
Street Engineering	2,415,933	7,860,000	21,013,879	10,195,000	
Traffic Engineering	1,007,362	1,071,900	4,064,882	160,400	
Street Maintenance	1,142,528	375,000	495,000	-	
Sanitary Sewer	-	2,500,000	-	2,700,000	
Shared Use Path	-	-	6,000	-	
Parks and Recreation	-	-	-	700,000	
Total CIP	5,883,013	13,181,900	30,301,359	13,755,400	4.4%
Total Before Transfers	5,895,042	13,189,909	30,309,091	13,763,538	4.3%
Transfers:					
Water Utility Fund	-	-	-	-	
Sewer Utility Fund	-	-	-	-	
Debt Service Fund	390,549	-	135,000	-	
Total Transfers	390,549	-	135,000	-	
Total Expenses	6,285,591	13,189,909	30,444,091	13,763,538	4.3%
Fund Balance:					
Net Change in Fund	5,820,219	(8,009)	(17,262,191)	(8,138)	
Beginning Balance	15,319,428	548,464	21,139,647	3,877,456	
Ending Balance	21,139,647	540,455	3,877,456	3,869,318	

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.

	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change from Adopted
Revenues:					
Sale of Cemetery Lots	19,350	-	17,527	18,767	
Total Revenues	19,350	-	17,527	18,767	
Expenses:					
Perpetual Care	-	-	-	-	
Total Expenses	-	-	-	-	
Fund Balance:					
Net Change in Fund	19,350	-	17,527	18,767	
Beginning Balance	998,643	1,017,523	1,017,993	1,035,520	1.8%
Ending Balance	1,017,993	1,017,523	1,035,520	1,054,287	3.6%

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.

	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change from Adopted
Revenues:					
Interest Revenue	31,251	12,000	12,000	10,000	-16.7%
Total Revenues	31,251	12,000	12,000	10,000	-16.7%
Expenses:					
Furman Aquatic Center	8,592	5,250	5,250	-	-100.0%
Total Expenses	8,592	5,250	5,250	-	
Fund Balance:					
Net Change in Fund	22,659	6,750	6,750	10,000	48.1%
Beginning Balance	1,167,669	1,170,468	1,190,328	1,197,078	2.3%
Ending Balance	1,190,328	1,177,218	1,197,078	1,207,078	2.5%

ENTERPRISE – WATER UTILITY

This fund accounts for the operation of a municipally owned water utility which provides services to residents of the City and some contiguous areas. Major capital improvements have been financed from current revenues and the Water Fund balance.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Revenues:</i>	Actual	Adopted	Adjusted	Mgr Rec	from
					Adopted
Metered Sales	10,481,449	10,420,250	10,731,800	11,372,100	9.1%
Contract Sales	713,359	1,049,000	1,668,000	1,030,000	-1.8%
Fees/Service Charges	255,482	140,000	264,558	217,800	55.6%
Cell Tower Lease	20,988	20,988	20,988	22,300	6.3%
Farm Land Rental	14,474	14,474	14,474	14,474	0.0%
Sprint PCS Land Rental	40,945	42,134	42,134	43,802	4.0%
Grant Funding	-	-	41,302	738,000	
Bond Proceeds	48,450	-	-	-	
Interest Revenue	556,325	200,000	372,000	372,000	86.0%
Miscellaneous Revenue	61,134	7,012	34,754	11,000	56.9%
Total Before Transfers	12,192,606	11,893,858	13,190,010	13,821,476	16.2%
Transfers:					
G.O. Bond Proceeds	-	-	-	-	
Local Option Sales Tax	-	-	-	-	
Park Development Fund	-	-	-	-	
Total Transfers	-	-	-	-	
Total Revenues	12,192,606	11,893,858	13,190,010	13,821,476	16.2%
Expenses:					
Operations:					
W & PC Administration	389,936	469,561	440,969	468,035	-0.3%
Water Plant Operations	2,849,194	3,157,002	3,097,332	3,263,016	3.4%
W & PC Meter Services	548,711	639,524	642,053	688,751	7.7%
W & PC Laboratory	229,291	240,162	234,108	245,538	2.2%
Public Works Administration	122,456	134,740	130,963	138,466	2.8%
Public Works Engineering	190,450	176,190	168,134	178,129	1.1%
Distribution System Maintenance	1,298,619	1,268,434	1,228,940	1,331,939	5.0%
Customer Service	457,243	466,770	455,750	478,750	2.6%
City Council/Sustainability	6,250	6,250	8,500	8,500	36.0%
City Clerk	20,862	22,190	22,404	24,099	8.6%
City Manager	79,237	81,407	71,361	84,730	4.1%
Public Relations	21,085	22,322	22,073	22,991	3.0%
Financial Services	146,165	164,551	158,800	166,916	1.4%
Purchasing Services	39,535	45,073	44,032	45,931	1.9%
Legal Services	75,496	81,899	82,015	84,895	3.7%
Human Resources	33,695	38,422	39,033	46,873	22.0%
Facilities	22,181	23,786	23,685	24,361	2.4%
Total Operations	6,530,406	7,038,283	6,870,152	7,301,920	3.7%

ENTERPRISE – WATER UTILITY, continued

	2019/20	2020/21	2020/21	2021/22	% Change
CIP:	Actual	Adopted	Adjusted	Mgr Rec	from
					Adopted
Water Production/Treatment	902,755	336,000	3,231,762	2,268,000	575.0%
Water Distribution	2,119,735	2,050,000	4,990,304	1,600,000	-22.0%
Right-of-Way Restoration	44,734	-	253,058	75,000	
City-Wide Radio System	48,450	75,000	-	-	-100.0%
Total CIP	3,115,674	2,461,000	8,475,124	3,943,000	60.2%
Total Before Transfers	9,646,080	9,499,283	15,345,276	11,244,920	18.4%
Transfers:					
Debt Service	386,614	134,425	125,903	124,534	-7.4%
Water Sinking	4,229,755	4,229,103	4,229,103	4,229,295	0.0%
Fleet Services	-	-	35,490	-	
Total Transfers	4,616,369	4,363,528	4,390,496	4,353,829	-0.2%
Total Expenses	14,262,449	13,862,811	19,735,772	15,598,749	12.5%
Fund Balance:					
Net Change in Fund	(2,069,843)	(1,968,953)	(6,545,762)	(1,777,273)	-9.7%
Beginning Balance	20,627,110	11,797,687	18,557,267	12,011,505	1.8%
Ending Balance	18,557,267	9,828,734	12,011,505	10,234,232	4.1%
<i>Minimum fund balance target:</i>					
10% of operating expenses				<u>730,192</u>	
Unreserved fund balance				<u><u>9,504,040</u></u>	

