

DRAFT



PROGRAM BUDGET

CITY OF AMES 2023-2024



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CITY OF AMES 2023-2024



In 1970, the first Earth Day was celebrated across the nation and focused attention on the environment and the importance of conservation. Within five years, the City of Ames opened the first in the nation municipally owned waste-to-energy facility to provide a unique solution to waste disposal by using processed garbage to produce electricity. In the decades that followed, the City of Ames, with support from Ames residents, continued to pursue options, programs, and services that conserve natural resources and support a healthy environment.

Today, our Ames utilities incentivize water and electric use reduction through rebates, incentives, and education. We have implemented our own

glass and food recycling programs. Our fleet vehicles have diversified into hybrid, all-electric, and biofuels. Our facilities are retrofitted and constructed with energy-savings as a priority. As our community grows, we incorporate parks and green space into our planning, and we consider multi-modal transportation to connect our city.

More than 50 years since the first Earth Day, the City of Ames is now creating a community-wide Climate Action Plan (CAP). Encouraged by residents and focused on the future of our shared planet, the CAP provides a road map to reduce our carbon footprint. The City of Ames remains committed to the goal of building a safe, healthy, livable, and sustainable community.



City of Ames, Iowa

2023/2024

Program Budget

Adopted by The City Council
March 14, 2023

Mayor
John Haila

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

City Manager
Steven L. Schainker



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Ames
Iowa**

For the Fiscal Year Beginning

July 01, 2022

Christopher P. Morill

Executive Director

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Mission Statement

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

We Value...

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

We Are...

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

Caring People, Quality Programs, Exceptional Service



February 3, 2023

Mayor and Members of the Ames City Council:

As you know, the City's budget is a very complex document that reflects 1) the service plan for our citizens presented in a program format rather than by department, 2) the financing strategy to accomplish these services, and 3) performance measures that allow us to benchmark our productivity against our prior year results as well as against other cities' efforts.

Attached for review and approval is the recommended City of Ames Budget for FY 2023/24, which reflects expenditures totaling \$286,150,311 to fund the extensive array of services that we provide to our citizens.

While the FY 2023/24 budget represents an increase in expenditures of \$5,850,253 from the previous year, I would caution against drawing any conclusions from comparing the two years. Included in these totals are expenditures earmarked for the utilities we operate, which we account for separately, as well as federal and state grant funds that help offset some of the increased expenditures in the budget.

To help you better understand the budget document, I have provided some major highlights of this service plan for FY 2023/24.

PROPERTY TAXES
13 CENT, OR 1.36%, INCREASE IN OVERALL CITY TAX RATE
FROM \$9.83 TO \$9.96

We finalized our recommended budget for FY 2023/24 under a cloud of uncertainty as numerous bills were being introduced in the State Legislature that could negatively impact the amount of revenue that is generated to finance a city's operating expenses. It appears the main concern is that cities will take advantage of increased property assessments in the coming years by not lowering the requested tax rate. Thus, the property owner will be subject to excessive property tax increases.

It is important to emphasize that the Mayor and City Council members have not played this game in the past, and I am confident this will continue in the future. In fact, over the last ten years, the tax rate for the City of Ames has been reduced six times to offset the projected increases in assessed valuations.

In developing our budget recommendations, the staff focuses on the additional amount of property tax revenue necessary to finance the expenditures we believe are needed for the services reflected in the General Fund, which are predominantly Law Enforcement, Fire Safety, Building Safety, and Animal Control. If the taxable values are increasing, we decrease the tax rate to generate the revenues needed to cover our projected expenses. If, on the other hand, the taxable values are declining or growing very slowly, we recommend a tax rate increase to generate this necessary amount of revenue to cover our projected expenses. This strategy is continued for FY 2023/24, where our assessed valuations have grown only 2.6%.

The departments funded by property tax revenue in the General Fund have done an outstanding job in holding their projected operating expenditures to only 3.4% above the prior year's adopted budget, especially when considering that, on average, the uncontrollable expenses are projected to increase by 8.1% for such items as property/excess/health/pharmacy insurance premiums, salaries, benefits, retirement, and fuel.

To maintain the same high quality of services that our citizens have come to expect, the FY 2023/24 budget requires an additional \$1,217,287, or a 3.62% increase in tax dollars over the previous fiscal year's adopted level. This additional tax revenue can be generated by a 13-cent, or 1.36%, increase in the overall tax rate from \$9.83 per \$1,000 of taxable value to \$9.96 per \$1,000 of taxable value.

While it is not possible to project how this budget will impact every property owner, by analyzing each tax classification, we can estimate that, on average, in FY 2023/24, residential property tax bills will increase by 5.93% or \$31.56 per \$100,000 of assessed valuation; commercial property tax bills will decrease 4.51%, or \$39.94 per \$100,000 of assessed valuation; and industrial property tax bills will increase 0.43% or \$3.84 per \$100,000 of assessed valuation.

If the staff has done such a good job in mitigating increases in expenditures, then why are residential property owners bearing a greater percentage of the needed tax increase? The answer lies with two previous actions taken by the State Legislature to reform the property tax system that has resulted in reduced revenues to cities.

- First, in 2013, a State law resulted in the taxable value for commercial and industrial property being reduced from 100% to 90% of its assessed value. To compensate cities for the lost revenue from this adjustment, there was an understanding that the State Legislature would backfill this lost revenue, which totaled approximately \$975,000 for the City of Ames. Unfortunately, beginning in 2021, the State Legislature decided to discontinue the backfill payments, gradually reducing the amount backfilled to the City over a five-year period. For FY 2023/24, this will result in an additional decrease in revenue of \$195,000.

- Second, 2013 State law also established a new property tax classification for multi-family properties, which reduced the percentage of their valuations subject to taxes from 90% to the same as residential properties, which is scheduled to be 56.5% in FY 2023/24. The lost tax revenue from this change will result in a decrease of approximately \$217,000 in FY 2023/24 compared to the previous fiscal year. When considering the total impact of the legislation, the City will have lost over \$103 million of taxable valuation, resulting in lost revenue of over \$1 million on an annual basis.
- It is important to note that another modification made by the State Legislature that will take effect in FY 2023/24 reduces the taxable value of the first \$150,000 of assessed valuation on commercial and industrial property from 90% to 56.5%. Here again, it has been suggested that the lost revenue to the cities will be replaced with another backfill of State funding. Therefore, this budget assumes the City will receive \$391,200 of the promised State revenue for the first year to offset this loss in taxable valuation. Whether this commitment by the State will continue in future years is yet to be seen.

It should be noted that there are projected savings totaling \$1,007,085 in the General Fund from FY 2021/22 and 2022/23. These savings were mostly realized from salary savings for vacant positions. As I have consistently recommended, these one-time savings should be used for one-time expenses. The following is the list of uses I would suggest for these savings along with an additional \$21,915 from the General Fund balance.

- \$ 154,000 match for a one-year pilot partnership with Mary Greeley Medical Center to fund the Alternative Response for Community Health (ARCH) service, where an Emergency Medical professional and Social Worker will be dispatched to respond to mental health calls historically responded to by the Police Department. It is hoped that in the next year, other possible partners for this service will be identified to help finance this new service permanently.
- \$ 150,000 for a Soccer Pitch was discussed last year, but funds were never allocated for this new recreation facility planned to be erected at Lloyd Kurtz Park.
- \$ 100,000 for a community-wide Diversity/Equity/Inclusion Plan that is a goal of the City Council.
- \$ 100,000 coupled with an existing pool of \$600,000 to replace the HVAC at the Community Center Auditorium.
- \$ 200,000 coupled with an existing pool of \$400,000 to replace the carpeting in the City Hall.
- \$ 325,000 coupled with an existing pool of \$175,000 to establish an initial pot of money to begin implementing the Climate Action Plan tasks.

A bit of good news that impacted the FY 2023/24 budget is the reduction in the percentage of salary that is required to maintain the State Fire and Police Retirement System from 23.9% to 22.98%. This relatively small change saves us \$92,679 in the General Fund from the previous year.

LAW ENFORCEMENT

The inaugural Ames Resident Police Advisory Committee was initiated on July 1, 2022, with the charge to advise the Chief of Police regarding complaints from the public involving department policy violations, improper or inadequate investigations, excessive force, discrimination, and harassment. Since that time, the members have participated in a rigorous training curriculum which included police use of force, police policies, mental health calls for service, crime scene investigations, recruitment/selection process, police officer bill of rights, collective bargaining, and other relevant subjects. This background information will better prepare the Committee to review future citizen complaints in the context of the laws and policies that regulate a police officer's actions.

The Police Department continues its commitment to outreach and developing trusting relations with all community members by participating in a wide range of interactions. Towards this end, representatives from the Police Department attend meetings with the local chapter of the NAACP, participate in the Community Conversations related to mental health challenges, sponsor the "Shop With A Cop" program, and meet periodically with the County Coordination Committee. In order to increase transparency, in July 2021, the department began posting monthly activity reports on the City's website and social media accounts.

With the ever-increasing number of mental health-related calls for service, in FY 2022/23 the department began working with a new pilot program funded by Mary Greeley Medical. The Alternative Response for Community Health (ARCH) team, composed of Emergency Medical Service (EMS) personnel and a social worker, responds to certain mental health calls in lieu of a police officer. Because of the success of this pilot program, an attempt will be made to expand the available hours of this team in FY 2023/24 through the one-time matching contribution of \$154,000 from the City. If the second year proves equally successful, it is hoped that other entities will help finance a further expanded service in subsequent years.

ANIMAL SHELTERING AND CONTROL

The staff can take great pride in maintaining a No-Kill sheltering facility with a 98% cat/dog live release rate. This goal continues to be very challenging, given the increasing number of animals entering the facility. We have been very fortunate that donations to our facility are up 40% over last year's adopted level, which helps offset some of the rising costs associated with medications, food, cleaning supplies, and veterinary services.

It is hoped that in FY 2023/24, time will be spent on updating the cost estimates for a much-needed new Animal Shelter facility, learning more about how other communities have financed such facilities, and developing a financing strategy for a new facility.

FIRE SAFETY

Through financial support from Mary Greeley Medical Center, we continue transitioning our firefighters from Emergency Medical Responder (EMR) certification to the higher level Emergency Medical Technician (EMT) certification. This transition will provide enhanced medical response capabilities on the scene to our residents until an ambulance arrives.

To support the City Council's carbon reduction goal, the Fire Department will convert to smaller rescue vehicles, battery-powered extrication and ventilation equipment, and electric-powered grounds maintenance equipment.

Rather than follow the more traditional approach and construct a costly building to serve as our fire training facility, the department is purchasing used shipping containers and assembling an extremely cost-effective alternative that will continue to expand over the years. This innovative feature is replacing the ISU training facility that recently closed in Ames and is attracting use from other fire departments as well as our Police Department.

We are very fortunate that Iowa State University recognizes the quality emergency response services we provide to their main campus and outlying properties. In lieu of them operating their own fire/rescue service, they have agreed to pay 25% of the net operating costs, including annual apparatus debt obligations. In FY 2023/24, their contribution will be \$2,185,474.

BUILDING SAFETY– NO INCREASE IN BUILDING OR RENTAL HOUSING FEES

Although not always popular, some of the most effective tools to prevent serious property damage and physical injury are our building and rental housing codes. While many property owners complain about the up-front costs of meeting these codes, they forget about the high cost of building restoration or medical rehabilitation resulting from failing to meet our life safety codes.

In FY 2023/24, the City will continue to provide our inspection services without increasing building or rental housing permit fees. During this year, the Inspection staff will increase outreach efforts to contractors to better prepare them to apply for permits and enhance their experience with our process.

To maintain the quality of our existing affordable housing stock, the staff intends to ask the City Council to revisit the concept of a minimum property maintenance code with the suggested changes offered after our initial introduction to this concept.

**ELECTRIC UTILITY – NO RATE INCREASE
INCREASE IN ENERGY COST ADJUSTMENT**

Our current long-range financial forecasting indicates that we will not need a rate increase in this utility to cover the operating expenses and capital improvement projects reflected in the recently approved CIP.

However, this does not mean our customers' bills won't increase next year. When we converted our Power Plant seven years ago from a coal to natural gas-fired facility to reduce the carbon footprint by approximately 40%, we secured a very attractive natural gas contract. However, by the middle of FY 2023/24, this contract will expire, and we expect a new contract could double our cost for natural gas.

Like most electric utilities, this type of cost is not paid through the fixed customer user rates but rather through an Energy Cost Adjustment (ECA) factor, which fluctuates with the volatility of the energy market. **The exact impact on our customers' electric bills will not be known until a new gas contract is finalized. However, our best estimate at this time is that the average residential monthly bill could increase as much as 10% due to an increase in the monthly ECA.**

The City's carbon reduction goal will be facilitated in this utility as we further increase our commitment to Demand-Side Management to approximately \$1,184,000 for energy efficiency incentives and the installation of additional electric vehicle charging stations throughout the community. The staff is also soliciting proposals from potential companies to build additional wind and/or solar farms from which Electric Services would agree to purchase energy, thus increasing our renewable energy portfolio.

WATER UTILITY – 8% INCREASE IN USER RATES IN FY 2023/24

Based on our current financial projections over the five-year life of our most recent CIP, the planned user rate increases in the utility will be:

FY 2023/24	FY 2024/25	FY 2025/26	FY 2026/27	FY 2027/28
8%	0%	9%	0%	9%

A significant impact on the Water Utility can be attributed to the unprecedented increases in chemical costs related to lime (35%), chlorine (78%), and fluoride (209%). To minimize these costs as much as possible, staff stockpiled these chemicals in storage starting in July 2022. To exacerbate the budget challenges further, drought conditions continuing in FY 2022/23 resulted in high user demand leading to historical records for water production. At the same time, chemical costs were at an all-time high.

The Water Utility has joined the Public Works Department on a project that provides real-time pressure monitoring throughout the water distribution system. This new capability will assist in future capital improvement planning and provide much-needed data to respond to water main breaks and fire events.

Once again, the utility is utilizing the services of Iowa State University interns for important research projects. The first project will evaluate a “split treatment” process that could result in significant savings through reduced carbon dioxide purchases. The second research project involves the evaluation of the extent and location of the PFAS substances in the Ames Aquifer. While PFAS are not regulated currently, the U.S. EPA is considering whether to regulate these substances in the future.

As prescribed in our newly approved Ames 2040 Plan, we anticipate expanding into rural water associations' service territories in the coming years. Therefore, a new agreement was reached with the Xenia Water District that calls for rural water to provide water service for the first time within the southwest and northwest areas of the City.

SANITARY SEWER UTILITY – NO USER RATE INCREASE IN FY 2023/24

Based on our current financial projections over the five-year life of our most recent CIP, the planned user rate increases* in this utility will be:

FY 2023/24	FY 2024/25	FY 2025/26	FY 2026/27	FY 2027/28
0%	7%	0%	9%	0%

*You will note how the planned rate increases in the Water Utility alternate years with the Sanitary Sewer Utility in an effort not to compound the impact on our customers' total utility bills.

The Ames Water Pollution Control Facility has the distinction of having obtained the second-longest compliance record in the nation, receiving the Platinum Peak Performance Award for 33 consecutive years!

You will note that the expenditures for our watershed-based nutrient reduction projects are up substantially. However, these increases are offset by newly obtained grant funding of \$311,134 in FY 2022/23 and \$694,000 in FY 2023/24.

In FY 2023/24, we hope to install improvements to the Fats, Oil, and Grease (FOG) Receiving Station at the WPC plant. These improvements will allow us to accept hauled waste previously diverted from our Resource Recovery System, thus helping to achieve the City Council's goal of reducing waste emissions. This food waste will be anaerobically digested to produce methane that can be used for on-site electricity generation at the WPC plant.

The WPC laboratory continues to support the loway Creek and Headwaters of the South Skunk River Watershed Management Authorities with sampling and analytical services at no cost.

STORMWATER UTILITY – NO INCREASE IN ERU FEE

To generate revenue for the needed improvements to our stormwater system to avoid overland flooding, a monthly Equivalent Residential Unit (ERU) fee is charged to a property owner. This fee, which is expected to generate \$1,958,548 in FY 2023/24, is based on the amount of impervious land on a lot. The monthly fee was last increased in

FY 2022/23 from \$4.95 per ERU to \$5.20 per ERU. **No increase in the ERU has been built into the FY 2023/24 budget.**

The budget provides funding for a consultant to be hired to complete a Stormwater System study by performing a hydraulic analysis to identify capacity issues. This work will guide our future CIP recommendations for this utility.

Our Smart Watersheds program provides public education and rebates related to improving stormwater quality. FY 2022/23 proved to be a record year for rebates, and we anticipate this momentum will continue in FY 2023/24 with a continued emphasis on public outreach at various community events.

Our stormwater staff is working with the Iowa Stormwater Education Partnership to develop a Native Vegetation and Green Infrastructure Maintenance and Management Plan. This plan will guide the future work activities of our maintenance staff.

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

The Resource Recovery Utility operational costs are financed by the per ton tipping fees charged to private haulers that dispose of their solid waste at our Plant, fees charged to individuals who drop off their waste from their personal cars or trucks, revenues collected from the Electric Utility which purchases the refuse derived fuel to burn in the Power Plant as an alternative fuel source, and a per capita charge to all of the governmental entities in Story County that partner in this facility.

In FY 2023/24, the current tipping fee of \$62.50 per ton will be maintained along with the \$10.50 per capita charge to the partner cities. How long it will be before these fees are increased depends upon which option the City Council selects regarding upgrading our waste-to-energy system. It is anticipated that this decision will be made in FY 2023/24.

It should be noted that the per capita subsidy will yield a total of \$912,450 in FY 2023/24. Of this total, the Ames citizens' property taxes make up 65% of this subsidy, or \$592,484.

In keeping with the City Council's sustainability goals, activities such as the Rummage RAMPage, Household Hazardous Waste, Food Waste Diversion, Stash the Trash, and Stream Cleanups will be continued. In addition, a pilot program will be explored for recyclables to be dropped off at the Resource Recovery Plant. Lessons learned from this pilot program will assist us in developing a framework for a much larger city-wide program in the future.

TRANSPORTATION

STREETS/TRAFFIC

A major source of revenue that finances the maintenance of our street and traffic infrastructure is Road Use Tax receipts. This revenue is collected by the State as part of a tax on gas purchases and distributed to cities and counties on a per capita basis. The good news is that this revenue source is projected to increase by 9% over the previous year's adopted level to \$9,190,225. The healthy increase in the Road Use Tax revenues is much appreciated as it offsets the significant increase in fuel, material, and contract labor costs.

It is anticipated that a Bicycle and Pedestrian Master Plan will be completed in FY 2022/23. In FY 2023/24, we intend to hire a consultant to inspect the bridges in the community, enforce the replacement of sidewalks that are non-compliant with American With Disabilities Act requirements, prioritize concrete and asphalt patching of our streets, and avoid just-in-time deliveries and future cost increases by taking advantage of a larger hoop storage facility for salt.

We will continue our innovative strategy for responding to peak demands related to snow and ice control services. In addition to the twenty-five units operated by city crews during a winter storm event, we will contract with private operators for eight tractors and four skid loaders.

PARKING SYSTEM – NO INCREASE IN PARKING FEES

As you might recall, the staff informed the City Council a few years ago about the impending need to reconstruct many of the municipal surface parking lots. Therefore, the staff asked the City Council to consider increasing parking fees to 1) cover the operating costs for maintaining the parking system as well as 2) establish a reserve fund to pay, for the first time, for the needed capital improvements. Because of the significant fee increases required to achieve the two objectives, a decision was made to delay the full extent of the proposed fee increases.

Soon after this discussion, COVID consumed the nation. The pandemic resulted in a drastic drop in parking in our commercial areas and a corresponding decrease in parking revenue. Not only were we unable to finance a new capital reserve fund, but there was also insufficient revenue generated to cover the ongoing operational costs of the system. In response to this crisis, the City Council provided a one-time injection of \$500,000 from the General Fund available balance into the Parking Fund.

The encouraging news is that with the end of the pandemic, there has been a robust return to shopping in our commercial centers to a point where we are projecting that the annual revenues will exceed at least the estimated operating expenses in FY 2023/24 by \$124,396. Whether this financial trend will be sufficient to accomplish our parking system's two goals is unknown. We intend to take the next year to determine our future capital improvement needs related to parking lot reconstruction and gain a better estimate of the potential post-COVID revenue base on various parking fee structures.

After analyzing the Parking Fund's condition, one troubling finding is that over the past 10 years there has been \$500,000 in uncollected parking fines, even after the efforts made by a collection agency with whom we contract. Therefore, it will be a priority for staff this fiscal year to develop some options for the City Council to consider to mitigate the amount of future uncollected fines.

JAMES H. BANNING AMES MUNICIPAL AIRPORT

In FY 2022/23, the City Council named the Ames Municipal Airport after James H. Banning, the first black male aviator to be granted a license by the U.S. Department of Commerce and the first black pilot to fly coast to coast across the country. Mr. Banning attended Iowa State University and later operated a small business in Ames before moving to Los Angeles to pursue his interest in aviation.

The City Council's goal is to have the airport's operations expenses equal the revenue generated by the Fixed Based Operator fees, land lease revenue, and gas flowage fee. With the sale of the land previously leased to the Sigler Companies for \$2,800,000, an additional revenue source will be available to draw on to cover operational expenses.

In FY 2023/24, we anticipate that we will meet the financial goal of the City Council for the Airport, with the budget projecting operational revenues of \$177,606 accompanied by \$169,921 of estimated expenditures.

TRANSIT SYSTEM

In FY 2022/23, ridership on CyRide began to rebound to approximately 70% of pre-pandemic levels. While we are hopeful this increase in ridership will continue, challenges remain with filling vacant driver positions. To fill these vacancies and avoid service cutbacks due to a lack of drivers, an additional \$500,000 of expenditures were approved in the adjusted budget to add two full-time drivers and an increase to the wages of our part-time drivers and lane workers.

The FY 2023/24 budget calls for a 15.7% increase in expenditures over the prior year's adopted level. The continuation of the \$500,000 of the personal services incentives to fill vacancies, the increase of \$500,000 for rising fuel costs, and an additional \$659,000 to cover the price for parts due to supply chain problems all help to explain this rather large percentage increase. In addition, due to expanded workloads the budget includes an additional 0.25 FTE for a Clerk position and 0.50 FTE for the Technology Coordinator position.

We are very fortunate to be in line to receive a substantial increase in federal revenue from the Infrastructure Investment and Jobs Act which is expected to total \$4,100,000. The 65.3% increase in this revenue source will offset the proposed operational expenditure increases and bolster our equipment reserve fund. **Therefore, the three funding entities for CyRide only are being asked to contribute an additional 2% in FY 2023/24.** Our portion of the financial support for CyRide comes from property tax revenues generated from the Transit Levy, which will equal \$2,120,043.

During this year, the CyRide staff will be analyzing the expansion of their facility at the current site as well as how to right-size our transit system in our post-pandemic world.

CULTURE AND RECREATION

PARKS AND RECREATION

With the addition of a new community park along Ontario Street, a soccer pitch, a ninja warrior agility course, a splash pad, and the Fitch Family Indoor Aquatics Center it is critical that we expand our staff to maintain these new features adequately. Therefore, a new Maintenance Worker position is included in the FY 2023/24 budget to complement the additional position approved last year.

The inability to hire employees has impacted us in two ways. First, because the Ames Community School District is having difficulty hiring custodians, they have limited us to using only one elementary school gym for our recreational programming. This gym, along with the City Hall gym, will make it more difficult to schedule our recreation programs during convenient times for our participants and decrease the number of drop-in gym times. Second, to improve our chances of recruiting aquatics staff, we increased the FY 2022/23 adjusted budget by \$69,000. These additional unbudgeted funds increased seasonal aquatics salaries by 16%, provided a weekend bonus, and paid for certification. These incentives will be carried forward in the FY 2023/24 budget.

While summer camp, dance, gymnastics, and tennis registrations are increasing; team sports such as men's basketball, indoor volleyball, and adult soccer reflect a small decrease in participation. Staff will be exploring ways to increase interest in these programs.

The injection of \$50,000 in FY 2022/23 from our American Recovery Act proceeds helped temporarily restore our fund balance for our Ice Arena enterprise, which was needed because two of our primary users, ISU women's and men's hockey teams, canceled their ice rental time during FY 2022/23. Because of the uncertainty of these two teams, the FY 2023/24 budget doesn't assume their return to the facility. Therefore, expenditures for the year are projected to exceed revenue by \$44,488. This shortfall will be covered by dipping into the available fund balance.

Participation at our popular Homewood Golf Course enterprise continues to increase, thus increasing greens fees, concessions, and golf cart revenues. Because of this trend, we have achieved our goal of sufficient annual user revenues to cover projected expenses if the revenue-generating cell tower lease is discontinued.

In accordance with Chapter 19 of the City of Ames Municipal Code, the Commission is responsible for establishing "fees and charges" for Parks and Recreation facilities and programs in the City subject to adoption by the City Council. Fee increases are related to direct expenses incurred by these programs. This year, approximately 45% of the programs will experience an increase.

LIBRARY

A review of the Library operations indicated a need to better address the multiple responsibilities of certain staff members. To respond to these needs, in FY 2022/23, part-time hours for interns and Library Aide positions were reallocated to expand a half-time Library Assistant position to a full-time FTE. In addition, the FY 2023/24 budget includes a new full-time Librarian position. This additional position will: 1) offer more direct public service related to reference, collections, and outreach, 2) be part of the Person-In-Charge team who is responsible for the safety and opening/closing of the building, and 3) allow the Adult Services manager to attend to much needed supervisory tasks.

The Library continues to offer programming that supports the City Council's goals as well as its strategic plan. These programs included: Mental Health and Wellness for Teens and Caregivers, candidate forums, informational sessions about serving on boards and commissions, and the Repair Café. Partnerships with outside agencies result in public awareness of vital services available in the community and promote diversity and inclusion.

Special thanks should go to the Ames Public Library Friends Foundation, which continues to contribute outside funding for such items as an updated play structure, interactive panels in the Youth Services area, and technology for the new Memory Lab. In the FY 2023/24 budget, \$357,879 is projected to be received from the Foundation.

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I once again want to thank the City's department heads and their staff members for preparing budgets that will allow us to continue providing the vast array of quality services that our citizens have come to expect at a reasonable cost. In addition, special recognition should be given to Corey Goodenow, Finance Director; Nancy Masteller, Budget Manager; Deb Schildroth, Assistant City Manager; Brian Phillips, Assistant City Manager; Amanda Polin, Finance Department Secretary; Courtney Hinders, Printing and Graphics Services Specialist; and Doug Houghton, who was called back into service from retirement; all who helped with the development of this important service/financial plan for the City of Ames.

Sincerely,



Steven L. Schainker
City Manager

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

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

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

- Debt Service
- Internal Services/Transfers

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

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 those services which are provided by the City.

How to Use This Budget Document

Fund Accounting and Major Funds

To meet various reporting requirements and generally accepted accounting principles, the City of Ames has established a number of financial funds to record financial activity. These funds allow the City to segregate specific financial activity and meet requirements of various financial regulations, restrictions, and limitations on use of various revenue sources. The following matrix shows the relationship between the City's budgetary programs and the City's fund structure. A budget is established for each fund and program.

Matrix of Funds and Programs

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

* Indicates a major fund or fund group

How to Use This Budget Document

The fund summary section of this document provides brief descriptions, revenues, expenses, and fund balances for each fund. The major funds represent significant activities of the City of Ames and include the following funds or fund groups:

- General Fund
- Debt Service Fund
- Capital Projects Fund
- Water Utility Fund
- Sewer Utility Fund
- Electric Utility Fund

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

Department Goals and Core Services

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

The goals listed in the budget should:

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

Performance Measures

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

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

The objective of service measurement reporting is to provide more complete information about the City of Ames' performance than can be provided by financial statements and schedules. The service measures are designed to assist users in assessing the economy, efficiency, and effectiveness of services provided. The future budget year's projected measures are an estimate or target.

Highlights

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

How to Use This Budget Document

Expenditures

The columns of financial information include:

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

Types of Expenditures

Six types of expenditures are noted.

- Personal Services includes:
Full-time and part-time wages, overtime, various leaves, benefits for IPERS, health insurance, FICA, Medicare FICA, Utility Retirement, Police and Fire Retirement, Workers Comp, life insurance, and unemployment compensation.
- Internal Services includes:
Charges from other City departments for services such as fleet maintenance, computer services, messenger service, legal services.
- Contractual includes:
Services provided by external vendors such as consulting, outside legal services, repairs, maintenance, and utilities.
- Commodities include:
Office supplies, food, minor equipment, structural materials, chemicals, equipment parts and supplies, meters and meter parts, fuel, and coal.
- Capital includes:
Equipment, vehicles, and improvements to land, building, utility systems, streets, and traffic systems. The City of Ames' capitalization threshold is \$5,000.
- Other Expenditures include:
Bond and interest payments, insurance claims, refunds, and transfers.

Funding Sources

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

Fund Support

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

When specific revenues cannot be assigned to a given activity, then the funding source shown will be "fund support." This indicates that the funding will come from the respective fund as a whole, and not from any specific revenue sources within that fund.

It is not always possible to assign the revenues to the appropriate program activity. However, all major revenue sources for each fund are shown on the respective fund summary sheets.

How to Use This Budget Document

Percentage Change

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

Full-Time Equivalent (FTE)

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

Beginning Balances

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

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

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

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

Budget and Fiscal Policies

The Ames City Council adopts the City's budget and fiscal policies each year as part of the budget process. A separate investment policy was adopted by City Council on July 31, 2018, and a separate debt policy on June 27, 2017. The budget follows and complies with all the City's budget and fiscal policies.

Financial Plan Purpose and Organization

Financial Planning Objectives

Through its financial planning process, the City will link resources with results by:

- Identifying community needs for services.
- Establishing the programs required to provide these services.
- Establishing program policies and goals which define the nature and level of program services required.
- Identifying activities performed in delivering program services.
- Proposing objectives for improving the delivery of program services.
- Identifying and appropriating the resources required to perform program activities and accomplish program objectives.
- Setting standards to measure and evaluate the output of program activities, accomplishment of program objectives, and expenditure of program appropriations.

The City will use financial modeling tools to assist in the financial planning process and assess and forecast the effect of proposed service level changes on tax rate and fees.

Annual Budget

The City's annual budget emphasizes long-range planning and effective program management. The benefits expected from the annual budget include:

- Reinforcing the importance of long-range planning in managing the City's fiscal affairs.
- Concentrating on developing and budgeting for the accomplishment of significant objectives.
- Establishing realistic timeframes for achieving objectives.
- Creating a proactive budget that provides for stable operations and ensures the City's long-term fiscal health.
- Promoting orderly spending patterns.

The City will maintain Government Finance Officers Association (GFOA) standards for the "Distinguished Budget Presentation Award" and will submit the budget document annually for review under the GFOA program.

Measurable Objectives

The financial plan will establish measurable program objectives and allow reasonable time to accomplish those objectives.

Budget Amendments

The Council will formally review the City's fiscal condition, and amend the budget, if necessary, in accordance with the Code of Iowa and administrative rules for local governments.

Balanced Budget

The City will maintain a balanced budget. This means that:

- Operating revenues must fully cover operating expenditures, including debt service, over the long term.
- Ending fund balance (or working capital in enterprise funds) must meet minimum policy levels. For the General Fund, this level has been established at 25% of operating revenues.

Budget and Fiscal Policies

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

Financial Reporting

Annual Reporting

The City will prepare annual financial statements as follows:

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

General Revenue Management

Diversified and Stable Base

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

Current Revenues for Current Uses

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

Interfund Transfers and Loans

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

Any transfers between funds for operating purposes are clearly set forth in the annual budget. These operating transfers, under which financial resources are transferred from one fund to another, are distinctly different from interfund borrowings, which are usually made for temporary cash flow reasons, and are not intended to result in a transfer of financial resources by the end of the fiscal year. In summary, inter-fund transfers result in a change in fund equity; interfund borrowings do not, as the intent is to repay the loan in the near term.

User Fee Cost Recovery Goals

Ongoing Review

Fees will be reviewed and updated on an ongoing basis to ensure that they keep pace with changes in service delivery costs, as well as changes in methods or levels of service delivery. In instances where State or other regulations limit the level of fees charged for City services, the user fee cost recovery principles may not apply. The budget document will identify where fee levels have been limited and clearly identify the subsidy required due to user fee limitations.

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

Budget and Fiscal Policies

fees are appropriate for services that are of special benefit to easily identified individuals or groups.

- *Service Recipient Versus Service Driver* – After considering community-wide versus special benefit of the service, the concept of service recipient versus service driver should also be considered. For example, it could be argued that the applicant is not the beneficiary of the City’s development review efforts; the community is the primary beneficiary. However, the applicant is the driver of development review costs, and as such, cost recovery from the applicant is appropriate.
- *Effect of Pricing on the Demand for Services* – The level of cost recovery and related pricing of services can significantly affect the demand and subsequent level of services provided. At full cost recovery, this has the specific advantage of ensuring that the City is providing services for which there is genuinely a market that is not overly stimulated by artificially low prices. Conversely, high levels of cost recovery will negatively impact the delivery of services to lower income groups. This negative feature is especially pronounced, and works against public policy, if the services are specifically targeted to low-income groups.
- *Feasibility of Collection and Recovery* – Although it may be determined that a high level of cost recovery may be appropriate for specific services, it may be impractical or too costly to establish a system to identify and charge the user. Accordingly, the feasibility of assessing and collecting charges should also be considered in developing user fees, especially if significant program costs are intended to be financed from that source.

Factors Favoring Low-Cost Recovery Levels

Very low-cost recovery levels are appropriate under the following circumstances:

- There is *no* intended relationship between the amount paid and the benefit received.
- Collecting fees is not cost-effective or will significantly impact the efficient delivery of the service.
- There is *no* intent to cover the cost of the service. Examples may include park shelter and auditorium rental.
- The service is non-recurring, generally delivered on a “peak demand or emergency basis, cannot reasonably be planned for on an individual basis, and is not readily available from a private sector source. Many public safety services fall into this category.

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.

Budget and Fiscal Policies

General Concepts Regarding the Use of Service Charges

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

- Revenues should not exceed the reasonable cost of providing the service.
- Cost recovery goals should be based on the total cost of delivering the service, including direct costs, departmental administration costs, and organization-wide support costs such as accounting, personnel, data processing, vehicle maintenance and insurance.
- The method of assessing and collecting fees should be as simple as possible to reduce the administrative cost of collection.
- Rate structures should be sensitive to the “market” for similar services as well as to smaller, infrequent users of the service.
- A unified approach should be used in determining cost recovery levels for various programs based on the factors discussed above.

Low-Cost Recovery Services

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

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

Recreation Programs

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

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

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

Planning, Building Safety, and Public Works Engineering Services

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

- Services provided under this category include:
 1. Planning (planned development permits, tentative tract, and parcel maps, rezonings, general plan amendments, variances, use permits).
 2. Building and safety (building permits, structural plan checks, inspections, rental inspections).
 3. Engineering (public improvement plan checks, inspections, subdivision requirements, encroachments).

Budget and Fiscal Policies

- Cost recovery for these services should generally be very high. In most instances, the City's cost recovery goal should be 100%. Exceptions to this standard include long range planning activities, as this function is clearly intended to serve the broader community.

Comparability with Other Communities

In setting user fees, the City will consider fees charged by other agencies in accordance with the following criteria:

- Surveying other comparable communities provides useful information about the market for the fees being assessed.
- If prudently analyzed, they can serve as a benchmark for how cost-effectively the City provides its services.
- However, fee surveys should never be the sole or primary criteria in setting City fees as there are many factors that affect how and why other communities have set their fees at their levels. For example:
 1. What level of cost recovery is their fee intended to achieve compared with our cost recovery objectives?
 2. What costs have been considered in computing the fees?
 3. When was the last time that their fees were comprehensively evaluated?
 4. What level of service do they provide compared with our service or performance standards?
 5. Is their rate structure significantly different than ours and what is it intended to achieve?

These can be very difficult questions to address in fairly evaluating fees among different communities. As such, the comparability of our fees to other communities should be one factor among many that is considered in setting City fees.

Enterprise Fund Fees and Rates

Water, Sewer, Electric, and Resource Recovery

The City will set fees and rates at levels which fully cover the total direct and indirect costs, including operations, capital outlay, capital improvements, and debt service, of the following enterprise programs: water, sewer, electric, and resource recovery. For major City utilities including water, sewer, and electric, the City will model five years of projected revenues and expenses including capital improvements. These projections will be used to identify and notify the City Council of the timing and level of possible rate changes.

Homewood Golf

Golf program fees should fully cover direct operating costs. Because of the nine-hole nature of the golf course with its focus on youth and seniors, subsidies from other City funds (Local Option Tax, General, Hotel/Motel Tax) to finance capital improvements will be presented to the City Council as part of the financial planning process.

Transit (CyRide)

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

Ice Arena

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

Budget and Fiscal Policies

Storm Water Utility

Storm water utility rates are intended to fund operating costs of the Storm Sewer Utility. Major capital improvements will be funded by other funding sources including general obligation bonds.

Payment In-Lieu of Taxes

In accordance with long-standing practices, the City will treat the Electric Utility in the same manner as if it were privately owned and operated. In addition to setting rates at levels necessary to fully cover the cost of providing electric service, this means assessing reasonable property tax in-lieu of fees.

- For the Electric Utility, property tax in-lieu fees are established under the same methodology used in assessing property tax for the City of Ames.

Enterprise Fund Debt Service

The City will set enterprise fund rates at levels needed to fully cover debt service requirements as well as operations, maintenance, administration, and capital improvement costs. The ability to afford new debt for enterprise operations will be evaluated as an integral part of the City's rate review and setting process.

Grant Funding Policy

The City will actively seek grant funding to fund both operating and capital expenditures. Prior to acceptance of grant funding, an evaluation of the grant must determine the following:

- The grant purpose is compatible with City program objectives.
- The benefits provided by the grant exceed the cost of administration.
- The grant does not commit the City to long-term tax funded expenditures after the completion of the grant period. The City will evaluate the cost and funding source to determine whether to continue the service when the grant period ends. The decision to continue to fund or drop will be made prior to accepting the grant. Alternatively, the City could choose to continue the service with other funding.

Revenue Distribution

The Council recognizes that generally accepted accounting principles for state and local governments discourage the earmarking of General Fund revenues, and accordingly, the practice of designating General Fund revenues for specific programs should be minimized in the City's management of its fiscal operations. Approval of the following revenue distribution policies does not prevent the City Council from directing General Fund resources to other functions and programs, as necessary.

Road Use Tax Revenue

All Road Use Tax revenues (which are restricted by the State for street-related purposes) will be recorded in the Road Use Tax fund and reports will be provided to the State of Iowa per Code of Iowa requirements. The City will utilize this fund primarily for eligible operations and maintenance activities; the available funds may be utilized for eligible capital improvement funding.

The City maintains several other special revenue funds. The policy for revenue allocation for these funds will be included in the City Fund Policy Document.

Investments Responsibility

Investments and cash management are the responsibility of the City Treasurer or designee.

Budget and Fiscal Policies

Investment Objectives

The City's primary investment objective is to achieve a reasonable rate of return while minimizing the potential for capital losses arising from market changes or issuer default.

Accordingly, the following factors will be considered in priority order in determining individual investment placements:

- Safety
- Liquidity
- Yield

The City Council have adopted a formal investment policy; this policy requires regular reporting by the City Treasurer that demonstrates compliance with the policy.

Fund Balance Designations and Reserves

Minimum Fund Balance

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

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

Other Designations and Reserves

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

Equipment Replacement

For certain assets, the City will establish and maintain equipment replacement funds to provide for the timely replacement of vehicles, technology, and other capital equipment. The City will maintain balances in the Fleet and Technology Replacement Funds adequate to allocate the cost of replacement over the lives of the assets.

The annual contribution to these funds will generally be based on the estimated life of the vehicle or equipment and its projected replacement cost. Sales of surplus equipment, as well as any related damage and insurance recovered, will be credited to the replacement funds. The City Information Technology and Fleet Services policies cover this subject in greater depth.

Future Capital Improvement Project (CIP) Designations

The Council may designate specific fund balance levels for future development of capital projects that it has determined to be in the best long-term interest of the City.

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.

Budget and Fiscal Policies

CIP Purpose

The purpose of the CIP is to systematically plan, schedule, and finance capital projects to ensure cost-effectiveness as well as conformance with established policies. The CIP is a five-year plan organized into the same functional groupings used for the operating programs. The CIP will reflect a balance between capital replacement projects that repair, replace, or enhance existing facilities, equipment or infrastructure, and capital projects that significantly expand or add to the City's existing capital asset system.

CIP Review

The City Manager, Assistant City Managers, Finance Department staff, and applicable department personnel will review project proposals, determine project phasing and funding, and review and evaluate the draft CIP budget document.

CIP Appropriation

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

CIP Budget Carryover

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

Capital Improvement Financing and Debt Management

Capital Improvement Financing

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

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

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

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

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

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

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

Budget and Fiscal Policies

Factors Favoring Pay-As-You-Go Financing

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

Factors Favoring Long-Term Financing

- Revenues available for debt service are deemed sufficient and reliable so that long-term financings can be marketed with investment grade credit ratings.
- The project securing the financing is of the type that will support an investment grade credit rating.
- Market conditions present favorable interest rates and demand for City financings.
- A project is mandated by state or federal requirements, and resources are insufficient or unavailable.
- The project is immediately required to meet or relieve capacity needs and current resources are insufficient or unavailable.
- The life of the project or asset to be financed is ten years or longer.
- The cost of the project should be spread to benefitted users over the life of the capital improvement.

Debt Management

An analysis will be prepared as part of the Capital Improvement Plan process to determine the impact of outstanding and planned debt issuances on current and future budgets for debt service and City operations. This analysis will also address the reliability of revenues to support debt service. The City has adopted a comprehensive debt policy that provides guidance for use of debt financing.

Excellence Through People (E.T.P.)

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

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

State statute requires a municipality to certify its budget by March 31. This general schedule is followed each fiscal year to ensure that the March 31 deadline is met. A goal during the entire process is to encourage citizen involvement in the annual budget decision making process through public hearings and informational meetings.

Budget Calendar

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

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 five-year plan and begin preparation of amended 2022/23 and proposed 2023/24 operational budgets. Resident Satisfaction Survey results are presented to the City Council.

November

November 1 – 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 13 – City Council budget meeting to review issues, priorities, and preferences in service levels for the 2023/24 budget. Staff drafts five-year CIP. PROBE meetings (Productive Review of Budget Entries) are conducted with Assistant City Managers, Finance Director, Budget Manager, and City departments. All revenues, operational program costs, and current year CIP adjustments are reviewed.

January

The City Manager holds budget review meetings with departments. The City Manager's recommended draft budget document is prepared. January 17 – CIP workshop with City Council. January 24 – Public hearing for resident input on CIP.

February

February 3, 7, 8, 9 and 14 – City Council reviews entire program budget with department heads in five public meetings. February 28-the City Council holds a Maximum Levy Public Hearing.

March

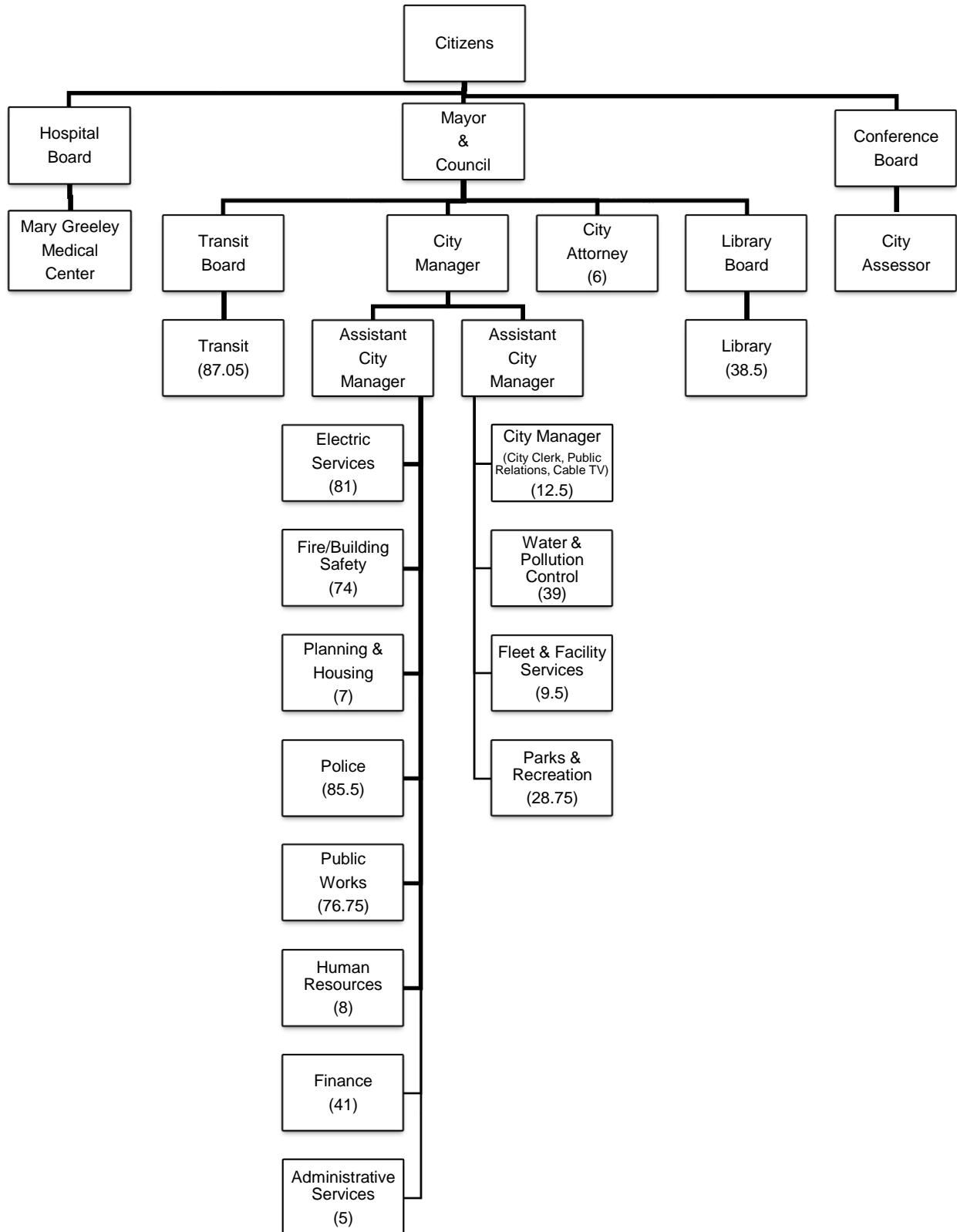
March 8 – Final budget hearing and adoption of amended 2022/23 budget and proposed 2023/24 budget. State statute requires the budget be certified with the County Auditor by March 31.

May

Departments review their budgeted revenues and expenses in May 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



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

FY 2023/24 Property Tax Levy

Taxable Valuation \$ 3,488,467,481
% Change from FY 2022/23 2.6%

Levy Required	Levy Per \$1,000 Valuation	Dollar Amount	Rate Change	%	Dollar Change	%
Total Requirement	7.49016	26,129,176	.12869	1.75	1,102,365	4.40
Less:						
State Replacement Tax	0.15452	539,023	.03839	33.06	144,203	36.52
Local Option Property Tax	1.77207	6,181,810	.04032	2.33	294,372	5.00
Net General Levy	5.56357	19,408,343	.04998	0.91	663,790	3.54
Trust and Agency Levy (Partial Police/Fire Benefits)	0.62945	2,195,833	-.01392	-2.16	8,578	0.39
Transit Levy	0.59133	2,062,824	-.00698	-1.17	28,734	1.41
Total Before Debt Service	6.78435	23,667,000	.02908	0.43	701,102	3.05
Debt Service Levy	3.17818	11,143,152	.10409	3.39%	516,131	4.86
Grand Total Tax Levy	9.96253	34,810,152	.13317	1.35	1,217,233	3.62

Ag Levy – Valuation: \$3,906,472 x 3.00375 = \$11,734

TIF valuation available for Debt Service - \$17,675,578



FINANCIAL SUMMARIES



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Revenue Summary by Type

	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
Property Taxes	33,923,797	34,960,013	34,960,013	35,227,737	0.8%
Other Taxes:					
State Replacement Tax	1,319,373	716,354	716,354	977,150	36.4%
Local Option Sales Tax	11,231,768	9,812,396	10,415,964	10,303,016	5.0%
Hotel/Motel Tax	2,415,735	2,000,000	2,696,946	2,401,073	20.1%
Total Other Taxes	14,966,876	12,528,750	13,829,264	13,681,239	9.2%
Licenses & Permits	1,219,979	1,681,190	1,636,190	1,636,190	-2.7%
Intergovernmental Revenue:					
Federal Grants	31,189,174	12,060,285	22,271,502	17,948,328	48.8%
State Road Use Tax	8,776,925	8,403,015	9,010,025	9,190,225	9.4%
State Grants/Other State Funding	6,595,985	3,210,730	19,669,740	5,719,444	78.1%
Local Government Funding	9,118,980	9,561,303	9,440,836	10,076,367	5.4%
Total Intergovernmental Revenue	55,681,064	33,235,333	60,392,103	42,934,364	29.2%
Charges for Services:					
Utility Charges	90,657,592	88,912,780	95,809,264	94,210,548	6.0%
Other Charges for Services	8,240,437	8,005,704	8,245,347	8,731,905	9.1%
Total Charges for Services	98,898,029	96,918,484	104,054,611	102,942,453	6.2%
Fines, Forfeit, & Penalty	604,016	508,900	625,900	730,900	43.6%
Use of Money & Property:					
Interest Revenue	(3,658,495)	2,047,730	2,181,988	1,889,106	-7.8%
Other Uses of Money/Property	1,502,954	1,572,785	1,418,469	1,487,752	-5.4%
Total Use of Money & Property	(2,155,541)	3,620,515	3,600,457	3,376,858	-6.7%
Miscellaneous Revenue:					
Proceeds from Bonds	22,204,378	18,359,410	18,359,410	12,671,897	-31.0%
State Revolving Loan Program	-	12,327,000	26,642,310	6,228,000	-49.5%
Other Miscellaneous Revenue	4,466,001	8,823,259	4,017,936	4,122,659	-53.3%
Total Miscellaneous Revenue	26,670,379	39,509,669	49,019,656	23,022,556	-41.7%
Internal Service Revenue	21,691,644	21,076,142	20,982,077	22,233,263	5.5%
Total Before Transfers	251,500,243	244,038,996	289,100,271	245,785,560	0.7%
Transfers	32,841,482	23,906,999	34,356,060	27,252,106	14.0%
Total Revenues	284,341,725	267,945,995	323,456,331	273,037,666	1.9%

Revenue Summary by Fund

	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
General Fund *	40,316,045	41,242,813	42,278,158	42,766,968	3.7%
Special Revenue Funds:					
Local Option Sales Tax	11,369,948	9,926,685	10,570,229	10,440,357	5.2%
Hotel/Motel Tax	2,415,735	2,000,000	2,696,946	2,401,073	20.1%
Road Use Tax	8,776,925	8,403,015	9,010,025	9,190,225	9.4%
Other Special Revenue Funds	21,027,804	5,081,514	10,153,347	4,376,914	-13.9%
Total Special Revenue Funds	43,590,412	25,411,214	32,430,547	26,408,569	3.9%
Capital Project Funds *	16,375,511	30,809,181	37,131,917	18,404,528	-40.3%
Permanent Funds:					
Cemetery Perpetual Care	29,356	21,352	24,352	25,818	20.9%
Furman Aquatic Center Trust	(22,564)	10,000	10,000	10,000	0.0%
Total Permanent Funds	6,792	31,352	34,352	35,818	14.2%
Enterprise Funds:					
Airport	4,507,163	-	4,136,186	4,256,918	
Water Utility *	16,317,488	24,493,500	26,875,824	18,572,016	-24.2%
Sewer Utility *	11,037,999	15,811,684	30,661,801	20,115,206	27.2%
Electric Utility *	67,594,966	66,900,010	73,168,270	71,347,324	6.7%
Parking	1,493,045	915,948	1,715,445	1,281,446	39.9%
Transit	25,987,979	20,126,447	30,605,520	23,453,909	16.5%
Stormwater Utility	5,362,909	2,409,730	4,099,754	4,541,298	88.5%
Ames/ISU Ice Arena	568,331	608,087	548,353	583,846	-4.0%
Homewood Golf Course	345,545	318,700	380,512	392,767	23.2%
Resource Recovery	5,310,695	5,007,700	5,008,700	5,285,406	5.6%
Total Enterprise Funds	138,526,120	136,591,806	177,200,365	149,830,136	9.7%
Debt Service Fund	23,696,170	12,334,750	12,985,724	12,944,020	4.9%
Internal Service Funds:					
Fleet Services	4,569,678	4,398,673	4,698,018	4,731,599	7.6%
Information Technology	2,983,798	2,930,054	2,874,652	2,935,571	0.2%
Printing Services	108,336	122,538	122,419	127,410	4.0%
Messenger Services	99,650	108,732	106,750	114,849	5.6%
Risk Management	2,740,522	3,083,994	3,056,834	3,402,363	10.3%
Health Insurance	11,328,691	10,880,888	10,536,595	11,335,835	4.2%
Total Internal Services	21,830,675	21,524,879	21,395,268	22,647,627	5.2%
Total Revenues	284,341,725	267,945,995	323,456,331	273,037,666	1.9%

Expenditures by Program

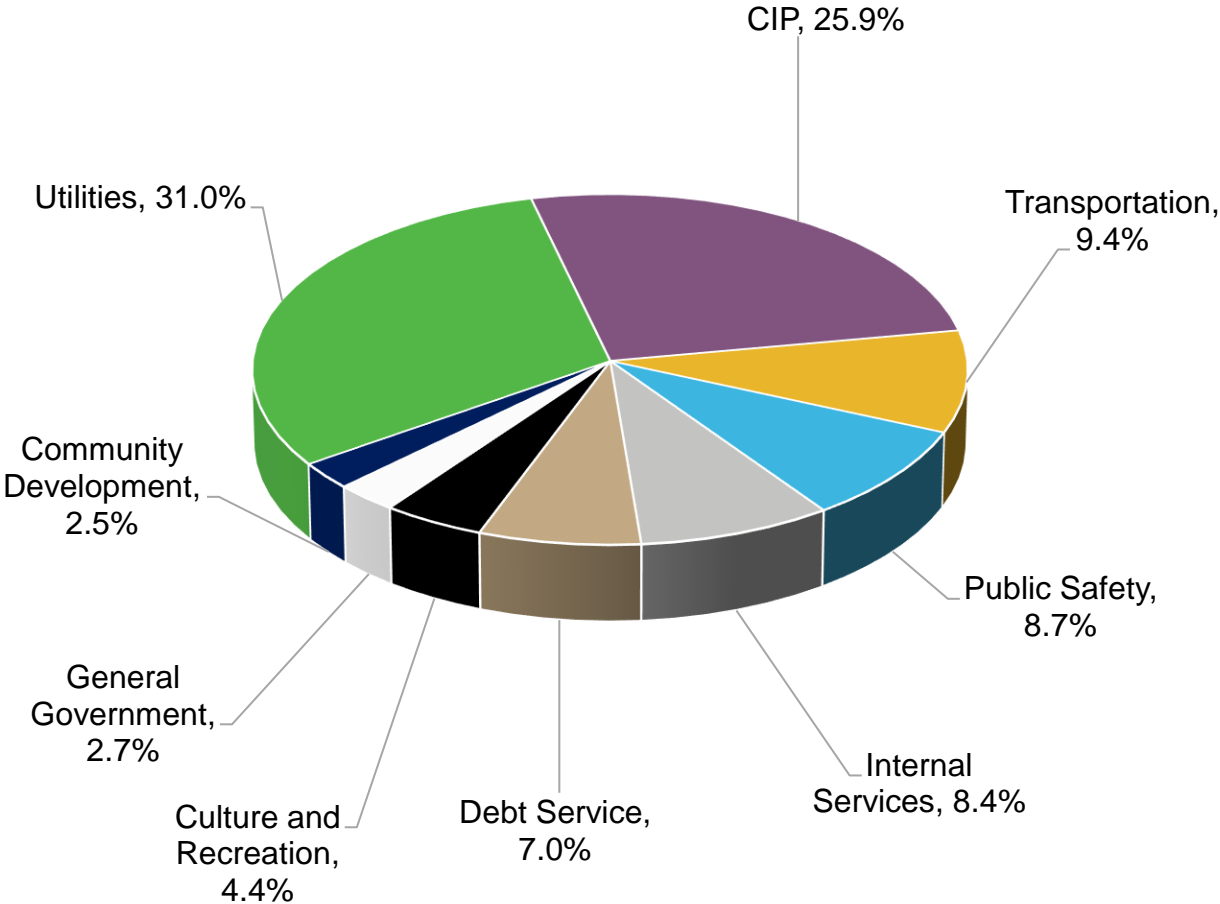
Operations:	2021/22	2022/23	2022/23	2023/24	% Change
Public Safety:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Law Enforcement	9,681,667	11,013,098	10,736,678	11,337,051	2.9%
Fire Safety	7,760,639	8,295,077	8,216,555	8,583,251	3.5%
Building Safety	1,579,897	1,847,428	1,824,485	1,915,022	3.7%
Animal Control	635,976	601,900	664,004	659,270	9.5%
Other Public Safety	11,844	15,100	17,774	17,548	16.2%
Total Public Safety	19,670,023	21,772,603	21,459,496	22,512,142	3.4%
Utilities:					
Electric Services	54,793,113	57,219,719	59,149,350	60,297,117	5.4%
Water and Pollution Control	7,299,092	9,111,237	9,593,114	9,982,356	9.6%
Water Distribution System	1,633,068	1,688,231	1,666,446	1,766,830	4.7%
Sanitary Sewer System	905,427	924,725	918,836	994,190	7.5%
Stormwater Management	573,112	869,642	871,472	901,809	3.7%
Resource Recovery	3,766,786	4,204,169	4,290,787	4,516,803	7.4%
Utility Customer Service	1,740,336	1,813,044	1,818,467	1,870,873	3.2%
Total Utilities	70,710,934	75,830,767	78,308,472	80,329,978	5.9%
Transportation:					
Street/Traffic System	7,587,029	7,897,286	8,208,440	8,387,469	6.2%
Transit System	11,583,192	12,918,406	14,413,216	14,949,683	15.7%
Parking System	743,571	1,016,277	810,116	934,303	-8.1%
Airport Operations	172,203	176,610	189,488	174,921	-1.0%
Total Transportation	20,085,995	22,008,579	23,621,260	24,446,376	11.1%
Community Enrichment:					
Parks and Recreation	4,736,967	4,779,207	5,069,945	5,251,743	9.9%
Library Services	4,825,899	5,322,080	5,257,320	5,607,939	5.4%
Art Services	271,189	262,470	372,221	275,458	5.0%
Cemetery	281,816	216,802	228,760	243,686	12.4%
Total Community Enrichment	10,115,871	10,580,559	10,928,246	11,378,826	7.5%
Community Development:					
Planning Services	907,444	963,914	965,725	1,011,029	4.9%
Economic Development	2,753,610	2,483,267	2,975,763	2,387,948	-3.8%
Sustainability	116,394	34,000	579,468	136,361	301.1%
Housing Services	504,453	971,786	5,704,590	1,078,925	11.0%
Human Services	1,610,753	1,757,204	1,757,698	1,863,014	6.0%
FEMA/Disaster Relief	35,558	-	-	-	-
Total Community Development	5,928,212	6,210,171	11,983,244	6,477,277	4.3%

Expenditures by Program

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
General Government:					
City Council	431,097	585,255	900,523	555,393	-5.1%
City Clerk	430,299	476,070	447,759	454,417	-4.6%
City Manager	705,134	844,869	973,638	994,186	17.7%
Public Relations	222,140	242,422	245,923	258,254	6.5%
Media Production Services	185,749	213,710	239,235	224,023	4.8%
Financial Services	1,911,745	2,211,760	2,123,982	2,213,419	0.1%
Legal Services	813,952	923,595	865,744	941,759	2.0%
Human Resources	672,480	779,183	736,058	727,929	-6.6%
Facilities	407,805	475,659	736,006	496,801	4.4%
Total General Government	5,780,401	6,752,523	7,268,868	6,866,181	1.7%
Total Operations	132,291,436	143,155,202	153,569,586	152,010,780	6.2%
CIP:					
Public Safety CIP	798,195	1,089,338	1,784,881	-	-
Utilities CIP	19,959,570	32,107,481	68,636,594	27,752,481	-13.6%
Transportation CIP	19,035,578	23,165,211	65,385,196	30,945,543	33.6%
Culture and Recreation CIP	1,157,686	18,474,676	13,299,672	7,993,155	-56.7%
Community Development CIP	61,000	150,000	269,001	175,000	16.7%
General Government CIP	493,139	75,000	1,669,631	75,000	0.0%
Internal Services CIP	227,617	-	-	-	-
Total CIP	41,732,785	75,061,706	151,044,975	66,941,179	-10.8%
Debt Service:					
General Obligation Bonds	22,785,348	12,334,750	12,358,322	12,979,018	5.2%
Electric Revenue Bonds	966,306	966,556	966,556	964,807	-0.2%
SRF Loan Payments	4,276,753	4,269,684	4,269,684	4,260,562	-0.2%
Bond Costs	143,531	-	67,000	-	-
Total Debt Service	28,171,938	17,570,990	17,661,562	18,204,387	3.6%
Internal Services:					
Fleet Services	3,066,755	3,233,578	5,635,816	3,790,098	17.2%
Information Technology	2,676,835	3,346,430	3,721,135	2,875,940	-14.1%
Printing Services	108,336	122,538	122,419	127,410	4.0%
Messenger Services	99,650	108,732	106,750	114,849	5.6%
Risk Management	2,551,484	2,882,293	2,911,047	3,294,695	14.3%
Health Insurance	11,144,129	10,526,297	10,420,948	11,202,128	6.4%
Health Promotion	228,141	385,293	316,986	336,739	-12.6%
Total Internal Services	19,875,330	20,605,161	23,235,101	21,741,859	5.5%
Total Expenditures Before Transfers					
	222,071,489	256,393,059	345,511,224	258,898,205	1.0%
Transfers:					
	32,841,482	23,906,999	34,356,060	27,252,106	14.0%
Total Expenditures	254,912,971	280,300,058	379,867,284	286,150,311	2.1%

Expenditures by Program

Where the Money is Spent...
2023/24 Recommended Budget *

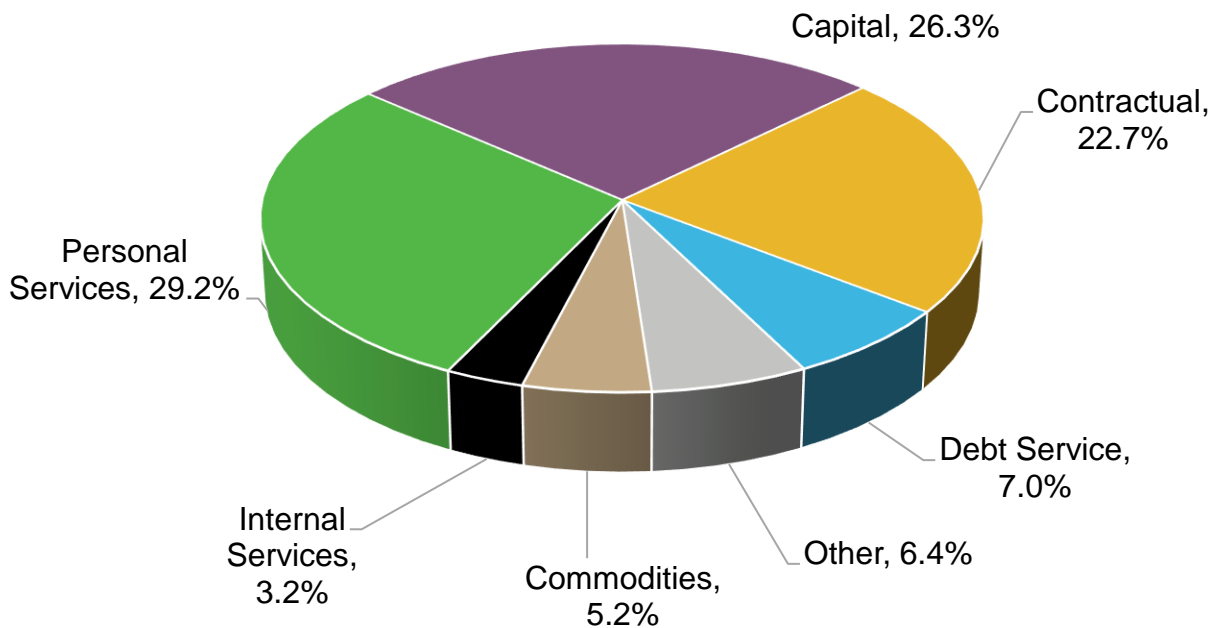


* Excluding Transfers

Expenditures by Category

	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
Personal Services	64,288,496	72,141,513	70,139,731	75,600,674	4.8%
Internal Services	9,217,737	7,520,992	7,820,642	8,146,935	8.3%
Contractual	55,340,360	54,582,798	60,967,774	58,788,032	7.7%
Commodities	11,377,273	12,230,937	14,418,936	13,549,058	10.8%
Capital	38,092,516	76,443,371	155,733,253	68,034,279	-11.0%
Debt	28,171,938	17,570,990	17,661,562	18,204,387	3.6%
Other (Refunds, Insurance Claims, etc.)	15,583,169	15,902,458	18,769,326	16,574,840	4.2%
Total Expenditures Before Transfers	222,071,489	256,393,059	345,511,224	258,898,205	1.0%
Transfers	32,841,482	23,906,999	34,356,060	27,252,106	14.0%
Total Expenditures	254,912,971	280,300,058	379,867,284	286,150,311	2.1%

Breakdown by Major Expenditure Category
2023/24 Recommended Budget*



* Excluding Transfers

Expenditures by Fund

	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
General Fund *	41,594,007	41,242,813	46,347,926	42,766,968	3.7%
Special Revenue Funds:					
Local Option Sales Tax	10,235,183	10,465,881	15,479,907	10,633,700	1.6%
Hotel/Motel Tax	2,345,760	1,882,288	2,764,117	2,225,919	18.3%
Road Use Tax	8,989,632	9,314,461	11,913,993	11,169,581	19.9%
Other Special Revenue Funds	4,899,792	9,633,890	17,771,065	9,796,722	1.7%
Total Special Revenue Funds	26,470,367	31,296,520	47,929,082	33,825,922	8.1%
Capital Project Funds *	14,088,226	33,095,959	51,999,287	20,314,977	-38.6%
Permanent Funds:					
Cemetery Perpetual Care	-	-	-	-	
Furman Aquatic Center Trust	93,735	-	2,511	7,750	
Total Permanent Funds	93,735	-	2,511	7,750	
Enterprise Funds:					
Airport	984,368	-	4,212,908	4,566,950	
Water Utility *	16,979,362	26,500,043	34,371,867	19,129,273	-27.8%
Sewer Utility *	12,792,755	16,186,384	22,488,751	19,173,058	18.5%
Electric Utility *	65,597,582	70,294,302	89,155,212	73,485,255	4.5%
Parking	862,691	1,121,302	1,578,274	1,144,027	2.0%
Transit	21,627,652	19,377,037	32,082,629	25,513,351	31.7%
Stormwater Utility	5,341,049	2,389,353	7,730,100	5,172,229	116.5%
Ames/ISU Ice Arena	466,377	592,070	596,311	597,534	0.9%
Homewood Golf Course	278,981	310,120	323,530	427,323	37.8%
Resource Recovery	4,817,022	4,954,244	5,455,473	5,304,817	7.1%
Total Enterprise Funds	129,747,839	141,724,855	197,995,055	154,513,817	9.0%
Debt Service Fund	22,815,850	12,334,750	12,358,322	12,979,018	5.2%
Internal Service Funds:					
Fleet Services	3,294,372	3,233,578	5,635,816	3,790,098	17.2%
Information Technology	2,676,835	3,346,430	3,721,135	2,875,940	-14.1%
Printing Services	108,336	122,538	122,419	127,410	
Messenger Services	99,650	108,732	106,750	114,849	
Risk Management	2,551,484	2,882,293	2,911,047	3,294,695	14.3%
Health Insurance	11,372,270	10,911,590	10,737,934	11,538,867	5.8%
Total Internal Services	20,102,947	20,605,161	23,235,101	21,741,859	5.5%
Total Expenditures	254,912,971	280,300,058	379,867,284	286,150,311	2.1%

Authorized Employment Levels (FTE)

Full Time Equivalents (FTE)

Department	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Adopted
City Manager/City Clerk	10.50	10.50	11.50	12.50
Legal Services	6.00	6.00	6.00	6.00
Human Resources	9.00	9.00	8.00	8.00
Planning & Housing	7.00	7.00	7.00	7.00
Administrative Services	5.00	5.00	5.00	5.00
Finance	41.00	41.00	41.00	41.00
Fleet Services/Facilities	9.50	9.50	9.50	9.50
Transit	85.50	85.50	87.50	88.25
Fire/Building Safety	73.00	74.00	74.00	74.00
Police/Animal Control	84.60	85.05	85.05	85.05
Library	37.00	37.00	37.50	38.50
Parks and Recreation	26.75	27.75	27.75	28.75
Water & Pollution Control	38.00	39.00	39.00	39.00
Electric Services	81.00	81.00	81.00	81.00
Public Works:				
Administration	2.00	2.00	2.00	2.00
Traffic	8.00	8.00	8.00	8.00
Streets	22.00	22.00	22.00	22.00
Engineering	14.75	14.75	14.75	14.75
Utility Maintenance	13.00	13.00	13.00	13.00
Resource Recovery	15.00	15.00	15.00	15.00
Parking	2.00	2.00	2.00	2.00
Public Works Total	76.75	76.75	76.75	76.75
Total	590.60	594.05	596.55	600.30

Changes in Employment Levels (FTE)

Full-Time Equivalents (FTE)

The staffing level changes for the City of Ames that are included in the 2022/23 Adjusted Budget and 2023/24 Manager Recommended Budget are as follows:

2022/23 Adjusted: 596.55 (2.50 increase)

- + 2.00 FTE Two additional full-time Transit driver positions have been added to help cover shifts, especially for nights and weekends.
- + 0.50 FTE A 0.5 FTE Library Assistant position was increased to full-time to provide needed desk service coverage for the Library's Adult Services division.

2023/24 Manager Recommended: 600.30 (3.75 increase)

- + 1.00 FTE A sustainability Coordinator position is being added to help develop and oversee the City's sustainability efforts.
- + 0.25 FTE A Transit Principal Clerk Position has been expanded from a .5 to a .75 FTE due to increased support needs in the Maintenance division.
- + 0.50 FTE The Transit Technology Coordinator/Dispatcher position is being separated into two positions, expanding the Transit Technology Coordinator position to full-time, while retaining the .5 position in the dispatch workgroup.
- + 1.00 FTE An additional Adult Services Librarian position is being added. This position will offer direct public service including reference and programming and provide more in-depth work on collections and outreach.
- + 1.00 FTE An additional Park Maintenance Worker position is being added to the Parks and Recreation Department to help maintain the quality of the City's expanding park system.

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PUBLIC SAFETY

PUBLIC SAFETY



Public Safety Program

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Public Safety Summary

Description:

The Public Safety program includes activities to protect the lives, safety, and property of residents and visitors to the City of Ames. The **Law Enforcement** activity includes the Police Department’s patrol and emergency response teams, specialized criminal investigations, traffic enforcement, juvenile services, emergency communications, and Police administration and records. **Fire Safety** includes Fire Department administration and educational programs for the prevention of fires and other hazards, as well as the actual suppression of fires and response to other emergencies. **Building Safety** is responsible for the enforcement of the City’s structural, rental housing, electrical, plumbing, and mechanical codes. **Animal Control** operates the City’s animal shelter, which provides shelter and services for domestic animals found within the City as well as urban wildlife. **The Storm Warning System** activity includes expenditures for the maintenance of the City’s storm warning system. **Public Safety CIP** includes capital improvements that support Public Safety activities.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Law Enforcement	9,681,667	11,013,098	10,736,678	11,337,051	2.9%
Fire Safety	7,760,639	8,295,077	8,216,555	8,583,251	3.5%
Building Safety	1,579,897	1,847,428	1,824,485	1,915,022	3.7%
Animal Control	635,976	601,900	664,004	659,270	9.5%
Other Public Safety	11,844	15,100	17,774	17,548	16.2%
Total Operations	19,670,023	21,772,603	21,459,496	22,512,142	3.4%
Public Safety CIP	798,195	1,089,338	1,784,881	-	-100.0%
Total Expenditures	20,468,218	22,861,941	23,244,377	22,512,142	-1.5%
<i>Authorized FTEs</i>	156.20	157.65	157.65	157.65	

Public Safety Summary

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	17,296,056	19,168,751	18,330,320	19,748,389	3.0%
Internal Services	1,402,187	1,577,616	1,584,155	1,692,766	7.3%
Contractual	617,695	726,272	960,449	784,715	8.1%
Commodities	297,087	299,964	490,356	286,072	-4.6%
Capital	50,312	-	94,016	-	
Other	6,686	-	200	200	
Total Operations	19,670,023	21,772,603	21,459,496	22,512,142	3.4%
Public Safety CIP	798,195	1,089,338	1,784,881	-	-100.0%
Total Expenditures	20,468,218	22,861,941	23,244,377	22,512,142	-1.5%
Funding Sources:					
Program Revenues	3,508,961	4,007,062	3,990,407	4,118,973	2.8%
General Fund	16,016,258	17,668,541	17,337,720	18,281,369	3.5%
Forfeiture/Donations/Grants	144,804	97,000	131,369	111,800	15.3%
Total Operations Funding	19,670,023	21,772,603	21,459,496	22,512,142	3.4%
Public Safety CIP Funding:					
G.O. Bonds	724,783	1,089,338	1,480,972	-	
General Fund	68,953	-	303,909	-	
Local Option Sales Tax	4,459	-	-	-	
Total CIP Funding	798,195	1,089,338	1,784,881	-	
Total Funding Sources	20,468,218	22,861,941	23,244,377	22,512,142	-1.5%

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.)

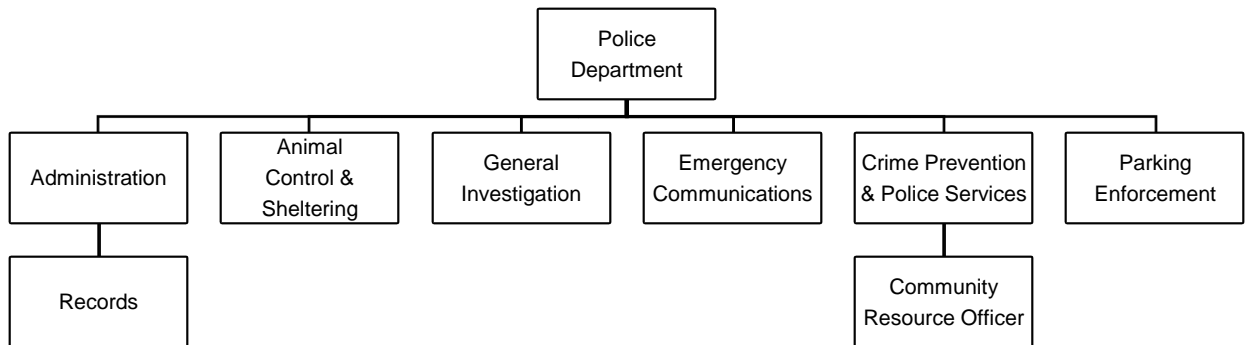
Expenditures by Activity:	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
Administration/Records	968,669	1,039,923	1,083,319	1,104,015	6.2%
Police Services	7,440,364	8,508,666	8,148,139	8,740,008	2.7%
Emergency Communications	1,272,634	1,464,509	1,411,220	1,493,028	2.0%
Total Expenditures	9,681,667	11,013,098	10,642,678	11,337,051	2.9%

<i>Authorized FTEs</i>	78.35	78.60	78.60	78.60
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Law Enforcement

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	8,414,241	9,593,806	9,026,137	9,826,433	2.4%
Internal Services	716,646	833,326	853,233	899,851	8.0%
Contractual	331,560	399,735	574,397	416,427	4.2%
Commodities	167,358	186,231	224,096	194,340	4.4%
Capital	45,256	-	58,815	-	
Other Expenditures	6,606	-	-	-	
Total Expenditures	9,681,667	11,013,098	10,736,678	11,337,051	2.9%

Funding Sources:					
<i>Police Revenues:</i>					
Ames Community Schools	56,014	-	-	-	
Municipal Fines/Fees	25,125	30,000	30,000	30,000	0.0%
Charges for Services	95,476	84,500	84,500	91,500	8.3%
Police Forfeiture	15,664	12,000	12,000	12,000	0.0%
Police Grants	58,616	48,000	48,000	48,000	0.0%
Police Donations	-	-	897	-	
Miscellaneous Revenue	5,885	5,000	5,000	5,000	
Total Revenues	256,780	179,500	180,397	186,500	3.9%
General Fund Support	9,424,887	10,833,598	10,556,281	11,150,551	2.9%
Total Funding Sources	9,681,667	11,013,098	10,736,678	11,337,051	2.9%



Police Administration and Records

Description:

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

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

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	788,807	858,933	840,600	882,928	2.8%
Internal Services	92,084	96,256	95,959	95,512	-0.8%
Contractual	41,233	75,409	124,780	116,250	54.2%
Commodities	8,116	9,325	21,980	9,325	0.0%
Capital	38,429	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	968,669	1,039,923	1,083,319	1,104,015	6.2%

<i>Funding Sources:</i>					
General Fund	968,669	1,039,923	1,083,319	1,104,015	6.2%
Total Funding Sources	968,669	1,039,923	1,083,319	1,104,015	6.2%

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

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide a professional, community-focused, efficient, and effective police force	Sworn officers	58	58	57	57
		Cases created	5,496	5,591	4,923	5,000
		Record checks processed	1,117	1,170	1,399	1,200
	Provide timely, accurate reports and public information	Attorney requests for information	1,096	1,418	1,513	1,600
		Public records requests	209	284	275	300
	Build trust within the community	% of citizens very or somewhat satisfied with police services	88%	90%	89%	90%

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

- Many operating costs have increased for FY 2022/23 and 2023/24. Annual software maintenance and officer training costs have increased dramatically. Supply chain issues had a significant impact on operations. Lead-time to receive equipment went from several weeks or months to a year or more. This created challenges in maintaining daily operations without running out of supplies. Some FY 2021/22 funds had to be carried over into FY 2022/23 to cover the delayed costs.
- To improve accounting efficiency, all radio subscriber fee budget lines were moved into Police Administration. This caused contractual services to increase by 54% in this activity.

In-Progress Activities

- The Ames Resident Police Advisory Committee is wrapping up the training phase after several sessions covering police use of force, Constitutional law, police operations, police policies, mental health calls for services, crime scene investigation, and other critical subjects. The committee members have taken part in several patrol ride-alongs with officers and served on several oral boards for officer/supervisor testing and recruitment. The committee will start to transition from the training phase to policy evaluation, complaint evaluation, and increased outreach efforts.
- The Police Department's body-worn cameras have been replaced. The previous cameras were purchased in 2018. City staff evaluated the options to obtain replacement equipment and determined the current vendor, WatchGuard, is the best value for the city. The Department purchased the cameras and equipment through accumulated technology replacement funds. The new cameras required an upgraded on-site server and training.

Upcoming Activities

- Police Administration will focus on developing a long-range financial plan for the department.



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.

<i>Expenditures by Category:</i>	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
Patrol	6,047,560	6,932,457	6,957,947	7,375,687	6.4%
Investigations	1,392,804	1,576,209	1,284,192	1,364,321	-13.4%
Total Expenditures	7,440,364	8,508,666	8,242,139	8,740,008	2.7%

<i>Expenditures by Category:</i>					
Personal Services	6,531,167	7,501,086	6,990,174	7,664,466	2.2%
Internal Services	506,277	589,148	623,614	667,238	13.3%
Contractual	233,095	253,846	376,520	230,989	-9.0%
Commodities	156,392	164,586	193,016	177,315	7.7%
Capital	6,827	-	58,815	-	
Other Expenditures	6,606	-	-	-	
Total Expenditures	7,440,364	8,508,666	8,242,139	8,740,008	2.7%

<i>Funding Sources:</i>					
Ames Community Schools	56,014	-	-	-	
Police Forfeiture Funds	15,664	12,000	12,000	12,000	0.0%
Police Grant Funds	58,616	48,000	48,000	48,000	0.0%
Police Donations	-	-	897	-	
Total Revenues	130,294	60,000	60,897	60,000	0.0%
General Fund Support	7,310,070	8,448,666	8,181,242	8,680,008	2.7%
Total Funding Sources	7,440,364	8,508,666	8,242,139	8,740,008	2.7%

<i>Authorized FTEs</i>	58.05	58.30	58.30	58.30
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Police Services

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated	
Provide quality programs in an efficient and fiscally responsible manner	Provide a highly competent on-street presence	Homicide cases	0	4	0	0	
		Assault cases	375	382	410	400	
		Theft cases	539	536	521	500	
		Sexual Assaults	80	84	83	80	
		Domestic calls for service	270	233	126	200	
	Enhance trust within the community by building relationships and communicating effectively		OWI, public intoxication and other liquor arrests	246	347	329	300
			Noise complaints	969	657	655	650
			Mental health contacts	2070	2300	2721	3000
			Incidents recorded	26,636	28,341	31,536	32,000
			Incidents per sworn position	467	489	553	561
			Public Education Events	46	40	68	50
			Facebook Followers	27,400	27,000	30,700	32,000
			Facebook page engagements	1,300,000	500,000	750,000	800,000

*Forecasting based on historic trends and averages

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

- Personnel turnover in the last couple years has helped to keep the personal services budget line to a slight increase. This is due to hiring new officers at a lower salary rate than those that have left and retirement cost savings.
- The two School Resource Officer positions were discontinued in the FY 2022/23 budget. The positions were previously paid out of the Investigations division. The officers filling those positions were moved to the Patrol division, which caused a significant decrease in expenses for Investigations and an increase in expenses for Patrol.
- Increasing uniform and equipment expenses continue as open positions are filled. These expenses should level off after the remaining open positions are filled.
- Cost increases are budgeted in FY2023/24 for software annual maintenance, equipment, and supplies.
- The Story County 911 Services Board currently pays for half of the radio subscriber fees for all Law Enforcement and Fire agencies utilizing the StoryComm radio system. This is anticipated to decrease in FY 2023/24, therefore, increasing costs for the city. The anticipated increase is reflected in the FY 2023/24 budget.



Police Services

In-Progress Activities

- The department is working with a new collaboration, Alternative Response for Community Health, (ARCH), where Emergency Medical Service (EMS) personnel and a social worker will be dispatched to some selected mental health calls for service. The team will be dispatched through the police department's communications center. ARCH is currently a pilot program, and it is hoped the program will continue. Funding of \$154,000 has been added to the Police Services budget in FY 2022/23 for the ARCH program.
- The department's Mental Health Advocate participated in several Community Conversations with our partner agencies. During FY 2023/24 she will begin training in Applied Suicide Intervention Skills Training, (ASIST) with our staff, partners, and the public.



Police Services

Upcoming Activities

- Work is already in motion, to plan for several anticipated large events during FY 2023/24. While the department will be reimbursed for some of the costs associated with these large events, there will be anticipated increases in overtime costs. Some of the anticipated events will include RAGBRAI, Iowa State University Welcome Weekend in August, and the Iowa/Iowa State and the UNI/Iowa state football games.
- Due to staff shortages in the past year, the Safe Neighborhoods Team was absorbed back into the Patrol Division. In the spring and summer of 2023, it is anticipated the team will be rebuilt with a new focus on violent crime investigation along with a renewed emphasis on outreach and engagement.



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 aids 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.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	1,094,267	1,233,787	1,195,363	1,279,039	3.7%
Internal Services	118,285	147,922	133,660	137,101	-7.3%
Contractual	57,232	70,480	73,097	69,188	-1.8%
Commodities	2,850	12,320	9,100	7,700	-37.5%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	1,272,634	1,464,509	1,411,220	1,493,028	2.0%

<i>Funding Sources:</i>					
General Fund	1,272,634	1,464,509	1,411,220	1,493,028	2.0%
Total Funding Sources	1,272,634	1,464,509	1,411,220	1,493,028	2.0%

<i>Authorized FTEs</i>	13.00	13.00	13.00	13.00
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Emergency Communications

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	17,328	17,526	18,540	18,724
		Non-emergency calls	104,867	105,142	105,299	105,443
		Emergency medical dispatch calls	4,166	4,145	4,335	4,377

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

- The need to fill vacancies created increased recruitment, uniforms, and training costs. We expect to fill all open positions by the end of FY 2023/24.
- Overtime costs were high due to the open positions. It is anticipated overtime costs will decrease as the remaining positions are filled in FY 2023/24.
- Several of the software products utilized by the communications center saw annual maintenance price increases. These increases are expected to continue due to current national economic circumstances.

In-Progress Activities

- A Request for Information (RFI) has been drafted for new or updated Computer Aided Dispatching (CAD) and Records Management System (RMS) software. The current software is approximately ten years old and has become outdated. This is a multi-agency joint effort by the City of Ames, the Story County Sheriff's Office, and Iowa State University Police. The current system is shared by the three agencies and allows all agencies access to the data. The three agencies will review the information provided by the RFI and determine next steps for the current software. It is anticipated that the final decision and purchase will be three to five years from now, after all procurement and approval processes are completed.

Upcoming Activities

- The current Communication Center workstations are approximately ten years old and require continual repairs and maintenance to keep them in working order. The workstations house all the computers and equipment needed for the public safety dispatchers to perform their duties. After years of 24-hour/day, seven days/week use, the workstations are getting worn-out and are needing frequent repairs. In FY 2023/24, we will begin researching new products and determining needs and costs for possible replacement in FY 2024/25.

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. To approach this goal, an impressive and highly effective array of services is provided to the community. Extensive efforts are made in fire prevention, fire safety education, and fire inspection. These efforts are mainly recorded under the **Fire Prevention and Safety Education** activity. When a “preventive failure” takes place and a fire or other emergency actually occurs, the capabilities of the **Fire Suppression and Emergency Action** are pressed into action. These include minimizing loss of life and property from fire, controlling hazardous situations, performing rescue, and providing first-response medical assistance. Also included under this activity are various non-emergency services, such as maintaining apparatus and facilities, testing hydrants, testing water flow, and establishing pre-fire plans.

The City of Ames also provides Fire Protection to Iowa State University, who reimburses the City by paying 25% of the Fire Department’s operating costs as well as contributing to the debt services costs associated with fire apparatus replacement.

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

<i>Activities:</i>	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
Administration/Support	1,202,187	1,263,887	1,285,736	1,312,347	3.8%
Suppression/Emergency Action	6,392,879	6,865,897	6,760,745	7,100,102	3.4%
Prevention/Safety Education	165,573	165,293	170,074	170,802	3.3%
Total Expenditures	7,760,639	8,295,077	8,216,555	8,583,251	3.5%

<i>Authorized FTEs</i>	60.70	61.70	61.70	61.70
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Fire Safety

<i>Expenditures by Category:</i>	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
Personal Services	7,141,443	7,660,093	7,374,005	7,914,502	3.3%
Internal Services	372,458	375,405	379,687	415,003	10.6%
Contractual	162,994	178,696	223,022	210,014	17.5%
Commodities	78,688	80,883	211,169	43,732	-45.9%
Capital	5,056	-	28,672	-	
Other Expenditures	-	-	-	-	
Total Expenditures	7,760,639	8,295,077	8,216,555	8,583,251	3.5%

Funding Sources:					
<i>Fire Revenues:</i>					
Iowa State University	1,933,459	2,065,350	2,041,051	2,136,127	3.4%
MGMC	40,439	33,679	33,679	38,748	15.1%
Donations/Grants	9,276	-	18,672	-	
Miscellaneous Revenue	1,291	-	-	-	
Total Revenues	1,984,465	2,099,029	2,093,402	2,174,875	3.6%
General Fund Support	5,776,174	6,196,048	6,123,153	6,408,376	3.4%
Total Funding Sources	7,760,639	8,295,077	8,216,555	8,583,251	3.5%



Fire Administration and 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.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	1,022,954	1,079,912	1,048,926	1,102,801	2.1%
Internal Services	99,734	113,177	108,388	122,780	8.5%
Contractual	59,296	64,598	98,856	83,066	28.6%
Commodities	15,147	6,200	10,894	3,700	-40.3%
Capital	5,056	-	18,672	-	
Other Expenditures	-	-	-	-	
Total Expenditures	1,202,187	1,263,887	1,285,736	1,312,347	3.8%

<i>Funding Sources:</i>					
General Fund	892,174	947,915	950,298	984,260	3.8%
Iowa State University	299,446	315,972	316,766	328,087	3.8%
Donations/Grants	9,276	-	18,672	-	
Miscellaneous Revenue	1,291	-	-	-	
Total Funding Sources	1,202,187	1,263,887	1,285,736	1,312,347	3.8%

<i>Authorized FTEs</i>	6.70	6.70	6.70	6.70
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Fire Administration and Support

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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)	98.6%	97.7%	100%	100%
		ISO rating	3	3	3	3
		Followers on Fire's Facebook page	5,820	6,780	6,900	7,000
	Provide quality training opportunities for Fire Department supervisors	Leadership training hours	882	886	900	910
		New or renewed state and/or national emergency services certifications	3	13	10	10
	Maintain all apparatus and equipment to a level of readiness in accordance with national standards	SCBA, hose, pumps, and equipment maintained/certified to national standards	100%	100%	100%	100%

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

- The department's Records Management System (RMS) for reporting fire incidents to the State was discontinued by the vendor in 2022. RMS replacement costs were substantially higher than anticipated, resulting in increased contractual costs in this year's adjusted budget and next year's requested.
- Internal Services are projected to be up 8.5% over last year's 2022/23 Adopted Budget. This is attributed largely to rising fuel costs in both this year's adjusted budget and next year's requested, and an 18% increase in property and liability insurances projected for next year's 2023/24 Requested Budget.
- Commodities are projected to be up by \$4,694 for office furniture and firefighter protective clothing, which have been advanced into this year's Adjusted FY 2022/23 budget to help reduce next year's obligation.

In-Progress Activities

- In order to maintain audit capabilities and compatibility with upcoming changes to the future of Knox Boxes, which are a wall-mounted safe that holds building keys that only the fire department has access to, the department has started transitioning their current Knox Box Key Secure systems on the vehicles to the new multikey Knox Box Key Secure systems. The new Knox Box system utilizes the Cloud and a WIFI connection to run instant audit reports on Knox Key use. The new Knox Box Key Secure system improves the overall integrity of the department's Knox Box Program with increased security features for Knox Box users.
- The Ames Fire Department continues to play an active role in leading the City's Incident Command Center (ICC) Team for an upcoming all county emergency disaster exercise in April 2023. The exercise will be in conjunction with Story County Emergency Management and is fully funded through a grant from Iowa Homeland Security.
- The Ames Fire Department has played an instrumental role in transitioning the City's primary ICC from Ames City Hall to the Ames Water Treatment Plant. The new location provides a larger workspace and modular capabilities to expand and contrast with evolving emergencies.
- The Ames Fire Department has begun the evaluation process by the Insurance Services Office (ISO) to update the department's fire rating, which reflects how prepared a community is for fire. The rating system evaluates emergency response capabilities, water supply and 911 dispatch capabilities to determine a community's overall ISO rating. ISO ratings are used by insurance companies to help determine insurance rates. The previous ISO review was conducted in 2012.

Upcoming Activities

- The department's Station Alerting System is experiencing technical problems and is quickly reaching the end of its service life. IT continues to find workarounds to keep the system functional as we prepare to replace the entire system at all three fire stations in the near future.

Fire Suppression and Emergency Action

Description:

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

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	5,970,884	6,430,135	6,175,192	6,656,529	3.5%
Internal Services	264,005	254,567	263,420	283,675	11.4%
Contractual	98,797	107,612	118,396	120,941	12.4%
Commodities	59,193	73,583	193,737	38,957	-47.1%
Capital	-	-	10,000	-	
Other Expenditures	-	-	-	-	
Total Expenditures	6,392,879	6,865,897	6,760,745	7,100,102	3.4%

<i>Funding Sources:</i>					
General Fund	4,759,820	5,124,163	5,045,300	5,296,015	3.4%
Iowa State University	1,592,620	1,708,055	1,681,766	1,765,339	3.4%
MGMC	40,439	33,679	33,679	38,748	15.1%
Total Funding Sources	6,392,879	6,865,897	6,760,745	7,100,102	3.4%

<i>Authorized FTEs</i>	53.00	54.00	54.00	54.00
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Fire Suppression and Emergency Action

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated	
Provide quality programs in an efficient and fiscally responsible manner	Provide a professional, community-focused, efficient, and effective fire department	Structure fires	55	47	59	50	
		Emergency medical incidents	2,064	3,399	3,647	3,900	
		Emergency responses within 5 minutes “within city limits”	85.3%	84.9%	82.6%	81.9%	
		Average Turnout Time Non-Medical (Goal: 80 Sec)	84 Sec	86 Sec	80 Sec	80 Sec	
		Average Turnout Time Medical (Goal: 60 Sec)	68 Sec	59 Sec	59 Sec	59 Sec	
	Provide quality training opportunities for firefighters and support firefighters receiving/maintaining professional certifications	Firefighter Training Hours	7,698	6,609	8,155	8,000	
		Firefighters with hazardous materials technical status	48	43	54	54	
		Firefighters with Emergency Medical Responder vs./ Emergency Medical Technician	17/34	10/38	8/43	8/46	
		Work with businesses to perform inspections and prepare pre-plans to provide information to firefighters	Business pre-plan inspections	1	266	270	270
			Hours spent preparing business pre-plans	1	200	203	158

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

- Commodities in the Requested FY 2023/24 budget are projected to be down 47.1%. Many one-time purchases have been advanced into this year’s Adjusted FY 2022/23 budget to help reduce next year’s obligation. The 125% increase in this year’s Adjusted budget includes \$24,278 in equipment for new Engine #1, \$10,487 to update and replace Knox Box Key Secure vehicle locks for the remaining eight apparatus, and \$2,354 to purchase battery powered lawn equipment for the stations to replace current, end-of-life gas powered equipment. Additionally, \$34,943 of firefighting protective clothing has been advanced into this FY 2022/23 Adjusted budget.
- Internal costs are projected to be up 11.4% in the Requested FY 2023/24 budget, which is reflective of the economy and cost for services. Rising fuel and vehicle costs, increasing property and liability insurance rates, and rising data service costs can all be attributed to the projected increase.
- Contractual costs are projected to be up by 12.4% for Requested FY 2023/24, which is largely due to increasing maintenance costs for radios as they come off warranty coverage.

In-Progress Activities

- The joint police and fire training site is in full use, expanding the scope of training available to include a new basement prop created from former shipping containers to simulate basement fire situations. The Ames Police and Fire Departments have partnered with several other agencies including the State Fire Service Training Bureau, the Gary Sinise Foundation’s First Responders Outreach, the Story County Sheriff’s Office, and the Story County Hostage Negotiation team, to bring statewide and local training to the Ames community for greater interoperability and common response training.
- Staff is in the process of transitioning to new records management software and working with the vendor on migrating all existing to provide timely and inexpensive responses to records requests including insurance company needs and environmental surveys.

Fire Suppression and Emergency Action

In-Progress Activities, continued

- The department continues to train and transition firefighters from Emergency Medical Responder (EMR) certified to the higher-level Emergency Medical Technician (EMT) certification. This is possible thanks to the continued support by Mary Greeley Medical Center, who provides funding for the program. As new employees are hired and trained, they will continue to add to our EMT ranks. The remaining EMRs will decrease through attrition.

Upcoming Activities

- Staff continue to look for opportunities to decrease the department's carbon footprint in both large and small ways. Examples include moving away from larger style vehicles for medical responses to fuel efficient pickup trucks. Gas powered extrication equipment is being replaced with battery powered extrication equipment. Gas powered lawn equipment is being replaced with battery powered equipment.



Fire Suppression and Emergency Action



Fire Prevention and 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.

<i>Expenditures by Category:</i>	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
Personal Services	147,605	150,046	149,887	155,172	3.4%
Internal Services	8,719	7,661	7,879	8,548	11.6%
Contractual	4,901	6,486	5,770	6,007	-7.4%
Commodities	4,348	1,100	6,538	1,075	-2.3%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	165,573	165,293	170,074	170,802	3.3%

<i>Funding Sources:</i>					
General Fund	124,180	123,970	127,555	128,101	3.3%
Iowa State University	41,393	41,323	42,519	42,701	3.3%
Total Funding Sources	165,573	165,293	170,074	170,802	3.3%

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

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	Commercial inspections	195	175	202	212
		Residential inspections	103	60	105	110
		Educational inspections	24	34	24	24
		Plan reviews	163	131	170	180
	Perform public outreach about fire safety and prevention	Fire inspection deficiencies found	191	532	224	266
		Ames elementary schools holding Fire Prevention Week presentations	8/8	8/8	8/8	8/8
		Fire safety presentation hours	586	1,229	1,420	1,633
		Adults attending presentations	2,281	3,450	4,544	5,008
		Children attending presentations	821	1,578	2,900	3,507
		People trained to use a fire extinguisher	180	810	972	1,166
		People trained how to do a fire drill	36	63	63	63

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

- Internal costs are projected to be up 11.6% in the Requested FY 2023/24 budget, which is reflective of the economy and cost for services. Rising fuel, vehicle costs, increasing property and liability insurance rates, and rising data service costs can all be attributed to the projected increase.
- Public education opportunities continue to increase as schools and day-care centers look for a return of in-person educational experiences. The Fire Department resumed the annual open house during fire prevention week. The purchase of additional fire prevention materials has been advanced into this year's Adjusted FY 2022/23 budget to help reduce next year's obligation.
- Contractual costs are projected to be down by 7.4% in Requested FY 2023/24 budget by alternating conferences and training to every other year.

In-Progress Activities

- Fire Safety presentations were once again provided to all elementary schools in FY 2022/23, but this year the presentations were in person. After a two-year hiatus, where only prerecorded digital presentations could be used to share a fire safety message with the students, crews were able to again visit the schools in person. This allowed the kids to touch and see the fire trucks, firefighting equipment and interact with Freddie the Fire Truck.
- Working closely with the Ames and Iowa State University (ISU) Police, firefighters went door to door in the near campus neighborhoods as part of the Neighborhood Blitz, welcoming visitors into the community and sharing information with them about how to safely enjoy their time in Ames. One piece of safety information that was handed out was a recreational fire code magnet that contained information about how to safely and lawfully enjoy a recreational fire.
- Fire Department received a grant through the State Fire Marshal's Office for \$18,671.50. This money was used to purchase a digital fire extinguisher training prop that can be used indoors using a digital representation of a fire. Historically, most of our fire extinguisher training is held in the warmer months using live fire. The new prop can be used anywhere so training can now be held throughout the year. The prop can also be utilized at community events to have a greater impact on our interactions with citizens. The digital prop takes less time to set up and tear down and needs fewer people to operate than the live fire prop. As a result, more training can be offered to more people in less time.

Fire Prevention and Safety Education

Upcoming Activities

- There is a growing need for all-hazards safety presentations across the United States. Advances in technology have increased the department's outreach capabilities to bring hands-on training to the customers. The department will be applying for a Fire Prevention and Safety grant to procure an all-hazards, handicap accessible, mobile safety trailer. The trailer will feature heated door props, small appliance hazards, utility hazards, grill hazards and severe weather awareness.
- Staff anticipates that the State of Iowa will adopt a new version of the International Fire Code in the upcoming year, which will require cities to follow suit. Updating the fire code on a regular basis helps with our Insurance Services Office (ISO) rating and creates consistency for contractors. Additionally, the State continues to discuss a State-wide fire code that would eliminate local amendments, which may impact fees schedules and inspection activities.



Fire Prevention and Safety Education



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.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Structural Code Enforcement	973,147	1,159,592	1,146,634	1,204,291	3.9%
Rental Housing Program	453,627	511,138	504,151	532,473	4.2%
Community Codes Liaison	153,123	176,698	173,700	178,258	0.9%
Total Expenditures	1,579,897	1,847,428	1,824,485	1,915,022	3.7%

<i>Expenditures by Category:</i>					
Personal Services	1,258,209	1,442,985	1,430,929	1,495,080	3.6%
Internal Services	284,539	336,827	315,694	340,135	1.0%
Contractual	35,296	62,566	74,693	76,807	22.8%
Commodities	1,853	5,050	3,169	3,000	-40.6%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	1,579,897	1,847,428	1,824,485	1,915,022	3.7%

<i>Funding Sources:</i>					
Inspections Revenue:					
Building Permits	534,009	875,155	875,155	875,155	0.0%
Electrical Permits	81,660	175,264	175,264	175,264	0.0%
Mechanical Permits	68,391	73,251	73,251	73,251	0.0%
Plumbing Permits	103,850	117,670	117,670	117,670	0.0%
Sign Permits	9,790	10,500	10,500	10,500	0.0%
Rental Housing Fees	523,087	511,138	511,138	532,473	4.2%
Miscellaneous Revenue	(1,176)	1,555	1,699	1,785	14.8%
Total Revenues	1,319,611	1,764,533	1,764,677	1,786,098	1.2%
General Fund Support	260,286	82,895	59,808	128,924	55.5%
Total Funding Sources	1,579,897	1,847,428	1,824,485	1,915,022	3.7%

<i>Authorized FTEs</i>	12.30	12.30	12.30	12.30
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Building Safety

City Mission/ Council Goal	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	3,723	3,443	3,500	3,500
		Inspections performed	6,610	6,039	6,000	6,000
		Inspections per inspector	1,322	1,208	1,200	1,200
	Assist customers in maintaining safe dwellings through periodic rental inspections	Rental housing units registered	15,353	15,490	15,700	15,900
		Rental housing units inspected	2,461	3,588	3,600	3,600
		Neighborhood complaints	277	560	660	660
	Promote safe and attractive neighborhoods	Neighborhood inspections	267	682	800	800
Promote economic development	Promote partnerships and encourage successful construction projects	New Construction Valuation Commercial	\$14.5M	\$34.4M	\$30M	\$35M
		New Construction Valuation Residential	\$37.6M	\$26M	\$30M	\$27M

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

- The construction industry remains uncertain with increased cost and decreased supply as markets continue to adjust to the effects of supply chain disruption caused by the pandemic. This uncertainty is reflected in estimated values remaining flat.
- With the Ames On The Go App., residents are instantly able to report complaints. This has resulted in a higher caseload of neighborhood complaints over the last two years, providing staff with increased situational awareness within neighborhoods and the ability to be more responsive.
- The Inspection's online Citizen Self Service portal provides customers with the convenience of being able to pay by credit card. This convenience has an associated fee for the City, which has resulted in increased contractual costs in both Adjusted FY 2022/23 by 19% and Requested FY 2023/24 by 22.8%.

In-Progress Activities

- Staff continues to proactively attend Ames Home Builder Association meetings to maintain open lines of communication between the City and developers and identify process improvements.
- Staff has started a complete review of the Rental Code, which was first adopted in 2009 and has not had a complete review done since that time. Staff will provide multiple opportunities for input from property owners and tenants during the entire process.
- Staff intends to bring back to City Council at the end of FY 2022/23 a revised Property Maintenance Code based on customer feedback from the June 15, 2021 City Council Workshop.

Upcoming Activities

- It is anticipated that we will be adopting the most recent versions of the building codes in the upcoming year. Updating codes on a regular basis helps with our ISO rating and keeps Ames in line with codes in the Des Moines metro area, creating consistency for our contractors. Additionally, the State continues to discuss a State-wide Building Code that would dictate which codes we adopt and our ability to have local amendments, which may impact fees schedules and inspection activities.
- Staff will begin to evaluate our existing software to make sure it is still meeting the needs of the Division and the customer. A review of other jurisdictions and software options will be necessary to ensure we are getting the best value.

Animal Sheltering and Control

Description:

The Animal Sheltering and Control activity provides impoundment and sheltering for domestic animals found within the City. Animals are also accepted from pet owners who wish to terminate their ownership without euthanasia or abandonment. Adoption services place shelter animals with people seeking pets. This activity is also responsible for enforcing municipal ordinances and state laws related to animals, logging and tracking animal bites, investigating suspected cases of animal neglect and rabies, and for dealing with urban wildlife conservation and relocation.

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

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	479,587	469,867	497,249	510,374	8.6%
Internal Services	26,066	32,058	33,117	35,329	10.2%
Contractual	86,384	77,175	80,237	73,367	-4.9%
Commodities	43,859	22,800	46,672	40,000	75.4%
Capital	-	-	6,529	-	
Other Expenditures	80	-	200	200	
Total Expenditures	635,976	601,900	664,004	659,270	9.5%

<i>Funding Sources:</i>					
Charges for Services	31,661	24,000	31,500	31,500	31.3%
Animal Shelter Donations	61,248	37,000	51,800	51,800	40.0%
Total Revenues	92,909	61,000	83,300	83,300	36.6%
General Fund Support	543,067	540,900	580,704	575,970	6.5%
Total Funding Sources	635,976	601,900	664,004	659,270	9.5%

<i>Authorized FTEs</i>	4.85	5.05	5.05	5.05
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Animal Sheltering and Control

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	806	1,031	1,050	1,100
		Cat/dog live release rate (%)	97.45%	98.64%	98%	98%
	Assist citizens in responding to animal control issues	Calls for field activity services	1,954	2,338	2,500	2,700
		Rescue calls – animals left in vehicles	82	107	85	80
		Deceased animals picked up	367	364	400	450
	Promote quality of life improvements for animals in the community	Community outreach talks/tours	8	18	20	25
		Volunteer services hours	174	889	1,200	1,400

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

- The Animal Shelter has seen a significant increase in the number of animals entering the facility. Dog intakes are up 40.5%, puppies 35%, cats 7.4%, kittens 15.4%, wild animals 28%, and small pets like guinea pigs, hamsters, etc. are up 170.3% compared to FY 2020/21. In the first five and a half months of FY 2022/23, cat intakes are up 26%, kittens 56%, rabbits 1,100% and wild animals 65% compared to the same time period in FY 2021/22.
- Staff hours were increased due to the rise in animals entering the facility. This in turn increased the Personal Services budget.
- During peak impound periods, staff must utilize a waitlist for Ames' residents to surrender their pet or refer them to another agency that may not be a No-Kill sheltering facility, as the Ames Animal Shelter is.
- Costs for outside routine and emergency veterinary services, medications, treatments, vaccinations, diagnostics, dog/cat food, cat litter, cleaning agents/disinfectants, and other care supplies have increased considerably.



Animal Sheltering and Control

In-Progress Activities

- The Animal Shelter is partnering with Maddie's Fund to take part in the Return to Home Challenge. The goal of this challenge is to implement practices to help lost pets get home faster and to prevent them from coming to the shelter in the first place. Staff provides free pet identification tags, holds multiple low-cost microchip clinics, and posts all lost pets on social media and the shelter's website.
- Two of our Animal Control Officers (ACO) are currently participating in the National Animal Care and Control Association's ACO certification. This national certification will help to elevate the job knowledge, skills, and abilities of these two team members.
- Staff continues to update the shelter website to provide resources for pet owners in Ames with a variety of resources such as wildlife issues, responsible pet ownership, adoptions, etc.



Animal Sheltering and Control

Upcoming Activities

- Staff will be developing a Reserve Animal Control Officer volunteer program that will enable trained volunteers to assist with animal control duties.
- With the current economic situation, staff will work to find innovative ways to help pet owners keep their pets by assisting with veterinary care, pet food, cat litter, etc. by applying for grants and developing a dedicated donation program to assist families and pets in need in the Ames Community.



Other Public Safety

Description:

The Other Public Safety activity accounts for the operation of the City's Emergency Operations Center and the City's storm warning system

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

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

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Emergency Operations	6,047	-	2,674	2,448	
Storm Warning System	5,797	15,100	15,100	15,100	0.0%
Total Expenditures	11,844	15,100	17,774	17,548	16.2%

<i>Expenditures by Category:</i>					
Personal Services	2,576	2,000	2,000	2,000	0.0%
Internal Services	2,478	-	2,424	2,448	
Contractual	1,461	8,100	8,100	8,100	0.0%
Commodities	5,329	5,000	5,250	5,000	0.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	11,844	15,100	17,774	17,548	16.2%

<i>Funding Sources:</i>					
General Fund	11,844	15,100	17,774	17,548	16.2%
Total Funding Sources	11,844	15,100	17,774	17,548	16.2%

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

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide a reliable storm warning system for public safety	City sirens	18	18	18	18
		Iowa State University sirens	5	5	5	5
		City siren tests per year	12	12	12	12
	Provide citywide command, coordination and communication during natural disasters or emergencies	Incident Command Center training/exercises	2	3	3	2

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

- Emergency operations, previously combined with the Law Enforcement budget, has been transferred to its own activity line in Other Public Safety for FY 2022/23 and FY 2023/24.

In-Progress Activities

- Every first Wednesday of the month, weather permitting, the City of Ames tests both the Ames and the Iowa State University (ISU) outdoor warning sirens.
- A diagnostic test is completed on all Ames and ISU sirens every day. A report of the results is automatically generated and sent to the City of Ames Distribution Department. Ames Distribution staff use the data to address issues.
- Staff are finalizing the transition of the City's primary Incident Command Center from Ames City Hall to the Ames Water Treatment Plant. The new location provides a larger workspace and modular capabilities to expand and contrast with evolving emergencies.

Upcoming Activities

- In FY 2023/24, a coverage audit will be conducted to determine how well the current outdoor warning sirens cover the City of Ames and ISU. The last audit was conducted in 2008.



Public Safety Capital Improvements

Description:

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

<i>Activities:</i>	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
Law Enforcement:					
City-Wide Radio System	345,575	-	253,168	-	
Fire Safety:					
Fire Station Improvements	92,751	342,338	453,366	-	
Fire Apparatus Replacement	359,869	747,000	1,019,311	-	
<i>Total Fire Safety CIP</i>	452,620	1,089,338	1,472,677	-	
Storm Warning System:					
Outdoor Storm Warning System	-	-	59,036	-	
Total Public Safety CIP	798,195	1,089,338	1,784,881	-	

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UTILITIES



UTILITIES



Utilities Program

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Utilities Summary

Description:

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

Expenditures by Activity:	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
Electric Services	54,793,113	57,219,719	59,149,350	60,297,117	5.4%
Water and Pollution Control	7,299,092	9,111,237	9,593,114	9,982,356	9.6%
Water Distribution System	1,633,068	1,688,231	1,666,446	1,766,830	4.7%
Sanitary Sewer System	905,427	924,725	918,836	994,190	7.5%
Stormwater Management	573,112	869,642	871,472	901,809	3.7%
Resource Recovery	3,766,786	4,204,169	4,290,787	4,516,803	7.4%
Utility Customer Service	1,740,336	1,813,044	1,818,467	1,870,873	3.2%
Total Operations	70,710,934	75,830,767	78,308,472	80,329,978	5.9%
Utilities CIP	19,959,570	32,107,481	68,636,594	27,752,481	-13.6%
Total Expenditures	90,670,504	107,938,248	146,945,066	108,082,459	0.1%
<i>Authorized FTEs</i>	161.71	162.71	162.71	162.71	

Utilities Summary

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	18,134,411	20,689,845	19,682,520	21,291,288	2.9%
Internal Services	4,188,732	4,553,778	4,510,322	4,887,119	7.3%
Contractual	41,838,148	41,954,764	44,409,237	45,009,210	7.3%
Commodities	5,474,677	6,907,778	7,550,206	7,222,579	4.6%
Capital	493,897	454,000	919,007	512,500	12.9%
Other Expenditures	581,069	1,270,602	1,237,180	1,407,282	10.8%
Total Operations	70,710,934	75,830,767	78,308,472	80,329,978	5.9%
Utilities CIP	19,959,570	32,107,481	68,636,594	27,752,481	-13.6%
Total Expenditures	90,670,504	107,938,248	146,945,066	108,082,459	0.1%
Funding Sources:					
Electric Utility Fund	55,444,718	57,924,412	59,851,431	61,027,288	5.4%
SunSmart Fund	195,488	181,000	187,312	184,912	2.2%
Water Utility Fund	5,984,068	7,091,347	7,597,890	7,887,255	11.2%
Sewer Utility Fund	4,719,228	5,537,937	5,487,320	5,789,411	4.5%
Storm Sewer Utility Fund	576,685	876,402	878,232	908,809	3.7%
Resource Recovery Fund	3,766,786	4,204,169	4,290,787	4,516,803	7.4%
Project Share Donations	23,961	15,500	15,500	15,500	0.0%
Total Operations Funding	70,710,934	75,830,767	78,308,472	80,329,978	5.9%
Utilities CIP Funding:					
G.O. Bonds	1,439,803	-	231,525	-	
Water SRF Loan Program	53,660	7,017,000	8,981,400	-	-100.0%
Sewer SRF Loan Program	856,898	5,310,000	9,560,033	6,228,000	17.3%
American Rescue Plan	250,245	4,266,981	6,916,736	4,971,981	16.5%
Road Use Tax	-	-	25,000	-	
Electric Utility Fund	4,301,232	6,270,000	23,260,422	6,345,000	1.2%
Water Utility Fund	2,845,166	4,157,000	9,249,019	3,076,000	-26.0%
Sewer Utility Fund	5,310,143	3,332,000	3,120,978	2,619,000	-21.4%
Stormwater Utility Fund	1,176,275	1,050,000	4,488,513	1,700,000	61.9%
Stormwater Grant Funding	3,570,470	400,000	2,074,000	2,500,000	525.0%
Resource Recovery Fund	155,678	304,500	728,968	312,500	2.6%
Total CIP Funding	19,959,570	32,107,481	68,636,594	27,752,481	-13.6%
Total Funding Sources	90,670,504	107,938,248	146,945,066	108,082,459	0.1%

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.