ENTERPRISE – WATER CONSTRUCTION

This fund accounts for revenue and expenditures for certain major projects of the water utility.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Revenues:</i>	Actual	Adopted	Adjusted	Mgr Rec	from
					Adopted
State Revolving Loan Fund	-	8,650,000	13,379,480	-	-100.0%
Total Revenues	-	8,650,000	13,379,480	-	-100.0%
Expenses:					
CIP:					
New Water Treatment Plant	54,799	-	114,588	-	
N River Valley Well Field	-	6,078,000	6,078,000	-	
Old Water Plant Demolition	6,710	2,572,000	4,328,540	-	-100.0%
Total Expenses	61,509	8,650,000	10,521,128	-	-100.0%
Fund Balance:					
Net Change in Fund	(61,509)	-	2,858,352	-	
Beginning Balance	(2,796,843)	-	(2,858,352)	-	
Ending Balance	(2,858,352)	-	-	-	

ENTERPRISE – WATER SINKING

This fund is used to account for State Revolving Fund (SRF) loan payments for water utility projects financed with SRF funding.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Revenues:</i>	Actual	Adopted	Adjusted	Mgr Rec	from
<i>Transfers:</i>					Adopted
Water Utility Fund	4,229,755	4,229,103	4,229,103	4,229,295	0.0%
Total Revenues	4,229,755	4,229,103	4,229,103	4,229,295	0.0%
Expenses:					
Debt Service:					
SRF Loan Payments	4,229,815	4,229,095	4,229,095	4,229,195	0.0%
Total Expenses	4,229,815	4,229,095	4,229,095	4,229,195	0.0%
Fund Balance:					
Net Change in Fund	(60)	8	8	100	1150.0%
Beginning Balance	352,485	352,425	352,425	352,433	0.0%
Ending Balance	352,425	352,433	352,433	352,533	0.0%

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.

	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	from
					Adopted
Revenues:					
Metered Charges	7,160,894	7,492,000	7,569,000	7,569,000	1.0%
Contract Charges	1,448,953	1,227,800	1,847,700	1,581,700	28.8%
Fees/Service Charges	262,486	247,700	269,400	257,800	4.1%
Flood Warning System	9,145	9,500	9,300	9,300	-2.1%
Farm Land Income	74,514	89,600	85,000	85,000	-5.1%
Bond Proceeds	48,450	-	-	-	
Interest Revenue	312,060	250,000	150,000	125,000	-50.0%
Miscellaneous Revenue	93	-	-	-	
Total Before Transfers	9,316,595	9,316,600	9,930,400	9,627,800	3.3%
Transfers:					
G.O. Bond Proceeds	-	-	-	-	
Total Revenues	9,316,595	9,316,600	9,930,400	9,627,800	3.3%
Expenses:					
Operations:					
W & PC Administration	389,936	469,562	440,968	468,035	-0.3%
WPC Plant Operations	2,374,494	2,692,358	2,463,619	2,627,657	-2.4%
W & PC Meter Services	370,608	441,034	439,443	473,774	7.4%
W & PC Laboratory	425,831	446,014	434,772	456,000	2.2%
Public Works Administration	122,456	134,740	130,963	138,466	2.8%
Public Works Engineering	222,191	205,555	196,156	207,817	1.1%
Collection System Maintenance	500,715	670,218	605,418	608,699	-9.2%
Customer Service	431,859	437,920	429,850	451,520	3.1%
City Council/Sustainability	6,250	6,250	8,500	8,500	36.0%
City Clerk	20,862	22,190	22,404	24,099	8.6%
City Manager	79,237	81,407	71,361	84,730	4.1%
Public Relations	21,085	22,322	22,073	22,991	3.0%
Financial Services	124,147	140,561	136,450	143,350	2.0%
Purchasing Services	18,449	21,034	20,548	21,434	1.9%
Legal Services	75,496	81,899	82,015	84,895	3.7%
Human Resources	26,065	28,760	28,706	34,470	19.9%
Facilities	17,745	19,029	18,948	19,489	2.4%
Total Operations	5,227,426	5,920,853	5,552,194	5,875,926	-0.8%
CIP:					
Water Pollution Control	1,212,749	533,000	3,085,346	281,000	-47.3%
Water Production/Treatment	15,965	-	-	-	
Sanitary Sewer System	223,119	-	4,807,003	400,000	
Right-of-Way Restoration	27,070	300,000	192,930	75,000	-75.0%
City-Wide Radio System	48,450	75,000	-	-	-100.0%
Total CIP	1,527,353	908,000	8,085,279	756,000	-16.7%
Total Before Transfers	6,754,779	6,828,853	13,637,473	6,631,926	-2.9%

ENTERPRISE – SEWER UTILITY, continued

	2019/20	2020/21	2020/21	2021/22	% Change from
<i>Transfers:</i>	Actual	Adopted	Adjusted	Mgr Rec	Adopted
Debt Service	387,961	390,244	382,200	382,739	-1.9%
Sewer Sinking	541,496	534,759	544,622	524,822	-1.9%
Fleet Services	-	-	35,490	-	
Total Transfers	929,457	925,003	962,312	907,561	-1.9%
Total Expenses	7,684,236	7,753,856	14,599,785	7,539,487	-2.8%
Fund Balance:					
Net Change in Fund	1,632,359	1,562,744	(4,669,385)	2,088,313	33.6%
Beginning Balance	16,037,646	9,101,740	17,670,005	13,000,620	42.8%
Ending Balance	17,670,005	10,664,484	13,000,620	15,088,933	41.5%

Minimum fund balance target:

10% of operating expenses

587,593

Unreserved fund balance

14,501,340

ENTERPRISE – SEWER IMPROVEMENTS

This fund accounts for revenue and expenditures for certain major projects of the sanitary sewer utility.