	2021/22	2022/23	2022/23	2023/24	% Change
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Electric Administration	1,275,814	1,398,615	1,370,650	1,471,013	5.2%
Demand-Side Management	465,328	1,081,719	1,223,278	1,184,209	9.5%
Electric Production	10,779,922	13,949,963	14,650,978	14,008,094	0.4%
Fuel/Purchased Power	35,571,146	32,344,052	33,100,382	34,957,928	8.1%
Distribution/Operations	4,683,364	6,176,406	6,452,847	6,236,384	1.0%
Electric Technical Services	1,222,305	1,276,029	1,450,952	1,413,861	10.8%
Electric Engineering	795,234	992,935	900,263	1,025,628	3.3%
Total Expenditures	54,793,113	57,219,719	59,149,350	60,297,117	5.4%

<i>Authorized FTEs</i>	81.00	81.00	81.00	81.00
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Electric Services

<i>Expenditures by Category:</i>	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
Personal Services	9,919,118	11,355,403	10,782,673	11,656,773	2.7%
Internal Services	1,782,796	1,935,071	1,918,113	2,084,119	7.7%
Contractual	38,271,468	37,584,401	39,484,881	40,130,792	6.8%
Commodities	3,925,432	4,779,806	5,000,638	4,716,433	-1.3%
Capital	440,691	454,000	887,007	465,000	2.4%
Other Expenditures	453,608	1,111,038	1,076,038	1,244,000	12.0%
Total Expenditures	54,793,113	57,219,719	59,149,350	60,297,117	5.4%

<i>Funding Sources:</i>					
Electric Utility Fund	54,597,625	57,038,719	58,962,038	60,112,205	5.4%
SunSmart Fund	195,488	181,000	187,312	184,912	2.2%
Total Funding Sources	54,793,113	57,219,719	59,149,350	60,297,117	5.4%



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.

<i>Expenditures by Activity:</i>	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
Electric Administration	1,178,391	1,175,184	1,144,808	1,241,919	5.7%
Energy Services	97,423	223,431	225,842	229,094	2.5%
Total Expenditures	1,275,814	1,398,615	1,370,650	1,471,013	5.2%

<i>Expenditures by Category:</i>					
Personal Services	776,641	881,488	835,739	888,937	0.9%
Internal Services	44,482	42,860	42,992	44,386	3.6%
Contractual	446,695	434,129	447,381	495,590	14.2%
Commodities	7,001	20,600	25,000	22,600	9.7%
Capital	-	-	-	-	
Other Expenditures	995	19,538	19,538	19,500	-0.2%
Total Expenditures	1,275,814	1,398,615	1,370,650	1,471,013	5.2%

<i>Funding Sources:</i>					
Electric Utility Fund	1,275,814	1,398,615	1,370,650	1,471,013	5.2%
Total Funding Sources	1,275,814	1,398,615	1,370,650	1,471,013	5.2%

<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	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	(24%)	(24%)	(20%)	(10%)
		% of commercial rates above (below) rates of other utilities in Ames	(14%)	(14%)	(16%)	(6%)
		% industrial rates above (below) rates of other utilities in Ames	(2%)	(2%)	4%	14%
		% of customers very or somewhat satisfied with electric service	95%	95%	95%	95%
	Maintain peak demand below 130.7 MW	Peak Demand (in MW)	126.6	128.7	130.5	130
		Energy Usage (in MWh)	600,673	615,600	625,000	630,000
	Maintain a Contingency Reserve fund balance of at least \$10,100,000	Reserve fund balance maintained	Yes	Yes	Yes	Yes
Environmental sustainability	Implement a community solar program (11,428 Power Packs to be sold)	# of Power Pack reserved/purchased	8,231	8,314	8,580	8,700

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

- In December 2022, the electric utility set a new peak energy demand at 97.9 MW. The previous December peak was 89.2 MW, and all-time winter peak was 94.9.
- Energy consumption in the City continues to grow, requiring the utility to purchase more energy. To encourage the shift to off peak energy usage, time of use rate design and off-peak rate incentives will be considered for adoption.
- By Iowa Utilities Board order, USDA Building 21 will be transferred from Ames electric service territory to Interstate Power & Light's (IPL) territory. In exchange, IPL will pay Ames \$2.3 million.

In-Progress Activities

- As a result of the ongoing Climate Action Plan study the Electric Department will play a critical role in the reduction of greenhouse gases, both in the burning of fossil fuels and in the beneficial electrification as heating and transportation converts to electricity as their primary fuel source.
- The responses to a Request for Proposal to add renewable wind and solar generation to the generation mix will be studied in FY 2022/23.
- In FY 2022/23 staff will study an Advance Metering Infrastructure design to replace the current metering system, and a Request for Proposal will be issued in FY 2023/24.

Upcoming Activities

- Staff will begin an Integrated Resource Planning study to look at growth of the utility, generation and transmission expansion, adoption of advanced metering infrastructure, and time of use rate design.

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.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	5,318,806	6,095,555	5,724,451	6,184,305	1.5%
Internal Services	1,009,091	1,151,435	1,139,405	1,268,877	10.2%
Contractual	2,867,381	4,826,473	5,671,012	4,592,912	-4.8%
Commodities	1,521,413	1,876,500	1,976,500	1,962,000	4.6%
Capital	63,231	-	139,610	-	
Other Expenditures	-	-	-	-	
Total Expenditures	10,779,922	13,949,963	14,650,978	14,008,094	0.4%

Funding Sources:					
Electric Utility Fund	10,779,922	13,949,963	14,650,978	14,008,094	0.4%
Total Funding Sources	10,779,922	13,949,963	14,650,978	14,008,094	0.4%

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

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide reliable, low-cost energy for customers	Annual net system peak load (MW)	126.6	128.7	130.5	130
		Annual net system load (MWh)	600,667	625,218	624,000	627,000
		Annual gross generation (MWh)	265,868	332,521	318,286	387,208
		Reportable accidents	0	0	1	0
		Lost time accidents	1	0	2	0
		Unit 7 forced outages	2	0	2	0
		Unit 8 forced outages	0	4	2	0
		Unit 7 availability	90.2%	92.3%	90.0%	95.0%
Unit 8 availability	34.1%	54.0%	70.0%	80.0%		

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

- Personal Services gave remained relatively flat due to the retirement of several long-time employees whose positions have been filled at lower salaries.
- The large increase in Internal Services is due to the higher cost of property insurance for the Power Plant.
- The FY 2023/24 budget focuses on a continued effort towards increased reliability. This will be accomplished through transitioning from reactive-based maintenance and operations to predictive-based maintenance and operations. Steps include more equipment inspections, data analysis, and training.

In-Progress Activities

- Plant staff is determining the best way to heat the power plant without sharing water with the boilers. Sharing water between the systems has created the potential to harm boiler tubes.
- Plant staff is continuing to focus on completing capital projects that will improve reliability and efficiency. One project worth noting is staff confirmed “black start” capability on Combustion Turbine 1. This greatly improves the utility’s ability to restore power after Derecho type events.
- A new access control system was implemented this year which enhanced security at the plant.
- The Plant Maintenance team continues to improve its procedures for tracking inventory. The team has implemented better tools for storing critical spare parts which has allowed staff to operate more efficiently.
- Electric Services, along with Public Works, are currently finishing a Waste-to-Energy Feasibility Study. This study will help determine the best path forward for combusting waste.

Upcoming Activities

- New controls will be implemented for Combustion Turbines 1 and 2. This will provide easier control from the Power Plant and provide easier troubleshooting.
- Plans and specifications have been assembled for the renovation of the main plant restrooms, providing five individual restrooms for all genders and a shower for female employees. The project also includes a more secure entrance. This project was bid in the Fall of 2022 but received only one bid, which exceeded the budget. Staff believes bidding the project in the Spring of 2023 will receive more interest from bidders and better pricing.

Fuel and Purchased Power

Description:

The Fuel and Purchased Power activity is the largest expense in the Electric Service's budget. The total cost of this program can vary greatly from year to year, as it is 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.

Expenditures by Activity:	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
Transmission/MISO	1,094,948	1,001,500	1,003,500	1,226,500	22.5%
Wind	6,638,228	5,000,000	5,000,000	5,000,000	0.0%
Fuel	15,236,487	15,875,000	15,625,000	17,215,000	8.4%
Purchased Power	9,106,229	7,535,552	7,533,570	7,580,516	0.6%
Solar Energy	195,488	181,000	187,312	184,912	2.2%
ISU/Energy	1,819,437	1,500,000	2,500,000	2,500,000	66.7%
ISU/Wind	1,327,646	1,116,000	1,116,000	1,116,000	0.0%
ISU/Transmission	152,683	135,000	135,000	135,000	0.0%
Total Expenditures	35,571,146	32,344,052	33,100,382	34,957,928	8.1%

Expenditures by Category:					
Personal Services	228,002	239,682	237,700	250,839	4.7%
Internal Services	6,110	6,170	6,170	6,977	13.1%
Contractual	33,999,007	30,523,200	31,481,512	33,292,112	9.1%
Commodities	1,263,284	1,500,000	1,300,000	1,300,000	-13.3%
Capital		-			
Other Expenditures	74,743	75,000	75,000	108,000	44.0%
Total Expenditures	35,571,146	32,344,052	33,100,382	34,957,928	8.1%

Funding Sources:					
Electric Utility Fund	35,375,658	32,163,052	32,913,070	34,773,016	8.1%
SunSmart Fund	195,488	181,000	187,312	184,912	2.2%
Total Funding Sources	35,571,146	32,344,052	33,100,382	34,957,928	8.1%

<i>Authorized FTEs</i>	2.00	2.00	2.00	2.00
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Fuel and Purchased Power

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21	2021/22	2022/23	2023/24
			Actual	Actual	Adjusted	Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide reliable, low-cost energy for customers	Natural gas consumed (in dekatherms)	2,794,290	3,463,087	3,240,000	4,026,476
		Market energy purchased (in MWh)	353,629	318,207	330,700	267,800
		Fuel cost per MWh of energy produced	\$41.05	\$37.50	\$40.00	\$40.00
		Average purchased power cost (in \$/MWh)	\$26.69	\$39.86	\$40.00	\$46.00
Environmental sustainability	Maintain a diversified generation portfolio that contains renewable energy resources	Wind renewable energy (MWh)	71,977	88,097	88,000	88,000
		Retail solar energy purchased (MWh)	436	496	525	550
		RDF consumed (in tons)	23,551	27,876	30,000	30,000
		Percent of energy provided by Renewables	15.1%	17.6%	18.09%	20.0%

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

- The cost of natural gas will create uncertainty in the FY 2023/24 budget cycle. The utility's current natural gas commodity contract expires in December 2023. Therefore, beginning January 2024, Electric customers will see an increase in their electric bills. The exact increase will not be known until the gas contract is negotiated. Forward price curves show natural gas costs higher than what the utility is paying in FY 2022/23.
- To meet EPA permit requirements, the amount of natural gas needed to consume the refuse derived fuel could go up 15 to 20% from FY 2022/23 to FY 2023/24.
- Increased transmission expenditures are a result of increased energy sales and are offset by a similar increase in revenue from sales. Similarly, ISU's increasing energy purchases are offset by increased sales revenue.

In-Progress Activities

- Resource Recovery, a division of Public Works, and Electric Services have embarked on a Waste-to-Energy study to look at ways to reduce the Utility's dependence on the burning of natural gas and the reduction in greenhouse gas emissions. A presentation was made to the City Council in December 2022. A decision on next steps is expected to occur in 2023.
- Resource Recovery is also studying ways to reduce the amount of garbage in the waste stream that will reduce the amount of natural gas consumed. This serves as a short-term measure until a plan on how to move forward is made and implemented.

Upcoming Activities

- Electric staff is monitoring natural gas market conditions in an effort to identify the optimal time to lock in a natural gas contract beyond the December 2023 endpoint.

Demand Side Management

Description:

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

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
DSM Administration	21,052	20,919	23,281	23,409	11.9%
Prime Time Power	245,626	275,800	275,800	275,800	0.0%
Energy Audits	9,095	40,000	40,000	40,000	0.0%
Rebate Program	127,418	695,000	660,000	795,000	14.4%
Geothermal Pilot Program	57,220	-	174,197	-	
Electric Charging Stations	4,917	50,000	50,000	50,000	0.0%
Total Expenditures	465,328	1,081,719	1,223,278	1,184,209	9.5%

<i>Expenditures by Category:</i>					
Personal Services	15,147	14,171	16,533	16,533	16.7%
Internal Services	415	500	500	628	25.6%
Contractual	17,651	50,948	50,948	50,948	0.0%
Commodities		300	300	300	0.0%
Capital	54,245	-	174,197	-	
Other Expenditures	377,870	1,015,800	980,800	1,115,800	9.8%
Total Expenditures	465,328	1,081,719	1,223,278	1,184,209	9.5%

<i>Funding Sources:</i>					
Electric Utility Fund	465,328	1,081,719	1,223,278	1,184,209	9.5%
Total Funding Sources	465,328	1,081,719	1,223,278	1,184,209	9.5%

<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	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Environmental sustainability	Renewable energy production Retail Solar Community Solar	RDF Consumption (tons)	23,551	27,876	30,000	30,000
		Renewable Energy Credits	71,973	69,551	88,000	88,000
		Renewable Energy, % of Net system load	15.1%	17.6%	18.1%	20%
		Retail Energy Purchased by AMES (MWh)	436	496	525	550
		Installed capacity (MWh)	1,096	1,219	1,292	1,500
		SunSmart Fund Balance	\$1,020k	\$1,000k	\$980k	\$960k
		Generation (MWh)	1,617	1,680	1,700	1,700
	Electric Vehicle Charging	MWh provided	5.3	40.2	75	100

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

- Staff has reviewed all of the rebate programs to support the City’s Climate Action Plan (CAP) goals. Final recommendations were brought to the City Council in 2022 with implementation to begin in 2023. These recommendations increased the budget by approximately \$100,000.
- Customer electric vehicle (EV) chargers are rebated through the Demand Side Management program while public EV chargers are funded through the Electric Services Capital Improvement Plan. Staff will be pursuing grants for additional public chargers in the City.
- The percentage of energy from renewable resources continues to grow. Staff has issued a Request for Proposal to increase wind and solar resources to be added to the generation portfolio in the coming year.

In-Progress Activities

- The Smart Business Challenge held the sixth annual recognition luncheon in January 2023 and continues to support commercial energy efficiency and sustainability in the community.
- The utility’s Prime Time Power program has served as an excellent tool to control peak loads by controlling air conditioners. This system has exceeded its useful life and will need to be replaced.

Upcoming Activities

- Electric Services continue to evaluate methods to better support residential solar installations.
- Staff is encouraging the installation of geothermal heat pumps as a highly effective alternative to traditional heating and cooling equipment.

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.

	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
Expenditures by Activity:					
Distribution Operations	3,015,462	3,666,876	3,530,041	3,778,069	3.0%
Extensions/Improvements	1,667,902	2,509,530	2,922,806	2,458,315	-2.0%
Total Expenditures	4,683,364	6,176,406	6,452,847	6,236,384	1.0%

Expenditures by Category:					
Personal Services	2,092,476	2,630,424	2,474,310	2,736,712	4.0%
Internal Services	514,087	535,929	540,051	557,815	4.1%
Contractual	789,688	1,422,601	1,409,602	1,304,405	-8.3%
Commodities	974,897	1,186,752	1,503,184	1,236,752	4.2%
Capital	312,216	400,000	525,000	400,000	0.0%
Other Expenditures		700	700	700	0.0%
Total Expenditures	4,683,364	6,176,406	6,452,847	6,236,384	1.0%

Funding Sources:					
Electric Utility Fund	4,683,364	6,176,406	6,452,847	6,236,384	1.0%
Total Funding Sources	4,683,364	6,176,406	6,452,847	6,236,384	1.0%

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

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	New Electric Utility meters	88	155	400	500
		Service interruptions per year	201	224	225	<200
		Average minutes of system out/interruption (SAIDI*)	32.93	24.32	14.75	<14.5
		Wood poles installed/replaced	156	146	74	150
		Street light Poles installed/replaced	90	84	45	100
		Miles of primary line installed/ replaced	10.0	7.5	10.0	7
		Miles of new/relocated transmission line	1.0	0	0	1
Environmental sustainability	Convert streetlights to LED	LED streetlights installed	743	475	350	400
		Streetlights converted to LED	49%	65	71%	75%

*SAIDI: the ratio of the annual duration of interruptions (sustained) to the number of consumers. Electric's SAIDI performance number does not take into account major events. By the IUB standard, a major event is not typical of average performance. There have been 3 major events this year to date, all associated with the failure of breaker MR64 at Mortensen Road substation.

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

- Tree trimming continues to be one of the largest budget items for this activity. The FY 2023/2024 contract for this amount is budgeted at \$368,533 (+3%).
- Supply chain issues have negatively influenced the division maintenance schedules and costs for materials and equipment continue to rise 50% to 100% above 2021 costs.
- Because of the difficulty in hiring fully trained line workers, the division has turned to hiring apprentices who require a 4-year training program before they are fully qualified.
- In the fall of 2022, IBEW failed to be recertified as the union representing the employees within the Electric Distribution and Electric Technical divisions.

In-Progress Activities

- Distribution staff relocated the distribution/transmission lines on South Duff Avenue in anticipation of the Public Works project to widen the Southeast 16th Street and South Duff Avenue intersection
- Additional improvements along Buckeye Avenue (old Kmart area) for new commercial tenants were completed in FY 2022/23.
- The division installed infrastructure for the new Ames High School and removed the electric facilities at the old school.
- The division is installing electric service for the next phase of the Brick Towne housing development.

Upcoming Activities

- Electrical projects to be started in the coming year include: the North Dayton Industrial Park, electric bus charging at CyRide, and Pivot Bio in the ISU Research Park.

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.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Substation Maintenance	598,505	629,452	784,632	742,562	18.0%
Electric Meter Service	623,800	646,577	666,320	671,299	3.8%
Total Expenditures	1,222,305	1,276,029	1,450,952	1,413,861	10.8%

<i>Expenditures by Category:</i>					
Personal Services	839,638	813,921	821,153	869,717	6.9%
Internal Services	103,813	90,279	91,270	94,938	5.2%
Contractual	121,712	144,450	299,950	229,700	59.0%
Commodities	157,142	190,379	190,379	189,506	-0.5%
Capital		37,000	48,200	30,000	-18.9%
Other Expenditures		-	-		
Total Expenditures	1,222,305	1,276,029	1,450,952	1,413,861	10.8%

<i>Funding Sources:</i>					
Electric Utility Fund	1,222,305	1,276,029	1,450,952	1,413,861	10.8%
Total Funding Sources	1,222,305	1,276,029	1,450,952	1,413,861	10.8%

<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	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide reliable, low-cost energy for customers	Electric meters in service	27,613	27,735	28,135	28,635
		Meters tested per year	4,311	3,557	4,514	4,650
		Meters tested (goal is 10% tested annually)	15.6%	12.8%	16.0%	16.2%
		Cost of Meter Operating Budget/meter	\$20.38	\$22.49	\$23.28	\$23.68
		Substation Operating Budget /Replacement Asset Value (goal 2-5%)	2.43%	2.37%	2.20%	1.58%

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

- Staff is reconditioning oil in substation transformers as well as performing maintenance and making repairs while those transformers are off-line. Staff will be increasing reconditioning to 2 per year to get back on track with the goal of visiting every transformer on a 10–15-year cycle. This was affected by the Covid-19 pandemic which shut down this type of work for 2 years. This additional testing has resulted in an increase of \$85,000 in the Contractual Services area of the budget.
- Mortensen Road 69kV breaker had a catastrophic failure and needed an emergency replacement to get the 69kV loop back into service. The new breaker purchase lead time is one year. Staff was able to refurbish an identical breaker salvaged from the Top-O-Hollow Substation rebuild and place it into service to bridge the gap until the new breaker arrives.
- There are even longer lead times this year compared to last year on critical parts needed for reliability. This issue creates an even greater need to inventory and stock some of these items to ensure reliability can be maintained.
- Large commercial services with cell router connections are being upgraded to newer technology.

In-Progress Activities

- The Metering Division continues to install Automated Meter Reading (AMR) meters and has added an additional 2,097 meters for a total of 7,999 AMR meters or 28.72% of all meters.

Upcoming Activities

- This activity is constructing storage buildings to house spare substation breakers, bushings, and arrestors which, because of supply chain constraints, are needed to have on-hand to protect reliability in case of failures or weather-related damage to existing equipment.
- Staff is transitioning to Advanced Metering Infrastructure (AMI) which will be critical in helping the Electric Services achieve and meet the City's goals in the Climate Action Plan in the coming years. The goal is to have proposals ready to go to bid for the 1st phase (installation of infrastructure) in the FY 2023/24 budget year and to be installing devices in the FY 2024/25 budget year.

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.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	648,408	680,162	672,787	709,730	4.4%
Internal Services	56,924	57,253	57,305	57,983	1.3%
Contractual	29,334	182,600	124,476	165,125	-9.6%
Commodities	1,695	5,275	5,275	5,275	0.0%
Capital	10,999	17,000	-	35,000	105.9%
Other Expenditures	-	-	-	-	
Expenditures Subtotal	747,360	942,290	859,843	973,113	3.3%

Plus: Expenditures allocated from another program/activity:

Public Works GIS	47,874	50,645	40,420	52,515	3.7%
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Total Expenditures	795,234	992,935	900,263	1,025,628	3.3%
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Funding Sources:

Electric Utility Fund	795,234	992,935	900,263	1,025,628	3.3%
Total Funding Sources	795,234	992,935	900,263	1,025,628	3.3%

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

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide reliable, low-cost energy for customers	Job orders prepared	128	155	125	130
		Line inspections (poles)	752	700	648	705
		Miles of new overhead distribution line	0.2	0.3	0.2	0.2.
		Miles of overhead distribution line replaced	3.06	1.0	0.4	0.5
		Miles of new underground distribution line	3.2	3.5	3.1	3.0
		Miles of replaced underground line	0.89	0.8	1.0	1.0
		Miles of new, replace, or relocated overhead transmission line	1.13	0.5	0.34	0.5
		Interconnection Applicants (PV Solar Systems)	7	9	18	20

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

- Staff continues to engineer substation upgrades, breaker replacements, and line relocations to accommodate road improvements.
- Retail solar installations continue to grow which increases the amount of engineering time needed to perform final service checks before approving commercial operations.

In-Progress Activities

- The need for system improvements and maintenance activities remains high as much of the Ames electrical system is over 30 years old, requiring the replacement of failing underground cable and deteriorated overhead facilities in older residential neighborhoods.
- Electric Engineering staff are developing plans and procuring engineering services for the 69kV breaker replacement at Ontario Road Substation.
- Due to long lead times for materials, engineering staff is working to acquire material items such as breakers, metal-clad switchgear, and capacitor banks earlier in the construction bidding process.
- To meet IDOT road projects on I-35, engineering design is underway to relocate Ames' 161kV line along I-35 north of Ankeny.
- Additional reliability improvements will be made to older portions of the overhead distribution system. These improvements will include enhancements to animal guarding and the replacement of obsolete and aging equipment and structures.
- Staff will be designing the service for new level-2 EV Chargers in 6 locations around Ames in FY 2022/23 (locations are yet to be determined).

Upcoming Activities

- Engineering and construction will begin on the capital improvements to the Ontario Road Substation to enhance system protection and reliability.
- New 69kV breakers will be purchased and installed by Electric substation crews to replace obsolete oil circuit breakers at Mortensen Road Substation.
- Underground service extensions will be designed and constructed for ISU's new CyTown development. Phase I of the project is to be completed by the end of 2023.

Water and Pollution Control

Description:

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

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

	2021/22	2022/23	2022/23	2023/24	% Change
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
W & PC Administration	860,543	1,113,740	916,843	1,125,683	1.1%
Water Plant Operations	2,751,555	3,440,541	4,012,693	4,135,453	20.2%
WPC Facility Operations	2,193,874	2,657,596	2,692,430	2,821,203	6.2%
W & PC Laboratory	660,270	717,416	661,267	733,093	2.2%
W & PC Metering Services	832,850	1,181,944	1,309,881	1,166,924	-1.3%
Total Expenditures	7,299,092	9,111,237	9,593,114	9,982,356	9.6%

<i>Authorized FTEs</i>	38.00	39.00	39.00	39.00
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Water and Pollution Control

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	4,122,614	4,757,302	4,361,007	4,848,825	1.9%
Internal Services	557,341	597,596	584,408	670,389	12.2%
Contractual	1,564,651	2,273,893	2,705,434	2,573,895	13.2%
Commodities	1,036,106	1,470,242	1,928,483	1,851,465	25.9%
Capital	6,151	-	-	22,500	
Other Expenditures	12,229	12,204	13,782	15,282	25.2%
Total Expenditures	7,299,092	9,111,237	9,593,114	9,982,356	9.6%

<i>Funding Sources:</i>					
Water Utility Fund	3,904,603	4,937,443	5,464,959	5,640,275	14.2%
Sewer Utility Fund	3,394,489	4,173,794	4,128,155	4,342,081	4.0%
Total Funding Sources	7,299,092	9,111,237	9,593,114	9,982,356	9.6%

W&PC Administration

Description:

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

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

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	710,070	944,903	750,189	956,484	1.2%
Internal Services	56,855	54,649	55,158	57,043	4.4%
Contractual	85,833	100,513	97,121	106,131	5.6%
Commodities	7,785	13,675	14,375	6,025	-55.9%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	860,543	1,113,740	916,843	1,125,683	1.1%

<i>Funding Sources:</i>					
Water Utility Fund	430,272	556,870	458,421	562,841	1.1%
Sewer Utility Fund	430,271	556,870	458,422	562,842	1.1%
Total Funding Sources	860,543	1,113,740	916,843	1,125,683	1.1%

<i>Authorized FTEs</i>	6.00	7.00	7.00	7.00
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W&PC Administration

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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 (600 cf/month)	\$70.44	\$71.77	\$74.67	\$78.31
		Typical Ames residential monthly water/sewer bill	\$56.32	\$57.94	\$59.39	\$61.70
		Typical Iowa commercial monthly water/ sewer bill (10,000 cf/month)	\$865.43	\$883.29	\$925.22	\$973.51
		Typical Ames commercial monthly water/ sewer bill	\$625.20	\$643.78	\$659.43	\$686.33
		% of citizens very/ somewhat satisfied with water service	95%	95%	95%	>90%
		% of citizens very/ somewhat satisfied with sewer service	96%	95%	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 2022/23 and 2023/24 Budgets

- Staffing changes will result in one-time Personal Services savings in the current (FY 2022/23) fiscal year. The following authorized positions were vacant for an extended period of time this year: Assistant Director, Environmental Engineer, and Process Control Specialist. Additionally, the vacant part-time Community Outreach Coordinator position has been intentionally held vacant while the future of that conservation-focused position is re-evaluated.
- Grant funding towards the watershed-based nutrient reduction projects in FY 2022/23 are significant, with an estimated \$311,134 being received. The estimate for FY 2023/24 is even higher at \$694,000, thanks to a major grant from the Iowa Department of Agriculture and Land Stewardship for the Prairie Valley Constructed Wetland. Other grant applications that are pending at the time of this document's preparation include \$984,000 for a FEMA hazard mitigation grant towards an emergency generator in the Southeast Well Field and a \$500,000 request to the Iowa Water and Wastewater Treatment Financial Assistance Program to help offset the cost of the Water Pollution Control Facility's Nutrient Reduction Modifications. Staff is also pursuing some measure of "loan forgiveness" funds from the Drinking Water State Revolving Fund program towards the new North River Valley Well Field to help offset the cost of Well #17 which has been removed from service due to elevated PFAS levels.



Cover sheet from the draft plan set for the Prairie Valley Constructed Wetland project

W&PC Administration

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

- Expenses for conferences and training are up slightly due to the Director's service on the American Water Works Association's (AWWA) national Board of Directors.

In-Progress Activities

- The department's Capital Improvements Plan is primarily implemented by the Administration Division staff, along with considerable assistance from the plants' staff. Major projects during FY 2022/23 include: a standby generator for the wells in the Youth Sports Complex (with 90% of the funding coming via a FEMA grant), initiating construction of a new well field in North River Valley Park, demolition of the old Water Plant, and the initiation of Phase 1 of the WPC Nutrient Reduction Modifications project.
- Administration Division staff are also responsible for implementing the watershed-based nutrient reduction projects included in the Water Pollution Control Facility's Capital Improvements Plan. Successful partnerships have resulted in many projects being initiated in FY 2022/23. Effective grant-writing has allowed the number of projects planned in the current year to increase to \$894,000 while keeping the Sewer Fund's contribution to less than the authorized \$200,000.
- Staff continues active monitoring of the evolving regulations and guidance around per- and polyfluoroalkyl substances (PFAS). As a part of the City's commitment to being the "most transparent utility in Iowa" on PFAS, every sample result is posted to the City's website (www.cityofames.org/pfas). Staff have suspended use of one well that was notably higher in PFAS. That change reduced the average PFAS value in the finished drinking water by nearly 75%. Graduate research on PFAS forensics and a separate treatability study are both underway in the current year.
- Public outreach on water conservation and sustainability continues to be a high priority focus for the Administration program. Staff participate in many outreach activities each year, such as open houses, the Eco Fair, National Night Out, July 4th celebrations, Midnight Madness, Council Night at the Bandshell, ISU Welcomefest, and several sustainability-focused activities on campus. The outreach program maintains a strong social media presence on Facebook, Twitter, and Instagram.



Department staff photo at the 2022 Water Plant Open House



Staff interacting with attendees at the 2022 Eco Fair

W&PC Administration

In-Progress Activities, continued

- Recruitment was a predominant activity throughout the second half of FY 2022/23 as the Administration Division seeks to hire a new Assistant Director, Environmental Engineer, and a Process Controls Specialist.

Upcoming Activities

- Upcoming projects for the Administration program include continued activity in a number of priority areas, including:
 - Moving the Phase 1 Nutrient Modifications through design, with bidding planned for late in calendar year 2023.
 - Addressing nutrients in the local watershed, both through the modifications at the treatment plant and the watershed-based practices.
 - Continuing to work on physical and cyber security improvements throughout the department.
 - Continued engagement at the state and federal level on challenges such as PFAS (both in drinking water and in wastewater), lead service lines, cybersecurity, and other issues.
 - Continued coordination with Story County Conservation on the possibility of jointly purchasing land south of Ames that can serve as both a greenbelt extension and a future well field.



Water and Pollution Control staff awaiting the start of the 2022 4th of July parade in downtown Ames

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.

	2021/22	2022/23	2022/23	2023/24	% Change
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Water Plant Administration	346,599	371,175	364,549	377,437	1.7%
Water Conservation/Marketing	12,748	50,097	27,008	51,648	3.1%
Water Production	380,110	449,831	500,950	518,700	15.3%
Water Treatment	1,626,974	1,779,565	2,041,693	2,230,656	25.4%
Lime Sludge Disposal	92,496	391,107	688,334	498,197	27.4%
Water Pumping	292,628	398,766	390,159	458,815	15.1%
Total Expenditures	2,751,555	3,440,541	4,012,693	4,135,453	20.2%

Expenditures by Category:					
Personal Services	1,030,919	1,145,491	1,130,008	1,216,989	6.2%
Internal Services	176,707	186,067	177,280	211,039	13.4%
Contractual	850,980	1,354,066	1,733,565	1,565,353	15.6%
Commodities	683,587	751,667	968,558	1,126,290	49.8%
Capital	6,151	-	-	12,500	
Other Expenditures	3,211	3,250	3,282	3,282	1.0%
Total Expenditures	2,751,555	3,440,541	4,012,693	4,135,453	20.2%

Funding Sources:					
Water Utility Fund	2,751,555	3,440,541	4,012,693	4,135,453	20.2%
Total Funding Sources	2,751,555	3,440,541	4,012,693	4,135,453	20.2%

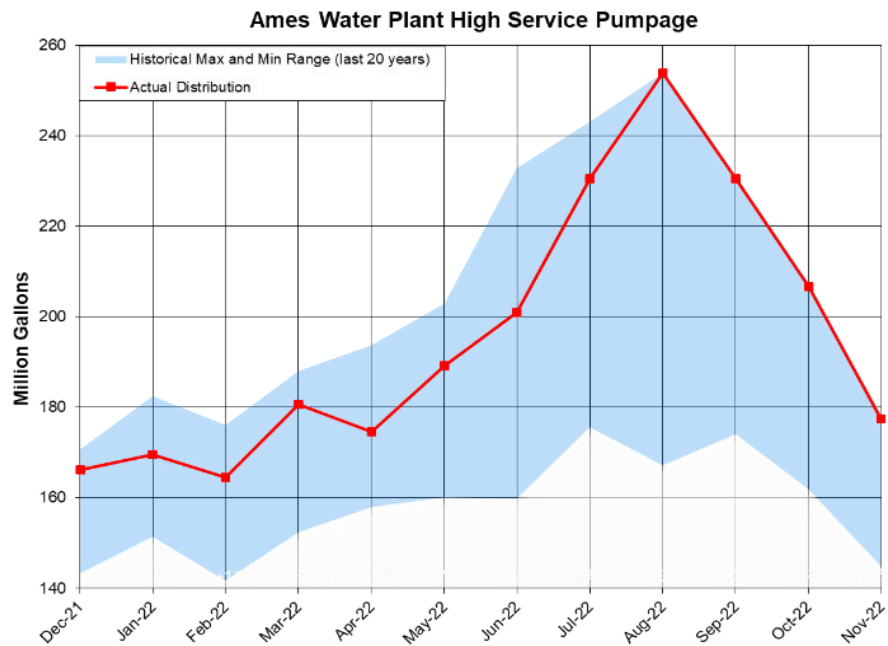
<i>Authorized FTEs</i>	9.00	9.00	9.00	9.00
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Water Treatment Plant Operations

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	2.22	2.18	2.20	2.20
		Average day pumpage to system, MGD (15MGD capacity)	6.45	6.32	6.40	6.40
		Peak day pumpage to system, MGD	9.47	9.09	9.22	9.10
		Cost per MG pumped	\$1,305	\$1,511	\$1,564	\$1,880
	Provide drinking water that meets all Federal and State standards	Months in compliance with water quality standards	12	12	12	12
		Months in compliance with reporting standards	12	12	12	12
	Rehabilitate wells on a regular schedule to maintain capacity	Wells rehabilitated/total number of wells	4/22	4/22	5/22	4/22
Environmental sustainability	Maximize energy efficiency throughout the operation	Overall energy efficiency (kW-hr/MG treated)	2,225	2,270	2,250	2,250
	Sustainably recycle lime solids	Wet tons/year recycled	25,156	6,000	50,000	25,000

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

- Supply chain issues and shipping costs have dramatically increased the cost of nearly all chemicals used in water treatment. Lime is up 35%, liquid chlorine is up 78%, and fluoride is up 209% from one year ago. To the extent possible, staff increased chemicals in storage last June to minimize the impact of the increased costs beginning in July 2022.
- Continued drought conditions have again resulted in high water demand. Four of the first five months of FY 2022/23 have set historical records for water production in that respective month, with August 2022 setting an all-time monthly demand record. This, in conjunction with chemical costs, have had a significant impact on both FY 2022/23 and FY 2023/24 budgets.



Water Treatment Plant Operations

In-Progress Activities

- The “old” Water Plant demolition is well underway. The buildings are completely taken down, and the contractor has finished for the rest of calendar year 2022. In spring 2023, they returned and continued with demolition and reconfiguration of the below-grade piping and infrastructure.
- The August 10, 2020, derecho illustrated the need to have dedicated standby power at key locations. A project is planned over the next few years to add emergency power in the Youth Sports Complex Well Field, utilizing an expected \$984,000 Hazard Mitigation Grant from FEMA. The new North River Valley Well Field will be constructed utilizing the back-up power generator at the new Water Plant. Standby power will be added to the State and Mortensen booster pump station as well. All future pump additions to the High Service Pump Station at the new Water Plant will be on standby power.
- FY 2021/22 saw a substantial decrease in the quantity of lime solids that were recycled. This is a one-time occurrence due to the East 13th Street construction activities and the inability to get large trailers into the lime pond area. The 22,000 wet tons originally budgeted for FY 2021/22 will be moved back one year and combined with the FY 2022/23 budgeted amount. Due to recent lime dewatering improvements, the budgeted FY 2023/24 quantity is being reduced from 28,000 to 25,000 wet tons, albeit at a higher unit cost.
- W&PC and Public Works have joined together on a project which provides real-time pressure monitoring throughout the water distribution system. This is designed to help future capital improvement planning and assist in times of immediate need for water pressure data such as main breaks and fire events. In August 2022, a local industry had a large fire line break inside their facility that lowered the pressure in a large portion of eastern Ames. With the new monitoring system, staff was able to identify three specific places where a boil water advisory was issued. Without the monitoring system, the boil water advisory would have included a larger area impacting several other customers (including the dialysis center) instead of just three specific locations.

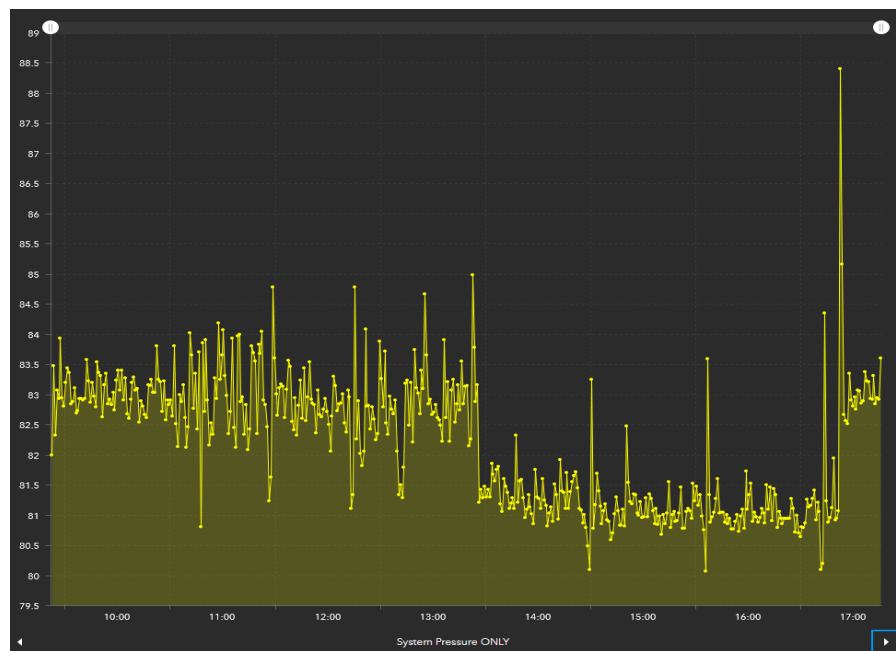


Demolition of the old Water Plant, as seen from the Power Plant

Water Treatment Plant Operations

Upcoming Activities

- The Water Plant is currently funding two separate Iowa State University student research projects. The first evaluates the option of a “split-treatment” process. This modified treatment process was used during a carbon dioxide shortage in the 2020 pandemic. During this time, significant chemical savings were realized as a side benefit. Before the Water Plant makes permanent modifications to use this treatment process on a continuous basis, this research must confirm that these modifications do not present a concern with virus loadings or with scaling and fouling of downstream pipes, valves, and instrumentation.
- A second research project currently underway is evaluating a group of emerging contaminants in the Ames underground aquifer. Per- and Polyfluoroalkyl Substances (commonly known as PFAS), are currently unregulated substances, but the U.S. EPA is evaluating the status of these compounds. The Ames PFAS research will consist of extensive well sampling to detect not only what the presence of these compounds, but also where they originated. Both the Split Treatment and PFAS research projects are being conducted by current Ames Water Plant Student Operators.
- After being delayed a few years, construction of the North River Valley Well Field will begin in FY 2023/24. This will provide three new wells, each with back-up power using the existing Water Plant generator. With the potential loss of Well 17 due to PFAS and Well 6 due to the Linc development, this well construction remains a high priority.



An example of the detailed pressure data available to the operators from the distribution system monitoring

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.

	2021/22	2022/23	2022/23	2023/24	% Change
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
WPC Plant Administration	331,652	436,323	406,504	424,941	-2.6%
Flood Warning System	14,545	18,752	21,712	19,296	2.9%
Plant Maintenance	543,834	711,876	769,164	773,729	8.7%
Plant Operations	1,240,132	1,443,941	1,444,600	1,548,737	7.3%
WPC Farm Operations	63,711	46,704	50,450	54,500	16.7%
Total Expenditures	2,193,874	2,657,596	2,692,430	2,821,203	6.2%

Expenditures by Category:					
Personal Services	1,222,419	1,437,329	1,386,943	1,463,962	1.9%
Internal Services	253,355	275,239	268,772	309,241	12.4%
Contractual	508,684	695,824	739,465	765,550	10.0%
Commodities	200,398	240,250	286,750	270,450	12.6%
Capital	-	-	-	-	
Other Expenditures	9,018	8,954	10,500	12,000	34.0%
Total Expenditures	2,193,874	2,657,596	2,692,430	2,821,203	6.2%

Funding Sources:					
Sewer Utility Fund	2,193,874	2,657,596	2,692,430	2,821,203	6.2%
Total Funding Sources	2,193,874	2,657,596	2,692,430	2,821,203	6.2%

<i>Authorized FTEs</i>	12.00	12.00	12.00	12.00
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Water Pollution Control Facility Operations

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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)	5.07	5.78	5.7	6.0	
		% of design capacity (8.6 MGD)	59%	67%	66%	70%	
		Cost per MG treated	\$1,212	\$1,040	\$1,293	\$1,288	
	Meet the discharge limits set by the facility's National Pollutant Discharge Elimination System (NPDES) permit	% compliance (out of 2,346 numeric limits)	100%	100%	100%	100%	
		Consecutive years with 100% permit compliance	31	32	33	34	
		BOD ₅ % removal efficiency	96%	95%	95%	>85%	
		TSS % removal efficiency	96%	97%	95%	>85%	
		Biosolids recycled (tons/year)	740	221	790	750	
		Operate and maintain the plant and administer the land application program in an environmentally sustainable manner	Methane gas production (million cubic feet/year – estimated)	21.2	25.5	25	26
			On-site electricity production, as % of total plant demand	7.3%	5.9%	10%	20%
Energy efficiency – total (kW-hr/MG treated)	2,862		2,375	2,400	2,400		

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

- In a typical year, electricity generated on-site from renewable biogas is approximately 20% of the facility's total energy demand. That percentage has been down for roughly two years due to maintenance on the digesters and engines being out of service. A rebuild is set for MG2 and a new oil cooling system is being built for MG3.
- Extended periods of low flows during the past year have led to increased ammonia concentrations affecting treatment. The treatment plant has been able to meet the ammonia limitations in its discharge permit, but it results in a lower alkalinity in the plant effluent. If severe enough, this could cause the pH to drop low enough to become a permit violation. The initial solution was to purchase and feed sodium bicarbonate into the wastewater to provide enough alkalinity for the ammonia removal and still maintain the pH balance. Staff switched to running an extra internal recycle pump allowing the naturally occurring alkalinity to be utilized more completely. While this has eliminated the purchase of sodium bicarbonate, it has increased the energy use at the plant. Still, it is a more cost-effective solution than the sodium bicarbonate addition.
- Internal Services expenses are up due mostly to increased property and casualty insurance premiums (\$115,563 in the FY 2022/23 adopted versus \$139,936 in the FY 2023/24 requested budget).



A screen from the methane engine generator (MG) controls showing MG2 being set to operate at 200 kW but only being able to achieve 140 kW.

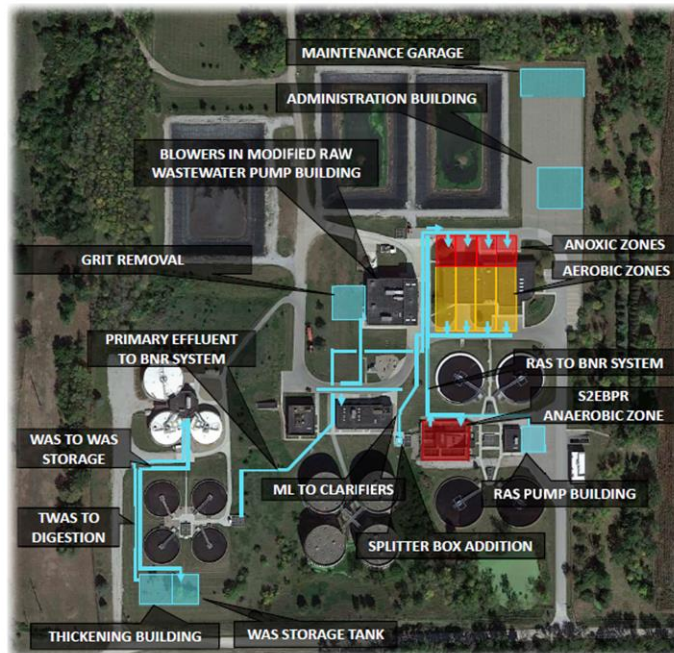
Water Pollution Control Facility Operations

In-Progress Activities

- The Ames Water Pollution Control Facility surpassed the 32-year mark with perfect compliance with its NPDES permit and received a Platinum Peak Performance Award from the national Association of Clean Water Agencies (NACWA). According to NACWA, Ames remains the second-longest compliance record in the nation. The facility ended calendar year 2022 with its record intact and anticipates receiving a Platinum 33 award next summer.



- A significant project is underway that will shape the future of wastewater treatment in Ames for a generation. Iowa's Nutrient Reduction Strategy became effective in 2011 and requires all wastewater facilities in Iowa larger than one million gallons per day to reduce their nitrogen discharges by 67% and their phosphorus discharges by 75%. In 2019, the City submitted a compliance plan to the state that called for Ames to gradually move towards those goals, achieving them within 20 years. This phased plan allows existing infrastructure to be kept until it approaches the end of its useful life before being replaced.
- The Phase 1 Nutrient Reduction Modifications technology selection and design are currently underway. Design is anticipated to be complete in the fall of 2023, with bidding possible before the end of 2023. The first phase, which also includes improvements to the headworks of the plant (flow metering, grit removal, and screening) is expected to cost \$45.28 million. A second phase, planned roughly ten years after completion of the first phase, will bring the total cost close to \$78 million.



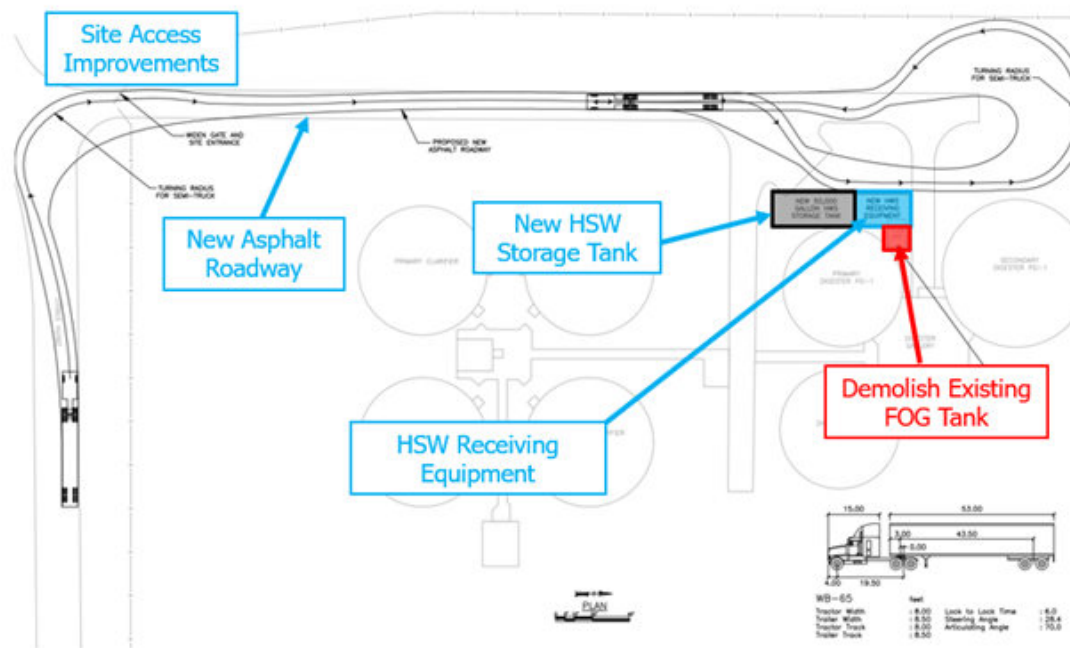
A conceptual site plan following the final phase of the Nutrient Reduction Modifications project.

Water Pollution Control Facility Operations

Upcoming Activities

- An open house of the WPC Facility is planned for spring 2023. It will possibly be the last open house held until after the major construction activities of the Phase 1 Nutrient Reduction Modifications are complete.
- Improvements to the Fats, Oils, and Grease (FOG) Receiving Station are planned in FY 2023/24. It will include paving the unloading areas, changing to more appropriate pumping capabilities, and better incorporating the ability to accept hauled food waste that has been diverted away from the Resource Recovery Plant. The funds were originally authorized in FY 2022/23, but the majority of the expense is now shown as delayed by one year to allow time to better coordinate with any new food waste diversion programs. \$150,000 has been held in FY 2022/23 for initial design work as needed, with the remaining \$1,125,000 deferred to next year. This project helps achieve the “reduction in waste emissions” action step in the City’s proposed Climate Action Plan. The diverted food waste will be anaerobically digested to produce additional methane that can be used for on-site electricity generation at WPC.

High Strength Waste Receiving Upgrades



Conceptual site plan for handling high-strength waste and food waste diversion materials at the WPC Digester Complex.

W&PC 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.

Expenditures by Category:	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	From Adopted
Personal Services	536,948	578,103	517,286	578,167	0.0%
Internal Services	26,336	28,354	30,096	35,181	24.1%
Contractual	58,116	66,809	69,735	71,645	7.2%
Commodities	38,870	44,150	44,150	38,100	-13.7%
Capital	-	-	-	10,000	
Other Expenditures	-	-	-	-	
Total Expenditures	660,270	717,416	661,267	733,093	2.2%

Funding Sources:					
Water Utility Fund	231,094	251,096	231,443	256,583	2.2%
Sewer Utility Fund	429,176	466,320	429,824	476,510	2.2%
Total Funding Sources	660,270	717,416	661,267	733,093	2.2%

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

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Maintain Environmental Laboratory Certification	Consecutive years Lab Certified	24	25	26	27
		Drinking water quality samples collected	1,032	1,047	1,100	1,050
		River water quality samples collected	286	267	279	279
		Industrial pretreatment samples collected	78	105	75	80
	Perform sampling and analysis in support of City facilities/programs	WPC Plant samples collected	1,583	1,632	1,600	1,600
		Total samples processed	3,030	3,139	3,300	3,100
		Total analyses	10,598	11,695	12,000	11,000
		% of analyses completed in-house	94%	85%	92%	95%
		Average cost per analysis	\$58.78	\$56.46	\$55.11	\$66.37

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

- The Laboratory Division was down two staff members for the first part of FY 2022/23, which has led to both lowered Personal Services expenses and an increase in the number of samples sent to outside laboratories.
- An old muffle furnace must be purchased in the FY 2023/24 fiscal year (\$10,000 capital expense) because the unit has been repaired multiple times recently, and replacement parts are no longer available for this essential piece of equipment.

In-Progress Activities

- Extensive testing, including PFAS, is being completed for two water plant well fields.
- Another large focus for the laboratory is training two new staff members.
- The Laboratory continues to provide considerable support to the loway Creek and Headwaters of the South Skunk River Watershed Management Authorities (WMAs). Both sampling and analytical services are provided at no cost. This in turn allows the WMAs to claim the value of the work provided by the City as in-kind local match dollars when applying for grants.

Upcoming Activities

- A study of the total hardness levels of the Skunk River will begin once the IDNR approves the sampling plan submitted by staff. This may impact the allowable copper concentration level contained in the Water Pollution Control Facility discharge permit.
- In 2023, drinking water samples for the US EPA's fifth round of the Unregulated Contaminant Monitoring Rule (UCMR 5) will be collected. The purpose of the UCMR is to collect data from across the country on contaminants that may be present in drinking water. This is a part of the EPA's process to determine whether new contaminants need to be regulated. This round will look at 29 different PFAS compounds, and lithium.

W&PC Metering Services

Description:

Because the water and wastewater utilities operate as self-sustaining enterprises, water usage by all customers must be metered as accurately as possible. For nearly all customers, both their water and wastewater bills are based on their water meter readings. Program activities include installing meters on new services/irrigation systems, replacing existing meters on a routine change schedule, and responding to a wide variety of service calls. Through the meter service and leak detection activities, the goal is to maintain unaccounted for water below 10% of total delivery to the mains. Expenses for metering are shared between the Water Utility Fund (55%) and the Sewer Utility Fund (45%) based on the proportionate number of utility accounts.

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

	2021/22	2022/23	2022/23	2023/24	% Change From
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	Adopted
Meter Services	722,281	1,071,029	1,189,974	1,042,383	-2.7%
Cross Connection Control	110,569	110,915	119,907	124,541	12.3%
Total Expenditures	832,850	1,181,944	1,309,881	1,166,924	-1.3%

Expenditures by Category:					
Personal Services	622,258	651,476	576,581	633,223	-2.8%
Internal Services	44,088	53,287	53,102	57,885	8.6%
Contractual	61,038	56,681	65,548	65,216	15.1%
Commodities	105,466	420,500	614,650	410,600	-2.4%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	832,850	1,181,944	1,309,881	1,166,924	-1.3%

Funding Sources:					
Water Utility Fund	491,682	688,936	762,402	685,398	-0.5%
Sewer Utility Fund	341,168	493,008	547,479	481,526	-2.3%
Total Funding Sources	832,850	1,181,944	1,309,881	1,166,924	-1.3%

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

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide accurate metering for fiscal accountability at the best price	Primary meters in service	19,068	19,145	19,395	19,645
		Deduct meters in service	1,430	1,262	1,292	1,322
		% of meters converted to Automatic Meter Reading (AMR)	66.4%	68.0%	71.5%	78.3%
		Average operating cost per meter in service	\$51.54	\$40.81	\$62.73	\$55.72
		Meter installations from new construction	161	122	160	160
		Non-routine meter changes	92	75	72	75
	Maintain unaccounted for water below 10%	Water loss as a % of total water pumped to mains	8.8%	7.31%	6.0%	<10%
	Reduce the potential for contamination of drinking water from cross-connections	Backflow devices in service	3,103	3,225	3,247	3269
		Irrigation systems with backflow prevention	823	819	830	845

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

- The availability of water meters that include encoded/receiver/transmitters (or ERT's, the radio component) was significantly disrupted in FY 2022/2023 due to the manufacturer's inability to procure computer chips, plastic materials, and brass. Staff was told by distributors that the City should order parts and materials needed for the coming year in quarterly batches because most items are experiencing ten months or longer lead times.
- The division was temporarily short one Meter Technician. This results in a temporary decrease in Personal Services in the current year (FY 2022/23). Construction is starting to slow down a bit, and the new construction numbers above reflect this.
- The meter inventory is currently only able to support replacements of around 500 meters, significantly lower than ideal target levels. If previous years' orders are fulfilled by the City's vendor, the Automatic Meter Reading (AMR) project will be in a much better position to continue as budgeted in the Capital Improvements Plan. An unspent balance of \$190,000 was carried over from FY 2021/22 into FY 2022/23 to cover outstanding orders that have not yet been fulfilled. Therefore, the FY 2021/22 Actual expenses appear unusually low and the FY 2022/23 Adjusted budget shows such a large increase.
- The budget for the AMR project is split between the operating budget (anticipated 1600 meters per year) and the Capital Improvements Plan (CIP) (500 additional meters per year). The reason for budgeting this way is for the operating budget to reflect expenses as they would have been without the AMR project, and the CIP to include the incremental costs for the AMR project.



Residential Water Meter with Integral Encoder Receiver Transmitter (ERT)

W&PC Metering Services

- The cross-connection control program through Swift Comply is operating smoothly and is being welcomed by the backflow testers in the area. The Cross-Connection Control Coordinator worked with the City Print Shop and mail services to design a post card to send out to customers instead of letters. This has reduced mailing costs significantly.

In-Progress Activities

- The Water Meter Division is currently working on converting all larger, mechanical style meters (1" and 1-½") to ultrasonic meters, which are a one-piece stainless-steel meter with no moving parts. They have a 20-year life expectancy, much longer than the two to three years achieved by the older style meters.
- Staff is also converting all fire hydrant meters to the AMR reading system so that the usage can be data-logged, and meter readings can be completed more quickly when switching between billing periods and when moving these meters between customers. These are sometimes referred to as "construction meters," and are commonly used for mixing mortar and adhesives as well as irrigating newly seeded and sodded lawns.
- The Meter Technicians are currently rebuilding more meters than in previous years as all old meters being removed from customers' homes are low lead brass and fully rebuildable. In the current commodity climate, it is more cost effective (and timely) to rebuild these older meters than buy new.
- Staff is currently working on getting the Meter Division's water meter test history switched from an MS Excel spreadsheet format into a Central Square meter inventory system. This will eliminate some of administrative workload and help increase record accuracy.

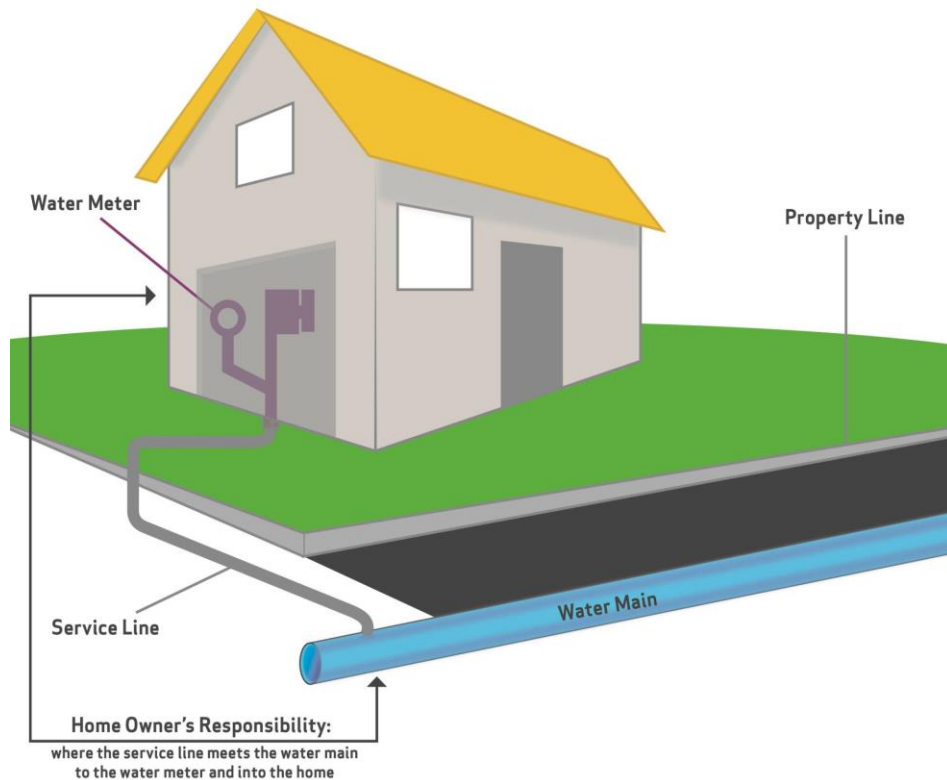


Example of a meter manifold that is typical of a large apartment building.

W&PC Metering Services

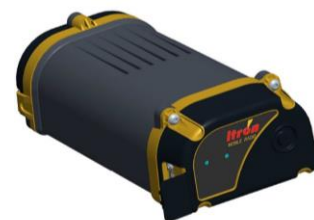
Upcoming Activities

- The Iowa DNR is requiring a new lead and copper water service line inventory for every location in the City of Ames. This is a very involved inventory that will require multiple departments and divisions to compile the information needed. Every water system in the country must have this inventory completed by October 16, 2024.



A graphic depicting a water service line. In Ames, the customer owns the service line from the tap at the water main to the water meter.

- Ames has had a lead service line map posted to its website (www.cityofames.org/lead) since 2016. The new inventory, however, is much more extensive, requiring the service line material to be identified for every service line in the city, along with service line size, date of installation, and other property-specific details.
- There is currently no mandate for Ames to undertake a lead service line *replacement* project, as long as the results from the regular lead monitoring program continue to be below the Action Level. When lead service lines are in need of repair, the City Code requires that they be replaced in their entirety; they cannot be repaired and left in service. When a lead service line is disrupted by a City construction project, the City pays for the replacement of the service line and provides the customer a point of use lead filter for a period of time.
- The City's current meter reading and data logging system is being updated from a standalone handheld reading device to an app-based program with a smartphone and an Itron Mobile Radio. This will cut down on the equipment the Meter Technicians need to take with them into the field.



Itron Mobile Radio

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.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	908,127	964,412	954,708	1,008,202	4.5%
Internal Services	220,196	216,054	221,805	226,967	5.1%
Contractual	51,379	43,096	43,827	43,395	0.7%
Commodities	178,951	157,400	160,900	168,900	7.3%
Capital	-	-	3,500	-	
Other Expenditures	-	-	-	-	
Expenditure Subtotal	1,358,653	1,380,962	1,384,740	1,447,464	4.8%
<i>Plus: Expenditures allocated from another program/activity:</i>					
Public Works Administration	127,438	144,147	138,856	149,925	4.0%
Public Works Engineering	41,653	51,703	53,926	53,907	4.3%
Public Works GIS	105,324	111,419	88,924	115,534	3.7%
Total Allocations	274,415	307,269	281,706	319,366	3.9%
Total Expenditures	1,633,068	1,688,231	1,666,446	1,766,830	4.7%
Funding Sources:					
Water Utility Fund	1,633,068	1,688,231	1,666,446	1,766,830	4.7%
Total Funding Sources	1,633,068	1,688,231	1,666,446	1,766,830	4.7%

<i>Authorized FTEs</i>	9.39	9.39	9.39	9.39
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Water Distribution System Maintenance

City Mission/ Council Goal	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	253	253	254	
		Cost per mile to Maintain	\$5,351	\$5,371	\$5,471	\$5,697	
		Water main breaks	29	25	32	32	
		City water main breaks per mile*	0.116	0.099	0.127	0.127	
		Rusty water complaints	15	32	15	15	
		Ames on the Go issues reported	36	41	25	25	
		Days to resolve Ames on the Go issues	2.0	1.8	2.0	2.0	
		Maintain fire hydrants in good working order for emergency situations	Fire hydrants in system	3,000	3,052	3,060	3,070
			Valves in system	3,658	3,736	3,750	3,770
			Valves tested	963	956	700	700
			Hydrants repaired	19	16	15	15
		Perform utility locates to ensure safety	Locates performed	14,152	8,834	7,200	7,200
			Cost per locate performed	\$8.00	\$13.01	\$23.45	\$24.48

*National Average (0.2 breaks per mile)

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

- Commodity prices for distribution system parts, concrete, and asphalt have continued to increase resulting in higher repair costs. The budget increase of \$10,000 in FY 2023/24 reflects these costs.
- Increases in the fleet budget of \$4,000 in FY 2022/23 and \$6,000 in FY 2023/24 are included in the budget to account for rising fuel prices.
- A skill-based pay program is included in FY 2023/24 to enhance training and skills of staff in data acquisition and management, using the latest technologies that include constantly gathering data on the water and wastewater systems. Half of the first-year cost (\$6,840) is included in Water Distribution and the other half in Sanitary Sewer Maintenance.
- A new GPS utility locator at a cost of \$7,000 is included in the FY 22/23 budget to replace an aging unit. Half of the cost is included in Water Distribution and the other half in Sanitary Sewer Maintenance.

In-Progress Activities

- Staff continue to repair water valves that have deteriorated bolts. This proactive maintenance activity allows staff to ensure valves work properly during planned shutdowns and emergency repairs. Over 419 valves have been repaired and an estimated 338 remain to be addressed in the next four years.

Upcoming Activities

- Staff continue to proactively operate and exercise water valves and hydrants, including the spring flushing program. This activity aids in identifying issues that can then be repaired. This increases the reliability of the water distribution system.
- The City has reached an agreement with Xenia to allow them to serve within the City limits. Staff anticipates working with Xenia to ensure water pressures and flows meet Ames firefighting standards as the City grows into Xenia Territory.

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.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	350,522	377,575	373,130	398,658	5.6%
Internal Services	118,012	141,068	145,585	146,690	4.0%
Contractual	37,206	52,546	52,777	52,841	0.6%
Commodities	63,835	37,650	40,650	42,650	13.3%
Capital	47,055	-	16,000	25,000	
Other Expenditures	2,036	-	-	-	
Expenditure Subtotal	618,666	608,839	628,142	665,839	9.4%

Plus: Expenditures allocated from another program/activity:

Public Works Administration	127,438	144,147	138,856	149,925	4.0%
Public Works Engineering	53,999	60,320	62,914	62,892	4.3%
Public Works GIS	105,324	111,419	88,924	115,534	3.7%
Total Allocations	286,761	315,886	290,694	328,351	4.0%

Total Expenditures	905,427	924,725	918,836	994,190	7.5%
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Funding Sources:

Sewer Utility Fund	905,427	924,725	918,836	994,190	7.5%
Total Funding Sources	905,427	924,725	918,836	994,190	7.5%

Authorized FTEs	3.38	3.38	3.38	3.38	
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Sanitary Sewer System Maintenance

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	214	215	217
		Manholes in collection system	4,282	4,271	4,274	4,582
		Lineal feet of sewer cleaned	4,302	4,355	4,370	4,390
		Sanitary sewer collection system cleaned	135,421	252,996	250,000	250,000
		Lineal feet of sewer acoustically tested (SL-RAT)	12%	22%	22%	22%
		Acoustically tested rated good/fair condition	0	145,593	300,000	300,000
		Ames on the Go reports	NA	96%	95%	95%
	Average days to resolve Ames on the Go reports	7	17	10	10	
	Perform utility locates to ensure safety	Locates performed	0.9	3.5	1.0	1.0
		Cost per locate performed	14,152	8,834	7,200	7,200

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

- Commodity prices for sanitary sewer system parts, concrete, and asphalt have continued to increase resulting in higher repair costs. A budget increase of \$6,000 in FY 2023/24 reflects these increased costs.
- Increases in the fleet budget of \$2,000 in FY 2022/23 and \$4,000 in FY 2023/24 are included in the budget to account for rising fuel prices.
- A skill-based pay program is included in FY 2023/24 to enhance training and skills of staff in data acquisition and management, using the latest technologies that include constantly gathering data on the water and wastewater systems. Half of the first-year cost (\$6,840) is included in Water Distribution and the other half in Sanitary Sewer Maintenance.
- Replacement of aging sewer flow monitors is proposed to begin in FY 2023/24 at a cost of \$25,000 reflected in the capital expenditures. These flow monitors provide real time data on the sanitary sewer system and are important parts of the modeling that is done to verify capacity for future growth scenarios across the City. It will take 8 years to replace all 8 flow monitors currently deployed in the system.
- A new GPS utility locator at a cost of \$7,000 is included in the FY 22/23 budget to replace an aging unit. Half of the cost is included in Water Distribution and the other half in Sanitary Sewer Maintenance.

In-Progress Activities

- Staff continue to provide preventative maintenance through cleaning and jetting sewers to eliminate potential sewer blockages.

Upcoming Activities

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

Stormwater Permit Program

Description:

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

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

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
Expenditures by Category:					Adopted
Personal Services	242,989	272,196	269,866	283,223	4.1%
Internal Services	10,470	14,686	15,879	21,761	48.2%
Contractual	48,553	118,660	118,660	118,660	0.0%
Commodities	13,674	30,050	30,050	24,850	-17.3%
Capital	-	-	-	-	
Other Expenditures	13,553	10,000	10,000	10,000	0.0%
Expenditure Subtotal	329,239	445,592	444,455	458,494	2.9%
<i>Less: Expenditures allocated to other programs/activities:</i>					
CIP Projects	(83,318)	(40,000)	(40,000)	(40,000)	0.0%
Total Expenditures	245,921	405,592	404,455	418,494	3.2%
Funding Sources:					
Stormwater Utility Fund	245,921	405,592	404,455	418,494	3.2%
Total Funding Sources	245,921	405,592	404,455	418,494	3.2%

<i>Authorized FTEs</i>	1.90	1.90	1.90	1.90
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Stormwater Permit Program

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and responsible manner	Review and monitor stormwater management plans and ordinances	Construction site erosion and sediment control site inspections (private development)	160	229	200	200
		Stormwater management (SWM) plans approved	11	7	7	7
		SWM as-built records completed	6	4	6	6
		Sustainability events	8	23	20	20
Environmental sustainability	Public Education and Outreach for Community Stormwater Initiatives	Rain barrel rebates	24	39	25	25
		Composter rebates	24	16	20	20
		Rain garden rebates	1	0	1	1
		Native landscape rebates	5	6	6	6
		Soil quality restoration rebates	4	6	6	6
		Native tree rebates	47	57	75	75

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

- Additional funding has been added for the motor pool fleet and tools for Interns and full-time staff to better maintain green infrastructure and perform vegetative restoration.

In-Progress Activities

- Stormwater education and outreach promotes the Smart Watersheds rebates and provides information related to improving storm water quality. FY 2022/23 has seen a record number of watershed rebates issued. This momentum will continue into FY 2023/24 with planned events at Iowa State University, Ames High School, Homeowner Associations and citizen groups, and City-hosted events such as EcoChats and EcoFair.
- Stormwater staff has been working on design and outreach of stream restoration and stabilization along loway Creek through the Brookside Park area. Overall, seven public meetings, numerous property owner meetings, design reviews with stakeholders, and on-site walkthroughs have incorporated the design details.
- Stormwater staff is working with Iowa Stormwater Education Partnership to develop a Native Vegetation and Green Infrastructure Maintenance and Management Plan. This plan identifies work activities, staff, and equipment necessary for successful establishment and maintenance.

Upcoming Activities

- A Request for Proposals will be issued in the coming year for a Master Plan for loway Creek. In working with Iowa Department of Natural Resources rivers and fisheries staff, master planning of loway Creek will create a vision that interconnects the already completed projects of Flood Mitigation and S Grand Avenue, along with the upcoming project such as Brookside Park.
- A consultant will be hired to complete a Storm Water System Analysis. This project will perform a hydraulic analysis of the existing storm sewer system to identify capacity issues throughout the community. Where issues are identified, alternatives for CIP projects (gray and green infrastructure) will be analyzed.
- A Request for Proposals will be issued for native vegetation establishment for some recently completed and upcoming projects, such as Flood Mitigation, 5th Street Stormwater Wetland, Homewood Slope Stabilization, and Brookside Park Stream Restoration. It takes approximately five years to get native vegetation properly established so contracting this work is critical for success.

Stormwater System Maintenance

Description:

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

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	135,030	213,136	212,284	222,790	4.5%
Internal Services	43,455	85,474	86,974	90,551	5.9%
Contractual	23,010	33,250	33,250	33,250	0.0%
Commodities	35,275	40,500	42,500	41,500	2.5%
Capital	-	-	12,500		
Other Expenditures	-	-	-		
Expenditure Subtotal	236,770	372,360	387,508	388,091	4.2%
<i>Plus: Expenditures allocated from another program/activity:</i>					
Public Works Engineering	28,184	25,851	26,963	26,954	4.3%
Public Works GIS	62,237	65,839	52,546	68,270	3.7%
Total Allocations	90,421	91,690	79,509	95,224	3.9%
Total Expenditures	327,191	464,050	467,017	483,315	4.2%
Funding Sources:					
Stormwater Utility Fund	327,191	464,050	467,017	483,315	4.2%
Total Funding Sources	327,191	464,050	467,017	483,315	4.2%
 <i>Authorized FTEs</i>	 2.09	 2.09	 2.09	 2.09	

Stormwater System Maintenance

City Mission/ Council Goal	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide uninterrupted storm water drainage	Miles of storm sewer in system	278	284	286	287
		Cost per mile to maintain	\$1,126	\$884	\$1,311	\$1,362
		Lineal footage cleaned and/or televised	27,041	27,430	35,000	35,000
		System televised	1.8%	2.5%	2.4%	2.4%
		System blockages cleaned	90	55	100	100
		Intakes inspected and cleaned	710	997	700	700
		Intakes/manholes repaired by City crews	55	76	50	50
		Average Ames on the Go issues reported	25	55	40	40
		Average Days to resolve Ames on the Go issues	6.7	3.6	3.0	3.0

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

- An increase in diesel costs of \$4,000 in FY 2023/24 is included in the budget to offset rising fuel prices.

In-Progress Activities

- With low water levels due to lack of rain in 2022, staff continue to investigate and clear priority storm water easements and river areas of downed tree debris, as time permits.

Upcoming Activities

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

Resource Recovery

Description:

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

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

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

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Resource Recovery Operations	2,606,957	3,109,422	3,066,631	3,249,278	4.5%
Reject Disposal	987,863	900,000	1,035,000	1,065,000	18.3%
Yard Waste Management	41,702	41,700	41,700	46,000	10.3%
Landfill Monitoring	2,826	8,900	8,600	6,600	-25.8%
Total Expenditures	3,639,348	4,060,022	4,151,931	4,366,878	7.6%

<i>Expenditures by Category:</i>					
Personal Services	1,522,368	1,714,279	1,702,670	1,791,776	4.5%
Internal Services	385,728	366,732	399,050	425,251	16.0%
Contractual	1,526,110	1,599,011	1,717,011	1,785,001	11.6%
Commodities	205,142	380,000	333,200	364,850	-4.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Expenditure Subtotal	3,639,348	4,060,022	4,151,931	4,366,878	7.6%

Plus: Expenditures allocated from another program/activity:

Public Works Administration	127,438	144,147	138,856	149,925	4.0%
Total Expenditures	3,766,786	4,204,169	4,290,787	4,516,803	7.4%

<i>Funding Sources:</i>					
Resource Recovery Fund	3,766,786	4,204,169	4,290,787	4,516,803	7.4%
Total Funding Sources	3,766,786	4,204,169	4,290,787	4,516,803	7.4%

<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	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated	
Provide quality programs in an efficient and fiscally responsible manner	Provide a reliable and efficient means to dispose of municipal solid waste (MSW)	Available system tonnage	50,154	52,698	52,000	52,000	
		Tons of MSW processed	38,967	44,324	42,000	44,000	
		% of MSW processed	77.69%	84.11%	80.77%	84.61%	
		Tons of MSW to landfill	11,053	8,340	10,000	8,000	
		Landfill disposal cost/ton	\$66.63	\$67.15	\$69.68	\$72.30	
	Environmental sustainability	Provide responsible, sustainable, local solutions for solid waste disposal	Tons of construction debris to landfill	19,568	17,256	22,000	24,000
			Tons RDF sold to Electric Utility	22,525	27,930	29,000	32,000
			Pounds of glass recycled	511,160	500,000	562,920	565,000
			Pounds of metal recycled	2,614,000	2,910,000	3,000,000	3,300,000
			Pounds of household hazardous materials collected	25,716	26,000	26,500	26,500
		Pounds diverted by Rummage RAMP	92,126	92,126	143,838	165,000	
		Pounds collected in Food Diversion Program (FWD)	33,676	90,150	103,380	110,000	

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

- On-going, unplanned downtime at the Power Plant has reduced tipping fee and recycled metal revenues along with reduced payments for minimum RDF consumed. Due to the downtime, FY 2022/23 has an increase in reject disposal contractual expenditures.
- There has been an increase in the cost for equipment replacement parts due to inflation and supply chain issues that have increased the plant operational budget.
- The recycled metal markets have been trending downward which will reduce the revenues for the rest of this fiscal year and are projected to continue for FY 2023/24.

In-Progress Activities

- Coordination is occurring with Water and Pollution Control as they redesign their receiving area for high strength waste to include the addition of organics at that point of their operation of the anaerobic digestors for FWD.
- Sustainability activities continue the award-winning programs such as Rummage RAMP, along with Household Hazardous Materials collection, Food Waste Diversion, used oil, antifreeze, sharps, Stash the Trash, stream cleanups, and public outreach within the community about sustainability.
- Work continues with Electric Services to explore new Waste to Energy Models.

Upcoming Activities

- Staff will investigate options for a pilot recycling program for drop off recyclables at RRP. This can be used to help determine the framework for a larger program such as how to operate the collections, a sustainable/long term option to take recyclables and how to fund the program.
- A Crayon Initiative program will be implemented with partner businesses and community member locations. This program takes used crayons that are shipped to a location that sorts them, melts them down and then makes new crayons that are shipped to children's hospitals.
- Electronics drop off is allowed at RRP for a fee. These collected electronics will then be sent to a vendor for de-manufacturing and recycling.

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.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Utility Customer Service	1,290,291	1,369,602	1,364,643	1,397,966	2.1%
Meter Reading	423,597	423,560	434,153	453,038	7.0%
Project Share	25,561	19,882	19,671	19,869	-0.1%
Utility Deposit Interest	887	-	-	-	
Total Expenditures	1,740,336	1,813,044	1,818,467	1,870,873	3.2%

<i>Expenditures by Category:</i>					
Personal Services	933,643	1,035,542	1,026,182	1,081,041	4.4%
Internal Services	375,017	378,105	387,743	368,525	-2.5%
Contractual	315,771	249,907	253,397	271,376	8.6%
Commodities	16,262	12,130	13,785	11,931	-1.6%
Capital	-	-	-	-	
Other Expenditures	99,643	137,360	137,360	138,000	0.5%
Total Expenditures	1,740,336	1,813,044	1,818,467	1,870,873	3.2%

<i>Funding Sources:</i>					
Electric Utility Fund	847,093	885,693	889,393	915,083	3.3%
Water Utility Fund	446,397	465,673	466,485	480,150	3.1%
Sewer Utility Fund	419,312	439,418	440,329	453,140	3.1%
Stormwater Utility Fund	3,573	6,760	6,760	7,000	3.6%
Project Share Donations	23,961	15,500	15,500	15,500	0.0%
Total Funding Sources	1,740,336	1,813,044	1,818,467	1,870,873	3.2%

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

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide timely, accurate and efficient utility billing customer service to support utility services	Customer service requests received over the internet	9,514	9,558	9,750	10,000
		Average of payments processed per day	1,352	1,337	1,350	1,350
		% of utility payments received electronically	60.0%	62.1%	65.0%	67.0%
		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	\$4.70	\$4.81	\$4.99	\$5.09
		Maintain the number of days accounts are receivable to less than 21 days	18.22	17.36	18.5	18.5
		Average of meter readings per day	2,322	2,504	2,514	2,543
		% of accounts with billing periods equal to or less than 34 days	97.6%	99.1%	99.5%	99.5%
		Maintain accuracy rate of no more than 5 misread meters per 1,000 reads	Yes	Yes	Yes	Yes
		Provide accurate and efficient customer meter reading services	Average cost per meter reading	\$0.62	\$0.68	\$0.69

Issues and Factors Affecting the FY 2021/22 and 2022/23 Budgets

- Assistance programs are returning to pre-covid funding levels. This, paired with inflation, could cause the City to see an increase in defaults on accounts.

In-Progress Activities

- Customer service staff are currently assessing administration policies for possible changes that could lead to increased savings in postage and office supplies.
- Staff are also reviewing the possible methods and costs associated with payment type expansion including acceptance of credit card payments on-site.

Upcoming Activities

- With ever increasing use of technology, a marketing campaign will be planned to increase both e-billing and autopay. Both options align with the council's goals for a reduced carbon footprint by allowing for electronic options instead of customers driving to City Hall to complete transactions.

Utilities CIP

Description:

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

<i>Activities:</i>	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
Electric Services:					
Waste to Energy Study	174,532	-	53,218	-	
Electric Vehicle Charging Stations	89,106	-	-	-	
Electric Vehicle Infrastructure	-	200,000	200,000	200,000	
Administration Building HVAC	5,226	-	-	-	
69kV Transmission Reconstruction	-	-	-	520,000	
161 kV Line Relocation	125,942	250,000	2,278,058	-	
Mortensen Road Underground	298,050	-	158,773	-	
Ontario Substation	-	1,300,000	1,575,000	-	
Dayton Avenue Substation	-	250,000	250,000	-	
Mortensen Substation Transformer	-	-	-	150,000	
Substation Security	-	-	-	250,000	
Electric Services Storage Building	-	-	54,978	100,000	
Street Light LED Retrofits	42,581	-	256,451	-	
Line/Street Light Relocations	356,559	150,000	977,486	150,000	
Electric Distribution Parking Lot	-	-	-	-	
Electric Distribution Locker Room	-	10,000	10,000	-	
Electric Equipment Storage Expansion	-	-	86,000	-	
Advanced Metering Infrastructure	-	100,000	100,000	700,000	
Unit 7 Boiler Tubes	-	-	18,322	-	
Unit 7 Condenser Tubes	-	-	1,181,500	-	
Unit 7 Exciter/Cooling Water System	-	450,000	500,000	-	
Unit 7 Precipitator Enclosure	-	-	110,000	-	
Unit 7 Air Heater Basket	-	350,000	350,000	-	
Unit 7 Main Steam Line	-	210,000	210,000	-	
Unit 8 Superheat Replacement	220,112	-	26,029	-	
Unit 8 Generator/Turbine Overhaul	1,862,659	-	68,055	-	
Unit 8 Precipitator Reconstruction	-	-	974,853	-	
Unit 8 Crane Repair	317,963	-	-	-	
Unit 8 Precipitator Insulation/Siding	-	1,000,000	1,000,000	-	
CT Generation Improvements	-	-	750,000	600,000	
CT 1 Inspection/Overhaul	-	-	51,502	-	
CT 2 Inlet Heating	-	-	-	1,500,000	
CT 1 Foundation Replacement	-	-	150,000	-	
Units 5 and 6 Boiler Removal	-	750,000	-	-	
Power Plant Roof Replacement	66,542	-	-	150,000	
Power Plant Fire Protection	-	250,000	771,843	250,000	
Power Plant Access Control	268,245	-	48,043	-	
Power Plant Locker Rooms	15,510	-	366,824	-	
Power Plant Inventory Building	-	-	200,000	-	
Power Plant ADA Entrance	-	-	-	500,000	
Power Plant Relay/Control	-	-	-	125,000	

Utilities CIP

<i>Activities:</i>	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
<i>Electric Services continued:</i>					
Power Plant Relay Room HVAC	-	300,000	300,000	-	
DCS Hardware Upgrade	404,750	-	19,381	-	
RDF Bin Renovation	-	-	3,574,839	-	
Ash Pond Modifications	53,365	-	5,827,101	-	
Wastewater Treatment	90	-	397,166	-	
Fuel Oil Piping Replacement	-	-	150,000	-	
Underground Storage Tank Removal	-	-	15,000	-	
Load Centers/Breakers	-	500,000	-	500,000	
Critical Generators	-	200,000	200,000	500,000	
Turbine/Generator Minor Overhauls	-	-	-	150,000	
Total Electric Services CIP	4,301,232	6,270,000	23,260,422	6,345,000	1.2%
<i>Water Production/Treatment:</i>					
New Water Treatment Plant	14,238	-	47,820	-	
Water Supply Expansion	68,883	6,200,000	7,637,557	-	
AMR/AMI Meter Conversion	-	103,000	103,000	106,000	
Water Plant Facility Improvements	125,903	593,000	868,545	517,000	
Wellhead Rehabilitation	33,923	-	29,743	-	
Old Water Plant Demolition	48,160	1,233,000	2,473,400	-	
Lime Lagoon Improvements	88,236	-	-	-	
Distribution System Monitoring Network	232,914	-	30,000	-	
Wellfield Standby Power	8,048	-	975,952	-	
Remote Sites Fiber Installation	-	659,000	-	-	
SAM Pump Station Improvements	-	145,000	225,000	-	
Security Improvements	1,904	285,000	393,096	80,000	
Technical Services Complex	5,500	206,000	-	-	
Ada Hayden Water Quality	-	-	-	23,000	
Total Water Production/Treatment CIP	627,709	9,424,000	12,784,113	726,000	-92.3%
<i>Water Pollution Control:</i>					
Plant Facility Improvements	51,244	1,010,000	25,000	25,000	
Electrical System Improvements	-	97,000	97,000	-	
Cogeneration System	67,002	1,525,000	613,724	1,125,000	
Digester Improvements	272,665	-	167,335	-	
Nutrient Reduction Modifications	-	1,260,000	1,260,000	2,030,000	
Watershed Nutrient Reduction	50,651	200,000	489,343	894,000	
Total Water Pollution Control CIP	441,562	4,092,000	2,652,402	4,074,000	-0.4%
<i>Water Distribution:</i>					
Water System Improvements	1,540,434	1,750,000	4,614,794	1,950,000	
Prairie View Utility Extension	967,432	-	1,281,512	-	
Campustown Public Improvements	13,251	-	-	400,000	
Cherry Avenue Water Main	-	-	550,000	-	
Ames 2040 Utility Extensions	245	320,000	319,755	525,000	
Total Water Distribution CIP	2,521,362	2,070,000	6,766,061	2,875,000	38.9%

Utilities CIP

<i>Activities:</i>	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
Sanitary Sewer System:					
Sanitary Sewer Improvements	983,950	4,500,000	9,535,195	4,598,000	
Prairie View Utility Extension	4,730,539	-	1,993,447	-	
Campustown Public Improvements	-	-	-	125,000	
Ames 2040 Utility Extensions	-	3,946,981	3,946,981	4,446,981	
Clear Water Diversion	10,990	50,000	149,967	50,000	
Total Sanitary Sewer System CIP	5,725,479	8,496,981	15,625,590	9,219,981	8.5%
Stormwater:					
Ioway Creek Restoration	5,719,433	-	525,810	-	
Homewood Slope Stabilization	67,750	-	-	-	
Stormwater Erosion Control	73,022	750,000	3,659,024	1,250,000	
Low Point Drainage Improvements	193,406	200,000	977,749	200,000	
Stormwater Improvement Program	112,998	400,000	463,368	550,000	
Stormwater Detention/Retention Maint.	5,504	-	150,000	-	
Gateway Hotel Pond Rehabilitation	-	-	124,698	-	
Stormwater Quality Improvements	-	100,000	250,008	100,000	
Stormwater System Analysis	14,435	-	643,381	-	
South Skunk River Improvements	-	-	25,000	2,100,000	
Total Stormwater CIP	6,186,548	1,450,000	6,819,038	4,200,000	189.7%
Resource Recovery:					
System Improvements	116,208	304,500	694,001	712,500	
Waste Diversion Enhancements	-	-	30,000	-	
Waste to Energy Study	39,470	-	4,967	-	
Total Resource Recovery CIP	155,678	304,500	728,968	712,500	134.0%
Total Utilities CIP	19,959,570	32,107,481	68,636,594	28,152,481	-12.3%

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TRANSPORTATION



TRANSPORTATION



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Transportation Summary

Description:

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

	2021/22	2022/23	2022/23	2023/24	% Change
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Public Works Administration	127,437	144,148	138,854	149,925	4.0%
Public Works Engineering	57,234	34,468	35,951	35,938	4.3%
Public Works GIS	161,803	167,128	133,387	173,300	3.7%
Traffic Engineering	329,509	357,060	362,602	380,242	6.5%
Traffic Operations	1,251,750	1,166,511	1,324,540	1,360,192	16.6%
Streetlight System	877,633	900,000	900,000	900,000	0.0%
Street Maintenance	4,781,663	5,127,971	5,313,106	5,387,872	5.1%
Transit System	11,583,192	12,918,406	14,413,216	14,949,683	15.7%
Parking System	743,571	1,016,277	810,116	934,303	-8.1%
Airport Operations	172,203	176,610	189,488	174,921	-1.0%
Total Operations	20,085,995	22,008,579	23,621,260	24,446,376	11.1%
Transportation CIP	19,035,578	23,165,211	65,385,196	30,945,543	33.6%
Total Expenditures	39,121,573	45,173,790	89,006,456	55,391,919	22.6%
<i>Authorized FTEs</i>	136.68	136.96	138.96	139.24	

Transportation Summary

	2021/22	2022/23	2022/23	2023/24	% Change From Adopted
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	
Personal Services	14,357,735	15,886,133	16,338,349	17,321,294	9.0%
Internal Services	2,662,487	2,739,441	2,745,005	2,895,094	5.7%
Contractual	2,734,186	3,249,633	3,656,618	3,389,641	4.3%
Commodities	2,497,543	2,594,050	3,277,100	3,371,225	30.0%
Capital	137,503	-	46,381	25,000	
Other Expenditures	735	600	600	600	0.0%
Allocations to Other Programs	(2,304,194)	(2,461,278)	(2,442,793)	(2,556,478)	
Total Operations	20,085,995	22,008,579	23,621,260	24,446,376	11.1%
Transportation CIP	19,035,578	23,165,211	65,385,196	30,945,543	33.6%
Total Expenditures	39,121,573	45,173,790	89,006,456	55,391,919	22.6%
Funding Sources:					
General Fund	1,117,282	1,272,275	1,100,189	1,099,840	-13.6%
Road Use Tax Fund	6,469,747	6,801,621	7,108,251	7,287,629	7.2%
Transit Fund	11,583,192	12,918,406	14,413,216	14,949,683	15.7%
Parking Fund	743,571	1,016,277	810,116	934,303	-8.1%
Airport Operations Fund	172,203	-	189,488	174,921	
Total Operations Funding	20,085,995	22,008,579	23,621,260	24,446,376	11.1%
Transportation CIP Funding:					
G.O. Bonds	9,877,900	10,377,560	27,956,073	11,163,300	7.6%
General Fund	40,767	-	209,233	-	
Local Option Sales Tax	482,354	875,000	3,814,039	650,000	-25.7%
Hotel/Motel Tax	9,640	-	58,960	-	
Road Use Tax	2,302,059	2,292,740	4,565,657	3,655,700	59.5%
Bike License Fund	-	-	10,026	-	
Street Construction Fund	1,003,001	3,241,280	13,199,154	1,895,000	-41.5%
Airport Construction Fund	-	1,120,000	-	-	-100.0%
Water Utility Fund	4,800	75,000	393,150	75,000	0.0%
Sewer Utility Fund	5,000	75,000	321,700	75,000	0.0%
Stormwater Utility Fund	6,012	50,000	276,240	50,000	0.0%
Transit Capital Reserve	4,642,499	5,058,631	13,581,016	9,201,543	81.9%
Airport Improvements Fund	661,546	-	999,948	4,180,000	
Total CIP Funding	19,035,578	23,165,211	65,385,196	30,945,543	33.6%
Total Funding Sources	39,121,573	45,173,790	89,006,456	55,391,919	22.6%

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.

	2021/22	2022/23	2022/23	2023/24	% Change
Expenditures by Category:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	322,928	337,609	333,621	352,144	4.3%
Internal Services	154,966	211,891	187,312	219,116	3.4%
Contractual	31,382	24,989	28,739	26,190	4.8%
Commodities	475	2,100	5,750	2,250	7.1%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Expenditure Subtotal	509,751	576,589	555,422	599,700	4.0%
<i>Less: Expenditures allocated to Utilities Program:</i>					
Water Distribution System	(127,438)	(144,147)	(138,856)	(149,925)	4.0%
Sanitary Sewer System	(127,438)	(144,147)	(138,856)	(149,925)	4.0%
Resource Recovery	(127,438)	(144,147)	(138,856)	(149,925)	4.0%
Total Allocation	(382,314)	(432,441)	(416,568)	(449,775)	4.0%
Total Transportation Program Expenditures	127,437	144,148	138,854	149,925	4.0%
Funding Sources:					
Road Use Tax	127,437	144,148	138,854	149,925	4.0%
Total Funding Sources	127,437	144,148	138,854	149,925	4.0%
 <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	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Oversee and coordinate Public Works activities	Public Works employees	74.75	74.75	74.75	74.75
	Develop and manage Public Works capital improvement projects	CIP projects budget	\$24,892,502	\$28,982,146	\$81,762,516	\$38,751,481
		Outside funding	\$9,030,968	\$5,485,262	\$23,208,517	\$13,546,981
	Percentage of outside funding	Percentage of CIP outside funding	36.3%	18.9%	28.4%	34.9%
	Coordinate outreach efforts and act as a centralized point of contact for customer service	Ames on the Go service requests resolved	875	1,593	1,800	2,000
		Average time to acknowledge requests (days)	0.5	0.3	0.2	0.2
		Average time to resolve requests (days)	1.7	2.6	1.3	1.5

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

- The FY 2022/23 Adjusted budget reflects a decrease in the Shared Support Staff line due to the one vacant administrative services principal clerk position.

In-Progress Activities

- Staff provides consultation on economic development prospects and major development as it relates to transportation and utility networks. Within FY 2022/23, Staff is working on development at the Ames Municipal Airport, CY Town, The Linc and other prospects.
- Work continues with Electric Services to explore new Waste to Energy Models
- Grant writing and administration is a focus area for Public Works Administration on various state and federal grants. Within 2023/23, Public Works Administration Staff is providing administration through Iowa DOT and EDA Audits for grant closure, progress reporting for open EDA grants and change orders, and CARES/ARPA Administration and Reimbursement.
- Public Outreach on transportation and utility projects is a priority for Public Works Administration Staff in order to promote citizen engagement.
- The Bicycle and Pedestrian Master Plan (Walk, Bike, Roll) and Wayfinding Plan will continue to progress with anticipated plan completion in Spring/Fall 2023.

Upcoming Activities

- Staff will be working on prospective development projects for the Prairie View Industrial area.
- Staff will be working through the Federal grant administration and audit process for the Prairie View Industrial development in FY 2023/24.

Public Works Engineering

Description:

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

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

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	1,285,702	1,287,869	1,296,585	1,360,281	5.6%
Internal Services	112,782	143,036	147,595	151,254	5.8%
Contractual	68,228	115,793	129,597	98,868	-14.6%
Commodities	37,917	20,050	37,150	23,150	15.5%
Capital	-	-	23,200	-	
Other Expenditures	491	-	-	-	
Expenditure Subtotal	1,505,120	1,566,748	1,634,127	1,633,553	4.3%
<i>Less: Expenditures allocated to Utilities Program and CIP:</i>					
CIP Projects	(1,324,050)	(1,394,406)	(1,454,373)	(1,453,862)	4.3%
Water Distribution System	(41,653)	(51,703)	(53,926)	(53,907)	4.3%
Sanitary Sewer System	(53,999)	(60,320)	(62,914)	(62,892)	4.3%
Stormwater System	(28,184)	(25,851)	(26,963)	(26,954)	4.3%
Total Allocation	(1,447,886)	(1,532,280)	(1,598,176)	(1,597,615)	4.3%
Total Transportation Program Expenditures	57,234	34,468	35,951	35,938	4.3%
Funding Sources:					
General Fund	37,008	28,000	28,000	28,000	0.0%
Road Use Tax	20,226	6,468	7,951	7,938	22.7%
Total Funding Sources	57,234	34,468	35,951	35,938	4.3%
 <i>Authorized FTEs</i>	 9.80	 9.80	 9.80	 9.80	

Public Works Engineering

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Plan, design, and implement public infrastructure projects	CIP projects inspected/administered	21	27	32	30
		Plans and specifications finalized for CIP projects	19	14	20	20
		Projects bid under engineer's estimate	68%	50%	70%	75%
		Projects bid over 10% of engineer's estimate	16%	14%	15%	10%
		Projects completed within 10% of original bid	75%	92%	90%	95%
		Projects completed on time	85%	92%	95%	95%
		Development public infrastructure projects inspected	29	19	20	30
		Construction site erosion and sediment control inspections (CIP projects)	225	199	200	200
		As-built records completed	95%	60%	100%	100%

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

- Additional funding has been included in the budget to utilize motor-pool vehicles and training for IDOT certifications. Iowa State University engineering students continue to be hired as Public Works Coops and Engineering Interns. Primary responsibilities during their employment include construction inspection of public infrastructure, surveying, and ROW permit review/close-out.
- Additional funding is included in FY 2022/23 and FY 2023/24 for equipment related to the Monumentation Modernization project update surveys to time-based global positioning.

In-Progress Activities

- A staff focus in the coming years will be on completing the American Rescue Plan Act projects and project carryovers.
- Public Works Engineering staff review site development plans and subdivision plats, to ensure public infrastructure including water mains, sanitary sewer, storm sewer, and public streets are designed and built to City standards and specifications.
- Right-of-Way permits are reviewed and approved for work within the rights-of-way by contractors, including private utility companies. One of the Civil Engineer II's reviews applications to ensure traffic control and restoration plans are consistent with City standards. An Engineering Intern inspects restoration so permits can be closed out once pavement replacement and/or vegetation is appropriately completed.
- Capital Improvement Plan projects including water distribution, sanitary sewer system, storm water, and pavement improvements continue to be designed or managed by Public Works Engineering staff.

Upcoming Activities

- A Benchmark and Monumentation Modernization project will be completed by Public Works Engineering staff, led by one of the Civil Design Technicians who is a Professional Land Surveyor.

Public Works GIS

Description:

The Geographic Information System (GIS) group works within the Public Works Engineering Division. The work group is tasked with providing geospatial information systems and services to all City departments. This includes providing GIS infrastructure, databases, software, web applications, mobile applications, and technical expertise to support the business needs of City Departments.

The GIS is used extensively to manage City assets, perform inspections and maintenance, analyze policies/services and plan for future growth with geospatial models that provide data to decisionmakers. The power of the system is its ability to integrate departmental data, external data, real-time sensors to provide advanced visualizations and analysis. (i.e., SCADA, Automated Vehicle Location (AVL) feeds)

GIS also plays a key role in the City's emergency response operations including providing services for disaster response, maintaining information for the e911 Computer Aided Dispatch (CAD) System, and performing analysis on emergency response coverage.

	2021/22	2022/23	2022/23	2023/24	% Change
Expenditures by Category:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	412,378	427,951	329,019	432,258	1.0%
Internal Services	25,148	25,965	26,765	37,780	45.5%
Contractual	101,582	108,769	104,652	106,350	-2.2%
Commodities	689	1,000	1,000	6,000	500.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Expenditure Subtotal	539,797	563,685	461,436	582,388	3.3%
<i>Less: Expenditures allocated to Utilities Program and CIP:</i>					
Departmental Charges	(57,235)	(57,235)	(57,235)	(57,235)	0.0%
Water Distribution System	(105,324)	(111,419)	(88,924)	(115,534)	3.7%
Sanitary Sewer System	(105,324)	(111,419)	(88,924)	(115,534)	3.7%
Stormwater System	(62,237)	(65,839)	(52,546)	(68,270)	3.7%
Electric Services	(47,874)	(50,645)	(40,420)	(52,515)	3.7%
Total Allocation	(377,994)	(396,557)	(328,049)	(409,088)	3.2%
Total Transportation Program Expenditures	161,803	167,128	133,387	173,300	3.7%
Funding Sources:					
City Assessor	3,815	3,815	3,815	3,815	0.0%
Road Use Tax	157,988	163,313	129,572	169,485	3.8%
Total Funding Sources	161,803	167,128	133,387	173,300	3.7%
<i>Authorized FTEs</i>	3.05	3.05	3.05	3.05	

Public Works GIS

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide Geospatial tools, data, and technical expertise to support internal and external customers.	Total GIS Users Supported	236	286	330	337
		Utility Data Requests	131	113	120	140
		Contractors registered for online utility information access	166	201	230	260
		Field/Mobile GIS Users Supported	73	79	99	110
		Web Mapping Applications Supported	44	46	120	135

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

- The Annual EagleView Aerial Imagery License costs are shared with the City Assessor's office through 2023 (\$12,000).
- ESRI license fees for the organization are now reflected in the GIS Budget and allocated throughout the organization based on number of licenses (\$66,500).
- The GIS Coordinator position is currently vacant and is anticipated to be filled in late FY 2022/23.

In-Progress Activities

- Recent technology and software updates allow staff to continually improve on existing processes and workflows, examples of these projects include hydrant flushing, hydrant dipping, snowplow tracking, sanitary sewer maintenance, online hydrant meter applications, online burn permit applications, automated sidewalk repair notifications and street maintenance tracking.
- As the City of Ames GIS platform continues to grow it is imperative to make sure the system is working efficiently. Staff continually tests and upgrades hardware and software, cleans data to get rid of redundant information, tracks/fixes system bottlenecks and improves maps, web services, queries, and scripts to increase efficiency.
- GIS staff and interns are working to complete a Global Positioning Survey (GPS) of the storm sewer network to create an accurate inventory that will be used for operational and maintenance tasks. Additionally, the inventory will be a critical information source for modeling to determine capacity and future growth.
- GIS and Administration staff redeveloped a PW Construction and Outreach Tool. This tool allows staff to better convey current and upcoming construction activity and progress.
- The Public Utility Hub site allows staff and outside users (consultants, plumbers, students, etc.) to access our GIS utility information. This new system allows users to report data errors, once an issue is submitted, an email is sent to staff to rectify the problem. It will allow staff to have better control of who accesses the information.

Upcoming Activities

- In March 2026, ESRI will end support of ArcGIS Desktop. This software is used to edit the City's water, storm, and sanitary sewer datasets. After this date, any issues encountered editing the datasets will not be supported. The solution is to convert the current datasets to the new Utility Network.
- City Initiative and Citizen Engagement Tools will continue to be developed and implemented. These tools will help departments engage the public and promote City initiatives. The tools are built upon the existing GIS framework and provide tools for user registration, controlled access, event scheduling, and status reporting.

Traffic Engineering

Description:

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

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

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Traffic Engineering	278,679	282,443	287,930	300,531	6.4%
Transportation Planning	146,830	174,617	174,672	179,711	2.9%
Total Expenditures	425,509	457,060	462,602	480,242	5.1%

<i>Expenditures by Category:</i>					
Personal Services	293,716	308,214	307,315	324,390	5.3%
Internal Services	35,137	32,320	32,316	32,311	0.0%
Contractual	94,906	113,926	119,771	120,341	5.6%
Commodities	1,750	2,600	3,200	3,200	23.1%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Expenditure Subtotal	425,509	457,060	462,602	480,242	5.1%

Less: Expenditures reflected directly in another activity or CIP project	(96,000)	(100,000)	(100,000)	(100,000)	0.0%
Total Expenditures	329,509	357,060	362,602	380,242	6.5%

<i>Funding Sources:</i>					
MPO Reimbursement	131,562	143,774	144,118	143,769	0.0%
Road Use Tax Fund	197,947	213,286	218,484	236,473	10.9%
Total Funding Sources	329,509	357,060	362,602	380,242	6.5%

<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	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	\$1,180,00	\$1,935,300	\$2,489,900	\$2,955,580
		Crash rate per million VMT (5-year average)	384.2 (420.1)	426.7 (416.8)	417.5 (416.8)	419.2 (419.0)
		Bike/pedestrian crash rate per million VMT (5-year average)	12.6 (10.7)	10.5 (11.1)	7.5 (10.0)	6.6 (9.1)
		Mean travel time to work in minutes (5-year average)	17.5 (17.9)	17.5 (17.8)	17.5 (17.6)	17.4 (17.6)
		% mode share of non-vehicle trips (5-year average)	23.1% (22.2%)	23.5% (22.6%)	23.9% (22.9%)	24.0% (23.0%)
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)	\$2,611,500	\$1,545,000	\$1,468,800	\$1,872,500
		Miles of bike/ped infrastructure	78.3	82.3	83.5	85.0
		City Council Referrals & Studies	45	25	55	50
		DRC Cases Reviewed	53	44	53	50

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

- The FY 2022/23 and FY 2023/24 budgets include \$5,000 in contractual expenditures for the preparation and submittal of Iowa Clean Air Attainment Program (ICAAP) grant applications for the Intelligent Traffic System project. The City of Ames has previously received three ICAAP grants for the ITS Project.

In-Progress Activities

- The Bicycle and Pedestrian Master Plan (Walk Bike Roll) and Wayfinding Plan is underway and anticipated to be complete by the Summer or Fall of 2023.

Upcoming Activities

- The Bicycle and Pedestrian Master Plan and Wayfinding Plan recommendations will guide the development of CIP programs and the design and implementation of the Wayfinding System.

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.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Traffic Signal Maintenance	705,918	547,229	698,082	696,410	27.3%
Traffic Sign Maintenance	308,287	357,727	359,293	384,913	7.6%
Pavement Markings	189,365	241,479	242,909	254,613	5.4%
Outside Traffic Control	48,180	20,076	24,256	24,256	20.8%
Total Expenditures	1,251,750	1,166,511	1,324,540	1,360,192	16.6%

<i>Expenditures by Category:</i>					
Personal Services	785,676	709,337	832,829	869,844	22.6%
Internal Services	160,110	176,740	189,329	190,266	7.7%
Contractual	77,360	139,534	135,482	120,182	-13.9%
Commodities	156,741	140,900	146,900	154,900	9.9%
Capital	71,863	-	20,000	25,000	
Other Expenditures	-	-	-	-	
Total Expenditures	1,251,750	1,166,511	1,324,540	1,360,192	16.6%

<i>Funding Sources:</i>					
General Fund	48,180	20,076	24,256	24,256	20.8%
Road Use Tax Fund	1,203,570	1,146,435	1,300,284	1,335,936	16.5%
Total Funding Sources	1,251,750	1,166,511	1,324,540	1,360,192	16.6%

<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	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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 consistent with community goals and national standards Enhance roadway markings on pavement with an emphasis on bike lane, detection, and shared use markings	Signalized intersections	74	76	78	78
		Average service calls per signalized intersection (year)	4.0	5.0	4.75	4.5
		City signs	10,900	10,922	11,079	11,200
		Signs installed (new & replacement)	480	500	798	500
		Signs serviced	2,420	2,500	2,500	2,500
		Average sign repairs/week	47	48	48	48
		Lane miles painted	78	84	90	92
		Crosswalks painted	760	770	790	800
		Gallons of traffic paint used	2,720	2,970	3,200	3,500
		Pounds of reflective beads used	14,000	14,250	15,100	15,500

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

- In the FY 2022/23 and FY 2023/24 budgets, personal services includes an increase for the recruitment of workers to complete painting activities. FY 2022/23 and FY 2023/24 also includes an increase in painting supplies.
- The FY 2022/23 budget includes \$25,000 for the US Highway 30 Light Tower entry way feature repairs, including grounding work.
- FY 2023/24 Requested Budget includes \$24,256 to provide traffic control for upcoming community events.
- Commodity expenses reflect an increase in paint and supply costs, as well as furniture for the Traffic Operations conference area.

In-Progress Activities

- Staff is working on event planning in preparation for the summer and fall of 2023. Funds have been included to replace and replenish barricades and cones in the Special Event Trailer.

Upcoming Activities

- Staff will be planning for the US Highway 30 Light Tower entry way feature maintenance and grounding work.
- The Traffic conference room will be updated in preparation for the completion of the Intelligent Traffic System Phases 1 & 2.

Streetlight System

Description:

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

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	-	-	-	-	
Internal Services	-	-	-	-	
Contractual	877,633	900,000	900,000	900,000	0.0%
Commodities	-	-	-	-	
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	877,633	900,000	900,000	900,000	0.0%

<i>Funding Sources:</i>					
General Fund	877,633	900,000	900,000	900,000	0.0%
Total Funding Sources	877,633	900,000	900,000	900,000	0.0%

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

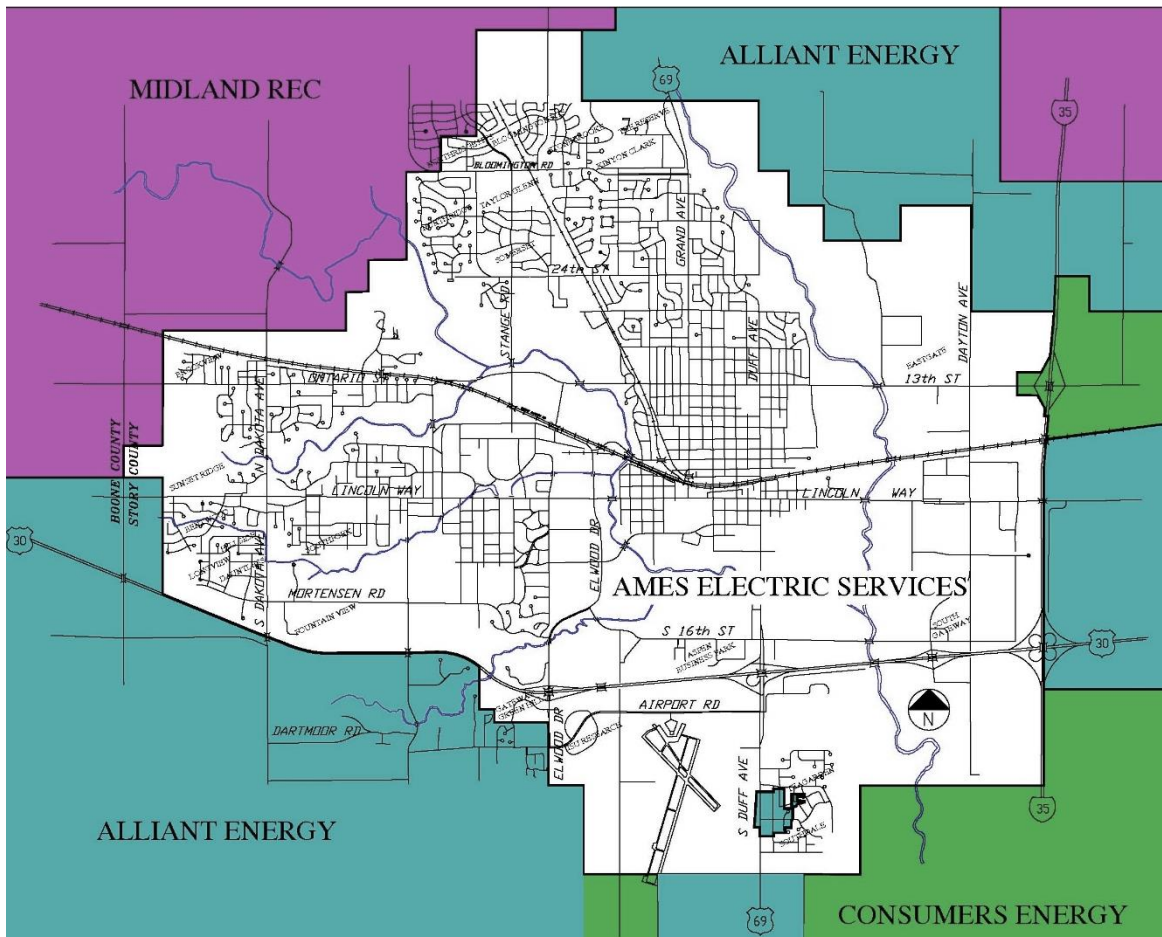
City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide streetlights for public safety at the most efficient cost	City-owned streetlights	8,112	8,099	8,125	8,175
		Streetlights converted to LED	49%	65%	71%	75%

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

- The number of streetlights converted to LED in FY 2022/23 was within expectations.
- The cost for LED streetlights continues to drop.
- Staff has seen some extended delivery dates on materials, but existing inventory should meet expected installations

In-Progress Activities

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



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.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	1,182,095	1,296,412	1,292,037	1,354,260	4.5%
Internal Services	560,915	593,171	601,706	601,125	1.3%
Contractual	80,863	132,285	197,681	152,200	15.1%
Commodities	374,317	380,750	393,750	403,750	6.0%
Capital	5,199	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	2,203,389	2,402,618	2,485,174	2,511,335	4.5%

<i>Funding Sources:</i>					
General Fund	19,084	-	-	-	
Road Use Tax Fund	2,184,305	2,402,618	2,485,174	2,511,335	4.5%
Total Funding Sources	2,203,389	2,402,618	2,485,174	2,511,335	4.5%

<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	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	520	523	524	524
		Cost per lane mile street maintenance	\$3,778	\$4,213	\$4,743	\$4,793
		% of citizens rating major street surfaces as good or very good	85%	82%	85%	85%
		% of citizens rating neighborhood streets as good or very good	81%	80%	81%	81%
		Miles of off-street bike paths maintained	40.3	41.8	42.5	43
		% of citizens rating bike path maintenance as good or very good	88%	89%	90%	90%
		Sidewalk repair letters issued	52	106	100	100
		Ames on the Go issues reported	184	431	400	400
		Average days to resolve Ames on the Go issues	1.8	2.0	1.8	1.8

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

- Crushing of recycled concrete (\$60,000) has been carried over in FY 2022/23 from FY 2021/22 due to contractor scheduling.
- Fuel prices are expected to be higher leading to an estimated increase of \$9,000 in FY 2022/23 and \$18,000 in FY 2023/24.
- An increased cost (\$4,000) of Downtown and Campustown trash collection is reflected in FY 2022/23.
- Commodity prices for concrete, asphalt, and reinforcing steel have continued to increase resulting in higher repair costs. Budget increases of \$10,000 in FY 2022/23 and \$20,000 in FY 2023/24 reflect these rising costs.
- Biennial bridge inspections are planned to occur in the Spring of 2024 at a cost of \$15,000, which is reflected in FY 2023/24 contractual expenditures.

In-Progress Activities

- Staff continue to investigate complaints and notify property owners of sidewalks that are noncompliant with Americans with Disability Act requirements. Staff notified over 100 property owners in FY 2021/22 which was an increase of 200% from the previous year.
- Staff continue to provide maintenance on concrete and asphalt shared use paths in conjunction with contractor staff funded through CIP projects.
- The number of Ames on the Go requests more than doubled for the Streets Work Group in FY 2021/22 and is expected to remain high. Responsiveness to these requests continues to be a priority and is reflected in the average days to resolve the issue.

Upcoming Activities

- Staff continue to prioritize concrete and asphalt patching across the City to ensure streets are in a good state of repair for the traveling public.