	2019/20	2020/21	2020/21	2021/22	% Change from
<i>Revenues:</i>	Actual	Adopted	Adjusted	Mgr Rec	Adopted
State Revolving Loan Fund	-	3,802,000	10,643,232	3,922,000	3.2%
Total Revenues	-	3,802,000	10,643,232	3,922,000	3.2%
Expenses:					
CIP:					
Water Pollution Control	-	-	-	-	
Sanitary Sewer System	2,117,812	3,802,000	4,100,000	3,922,000	3.2%
Total Expenses	2,117,812	3,802,000	4,100,000	3,922,000	3.2%
Fund Balance:					
Net Change in Fund	(2,117,812)	-	6,543,232	-	
Beginning Balance	(4,425,420)	-	(6,543,232)	-	
Ending Balance	(6,543,232)	-	-	-	

ENTERPRISE – SEWER SINKING

This fund is used to account for State Revolving Fund (SRF) loan payments for sewer utility projects financed with SRF funding.

Revenues:	2019/20	2020/21	2020/21	2021/22	% Change
Transfers:	Actual	Adopted	Adjusted	Mgr Rec	from
					Adopted
Sewer Utility Fund	541,496	534,759	544,622	524,822	-1.9%
Total Revenues	541,496	534,759	544,622	524,822	-1.9%
Expenses:					
Debt Service:					
SRF Loan Payments	534,437	534,799	544,702	521,893	-2.4%
Total Expenses	534,437	534,799	544,702	521,893	-2.4%
Fund Balance:					
Net Change in Fund	7,059	(40)	(80)	2,929	-7422.5%
Beginning Balance	45,176	44,566	52,235	52,155	17.0%
Ending Balance	52,235	44,526	52,155	55,084	23.7%

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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Revenues:</i>	Actual	Adopted	Adjusted	Mgr Rec	from
					Adopted
Metered Sales	54,349,819	57,000,000	54,150,000	56,000,000	-1.8%
Iowa State University	2,539,320	3,025,600	3,045,000	3,145,350	4.0%
MEC Zonal Transmission	1,708,901	2,000,000	2,000,000	2,000,000	0.0%
BP Canada Gas Sales	4,274,826	4,000,000	4,500,000	4,000,000	0.0%
Street Lights	864,672	900,000	900,000	900,000	0.0%
Security Lighting Rental	146,908	155,000	155,000	155,000	0.0%
Subdivision Construction	-	30,000	30,000	30,000	0.0%
Fees/Service Charges	345,434	378,000	378,000	378,000	0.0%
Renewable Energy Credits	93,895	80,000	97,631	-	-100.0%
Bond Proceeds	158,100	-	-	-	
Interest Revenue	1,444,498	750,000	940,000	800,000	6.7%
Miscellaneous Revenue	172,163	15,000	232,000	-	0.0%
Total Revenues	66,098,536	68,333,600	66,427,631	67,408,350	-1.4%
Expenses:					
Operations:					
Electric Administration	1,217,764	1,252,419	1,183,701	1,259,974	0.6%
Demand-Side Management	714,732	1,070,471	1,412,220	1,020,119	-4.7%
Electric Production	9,807,825	12,659,249	13,163,394	13,439,147	6.2%
Fuel/Purchased Power	32,794,841	36,381,140	34,711,961	32,550,895	-10.5%
Distribution/Operations	2,687,251	3,494,832	3,245,856	3,510,841	0.5%
Distribution/Improvements	1,081,676	2,492,447	2,526,415	2,607,010	4.6%
Electric Technical Services	1,103,622	1,148,660	1,164,400	1,208,248	5.2%
Electric Engineering	555,538	961,349	970,085	967,448	0.6%
Customer Service	745,011	879,004	870,387	913,947	4.0%
City Council/Sustainability	6,250	6,250	8,500	8,500	36.0%
City Clerk	41,724	44,380	44,808	48,198	8.6%
City Manager	167,616	172,207	150,956	179,237	4.1%
Public Relations	42,171	44,643	44,146	45,981	3.0%
Financial Services	483,910	540,911	521,104	547,586	1.2%
Purchasing Services	289,920	330,536	322,904	336,825	1.9%
Legal Services	119,999	130,177	130,360	134,938	3.7%
Human Resources	107,567	119,375	117,936	141,621	18.6%
Facilities	44,362	47,572	47,370	48,722	2.4%
Public Works GIS	44,345	46,948	45,980	47,766	1.7%
Utility Deposit Interest	22,756	-	-	-	
Total Operations	52,078,880	61,822,570	60,682,483	59,017,003	-4.5%

ENTERPRISE – ELECTRIC UTILITY, continued

	2019/20	2020/21	2020/21	2021/22	% Change
<i>CIP:</i>	Actual	Adopted	Adjusted	Mgr Rec	from
					Adopted
Electric Services	8,678,873	9,440,000	25,874,705	6,951,000	-26.4%
City-Wide Radio Project	158,100	-	-	-	
Total CIP	8,836,973	9,440,000	25,874,705	6,951,000	-26.4%
Total Before Transfers	60,915,853	71,262,570	86,557,188	65,968,003	-7.4%
Transfers:					
General Fund (In Lieu of Taxes)	2,143,240	2,188,899	2,188,899	2,295,682	4.9%
Electric Sinking	965,640	969,056	969,056	966,327	
SunSmart	-	-	35,000	72,000	
Debt Services	4,037	18,011	18,011	17,391	-3.4%
Total Transfers	3,112,917	3,175,966	3,210,966	3,351,400	5.5%
Total Expenses	64,028,770	74,438,536	89,768,154	69,319,403	-6.9%
Fund Balance:					
Net Change in Fund	2,069,766	(6,104,936)	(23,340,523)	(1,911,053)	-68.7%
Beginning Balance	53,028,045	34,639,654	55,097,811	31,757,288	-8.3%
Ending Balance	55,097,811	28,534,718	31,757,288	29,846,235	4.6%

Minimum fund balance target:

Based on contingency for casualty in
power generation or distribution

10,100,000

Unreserved fund balance

19,746,235

ENTERPRISE – ELECTRIC SINKING

This fund is used to account for principal and interest payments for Electric Revenue Bonds.

Revenues:	2019/20	2020/21	2020/21	2021/22	% Change
Transfers:	Actual	Adopted	Adjusted	Mgr Rec	from
					Adopted
Electric Utility Fund	965,640	969,056	969,056	966,327	-0.3%
Total Revenues	965,640	969,056	969,056	966,327	-0.3%
Expenses:					
Debt Service:					
Bond Principal and Interest	965,306	969,306	969,306	966,306	-0.3%
Total Expenses	965,306	969,306	969,306	966,306	-0.3%
Fund Balance:					
Net Change in Fund	334	(250)	(250)	21	-108.4%
Beginning Balance	80,442	80,776	80,776	80,526	-0.3%
Ending Balance	80,776	80,526	80,526	80,547	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.

	2019/20	2020/21	2020/21	2021/22	% Change from Adopted
<i>Revenues:</i>	Actual	Adopted	Adjusted	Mgr Rec	
SunSmart Power Packs	571,341	-	450,000	10,000	
ISU/Solar Energy	-	-	35,000	72,000	
Administrative Fee	1,230	-	1,000	-	
Interest Revenue	10,202	-	5,000	5,000	
Total Before Transfers	582,773	-	491,000	87,000	
<i>Transfers:</i>					
Electric Utility Fund	-	-	35,000	72,000	
Total Revenues	582,773	-	526,000	159,000	
<i>Expenses:</i>					
Solar Energy	6,998	-	106,320	181,000	
Total Expenses	6,998	-	106,320	181,000	
<i>Fund Balance:</i>					
Net Change in Fund	575,775	-	419,680	(22,000)	
Beginning Balance	(1)	-	575,774	995,454	
Ending Balance	575,774	-	995,454	973,454	

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.

	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	from
Revenues:					Adopted
Illegal Parking	284,640	380,000	280,000	320,000	-15.8%
Overtime Parking	59,306	80,000	65,000	70,000	-12.5%
East District - Downtown	264,191	387,880	187,780	289,380	-25.4%
West District - Campustown	175,971	257,900	116,900	177,000	-31.4%
Collection Agency Revenue	11,570	20,000	2,000	2,000	-90.0%
Interest Revenue	10,936	7,000	4,000	6,000	-14.3%
Miscellaneous Revenue	1,776	350	300	350	0.0%
Total Before Transfers	808,390	1,133,130	655,980	864,730	-23.7%
Transfers:					
General Fund	-	-	600,542	-	
Local Option Sales Tax	-	5,738	5,738	5,738	
Total Revenues	808,390	1,138,868	1,262,260	870,468	-23.6%
Expenses:					
Operations:					
Parking Enforcement	408,215	513,121	417,453	528,593	3.0%
Parking Operations	342,773	316,203	302,167	331,742	4.9%
Customer Service	155,808	176,939	176,265	162,099	-8.4%
Financial Services	25,219	27,887	26,680	28,031	0.5%
Purchasing Services	527	601	587	612	1.8%
Legal Services	36,556	39,657	39,712	41,107	3.7%
Human Resources	6,280	6,163	6,075	7,295	18.4%
Facilities	2,662	2,854	2,842	2,923	2.4%
Total Operations	978,040	1,083,425	971,781	1,102,402	1.8%
Transfers:					
Parking Capital Reserve	112,394	45,562	45,562	46,000	
Total Expenses	1,090,434	1,128,987	1,017,343	1,148,402	1.7%
Fund Balance:					
Net Change in Fund	(282,044)	9,881	244,917	(277,934)	-2912.8%
Beginning Balance	425,301	110,700	143,257	388,174	250.7%
Ending Balance	143,257	120,581	388,174	110,240	-8.6%

Minimum fund balance target:
10% of operating expenses

110,240

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.

	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change from Adopted
Revenues:					
Interest Revenue	-	-	-	-	
Transfers:					
Parking Operations	112,394	45,562	45,562	46,000	
Total Revenues	112,394	45,562	45,562	46,000	
Expenses:					
CIP:					
Parking	-	-	-	-	
Transfers:					
Parking Fund	-	-	-	-	
Total Expenses	-	-	-	-	
Fund Balance:					
Net Change in Fund	112,394	45,562	45,562	46,000	
Beginning Balance	-	353,903	112,394	157,956	-55.4%
Ending Balance	112,394	399,465	157,956	203,956	-48.9%

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%.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Revenues:</i>	Actual	Adopted	Adjusted	Mgr Rec	from Adopted
Federal/State Funding	3,824,701	3,190,000	6,940,000	4,213,297	32.1%
ISU Administration	874,804	893,621	893,621	893,621	0.0%
ISU Student Fees	5,151,404	5,864,986	5,741,486	5,741,486	-2.1%
Fees/Service Charges	692,335	770,023	770,023	739,673	-3.9%
Metro Planning Organization	36,214	30,000	30,000	30,000	0.0%
Interest Revenue	80,705	30,000	40,000	30,000	0.0%
Miscellaneous Revenue	37,064	33,000	33,000	33,000	0.0%
Total Before Transfers	10,697,227	10,811,630	14,448,130	11,681,077	8.0%
Transfers:					
General Fund (Transit Levy)	1,977,672	2,037,720	2,037,720	2,037,720	0.0%
Student Government Trust	297,097	-	-	-	
Total Transfers	2,274,769	2,037,720	2,037,720	2,037,720	0.0%
Total Revenues	12,971,996	12,849,350	16,485,850	13,718,797	6.8%
Expenses:					
Operations:					
Transit Administration	1,933,291	2,240,821	2,232,834	2,357,775	5.2%
Fixed Route Service	8,434,471	9,658,396	9,671,539	9,997,911	3.5%
Dial-A-Ride Service	154,967	186,691	183,691	184,314	-1.3%
Total Operations	10,522,729	12,085,908	12,088,064	12,540,000	3.8%
Transfers:					
Transit Capital Reserve	902,520	800,000	800,000	800,000	0.0%
Student Government Trust	464,178	-	-	-	
Total Transfers	1,366,698	800,000	800,000	800,000	0.0%
Total Expenses	11,889,427	12,885,908	12,888,064	13,340,000	3.5%
Fund Balance:					
Net Change in Fund	1,082,569	(36,558)	3,597,786	378,797	-1136.2%
Beginning Balance	4,842,039	4,899,435	5,924,608	9,522,394	94.4%
Ending Balance	5,924,608	4,862,877	9,522,394	9,901,191	103.6%

Minimum fund balance target:

Reserve for cash flow	2,000,000
10% of operating expenses	<u>1,254,000</u>
Unreserved fund balance	<u><u>6,647,191</u></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.