Street Surface Cleaning

Description:

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

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

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	127,505	189,419	188,456	197,585	4.3%
Internal Services	149,804	128,466	131,292	136,236	6.1%
Contractual	37,647	40,000	45,000	50,000	25.0%
Commodities	543	400	400	400	0.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	315,499	358,285	365,148	384,221	7.2%

<i>Funding Sources:</i>					
Road Use Tax Fund	315,499	358,285	365,148	384,221	7.2%
Total Funding Sources	315,499	358,285	365,148	384,221	7.2%

<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	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	1,464	1,094	1,450	1,450
		Miles of residential streets cleaned	5,034	4,615	5,000	5,000
		Miles of Business District streets cleaned	366	275	360	360
		% of street miles cleaned by City crews	76%	66%	75%	75%
		% of citizens rating Business District street cleaning as <u>good or very good</u>	95%	93%	95%	95%
		% of citizens rating neighborhood street cleaning as <u>good or very good</u>	85%	84%	85%	85%
		Ames on the Go issues reported	50	98	75	75
		Days to resolve Ames on the Go issues	0.8	1.2	0.8	0.8

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

- Rates for contracted street sweeping have increased by \$5000 in FY 2022/23 and an additional \$5,000 in FY 2023/24.

In-Progress Activities

- The number of miles swept was down in FY 2021/22 as the City's street sweeper experienced periods of downtime for unexpected maintenance. It is anticipated that the number of miles swept will return to normal levels in FY 2022/23.

Upcoming Activities

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

Snow and Ice Control

Description:

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

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

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	595,626	580,440	578,220	604,249	4.1%
Internal Services	526,897	436,515	447,091	463,663	6.2%
Contractual	139,426	205,250	207,297	210,365	2.5%
Commodities	208,115	239,100	242,850	250,600	4.8%
Capital	60,441	-	3,181	-	
Other Expenditures	-	-	-	-	
Total Expenditures	1,530,505	1,461,305	1,478,639	1,528,877	4.6%

<i>Funding Sources:</i>					
Road Use Tax Fund	1,530,505	1,461,305	1,478,639	1,528,877	4.6%
Total Funding Sources	1,530,505	1,461,305	1,478,639	1,528,877	4.6%

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

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	54.5	27.0	36.0	36.0
		Lane miles of streets maintained	520	523	524	525
		Snow/ice control operations	19	14	20	20
		Cost of snow/ice removal per inch of accumulation per lane mile of street	\$47.48	\$108.39	\$78.44	\$80.90
		Gallons of salt brine used	5,400	14,900	30,000	30,000
		Tons of sodium chloride applied	2,736	1,297	2,500	2,500
		Gallons of calcium chloride applied	5,300	400	2,000	2,000
		Citizens' rating snow plowing on major city streets as good or very good	88%	85%	87%	90%
		Citizens' rating snow plowing in neighborhoods as good or very good	70%	70%	70%	70%
		Citizens' rating ice control at intersections as good or very good	77%	72%	76%	80%
		Ames on the Go issues reported	272	181	250	250
		Average Days to Close Ames on the Go issues	1.1	1.1	1.1	1.1
		Sidewalk snow notices	349	103	300	300

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

- Public Works' larger snowplow trucks continue to utilize B100 biodiesel, however some regular diesel fuel is still utilized by the trucks and other equipment. Prices are expected to be higher than last winter leading to an estimated additional \$12,000 budgeted in FY 2022/23 and \$20,000 in FY 2023/24.
- Leases for the motor grader and loaders continue to experience cost increases including an estimated additional \$10,000 in FY 2023/24.
- An increase of \$2.50 per ton is anticipated in road salt in FY 2023/24 resulting in a budget increase of approximately \$7,000.

In-Progress Activities

- A salt storage hoop building was erected in early 2022 to store salt and will be utilized for the first time in the winter of 2022/23. This upgraded facility will now be able to store more than one season worth of estimated salt usage. This additional salt storage capacity will reduce reliance on just-in-time deliveries and hedge against future price increases.
- Staff will continue to proactively work with residents to keep sidewalks clear after snow events.

Upcoming Activities

- A proposed CIP project in FY 2023/24 to upgrade the pumps and storage tanks for liquid deicing chemicals will allow staff the ability to blend and refine liquid deicing chemicals to make the most efficient use of deicers in the varying winter conditions.
- In FY 2022/23 and FY 2023/24 City crews will utilize twenty-five units (pickups, trucks, road graders, skid loaders, backhoes, etc.) for snow and ice control activities. In addition, \$115,465 is budgeted for contractors that utilize eight tractors with plows and four skid loaders/pickups to supplement City crews in snow and ice control activities.

Right-of-Way Maintenance

Description:

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

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

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures by Activity:					
Turf Maintenance	266,386	289,005	284,278	335,507	16.1%
Tree Maintenance	337,382	431,591	408,369	450,952	4.5%
ROW Snow Removal	41,644	55,718	57,205	57,261	2.8%
EAB Program	86,858	129,449	234,293	119,719	-7.5%
Total Expenditures	732,270	905,763	984,145	963,439	6.4%

Expenditures by Category:					
Personal Services	313,662	444,608	405,002	480,042	8.0%
Internal Services	160,459	167,734	168,628	187,252	11.6%
Contractual	228,432	245,921	363,015	246,995	0.4%
Commodities	29,717	47,500	47,500	49,150	3.5%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	732,270	905,763	984,145	963,439	6.4%

Funding Sources:					
Road Use Tax Fund	732,270	905,763	984,145	963,439	6.4%
Total Funding Sources	732,270	905,763	984,145	963,439	6.4%

<i>Authorized FTEs</i>	3.74	4.02	4.02	4.30
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Right-of-Way Maintenance

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21	2021/22	2022/23	2023/24
			Actual	Actual	Adjusted	Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide attractive rights-of-way along the city's roadways	Acres of right-of-way maintained	782	784	784	784
		Acres of right-of-way mowed	118	120	120	120
		Days between ROW mowing (goal is every 7 to 10 days)	8	8	8	8
		Trees planted	289	213	191	200
		Trees removed under EAB program	68	35	45	45
		Trees planted under EAB program	68	35	45	45
		Citizens rating appearance of medians and parkways as good/very good	91%	92%	93%	93%

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

- The cost to remove, dispose, and replace ash trees is becoming more costly.
- Approximately \$116,000 was carried over from FY 2021/22 for the EAB Program.

In-Progress Activities

- In the Fall of FY 2022/23, 141 trees were planted in the right of way, 45 were planted by a contractor and the other 96 were planted by staff and volunteers.
- A new forester was hired in August and is getting acclimated to the role. This position oversees the care and maintenance of all public trees within the City and was instrumental in securing a \$9,000 grant that was used for tree planting this past fall.
- Staff is expecting to plant approximately 50 more trees in the spring of FY 2022/23 as part of the Ames Foundation Tree Planting.

Upcoming Activities

- In the spring of FY 2022/23, approximately 45 ash trees will be removed and approximately 300 ash trees will be treated in accordance with the Emerald Ash Borer Response Plan.
- The FY 2023/24 budget includes \$9,500 to purchase a mower bagging system for collecting leaf debris and a trailer to transport spraying equipment.

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.

Expenditures by Activity:	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
Administration/Support	2,258,802	2,424,824	2,467,512	2,573,338	6.1%
Fixed Route Service	9,081,286	10,308,808	11,685,930	12,116,062	17.5%
Dial-a-Ride Service	243,104	184,774	259,774	260,283	40.9%
Transit Operations	11,583,192	12,918,406	14,413,216	14,949,683	15.7%

<i>Authorized FTEs</i>	85.50	85.50	87.50	88.25
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Transit System

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	8,476,143	9,458,924	10,163,610	10,612,941	12.2%
Internal Services	620,221	693,072	675,896	733,968	5.9%
Contractual	834,155	1,046,760	1,228,760	1,176,999	12.4%
Commodities	1,652,429	1,719,050	2,344,350	2,425,175	41.1%
Capital	-	-	-	-	
Other Expenditures	244	600	600	600	0.0%
Total Expenditures	11,583,192	12,918,406	14,413,216	14,949,683	15.7%

<i>Funding Sources:</i>					
Transit Fund	11,583,192	12,918,406	14,413,216	14,949,683	15.7%
Total Funding Sources	11,583,192	12,918,406	14,413,216	14,949,683	15.7%



Transit Administration and Support

Description:

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

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Transit Administration	1,289,440	1,412,244	1,398,149	1,457,615	3.2%
Transit Safety/Training	561,534	550,684	588,570	614,755	11.6%
Transit Promotion	3,296	8,400	8,400	8,400	0.0%
Transit Building/Grounds	404,532	453,496	472,093	492,568	8.6%
Total Expenditures	2,258,802	2,424,824	2,467,212	2,573,338	6.1%

<i>Expenditures by Category:</i>					
Personal Services	1,475,285	1,520,274	1,558,460	1,633,120	7.4%
Internal Services	398,371	450,090	427,292	455,019	1.1%
Contractual	291,506	367,860	394,860	398,099	8.2%
Commodities	93,640	86,600	86,900	87,100	0.6%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	2,258,802	2,424,824	2,467,512	2,573,338	6.1%

<i>Funding Sources:</i>					
Transit Fund	2,258,802	2,424,824	2,467,512	2,573,338	6.1%
Total Funding Sources	2,258,802	2,424,824	2,467,512	2,573,338	6.1%

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

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	4,577,482	1,862,274	3,500,000	4,500,000
		Passenger trips per capita	68.9	27.9	56.5	65.5
		Passenger trips per revenue hour	37.3	14.9	25.3	35.2
		Operating expenses per passenger	\$1.82	\$4.43	\$3.63	\$1.93
		Average fleet age in years	11.8	11.8	12.5	13.6
		% of citizens rating CyRide service as good or very good	93.9%	94.4%	90.0%	90.0%

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

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

In-Progress Activities

- CyRide is adding demand-response management software to improve customer service on existing flexible services and support expansion to areas in the community that are not currently well served by existing fixed route buses.
- CyRide will replace three 40' diesel buses with battery electric buses in FY 2023. A one-time transfer of CyRide's annual Section 5307 funds will be used to support this purchase.
- CyRide was awarded enhanced Mobility of Seniors & Individuals with Disabilities funding for two low-floor cutaways (minibuses). These low-floor vehicles will allow stepless boarding for all passengers and a quicker and more dependable wheelchair loading experience for passengers needing the ramp. These vehicles will also help keep our fleet in a state of good repair as required by the Federal Transit Administration.
- CyRide received funding through both discretionary and formula grants for seven new 40' buses. These vehicles have cleaner emissions and will cost less to operate.
- CyRide received an Iowa DOT Public Transit Infrastructure Grant (PTIG) to replace obsolete heating, ventilation, and air conditioning (HVAC) equipment in the maintenance body repair bay, paint booth, and tire repair area.

Upcoming Activities

- CyRide worked with the State congressional delegation to change legislation to allow third-party CDL testing by public transit agencies. This new legislation will enable CyRide to partner with the Iowa Department of Transportation (IDOT) to become a third-party CDL tester for the State of Iowa. This change will help CyRide retain applicants looking for jobs and decrease the training time for new CyRide drivers.
- The role of technology will continue to be critical this next budget year. CyRide plans to increase the amount of data collected by leveraging existing and emerging technologies to improve system efficiency and the riding experience for passengers.
- CyRide was awarded nearly \$3.2 million in federal funding from the Federal Transit Administration Bus and Bus Facilities Competitive Grant Program to purchase three battery electric buses and two articulated buses.
- CyRide will continue to submit state and federal discretionary grant applications to support operations, fleet, and facility needs, as the Transit Board directs.

Fixed Route Service

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	56,433	74,896	75,000	75,000
		Miles per preventable accident	43,422	50,664	35,000	32,000
		Average drivers employed per month	120.6	112.8	130.0	130.0
		Passengers transferring buses	18,655	27,275	30,000	30,000
		Major mechanical failures	42	51	45	42
		Miles per shop road call	35,823	30,603	32,000	35,000

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

- The diesel fuel market has experienced extreme volatility over the past year. The fuel budget has been increased to reflect current and projected fuel prices more accurately and accommodate these fluctuations.
- Workforce challenges have made it difficult for CyRide to attract and retain an adequate number of part-time employees. These unprecedented challenges have impacted service delivery and ridership recovery. It is unknown if this hiring situation is temporary or reflective of a structural change in the labor force, and it may impact how CyRide will need to recruit drivers in the future.
- CyRide maintenance personnel determined the useful life of engines on newer 40' heavy-duty buses is between 250,000 and 300,000 miles. After this point, an engine needs to be rebuilt or replaced. The parts budget has been increased to accommodate the long-term impacts associated with this cost.

In-Progress Activities

- CyRide has extended the temporary part-time hiring wage incentive to help attract more part-time applicants.
- CyRide worked with the Union to increase on-call pay, shift premium, and part-time driver and lane worker wages for employees to help elevate CyRide from other area employers and generate more interest in difficult-to-fill positions.
- Administration staff has been driving buses to provide needed weekday service and ensure service continues to operate normally.
- Two additional full-time shifts were added with availability for nights and weekends. These employees are given dynamic work assignments each week and have proven to be valuable at mitigating the impact of open shifts during these times.
- Staff is working diligently to address the overall hiring and retention situation. CyRide is not alone in this challenge, with a recent industry survey indicating that 92% of transit agencies are struggling to hire new employees.

Upcoming Activities

- CyRide will be increasing the articulated bus fleet from eight buses to ten this next year, allowing the #23 Orange route to be run exclusively with 60' vehicles, thus increasing capacity on the route without increasing the need for additional drivers.
- CyRide will continue to look for discretionary grant opportunities to expand the battery electric bus Fleet.

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.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	9,678	9,564	9,564	10,022	4.8%
Internal Services		110	110	161	46.4%
Contractual	233,426	175,100	250,100	250,100	42.8%
Commodities	-	-	-	-	
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	243,104	184,774	259,774	260,283	40.9%

<i>Funding Sources:</i>					
Transit Fund	243,104	184,774	259,774	260,283	40.9%
Total Funding Sources	243,104	184,774	259,774	260,283	40.9%

<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	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	6,348	13,089	13,620	14,100
		Passengers per revenue hour	1.9	1.9	2.0	2.0
		Farebox revenue as percentage of program expenses	3.9%	6.6%	8.5%	9.0%
		Program cost per passenger	\$20.36	\$17.97	\$18.45	\$19.00
		# of rides before/after 10 min. pickup window	244	531	450	400
		Passengers per comment	6,348	13,089	13,620	14,100
		On-time performance	96.1%	95.3%	95.0%	95.0%

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

- Dial-A-Ride (DAR) service is essential to individuals needing specialized services, complements CyRide’s regular fixed route operations, and is required by federal law. The cost of DAR is extremely high compared to fixed routes due to the low number of passengers per hour that a small vehicle can accommodate. In 2021/22, DAR carried 1.9 passengers per hour versus 29.4 passengers per hour on fixed routes.
- CyRide contracts DAR services with the Heart of Iowa Regional Transit Agency (HIRTA) through June 2023. HIRTA increased its contract renewal rate for FY 2023 by 7.06% for weekday trips.
- CyRide and HIRTA have worked together to raise awareness and shift eligible users to DAR services, which has increased ridership and costs on DAR services. CyRide receives Section 5310 federal funding to help support DAR services.

In-Progress Activities

- HIRTA recently transitioned riders to a new online reservation and mobile app. They are working on transitioning their payment system as well. Work is ongoing to allow Dial-A-Ride passengers to independently schedule and manage their reservations through a smartphone app on this new system. Adopting these technologies will provide more opportunities to improve service delivery and decrease administrative costs.

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. CyRide and HIRTA are in the last year of a five-year contract, and CyRide will be rebidding this service next year.

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.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Parking Operations	217,054	334,735	238,792	236,412	-29.4%
Parking Lot Maintenance	2,528	5,000	5,000	5,000	0.0%
Total Expenditures	219,582	339,735	243,792	241,412	-28.9%

<i>Expenditures by Category:</i>					
Personal Services	127,796	254,563	133,900	139,122	-45.4%
Internal Services	37,108	18,822	20,020	20,436	8.6%
Contractual	30,992	37,000	48,022	39,504	6.8%
Commodities	23,686	29,350	41,850	42,350	44.3%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	219,582	339,735	243,792	241,412	-28.9%

<i>Funding Sources:</i>					
Parking Fund	219,582	339,735	243,792	241,412	-28.9%
Total Funding Sources	219,582	339,735	243,792	241,412	-28.9%

<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	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide safe, available, and well-maintained parking opportunities for the public	Parking stalls	2,929	2,929	2,956	2,966
		Parking stalls painted	2,929	2,929	2,970	2,966
		% Reserved parking stalls rented	96%	95%	95%	96%
		Electronic parking meters in use	942	942	942	952
		SmartCard parking meters in use	942	942	942	952
		% Meter system receiving preventative maintenance checks	100%	100%	100%	100%
		Parking meter operational complaints	140	150	175	140

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

- FY 2022/23 and FY 2023/24 have an increase to reflect rising costs of parts and supplies.

In-Progress Activities

- Staff is working to refurbish meter mechanisms with new domes and new rate plates.

Upcoming Activities

- Commodity expenditures of \$12,500 are included in FY 2022/23 and FY 2023/24 for beginning to convert existing meters to Smart Meters. Smart Meters will accept credit cards, coins, smart cards, and park mobile app payment methods. Additionally, the Smart Meter mechanisms will allow for data collection regarding the utilization of parking in Ames.



Parking Violation Collection

Description:

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

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	71,841	88,329	86,180	90,805	2.8%
Internal Services	24,710	25,510	25,464	23,763	-6.9%
Contractual	58,448	41,165	41,165	41,210	0.1%
Commodities	68	700	700	400	-42.9%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
<i>Total Expenditures</i>	155,067	155,704	153,509	156,178	0.3%

<i>Funding Sources:</i>					
Parking Fund	155,067	155,704	153,509	156,178	0.3%
Total Funding Sources	155,067	155,704	153,509	156,178	0.3%

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

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Accurately record parking ticket payments and maintain payment records	Parking violation payments processed	20,664	22,381	21,500	21,000
		Overpayments processed	58	43	50	50
		% of payments made by credit card	70.0%	73.62%	75%	77%
		Maintain an accuracy rate of no more than 1 misapplied payment per 1,000 processed	Yes	Yes	Yes	Yes
		Average cost per payment processed	\$7.35	\$6.93	\$7.15	\$7.42
		Reminder notices mailed	9,880	9,184	9,225	9,000
		% 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 2022/23 and 2023/24 Budgets

- With ISU's transition to park mobile only meters, the City may experience an increase in expenses for smart cards used at City meters. Given that ISU is no longer participating in this type of payment, the City will have to source the smart cards.

In-Progress Activities

- After switching vendors for collection services, outstanding tickets recovered have increased significantly. This includes a backlog from our previous vendor. The new vendor is averaging 650 payments collected per month compared to 150 per month from the previous vendor.
- The City started selling overnight downtown parking passes this year. These sales were launched through the same website used by customers to pay their parking tickets. Customer Service has served as the point of contact for these sales.

Upcoming Activities

- Customer Service will continue to provide options to best utilize the United Public Safety software system, including expanding the permit sales and tracking capabilities. Customer service will also continue to ensure our customers have multiple options available to them for payment and appeal of their ticket to allow for the best service.
- In the upcoming year staff will evaluate additional collection options that may be available to cities through a partnership with the Iowa Department of Transportation.

Parking Enforcement

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Promote compliance with parking regulations and address parking issues proactively	Illegal parking citations issued	16,355	16,316	16,516	16,500
		Overtime parking citations issued	8,543	10,805	10,290	10,500
		Total parking citations issued	24,898	27,121	26,807	27,000
		Cost per citation	\$22.46	\$26.49	\$27.17	\$27.22

Issues and Factors Affecting the FY 2021/22 and 2022/23 Budgets

- Community Safety Officer (CSO) turnover and training continue to be a challenge. The department hired two new CSO's in 2021 and two more in 2022. Training takes several months to accomplish.
- Parking behaviors and numbers returned to normal pre-covid levels which resulted in an increase in the number of tickets issued.
- Community engagement activities also returned to normal providing more opportunities for outreach such as National Night Out.
- The number of enhanced fine parking tickets on football games days have remained steady at approximately 200.
- There was a change in our vendor for collections in late 2021. This resulted in an increase in remittance of outstanding tickets. Current counts are approximately 24,000 unpaid tickets dating back to 2015.
- Central Business District lot signs were replaced after a code update.
- CSOs assisted with changes to parking regulations around Cyclone Welcome Weekend resulted in fewer violations and enhanced public safety.

In-Progress Activities

- A new Downtown Overnight Resident Permit (DROP) was implemented, creating revenue with each permit sold. The division will continue to promote these new permits.
- An emphasis on parking meter enforcement resulted in increased parking meter tickets from previous years.
- The Parking Division continues to review code updates to ensure proper signage.

Upcoming Activities

- The Parking Division and other affected departments will be evaluating the collection practices for parking tickets to aid in collecting parking fine revenue.
- The Parking Division will be participating in regular meetings with the Downtown Parking Committee.

Airport Operations

Description:

The Ames Municipal Airport is the second busiest non-controlled General Aviation airport in the state, with over 45,000 operations occurring annually. Approximately ninety-five aircraft can be housed in public and private hangars at the airport, and an additional fifty-four aircraft can be temporarily located in designated tie-down areas. A fixed base operator (FBO) is under contract to provide for daily airport operations. The FBO is responsible for routine summer and winter maintenance services at the airport. Major maintenance, such as repairs to infrastructure, is administered by the Public Works Department through outside contracts or using City staff.

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

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Airport Operations	167,397	171,610	184,488	169,921	-1.0%
Airport Farm	4,806	5,000	5,000	5,000	0.0%
Total Expenditures	172,203	176,610	189,488	174,921	-1.0%

<i>Expenditures by Category:</i>					
Personal Services	42,674	50,947	50,690	41,555	-18.4%
Internal Services	57,513	42,465	44,504	47,972	13.0%
Contractual	62,347	75,948	84,144	77,144	1.6%
Commodities	9,669	7,250	10,150	8,250	13.8%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	172,203	176,610	189,488	174,921	-1.0%

<i>Funding Sources:</i>					
General Fund Support	-	176,610	-	-	-100.0%
Airport Operations Fund	172,203	-	189,488	174,921	
Total Funding Sources	172,203	176,610	189,488	174,921	-1.0%

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

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide reliable aviation services to Ames and to the surrounding central Iowa region	General aviation operations	49,300	36,100	53,100	54,300
		Based single engine aircraft	59	51	59	59
		Based multi-engine aircraft	4	4	4	4
		Based jets	4	3	4	5
		Based gliders	5	5	5	5
		Based ultra-light aircraft	0	0	0	0
		Gallons of av. gas	56,800	49,900	57,100	61,700
		Gallons of jet fuel	189,000	130,800	208,300	210,000

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

- FY 2022/23 has an increase in expenses for the purchase of materials for various pavement failure repairs completed by City Operations crews.
- The Airport Fuel Farm has had several significant repairs completed as reflected in FY 2022/23 contractual expenses.

In-Progress Activities

- The removal of nuisance animals including deer, fox, and other burrowing animals continues to require mitigation services by the USDA. The CIP includes a fencing project to mitigate animal encroachment.

Upcoming Activities

- The Airport will see an increase in activity with the completion of a new corporate hangar in 2023.

Transportation CIP

Description:

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

<i>Activities:</i>	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
Street Improvements:					
Grand Avenue Extension	1,389,224	-	4,152,745	-	
ISU Research Park Phase IV	65,608	-	-	-	
South 16th Street Widening	-	-	-	325,000	
Campustown Public Improvements	2	-	-	1,200,000	
Cherry Street Extension	19,342	-	2,648,080	-	
Arterial Street Improvements	1,441,919	-	3,528,020	1,500,000	
Collector Street Improvements	950,955	-	2,824,946	1,275,000	
CyRide Route Improvements	507,632	2,911,000	2,911,000	-	
Downtown Street Improvements	12,661	250,000	481,094	-	
Asphalt Street Improvements	2,185,829	3,000,000	4,505,531	3,000,000	
Concrete Pavement Improvements	3,087,716	3,600,000	10,442,618	950,000	
Seal Coat Improvements	237,055	750,000	1,460,695	1,750,000	
Baker Subdivision	202,758	-	13,908	-	
Alley Improvements	-	400,000	400,000	400,000	
Other Street Improvement Projects	-	-	228,622	-	
Right-of-Way Restoration	85,084	325,000	1,346,237	325,000	
Total Street Improvements CIP	10,185,785	11,236,000	34,943,496	10,725,000	-4.5%
Shared Use Path System:					
Bike/Pedestrian Master Plan	-	-	175,000	-	
Skunk River Trail	262	-	1,040,138	-	
Shared Use Path Expansion	161,098	650,000	2,605,424	300,000	
Multi-Modal Improvements	377,318	130,000	309,665	450,000	
Shared Use Path Maintenance	287,472	125,000	324,226	250,000	
Shared Use Path Signage	40,767	-	222,456	-	
Total Shared Use Path System CIP	866,917	905,000	4,676,909	1,000,000	10.5%
Traffic Improvements:					
Metropolitan Transportation Plan	-	-	-	500,000	
Intelligent Transportation System	197,342	2,410,580	6,116,246	2,513,000	
Traffic Signal Program	558,169	305,000	790,759	561,000	
US 69 Improvements	709,200	-	-	-	
South Dayton Improvements	437,385	-	601,515	-	
Accessibility Enhancements	88,724	200,000	196,754	200,000	
Traffic Capacity Improvements	68,172	190,000	206,828	720,000	
Regional Transportation Counts	73,243	50,000	73,497	75,000	
Developer Traffic Studies	77,854	-	16,500	-	
Total Traffic Improvements CIP	2,210,089	3,155,580	8,002,099	4,569,000	44.8%

Transportation CIP

<i>Activities:</i>	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
Street Rehabilitation:					
Bridge Rehabilitation Program	-	760,000	1,255,000	300,000	
Pavement Restoration Program	62,244	250,000	543,305	250,000	
Main Street Paver Replacement	398,741	350,000	348,300	-	
US Highway 69 Improvements	-	-	-	575,000	
Main Street Improvements	9,640	-	50,960	-	
Right-of-Way Enhancements	-	30,000	25,880	30,000	
Neighborhood Curb Program	(1,883)	300,000	958,283	-	
Salt Storage Facility Improvements	-	-	-	115,000	
<i>Total Street Rehabilitation CIP</i>	468,742	1,690,000	3,181,728	1,270,000	-24.9%
Transit System:					
Vehicle Replacement	3,362,556	4,199,477	12,159,593	8,067,143	
Facility Improvements	551,316	554,435	635,941	890,000	
Technology Improvements	620,581	240,319	669,864	70,000	
Bus Stop Improvements	-	-	25,000	60,000	
Shop/Office Equipment	108,046	64,400	90,618	114,400	
<i>Total Transit System CIP</i>	4,642,499	5,058,631	13,581,016	9,201,543	81.9%
Airport:					
Airport Improvements	661,546	1,120,000	999,948	4,180,000	
<i>Total Airport CIP</i>	661,546	1,120,000	999,948	4,180,000	273.2%
Total Transportation CIP	19,035,578	23,165,211	65,385,196	30,945,543	33.6%



CULTURE & RECREATION



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Culture and Recreation Summary

Description:

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

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

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Parks & Recreation	4,736,967	4,779,207	5,069,945	5,251,743	9.9%
Library Services	4,825,899	5,322,080	5,257,320	5,607,939	5.4%
Art Services	271,189	262,470	372,221	275,458	5.0%
Cemetery	281,816	216,802	228,760	243,686	12.4%
Total Operations	10,115,871	10,580,559	10,928,246	11,378,826	7.5%
Culture and Recreation CIP	1,157,686	18,474,676	13,299,672	7,993,155	-56.7%
Total Expenditures	11,273,557	29,055,235	24,227,918	19,371,981	-33.3%

<i>Authorized FTEs</i>	60.01	60.73	61.23	62.95
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Culture and Recreation Summary

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	6,241,906	6,943,788	6,790,615	7,451,023	7.3%
Internal Services	855,502	724,738	739,757	787,207	8.6%
Contractual	1,549,738	1,481,118	1,592,319	1,530,510	3.3%
Commodities	1,170,167	1,186,730	1,449,412	1,283,878	8.2%
Capital	30,023	26,965	107,923	95,500	254.2%
Other Expenditures	268,535	217,220	248,220	230,708	6.2%
Total Operations	10,115,871	10,580,559	10,928,246	11,378,826	7.5%
Culture and Recreation CIP	1,157,686	18,474,676	13,299,672	7,993,155	-56.7%
Total Expenditures	11,273,557	29,055,235	24,227,918	19,371,981	-33.3%
Funding Sources:					
Program Revenue	1,841,521	1,718,533	1,833,671	1,956,151	13.8%
General Fund Support	6,931,731	7,425,973	7,288,013	7,744,760	4.3%
Local Option Sales Tax	280,970	295,080	374,081	308,929	4.7%
American Rescue Plan	-	-	50,000	-	-
Donations/Grants	271,309	313,783	567,645	461,379	47.0%
Furman Aquatic Center Trust	44,450	-	2,511	7,750	-
Ames/ISU Ice Arena	466,377	517,070	488,045	547,534	5.9%
Homewood Golf Course	278,981	310,120	323,530	352,323	13.6%
Stormwater Utility Fund	532	-	750	-	-
Total Operations Funding	10,115,871	10,580,559	10,928,246	11,378,826	7.5%
CIP Funding:					
G.O. Bond Funds	335,380	6,892,512	2,064,620	1,500,000	-78.2%
General Fund	80,557	-	2,618,071	-	-
Local Option Sales Tax	473,069	1,005,500	2,353,500	942,628	-6.3%
Hotel/Motel Tax	42,218	-	675	-	-
American Rescue Plan	-	450,497	450,497	-	-100.0%
Park Development Fund	107,725	-	1,002,936	-	-
Geitel Winakor Donation	-	1,294,500	-	1,950,000	50.6%
Indoor Aquatic Ctr Donations	-	7,751,667	2,733,647	3,475,527	-55.2%
Council Priorities Fund	-	1,000,000	1,739,579	-	-100.0%
Ice Arena Capital Reserve	-	75,000	108,266	50,000	-33.3%
Homewood Golf Course	-	-	-	75,000	-
Furman Aquatic Center Trust	49,285	-	-	-	-
P & R Donations/Grants	69,452	5,000	227,881	-	-100.0%
Total CIP Funding	1,157,686	18,474,676	13,299,672	7,993,155	-56.7%
Total Funding Sources	11,273,557	29,055,235	24,227,918	19,371,981	-33.3%

Parks and Recreation

Description:

This activity provides a wide array of recreational opportunities to the community. The recreational preferences of many segments of the populace are provided for through both City-sponsored activities and activities sponsored in conjunction with other community groups. Many of these recreational activities are either partially or wholly self-supporting through user fees.

Several categories of recreational opportunities are provided to the community. The Recreational Programs include instructional activities designed to teach new skills, athletic activities which offer organized sporting competition, wellness programs for the overall health, education and welfare of citizens, social programs, and Community Center/Auditorium activities. The Aquatics Activity provides swimming opportunities at three City pools. The Homewood Golf Course Activity provides a highly used 9-hole golf course for citizens. The Ames/ISU Ice Arena provides an assortment of ice rink activities.

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

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Administration	377,799	400,414	433,037	420,640	5.1%
Instructional Programs	203,979	217,590	217,977	234,284	7.7%
Athletic Programs	130,163	182,267	161,937	175,241	-3.9%
Aquatics Programs	948,114	767,795	902,544	932,676	21.5%
Community Center/Auditorium	385,783	404,989	418,528	430,043	6.2%
Wellness Programs	290,759	308,922	322,532	313,387	1.5%
Homewood Golf Course	278,981	310,120	323,530	352,323	13.6%
Ames/ISU Ice Arena	466,377	517,070	538,045	547,534	5.9%
Park Maintenance	1,655,012	1,670,040	1,751,815	1,845,615	10.5%
Total Expenditures	4,736,967	4,779,207	5,069,945	5,251,743	9.9%

<i>Authorized FTEs</i>	21.77	22.41	22.41	23.05
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Parks and Recreation

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	2,839,644	3,129,896	3,124,741	3,422,415	9.4%
Internal Services	610,915	522,908	533,851	582,729	11.4%
Contractual	917,813	813,037	870,347	875,289	7.7%
Commodities	359,925	306,901	499,455	371,310	21.0%
Capital	8,670	6,465	41,551	-	-100.0%
Other Expenditures	-	-	-	-	
Total Expenditures	4,736,967	4,779,207	5,069,945	5,251,743	9.9%

<i>Funding Sources:</i>					
Program Revenue	1,440,765	1,310,733	1,391,808	1,538,351	17.4%
Local Option Sales Tax	26,172	32,610	32,610	33,471	2.6%
Aquatic Center Trust Fund	44,450	-	2,511	7,750	
Homewood Golf Course	278,981	310,120	323,530	352,323	13.6%
Ames/ISU Ice Arena	466,377	517,070	538,045	547,534	5.9%
Donations/Grants	30,951	22,500	150,681	21,500	-4.4%
Total Revenues	2,287,696	2,193,033	2,439,185	2,500,929	14.0%
General Fund Support	2,449,271	2,586,174	2,630,760	2,750,814	6.4%
Total Funding Sources	4,736,967	4,779,207	5,069,945	5,251,743	9.9%

Parks and Recreation Administration

Description:

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

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

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
Expenditures by Category:					Adopted
Personal Services	271,293	293,061	290,719	306,847	4.7%
Internal Services	36,626	35,997	38,767	38,820	7.8%
Contractual	67,257	67,406	73,506	73,473	9.0%
Commodities	2,623	3,950	30,045	1,500	-62.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	377,799	400,414	433,037	420,640	5.1%
Funding Sources:					
Miscellaneous Revenue	2,500	4,000	2,500	2,500	-37.5%
Total Revenues	2,500	4,000	2,500	2,500	-37.5%
General Fund Support	375,257	393,914	401,942	416,640	5.8%
P&R Donations/Grants Fund	42	2,500	28,595	1,500	-40.0%
Total Funding Sources	377,799	400,414	433,037	420,640	5.1%
 <i>Authorized FTEs</i>	 1.85	 1.85	 1.85	 1.85	

Parks and Recreation Administration

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	38	38	40	40
		# of acres of City parks	1,215	1,215	1,266	1,266
		# of recreation programs	177	184	191	198
		# of recreation program registrations	12,614	9,941	10,200	10,500
		Maintain a tax subsidy level for Parks and Recreation activities at less than 60%	57%	52%	52%	53%
		Maintain at least 95% user satisfaction rating with Parks and Recreation services	96%	96%	97%	97%
		Dollar value of CIP Projects	\$2,599,754	\$5,570,139	\$20,074,307	7,863,027
A fun, vibrant community that attracts and retains people		Complete 100% of authorized CIP projects within authorized fiscal year	46%	22%	80%	100%

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

- Grant awards for the department have totaled \$xx,xxx in FY 2022/23 thus far and more will be applied for in the upcoming months.
- A Maintenance Worker position added for FY 2023/24 has a budget impact of \$99,274. The FTE's and expense will be reflected in the Homewood Golf Course and Park Maintenance activities in Parks and Recreation. A portion of this position is also allocated to the Cemetery and to Right-of-Way maintenance in the Transportation Program. This position will assist with current maintenance activities as well as the new amenities that will be added to the Community like the Daley Park Splash Pad, Carr Park Agility Course, and Downtown Plaza.

In-Progress Activities

- Construction on the Steve L. Schainker Plaza continues with the water features planned to be open in summer 2023 with the ice ribbon opening in November 2023.
- Design has begun for the Fitch Family Indoor Aquatic Center with bid documents scheduled to ready in November 2023. Construction is slated to begin in April 2024 with the Center opening in October 2025.
- The Department is in the process of converting from two printed Program and Facilities Guides to four digital guides. As part of this process, staff is exploring the opportunity for digital advertising to offset some of the costs associated with producing these guides.

Upcoming Activities

- Staff is working with the property owners of 5658 Ontario Street to purchase approximately 50 acres for the purpose of developing a future Community Park.

Instructional Programs

Description:

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

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

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	151,167	168,555	160,720	172,316	2.2%
Internal Services	8,894	9,308	9,596	9,454	1.6%
Contractual	32,112	29,912	35,436	38,149	27.5%
Commodities	11,806	9,815	12,225	14,365	46.4%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	203,979	217,590	217,977	234,284	7.7%

<i>Funding Sources:</i>					
Program Revenue	154,583	119,106	140,463	145,279	22.0%
Miscellaneous Revenue	2,900	2,000	3,200	5,200	160.0%
Total Revenues	157,483	121,106	143,663	150,479	24.3%
General Fund Support	46,496	96,484	74,314	83,805	-13.1%
Total Funding Sources	203,979	217,590	217,977	234,284	7.7%

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

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide quality instructional programs for youth and adults	# of programs	61	62	64	67
		# of new programs offered	2	1	2	3
		# of program registrations	1,416	2,486	2,524	2,600
		% of programs instructor/ participant ratios adhered to	100%	100%	100%	100%
		Instructional Programs operational subsidy	34%	23%	34%	36%
		Total cost per registration	\$99.97	\$82.05	\$86.36	\$90.11
		Subsidy per registration	\$33.85	\$32.84	\$29.44	\$32.23
		# of youth sport sponsors	-	5	5	6
		Youth sport sponsor revenue	-	\$1,250	\$1,250	\$1,500
		A fun, vibrant community that attracts and retains people				

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

- Access to Ames Community School District facilities has been limited to Kate Mitchell Elementary School. This has resulted in increased use of the Community Center for programs and has limited scheduling opportunities for youth basketball and youth volleyball.
- Summer Camp enrollment in FY 2022/23 has increased to its highest total since FY 2015/16 with 361 registrations.
- Dance and gymnastics enrollment continues to grow, resulting in the need for additional, experienced staff to accommodate interest.
- Tennis Lessons have their highest registration numbers to date with 371 total participations.
- Staff continue to seek sponsorship for Miracle League in order to keep the cost per participant down.

In-Progress Activities

- Staff has reintroduced program surveys to gain feedback on how to continually improve and grow programs.
- Staff are working with Mid-Iowa Lacrosse Organization to partner in offering additional lacrosse clinics.
- Staff are also developing a new Youth Kickball League to be introduced in late spring 2023.

Upcoming Activities

- Staff have restarted conversations with Rounded Minds and Sylvan Learning Center to partner on upcoming programs.
- Staff continues to explore opportunities with Special Olympics, Can Play, and Adaptive Sports Iowa to offer diverse, adaptive programming opportunities.
- Staff are discussing how to market instructional programs to new individuals and introduce new programs of interest.

Athletic Programs

Description:

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

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

	2021/22	2022/23	2022/23	2023/24	% Change From
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	Adopted
Personal Services	113,453	164,047	144,558	155,331	-5.3%
Internal Services	481	375	719	1,375	266.7%
Contractual	8,454	9,070	7,691	9,170	1.1%
Commodities	7,775	8,775	8,969	9,365	6.7%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	130,163	182,267	161,937	175,241	-3.9%
Funding Sources:					
Program Revenue	103,001	118,164	109,360	114,380	-3.2%
Concessions	-	-	-	-	
Total Revenues	103,001	118,164	109,360	114,380	-3.2%
General Fund Support	27,162	64,103	52,577	60,861	-5.1%
Total Funding Sources	130,163	182,267	161,937	175,241	-3.9%
<i>Authorized FTEs</i>	1.05	1.05	1.05	1.05	

Athletic Programs

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide quality athletic programs for youth and adults	Programs	11	11	12	13
		Teams	207	259	272	274
		Program participants	2,282	2,495	2,619	2,698
		Direct program costs covered by fees	100%	100%	100%	100%
A fun, vibrant community that attracts and retains people		Athletic Programs tax subsidy	21%	27%	33%	35%
		Total cost per participant	\$51.84	\$52.17	\$61.83	\$64.95
		Subsidy per participant	\$9.79	\$11.91	\$20.08	\$22.56

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

- Access to Ames Community School District facilities has been limited to Kate Mitchell Elementary School. This led to decreased facility availability for programs, such as Adult Basketball.
- Men’s Basketball, Adult Softball, Indoor Volleyball, and Adult Soccer are experiencing a slower return to pre-pandemic numbers with small decreases in team participation or remaining the same. Thus, resulting in less participant revenue.

In-Progress Activities

- Staff are exploring options and gauging interest from the Ames Pickleball Club and customers for an indoor pickleball league.
- Staff have also begun conversations with outside organizations to discuss partnership opportunities to offer more inclusive programs.
- Program surveys and have been reintroduced, as well as conversations with participants to get feedback on how to improve programs.
- A Disc Golf Tournament will be introduced in the spring of 2023.

Upcoming Activities

- Staff are discussing how to market athletic programs to new individuals and introduce new programs of interest.

Aquatics

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	28,143	85,627	78,346	79,853
		Subsidy per Aquatic Center visit	\$1.44	\$1.99	\$2.38	\$2.43
		# of visits to Brookside Wading Pool	610	1,345	1,200	n/a
		Subsidy per Brookside Wading Pool visit	\$7.84	\$5.48	\$6.39	n/a
		% of Aquatics program funded by tax support	23%	27%	25%	16%
		# of swim lesson registrations	918	1,000	1,741	2,280
		# of private swim lessons	155	427	533	700

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

- Operations during the 2022 summer season of Furman Aquatic Center were limited due to staffing shortages. As a result, incentives to recruit and retain aquatic staff were implemented in FY 2021/2022. These incentives included increasing temporary staff wages for lifeguards, swim lesson instructors, shift leaders, and water slide attendants and offering free certification classes to employees. Temporary employee wages were increased by approximately 16%, \$69,000. These incentives are planned to continue and reflected in FY 2022/23 and 2023/24.
- Indoor Pool expenses and revenues decreased to zero in FY 2021/22 as Municipal Pool permanently closed at the end of February 2022. The closure of Municipal Pool resulted in a limited indoor pool space for the department to offer certification classes and indoor swim lessons.
- Replacement of minor equipment such as deck chairs, lazy river tubes, and Wibit modules have been accounted for in Furman Aquatic Center Trust fund for FY 2022/23 and 2023/24.
- Significant increases are seen in Risk Insurance and the cost of chemicals in FY 2023/24.

In-Progress Activities

- In order to offer indoor aquatic programs during the school year, the Department began renting hours at Iowa State University Forker Pool. Swim lessons began in October 2022. Lap swim sessions were also offered but did not meet minimum enrollment requirements. Swim lessons are scheduled to continue through April 2023.
- Staff are also offering additional Red Cross certification courses such as Babysitter's Training and First Aid, CPR, and AED, on weekends and non-school days.

Upcoming Activities

- Staff is exploring additional special event programming at Furman Aquatic Center for both FY 2022/23 and 2023/24.
- While swim lesson programming has successfully started at the Forker Pool during the school year, efforts will continue to explore options for additional programming (i.e., lap swimming). While group swim lessons are the primary focus of the swim lesson program, staff are working to increase private swim lesson options to supplement the group lesson program.
- The Fitch Family Indoor Aquatic Center is anticipated to be open in the fall of 2025.

Community Center, Auditorium, and Bandshell

Description:

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

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

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Gymnasium	202,522	222,430	231,746	235,921	6.1%
Auditorium	152,460	145,146	149,272	153,008	5.4%
Bandshell Programming	3,869	4,803	4,215	7,643	59.1%
Municipal Band	26,932	32,610	33,295	33,471	2.6%
Total Expenditures	385,783	404,989	418,528	430,043	6.2%

<i>Expenditures by Category:</i>					
Personal Services	261,948	289,126	286,238	303,024	4.8%
Internal Services	22,863	26,011	24,324	28,091	8.0%
Contractual	91,122	85,077	93,650	94,153	10.7%
Commodities	8,376	4,775	5,460	4,775	0.0%
Capital	1,474	-	8,856	-	
Other Expenditures	-	-	-	-	
Total Expenditures	385,783	404,989	418,528	430,043	6.2%

<i>Funding Sources:</i>					
Gymnasium	39,810	36,000	34,000	38,000	5.6%
Auditorium	136,650	99,386	115,264	120,964	21.7%
Bandshell	7,419	7,500	5,500	14,000	86.7%
Miscellaneous	79	600	200	200	-66.7%
Total Revenues	183,958	143,486	154,964	173,164	20.7%

<i>General Fund Support:</i>					
Gymnasium	162,633	185,830	197,546	197,721	6.4%
Auditorium	15,810	45,760	34,008	32,044	-30.0%
Bandshell Programming	(3,550)	(2,697)	(1,285)	(6,357)	135.7%
Total General Fund Support	174,893	228,893	230,269	223,408	-2.4%

Local Option/Municipal Band	26,172	32,610	32,610	33,471	2.6%
Donations/Municipal Band	760	-	685	-	
Total Funding Sources	385,783	404,989	418,528	430,043	6.2%

Authorized FTEs	2.00	2.00	2.00	2.00	
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Community Center, Auditorium, and Bandshell

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide safe and clean facilities for community use in an efficient manner	Gymnasium drop-in visits	2,902	9,040	9,000	9,500
		Weight room drop-in visits	3,776	5,825	6,000	6,000
		Total Community Center visits	39,677	65,173	70,000	72,500
		Tax subsidy per CC user visit	\$4.10	\$2.50	\$2.82	\$2.72
		Community Center funded by tax support	87%	80%	85%	84%
		Auditorium events	76	138	125	135
		Auditorium visits	15,753	40,372	38,000	40,000
		Days/year Auditorium in use	120	177	170	180
		Hours/year Auditorium in use	756	1,331	1,200	1,300
		Tax subsidy per AUD user visit	\$1.00	\$0.39	\$0.89	\$0.80
		Auditorium funded by tax support	45%	10%	23%	21%
		Strengthen Downtown and Campustown	Provide Bandshell programming to promote Downtown Ames	Bandshell rentals	15	35

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

- Access to Ames Community School District facilities has been limited to Kate Mitchell Elementary School. This has resulted in increased use of the Community Center gymnasium for instructional and athletic programs and will result in decreased open gym times and drop-in visits in FY 2022/23 and may continue into FY 2023/2024.
- FY 2021/2022 saw an influx of Auditorium events as user groups were catching up on missed events from the pandemic. FY 2022/2023 and 2023/2024 bookings in the Auditorium remain strong, although there may be a slight decrease as the post-pandemic spike stabilizes.

In-Progress Activities

- The Auditorium will continue offering a winter concert series December-March.

Upcoming Activities

- Staff are working on developing educational workshops in technical and backstage operations with the goal of bringing more awareness of work behind the scenes of a production and generating staff for the Auditorium.

Wellness Programs

Description:

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

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

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

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Wellness Administration	194,787	214,484	216,290	218,436	1.8%
Fitness Classes	73,894	72,234	70,546	67,761	-6.2%
Personal Training	19,126	19,389	24,494	25,219	30.1%
Weight Room	2,952	2,815	11,202	1,971	-30.0%
Total Expenditures	290,759	308,922	322,532	313,387	1.5%

<i>Expenditures by Category:</i>					
Personal Services	241,620	259,607	259,271	269,154	3.7%
Internal Services	6,505	7,492	7,880	9,245	23.4%
Contractual	31,605	30,968	30,171	30,033	-3.0%
Commodities	3,833	4,390	16,345	4,955	12.9%
Capital	7,196	6,465	8,865	-	
Other Expenditures	-	-	-	-	
Total Expenditures	290,759	308,922	322,532	313,387	1.5%

<i>Funding Sources:</i>					
Fitness Classes	179,730	200,250	166,442	171,950	-14.1%
Personal Training	26,616	32,500	32,500	37,000	13.9%
Weight Room	14,748	15,600	15,450	15,450	-1.0%
Merchandise Sales	181	500	500	500	0.0%
Total Revenues	221,275	248,850	214,892	224,900	-9.6%
General Fund Support	69,484	60,072	105,961	88,487	47.3%
P&R Donations/Grants Fund	-	-	1,679	-	
Total Funding Sources	290,759	308,922	322,532	313,387	1.5%

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

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide quality wellness programming in an efficient manner	Group fitness classes offered weekly	49	53	53	54
		Wellness programs	63	73	70	71
		Wellness registrations	4,112	5,825	6,451	6,500
		Total cost per registration	\$34.43	\$49.92	\$49.99	\$48.21
		New programs created	3	7	7	7
	To operate Wellness at break even	ISU Forker Aqua Program revenues exceeding direct expenses	35%	50%	42%	36%
		Weight room visits per year	3,776	5,825	6,000	6,000
		Total Wellness Program tax subsidy	\$99,462	\$69,484	\$105,961	\$88,487

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

- An Upright Cycle for the weight room was purchased as a carryover from FY 2021/2022.
- In FY 2022/2023 a capital purchase of a Life Fitness Power Mill is planned for \$8,865.
- In FY 2023/2024 a Recumbent Bike is planned to be purchased for \$4,901.
- In 2022 it was discovered the Green Hills pool held a Therapy Exemption with the state, which did not permit the pool to be used for public classes. As a result, all aqua classes held at Green Hills were cancelled resulting in a \$29,000 loss in revenue. Additional Aqua Classes at Forker Pool to accommodate lost classes.
- The new cleaning contract that began in FY 2022/23 increased for Public Wellness a total of \$7,511.

In-Progress Activities

- Although most participants have begun to return to in-person classes post-pandemic, virtual classes have continued due to customer interest.
- The public/private partnerships with Iowa State University at Reiman Gardens and Forker Pool continue, allowing classes to be offered at the respective facilities.
- Seven new classes were offered this year, including Nutrition Simplified, Yoga Fusion, Cycle Core, Beginning Cycle, Cycle Strength, Power Body Blast and TRX for Beginners.

Upcoming Activities

- Staff continues to research current fitness and wellness trends to offer new and relevant class options and gain new customers.

Ames/ISU Ice Arena

Description:

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

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

Expenditures by Category:	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
Personal Services	217,610	279,803	253,006	291,696	4.3%
Internal Services	41,902	50,305	46,744	52,157	3.7%
Contractual	181,249	168,952	212,539	185,497	9.8%
Commodities	25,616	18,010	16,926	18,184	1.0%
Capital	-	-	8,830	-	
Other Expenditures	-	-	-	-	
Total Expenditures	466,377	517,070	538,045	547,534	5.9%

Funding Sources:					
Admissions	53,352	56,600	54,615	59,566	5.2%
Facility Rentals	425,233	394,099	350,281	367,154	-6.8%
Equipment Rental/Fees	18,644	26,650	19,650	21,450	-19.5%
Merchandise Sales	1,056	1,500	1,088	1,121	-25.3%
Concessions	27,929	30,400	18,400	18,400	-39.5%
Dasher Board Advertising	3,077	5,782	15,304	26,750	362.6%
Ice Arena Programming	-	-	6,215	6,605	
Interest Revenue	(1,030)	2,000	2,000	2,000	0.0%
Miscellaneous	2,675	3,000	-	-	-100.0%
Total Revenues	530,936	520,031	467,553	503,046	-3.3%

American Rescue Plan	-	-	50,000	-	
Ice Arena Fund Support	(64,559)	(2,961)	20,492	44,488	-1602.5%
Total Funding Sources	466,377	517,070	538,045	547,534	5.9%

<i>Authorized FTEs</i>	2.50	2.50	2.50	2.50
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Ames/ISU Ice Arena

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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)	1,063	1,421	1,195	1,210
		Non-prime-time ice hours rented (winter)	167	187	69	93
		Prime-time public session hours (winter)	339	251	275	255
		Winter public skate session user visits	3,501	4,265	4,300	4,500
		Utilized prime-time ice (winter)	40%	53%	44%	45%
		Ice hours rented (summer)	240	250	250	163
		Public session hours (summer)	191	200	238	128
		Summer public skate session user visits	256	1,230	1,323	871
		Ice utilized (summer)	28%	30%	32%	19%
		Maintain fund balance of at least 15% of operating expenses	32%	44%	38%	26%

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

- FY 2022/23 has been significantly affected by the suspension of Iowa State University Men's Hockey (ISU) and their low participation within the ISU Women's Hockey program. With the unknown return status of these programs, revenue has not been projected in FY 2023/24.
- Annual expenses have been incorporated to replace inventory of rental skates and helmets.

In-Progress Activities

- Main user groups have traditionally been the sole sellers of advertising at the facility. With a lack of sales and an opportunity to generate revenue through advertising, staff will begin to sell advertising at the facility in 2023.
- The staff is currently working on new programs and events to fill vacant ice times. Ames Minor Hockey Association, Ames Figure Skating Club, Learn to Skate, Adult Hockey, and Iowa State University Intramurals continue to rent ice times at the facility throughout the week and weekends.

Upcoming Activities

- The Ames/ISU Ice Arena will be releveling the sand base below the ice surface in late June to mid-August of 2023. This process is aimed to correct the inconsistencies in ice thickness and provide a more quality sheet of ice. In the future, the releveling of the sand will be programmed every 10 years. This will be an adjustment for users, as the facility is typically closed annually in May for maintenance.
- Staff are exploring new options for programming and events to offer during the May 2023 open times, along with communicating with user groups. In May 2024, staff will be bringing an Ice Bowling event to the facility.

Homewood Golf Course

Description:

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

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

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	158,170	180,485	185,303	204,561	13.3%
Internal Services	43,343	52,276	52,138	58,371	11.7%
Contractual	41,291	43,634	45,750	47,916	9.8%
Commodities	36,177	33,725	40,339	41,475	23.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	278,981	310,120	323,530	352,323	13.6%

<i>Funding Sources:</i>					
Fees/Season Passes	214,458	202,800	230,720	238,908	17.8%
Equipment Rental	61,897	45,000	70,929	73,057	62.4%
Clubhouse Rental	12,188	15,000	18,463	19,202	28.0%
Merchandise Sales	2,615	2,400	2,400	2,600	8.3%
Concessions	31,619	29,500	34,000	35,000	18.6%
Cell Tower Lease	24,769	21,000	21,000	21,000	0.0%
Interest Revenue	(5,192)	3,000	3,000	3,000	0.0%
Miscellaneous Revenue	3,191	-	-	-	
Total Program Revenues	345,545	318,700	380,512	392,767	23.2%

Homewood Fund Support	(66,564)	(8,580)	(56,982)	(40,444)	371.4%
Total Funding Sources	278,981	310,120	323,530	352,323	13.6%

<i>Authorized FTEs</i>	1.24	1.27	1.27	1.35
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Homewood Golf Course

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	Rounds of golf played	17,790	18,010	18,100	18,250
		Golf leagues/ tournaments	4	5	5	6
		User group meetings held	5	6	6	6
		Clubhouse Private Rental Hours	-	116	137	150
		Program Hours	146	153	165	170
		Respondents rating course conditions as “very good” or “good”	97%	96%	97%	97%
		Respondents rating courtesy of staff as “very good” or “good”	98%	98%	98%	99%
Maintain fund balance of at least 25% of operating expenses	95%	112%	115%	79%		

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

- Golf rounds have been increasing for the past several years. With the increase of rounds, revenue has increased in green fees, food and beverage, and cart rentals for FY 2022/23 and 2023/24.
- Most season pass fees will increase 3% and clubhouse rental fees 5% in FY 2022/23.
- FY 2022/23 budget includes increasing temporary staff wages 22% to help with retention of long-term staff and remain competitive with other businesses.
- Notable increases in the FY 2023/24 Internal Services budget are due to increased replacement costs and increased fuel costs.
- Card leagues continue to be offered at the facility during the golf offseason and has seen the Euchre league double in registrations from last year.

In-Progress Activities

- Although clubhouse rentals have increased, many community members are still unaware of the facility and its rental opportunities. Staff is working on hosting more activities at the facility, like Homewood for the Holidays, to increase awareness.
- Staff is planning to host two golf tournaments, with proceeds from one of them going to the Parks & Recreation Scholarship Fund.

Upcoming Activities

- Staff continues to research partnerships with different golf programs, as finding a golf lesson instructor has been unsuccessful the past two golf seasons.

Parks Maintenance

Description:

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

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

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Parks Administration	345,193	366,035	362,341	375,423	2.6%
Turf Maintenance	227,316	250,915	251,646	271,881	8.4%
Tree Maintenance	278,222	273,171	265,189	294,973	8.0%
EAB Program	16,520	13,937	12,000	10,000	-28.3%
Structural Maintenance	769,340	733,567	812,265	819,745	11.8%
Dog Park Operations	8,726	11,975	30,475	20,545	71.6%
Downtown Plaza Operations	-	-	-	31,725	
Mosquito Control	9,695	20,440	17,899	21,323	4.3%
Total Expenditures	1,655,012	1,670,040	1,751,815	1,845,615	10.5%

<i>Expenditures by Category:</i>					
Personal Services	833,336	964,333	915,305	1,061,771	10.1%
Internal Services	409,502	297,239	308,345	333,234	12.1%
Contractual	251,576	263,082	253,007	275,760	4.8%
Commodities	160,598	145,386	260,158	174,850	20.3%
Capital	-	-	15,000	-	
Other Expenditures	-	-	-	-	
Total Expenditures	1,655,012	1,670,040	1,751,815	1,845,615	10.5%

<i>Funding Sources:</i>					
Shelter/Facility Rentals	58,010	51,500	55,300	61,300	19.0%
Dog Park Fees	28,929	29,250	33,250	39,250	34.2%
Concessions	693	1,000	500	500	-50.0%
Miscellaneous	3,511	500	800	800	60.0%
Total Revenues	91,143	82,250	89,850	101,850	23.8%
General Fund Support	1,533,720	1,567,790	1,542,243	1,723,765	10.0%
P&R Donations/Grants Fund	30,149	20,000	119,722	20,000	0.0%
Total Funding Sources	1,655,012	1,670,040	1,751,815	1,845,615	10.5%

<i>Authorized FTEs</i>	8.38	8.99	8.99	9.60	
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Parks Maintenance

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated		
Provide quality programs in an efficient and fiscally responsible manner	Provide a quality park system and facilities for use by the entire community	City parks	38	38	40	40		
		Acres in City parks	1,215	1,215	1,266	1,266		
		Developed acres	291	291	292	292		
		Undeveloped acres	924	924	974	974		
		Park acres per 1,000 population (66K residents)	18.4	18.4	19.2	19.2		
		Cost to maintain parks per acre	\$1,356	\$1,362	\$1,384	\$1,457		
		Frequency of mowing (Goal: 7 to 10 days)	8 days	8 days	8 days	8 days		
		Trim free parks	18	18	21	24		
		Respondents rating as “very good” or “good”:						
		A fun, vibrant community that attracts and retains people		Park appearance	99%	99%	99%	99%
Wooded areas	96%			96%	96%	96%		
Playground equipment	98%			96%	98%	98%		
Park restrooms	89%			87%	90%	90%		
Hard surface trails	97%			97%	98%	98%		
Tennis courts	96%			95%	97%	97%		
Shelters	97%			94%	98%	98%		
Picnic areas	96%	95%	97%	97%				

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

- Fleet expenses which include fuel, maintenance costs, and replacement costs are increasing over 12%
- Commodities including turf chemicals, playground parts, and structural materials have all increased in price.
- Access Controls were installed to the entrance gate at the Dog Park, 605 Billy Sunday Road, became operational in January 2023. Dog Park expenditures were increased to cover the cost of administering access control. Dog Park fees were also increased to offset the increase in expenditures.

In-Progress Activities

- In May of 2022, a Maintenance Worker was hired to work in the parks from Wednesday through Sunday instead of the typical Monday through Friday schedule. The duties of this position include weekend sanitation rounds, Furman Aquatic Center Maintenance duties, weekend cemetery burials, and completing other projects and tasks. In the past, overtime pay would be paid to complete those weekend tasks, now the regular weekday rates apply.

Upcoming Activities

- Funds were reallocated in the Parks Emerald Ash Borer Program to plant trees to replace the ash trees removed in the parks.
- Staff is continuing to transition shelter lighting from fluorescent to LED. In FY 2023/24, the shelter at Christofferson and crabapple shelter in Emma McCarthy Lee Park will be changed.
- The FY 2023/24 budget includes adding an additional FTE for a new Maintenance Worker.

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 Library Strategic Plan identifies six priority areas of focus:

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

	2021/22	2022/23	2022/23	2023/24	% Change
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Administration	1,452,074	1,501,922	1,500,695	1,523,262	1.4%
Resource Services	1,164,694	1,254,069	1,275,565	1,277,582	1.9%
Youth Services	749,809	891,986	855,393	969,043	8.6%
Adult Services	545,759	656,942	641,214	808,380	23.1%
Customer Account Services	913,563	1,017,161	984,453	1,029,672	1.2%
Total Expenditures	4,825,899	5,322,080	5,257,320	5,607,939	5.4%

<i>Authorized FTEs</i>	37.00	37.00	37.50	38.50
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Library Services

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	3,269,206	3,685,832	3,537,506	3,889,906	5.5%
Internal Services	151,484	157,168	158,444	154,224	-1.9%
Contractual	564,223	609,051	612,394	584,691	-4.0%
Commodities	153,179	186,745	230,342	211,850	13.4%
Collection Materials	641,882	682,534	709,915	691,018	1.2%
Capital	7,353	-	7,719	75,000	
Other Expenditures	38,572	750	1,000	1,250	66.7%
Total Expenditures	4,825,899	5,322,080	5,257,320	5,607,939	5.4%

Funding Sources:					
Charges for Services	16,982	20,000	17,000	18,000	-10.0%
State of Iowa	49,036	50,000	50,000	50,000	0.0%
Story County	176,242	170,000	182,463	145,000	-14.7%
Library Friends Foundation	213,201	268,283	392,809	416,879	55.4%
Library Direct State Aid	17,996	16,000	17,000	17,500	9.4%
Library Donations/Grants	9,161	7,000	7,155	5,500	-21.4%
Total Revenues	482,618	531,283	666,427	652,879	22.9%

General Fund Support	4,343,281	4,790,797	4,590,893	4,955,060	3.4%
Total Funding Sources	4,825,899	5,322,080	5,257,320	5,607,939	5.4%



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

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	741,481	786,439	745,800	812,789	3.4%
Internal Services	133,940	140,805	140,356	136,977	-2.7%
Contractual	472,644	495,948	508,560	491,513	-0.9%
Commodities	59,028	78,730	98,260	81,983	4.1%
Capital	7,353	-	7,719	-	
Other Expenditures	37,628	-	-	-	
Total Expenditures	1,452,074	1,501,922	1,500,695	1,523,262	1.4%
Funding Sources:					
Library Friends Foundation	61,645	73,250	104,529	78,119	6.7%
Library Direct State Aid	7,353	-	7,719	-	
Library Donations/Grants	2,095	4,000	1,100	2,000	-50.0%
Total Revenues	71,093	77,250	113,348	80,119	3.7%
General Fund Support	1,380,981	1,424,672	1,387,347	1,443,143	1.3%
Total Funding Sources	1,452,074	1,501,922	1,500,695	1,523,262	1.4%
<i>Authorized FTEs</i>	6.75	6.75	6.75	6.75	

Library Administration

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
We value communication and engagement with the public.	Aligning with Strategic Plan priorities:	Library visits	134,4060	279,123	285,000	300,000
		Items available for circulation*	1,365,425	1,417,390	1,450,000	1,500,000
		Items circulated	854,397	1,043,230	1,100,000	1,150,000
		Visits per capita**	2.3	4.7	4.8	5.1
We value a diverse, equitable, and inclusive community.	Equity	Circulation per capita	14.5	17.7	18.7	19.5
	Inclusion	Community Partners	82	87	90	95
We value environmental sustainability.		Civic Engagement	Public computer & iPad sessions	6,186	20,562	21,000
	Meeting room uses		3	7,041	7,250	7,500
We value environmental sustainability.	Staff Development	People using meeting rooms	70	18,578	20,000	25,000
		Library volunteers	154	309	315	325
		Volunteer hours	1,819	10,976	12,000	12,500

* Physical and virtual materials

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

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

- Using the IT budget projection tool (Excel spreadsheet) to anticipate future costs has allowed us to right size our replacement technology budget.
- Maintenance and support contracts and utilities have increased in cost.

In-Progress Activities

- To support programming Library IT updated the auditorium projector equipment this summer and will be updating additional audio-visual controls. iPads for use in the Youth Services area will be updated and wireless access points throughout the building replaced to stay up to date with technology requirements.
- Collaborating with city and county partners continues to be a priority, be it hosting the City of Ames Community Conversations series focusing on mental health, serving as a voting location, or using the Civics Center webpage to highlight information on community resources, tax preparation, or opportunities for civic engagement.
- The Library continues to develop its robust cohort of volunteers utilizing a volunteer management tool and offering opportunities for engagement and learning through Lunch and Learn events and a volunteer appreciation event.
- Training has been a focus area and the Diversity Equity and Inclusion (DEI) team coordinated 2 all-staff trainings and is facilitating multiple small group conversations. Additionally, a Staff Development team, has been working to streamline onboarding and training process across departments.
- The front entry-door replacement was completed in December 2021 to improve accessibility and safety. The library has convened a staff led team to help identify building and service opportunities to enhance access and ensure a welcoming environment for community members of all abilities and backgrounds.

Upcoming Activities

- In the upcoming year the leadership team will continue to assess staffing and workflow needs and work with HR to develop recruitment and retention strategies to support a diverse workforce.
- There will be a focus to explore ways to enhance diverse partnerships and develop opportunities for community dialog and engagement.
- Collaboration with Library Friends Foundation to highlight needs and services to promote community support and giving will also remain a priority.

Library Resource Services

Description:

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

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

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	446,824	476,852	481,860	501,562	5.2%
Internal Services	3,654	2,949	3,299	3,475	17.8%
Contractual	38,661	45,054	44,271	44,747	-0.7%
Commodities	32,729	45,930	35,220	35,530	-22.6%
Collection Materials	641,882	682,534	709,915	691,018	1.2%
Capital	-	-	-	-	
Other Expenditures	944	750	1,000	1,250	66.7%
Total Expenditures	1,164,694	1,254,069	1,275,565	1,277,582	1.9%

<i>Funding Sources:</i>					
Library Friends Foundation	62,834	101,000	131,346	102,369	1.4%
Library Direct State Aid	6,250	11,500	3,906	10,000	-13.0%
Library Donations/Grants	6,141	3,000	3,500	3,500	16.7%
Total Revenues	75,225	115,500	138,752	115,869	0.3%

General Fund Support	1,089,469	1,138,569	1,136,813	1,161,713	2.0%
Total Funding Sources	1,164,694	1,254,069	1,275,565	1,277,582	1.9%

<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	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
We value communication and engagement with the public.	Aligning with Strategic Plan priorities:	Physical items available for circulation*	195,798	241,210	242,000	245,000
		Virtual items available for circulation	1,124,255	1,423,584	1,450,000	1,500,000
		Retrievals from Electronic Databases	178,976	220,597	225,000	230,000
We value a diverse, equitable, and inclusive community.	Equity	New items processed	22,683	21,685	22,000	22,500
	Inclusion	Collection items repaired	14,611	15,970	15,000	15,000
	Access	Social media followers	7,079	7,068	7,100	7,200
		Website and catalog views	3,280,521	3,907,965	4,100,000	4,250,000
		Email subscribers	N/A	1004**	1250	1500

* Excludes newspapers, magazines, and uncatalogued paperbacks

** Open rate is 43% - well above industry average

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

- Funding for electronic resources was increased and partial audio-visual collection funding was shifted to the electronic collection to further meet community interest and needs. Use of e-audio increased by 15% in FY22.

In-Progress Activities

- Resources Services team continues to support the Library’s strategic goal of Access by working collaboratively with other departments to enhance cataloging and labeling of materials to support customers in easily locating materials like youth kits and world language items.
- This workgroup facilitated the rollout of a new catalog interface that improved search functionality and provides additional opportunities to discover reading lists and book recommendations.
- The team collaborated with other workgroups to manage the back-end support for strategic projects such as the data sharing partnership with Ames Community School District Pre-K-12 library card initiative and data upload for a Diversity Audit of the library collection.
- To better reach new audiences, the community relations team has tried a range of new marketing techniques including stories on social media, panoramic virtual library tour with pop out highlights, television and magazine news ads, and ongoing newsletter content in collaboration with the International Students and Scholars Office.

Upcoming Activities

- In the upcoming year the Resource Services team will work with Customer Account Services on a new cardholder “email journey” to enhance awareness and engagement with library services. These are periodic emails to new patrons that highlight services and resources available. The team will also develop a plan for targeted marketing opportunities, both print and electronic, to reach niche users and underserved communities.

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.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Youth Services	726,510	852,453	816,582	934,043	9.6%
Books for Babies	3,793	4,500	4,875	5,000	11.1%
Project Smyles	18,581	35,033	31,381	30,000	-14.4%
H. Barnes Reading Academy	925	-	2,555	-	
Total Expenditures	749,809	891,986	855,393	969,043	8.6%

<i>Expenditures by Category:</i>					
Personal Services	674,424	810,699	751,345	793,061	-2.2%
Internal Services	4,922	4,961	5,261	4,945	-0.3%
Contractual	22,398	29,851	25,194	20,010	-33.0%
Commodities	48,065	46,475	73,593	76,027	63.6%
Capital	-	-	-	75,000	
Other Expenditures	-	-	-	-	
Total Expenditures	749,809	891,986	855,393	969,043	8.6%

<i>Funding Sources:</i>					
Library Friends Foundation	71,129	75,533	130,535	212,522	181.4%
Library Direct State Aid	3,793	4,500	4,875	5,000	
Library Donations/Grants	925	-	2,555	-	
Total Revenues	75,847	80,033	137,965	217,522	171.8%
General Fund Support	673,962	811,953	717,428	751,521	-7.4%
Total Funding Sources	749,809	891,986	855,393	969,043	8.6%

<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	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
We value communication and Engagement with the public.	Aligning with Strategic Plan priorities:	Youth/family programs	344	1,545	1,500	1,500
		Youth/family program attendance	5,923	30,716	32,500	35,000
		Teen programs	409	88	75	75
		Teen program attendance	4,364	1,225	1,250	1,275
We value a diverse, equitable, and inclusive community.	Equity	Physical youth collection items circulated	330,391	497,886	500,000	500,000
	Inclusion	Virtual items circulated	62,729	39,151	45,000	50,000
	Access	Circulation per capita (youth population)	49.77	68.00	69.00	70.0
	Staff Development	Books given away (prize books, summer meals, etc.)	2,385	4,152	4,500	4,750
		Participants in reading incentive programs	2,077	2,164	2,250	2,500

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

- Funding for intern wages and youth programming was moved to Ames Public Library Friends Foundation (APLFF) in order to partially cover the cost of FTE changes.
- APLFF funding (estimated at \$75,000) will be used to update the youth area play structure and interactive wall.
- APLFF funding will also be used to cover the cost of summer meals (\$18,000) and furniture in the youth area (\$10,000).

In-Progress Activities

- The Youth Services team utilizes a range of partnership and professional learning opportunities to expand programs and services.
- Youth Services staff received an Iowa STEM Council grant to provide science and robotics programs at the library and partner locations like the Boys and Girls Club and Ames Community Preschool Center.
- The Youth Services team supports student success through:
 - promotion of online resources like BrainFuse and BookFlix to support homework help and reading
 - partnerships with YWCA Girl's Power and CollegeBound programs,
 - partnerships with ISU Extension, Women in Science and Engineering, and Team Neutrino
 - reading tutoring programs, and book club and meetups for homeschool families.
- The Youth Service team is collaborating to host resource fairs with community organizations like Story County College Access Network to help middle schoolers prepare for college and careers after high school.
- In alignment with City Council goals, the library supports teen wellness through staff training opportunities like Mental Health First Aid and through partnerships on programs like LGBTQ+ Teen Mental Health session for both teens and their caregivers.

Upcoming Activities

- In the coming year the Youth Team will continue to work with community partners and donors to maintain access to critical summer meal service. They plan to expand deposit collections to offer additional access to library materials offsite at community partner locations. Additional areas of focus will be partnering with Iowa State Extension, and Ames Community School District's English Language Learning program.

Library Adult Services

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
We value communication and engagement with the public.	Aligning with Strategic Plan priorities:	Adult programs	202	375	380	390
		Adult program attendance	2,062	4,250	4,500	4,750
	Equity	Physical adult collection items circulated	182,650	327,915	340,000	350,000
Virtual collection items circulated		134,180	152,054	160,000	170,000	
We value a diverse, equitable, and inclusive community.	Inclusion	Quick Pick collection items circulated	6,620	5,754	6,000	6,500
		Access	Virtual readers advisory/reference engagements	5,011	5,552	5,800
	Wellness	Civic Engagement	Home delivery patrons served	528	693	694

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

- The Library conducted a staffing analysis and identified that managerial level staff were spending approximately half of their time serving the reference desks leaving them short on time to carry out other administrative responsibilities. To address this in the current FY23 Budget the library reallocated part-time hours from intern and Library Aide positions in order to change an Adult Services .5 FTE Library Assistant position to full-time status. This provides needed service desk coverage while allowing for a better balance for other staff and the department Manager to focus on additional responsibilities.
- The FY24 Library Budget includes an additional FTE Librarian position for the Adult Services workgroup. This position will offer direct public service including reference and programming with more in-depth work on collections and outreach. The new Librarian will also be part of the Person in Charge team, responsible for the opening, closing and safety of the building. This additional staffing allows the Adult Services Manager to have more time to attend to supervisory tasks, and building relationships with community partners.

In-Progress Activities

- The adult services workgroup has been actively increasing programming around Civic Engagement. Renewed partnerships with the League of Women Voters and support for community election forums has allowed the library to increase quality civics programming in the community. A panel discussion program with City and County board members aims to encourage participation in local government and *Skills for Bridging the Divide* programs offer tips on having respectful conversations for neighbors and family whose views may differ.
- The library has been activating the entryway and lobby spaces by exhibiting community art and history. Partnerships with the Octagon Center for the Arts and Ames History Museum have allowed for high-quality exhibits that provide for greater inclusion.
- The library continues its partnership with The Bridge Home and has added partnerships for in-reach services with Lutheran Services in Iowa and Iowa *WORKS* to connect the community with social services and job readiness resources. Partnership with The Bridge Home has led to multiple success stories of individuals finding housing through the safe environment this partnership provides.

Upcoming Activities

- The library will continue to explore innovative ways to actively involve community members in programming and events like our Repair Café and Dr. Martin Luther King Jr. Day of Service.
- The adult services workgroup will develop a Digital Media Lab to meet the continued technology access needs of the community. This will provide equipment for a “memory lab” that will allow older analog materials, like VHS and photos to be scanned and digitized. Design and editing software will also be included.
- The adult services workgroup will continue to explore ways to expand its reach through new deposit collections that provide access to library materials offsite at additional community partners locations and through ongoing promotion of resources to international student and their families.

Library Customer Account Services

Description:

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

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	894,893	989,450	951,001	1,002,679	1.3%
Internal Services	4,731	4,467	4,892	4,507	0.9%
Contractual	12,217	17,619	18,324	15,361	-12.8%
Commodities	1,722	5,625	10,236	7,125	26.7%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	913,563	1,017,161	984,453	1,029,672	1.2%

<i>Funding Sources:</i>					
Library Direct State Aid	600	-	500	2,500	
Total Revenues	600	-	500	2,500	
General Fund Support	912,963	1,017,161	983,953	1,027,172	1.0%
Total Funding Sources	913,563	1,017,161	984,453	1,029,672	1.2%

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

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
We value communication and engagement with the public.	Aligning with Strategic Plan priorities: Equity	Registered Library borrowers	42,757	44,927	46,000	52,500
		New borrowers added	7,680	5,102	5,250	5,500
		Bookmobile visitors	447	7,896	8,100	8,500
		Physical items circulated through Bookmobile	5,187	28,112	30,000	33,000
We value a diverse, equitable, and inclusive community.	Inclusion Access Staff Development	Holds processed	254,30	140,011	145,000	150,000
		Interlibrary loans to other libraries	2,039	2,662	2,250	2,500
		Interlibrary loan items borrowed for APL customers	1,210	1,968	2,000	2,100
		Physical items checked-in / re-shelved	560,740	706,509	700,000	700,000

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

- Library Aide funding was reduced to partially cover the cost of converting a half-time Adult Services Library Assistant position to full-time to better meet direct public service needs.

In-Progress Activities

- This year Customer Account Services (CAS) staff is focused on access, equity, and training.
- Staff has changed to a school year/summer model for Bookmobile scheduling which better allows for flexibility in responding to community outreach opportunities, like the regular visits this summer to the All Aboard for Kids camp focused on children on the autism spectrum.
- Staff continues in its successful partnership with the Ames Community School District through educator accounts for school staff and automatically providing library accounts for students as part of school registration. Staff communicates with the district to keep student and educator data up-to-date and engages with students using resources for the first time.
- In support of the library's access, equity and inclusion goals, staff has been updating and translating the library's welcome brochure and helping to develop content for a multilingual services page on the library website.
- A multilingual welcome banner was installed in the lobby space.
- The CAS Manager is working with a practicum student and a professor in Organizational Psychology from ISU to conduct an employee survey allowing the library to benchmark against national data as well as previous library surveys conducted in 2016 and 2019.
- Library Aides, generally responsible for shelving, are working on several inventory and collection shifting projects to improve community access.
- CAS staff works collaboratively with Adult Services on outreach in the community, including a series of successful outreach visits to campus during Library Card sign up month.

Upcoming Activities

- Staff is proactively reviewing communication methods to assist customers in successfully managing their accounts by exploring new text and email options.
- Staff is aligning Bookmobile collections and outreach opportunities with a goal to better reach members of the community that may be underserved.

Art Services

Description:

The Art Services activity supports art in the Ames community through the Public Art Program and through allocations to art agencies, and special art programs. Since 1991, the Public Art Commission (PAC) has administered the acquisition and maintenance of art installations on public properties. PAC maintains an active inventory of hundreds of works, including sculptures, paintings, photographs, collages, quilting, and glasswork.

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

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Public Art Program	35,767	46,000	125,001	46,000	0.0%
Small Art Grant Program	10,000	-	30,000	-	
Downtown Transformer Painting	5,859	-	-	-	
Storm Drain Painting Program	532	-	750	-	
Art Agency Funding	219,031	216,470	216,470	229,458	6.0%
Total Expenditures	271,189	262,470	372,221	275,458	5.0%

<i>Expenditures by Category:</i>					
Personal Services	1,429	-	-	-	
Internal Services	229	-	-	-	
Contractual	24,684	25,500	66,348	25,500	0.0%
Commodities	884	-	-	-	
Capital	14,000	20,500	58,653	20,500	0.0%
Other Expenditures	229,963	216,470	247,220	229,458	6.0%
Total Expenditures	271,189	262,470	372,221	275,458	5.0%

<i>Funding Sources:</i>					
General Fund	15,859	-	30,000	-	
Local Option Sales Tax	254,798	262,470	341,471	275,458	5.0%
Stormwater Utility Fund	532	-	750	-	
Total Funding Sources	271,189	262,470	372,221	275,458	5.0%

<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	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible Manner	Set goals and criteria for performing arts expenditures	COTA agencies receiving an annual grant	18	16	18	
		% increase of COTA funds over prior year's funding	8.9%	5%	12.1%	
		COTA agencies requesting a Spring or Fall Special Project Grant	7	8	7	
A fun, vibrant community that attracts and retains people	Expand public art awareness throughout the entire community	Requests for Neighborhood Art	18	12	15	
		Entries submitted in for the Ames Annual Outdoor Sculpture Exhibition	51	41	45	
		Art acquisitions	3	4	4	

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

- The Commission on the Arts (COTA) was allocated \$206,470 for agencies in FY 2022/23, with an additional \$10,000 available for spring and fall special project grants. This was a 12.1% increase over the prior fiscal year.
- The Public Art Commission (PAC) budget for FY 2023/24 is \$46,000, the same amount approved for FY 2022/23.

In-Progress Activities

- The Public Art Commission is exhibiting four decommissioned City fire hydrants, which have been creatively painted by local residents, at the Ames Dog Park. The hydrants will be on display for two years, and then proposals will be taken for new designs to be painted on them.
- Following a vehicle collision that catastrophically damaged a sculpture in the University Blvd./Airport Road/Oakwood Road roundabout, Public Art Commission is exploring a project to install a series of sculptures at all three roundabouts along University Boulevard. The ISU Research Park is partnering with PAC to assist in evaluating proposals and has committed \$5,000 to assist with the project.

Art Services

Public Arts Agencies Receiving City Local Option Recommendations from COTA (Commission on the Arts)

<i>Agency:</i>	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
ACTORS	19,576	20,000	20,000	-	
AIOFA	10,000	10,000	10,000	-	
Ames Chamber Artists	5,500	6,500	6,500	-	
Ames Children's Choirs	14,000	13,700	13,700	-	
Ames Choral Society	4,000	4,000	4,000	-	
Ames Community Arts Council	12,000	13,000	13,000	-	
Central Iowa Symphony	14,105	13,800	13,800	-	
Dancercenter Dancer Co Foundation	7,262	3,000	3,000	-	
Des Moines Area Opera Guild	1,105	1,190	1,190	-	
Friends of Ames Strings	4,648	4,800	4,800	-	
Good Company	1,825	1,880	1,880	-	
India Cultural Association	11,793	-	-	-	
KHOI Radio	5,265	7,600	7,600	-	
Kids Co'Motion	-	3,500	3,500	-	
Octagon Center for the Arts	49,496	50,000	50,000	-	
Senior Variety Show	-	4,500	4,500	-	
Story Theater Company	27,715	30,500	30,500	-	
Town & Gown Chamber Music	18,300	18,500	18,500	-	
Total Agency Allocations	206,590	206,470	206,470	-	
Spring/Fall Special Grants	12,441	10,000	10,000	-	
Total Allocations	219,031	216,470	216,470	229,458	6.0%

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Cemetery

Description:

The Cemetery activity provides interment services and maintains quiet, attractive grounds and facilities at the Ames Municipal Cemetery (53 acres) and Ontario Cemetery (4 acres). City staff coordinates funerals and interments, lot sales, monument installations, and all grounds maintenance at the cemeteries. This activity also provides maintenance to the "Billy Sunday Cemetery" located in southeast Ames near the Ames Animal Shelter and Ames Dog Park facilities.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	131,627	128,060	128,368	138,702	8.3%
Internal Services	92,874	44,662	47,462	50,254	12.5%
Contractual	43,018	33,530	43,230	45,030	34.3%
Commodities	14,297	10,550	9,700	9,700	-8.1%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	281,816	216,802	228,760	243,686	12.4%
Funding Sources:					
Charges for Services	221,282	162,300	185,600	198,000	22.0%
Interest Revenue	(62,786)	5,500	6,800	6,800	23.6%
Total Revenues	158,496	167,800	192,400	204,800	22.1%
General Fund Support	123,320	49,002	36,360	38,886	-20.6%
Total Funding Sources	281,816	216,802	228,760	243,686	12.4%
<i>Authorized FTEs</i>	1.24	1.32	1.32	1.40	

Cemetery

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	Regular interments	55	51	54	52
		Cremaains interments	64	71	57	59
		Infant interments	2	5	1	0
		Disinterments	0	2	0	0
		Cemetery lots sold	139	174	135	137
		Columbarium niches sold	0	20	8	12
		Markers/ monuments set	74	59	64	63
		Tax support (goal of 0%)	17%	44%	16%	16%

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

- Contract mowing costs have almost doubled since FY 2020/21. The costs in FY 2020/21 were approximately \$20,000 and in FY 2022/23 and FY 2023/24 costs will be approximately \$40,000. These increased costs have resulted in the significant increase in the Cemetery's Contractual budget.
- Funds were appropriated in FY 2021/22 for a new vehicle for the Cemetery, but the purchase has been delayed due to vehicle manufactures not taking orders. As a result, Motor Pool costs have been budgeted at a higher amount, causing an increase to the Cemetery's Internal Services budget.
- Cemetery fees were increased by 7% for FY 2022/23 and FY 2023/24.

In-Progress Activities

- Columbarium niche spaces were a popular interment option in FY 2021/22 and that trend is continuing into FY 2022/23.

Upcoming Activities

- Staff recently completed construction of a shelter pavilion and an area for future columbarium expansion. The pavilion will be used for Memorial Day ceremonies and services for columbarium interments.

Culture and Recreation CIP

Description:

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

Activities:	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
Parks & Recreation:					
Downtown Plaza	335,600	2,350,497	4,939,100	-	-100.0%
Indoor Aquatic Center	42,218	15,238,679	3,734,322	6,425,527	-57.8%
Ada Hayden Improvements	294,152	15,000	145,150	0	-100.0%
Furman Aquatic Center	111,303	225,000	308,904	-	-100.0%
Splash Pad	2,900	-	590,012	-	
Municipal Pool Improvements	2,215	-	-	-	
Ice Arena Improvements	-	75,000	108,266	50,000	-33.3%
Homewood Golf Course	6,959	57,500	87,530	75,000	30.4%
Park/Facility Improvements	17,275	313,000	1,081,494	1,010,600	222.9%
Playground/Park Equipment	92,763	100,000	547,759	231,900	131.9%
ADA Transition Plan Imps.	30,179	25,000	44,821	100,000	300.0%
Sunset Ridge Park Dev.	10,091	-	1,482	-	
Franklin Park Improvements	37,707	-	26,432	-	
Hira Park Development	94,078	-	12,131	-	
Soccer Pitch	-	-	150,000	-	
Ontario Park Development	-	-	1,146,474	-	
Total Parks and Rec. CIP	1,077,440	18,399,676	12,923,877	7,893,027	-57.1%
Library Services:					
Main Entrance Improvements	46,504	-	-	-	
Library Carpet Replacement	-	-	-	100,128	
Total Library Services CIP	46,504	-	-	100,128	
Art Services:					
Arts Capital Grants Program	4,725	-	195,275	-	
Total Art Services CIP	4,725	-	195,275	-	
Cemetery:					
Cemetery Improvements	-	75,000	92,037	-	
Columbarium Expansion	29,017	-	13,483	-	
Funeral Pavilion	-	-	75,000	-	
Total Cemetery CIP	29,017	75,000	180,520	-	-100.0%
Total Culture and Rec. CIP	1,157,686	18,474,676	13,299,672	7,993,155	-56.7%

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COMMUNITY DEVELOPMENT



Community Development Program

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Community Development Summary

Description:

The Community Development program provides services that provide direction to the development of the Ames Community, as well as services to increase the quality of life for Ames residents. These services include **Planning Services, Economic Development, and Sustainability. Housing Services** administers the City's Community Development Block Grant (CDBG) and HOME programs, as well as additional funding received through other federal or state programs. The Community Development program also includes **Human Services**, which provides funding to non-profit agencies in the community that provide direct assistance to Ames citizens. Activities related to **Disaster Relief** through FEMA or other state or federal programs are also included in this program when they occur. Capital improvements related to this program are included in the **Community Development CIP** activity

	2021/22	2022/23	2022/23	2023/24	% Change
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Planning Services	907,444	963,914	965,725	1,011,029	4.9%
Economic Development	2,753,610	2,483,267	2,975,763	2,387,948	-3.8%
Sustainability	116,394	34,000	254,468	136,361	301.1%
Housing Services	504,453	971,786	5,704,590	1,078,925	11.0%
Human Services	1,610,753	1,757,204	1,757,698	1,863,014	6.0%
FEMA/Disaster Relief	35,558	-	-	-	
Total Operations	5,928,212	6,210,171	11,658,244	6,477,277	4.3%
Community Enrichment CIP	61,000	150,000	269,001	175,000	16.7%
Total Expenditures	5,989,212	6,360,171	11,927,245	6,652,277	4.6%

Community Development Summary

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	1,016,172	1,051,170	1,255,950	1,245,310	18.5%
Internal Services	177,749	154,883	209,505	162,491	4.9%
Contractual	427,625	968,245	3,279,728	1,018,885	5.2%
Commodities	4,588	3,400	7,700	4,529	33.2%
Capital	214,961	-	583,932	-	
Other Expenditures	4,087,117	4,032,473	6,646,429	4,046,062	0.3%
Total Operations	5,928,212	6,210,171	11,983,244	6,477,277	4.3%
Community Enrichment CIP	61,000	150,000	269,001	175,000	16.7%
Total Expenditures	5,989,212	6,360,171	12,252,245	6,652,277	4.6%
Funding Sources:					
Program Revenue	24,176	23,000	37,000	23,000	0.0%
General Fund Support	1,043,041	1,020,469	1,045,796	1,097,746	7.6%
Local Option Sales Tax	1,610,753	1,757,204	1,757,698	1,863,014	6.0%
Hotel/Motel Tax	1,933,452	1,581,571	2,078,819	1,867,566	18.1%
Road Use Tax	28,032	28,032	28,032	28,031	0.0%
City-Wide Housing Fund	19,769	22,066	15,218	24,227	9.8%
CDBG Funds	372,010	599,177	1,272,623	649,187	8.4%
HOME Funds	27,503	350,543	2,393,030	405,511	15.7%
CDBG/IEDA CARES Act Funds	85,171	-	754,471	-	
HOME American Rescue Plan	-	-	1,269,248	-	
FEMA Disaster Relief Funds	35,558	-	-	-	
Economic Development Fund	28,032	28,032	28,032	28,031	0.0%
TIF Funds	686,715	766,077	766,077	381,876	-50.2%
Council Priorities Fund	-	-	500,000	-	
Water Utility Fund	8,500	8,500	9,300	27,272	220.9%
Sewer Utility Fund	8,500	8,500	9,300	27,272	220.9%
Electric Utility Fund	8,500	8,500	9,300	27,272	220.9%
Resource Recovery	8,500	8,500	9,300	27,272	
Total Operations Funding	5,928,212	6,210,171	11,983,244	6,477,277	4.3%
CIP Funding:					
Local Option Sales Tax	61,000	150,000	269,001	175,000	
Total CIP Funding	61,000	150,000	269,001	175,000	16.7%
Total Funding Sources	5,989,212	6,360,171	12,252,245	6,652,277	4.6%

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.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Planning Services	888,910	961,914	950,694	1,009,279	4.9%
Historic Preservation	1,258	2,000	2,000	1,750	-12.5%
Comprehensive Plan Update	16,307	-	-	-	
CLG Historic Preservation Grant	969	-	13,031	-	
Total Expenditures	907,444	963,914	965,725	1,011,029	4.9%

<i>Expenditures by Category:</i>					
	2021/22	2022/23	2022/23	2023/24	% Change
Personal Services	770,662	807,173	817,252	848,276	5.1%
Internal Services	103,844	133,595	120,615	134,403	0.6%
Contractual	29,236	19,746	24,658	25,150	27.4%
Commodities	3,702	3,400	3,200	3,200	-5.9%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	907,444	963,914	965,725	1,011,029	4.9%

<i>Funding Sources:</i>					
	2021/22	2022/23	2022/23	2023/24	% Change
Charges for Services	24,176	23,000	23,000	23,000	0.0%
Historic Preservation Grant	-	-	14,000	-	
General Fund	883,268	940,914	928,725	988,029	5.0%
Total Funding Sources	907,444	963,914	965,725	1,011,029	4.9%

<i>Authorized FTEs</i>	6.00	6.00	6.00	6.00
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Planning Services

City Mission/ Council Value	Department Goals and Core Services	Indicators*	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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(41)	2(59)	7(55)	3(55)
		Final plats completed (avg. days)	4(20)	12(17)	13(20)	5(20)
		Minor site dev. plans (avg. days)	34 (27)	32(21)	32(25)	35(25)
		Major site dev. plans, include PUD/PRD (avg. days)	4(42)	3(28)	4(60)	6(60)
		ZBA Cases (avg. days)	12(17)	10(19)	10(25)	15(25)
		Flood Plain Permits	11(8)	15(8)	15(8)	15(8)
	Provide reliable and high-quality long-range planning services	Plan 2040 Map/Text amendments completed	2	1	2	2
		Property rezonings completed	3	8	8	4
		Zoning text amendments completed	7	7	10	6
		City Council referral issues	18	14	15	15
		City Council referrals completed	16	12	12	15
		Council Priorities/Goals	3	3	3	5
		Workshops/Meetings for studies and planning reports	2	4	4	2
	Implement the Council's Façade programs	Downtown façade grants awarded	1	2	3	3
Campustown façade grants awarded		0	0	1	1	
Diverse housing options for the community	Housing Development Approvals	Single-family attached and detached lots final platted	48	103	57	NA
		Annual- Multi-Family Housing bedrooms completed**	80	110	125	NA
		Acres Annexed	122	225	0	NA

*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 or goals set for the Planning Workplan.

**Multi-family completions are measured on a calendar year basis (i.e., 2021, 2022) to reflect typical completions occurring in the summer of each year, including senior housing.

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

- Commercial Development and Industrial Development are projected to continue consistent with recent development trends as indicated in relation to the number of Site Development Plans. Development within the Dayton Subdivision, ISU Research Park, and SE 16th Street are the primary locations for new projects.
- Residential apartment construction is projected to be limited to already approved projects, which reduces the total number of Site Development Plans to be reviewed and indicates a limited amount of new apartment units be completed for FY 2023/24.
- Platting of new residential subdivisions is expected at the low end of recent trends for creating new lots due to economic conditions.
- Clerical support for the ZBA has been transferred from the City Clerk's office to the Planning Division and Administrative Services, which increases costs for overtime within personal services of the Planning budget
- The City of Ames received a Certified Local Government Historic Resource Survey grant valued at \$14,000 that is part of the FY 2022/23 budget and reimburses the city for most of costs related to completing the survey in FY2022/23.

Planning Services

In-Progress Activities

- The Lincoln Way Mixed Use Project includes a development agreement for design, phasing, and public improvement along with use of Urban Renewal Area tax increment financing incentives. FY2023/24 is anticipated to include approvals that facilitate the project, including the Site Development Plan for the 1st Phase of the project.
- Staff continues to work with Story County on the Ames Urban Fringe Plan Update during FY2022/23. Adoption of a final plan will occur in FY2022/23.
- Planning staff will complete City Council's directed modifications to zoning requirements and permitting requirements for Front Yard Parking and Driveway Permits during the FY2022/23.
- Planning staff will continue to provide support for Climate Action Plan Technical Committee.
- Final implementation of accepting planning applications online through the City's Customer Service Portal will be completed in FY2022/23.
- Planning staff is part of technical advisory committee for the Bicycle and Pedestrian Master Plan and provides support for technical review of data, its relationship to Plan 2040, and its relationship to development standards.
- Administration of the Neighborhood Grants and Programming has been transferred from the City Clerk's Office to the Planning Division. The Neighbor Planner is assessing our current processes and administration of the program as it related to additional options for promoting the program and other opportunities for FY2023/24.
- City Council initiated a review of financial incentives for Downtown during FY2022/23. Staff will present options on targeted uses and criteria related to the Downtown Façade Program for City Council review in FY2022/23.

Upcoming Activities

- City Council established a Work Plan priority for discussion of a City Affordable Housing Strategy for low- and moderate-income housing priorities and incentive options focused on issues of development of affordable housing.
- Ames Plan 2040 includes an implementation priority for updates to zoning standard and allowed uses. The initial step is to hold an Infill Design Workshop with the City Council to understand existing conditions and potential for design considerations with zoning updates.
- City Council prioritized pursuing additional diversified housing opportunities related to Accessory Dwelling Unit and Two-family homes. This will include a workshop focused on these housing types and to provide direction to staff on how to proceed with defining standards and public outreach on proposed standards.
- Additional Ames Plan 2040 implementation measures for zoning ordinance and subdivision ordinance updates will be prioritized by the City Council for FY 2023/24.

Planning Services

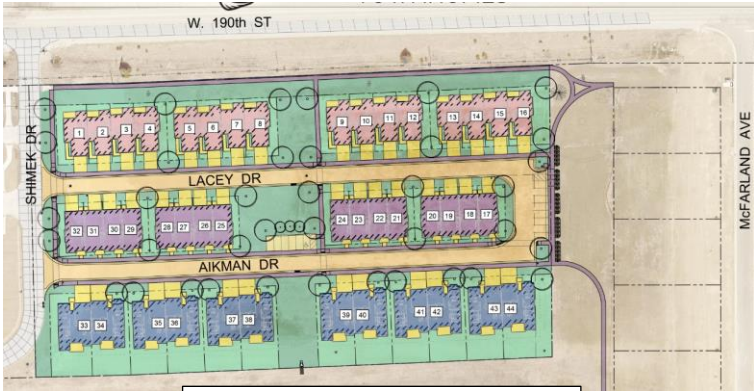
Neighborhoods New and Old



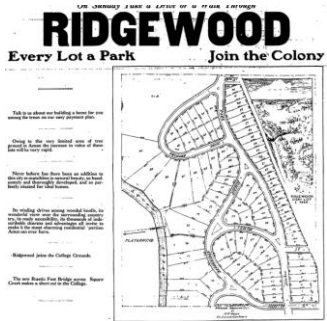
Ansley Planned Community



Domani Courtyard Homes



Hayden's Ridge Townhomes



Historic Ridgewood & Chautauqua Park Neighborhood Historic Resource Survey

Economic Development

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
		State programs sponsored	0	1	1	1
		City revolving loans originated	0	1	1	1
Promote economic development	Support growth of tax base and high paying employment	Community Investment Fund loans originated	0	1	1	1
		Ames MSA* Unemployment Rate	3.7%	2.2%	2.1%	2.5%
		Population Census Estimate	66,772	66,772	66,772	66,772

* Metropolitan Statistical Area

Issues and Factors Affecting the FY 2021/22 and 2022/23 Budgets

- Staff finalized the establishment of an additional TIF district with the Downtown Reinvestment Act Urban Renewal Area to facilitate funding of redevelopment along Lincoln Way and a new Aquatics Center.

In-Progress Activities

- Staff is working with legal counsel to construct a development agreement in support of the LINC project. Once completed, the agreement will be presented to the City Council for consideration. Project timing, performance requirements, and financial incentives will be among the items expected to be included in the proposed agreement.

Upcoming Activities

- The proposed budget ends the collection of TIF increment collection for the ISURP and South Bell urban renewal areas. These areas have collected sufficient revenue to support the remaining financial obligations.
- The ACUB Pass-Through budget is slightly lower than the adjusted budget, based on information provided by Discover Ames.

Sustainability

Description:

The Sustainability activity has been created to account for programs and projects that will be implemented to support the City Council value of Environmental Sustainability. This activity will coordinate sustainability efforts across all City departments, develop programs in support of the City's Climate Action Plan, and promote sustainability throughout the community.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
					Adopted
Expenditures by Activity:					
Sustainability Coordinator	34,000	34,000	38,000	136,361	301.1%
Climate Action Plan	82,394	-	41,468	-	
City Council Sustainability	-	-	500,000	-	
Total Expenditures	116,394	34,000	579,468	136,361	301.1%
Expenditures by Category:					
Personal Services	-	-	-	130,649	
Internal Services	-	-	-	2,012	
Contractual	116,394	34,000	575,468	3,500	-89.7%
Commodities	-	-	4,000	200	
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	116,394	34,000	579,468	136,361	301.1%
Funding Sources:					
General Fund	82,394	-	42,268	27,273	
Council Priorities Fund	-	-	500,000	-	
Water Utility Fund	8,500	8,500	9,300	27,272	220.9%
Sewer Utility Fund	8,500	8,500	9,300	27,272	220.9%
Electric Utility Fund	8,500	8,500	9,300	27,272	220.9%
Resource Recovery	8,500	8,500	9,300	27,272	220.9%
Total Funding Sources	116,394	34,000	579,468	136,361	301.1%
Authorized FTEs	0.00	0.00	0.00	1.00	

Sustainability

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Value sustainability in the policies that guide the organization's decision making and through the services provided	Progress towards the adopted carbon emissions reduction target	Prioritize and implement strategies	NA	NA	NA	TBD

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

- Funds in the amount of \$500,000 have been budgeted for in FY 2023/24 to begin implementing strategies that Council approved as part of the final Climate Action Plan.

In-Progress Activities

- Staff is working with Mid Iowa Planning Alliance on identifying grant opportunities to help support implementation strategies.

Upcoming Activities

- Develop a job description for a Sustainability Coordinator and begin recruitment for this position by mid-fiscal year FY 2023/24. This position is reflected in the City Manager's budget.

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.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures:					
Personal Services	6,927	7,263	159	7,550	4.0%
Internal Services	12,160	14,803	13,459	16,127	8.9%
Contractual	621	-	1,600	550	
Commodities	61	-	-	-	
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	19,769	22,066	15,218	24,227	9.8%
Funding Sources:					
City-Wide Housing Fund	19,769	22,066	15,218	24,227	9.8%
Total Funding Sources	19,769	22,066	15,218	24,227	9.8%
<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	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	Community forums or events to educate the public on various housing topics/ awareness, program policies, procedures, etc.	0	1	2	3
		Diverse housing options for the community	0	50	50	50

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

- This activity continues to account for expenses incurred by the City's housing programs that assist low and moderate-income households and are not eligible for reimbursement under the federal Community Development Block Grant (CDBG) and HOME programs. This includes assistance provided to other City departments, non-profit organizations, and administration of non-CDBG federal, state, county, and local programs.
- Temporary staff salaries normally charged 100% to this program are being charged directly to the FY 2022/23 and FY 2023/24 grant programs such as CARES (COVID-19) Rounds 1-3, CDBG, HOME, and HOME-ARP.

In-Progress Activities

- Community education programs are being held in FY 2022/23 including during the Hunger and Homelessness Awareness Week, other public awareness proclamations, community events, and conversations.

Upcoming Activities

- In FY 2022/23 and FY 2023/24 staff will seek to continue hosting community forums and events to train, educate, and engage the public regarding various housing topics and other issues such as homelessness, hunger, rental 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 are to ensure that at least one of the following three national objectives is met: 1) benefit persons of low and moderate income, 2) aid in the prevention of slums or blight, or 3) meet other community development needs of particular urgency. The majority of the Housing Coordinator position (80%) is allocated to this activity.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
CDBG Administration	122,743	119,835	122,959	146,918	22.6%
Acquisition Rehabilitation	59,034	-	315,394	-	
321 State Avenue NRSA	190,233	-	3,916	-	
Baker Subdivision Pocket Park	-	-	150,000	-	
Single Family Rehabilitation	-	-	212,004	-	
Homebuyer Assistance NRSA	-	-	468,350	-	
CDBG Future Programs	-	479,342	-	502,269	4.8%
Total Expenditures	372,010	599,177	1,272,623	649,187	8.4%

<i>Expenditures:</i>					
Personal Services	110,786	116,207	95,528	129,837	11.7%
Internal Services	59,374	3,628	5,609	6,131	69.0%
Contractual	11,261	479,342	1,170,986	512,619	6.9%
Commodities	628	-	500	600	
Capital	189,961	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	372,010	599,177	1,272,623	649,187	8.4%

<i>Funding Sources:</i>					
CDBG Fund	372,010	599,177	1,272,623	649,187	8.4%
Total Funding Sources	372,010	599,177	1,272,623	649,187	8.4%

Community Development Block Grant

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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: 1. Increase supply of single family or two-family housing for ownership in the Neighborhood Revitalization Strategy Area (NRSA).	Program expenditures in LMI* households and/or neighborhoods (goal: 70% or 3-year period)	100%	100%	95%	100%
	2. Reduce the cost burden for low-income households to access or maintain rental housing citywide.	LMI owner-occupied units rehabilitated	-	-	5	7
	3. Increase the affordability, quality, and availability of owner housing for homeowners citywide.	Existing properties purchased for LMI housing to be rehabilitated and/or demolished	-	1	3	1
	Goal 2: Utilize and leverage CDBG funds for Non-Low and Moderate-Income Persons through private and public partnerships as follows: 1. Integrate affordable and market rate residential developments.	Houses/Land sold/leased to non-profits for rehabilitation or new construction	-	1	4	6
Provide quality programs in an efficient and fiscally responsible manner	2. Remove blight and deteriorated housing to reuse into new housing.	Market Rate Lots Sold for new Home Construction in the Baker Subdivision	-	6	6	6
	3. Support and address code enforcement of deteriorated housing.	Blighted properties acquired and demolished in non on Census Tract Areas for Code Enforcement	-	1	3	1
	4. Remove blight and deteriorated housing in flood plain and other hazardous areas.	Demonstrated compliance with HUD's monitoring of program reports, etc.	-	Yes	Yes	Yes
	Administer the CDBG program in compliance with Federal regulations	Biannual program audit meets Federal compliance standards	-	Yes	Yes	Yes

*Low and Moderate Income

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

- The City of Ames received its 18th allocation of Community Development Block Grant (CDBG) funding in the amount of \$569,187 for FY 2022/23. Additionally, \$652,498 in CDBG funding is anticipated to be carried over from FY 2021/22 and \$50,938 is anticipated to come from program income.
- The CDBG allocation for the City of Ames for FY 2023/24 has not yet been announced. For budgeting purposes, the FY 2022/23 allocation of \$569,187 is being projected for FY 2023/24. The budget allocates 20% of the CDBG allocation be used for administrative expenses, with the remaining 80% to be used for programming.

In-Progress Activities

- In FY 2022/23, the City will be submitting an update to the Neighborhood Revitalization Strategy Area (NRSA) for created in 2016 as part of the City's CDBG Programming in West Ames.
- In FY 2022/23, the City will submit its 2020-21 Consolidated Annual Performance Evaluation Report (CAPER) for it CDBG/HOME Programs.
- In FY 2022/23, the City will be submitting a substantial amendment to its FY 2021/22 Annual Action Plan in order to receive its HOME-American Rescue Plan (ARP) allocation funding from HUD.

Upcoming Activities

- In FY 2022/23, the City will be preparing to submit its FY 2023/24 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 2022/23, the City will be preparing to sell both the affordable and market rate single-family lots in the Baker subdivision so that new home constructions can began in the spring of 2023.

HOME Investment Partnership Program

Description:

This activity administers the City's federally funded HOME Investment Partnership Program (HOME). The HOME program is designed exclusively to create affordable housing for low-income households. The overall goals of the HOME program are to fund a wide range of activities including building, buying, and/or rehabilitating affordable housing for rent or homeownership or providing direct rental assistance to low-income people, often in partnership with local nonprofit groups. Cities receiving HOME funding are called Participating Jurisdictions (PJs). Up to 10% of the funding can be allocated for program administration. A portion of the Housing Coordinator position is being allocated to administer HOME program activities.

Some special conditions apply to the use of HOME funds. PJs must provide a 25% local dollar match of nonfederal funds (except for administration) on projects. PJs must reserve at least 15% of their allocations to fund housing to be owned, developed, or sponsored by experienced, community-driven nonprofit groups designated as Community Housing Development Organizations (CHDOs). PJs must also ensure that HOME-funded housing units remain affordable in the long term (20 years for new construction of rental housing and 5-15 years for construction of homeownership housing and housing rehabilitation, depending on the amount of the HOME subsidy).

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
HOME Administration	27,503	35,054	141,541	40,551	15.7%
CHDO Allocation	-	52,581	368,489	60,827	15.7%
Single Family Housing	-	-	82,000	-	
LIHTC/Multi-Family	-	-	1,801,000	-	
Homebuyer Assistance	-	-	-	-	
HOME Future Programs	-	262,908	-	304,133	15.7%
Total Expenditures	27,503	350,543	2,393,030	405,511	15.7%

<i>Expenditures:</i>					
Personal Services	25,317	21,790	22,476	27,046	24.1%
Internal Services	172	1,000	2,000	1,076	7.6%
Contractual	1,817	275,172	117,065	316,033	14.9%
Commodities	197	-	-	529	
Capital	-	-	82,000	-	
Other Expenditures	-	52,581	2,169,489	60,827	15.7%
Total Expenditures	27,503	350,543	2,393,030	405,511	15.7%

<i>Funding Sources:</i>					
HOME Fund	27,503	350,543	2,393,030	405,511	15.7%
Total Funding Sources	27,503	350,543	2,393,030	405,511	15.7%

<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	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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 LMI single-family units constructed	0	3	3	6
		# of LMI Families provided Down Payment and Closing Assistance	0	3	0	0
		# of LMI Families assisted for LIHTC units constructed	0	0	0	38
	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 2021/22 and 2022/23 Budgets

- The City of Ames received its fifth allocation of HOME funding in the amount of \$405,511 for FY 2022/23. Of this amount, \$45,051 is for program administration. In addition, \$1,987,519 in rollover funding has been carried over from FY 2021/22 for a total of \$2,393,030. Of this amount, \$368,490 must be set aside for a local Community Housing Development Organization (CHDO) (if designated by the City). This leaves \$1,883,000 available in FY 2022/23 for programming to support the City Council's goal to address the need for Low-Income Housing Tax Credit (LIHTC) multi-family 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 (Baker Subdivision), 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 sixth HOME allocation for the City of Ames for FY 2023/24 has not yet been announced. For budgeting purposes, the fifth-year funding allocation of \$405,511 is being projected for FY 2023/24.

In-Progress Activities

- Staff will be soliciting for another Request for Proposals (RFP) to solicit for a partner developer to apply for Low-Income Housing Tax Credits (LIHTC) and construct up to 50 multi-family units on the south side of the Baker Subdivision.

Upcoming Activities:

- For FY 2022/23, staff will begin preparing the 2023/24 CDBG/HOME Annual Action Plan process for submittal to HUD in May.
- 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, the private sector, and other eligible sources.

Housing CARES/American Rescue Plan

Description:

The Community Development Block Grant (CDBG) and Iowa Economic Development Authority (IEDA) Coronavirus Aid, Relief, and Economic Security Act (CARES Act) (Public Law 116-136) was signed into law by President Trump on March 27, 2020, in response to the growing effects of COVID-19, an historic global pandemic public health crisis. The grant funding is to be used to prevent, prepare for, and respond to the coronavirus (COVID-19). On March 11, 2021, President Biden signed the American Rescue Plan (ARP) Act into law, which provides grant funding in relief to address the continued impact of the COVID-19 pandemic. As of part of this Act, grant funds were allocated to local governments that qualified for HOME Investment Partnerships Program (PJs) allocations for fiscal year 2021. The funding is to provide housing, services, and shelter to individuals experiencing homeless and other vulnerable populations. All programs are to assist low and moderate-income households with incomes that are at 80% or below the Ames Metropolitan Statistical Area (AMSA).

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
CARES Administration	7,248	-	192,539	-	
CARES Programming	77,923	-	561,932	-	
HOME/ARP Admin.	-	-	190,387	-	
HOME/ARP Prog.	-	-	1,078,861	-	
Total Expenditures	85,171	-	2,023,719	-	
Expenditures:					
Personal Services	7,264	-	226,521	-	
Internal Services	-	-	66,000	-	
Contractual	77,907	-	1,229,266	-	
Commodities	-	-	-	-	
Capital	-	-	501,932	-	
Other Expenditures	-	-	-	-	
Total Expenditures	85,171	-	2,023,719	-	
Funding Sources:					
CDBG CARES Act Funds	85,171	-	150,085	-	
IEDA State Funds	-	-	604,386	-	
HOME Amer. Rescue Plan	-	-	1,269,248	-	
Total Funding Sources	85,171	-	2,023,719	-	

<i>Authorized FTEs</i>	0.00	0.00	0.00	0.00
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Housing CARES/American Rescue Plan

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Diverse housing options for the community	Utilize and leverage CDBG/IEDA CARES (COVID-19) and HOME-ARP funding to Low- and Moderate-Income Households, or to Human Service Agencies or to Small Businesses as follows: 1. To Prevent, Prepare for, and Respond to the coronavirus pandemic for housing/shelter/ food needs for low and moderate-income households and individuals. 2. To Prevent, Prepare for, and Respond to the coronavirus pandemic for economic opportunities for local nonprofit organizations. 3. To address the continued impact of the COVID-19 pandemic through providing housing, services and shelter for homelessness and other vulnerable populations.	LMI* households receiving Rent Relief Assistance	72	5	0	completed
		LMI households receiving Mortgage Relief Assistance	6	0	0	completed
		LMI households receiving Utility-Rent Relief Assistance	58	5	0	completed
		LMI households receiving Utility-Mortgage Relief Assistance	5	0	0	completed
		Human Service Agencies Assisted	n/a	n/a	3	n/a
		Production or Preservation of affordable housing	n/a	n/a	TBA	TBA
		Tenant-based Rental Assistance	n/a	n/a	TBA	TBA
		Supportive services	n/a	n/a	TBA	TBA
		Prevention Services/housing counseling services	n/a	n/a	TBA	TBA
		Acquisition of non-congregate shelter	n/a	n/a	TBA	TBA
Provide quality programs in an efficient and fiscally responsible manner	Administer the CDBG program in compliance with Federal regulations	Demonstrated compliance with HUD's/State of Iowa's monitoring of program reports, etc.	n/a	Yes	Yes	Yes
		Program audit meets Federal/State compliance standards	n/a	Yes	Yes	Yes

*Low and Moderate Income

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

- In response to the COVID-19 pandemic, the City of Ames received a total of \$710,969 in CDBG CARES funding through HUD. Of this amount, up to 10% (\$71,097) can be allocated for program administration.
- Through the State of Iowa Economic Development Authority (IEDA) CARES funding, \$604,386 has been reserved for the City of Ames to address needs in the community resulting from COVID-19. Of this amount, 10% (\$60,000) is available for program administration.
- In FY 2021/22 the city was awarded \$1,269,248 in HOME American Rescue Program (ARP) funds. Of this amount 15% (\$190,387) is available for program administration.

In-Progress Activities

- The city has successfully met the 80% expenditure of HUD CDBG CARES (COVID-19) funding. The deadline to expense any remaining funds is June 30, 2026.
- Staff is working with two (2) day care facilities and one (1) human service agencies to spend down the 80% of grant funds by May 31, 2023.
- Staff will be conducting public forums with agencies to gain input on the potential program needs for the HOME-ARP Grant.

Upcoming Activities

- Staff will be working on creating the required HOME-ARP Allocation Plan and submitting an amendment to the 2021-22 Annual Action Plan on or by March 31, 2023.
- Staff will begin the process of soliciting public input on program projects for the 2023-2024 CDBG/HOME Annual Action Plan to be submitted to HUD by May 17, 2023.

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%).