	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change from Adopted
Revenues:					
Interest Revenue	17,006	6,000	6,000	6,000	0.0%
Transfers:					
Transit Operations	464,178	-	-	-	
Total Revenues	481,184	6,000	6,000	6,000	0.0%
Expenses:					
Transfers:					
Transit Administration	-	-	-	-	
Transit Operations	297,097	-	-	-	
Total Expenses	297,097	-	-	-	
Fund Balance:					
Net Change in Fund	184,087	6,000	6,000	6,000	0.0%
Beginning Balance	589,972	763,053	774,059	780,059	2.2%
Ending Balance	774,059	769,053	780,059	786,059	2.2%

ENTERPRISE – TRANSIT CAPITAL RESERVE

This fund accounts for CyRide grant and capital activities.

	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	from
Revenues:					Adopted
Federal/State Funding	1,149,550	4,565,442	6,873,662	2,581,530	-43.5%
ISU Parking	17,000	17,000	17,000	17,000	0.0%
Interest Revenue	34,970	7,000	10,000	7,000	0.0%
Miscellaneous Revenue	-	-	-	-	
Total Before Transfers	1,201,520	4,589,442	6,900,662	2,605,530	-43.2%
Transfers:					
Transit Operations	902,520	800,000	800,000	800,000	0.0%
GSB Transit Trust	-	-	-	-	
Total Transfers	902,520	800,000	800,000	800,000	0.0%
Total Revenues	2,104,040	5,389,442	7,700,662	3,405,530	-36.8%
Expenses:					
CIP:					
Transit	1,974,630	6,150,673	8,765,231	3,801,044	-38.2%
Total Expenses	1,974,630	6,150,673	8,765,231	3,801,044	-38.2%
Fund Balance:					
Net Change in Fund	129,410	(761,231)	(1,064,569)	(395,514)	-48.0%
Beginning Balance	1,972,060	784,144	2,101,470	1,036,901	32.2%
Ending Balance	2,101,470	22,913	1,036,901	641,387	2699.2%

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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Revenues:</i>	Actual	Adopted	Adjusted	Mgr Rec	from
					Adopted
Stormwater Fees	1,822,839	1,805,000	1,815,000	1,825,000	1.1%
Federal/State Grants	-	-	-	-	
Permits and Plan Reviews	27,486	22,750	33,250	28,250	24.2%
Fees/Service Charges	2,415	7,700	2,200	-	-100.0%
Interest Revenue	91,150	50,000	60,000	52,000	4.0%
Unrealized Gains/Losses	39,233	-	-	-	
Total Revenues	1,983,123	1,885,450	1,910,450	1,905,250	1.1%
Expenses:					
Operations:					
Storm Sewer Maintenance	319,622	414,757	392,723	347,787	-16.1%
Stormwater Permit Program	234,635	332,943	286,749	330,493	-0.7%
Stormwater Engineering	95,225	88,095	84,067	89,064	1.1%
Customer Service	4,701	5,200	6,760	6,760	30.0%
Purchasing Services	5,271	6,010	5,871	6,124	1.9%
Human Resources	4,794	5,326	5,088	6,110	14.7%
Total Operations	664,248	852,331	781,258	786,338	-7.7%
CIP:					
Stormwater	770,441	680,000	4,455,200	1,050,000	54.4%
Right-of-Way Restoration	8,618	50,000	193,967	50,000	0.0%
Total CIP	779,059	730,000	4,649,167	1,100,000	50.7%
Total Expenses	1,443,307	1,582,331	5,430,425	1,886,338	19.2%
Fund Balance:					
Net Change in Fund	539,816	303,119	(3,519,975)	18,912	-93.8%
Beginning Balance	4,753,633	1,202,222	5,293,449	1,773,474	47.5%
Ending Balance	5,293,449	1,505,341	1,773,474	1,792,386	19.1%

Minimum fund balance target:

10% of operating expenses

78,634

Unreserved fund balance

1,713,752

ENTERPRISE – STORMWATER IMPROVEMENTS

This fund is used to account for grant and developer funding related to stormwater capital improvement projects.

	2019/20 Actual	2020/21 Adopted	2020/21 Adjusted	2021/22 Mgr Rec	% Change from Adopted
Revenues:					
Federal/State Grants	-	3,780,000	3,847,450	-	
SRF Grant Program	-	-	714,000	392,000	
Total Revenues	-	3,780,000	4,561,450	392,000	
Expenses:					
CIP:					
Stormwater	-	3,780,000	4,561,450	392,000	
Total Expenses	-	3,780,000	4,561,450	392,000	
Fund Balance:					
Net Change in Fund	-	-	-	-	
Beginning Balance	-	-	-	-	
Ending Balance	-	-	-	-	

ENTERPRISE – AMES/ISU ICE ARENA

This fund accounts for the operation of the Ice Arena.

	2019/20	2020/21	2020/21	2021/22	% Change from
	Actual	Adopted	Adjusted	Mgr Rec	Adopted
Revenues:					
Admissions	58,017	67,500	42,239	56,600	-16.1%
Ice Rink Rental	364,764	426,325	345,971	379,719	-10.9%
Equipment Rental	19,094	30,100	10,000	25,150	-16.4%
Skate Sharpening	2,388	3,000	2,500	2,800	-6.7%
Dasher Board Advertising	5,895	7,500	5,500	5,614	-25.1%
Pro Shop Sales	1,126	2,000	1,200	1,500	-25.0%
Concessions	27,389	35,700	12,450	30,400	-14.8%
Interest Revenue	3,833	2,000	2,000	2,000	0.0%
Miscellaneous Revenue	833	900	7,900	2,000	122.2%
Total Revenues	483,339	575,025	429,760	505,783	-12.0%
Expenses:					
Operations:					
Ice Arena Operations	505,248	584,508	438,625	533,177	-8.8%
Total Expenses	505,248	584,508	438,625	533,177	-8.8%
Fund Balance:					
Net Change in Fund	(21,909)	(9,483)	(8,865)	(27,394)	188.9%
Beginning Balance	187,603	179,066	165,694	156,829	-12.4%
Ending Balance	165,694	169,583	156,829	129,435	-23.7%

Minimum fund balance target:
15% of operating expenses

79,977

Unreserved fund balance

49,458

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.