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Administration	26,250	28,024	28,518	30,083	7.4%
Human Services Funding	1,584,503	1,729,180	1,729,180	1,832,931	6.0%
Total Expenditures	1,610,753	1,757,204	1,757,698	1,863,014	6.0%

<i>Expenditures by Category:</i>					
Personal Services	20,036	21,039	21,033	22,189	5.5%
Internal Services	-	-	-	61	
Contractual	6,214	6,985	7,485	7,833	12.1%
Commodities	-	-	-	-	
Capital	-	-	-	-	
Other Expenditures	1,584,503	1,729,180	1,729,180	1,832,931	6.0%
Total Expenditures	1,610,753	1,757,204	1,757,698	1,863,014	6.0%

<i>Funding Sources:</i>					
General Fund	-	-	-	-	
Local Option Sales Tax	1,610,753	1,757,204	1,757,698	1,863,014	6.0%
Total Funding Sources	1,610,753	1,757,204	1,757,698	1,863,014	6.0%

<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	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Strengthen human services	# of agencies receiving City funds	24	25	25	26
		% increase over prior year's approved funding	4%	5%	8%	6%
		% of Council-authorized funding recommended by volunteers	100%	100%	100%	100%
		% of allocated funds drawn down by agencies	84%	95%	98%	98%

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

- For FY 2023/24, the City Council has authorized a 6% increase in ASSET funds for a total of \$1,832,931. City ASSET funds requested by agencies total \$1,933,960, up \$204,780 or 11.84% over the current FY 2022/23 contracted services of \$1,717,528.
- The City uses Local Option Sales Tax revenue to fund human service programs. There could potentially be changes explored with Local Option Sales Tax during the 2023 Legislative session. This will be closely monitored as it could have significant impacts on City services including the funding of human services.

In-Progress Activities

- The City Council revised the FY 2023/24 ASSET priorities emphasizing access to services and City funding of services especially for low to moderate income individuals and families. A proposal was submitted to CyBIZ for enhancements to the ASSET budget forms and process improvements. The project was selected, and the ASSET Administrative Team will work with ISU MBA students on this project during the 2023 spring semester.

Upcoming Activities

- The ASSET volunteers meet in January 2023 to make FY 2023/24 funding recommendations for ASSET agencies.
- Staff will work with United Way staff in creating scorecards that reflect the City's ASSET priorities in conjunction with the outcomes of the services the City is funding.

Human Services

Human Service Agencies Receiving City Local Option Tax Funding Through the Asset Process

Agency:	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
ACCESS	106,451	113,903	113,903	-	-100.0%
All Aboard for Kids	2,674	4,500	4,500	-	-100.0%
American Red Cross	9,933	9,933	9,933	-	-100.0%
Ames Community Preschool	123,721	127,935	127,935	-	-100.0%
ARC of Story County	10,596	10,950	10,950	-	-100.0%
Boys & Girls Club	116,724	122,560	122,560	-	-100.0%
Bridge Home	131,272	144,020	144,020	-	-100.0%
Camp Fire USA	2,000	5,395	5,395	-	-100.0%
Center for Creative Justice	62,971	64,860	64,860	-	-100.0%
ChildServe	21,000	22,000	22,000	-	-100.0%
Good Neighbor	27,620	31,400	31,400	-	-100.0%
Heartland Senior Services	297,452	201,698	201,698	-	-100.0%
HIRTA	42,665	46,078	46,078	-	-100.0%
Legal Aid Society	95,090	125,000	125,000	-	-100.0%
Lutheran Services in Iowa	-	5,653	5,653	-	-100.0%
MGMC Home Health Services	34,178	34,178	34,178	-	-100.0%
Mid-Iowa Community Action	30,822	27,796	27,796	-	-100.0%
National Alliance for Mentally Ill	7,250	18,962	18,962	-	-100.0%
Primary Health Care	78,225	95,000	95,000	-	-100.0%
Raising Readers	27,780	29,447	29,447	-	-100.0%
RSVP	32,800	34,165	34,165	-	-100.0%
The Salvation Army	50,391	57,938	57,938	-	-100.0%
University Community Childcare	75,829	86,157	86,157	-	-100.0%
Volunteer Center of Story County	-	-	-	-	-
Youth & Shelter Services	195,059	295,429	295,429	-	-100.0%
YWCA	2,000	2,571	2,571	-	-100.0%
Unallocated Funding Reserve		11,652	11,652	-	-100.0%
Total Allocations	1,584,503	1,729,180	1,729,180	1,832,831	6.0%

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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.

	2021/22	2022/23	2022/23	2023/24	% Change From Adopted
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	
Summer 2020 Derecho	35,558	-	-	-	
Total Expenditures	35,558	-	-	-	

Expenditures by Category:					
Personal Services	-	-	-	-	
Internal Services	-	-	-	-	
Contractual	10,558	-	-	-	
Commodities	-	-	-	-	
Capital	25,000	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	35,558	-	-	-	

Funding Sources:					
FEMA/Derecho 2020	35,558	-	-	-	
Total Funding Sources	35,558	-	-	-	

<i>Authorized FTEs</i>	0.00	0.00	0.00	0.00
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FEMA/Disaster Relief

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Administer Public Assistance Grant Program	Number of grant programs administered	2	2	2	0

Issues and Factors Affecting The FY 2022/23 And 2023/24 Budgets

- The COVID-19 Pandemic and Midwest derecho grants are expected to be closed and finalized by the end of the FY 2023/24 fiscal year.

In-Progress Activities

- Staff is working with the FEMA and Iowa Homeland Security to finalize and complete the grant process.

Upcoming Activities

- Grant finalization and close out is expected to be complete, therefore no additional activities are expected in the upcoming fiscal years.

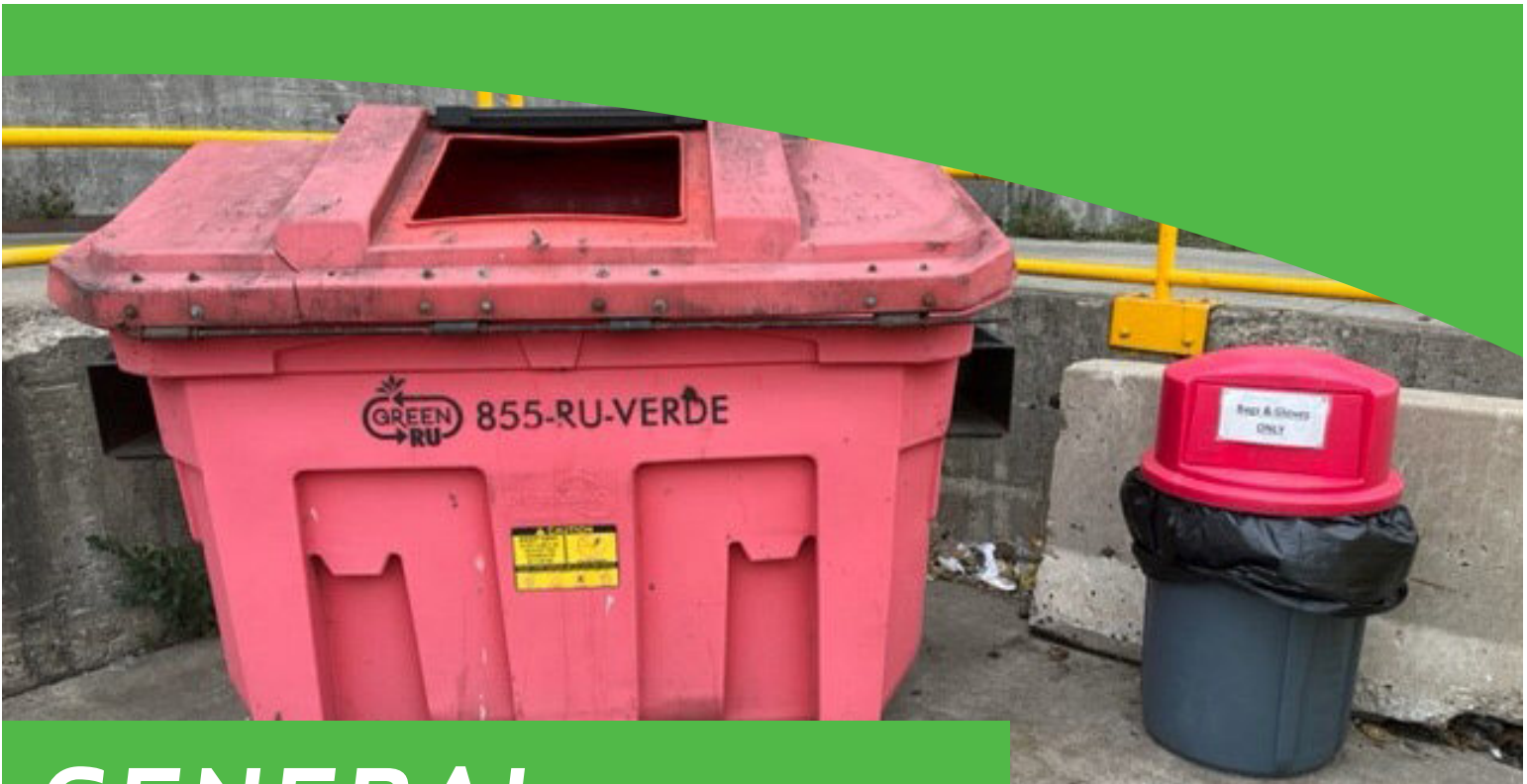
Community Development CIP

Description:

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

<i>Activities:</i>	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
<i>Community Development:</i>					
Downtown Façade Program	61,000	50,000	169,001	75,000	
Campustown Façade Program		50,000	50,000	50,000	
Neighborhood Improvement Program		50,000	50,000	50,000	
<i>Total Community Development CIP</i>	61,000	150,000	269,001	175,000	16.7%
<i>Total Community Development CIP</i>	61,000	150,000	269,001	175,000	16.7%

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GENERAL GOVERNMENT



General Government Program

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General Government Summary

Description:

The General Government program is comprised of leadership, management, and support activities for all City of Ames departments. These activities give direction and necessary background assistance to the City’s “frontline” services.

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

Expenditures by Activity:	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
City Council	431,097	585,255	900,523	555,393	-5.1%
City Clerk	430,299	476,070	447,759	454,417	-4.6%
City Manager	705,134	844,869	973,638	994,186	17.7%
Public Relations	222,140	242,422	245,923	258,254	6.5%
Media Production Services	185,749	213,710	239,235	224,023	4.8%
Financial Services	1,911,745	2,211,760	2,123,982	2,213,419	0.1%
Legal Services	813,952	923,595	865,744	941,759	2.0%
Human Resources	672,480	779,183	736,058	727,929	-6.6%
Facilities	407,805	475,659	736,006	496,801	4.4%
Total Operations	5,780,401	6,752,523	7,268,868	6,866,181	1.7%
General Government CIP	493,139	75,000	1,669,631	75,000	0.0%
Total Expenditures	6,273,540	6,827,523	8,938,499	6,941,181	1.7%
<i>Authorized FTEs</i>	45.37	45.37	45.37	45.37	

General Government Summary

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	4,873,502	5,724,524	5,261,701	5,829,404	1.8%
Internal Services	606,723	584,820	584,924	606,166	3.7%
Contractual	728,073	933,242	1,292,626	919,873	-1.4%
Commodities	84,115	105,654	131,581	108,830	3.0%
Capital	7,363	-	282,507	-	
Other Expenditures	210,367	342,295	573,298	364,444	6.5%
Allocations to Other Programs	(729,742)	(938,012)	(857,769)	(962,536)	
Total Operations	5,780,401	6,752,523	7,268,868	6,866,181	1.7%
General Government CIP	493,139	75,000	1,669,631	75,000	0.0%
Total Expenditures	6,273,540	6,827,523	8,938,499	6,941,181	1.7%
Funding Sources:					
Program Revenue	170,644	125,792	139,896	144,965	15.2%
General Fund	2,641,129	3,162,169	3,522,837	3,186,564	0.8%
Metro Coalition Funds	60,000	60,000	41,692	-	-100.0%
Local Option Sales Tax	195,239	275,170	275,170	297,319	8.1%
Hotel/Motel Tax	15,000	15,000	240,000	15,000	0.0%
Road Use Tax	164,794	192,068	187,053	198,221	3.2%
Council Priorities Fund	-	-	25,000	-	
G.O. Bond Funds	7,580	8,630	8,355	8,597	-0.4%
Water Utility Fund	455,929	524,227	513,113	548,869	4.7%
Sewer Utility Fund	395,022	451,430	441,399	473,731	4.9%
Electric Utility Fund	1,348,925	1,557,617	1,505,945	1,609,205	3.3%
Parking Fund	73,558	84,316	80,852	85,328	1.2%
Stormwater Utility Fund	11,075	12,951	12,365	13,420	3.6%
Resource Recovery	241,506	283,153	275,191	284,962	0.6%
Total Operations Funding	5,780,401	6,752,523	7,268,868	6,866,181	1.7%
CIP Funding:					
General Fund	447,926	-	1,228,280	-	
Local Option Sales Tax	45,213	75,000	241,351	75,000	0.0%
American Rescue Plan	-	-	200,000	-	
Total CIP Funding	493,139	75,000	1,669,631	75,000	0.0%
Total Funding Sources	6,273,540	6,827,523	8,938,499	6,941,181	1.7%

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.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
City Council	150,198	182,990	182,499	190,279	4.0%
Metro Coalition	60,000	60,000	41,692	-	-100.0%
Human Relations	2,881	2,095	2,795	2,795	33.4%
City Council Contingency	7,779	50,000	133,367	50,000	0.0%
Total Expenditures	220,858	295,085	360,353	243,074	-17.6%

<i>Expenditures by Category:</i>					
Personal Services	78,006	78,169	78,169	78,168	0.0%
Internal Services	20,658	22,089	25,900	30,546	38.3%
Contractual	100,299	112,432	106,421	51,015	-54.6%
Commodities	14,532	27,270	38,735	28,220	3.5%
Capital	7,363	-	-	-	
Other Expenditures	-	55,125	111,128	55,125	0.0%
Total Expenditures	220,858	295,085	360,353	243,074	-17.6%

<i>Funding Sources:</i>					
General Fund	160,158	235,085	317,961	242,374	3.1%
Donations	700	-	700	700	
Metro Coalition Funds	60,000	60,000	41,692	-	-100.0%
Total Funding Sources	220,858	295,085	360,353	243,074	-17.6%

City Council

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	Expenditures/capita (before Transfers)	\$3,314	\$3,434	\$5,201	\$3,897
		Property tax rate/\$1,000 valuation	\$10.15	\$9.87	\$9.83	\$9.96
		General levy rate/\$1,000 valuation	\$5.66	\$5.55	\$5.51	5.56
		Total outstanding debt per capita	\$1,159	\$1,009	\$1036	\$1,076
		# of ordinances adopted	26	20	25	25
		# of resolutions passed	695	628	693	700
		% of City Council goal-setting tasks completed	CY 2020: 60%	CY 2021: 60%	CY 2022: 95%	CY 2023: 100%
		# of Mayoral Proclamations issued	20	18	19	23

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

- Funding has been included in the FY 2022/23 Adjusted Budget to purchase five replacement iPads for City Council Members. In future budgets, replacement funding will be banked to finance the replacement of these devices as they age.
- The City Council's FY 2023/24 Requested Budget includes \$10,000 for community engagement events.
- Internal services cost increases have affected the City Council's budget. The FY 2022/23 Adjusted Internal Services Budget is approximately 16% higher than adopted, and the requested budget for Internal Services is approximately 38% higher than the adopted budget. These increases are driven by increases in the cost for the City Council's Risk Insurance, Computer Services, and Technology Replacement.
- Mayor Haila is serving as President of the Iowa League of Cities Executive Board in FY 2022/23.

In-Progress Activities

- The City Council continues to provide direction regarding the Indoor Aquatic Center project, the Linc development, the Climate Action Plan, and projects affecting the City's utilities.

City Council Special Allocations

Description:

City Council Special Allocations includes the Outside Funding Request Program, which allocates funding to various community groups. Applications are made to a committee which includes City staff and residents, who then make funding recommendations to City Council as part of the budget process.

Also included in this activity is funding provided to the Ames Human Relations Commission for special projects or events, and the funding for the City's share of the Sustainability Coordinator, a position shared with Iowa State University. The City's share of this position is funded through four of the City's utility funds.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Council Grant Program:					
Ames Partner City Association	277	5,800	5,800	-	-100.0%
Ames Historical Society	46,927	48,335	48,335	-	-100.0%
Ames Main Street	50,035	50,035	50,035	-	-100.0%
Hunziker Youth Sports Complex	45,000	80,000	80,000	-	-100.0%
Campustown Action Association	11,000	40,000	40,000	-	-100.0%
Story County Housing Trust	35,000	38,000	38,000	-	-100.0%
Ames Downtown Farmers Market	7,000	10,000	10,000	-	-
Council Grant Program Total	195,239	272,170	272,170	294,319	8.1%
Home Allies Capital Allocation	-	-	25,000	-	-
Ames History Museum Allocation	-	-	150,000	-	-
City Website Update	-	-	75,000	-	-
Ames Econ Dev Commission	15,000	15,000	15,000	15,000	0.0%
AHRC Special Events	-	3,000	3,000	3,000	0.0%
Total Expenditures	210,239	290,170	540,170	312,319	7.6%
Expenditures by Category:					
Personal Services	-	-	-	-	-
Internal Services	-	-	-	-	-
Contractual	-	-	75,000	-	-
Commodities	-	3,000	3,000	3,000	0.0%
Capital	-	-	-	-	-
Other Expenditures	210,239	287,170	462,170	309,319	7.7%
Total Expenditures	210,239	290,170	540,170	312,319	7.6%
Funding Sources:					
Local Option Sales Tax	195,239	275,170	275,170	297,319	8.1%
Hotel/Motel Tax	15,000	15,000	240,000	15,000	0.0%
Council Priorities Fund	-	-	25,000	-	-
Total Funding Sources	210,239	290,170	540,170	312,319	7.6%
Authorized FTEs	0.00	0.00	0.00	0.00	-

City Council Special Allocations

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	7	8	8	
		# of applicants awarded grant funding	7	8	8	

Issues and Factors Affecting the FY 2021/22 and 2022/23 Budgets

- In FY 2022/23, the City Council allocated \$272,170 from the Local Option Sales Tax Fund to seven community groups. Funds were allocated to the Ames Historical Society (\$48,335), Ames International Partner Cities Association (\$5,800), Campustown Action Association (\$40,000), Hunziker Youth Sports Complex (\$80,000), Ames Main Street (\$50,035), the Story County Housing Trust Fund (\$38,000), and Ames Main Street Farmer's Market (\$10,000).
- Campustown Action Association has undergone a change in leadership; the Ames Chamber of Commerce has proposed a program of work like previous years and has committed to completing it whether CAA continues to exist, or the Chamber coordinates the activities directly.

In-Progress Activities

- The Ames International Partner Cities Association has been exploring a potential new partnership with the City of Haouaria, Tunisia. The organization has allocated funds from its City Council Special Allocation to organize a potential exploratory visit.

City Clerk

Description:

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

	2021/22	2022/23	2022/23	2023/24	% Change
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
City Clerk	399,663	467,735	408,535	431,917	-7.7%
Elections	8,621	-	-	20,000	
Files Management System	21,715	7,485	39,224	2,500	-66.6%
Zoning Board of Adjustment	300	850	-	-	-100.0%
Total Expenditures	430,299	476,070	447,759	454,417	-4.6%

Expenditures by Category:					
Personal Services	335,905	401,954	331,018	358,544	-10.8%
Internal Services	21,812	22,691	22,344	22,798	0.5%
Contractual	70,792	49,375	92,680	71,575	45.0%
Commodities	1,781	2,050	1,717	1,500	-26.8%
Capital	-	-	-	-	
Other Expenditures	9	-	-	-	
Total Expenditures	430,299	476,070	447,759	454,417	-4.6%

Funding Sources:					
Licenses and Permits	124,801	82,800	81,800	81,800	-1.2%
General Fund	219,571	298,055	276,407	281,733	-5.5%
Water Utility Fund	21,482	23,804	22,388	22,721	-4.6%
Sewer Utility Fund	21,482	23,804	22,388	22,721	-4.6%
Electric Utility Fund	42,963	47,607	44,776	45,442	-4.6%
Total Funding Sources	430,299	476,070	447,759	454,417	-4.6%

<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	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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%
		Meetings reported	72	70	50	50
		Resolutions finalized	695	628	693	700
		Legal notices published	199	193	195	200
		Documents recorded	91	140	150	150
		Insurance certificates tracked	287	292	276	300
		Letters of Credit tracked	106	77	90	90
		Licenses/ permits processed	598	580	600	600
		Open records requests processed	88	96	90	90
		Cemetery deeds issued	85	111	85	90
		Election petitions accepted	0	8	0	6

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

- Meetings reported in the City Clerk performance measures have been reduced as City Clerk staff are no longer taking minutes for the Zoning Board of Adjustment (ZBA) or Civil Service Commission meetings. Expenses associated with the ZBA meetings will now be included in the Planning Services Budget.
- Funding of \$20,000 is included in FY 2023/24 for City Council elections.
- A part-time position dedicated to the Files Management System will end in the spring of 2023, causing a reduction in personal service costs for FY 2023/24. The work done by this part-time position will be absorbed by City Clerk full-time staff.

In-Progress Activities

- Staff are reviewing standard operating procedures for efficiencies and updates.

Upcoming Activities

- Staff will begin an intensive review of City Council meeting minute-taking practices.
- Public Relations staff are looking at website refresh with City Council agenda module.
- Staff will review City Clerk Performance Indicators and explore the possibility of revising Budget Indicators for next fiscal year.

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.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Expenditures by Activity:					
City Manager	700,012	835,869	805,242	875,472	4.7%
Diversity, Equity, and Inclusion	-	-	73,819	136,361	
DEI Reimbursement	-	-	(14,423)	(26,647)	
Community DEI Plan	-	-	100,000	-	
Employee Council	5,122	9,000	9,000	9,000	0.0%
Total Expenditures	705,134	844,869	973,638	994,186	17.7%
Expenditures by Category:					
Personal Services	653,113	773,285	793,879	940,770	21.7%
Internal Services	34,341	36,785	37,884	41,225	12.1%
Contractual	10,630	22,999	140,998	27,338	18.9%
Commodities	7,050	11,800	15,300	11,500	-2.5%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	705,134	844,869	988,061	1,020,833	20.8%
Less: Expenditures reflected directly in another activity	-	-	(14,423)	(26,647)	
Total Expenditures	705,134	844,869	973,638	994,186	17.7%
Funding Sources:					
General Fund	403,336	483,266	576,816	515,225	6.6%
Road Use Tax	-	-	5,618	10,377	
Water Utility Fund	73,334	87,866	93,919	111,755	27.2%
Sewer Utility Fund	73,334	87,866	92,568	109,260	24.4%
Electric Utility Fund	155,130	185,871	201,817	242,210	30.3%
Parking Operations	-	-	568	1,050	
Stormwater Utility Fund	-	-	487	900	
Resource Recovery	-	-	1,845	3,409	
Total Funding Sources	705,134	844,869	973,638	994,186	17.7%
<i>Authorized FTEs</i>	4.53	4.53	5.53	5.53	

City Manager

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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”	96%	97%	97%	98%
		# of Council referrals to City staff	205	120	150	
		% of referrals to City Manager’s Office	27%	22%	25%	
		% of referrals to Planning & Housing	25%	44%	30%	
		% of referrals to Public Works	10%	21%	15%	
		% of referrals to other City departments	38%	13%	30%	
		# of union contracts negotiated	0	3	1	0

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

- Funding from the Human Resources Budget has been shifted here for the FY 2022/23 adjusted and FY 2023/24 requested years for the Diversity, Equity, and Inclusion Coordinator position. This position is expected to be filled in winter 2022/23.
- The FY 2022/23 adjusted budget includes \$100,000 for the development of a community diversity, equity, and inclusion plan
- The Management Analyst position has been vacant since FY 2019/20 while recruitments in other departments have been prioritized. Staff expects to fill this position in spring 2023.
- Beginning in FY 2023/24, the International City/County Management Association (ICMA) has adjusted how it calculates member dues. This initiative, which is meant to make ICMA membership more accessible and equitable, results in a decrease in the cost of membership dues for the City Manager and two Assistant City Managers.

In-Progress Activities

- City Manager’s Office staff is negotiating several major agreements, including the CY-Town Development Agreement with Iowa State University, the Linc Development Agreement, and an amendment to the Iowa Rural Utilities Association (IRUA) industrial area rural water agreement.
- Negotiations are underway with the union representing Police Department employees. The union representing the Electric Distribution and Technical Services Divisions did not re-certify as a bargaining unit, and staff is working to evaluate the policies that will apply to this work group into the future.
- Staff is coordinating the work of the consultants on the Climate Action Plan and Waste-to-Energy Options Study.

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.

	2021/22	2022/23	2022/23	2023/24	% Change
Expenditures by Activity:	Actual	Adopted		Mgr Rec	From Adopted
Public Relations	222,140	242,422	245,923	258,254	6.5%
Cyclones Cares Campaign	-	-	-	-	
Total Expenditures	222,140	242,422	245,923	258,254	6.5%

Expenditures by Category:					
Personal Services	174,383	189,683	187,514	197,777	4.3%
Internal Services	16,342	18,664	18,664	22,702	21.6%
Contractual	30,231	33,225	38,895	37,175	11.9%
Commodities	1,184	850	850	600	-29.4%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	222,140	242,422	245,923	258,254	6.5%

Funding Sources:					
General Fund	111,070	121,212	122,962	129,128	6.5%
Water Utility Fund	22,214	24,242	24,592	25,825	6.5%
Sewer Utility Fund	22,214	24,242	24,592	25,825	6.5%
Electric Utility Fund	44,428	48,484	49,185	51,651	6.5%
Resource Recovery	22,214	24,242	24,592	25,825	6.5%
Total Funding Sources	222,140	242,422	245,923	258,254	6.5%

<i>Authorized FTEs</i>	1.15	1.15	1.15	1.15
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Public Relations

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	200	225	235	240
		# of City-assisted public events	6	8	8	8
		# of City ribbon cuttings/recognition events	3	8	5	5
		# of City of Ames Facebook followers	12,869	13,583	14,303	15,000
		# of City of Ames Twitter followers	11,000	11,400	11,616	12,500
		# of City of Ames Instagram followers	2,577	2,993	3,244	3,600
		# of survey participants who subscribe to Mediacom*	24%	25%	21%	20%
		Usefulness of Ames website as a news source*	2.5	2.5	2.5	2.4
		Usefulness of Ames Social media as news source*	2.4	2.4	2.4	2.5
		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 2022/23 and 2023/24 Budgets

- City Council has allocated funds for website improvements.

In-Progress Activities

- Climate Action Planning remains a core focus for outreach and education, as well as utility conservation. Other areas include promoting City programs and services, facility improvements, and carbon footprint reduction efforts for the organization and the community.
- Monitor social media sites including alternative platforms for reaching our residents.

Upcoming Activities

- Website improvement group continues to meet to implement changes to website form and function for an intuitive, easy-to-use experience.

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.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
Expenditures by Activity:					Adopted
Government Access	185,570	213,710	239,235	224,023	4.8%
Public Access	179	-	-	-	
Total Expenditures	185,749	213,710	239,235	224,023	4.8%

Expenditures by Category:					
Personal Services	131,850	156,632	155,981	165,019	5.4%
Internal Services	34,489	34,726	34,680	36,928	6.3%
Contractual	16,677	18,802	23,556	18,526	-1.5%
Commodities	2,733	3,550	3,600	3,550	0.0%
Capital	-	-	21,418	-	
Other Expenditures	-	-	-	-	
Total Expenditures	185,749	213,710	239,235	224,023	4.8%

Funding Sources:					
General Fund	185,749	213,710	239,235	224,023	4.8%
Total Funding Sources	185,749	213,710	239,235	224,023	4.8%

<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	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	121	115	125	125
		# of original Media Production Services videos	152	180	200	200
		# of live/archive meeting online views (Granicus Total Page Views)	5,750	4,500	6,357	6,400
		# of original program YouTube views	175,351	144,708	185,000	185,000
		# of City of Ames Facebook main page posts reach	390,923	241,398	437,398	450,000
		% of citizens who report viewing Channel 12	24%	27%	27%	25%
		% of citizens who report viewing City social media	68%	64%	64%	70%

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

- We performed an audio upgrade to provide a better wash of sound to both the dais and the gallery, added moveable mics to better suit presenters and installed a Bluetooth audio loop.
- To remedy an IT security issue, we updated our Granicus Live Meeting equipment and storage. With this upgrade, we were required to purchase two new encoders.
- Staff time continues to affect the budget. We are continuing to receive requests for videos/live events both for internal use and external use. In addition, the requested times for video services range from work hours to evenings, weekends and holidays.

In-Progress Activities

- We are working on producing new “shows” that will cater to social media. While there are more that we would like to get underway, we are currently producing: The Ames Minute, Animals in Ames, and Brain Break. Additionally, we are producing DEI News for internal use.
- We are working with Facilities to improve the video monitors in the Council Chambers
- We are building a Vision Plan for the Media Production Services department. This will help to guide us as we look forward to new technologies, equipment and assignments.
- We are a part of the Website Improvement Committee.

Upcoming Activities

- We are almost ready to begin production on two new shows: PS Ames (Public Safety) and On the Shelf (Library).
- A City of Ames podcast is being researched for productions. Additionally, we are researching turning the audio from City Council meetings into a podcast as another avenue to reach citizens
- We will be looking into the end-of-life of our projectors in the Council Chambers and how to replace them.

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.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	315,687	464,020	393,604	471,216	1.6%
Internal Services	18,129	18,294	17,444	17,791	-2.8%
Contractual	46	500	1,500	4,100	720.0%
Commodities	1,052	1,000	1,700	1,200	20.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Expenditure Subtotal	334,914	483,814	414,248	494,307	2.2%
<i>Less: Expenditures reflected directly in another activity:</i>					
Fire Administration	(27,798)	(40,157)	(34,383)	(41,027)	2.2%
Building Safety	(63,634)	(91,925)	(78,707)	(93,918)	2.2%
Rental Housing	(53,586)	(77,410)	(66,280)	(79,089)	2.2%
Public Works Administration	(122,913)	(177,559)	(152,028)	(181,411)	2.2%
City-Wide Housing	(6,698)	(9,676)	(8,285)	(9,886)	2.2%
Planning Services	(60,285)	(87,087)	(74,565)	(88,976)	2.2%
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	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated	
Provide quality programs in an efficient and fiscally responsible manner	Building Safety support	Building and trade permits processed	4,214	4,032	4,066	4,100	
		Permit expiration emails sent		557	565	560	
		Building and trade inspections scheduled	7,204	7,432	7,300	7,400	
		Code Cases processed		469	475	475	
	Public Works support	Ames issues being acknowledged by division via mobile application	859	850	1,300	1,250	
		Driveway/curb cut applications processed	33	30	40	50	
		Parking waivers processed	8	10	13	10	
		Parking permits issued		184	426	195	
		Late permit payment notices distributed		40	60	50	
		Meter hood rentals processed	20	20	45	30	
		Bid letting projects entered		15	20	20	
		Public notices mailed out		1,000	1,300	1,000	
		Planning support	Development Review Committee (DRC) cases distributed	127	160	160	150
			Other Planning cases (final plats, flood plain permits, ZBA, etc.) distributed	100	130	130	125
	Board/commission meetings staffed; ZBA, P&Z, HPC		23	25	55	55	

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

- Administrative Services had an open Principal Clerk position for the first half of FY 2022/23, which resulted in a 14% decrease in the Adjusted FY 2022/23 budget for Personal Services.
- Qualifying tuition assistance has been requested to help advance staff's knowledge, skills and abilities in areas that are required of the position. As a result, this year's Adjusted FY 2022/23 budget has been increased by \$1,000.
- Administrative Services acquired Zoning Board of Adjustment (ZBA) duties from the City Clerk's office which has increased overtime.
- Contractual costs are projected to be up by 720% in Requested FY 2023/24, due to additional training needs in the specific software used by the City to acquire and issue building permits (EnerGov), as well as planned attendance to Leadership Ames for the new Administrative Services Supervisor.

In-Progress Activities

- The City's permitting and inspection software, EnerGov, requires daily system maintenance and updates for the systems and processes to function efficiently. This allows the inspectors to review and schedule permits and for customers to apply for building permits online.
- Administrative Services works closely with the Public Works, Parking and Traffic Engineering divisions, on parking permits and City owned parking lots. A need for overnight parking was brought to the city's attention recently. By working with the City's Parking division, Staff has helped to create a new drop tag overnight parking program.

Upcoming Activities

- Administrative Services has taken initiative to join the website improvement committee. Through this committee and helpful insight Administrative Services will be able to create a more user-friendly webpage for the three departments it supports. Administrative Services will initially focus on the Inspections page and the external user portal.

Finance Administration and Budget

Description:

The Finance Administration and Budget activity is responsible for the overall financial management of the City. This includes budget preparation, debt issuance, and financial analysis as required by City Council, the City Manager's Office, other City departments, or outside agencies. This activity also provides direct oversight for the Utility Customer Service, Parking Violation Collection, Accounting and Reporting, Purchasing Services, Debt Service, and Information Technology activities.

A portion of Finance Administration expenditures are allocated directly to the Fleet Services activity. The balance is allocated on a percentage basis to the General Fund, G.O. bond funds, the Water, Sewer, and Electric Utilities, the Parking Fund, and Resource Recovery. A portion (16%) of the Finance Director position is also allocated directly to the Economic Development activity.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	456,926	537,468	497,003	539,817	0.4%
Internal Services	34,939	35,824	35,960	36,978	3.2%
Contractual	33,861	10,130	26,316	8,207	-19.0%
Commodities	383	1,100	2,970	825	-25.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Expenditure Subtotal	526,109	584,522	562,249	585,827	0.2%
Less: Expenditures reflected directly in another activity	(10,564)	(11,690)	(11,245)	(11,717)	0.2%
Total Expenditures	515,545	572,832	551,004	574,110	0.2%
Funding Sources:					
General Fund	103,560	116,906	112,451	117,166	0.2%
G.O. Bond Funds	5,282	5,845	5,622	5,858	0.2%
Water Utility Fund	79,228	87,678	84,337	87,874	0.2%
Sewer Utility Fund	79,228	87,678	84,337	87,874	0.2%
Electric Utility Fund	221,838	245,499	236,145	246,047	0.2%
Parking Fund	5,282	5,845	5,622	5,858	0.2%
Resource Recovery	21,127	23,381	22,490	23,433	0.2%
Total Funding Sources	515,545	572,832	551,004	574,110	0.2%

Authorized FTEs	3.84	3.84	3.84	3.84
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Finance Administration and Budget

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide fiscal oversight for All City departments and initiatives	Annual actual/budgeted expenditures (in millions)	\$250.4	\$254.9	\$379.9	\$286.1
		General Fund balance at year end (in millions)	\$15.6	\$14.3	\$10.2	\$10.2
		General Fund balance meets Council-approved minimum fund balance requirement	Yes	Yes	Yes	Yes
		General Obligation (G.O.) Bond indebtedness (in millions)	\$62.2	\$67.0	\$68.8	\$71.5
		Bond rating (Moody's)	Aa1	Aa1	Aa1	Ac1
		Utility revenue bond indebtedness (in millions)	\$5.3	\$4.5	\$3.6	\$2.8
		# of years received GFOA's Distinguished Budget Award	34	35	36	37
		Budget document rated as outstanding or proficient by GFOA reviewers	Yes	Yes	Yes	Yes
		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 2022/23 and 2023/24 Budgets

- Personal service costs in Finance Administration are projected lower for both FY 2022/23 and FY 2023/24 due to the retirement of the Finance Director and an open Budget Analyst position. Open positions are budgeted in the requested year as filled, with the position hired at the mid-point of the salary range for that position and with the most expensive health insurance plan. Since the open positions were previously filled by long-term employees, the positions are projected to be filled at a lower cost for FY 2023/24.
- Contractual costs are projected to be lower in FY 2023/24 due to a reduction in tuition assistance as employees have completed advanced education programs.

In-Progress Activities

- With the Budget Analyst position open, Finance Administration staff will work with Accounting staff to evaluate the work being done by each position within both Finance Administration and Accounting Services. The evaluation may result in the reorganization of some positions and work assignments to create a better work balance for the staff members of both divisions.
- Staff anticipates being able to close the FEMA reimbursement process for both the COVID-19 and the August 2020 Derecho claims in FY 2022/23.

Upcoming Activities

- Staff will continue to evaluate improvements to the budget process and the budget document.
- Upcoming projects such as the indoor aquatic center, the waste to energy study, and the climate action plan will continue to require financial planning and analysis.

Accounting Services

Description:

The purpose of the Accounting Services activity is to provide for the processing and reporting of all financial transactions for the City of Ames. This activity includes three sub activities. Accounting is responsible for all financial reporting, including the preparation of the City's Annual Comprehensive Financial Report (ACFR). This sub activity also includes the accounts payable, accounts receivable, and cash receipt functions. The payroll sub activity is responsible for paying all City employees, as well preparing required quarterly and annual tax reports and issuing employee W-2 forms. The treasury sub activity provides investment and cash management services within the parameters set by the City of Ames Investment Policy and the balance is allocated on a percentage basis to the General Fund, G.O. Bond funds, the Water, Sewer, and Electric Utilities, the Parking Fund, and Resource Recovery.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Accounting Services	765,909	928,272	910,883	913,030	-1.6%
Payroll Services	114,988	122,514	123,295	127,677	4.2%
Treasury Service	148,798	153,861	152,322	159,776	3.8%
Reimbursements	(125,063)	(144,424)	(142,570)	(144,728)	0.2%
Total Expenditures	904,632	1,060,223	1,043,930	1,055,755	-0.4%

<i>Expenditures by Category:</i>					
Personal Services	714,822	847,437	801,363	847,780	0.0%
Internal Services	242,054	253,323	253,694	246,542	-2.7%
Contractual	60,524	100,187	127,743	102,461	2.3%
Commodities	12,176	3,700	3,700	3,700	0.0%
Capital	-	-	-	-	
Other Expenditures	119	-	-	-	
Expenditure Subtotal	1,029,695	1,204,647	1,186,500	1,200,483	-0.4%
Less: Expenditures reflected directly in another activity	(125,063)	(144,424)	(142,570)	(144,728)	0.2%
Total Expenditures	904,632	1,060,223	1,043,930	1,055,755	-0.4%

<i>Funding Sources:</i>					
City Assessor	1,694	-	3,267	3,383	
General Fund	320,910	378,932	370,245	374,035	-1.3%
Road Use Tax	18,929	21,617	21,279	21,684	0.3%
G.O. Bond Funds	2,298	2,785	2,733	2,739	-1.7%
Water Utility Fund	76,540	89,276	87,891	89,013	-0.3%
Sewer Utility Fund	55,728	63,426	62,536	63,769	0.5%
Electric Utility Fund	288,454	335,953	330,685	335,059	-0.3%
Parking Fund	20,594	24,092	23,730	24,011	-0.3%
Resource Recovery	119,485	144,142	141,564	142,062	-1.4%
Total Funding Sources	904,632	1,060,223	1,043,930	1,055,755	-0.4%

<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	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Peer-reviewed Financial Report that meets standards	Unqualified audit opinion received	Yes	Yes	Yes	Yes
		# of years GFOA award for Excellence in Financial Reporting received	43	44	45	45
	Process financial transactions in a timely, efficient, and accurate manner	Average monthly # of checks issued to vendors	1,000	1,000	900	900
		Average monthly # of electronic payments to vendors	100	125	150	150
		% of payments to vendors issued within 7 days of appropriate internal approval	100%	100%	100%	100%
		% of employees using direct deposit	99%	99%	99%	99%
		# of W-2 forms issued	1142	1252	1250	1260
		% of accurate payroll reports filed on a timely basis	100%	100%	100%	100%
		Average rate of return on investments	0.87%	0.99%	1.27%	1.50%
		Quarterly investment reports in compliance with investment policy	4/4	4/4	4/4	4/4

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

- Personal service costs are projected to be flat for FY 2023/24. This is due to two vacant positions that existed when the projections were done for FY 2022/23. These positions were projected to be filled at mid-point of the pay ranges and with the most expensive insurance option but were instead filled at slightly lower pay amounts with less expensive insurance options. Accounting Services has been fully staffed since January of 2022.

In-Progress Activities

- Accounting Services staff are focused on internal training, job responsibilities, meeting reporting due dates, and back-up training. Two areas of emphasis will be revenue recognition timing of when receipts are recognized and capital asset reporting.
- Research is being done to determine how to correctly report the new fiduciary fund created to process the City Assessor payroll. Staff is also researching how to report the City's leases to comply with new audit standards, as well the correct way to report the transition of the airport from the General Fund to an Enterprise fund.
- Accounting Staff will work with other City departments to assure timeliness and accuracy of grant reimbursement requests.
- Accounting staff continues to work with Purchasing Services and Information Technology to complete the implementation and usability of the electronic document management system.
- Accounting Services is working with Finance Administration to better align the Finance Department's workload.

Upcoming Activities

- Staff are exploring efficiencies or automation of report writing and internal processes to provide more timely financial information. Automation could greatly enhance the onboarding of new Accounting staff.

Purchasing Services

Description:

The Purchasing Services activity is responsible for the procurement of goods and services necessary for City services to be delivered to the citizens of Ames. This involves obtaining the goods and services in the most cost-effective manner while maintaining compliance with all applicable laws, regulations, policies, and professional standards. Purchasing services are allocated on a predetermined percentage basis based on relative use of service.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Purchasing Services	546,135	643,005	584,500	648,393	0.8%
Reimbursements	(54,567)	(64,300)	(55,452)	(64,839)	0.8%
Total Expenditures	491,568	578,705	529,048	583,554	0.8%

<i>Expenditures by Category:</i>					
Personal Services	494,606	572,669	508,725	580,377	1.4%
Internal Services	28,679	31,191	28,653	28,560	-8.4%
Contractual	20,413	36,210	41,012	37,021	2.2%
Commodities	2,437	2,935	6,110	2,435	-17.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Expenditure Subtotal	546,135	643,005	584,500	648,393	0.8%

Less: Expenditures reflected directly in another activity	(54,567)	(64,300)	(55,452)	(64,839)	0.8%
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Total Expenditures	491,568	578,705	529,048	583,554	0.8%
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<i>Funding Sources:</i>					
Outside Printing Services	-	-	-	-	
Outside Messenger Service	-	-	-	-	
General Fund	35,924	41,796	40,989	42,146	0.8%
Road Use Tax	56,751	66,873	60,788	67,433	0.8%
Water Utility Fund	40,926	48,225	43,838	48,629	0.8%
Sewer Utility Fund	19,099	22,505	20,458	22,694	0.8%
Electric Utility Fund	300,124	353,653	321,475	356,616	0.8%
Parking Fund	546	643	585	648	0.8%
Storm Water Utility Fund	5,457	6,430	5,845	6,484	0.8%
Resource Recovery	32,741	38,580	35,070	38,904	0.8%
Total Funding Sources	491,568	578,705	529,048	583,554	0.8%

Authorized FTEs	5.00	5.00	5.00	5.00	
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Purchasing Services

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	129	132	133	135
		Value of awarded bids (in millions)	\$23.10	\$17.64	\$18.00	\$18.50
		Savings realized through bidding process (difference between high bid and low bid)	35%	23%	30%	30%
		# of competitive bids	206	183	195	198
		Value of purchase orders (in millions)	\$62.50	\$61.47	\$55.00	\$55.00
		# of vendors registered in AmesBids (City's electronic bidding system)	435	630	680	730
		# of purchase orders issued	1409	1257	1350	1380
		Value of p-card transactions (in millions)	\$0.84	\$1.14	\$1.10	\$1.11
		# of Procurement Card accounts	343	349	352	355

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

- Personal services costs are projected lower than normal in FY 2022/23 due to an open position resulting from the retirement of a long-term employee. Personal services costs in FY 2023/24 are also lower than normal because the starting salary of the person filling the position is projected to be lower than that of the person who retired.
- Internal services are also slightly lower in FY 2023/24 due to a new allocation method being implemented by Information Technology to more accurately charge computer services to City departments.

In-Progress Activities

- Procurement training for new City staff members is provided regularly. This training includes procurement policies and procedures, requisition processing, procurement thresholds, conflict of interest reporting, and procurement card cardholder training.
- Bids and Request for Proposals (RFPs) for good and services are issued through AmesBids, an electronic bidding system and vendor management tool which improves communication, transparency, and record-keeping regarding our vendors, limits the risk of a non-compliant bid and eliminates incomplete or unsigned bids. The last phase is to implement is public improvement bids.
- An electronic document management system implementation is nearing completion. The system provides electronic access to purchase orders, invoices, and other financial transactions.

Upcoming Activities

- Automated routing of purchase orders to vendors and departments will be implemented. This process will save time and costs by eliminating the need to print and mail purchase orders.
- Purchasing policies will continue to be revised as needed. Staff will implement changes to the public improvement bid process authorized by the Iowa Legislature and to review software options for an electronic signature platform for contracts and change orders.

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.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Mgr Rec	From
Expenditures:					Adopted
Personal Services	744,220	828,508	768,237	847,680	2.3%
Internal Services	32,738	34,369	34,836	33,190	-3.4%
Contractual	46,828	72,008	72,310	72,545	0.8%
Commodities	2,142	2,299	3,099	2,200	-4.3%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Expenditure Subtotal	825,928	937,184	878,482	955,615	2.0%
Less: Expenditures reflected directly in another activity	(11,976)	(13,589)	(12,738)	(13,856)	2.0%
Total Expenditures	813,952	923,595	865,744	941,759	2.0%
Funding Sources:					
Charges for Services	22,002	26,250	26,250	31,250	19.1%
General Fund	451,668	511,226	477,559	516,797	1.1%
Water Utility Fund	78,463	89,032	83,456	90,783	2.0%
Sewer Utility Fund	78,463	89,032	83,456	90,783	2.0%
Electric Utility Fund	124,715	141,515	132,651	144,298	2.0%
Parking Fund	37,993	43,110	40,410	43,958	2.0%
Resource Recovery	20,648	23,430	21,962	23,890	2.0%
Total Funding Sources	813,952	923,595	865,744	941,759	2.0%
<i>Authorized FTEs</i>	5.95	5.95	5.95	5.95	

Legal Services

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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:	580	509	646	646
		Electric Dept.	26	26	24	24
		HR	9	5	10	10
		Planning	50	48	21	21
		Police	33	22	30	30
		Public Works	70	86	42	42
		WPC	19	16	18	18
		Other (includes trials)	373	306	501	501
		# of legal matters closed (includes new and old matters)	488	306	684	684

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

- Personal service costs are projected to have a lower than normal increase in FY 2023/24 due to the retirement of a long-time employee in June 2022. A new legal secretary was hired in October 2022.

In-Progress Activities

The Legal Department is involved in assisting every City department by reviewing legal questions that arise and dispensing legal advice, reviewing and helping to negotiate contracts, and dealing with a variety of situations that develop. Some highlights of our in-progress activities include:

- North Dayton small lot Industrial Division
- Indoor Aquatic Center property purchase
- Sand-McDorman property – land purchase for city park
- Represent Board of Review in property assessment appeals
- Subdivision review, easements, development agreements
- Draft ordinances
- Consultation with Human Resources Department on employment law matters
- Coordination with outside counsel on litigation matters
- Review all contracts that City is considering entering into
- Consult with police, prosecute municipal infractions

Upcoming Activities

The Legal Department's work is almost entirely reactive in nature, responding to requests for legal assistance from City staff and the City Manager's Office, responding to litigation against the City, prosecuting tickets written by City police officers, etc. Comes to the department when issues or questions arise. Some expected upcoming activities include:

- Indoor Aquatic Center property purchase
- Linc Development project
- Represent Board of Review in property assessment appeals
- Subdivision reviews, easements, development agreements
- Draft ordinances
- Consultation with Human Resources Department on employment law matters
- Coordination with outside counsel on litigation matters
- Baker Subdivision
- Review all contracts that City is considering entering into
- Consult with police, prosecute municipal infractions

Human Resources

Description:

The Human Resources activity is responsible for the hiring and retaining qualified employees using progressive recruitment techniques and competitive compensation and benefit programs. Other responsibilities of Human Resources include monitoring and preparing reports to demonstrate compliance with federal and state regulations, providing training opportunities and resources for employee development, updating and ensuring compliance with City personnel policies, negotiating union contracts, and assuming a leadership role for the City's Excellence Through People (ETP) program.

Human Resources expenditures are allocated to other activities or funds bases on the number of full-time equivalents (FTEs) paid in each of those activities or funds. Human Resources staff is also responsible for the Risk Insurance and Health Insurance activities.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Human Resources	763,458	835,261	712,797	772,235	-7.6%
Employee Development	23,493	47,300	38,900	51,450	8.8%
Employee Assistance	9,315	9,675	12,103	12,500	29.2%
ETP Program	4,368	65,400	136,932	55,700	-14.8%
Diversity Training	50,151	25,000	25,000	25,000	0.0%
HR Reimbursement	(178,305)	(203,453)	(189,674)	(188,956)	-7.1%
Total Expenditures	672,480	779,183	736,058	727,929	-6.6%

<i>Expenditures by Category:</i>					
Personal Services	618,715	710,073	581,838	630,118	-11.3%
Internal Services	94,523	42,298	42,108	42,928	1.5%
Contractual	123,780	213,665	282,486	224,239	5.0%
Commodities	13,767	16,600	19,300	19,600	18.1%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Expenditure Subtotal	850,785	982,636	925,732	916,885	-6.7%
Less: Expenditures reflected directly in another activity	(178,305)	(203,453)	(189,674)	(188,956)	-7.1%
Total Expenditures	672,480	779,183	736,058	727,929	-6.6%

<i>Funding Sources:</i>					
City Assessor	4,881	-	10,460	10,346	
General Fund	370,238	434,042	405,906	401,422	-7.5%
Road Use Tax	63,785	74,034	68,628	67,870	-8.3%
Water Utility Fund	42,634	49,484	47,075	46,555	-5.9%
Sewer Utility Fund	28,588	33,181	30,571	30,234	-8.9%
Electric Utility Fund	129,057	149,795	137,977	136,453	-8.9%
Parking Fund	6,610	7,672	6,944	6,867	-10.5%
Storm Sewer Utility Fund	5,618	6,521	5,952	5,886	-9.7%
Resource Recovery	21,069	24,454	22,545	22,296	-8.8%
Total Funding Sources	672,480	779,183	736,058	727,929	-6.6%

Authorized FTEs	6.05	6.05	5.05	5.05
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Human Resources

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Estimated	2023/24 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)	182	241	250	250
		# of applications (open/promotional)	3,070	2,939	3,000	3,000
		# of external hires (full and part-time)	48	188	185	185
		# of internal promotions	6	41	10	10
		% of racially diverse applicants	17%	16%	18%	19%
		% of female applicants	41%	43%	44%	45%
		# of hours leadership development training offered	37	30	35	35
		# of employees attending training through Employee Development Center	1,247	522	600	600
		Average employee rating of EDC courses	91%	92%	92%	92%

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

- Personal service costs are projected to be lower by 11.3% in FY 2023/24 because the Diversity, Equity, and Inclusion Coordinator position budgeted in Human Resources in FY 2022/23 has now been moved to the City Manager's Office.
- Funding (\$55,700) has continued to be added in FY 2023/24 to support the City's Excellence Through People (ETP) initiative through program development and delivery. Additionally, unspent ETP funding of \$71,532 from FY 2021/22 has been carried over to the FY 2022/23 adjusted budget.
- Funding (\$25,000) was allocated in the FY 2022/23 budget for City-wide Diversity, Equity, and Inclusion (DEI) training. That same amount has been requested in the FY 2023/24 budget. This will ensure that DEI training and programming is ongoing.
- Funding (\$14,500) has been requested in the FY 2023/24 budget to facilitate the ongoing costs of Leadership Fundamentals training. This training is largely facilitated by HR staff but will require some use of outside consultants.

In-Progress Activities

- HR staff are working on development and delivery of Leadership Fundamentals training for all formal leaders. This will be ongoing training.
- Human Resources continues to streamline the recruitment process, with the goal of increasing efficiency, reducing redundancy, and reducing overall cycle time. As recruitment needs have increased, Human Resources restructured full-time staffing to add a Human Resources Officer I (reclassifying a Human Resources Analyst position) to provide additional recruitment support.
- HR staff are making significant improvements to Family and Medical Leave Act (FMLA) processes, tracking, and reporting.

Upcoming Activities

- Human resources staff will work to select and implement a Human Resources Information System.

Facilities

Description:

The Facilities activity is responsible for the maintenance of City Hall, the City Hall grounds and parking lots, and the Veteran’s Memorial adjacent to City Hall. City Hall includes office space for City departments, the City Council Chambers, the Ames City Assessor’s office, and offices and a court room for Story County, as well as meeting rooms available to the public, the City Auditorium, and the Community Center, which includes a gymnasium, weight room, exercise space and locker rooms. Facility consultation services and project support are also provided for City facilities that are the direct responsibility of other City departments.

A portion of Facilities expenditures are allocated directly to the Information Technology activity, which is in the lower level of City Hall. The balance of Facilities expenditures are allocated on a percentage basis to the various funds which support General Government activities and to the City Assessor's Office.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
City Hall/Veterans Memorial	407,805	475,659	494,917	496,801	4.4%
City Hall Special Projects	-	-	241,089		
Total Expenditures	407,805	475,659	736,006	496,801	4.4%

<i>Expenditures by Category:</i>					
Personal Services	155,269	164,626	164,370	172,138	4.6%
Internal Services	28,019	34,566	32,757	45,978	33.0%
Contractual	213,992	263,709	263,709	265,671	0.7%
Commodities	24,878	29,500	31,500	30,500	3.4%
Capital	-	-	261,089		
Other Expenditures	-	-	-		
Expenditure Subtotal	422,158	492,401	753,425	514,287	4.4%

Less: Expenditures reflected directly in another activity (14,353) (16,742) (17,419) (17,486) 4.4%

Total Expenditures	407,805	475,659	736,006	496,801	4.4%
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<i>Funding Sources:</i>					
City Assessor	16,566	16,742	17,419	17,486	4.4%
General Fund	278,945	327,939	582,306	342,515	4.4%
Road Use Tax	25,329	29,544	30,740	30,857	4.4%
Water Utility Fund	21,108	24,620	25,617	25,714	4.4%
Sewer Utility Fund	16,886	19,696	20,493	20,571	4.4%
Electric Utility Fund	42,216	49,240	51,234	51,429	4.5%
Parking Fund	2,533	2,954	3,074	3,086	4.5%
Resource Recovery	4,222	4,924	5,123	5,143	4.5%
Total Funding Sources	407,805	475,659	736,006	496,801	4.4%

Authorized FTEs	1.25	1.25	1.25	1.25	
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Facilities

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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)	\$5.58	\$5.55	\$6.74	\$6.77
		# of Public Art pieces installed by Facilities staff	15	12	14	14

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

- Internal Service costs are projected to increase by 33% in FY 2023/24. This is largely due to projected higher property insurance costs affecting City Hall. Property costs are expected to be higher nationally in response to extreme weather events such as hurricanes and forest fires.
- Funding of \$241,089 has been carried over into the adjusted FY 2022/23 budget for City Hall space needs projects. The funding will be used to create additional office space to accommodate additional employees, to reconfigure existing office spaces to maximize space usage, and to add or expand conference rooms for both City and public usage.
- Funding of \$20,000 for a lactation pod has also been carried over to the FY 2022/23 adjusted budget from FY 2021/22. The pod will allow for more flexibility in where the lactation space is located for both employee and public use.

In-Progress Activities

- An access control system has been installed and is now fully operational in City Hall and the fire stations. Facilities staff is managing access badges and schedules for the system.
- A project to update City Hall has begun. This will include painting the building interior with an option for the replacement of the carpet at a later date.
- Additional funding has been identified to complete the heating, ventilation, and air conditioning (HVAC) replacement in the Municipal Auditorium. Due to increased costs for HVAC projects, staff is identifying options to reduce the overall cost. Staff is also working with a consultant to see if the system can be designed to not use natural gas.
- Landscaping improvements around City Hall that were started in FY 2021/22 have continued into FY 2022/23.
- Managerial and maintenance staff for the Facilities activity continue to provide assistance and support for other City facilities and programs including the Ames Municipal Airport, three fire stations, the Ames Public Library, the Ames Animal Shelter and the Public Art Program.

Upcoming Activities

- Facilities staff will assist with the Downtown Plaza and Indoor Aquatic Center capital projects, as well as other City projects requiring Facilities assistance.

General Government CIP

Description:

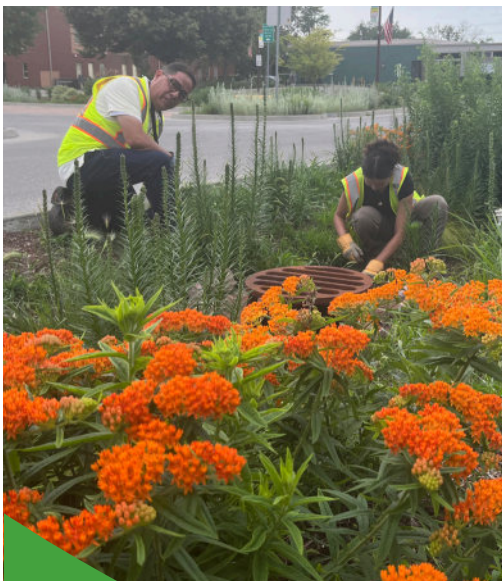
This is a summary of all capital improvements in the General Government program. Details are presented in the Five-Year Capital Improvements Plan for the City of Ames.