	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	from
Revenues:					Adopted
Iowa State University	20,000	20,000	20,000	20,000	0.0%
Interest Revenue	6,106	-	-	-	
Total Before Transfers	26,106	20,000	20,000	20,000	0.0%
Transfers:					
Local Option Sales Tax	20,000	20,000	20,000	20,000	0.0%
Total Revenues	46,106	40,000	40,000	40,000	0.0%
Expenses:					
CIP:					
Ice Arena Improvements	72,034	100,000	161,608	-	-100.0%
Total Expenses	72,034	100,000	161,608	-	-100.0%
Fund Balance:					
Net Change in Fund	(25,928)	(60,000)	(121,608)	40,000	-166.7%
Beginning Balance	231,816	138,173	205,888	84,280	-39.0%
Ending Balance	205,888	78,173	84,280	124,280	59.0%

ENTERPRISE – HOMEWOOD GOLF COURSE

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

	2019/20	2020/21	2020/21	2021/22	% Change from
Revenues:	Actual	Adopted	Adjusted	Mgr Rec	Adopted
Green Fees	83,533	93,730	95,730	100,000	6.7%
Season Passes/Punchcards	45,371	61,770	57,270	62,500	1.2%
Entry Fees	1,424	2,610	2,200	3,000	14.9%
Equipment Rental	20,220	35,000	35,000	35,000	0.0%
Clubhouse Rental	-	-	2,925	11,250	
Pro Shop Sales	951	1,900	1,200	1,900	0.0%
Concessions	12,183	22,000	16,000	21,000	-4.5%
Cell Tower Lease	40,513	41,096	41,096	42,000	2.2%
Interest Revenue	5,723	3,000	3,000	3,000	0.0%
Miscellaneous Revenue	264	850	-	850	0.0%
Total Revenues	210,182	261,956	254,421	280,500	7.1%
Expenses:					
Operations:					
Administration/Concessions	99,559	173,661	156,645	171,722	-1.1%
Golf Course Maintenance	110,101	124,824	115,445	119,799	-4.0%
Total Operations	209,660	298,485	272,090	291,521	-2.3%
CIP:					
New Homewood Clubhouse	-	-	10,000	-	
Total CIP	-	-	10,000	-	
Total Expenses	209,660	298,485	282,090	291,521	-2.3%
Fund Balance:					
Net Change in Fund	522	(36,529)	(27,669)	(11,021)	-69.8%
Beginning Balance	215,169	201,450	215,691	188,022	-6.7%
Ending Balance	215,691	164,921	188,022	177,001	7.3%

Minimum fund balance target:

25% of operating expenses

72,880

Unreserved fund balance

104,121

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.

	2019/20	2020/21	2020/21	2021/22	% Change from
<i>Revenues:</i>	Actual	Adopted	Adjusted	Mgr Rec	Adopted
Commercial Accounts	1,803,321	2,643,750	2,350,000	2,643,750	0.0%
Iowa State University	186,332	275,424	184,110	265,000	-3.8%
Other Contracts	5,508	5,540	5,540	5,500	-0.7%
Public Fees	68,015	79,500	79,500	80,000	0.6%
FDW Pilot Program	2,971	1,000	1,000	1,000	0.0%
Per Capita Revenue	305,030	305,025	320,513	336,000	10.2%
Electric RDF Revenue	854,013	900,000	850,000	900,000	0.0%
Power Plant Down Charge	18,389	-	175,000	-	
Sale of Metals	81,188	77,500	90,000	90,000	16.1%
Interest Revenue	7,399	6,500	6,500	6,500	0.0%
Miscellaneous Revenue	2,106	2,400	2,400	2,000	-16.7%
Total Before Transfers	3,334,272	4,296,639	4,064,563	4,329,750	0.8%
Transfers:					
General Fund (Ames Per Capita)	522,533	522,533	550,017	577,500	10.5%
Total Revenues	3,856,805	4,819,172	4,614,580	4,907,250	1.8%
Expenses:					
Operations:					
Public Works Administration	122,456	134,740	130,963	138,466	2.8%
Resource Recovery Operations	2,457,232	2,878,194	2,757,781	2,922,665	1.5%
Reject Disposal	916,866	950,000	1,108,000	1,080,000	13.7%
Yard Waste Management	35,260	36,400	36,403	40,000	9.9%
Landfill Monitoring	10,507	25,050	15,550	25,300	1.0%
FDW Pilot Program	5,359	9,000	8,700	9,000	0.0%
City Council/Sustainability	6,250	6,250	8,500	8,500	36.0%
Public Relations	21,085	22,322	22,073	22,991	3.0%
Financial Services	142,263	155,715	147,316	155,010	-0.5%
Purchasing Services	31,628	36,058	35,226	36,745	1.9%
Legal Services	19,867	21,552	21,583	22,341	3.7%
Human Resources	17,556	19,477	19,289	23,163	18.9%
Facilities	4,436	4,757	4,737	4,872	2.4%
Total Operations	3,790,765	4,299,515	4,316,121	4,489,053	4.4%

ENTERPRISE – RESOURCE RECOVERY, continued

	2019/20	2020/21	2020/21	2021/22	% Change
CIP:	Actual	Adopted	Adjusted	Mgr Rec	from
					Adopted
Resource Recovery	179,620	385,100	420,580	444,650	15.5%
Total Before Transfers	3,970,385	4,684,615	4,736,701	4,933,703	5.3%
Transfers:					
Debt Service	163,188	160,387	160,387	161,487	0.7%
Total Expenses	4,133,573	4,845,002	4,897,088	5,095,190	5.2%
Fund Balance:					
Net Change in Fund	(276,768)	(25,830)	(282,508)	(187,940)	627.6%
Beginning Balance	1,041,852	345,399	765,084	482,576	39.7%
Ending Balance	765,084	319,569	482,576	294,636	-7.8%

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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Revenues:</i>	Actual	Adopted	Adjusted	Mgr Rec	from Adopted
Property Taxes	9,911,162	10,017,246	10,017,246	9,984,746	-0.3%
Excise Tax	26,826	26,254	26,254	22,938	-12.6%
State Replacement Tax	284,738	304,004	304,004	274,666	-9.7%
Iowa State University	13,277	13,501	46,512	43,717	223.8%
Interest Revenue	108,116	30,000	30,000	15,000	-50.0%
Bond Proceeds	-	-	9,157,729	-	
Miscellaneous Revenue	-	-	-	-	
Total Before Transfers	10,344,119	10,391,005	19,581,745	10,341,067	-0.5%
Transfers:					
General Fund (Airport Terminal)	70,979	70,976	70,976	70,983	0.0%
TIF/South Bell	110,837	110,243	110,243	-	-100.0%
TIF/ISU Research Park	303,700	302,200	302,200	302,400	0.1%
TIF/ISU RP Phase 2	7,212	30,025	30,025	29,025	-3.3%
TIF/E 13th St Sewer Ext	-	251,155	-	255,300	1.7%
Special Assessments	321,415	315,559	315,559	318,313	0.9%
G.O. Bonds	253,522	-	135,000	-	
Water Utility Fund	386,614	134,425	125,903	124,534	-7.4%
Sewer Utility Fund	387,961	390,244	382,200	382,739	-1.9%
Electric Utility Fund	4,037	18,011	18,011	17,391	-3.4%
Resource Recovery	163,188	160,387	160,387	161,487	0.7%
Total Transfers	2,009,465	1,783,225	1,650,504	1,662,172	-6.8%
Total Revenues	12,353,584	12,174,230	21,232,249	12,003,239	-1.4%
Expenses:					
Debt Service:					
G.O. Bond Principal	9,760,000	10,068,824	18,935,000	9,565,585	-5.0%
G.O. Bond Interest	2,314,255	2,450,406	2,397,565	2,422,652	-1.1%
G.O. Bond Costs	-	-	-	-	
Total Expenses	12,074,255	12,519,230	21,332,565	11,988,237	-4.2%
Fund Balance:					
Net Change in Fund	279,329	(345,000)	(100,316)	15,002	-104.3%
Beginning Balance	928,448	1,220,541	1,207,777	1,107,461	-9.3%
Ending Balance	1,207,777	875,541	1,107,461	1,122,463	28.2%

INTERNAL SERVICES – FLEET SERVICES

This fund accounts for maintenance and purchase of City-owned equipment. Shop Operations provides service to City departments (excluding Transit). The fund balance represents the accumulation of interest earnings used for capital projects at the shop location.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Revenues:</i>	Actual	Adopted	Adjusted	Mgr Rec	from
					Adopted
Fleet Maintenance Charges	1,951,800	2,277,705	2,142,847	2,309,637	1.4%
Maintenance Facility Charges	53,617	59,690	59,668	60,671	1.6%
Motor Pool Charges	64,047	65,000	65,000	65,000	0.0%
Miscellaneous Revenue	525	-	-	-	
Total Revenues	2,069,989	2,402,395	2,267,515	2,435,308	1.4%
Expenses:					
Internal Services:					
Fleet Administration	478,305	530,409	502,257	551,254	3.9%
Fleet Maintenance	1,450,225	1,706,858	1,600,174	1,716,961	0.6%
Fleet Maintenance Facility	107,234	119,378	119,334	121,343	1.6%
Motor Pool Operations	44,913	45,750	45,750	45,750	0.0%
Total Expenses	2,080,677	2,402,395	2,267,515	2,435,308	1.4%
Fund Balance:					
Net Change in Fund	(10,688)	-	-	-	
Beginning Balance	260,688	250,000	250,000	250,000	0.0%
Ending Balance	250,000	250,000	250,000	250,000	0.0%

INTERNAL SERVICES – FLEET RESERVE

This fund accounts for the accumulation of funds for use in the replacement of City of Ames fleet vehicles and related equipment. This fund allows operating departments to accumulate funds to replace vehicles and equipment over the useful life of that equipment.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Revenues:</i>	Actual	Adopted	Adjusted	Mgr Rec	from
					Adopted
Fleet Replacement Funds	1,882,061	2,024,415	2,135,950	1,824,374	-9.9%
Sale of Equipment	246,051	-	-	-	
Interest Revenue	285,191	100,000	100,000	100,000	0.0%
Miscellaneous Revenue	211	-	-	-	
Total Before Transfers	2,413,514	2,124,415	2,235,950	1,924,374	-9.4%
Transfers:					
Road Use Tax	-	-	35,490	-	
Water Utility Fund	-	-	35,490	-	
Sewer Utility Fund	-	-	35,490	-	
Fleet Services Fund	-	-	-	-	
Total Transfers	-	-	106,470	-	
Total Revenues	2,413,514	2,124,415	2,342,420	1,924,374	-9.4%
Expenses:					
Internal Services:					
Fleet Acquisitions	2,115,271	2,336,700	3,565,166	718,500	-69.3%
Fleet Disposal	8,662	-	-	-	
Total Internal Services	2,123,933	2,336,700	3,565,166	718,500	-69.3%
CIP:					
Fleet Facility Improvements	-	-	291,959	-	
Total Expenses	2,123,933	2,336,700	3,857,125	718,500	-69.3%
Fund Balance:					
Net Change in Fund	289,581	(212,285)	(1,514,705)	1,205,874	-668.0%
Beginning Balance	10,896,502	9,832,775	11,186,083	9,671,378	-1.6%
Ending Balance	11,186,083	9,620,490	9,671,378	10,877,252	13.1%

INTERNAL SERVICES – INFORMATION TECHNOLOGY

Information Technology accounts for all information technology and communication services provided to City departments.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Revenues:</i>	<i>Actual</i>	<i>Adopted</i>	<i>Adjusted</i>	<i>Mgr Rec</i>	<i>from</i>
					<i>Adopted</i>
Data Charges	1,654,905	1,793,873	1,799,254	1,799,254	0.3%
Communications Charges	267,664	267,193	267,875	267,875	0.3%
Miscellaneous Revenue	1,943	1,350	-	-	-100.0%
Total Revenues	1,924,512	2,062,416	2,067,129	2,067,129	0.2%
Expenses:					
Internal Services:					
Data Processing	1,656,850	1,795,223	1,799,254	1,799,254	0.2%
Cyber Security Study	-	-	25,000	-	
Phone Operations	267,664	267,193	267,875	267,875	0.3%
Total Expenses	1,924,514	2,062,416	2,092,129	2,067,129	0.2%
Fund Balance:					
Net Change in Fund	(2)	-	(25,000)	-	
Beginning Balance	147,547	122,544	147,545	122,545	0.0%
Ending Balance	147,545	122,544	122,545	122,545	0.0%

INTERNAL SERVICES – TECHNOLOGY RESERVE

This fund accounts for the accumulation of funds for use in the replacement of City of Ames computers and related Information Technology equipment. This fund allows operating departments to accumulate funds to replace Information Technology equipment over the useful life of the equipment.

	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	from
					Adopted
Revenues:					
Technology Replacement Funds	740,329	-	509,014	436,210	
Interest Revenue	52,476	18,000	18,000	18,000	0.0%
Miscellaneous Revenue	-	-	-	-	
Total Revenues	792,805	18,000	527,014	454,210	2423.4%
Expenses:					
Internal Services:					
Technology Replacement	132,776	293,000	711,402	245,500	-16.2%
IT Technology Replacement	198,481	175,092	275,645	216,000	23.4%
Phone System	42,643	-	-	30,000	
Total Expenses	373,900	468,092	987,047	491,500	5.0%
Fund Balance:					
Net Change in Fund	418,905	(450,092)	(460,033)	(37,290)	
Beginning Balance	2,356,167	1,971,130	2,775,072	2,315,039	17.4%
Ending Balance	2,775,072	1,521,038	2,315,039	2,277,749	49.7%

INTERNAL SERVICES – SHARED COMMUNICATION SYSTEM

This fund accounts for the communication system that the City shares with Iowa State University, Story County, and the E911 system.

	2019/20	2020/21	2020/21	2021/22	% Change
	Actual	Adopted	Adjusted	Mgr Rec	from
Revenues:					Adopted
Iowa State University	44,080	74,405	69,688	69,688	-6.3%
Story County	69,225	74,405	70,869	70,869	-4.8%
E911 Board	42,059	44,650	44,742	44,742	0.2%
MGMC	-	-	1,734	1,734	
Ames Police Department	72,467	74,405	72,445	72,445	-2.6%
Ames Fire Department	3,159	3,159	3,316	3,316	5.0%
City of Story City	3,097	-	2,309	2,309	
City of Huxley	3,368	-	2,309	2,309	
Total Revenues	237,455	271,024	267,412	267,412	-1.3%
Expenses:					
Internal Services:					
Shared Communication System	237,455	271,024	267,412	267,412	-1.3%
Total Expenses	237,455	271,024	267,412	267,412	-1.3%
Fund Balance:					
Net Change in Fund	-	-	-	-	
Beginning Balance	-	-	-	-	
Ending Balance	-	-	-	-	

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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Revenues:</i>	Actual	Adopted	Adjusted	Mgr Rec	from
					Adopted
Departmental Charges	2,573,964	2,716,185	2,693,503	3,019,259	11.2%
Interest Revenue	87,866	20,000	20,000	20,000	0.0%
Miscellaneous Revenue	1,100	-	-	-	
Total Revenues	2,662,930	2,736,185	2,713,503	3,039,259	11.1%
Expenses:					
Internal Services:					
Risk Administration	142,232	163,445	151,867	161,194	-1.4%
Liability Insurance	192,818	303,247	277,730	303,703	0.2%
Liability Claims	140,209	150,000	150,000	150,000	0.0%
Automobile Insurance	66,934	70,950	66,916	73,608	3.7%
Transit Insurance	210,127	222,735	210,072	231,079	3.7%
Property Insurance	655,782	746,171	783,604	1,007,995	35.1%
Professional Liability Insurance	42,108	44,634	45,634	50,197	12.5%
Police Professional Insurance	34,511	36,582	37,594	41,353	13.0%
Internal Safety Training	135,302	143,400	137,840	143,327	-0.1%
Workers Compensation	503,520	696,051	682,950	687,545	-1.2%
Total Expenses	2,123,543	2,577,215	2,544,207	2,850,001	10.6%
Fund Balance:					
Net Change in Fund	539,387	158,970	169,296	189,258	19.1%
Beginning Balance	2,573,604	2,733,755	3,112,991	3,282,287	20.1%
Ending Balance	3,112,991	2,892,725	3,282,287	3,471,545	20.0%

Minimum fund balance target:

Reserved for deductibles and retained risk 1,000,000

Unreserved fund balance 2,471,545

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.

	2019/20	2020/21	2020/21	2021/22	% Change
<i>Revenues:</i>	Actual	Adopted	Adjusted	Mgr Rec	from Adopted
Department Contributions	8,167,023	8,428,827	8,480,585	8,895,699	5.5%
Employee Contributions	712,038	711,682	739,729	775,925	9.0%
Retiree Contributions	382,340	403,642	397,251	417,114	3.3%
City Assessor Contributions	120,781	135,896	125,491	131,652	-3.1%
COBRA Contributions	10,276	25,975	10,677	11,211	-56.8%
Medicare Supplement	1,496	5,757	-	-	-100.0%
Stop Loss Recoveries	709,709	-	-	-	
Refunds	-	-	-	-	
Pharmacy Refunds	126,077	-	-	-	
Interest Revenue	173,098	65,000	65,000	65,000	0.0%
Miscellaneous Revenue	2,272	-	-	-	
Total Revenues	10,405,110	9,776,779	9,818,733	10,296,601	5.3%
Expenses:					
Internal Services:					
Health Insurance Administration	106,642	117,209	127,465	133,159	13.6%
Medical Claims	6,483,062	6,095,879	6,095,879	6,200,000	1.7%
Dental Claims	368,991	438,801	438,801	467,000	6.4%
Pharmacy Claims	1,413,048	2,097,401	2,097,198	2,307,648	10.0%
Other Insurance/Fees	786,721	952,324	926,532	1,082,057	13.6%
Health Promotion Program	222,155	334,826	323,431	349,186	4.3%
Total Expenses	9,380,619	10,036,440	10,009,306	10,539,050	5.0%
Fund Balance:					
Net Change in Fund	1,024,491	(259,661)	(190,573)	(242,449)	-6.6%
Beginning Balance	5,540,581	5,594,802	6,565,072	6,374,499	13.9%
Ending Balance	6,565,072	5,335,141	6,374,499	6,132,050	14.9%
<i>Minimum fund balance target:</i>					
Reserve for unsubmitted claims				612,094	
Reserve for claims fluctuations				750,000	
Reserve for post-employment health care				<u>247,000</u>	
Unreserved fund balance				<u><u>4,522,956</u></u>	

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