<i>Activities:</i>	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
<i>Facilities:</i>					
City Hall Improvements	45,213	75,000	891,351	75,000	
City Hall Building Security	156,385	-	12,540		
Auditorium HVAC System	-	-	699,462		
6th Street Parking Lot	291,541	-	66,278		
Total Facilities CIP	493,139	75,000	1,669,631	75,000	0.0%
Total General Government CIP	493,139	75,000	1,669,631	75,000	0.0%

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DEBT SERVICE



DEBT SERVICE



Debt Service

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Debt Service Summary

This program accounts for the payment of principal and interest on bonds issued by the City of Ames. There are two types of bonds that 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 the further reserve limits set by the City Council. The City's General Obligation bonds currently have the Aa1 rating from Moody's Investor Services.

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

	2021/22	2022/23	2022/23	2023/24	% Change
Use of Funds:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
General Obligation Bonds	22,785,348	12,334,750	12,358,322	12,979,018	5.2%
Electric Revenue Bonds	966,306	966,556	966,556	964,807	-0.2%
SRF Loan Payments	4,276,753	4,269,684	4,269,684	4,260,562	-0.2%
Bond Costs	143,531	-	67,000	-	
Total Expenditures	28,171,938	17,570,990	17,661,562	18,204,387	3.6%

Funding Sources:					
Debt Service Fund	22,815,850	12,334,750	12,358,322	12,979,018	5.2%
G.O. Bond Funds	113,029	-	67,000	-	
Electric Sinking Fund	966,306	966,556	966,556	964,807	-0.2%
Water Sinking Fund	3,736,260	3,728,540	3,728,540	3,721,880	-0.2%
Sewer Sinking Fund	540,493	541,144	541,144	538,682	-0.5%
Total Funding Sources	28,171,938	17,570,990	17,661,562	18,204,387	3.6%

Debt Service Principal and Interest Breakdown:

G.O. Bonds					
Principal	20,305,000	9,809,848	9,835,000	9,892,831	0.9%
Interest	2,480,348	2,524,902	2,523,322	3,086,187	22.2%
Issuance Costs	143,531	-	67,000	-	
Total G.O. Bonds	22,928,879	12,334,750	12,425,322	12,979,018	5.2%

Electric Revenue Bonds					
Principal	795,000	835,000	835,000	875,000	4.8%
Interest	171,306	131,556	131,556	89,807	-31.7%
Total G.O. Bonds	966,306	966,556	966,556	964,807	-0.2%

State Revolving Fund Loans					
Principal	3,170,000	3,224,000	3,224,000	3,277,000	1.6%
Interest	1,106,753	1,045,684	1,045,684	983,562	-5.9%
Total SRF Loans	4,276,753	4,269,684	4,269,684	4,260,562	-0.2%

Total Debt Service	28,171,938	17,570,990	17,661,562	18,204,387	3.6%
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Debt Service Cost Allocation

Debt Service Cost Allocation For 2023/24 Budget

Taxable Valuation for Debt Service: \$3,506,143,059

Use of Bond Proceeds	Allocated Debt Service	Debt Service Abatements	Property Tax Support	Rate Per \$1,000 Valuation
Airport	70,975	70,975	-	0.00000
Fire Department Apparatus	197,388	49,347	148,041	0.04222
Fire Facilities	48,827	-	48,827	0.01393
Public Safety Radio	250,679	26,749	223,930	0.06387
Library	1,089,132	-	1,089,132	0.31064
Park Projects	71,106	-	71,106	0.02028
Indoor Aquatic Center	101,638	-	101,638	0.02899
Water Projects	121,369	121,369	-	0.00000
Sewer Projects	378,074	378,074	-	0.00000
Resource Recovery	163,280	163,280	-	0.00000
Urban Renewal - TIF	335,050	335,050	-	0.00000
Storm Sewer	95,971	-	95,971	0.02737
Streets	8,268,665	-	8,268,665	2.35833
Special Assessments	317,553	317,553	-	0.00000
2023/2024 CIP G. O.	1,469,313	-	1,469,313	0.41907
TOTAL G. O. DEBT	12,979,020	1,462,397	11,516,623	3.28469
Less: State Replacement Tax			318,472	0.09083
Use of Fund Balance			55,000	0.01569
TOTAL DEBT SERVICE COST	\$ 12,979,020	\$ 1,462,397	\$ 11,143,151	3.17817
FY 2022/2023 Debt Service Levy			\$ 11,143,151	3.17817

2023/2024 CIP G.O. ISSUE

Arterial Street Pavement Improvements	1,500,000
Asphalt Street Pavement Improvements	3,000,000
Concrete Pavement Improvements	950,000
Collector Street Pavement Improvements	1,200,000
Seal Coat Street Pavement Improvements	1,750,000
South 16th Street Road Widening	325,000
Campustown Public Improvements	1,200,000
Alley Pavement Improvements	400,000
Intelligent Transportation System	468,300
Traffic System Capacity Improvements	370,000
Indoor Aquatic Center	1,000,000
Park System Facility Improvements	500,000

Total G.O. Bonds \$ 12,663,300

Projection of Debt Capacity

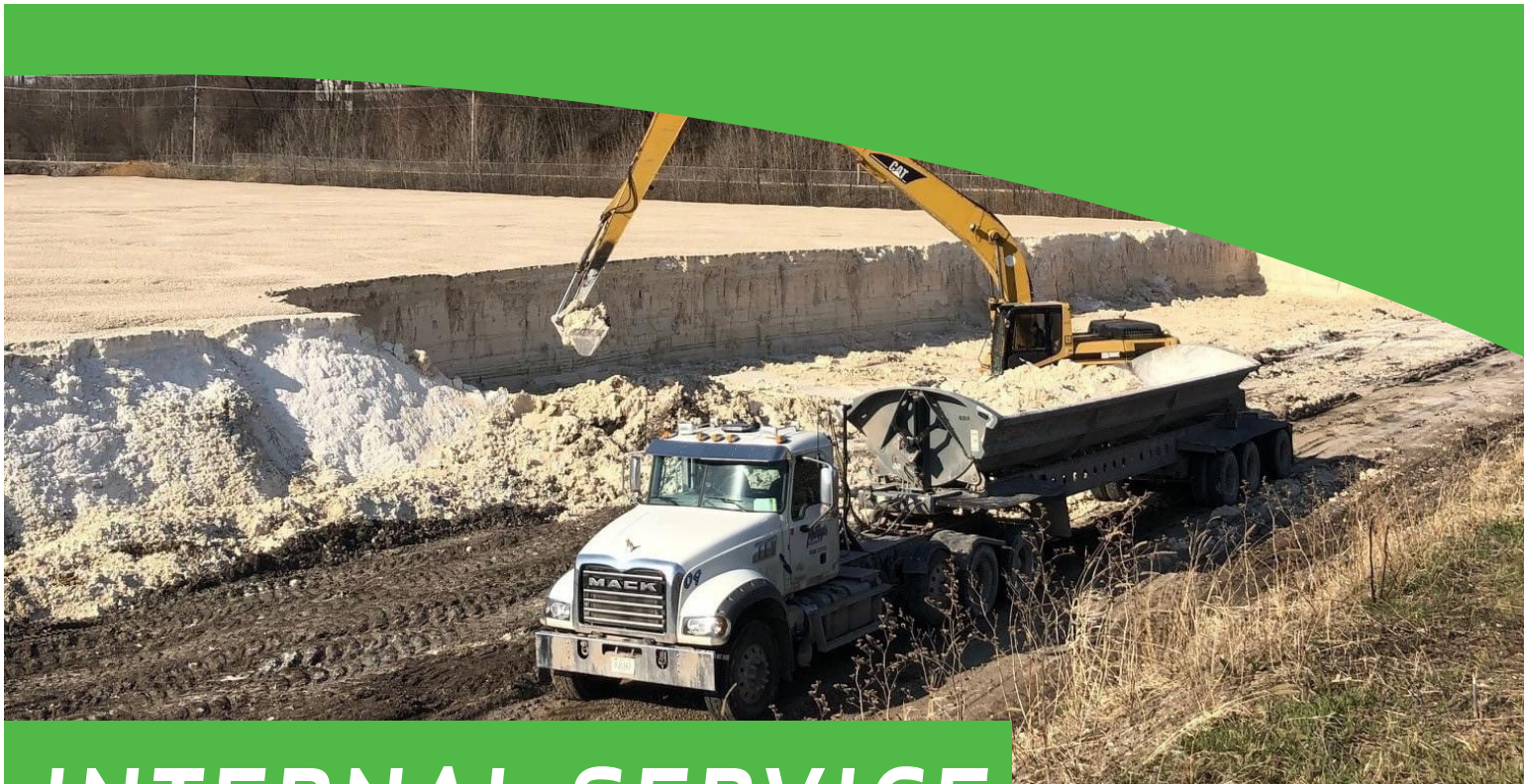
City of Ames, Iowa Projection of Debt Capacity

	2021/22 Actual	2022/23 Budgeted	2023/24 Projected	2024/25 Projected	2025/26 Projected	2026/27 Projected	2027/28 Projected
1. Total Actual Valuation	5,187,510,467	5,512,039,832	5,543,127,038	5,709,420,849	5,880,703,474	6,057,124,578	6,238,838,315
2. State Mandated Debt Limit	259,375,523	275,601,992	277,156,352	285,471,042	294,035,174	302,856,229	311,941,916
3. City Reserve (25% Of Limit)	64,843,881	68,900,498	69,289,088	71,367,761	73,508,794	75,714,057	77,985,479
Un-Reserved Debt Capacity	194,531,642	206,701,494	207,867,264	214,103,281	220,526,380	227,142,172	233,956,437
4. Outstanding Debt	67,030,000	68,800,000	58,805,000	49,350,000	40,200,000	31,480,000	24,690,000
5. Proposed Issues	-	-	12,663,300	19,824,025	15,246,641	13,578,756	12,488,467
6. Balance Of Proposed Issues	-	-	11,890,469	30,211,358	42,944,265	42,944,265	53,045,022
Total Debt Subject To Limit	67,030,000	68,800,000	71,468,300	81,064,494	85,657,999	88,003,021	90,223,489
7. Available Un-Reserved Debt Capacity (\$)	127,501,642	137,901,494	136,398,964	133,038,787	134,868,381	139,139,151	143,732,948
8. Available Un-Reserved Debt Capacity (%)	65.54%	66.72%	65.62%	62.14%	61.16%	61.26%	61.44%
9. Total Debt Capacity (\$)	192,345,523	206,801,992	205,688,052	204,406,548	208,377,175	214,853,208	221,718,427
10. Total Debt Capacity (%)	74.16%	75.04%	74.21%	71.60%	70.87%	70.94%	71.08%

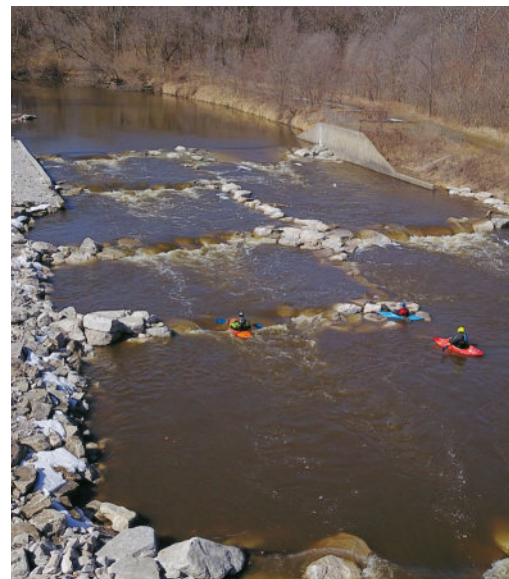
Notes:

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.

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INTERNAL SERVICE & TRANSFERS



INTERNAL SERVICE & TRANSFERS



Internal Services & Transfers

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Internal Services Summary

Description:

Internal Services are operations which support other City programs. In contrast to the support services in the General Government program, these operations are entirely funded by charges made to other City programs. As these activities represent expenses that are already reflected in other City programs, they are budgeted for accountability and decision making, but are not reported to the State. **Fleet Services** involves the maintenance and operating costs for City vehicles and other pieces of equipment as well as the acquisition and disposal of that equipment. **Information Technology** provides support to other City programs for both data processing and communications. **Printing Services** accounts for the activity of the City’s Print Shop and related design services. **Messenger Services** provides internal messenger service and outside mail service to all City departments. **Risk Management** is responsible for safety-related work practices and securing the most economical risk insurance coverage for the City. The **Health Insurance** activity includes the administration of the City’s self-insured health insurance plan, as well as the Health Promotion program available to City employees. Capital improvements for Internal Services activities are included in **Internal Services CIP**

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Fleet Services	3,066,755	3,233,578	5,635,816	3,790,098	17.2%
Information Technology	2,676,835	3,346,430	3,721,135	2,875,940	-14.1%
Printing Services	108,336	122,538	122,419	127,410	4.0%
Messenger Services	99,650	108,732	106,750	114,849	5.6%
Risk Management	2,551,484	2,882,293	2,911,047	3,294,695	14.3%
Health Insurance	11,144,129	10,526,297	10,420,948	11,202,128	6.4%
Health Promotion	228,141	385,293	316,986	336,739	-12.6%
Total Operations	19,875,330	20,605,161	23,235,101	21,741,859	5.5%
Internal Services CIP	227,617	-	-	-	
Total Expenditures	20,102,947	20,605,161	23,235,101	21,741,859	5.5%

Internal Services Summary

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	2,282,513	2,677,302	2,480,276	2,713,966	1.4%
Internal Services	804,096	585,006	747,536	635,106	8.6%
Contractual	4,449,121	5,029,524	5,045,437	5,612,198	11.6%
Commodities	1,168,832	1,133,361	1,512,581	1,271,945	12.2%
Capital	635,505	1,290,700	3,783,148	1,158,100	-10.3%
Other Expenditures	10,535,263	9,889,268	9,666,123	10,350,544	4.7%
Total Operations	19,875,330	20,605,161	23,235,101	21,741,859	5.5%
Internal Services CIP	227,617	-	-	-	
Total Expenditures	20,102,947	20,605,161	23,235,101	21,741,859	5.5%
Funding Sources:					
Fleet Services Fund	2,354,825	2,426,878	2,567,724	2,649,498	9.2%
Fleet Reserve Funds	711,930	806,700	3,068,092	1,140,600	41.4%
Information Technology Fund	2,067,146	2,128,401	2,131,368	2,188,090	2.8%
Technology Reserve Funds	337,874	870,350	1,291,431	387,850	-55.4%
Printing Services Fund	108,336	122,538	122,419	127,410	4.0%
Messenger Services Fund	99,650	108,732	106,750	114,849	5.6%
Shared Communications Fund	271,815	347,679	298,336	300,000	-13.7%
Risk Insurance Fund	2,551,484	2,882,293	2,911,047	3,294,695	14.3%
Health Insurance Fund	11,372,270	10,911,590	10,737,934	11,538,867	5.8%
Total Operations Funding	19,875,330	20,605,161	23,235,101	21,741,859	5.5%
CIP Funding:					
Fleet Reserve Fund	227,617	-	-	-	
Total CIP Funding	227,617	-	-	-	
Total Funding Sources	20,102,947	20,605,161	23,235,101	21,741,859	5.5%

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.

	2021/22	2022/23	2022/23	2023/24	% Change From
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Requested	Adopted
Fleet Administration	488,510	574,099	541,276	595,243	3.7%
Fleet Maintenance	1,690,880	1,685,992	1,843,096	1,871,631	11.0%
Motor Pool Services	54,576	45,750	45,750	45,750	0.0%
Fleet Maintenance Facility	120,859	121,037	137,602	136,874	13.1%
Fleet Acquisitions	711,930	806,700	3,068,092	1,140,600	41.4%
Total Expenditures	3,066,755	3,233,578	5,635,816	3,790,098	17.2%

<i>Expenditures by Category:</i>					
Personal Services	930,372	1,019,874	990,783	1,064,426	4.4%
Internal Services	330,450	273,180	320,842	287,373	5.2%
Contractual	349,597	318,074	335,099	331,699	4.3%
Commodities	926,620	856,750	1,012,000	1,016,500	18.7%
Capital	523,192	765,700	2,977,092	1,090,100	42.4%
Other Expenditures	6,524	-			
Total Expenditures	3,066,755	3,233,578	5,635,816	3,790,098	17.2%

<i>Funding Sources:</i>					
Fleet Services Fund	2,354,825	2,426,878	2,567,724	2,649,498	9.2%
Fleet Reserve Funds	711,930	806,700	3,068,092	1,140,600	41.4%
Total Funding Sources	3,066,755	3,233,578	5,635,816	3,790,098	17.2%

<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	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	60%	51%	55%	53%
		# of billable hours	6,265	6,100	6,600	6,700
		% of scheduled replacements completed	90%	95%	30%	50%
		# of preventative maintenance work orders	1,311	1,404	1,450	1,450
Environmental sustainability	Maintain a fleet with 20% of vehicles considered to be "green". Reduce carbon footprint	% of fleet considered "green"	26%	28%	35%	40%
		Gallons of fuel purchased	187,339	175,751	180,000	185,000

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

- The City's shop rate will increase from \$81.11/hour to \$86.97/hour (7.2% increase in FY 2023/24). The rate is designed to recover the cost of the Fleet Services technicians' salaries and benefits. This rate is higher than the City's overall salaries and benefits increase due to an adjustment to Fleet Service's goal of the number of billable hours. Over the last several years the goal for the year was 7,000 hours for the five technicians. This is roughly 70% of their time being billed for work. Over the last few years, technicians have acquired more vacation time and have been assisting with City Hall maintenance, resulting in less hours billable for fleet maintenance. This has led to an adjusted goal of 6,800 hours.
- Administrative fees assessed to equipment to assist in covering administration and overhead costs will increase by 4.1% in FY 2023/24.
- Average fuel costs are projected to increase in the FY 2022/23 adjusted budget from \$2.45/gallon to \$3.15/gallon and then remain flat in FY 2023/24. Fuel remains the largest component of the Fleet Maintenance operating budget, with \$630,000 budgeted for both FY 2022/23 and FY 2023/24.

In-Progress Activities

- Fleet Services has budgeted \$50,000 in the Fleet Services Reserve Fund in FY 2022/23 to help departments purchase all-electric or hybrid vehicles. These will be one-time funds and the departments will then be responsible for accumulating replacement dollars for the next vehicle replacement. Funding of \$65,000 is also included in the Fleet Services Reserve Fund in FY 2022/23 to purchase four mobile lifts and attachments. These lifts allow the technicians to be more flexible and productive with the type of work they do.
- Due to supply chain issues and high demand, vehicle manufacturers will not be making vehicles or equipment as readily available to government fleets as in the past. It appears that obtaining any fleet vehicles is unlikely in FY 2022/23, and that almost all of the FY 2022/23 replacement funding will need to be carried over to FY 2023/24. Fleet Services will work with Purchasing Services to develop a contingency plan for emergency replacements.

Upcoming Activities

- Fleet Services will continue its effort to turn the fleet "green". Vehicle purchases, when available, will be 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.

Information Technology

Description:

The purpose of the Information Technology activity is to provide electronic information and communication systems for internal City of Ames activities to assist in the delivery of programs and services to the citizens of Ames. The services provided by Information Technology include network infrastructure support, desktop computer support, and planning, analysis, and implementation of information systems. This activity also provides voice network infrastructure support, Wi-Fi infrastructure support, and cellular and phone system planning, analysis, and maintenance.

Computer Services and Phone System Operations costs are allocated to other City programs based on system use and the number of users and devices supported. Information Technology also assists City departments with planning for future technology needs and collects funds into a reserve, so funding is available when equipment needs to be replaced or updated.

The shared public safety system used by the City of Ames, Iowa State University, Story County, and the E-911 system is also reflected in this activity.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Computer Services	1,797,184	1,852,117	1,851,664	1,906,884	3.0%
Phone System Operations	269,962	276,284	279,704	281,206	1.8%
Technology Replacement	337,874	870,350	1,271,431	387,850	-55.4%
Finance/HRIS Software Study	-	-	20,000	-	
Shared Communications	271,815	347,679	298,336	300,000	-13.7%
Total Expenditures	2,676,835	3,346,430	3,721,135	2,875,940	-14.1%

<i>Expenditures by Category:</i>					
Personal Services	867,895	1,107,475	995,965	1,123,239	1.4%
Internal Services	446,050	280,589	397,560	315,612	12.5%
Contractual	1,018,594	1,179,866	1,044,879	1,136,289	-3.7%
Commodities	231,983	253,500	476,675	232,800	-8.2%
Capital	112,313	525,000	806,056	68,000	-87.1%
Other Expenditures	-	-	-	-	
Total Expenditures	2,676,835	3,346,430	3,721,135	2,875,940	-14.1%

<i>Funding Sources:</i>					
Information Technology Fund	2,067,146	2,128,401	2,131,368	2,188,090	2.8%
Technology Reserve Funds	337,874	870,350	1,291,431	387,850	-55.4%
Shared Communications Fund	271,815	347,679	298,336	300,000	-13.7%
Total Funding Sources	2,676,835	3,346,430	3,721,135	2,875,940	-14.1%

Information Technology

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	575	590	547	550
		Computers supported	580	590	575	575
		Printers supported	178	180	175	175
		Tablets supported	75	75	75	75
		Servers supported	78	80	120	120
		Service requests logged by Help Desk	1,848	2,000	2,000	2,000
		Computers replaced	78	117	120	120
	Phone extensions	433	430	435	440	
	Provide efficient and reliable voice communication system	Department phone extension charge	\$604	\$604	\$604	\$604
		Equivalent outside extension cost	\$606	\$606	\$606	\$606

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

- For FY 2023/24, IT staff developed a new allocation method to charge computer costs to City departments. The former method, which was based on outdated CPU time, allocated more than their proportionate share to activities such as Accounting Services, Utility Customer Service, and Purchasing as those were the largest users when the allocation method was developed. The new method is allocating costs to all technology users based on the equipment they are using and the support they're receiving. As this new allocation method is a definite redistribution of costs that will directly impact departments' operating budgets, it's being phased in over a five-year period.
- Technology replacement costs are projected to be significantly lower for FY 2023/24. This is because several large technology replacement projects are budgeted in FY 2022/23 and no similar projects are projected in FY 2023/24.
- Funding of \$20,000 is included in the FY 2022/23 adjusted budget for consulting services to begin the process of identifying possible vendors for a new integrated Finance and HR/IS software system.
- The Shared Communications budget is lower in the adjusted FY 2022/23 and FY 2023/24 budgets because a capital item for the system was budgeted in the FY 2022/23 adopted budget. This item is instead being purchased using technology replacement funds that the Shared Communications system has reserved.
- Several software vendors have pricing that uses CPI (consumer price index) as a factor, causing some software budget lines to be higher than anticipated. Additionally, the cost of computers is significantly higher than FY 2021/22. IT is working with departments to adjust their IT replacement plans.

In Progress Activities

- The City is developing an Enterprise Agreement with Microsoft to greatly improve the management and security of Windows computers.
- IT staff continues to work to improve the automation of enterprise financial systems, reduce paper, and increase efficiency city-wide.
- IT staff is working to encrypt all desktop and laptop computers to increase overall security.
- One Drive is being implemented city-wide to provide flexibility and backup of client file storage.

Information Technology

In Progress Activities, continued

- ServiceNow software is being implemented to improve IT customer service and the accuracy of IT equipment inventory.
- During FY 202/23, IT staff met with all City departments to assess their technology needs and to develop a plan for each department to determine the amount of replacement funds to budget to be sure funding is available to replace computers and other equipment when necessary. These planning sessions, which hadn't been held for several years, will continue annually.

Upcoming Activities

- IT staff continues to explore the development of a second primary fiber path to provide network redundancy. This will ensure network stability in the event of a fiber cut to the internal City network.
- IT staff will examine the use and the City's needs regarding voice and video communications. Both VoIP phones and computer conferencing, through Microsoft Teams, are currently employed. Staff will investigate which communication tools are projected to be used in the future.

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Printing Services

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Provide quality, timely, and economical design, printing and copy services to City Programs and to agencies eligible for City funding	Print Shop impressions	597,952	467,216	450,000	440,000
		% of printing orders that require additional Print Shop services	70%	77%	72%	73%
		Average cost of black and white impression	\$.045	\$.048	\$.049	\$.050
		Cost of color impression	\$0.25	\$0.25	\$0.30	\$0.30
		Print Shop orders	1262	1369	1250	1290
		% of Printing only orders	17%	19%	16%	17%
		Graphic design orders	111	232	190	210
		% of graphic design orders	9%	17%	10%	12%

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

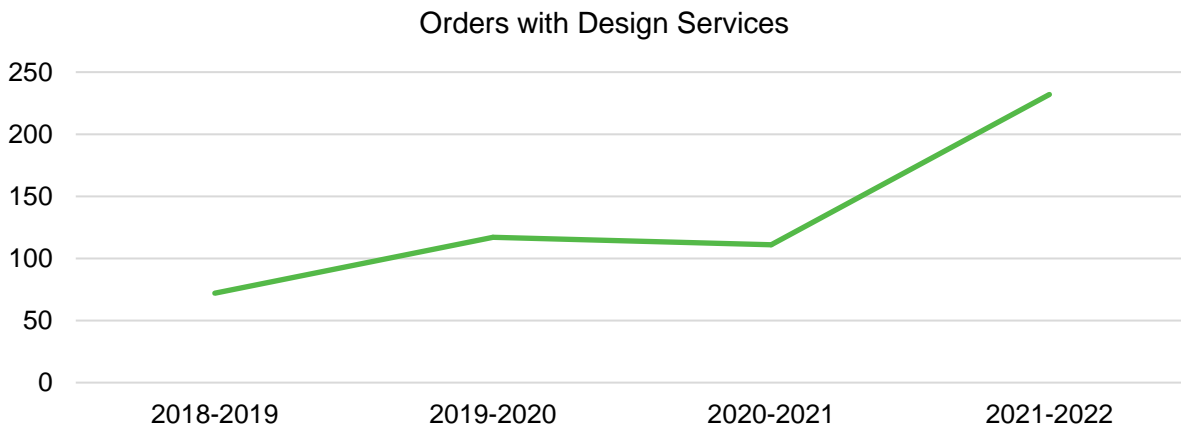
- The number of impressions continues to decrease due to departments transitioning to electronic means of communications.
- The Print Shop continues to experience an increase in requests for services for webpage and social media design, newspaper ads, campaign design, promotion of programs and services, carbonless forms, and job postings.
- The cost of paper increased, and the supplier struggled with product delivery over the last year due to the volatility of the marketplace. The cost of paper is back to the levels in 2018 and the market is starting to stabilize.

In-Progress Activities

- The badge printer was replaced and used to print access card(s) for the City's new Access Control System.
- The Print Shop continues to expand graphic design services to support Public Relations and coordination with other City services.

Upcoming Activities

- The color copier will be upgraded to maintain high quality finished products.



Messenger Services

Description:

The City's Messenger Services internal activity provides internal and external mail processing services for all City departments, as well as the City Assessors office and the Clerk of Court. These services are charged on a per use basis, with the goal of the activity being to recover the cost of the services provided.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	88,158	92,816	91,916	97,131	4.7%
Internal Services	8,016	8,946	7,721	10,105	13.0%
Contractual	4,903	5,194	5,397	5,733	10.4%
Commodities	(1,427)	1,776	1,716	1,880	5.9%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	99,650	108,732	106,750	114,849	5.6%

<i>Funding Sources:</i>					
Messenger Services Fund	99,650	108,732	106,750	114,849	5.6%
Total Funding Sources	99,650	108,732	106,750	114,849	5.6%

<i>Authorized FTEs</i>	1.00	1.00	1.00	1.00
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Messenger Services

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible manner Incorporate these 4 new lines in above	Provide reliable, timely, and cost-effective distribution of US mail, internal mail and parcels	Outgoing US mail sent via discount	79.4%	83.3%	79%	79%
		Savings from discounted mail programs	\$11,218	\$7,192	\$7,500	\$7,800
		# of Messenger stops per day	79	79	79	79
		Total US Mail pieces	94,785	78,962	77,000	76,000
		Outgoing UPS packages	178	46	50	50
		Outgoing USPS packages	99	97	90	90
		Library Parcels	1,788	1,947	1600	1600

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

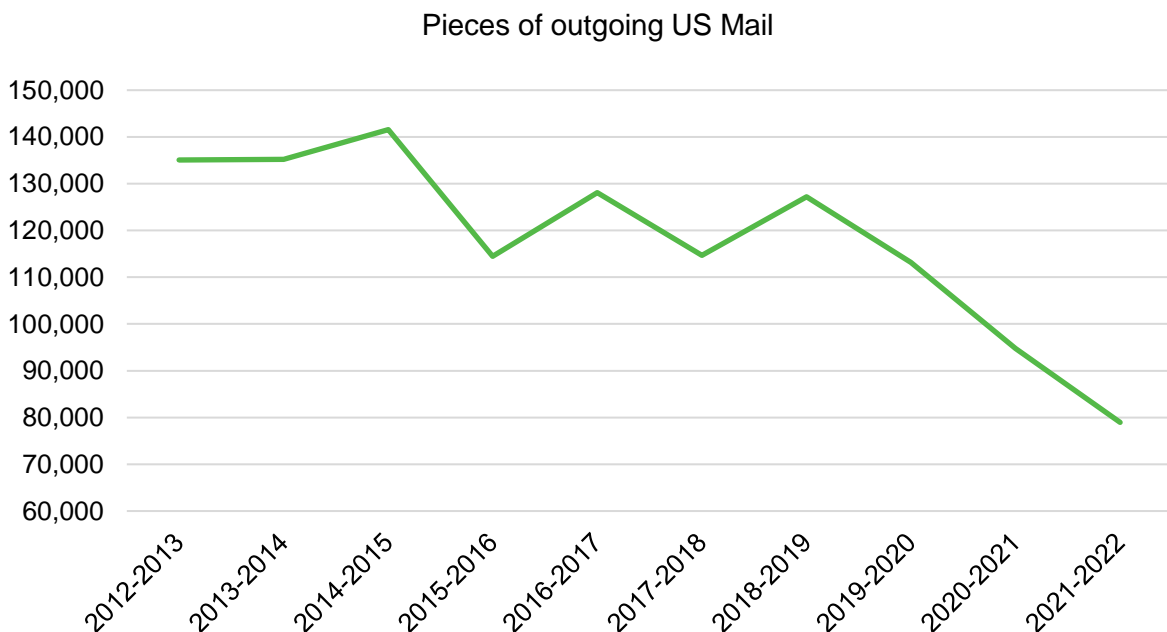
- Internal service costs are projected to be higher in FY 2023/24 due to increased fuel and insurance costs.
- The Messenger Services budget continues to be affected by the decrease in the number of pieces of mail being processed due to the City's effort to provide services electronically wherever possible.

In-Progress Activities

- The postage machine was updated to provide continued savings for library parcels and additional savings for other City parcels.

Upcoming Activities

- Messenger staff will continue to provide direction to departments when savings can be realized through postal programs to meet the needs of the departments' programs.



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.

	2021/22	2022/23	2022/23	2023/24	% Change
Expenditures by Activity:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Risk Administration	159,712	167,860	161,294	173,310	3.3%
Property Insurance	880,327	1,035,684	986,402	1,204,955	16.3%
Liability Insurance	278,313	314,360	323,321	366,119	16.5%
Liability Claims	49,843	150,000	200,000	200,000	33.3%
Auto Insurance	61,455	67,601	69,314	76,245	12.8%
Transit Insurance	192,552	211,807	217,273	239,000	12.8%
Professional Liability Insurance	50,564	55,620	67,428	74,171	33.4%
Police Professional Insurance	41,655	45,820	51,275	58,966	28.7%
Workers Compensation	711,598	688,761	690,175	753,693	9.4%
Internal Safety Training	125,465	144,780	144,565	148,236	2.4%
Total Expenditures	2,551,484	2,882,293	2,911,047	3,294,695	14.3%

Expenditures by Category:					
Personal Services	146,957	153,040	147,096	158,943	3.9%
Internal Services	8,181	8,395	8,248	7,817	-6.9%
Contractual	1,813,450	2,070,608	2,055,453	2,377,685	14.8%
Commodities	-	250	250	250	0.0%
Capital	-	-	-	-	
Other Expenditures	582,896	650,000	700,000	750,000	15.4%
Total Expenditures	2,551,484	2,882,293	2,911,047	3,294,695	14.3%

Funding Sources:					
Risk Insurance Fund	2,551,484	2,882,293	2,911,047	3,294,695	14.3%
Total Funding Sources	2,551,484	2,882,293	2,911,047	3,294,695	14.3%

<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	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 Estimated
Provide quality programs in an efficient and fiscally responsible manner	Ensure that the City's risk insurance program protects the City in a cost-effective manner	Value of City's insured buildings/ property (in millions)	\$1,007,995	\$873,330	\$960,663	\$1,056,730
		% increase in property insurance from prior year	24%	12%	10%	10%
	Cultivate a safety culture to promote a safe work environment and minimize claims	Worker's Comp claims	34	35	35	35
		Police/Fire injury claims	25	21	25	25
		Safety training classes held	99	109	128	128
	Maintain a fund balance of at least \$1,000,000 for deductibles and retained risk	Lost time injuries	4	10	5	5
		Risk Insurance fund balance maintained	Yes	Yes	Yes	Yes

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

- Large weather-related losses continue across the country. These losses have resulted in higher property insurance premiums nationwide. Additionally, the cost of materials has risen significantly, causing large increases in the replacement value of damaged buildings. For the City of Ames, these rate increases resulted in a 10% increase in the cost of property insurance for FY 2022/23. It is expected that there will be a continuation of the trend we witnessed for the FY 2023/24 renewal. For FY 2023/24, property insurance costs are expected to increase by 15%.
- Funding of \$30,000 has also been included in the FY 2023/24 budget to perform property appraisals.
- The Iowa Community Assurances Pool (ICAP) did not issue their annual renewal credit for the City's FY 2022/23 insurance renewal. It is anticipated that it will also not be offered for the City's FY 2023/24 renewal.

In-Progress Activities

- Subject matter experts will continue to be utilized for safety training. For example, the Iowa State Highway Patrol provided winter driving training for employees at the Water Plant, Water Lab, Meter Lab, and Public Works.
- Mock OSHA inspections are being held to ensure the City provides its employees with a safe work environment.

Upcoming Activities

- Staff will issue Requests for Proposals (RFPs) in FY 2023/24 for a property insurance broker, an Excess Worker's Compensation insurance broker, and for the performance of property appraisals.

Health Insurance

Description:

The Health Insurance Management activity is responsible for the administration of the City's health insurance plan, which involves the accumulation of departmental, employee, and retiree contributions, and the payment of all medical, dental, and prescription drug claims. This activity is also responsible for the selection of third-party administrators for the payment of claims, the preparation of all required financial and regulatory reporting, and the determination of appropriate contribution rates to maintain an adequate Health Insurance fund balance.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Activity:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Health Administration	127,592	151,714	261,099	160,747	6.0%
Medical Claims	7,330,180	6,752,375	6,491,049	6,652,455	-1.5%
Dental Claims	386,788	443,818	431,999	424,427	-4.4%
Pharmacy Claims	2,236,040	2,050,599	2,050,282	2,531,132	23.4%
Excess Insurance	688,183	728,346	807,927	1,045,868	43.6%
Other Health Insurance	375,346	399,445	378,592	387,499	-3.0%
Total Expenditures	11,144,129	10,526,297	10,420,948	11,202,128	6.4%

<i>Expenditures by Category:</i>					
Personal Services	65,185	68,543	71,572	76,392	11.5%
Internal Services	3,285	4,818	4,559	5,018	4.2%
Contractual	1,129,777	1,213,293	1,378,319	1,519,799	25.3%
Commodities	39	375	375	375	0.0%
Capital	-	-	-	-	
Other Expenditures	9,945,843	9,239,268	8,966,123	9,600,544	3.9%
Total Expenditures	11,144,129	10,526,297	10,420,948	11,202,128	6.4%

<i>Funding Sources:</i>					
Health Insurance Fund	11,144,129	10,526,297	10,420,948	11,202,128	6.4%
Total Funding Sources	11,144,129	10,526,297	10,420,948	11,202,128	6.4%

<i>Authorized FTEs</i>	0.70	0.70	0.70	0.70
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Health Insurance

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	Total medical claims paid (in millions)	7.3	7.3	6.5	6.7
		Total dental claims paid (in millions)	.42	.39	.43	.43
	Improve the health status of all City employees	Total pharmacy claims paid (in millions)	1.6	2.2	2.0	2.5
		Maintain an adequate fund balance to cover reserves	Y	Y	Y	Y

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

- Contribution rates for City departments, employees, and retirees are projected to increase 8% for FY 2023/24. This increase is expected to use a modest amount of the Health Insurance Fund's balance. The fund, however, will retain a healthy balance with adequate coverage.
- Funding for an outside consultant is included in both the FY 2022/23 (\$40,000) and FY 2023/24 (\$45,000) 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.
- Based on consultant assistance, the budgeting of claims for FY 2022/23 and FY 2023/24 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-Progress Activities

- Funding of \$110,000 has been added to the FY 2022/23 budget to engage the services of a consulting firm to assist with the selection of a pharmacy benefits manager. Within the City's existing contract with Wellmark, it is possible to carve out pharmacy benefit management as a separate insurance plan. Pharmacy benefits could then be administered by a pharmacy benefits manager through a competitive process. Staff believes the competitive process has the potential to provide substantial cost savings compared to the current pharmacy services that are bundled with Wellmark's insurance program.

Upcoming Activities

- Staff will be going out for bid on the stop loss insurance to see if there are any comparable competitors in the market for an updated implementation date of July 1, 2023.
- The City will be evaluating strategies to address the rising costs of prescription drugs. For FY 2022/23, 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.

Health Promotion

Description:

The City's Health Promotion activity offers programs and services to employees and family members included on the City's insurance plan to promote wellness, preventative screenings, and healthy lifestyles.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Expenditures by Category:</i>	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Personal Services	102,989	150,308	97,585	103,763	-31.0%
Internal Services	4,526	5,371	5,271	5,833	8.6%
Contractual	118,926	225,014	208,030	222,543	-1.1%
Commodities	1,700	4,600	6,100	4,600	0.0%
Capital	-	-	-	-	
Other Expenditures	-	-	-	-	
Total Expenditures	228,141	385,293	316,986	336,739	-12.6%

<i>Funding Sources:</i>					
Health Insurance Fund	228,141	385,293	316,986	336,739	-12.6%
Total Funding Sources	228,141	385,293	316,986	336,739	-12.6%

<i>Authorized FTEs</i>	1.00	1.00	1.00	1.00
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Health Promotion

City Mission/ Council Value	Department Goals and Core Services	Indicators	2020/21 Actual	2021/22 Actual	2022/23 Adjusted	2023/24 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	Number of employees participating in any wellness program (not including vaccine clinics) *	222	258	257	275
		Percent of Healthy4Life program participants that met all 5 participation criteria	85%	66%	75%	80%
	Improve the health status of all City employees	Number of employees & family members receiving flu vaccination**	398	330	409	430
		Number of employees & family members receiving COVID-19 vaccination	--	103 initial doses, 117 boosters	245	250

*This is an updated measurement. Previously, the indicator was titled “% of eligible employees participating in wellness program.” The updated title is clearer and more straightforward. Since attendance was not always taken at every single event, it is possible that numbers from FY 20/21 and 21/22 may seem lower than they truly were. In addition, there was not much for wellness programming in FY 20/21 or 21/22 due to the COVID-19 pandemic.

**In FY 20/21 and 21/22, only onsite vaccines were counted. However, many of the City of Ames employees and their family members do the walk-in option at pharmacies rather than attend onsite vaccine clinics. Onsite and walk-in numbers from will be starting in FY 2022/23.

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

- Personal service costs are lower in FY 2023/24 due to a new Health Promotion coordinator entering the position, which created savings in both Salary and health insurance.
- Onsite health screenings were not conducted in FY 2020/21 or FY 2021/22 due to the COVID-19 pandemic. They were re-introduced in FY 2022/23 at a cost of \$33/person for all employees plus their spouses and/or adult dependents. A new vendor was used this year (Iowa State University) rather than our previous vendor which would have cost us \$88/person. The significant savings in health screenings is reflected in Health promotion’s contractual services budget. 158 employees and 13 spouses/adult dependents were screened.
- The cost for flu vaccines stayed the same for FY 2022/23, at \$32 per dose. This year, COVID-19 boosters were offered at the same time as flu shots. It is anticipated that this is how the pattern will continue in the future. The COVID-19 boosters cost \$32 a dose this year.

In-Progress Activities

- COVID-19 continues to impact the City, but at a much smaller rate. Since March 2022, there have been 125 COVID-19 situations. 81 of these have been confirmed positive cases, 34 were exposures that never became positive, and 10 were COVID-19 like symptoms.

Upcoming Activities

- Staff continue to improve healthy lifestyles through wellness program services and explore further strategies to improve the culture of safety and wellness at the City.
- The City will be issuing a Request for Proposals (RFPs) for wellness portal services to see if there are any vendors out there that can provide a more user-friendly portal option that also allows for more administrative control.

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>	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Mgr Rec	% Change From Adopted
<i>Fleet Services:</i>					
Fleet Services Fabric Structure	227,617	-	-	-	
<i>Total Fleet Services</i>	227,617	-	-	-	
<i>Total Internal Services CIP</i>	227,617	-	-	-	

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.

	2021/22	2022/23	2022/23	2023/24	% Change
Expenditures:	Actual	Adopted	Adjusted	Mgr Rec	From Adopted
Transfers	32,841,482	23,906,999	34,356,060	27,252,106	14.0%
Total Expenditures	32,841,482	23,906,999	34,356,060	27,252,106	14.0%

Funding Sources:					
General Fund	7,661,061	4,818,999	5,692,904	5,113,600	6.1%
Local Option Sales Tax	7,082,126	6,032,927	6,395,067	6,321,810	4.8%
Hotel/Motel Tax	345,450	285,717	385,663	343,353	20.2%
Road Use Tax	25,000	-	-	-	
Police Forfeiture	-	-	1,786	-	
Employee Benefit Property Tax	2,398,838	2,236,059	2,236,059	2,258,268	1.0%
Police/Fire Retirement	95,000	90,000	90,000	55,000	-38.9%
TIF/ISU Research Park	302,400	300,150	300,150	401,312	33.7%
TIF/ISU Research Park Dist. 2	29,025	33,025	33,025	32,650	-1.1%
Special Assessments	318,313	320,472	330,426	322,553	0.7%
Airport Construction Fund	160,712	-	-	-	
G.O. Bond Funds	-	-	660,000	-	
Airport Operations	135,529	-	138,130	147,986	
Airport Improvements	15,090	-	2,823,160	-	
Airport Sigler Reserve	-	-	62,182	64,043	
Water Utility Fund	3,890,979	3,898,429	3,899,455	3,792,997	-2.7%
Sewer Utility Fund	957,471	930,373	3,006,877	3,421,962	267.8%
Electric Utility Fund	3,332,413	3,386,217	3,374,246	3,326,771	-1.8%
Parking Operations	45,562	-	687,306	124,396	
Parking Capital Reserve	-	20,709	-	-	-100.0%
Transit Operations	5,401,961	1,400,000	4,088,397	1,362,125	-2.7%
Resource Recovery	644,552	153,922	151,227	163,280	6.1%
Total Funding Sources	32,841,482	23,906,999	34,356,060	27,252,106	14.0%

Transfers

FY 2022/23 Adjusted Budget Transfer Detail

Funding Sources:	Amount of Transfer	Reason for Transfer
General Fund:		
- to Hotel/Motel Tax Fund	2,696,946	Hotel/Motel Tax receipts
-to Council Priorities Fund	325,000	Additional funding for sustainability projects
- to Transit Operations Fund	2,078,474	Transit Levy receipts
- to Resource Recovery Fund	592,484	City of Ames per capita payment
Total General Fund Transfers	<u>5,692,904</u>	
Local Option Sales Tax:		
- to General Fund	6,249,578	Property tax relief
- to Park Development Fund	100,000	Park development annual funding
- to Ice Arena Capital Reserve Fund	40,000	City's annual contribution to capital reserve
- to Parking Fund	5,489	AMS/CAA special event parking reimbursement
Total Local Option Sales Tax Transfers	<u>6,395,067</u>	
Hotel/Motel Tax:		
- to General Fund	231,398	Hotel/Motel share of property tax relief
- to Local Option Sales Tax Fund	154,265	Hotel/Motel share of community betterment
Total Hotel/Motel Tax Transfers	<u>385,663</u>	
Police Forfeiture:		
- to Police Federal Forfeiture Fund	<u>1,786</u>	Transfer Federal funds received in FY 2021/22
Employee Benefit Property Tax:		
- to General Fund	<u>2,236,059</u>	Tax collected for Police/Fire benefits
Police/Fire Retirement:		
- to General Fund	<u>90,000</u>	Use of fund balance to reduce property tax amount
TIF/ISU Research Park:		
- to Debt Service Fund	<u>300,150</u>	Debt service for ISU Research Park TIF project
TIF/ISU Research Park District 2		
- to Debt Service Fund	<u>33,025</u>	Debt service for ISU Research Park TIF project
Special Assessments:		
- to Debt Service Fund	320,472	Debt service on projects with special assessments
- to General Fund	9,954	Assessments collected on General Fund expenses
Total Special Assessments	<u>330,426</u>	

Transfers

FY 2022/23 Adjusted Budget Transfer Detail (Continued)

Summer 2017/2018 G.O. Bonds:

- to Debt Service Fund	<u>660,000</u>	<i>Transfer bond fund balance to close fund</i>
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Airport Operations:

- to Debt Service	61,119	<i>Debt service for Airport terminal building</i>
- to Airport Improvements	<u>77,011</u>	<i>Airport operations farm revenue</i>

Total Airport Operations Transfers	<u>138,130</u>	
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Airport Improvements:

- to Airport Sigler Reserve	<u>2,823,160</u>	<i>Transfer Sigler hangar sale proceeds to reserve</i>
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Airport Sigler Reserve:

- to Airport Operations	<u>62,182</u>	<i>Amount equal to Sigler annual lease payment</i>
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Water Utility Fund:

- to Water Sinking Fund	3,770,495	<i>Water Utility SRF loan debt service</i>
- to Debt Service Fund	<u>128,960</u>	<i>Water Utility G.O. bond debt service</i>

Total Water Utility Fund Transfers	<u>3,899,455</u>	
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Sewer Utility Fund:

- to Sewer Sinking Fund	542,234	<i>Sewer Utility SRF loan debt service</i>
- to Debt Service Fund	390,643	<i>Sewer Utility G.O. bond debt service</i>
- to Stormwater Improvements	<u>2,074,000</u>	<i>SRF proceeds for stormwater CIP projects</i>

Total Sewer Utility Fund Transfers	<u>3,006,877</u>	
-------------------------------------------	------------------	--

Electric Utility Fund:

- to General Fund	2,338,065	<i>In-Lieu-of-Property Tax payment</i>
- to Electric Sinking Fund	966,410	<i>Electric Utility revenue bond debt service</i>
- to SunSmart Fund	53,000	<i>Electric Utility share of solar power purchases</i>
- to Debt Service Fund	<u>16,771</u>	<i>Electric Utility G.O. bond debt service</i>

Total Electric Utility Fund Transfers	<u>3,374,246</u>	
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Parking Operations Fund:

- to Parking Capital Reserve Fund	<u>687,306</u>	<i>To build a capital reserve fund for future projects</i>
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Transit Operations:

- to Transit Capital Reserve Fund	<u>4,088,397</u>	<i>Annual Transit Operations capital funding</i>
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Resource Recovery:

- to Debt Service Fund	<u>151,227</u>	<i>Resource Recovery G.O. bond debt service</i>
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Total Transfers	<u>34,356,060</u>	
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Transfers

FY 2023/24 Manager Recommended Budget Transfer Detail

Funding Sources:	Amount of Transfer	Reason for Transfer
General Fund:		
- to Hotel/Motel Tax Fund	2,401,073	Hotel/Motel Tax receipts
- to Transit Operations Fund	2,120,043	Transit Levy receipts
- to Resource Recovery Fund	<u>592,484</u>	City of Ames per capita payment
Total General Fund Transfers	<u>5,113,600</u>	
Local Option Sales Tax:		
- to General Fund	6,181,810	Property tax relief
- to Park Development Fund	100,000	Park development annual funding
- to Ice Arena Capital Reserve Fund	<u>40,000</u>	City's annual contribution to capital reserve
Total Local Option Sales Tax Transfers	<u>6,321,810</u>	
Hotel/Motel Tax:		
- to General Fund	206,012	Hotel/Motel share of property tax relief
- to Local Option Sales Tax Fund	<u>137,341</u>	Hotel/Motel share of community betterment
Total Hotel/Motel Tax Transfers	<u>343,353</u>	
Employee Benefit Property Tax:		
- to General Fund	<u>2,258,268</u>	Tax collected for Police/Fire benefits
Police/Fire Retirement:		
- to General Fund	<u>55,000</u>	Use of fund balance to reduce property tax amount
TIF/ISU Research Park:		
- to Debt Service Fund	302,400	Debt service for ISU Research Park TIF project
- to TIF/ISURP District 2	<u>98,912</u>	Transfer TIF proceeds to ISURP District 2
Total TIF/ISURP Transfers	<u>401,312</u>	
TIF/ISU Research Park District 2		
- to Debt Service Fund	<u>32,650</u>	Debt service for ISU Research Park TIF project

Transfers

FY 2023/24 Manager Recommended Budget Transfer Detail (Continued)

Special Assessments:

- to Debt Service Fund	317,553	<i>Debt service on projects with special assessments</i>
- to General Fund	<u>5,000</u>	<i>Assessments collected on General Fund expenses</i>
Total Special Assessment Transfers	<u>322,553</u>	

Airport Operations:

- to Debt Service	70,975	<i>Debt service for Airport terminal building</i>
- to Airport Improvements	<u>77,011</u>	<i>Airport operations farm revenue</i>
Total Airport Operations Transfers	<u>147,986</u>	

Airport Sigler Reserve:

- to Airport Operations	<u>64,043</u>	<i>Amount equal to Sigler annual lease payment</i>
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Water Utility Fund:

- to Water Sinking Fund	3,666,546	<i>Water Utility SRF loan debt service</i>
- to Debt Service Fund	<u>126,451</u>	<i>Water Utility G.O. bond debt service</i>
Total Water Utility Fund Transfers	<u>3,792,997</u>	

Sewer Utility Fund:

- to Sewer Sinking Fund	538,806	<i>Sewer Utility SRF loan debt service</i>
- to Debt Service Fund	383,156	<i>Sewer Utility G.O. bond debt service</i>
- to Stormwater Improvements	<u>2,500,000</u>	<i>SRF proceeds for stormwater CIP projects</i>
Total Sewer Utility Fund Transfers	<u>3,421,962</u>	

Electric Utility Fund:

- to General Fund	2,292,262	<i>In-Lieu-of-Property Tax payment</i>
- to SunSmart Fund	53,000	<i>Electric Utility share of solar power purchases</i>
- to Electric Sinking Fund	964,924	<i>Electric Utility revenue bond debt service</i>
- to Debt Service Fund	<u>16,585</u>	<i>Electric Utility G.O. bond debt service</i>
Total Electric Utility Fund Transfers	<u>3,326,771</u>	

Parking Capital Reserve Fund:

- to Parking Operations Fund	<u>124,396</u>	<i>To maintain Parking operations fund balance</i>
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Transit Operations:

- to Transit Capital Reserve Fund	<u>1,362,125</u>	<i>Annual Transit Operations capital funding</i>
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Resource Recovery:

- to Debt Service Fund	<u>163,280</u>	<i>Resource Recovery G.O. bond debt service</i>
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Total Transfers	27,252,106	
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FUND SUMMARIES

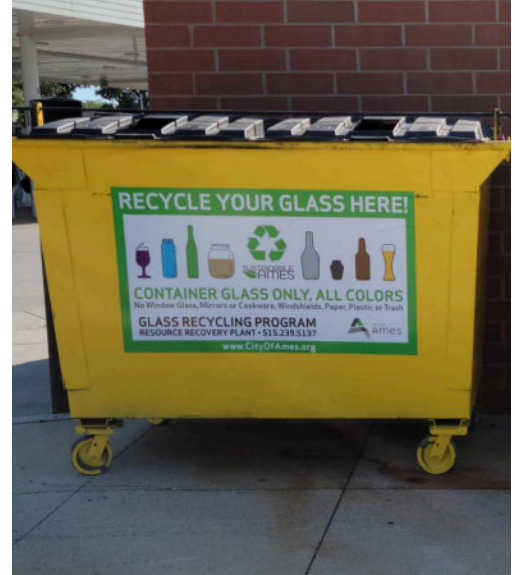


69 kv Loop Station Menu Running Sums Medical Alert

Data by Turbine Current Day Prior Day

Wind Farm Data

Garden Wind II	-1.08 MW (Live)	Old Method		
Total	Minimum	Maximum	Average	Integrated
Current Hour	-10.65 MW	-1.08 MW	-7.10 MW	-2.33 MW
Prior Hour	-12.83 MW	-4.53 MW	-7.67 MW	-7.67 MW
Garden Wind II	-0.26 MW (Live)			
AMES Share	Minimum	Maximum	Average	Integrated
Current Hour	-2.56 MW	-0.26 MW	-1.71 MW	-0.56 MW
Prior Hour	-3.08 MW	-1.09 MW	-1.84 MW	-1.84 MW
Garden Wind II	-0.60 MW (Live)	Uncompensated @ 34.5 kv		
AMES Turbine	Minimum	Maximum	Average	Integrated
Current Hour	-4.00 MW	-0.60 MW	-2.64 MW	-0.86 MW
Prior Hour	-3.90 MW	-1.60 MW	-2.53 MW	-2.53 MW
Garden Wind II	-0.50 MW (Live)	Compensated @ 161 kv		
Turbine	Minimum	Maximum	Average	Integrated
Current Hour	-3.90 MW	-0.50 MW	-2.58 MW	-0.85 MW
Prior Hour	-3.80 MW	-1.60 MW	-2.45 MW	-2.45 MW



Fund Summaries

General Fund289

The General Fund is the primary governmental fund and is used to account for all financial resources except those required to be accounted for in another fund.

Special Revenue Funds

Special Revenue funds are used to account for the proceeds of specific revenue sources that are restricted or committed to expenditures for a specified purpose.

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Capital Projects

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Permanent Funds

Permanent Funds are used to account for resources that are legally restricted to the extent that only earnings, and not principal, may be used for government programs.

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Fund Summaries

Enterprise Funds

Enterprise funds account for operations that are financed and operated in a manner like private business enterprises where the cost of providing goods and services is financed or recovered through user charges.

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The Debt Service fund accounts for the accumulation of resources for and the payment of general long-term debt principal and interest.

Internal Service Funds

Internal Service funds account for the financing of goods or services provided by one department to another in the government unit on a cost reimbursement basis.

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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:	2021/22	2022/23	2022/23	2023/24	% Change
Property Taxes:	Actual	Adopted	Adjusted	Requested	from
					Adopted
General Levy	17,798,763	18,707,100	18,707,100	19,368,564	3.5%
Utility Excise Tax	115,713	37,453	37,453	39,835	6.4%
Other Taxes	33,336	35,654	35,654	35,655	0.0%
State Replacement Tax	603,639	394,820	394,820	539,023	36.5%
Transit Levy	1,937,800	2,030,010	2,030,010	2,058,589	1.4%
Transit Excise Tax	12,687	4,080	4,080	4,234	3.8%
Transit State Replacement Tax	82,355	44,384	44,384	57,220	28.9%
Total Property Taxes	20,584,293	21,253,501	21,253,501	22,103,120	4.0%
Other Revenues:					
Hotel/Motel Tax	2,415,735	2,000,000	2,696,946	2,401,073	20.1%
Other Governmental Revenue	87,644	91,200	86,644	86,644	-5.0%
Metropolitan Planning Organization	109,069	143,774	144,118	143,769	0.0%
Cable TV Franchise	290,765	325,000	280,000	280,000	-13.8%
Cell Tower Lease	24,858	24,850	24,850	24,850	0.0%
ISU/Airport Abated Debt	-	70,980	-	-	-100.0%
City Clerk Licenses/Permits	124,801	82,800	81,800	81,800	-1.2%
Planning Fees	24,176	23,000	37,000	23,000	0.0%
Legal Services	22,002	26,250	26,250	31,250	19.0%
Fire Services	1,975,189	2,099,029	2,074,730	2,174,875	3.6%
Building Permits	796,524	1,253,395	1,253,539	1,253,625	0.0%
Rental Housing Fees	523,087	511,138	511,138	532,473	4.2%
Police Services	182,500	119,500	119,500	126,500	5.9%
Animal Control	31,661	24,000	31,500	31,500	31.3%
Library Services	242,260	240,000	249,463	213,000	-11.3%
Facilities	16,825	16,742	17,419	17,486	4.4%
Parks and Recreation	1,440,765	1,310,733	1,541,808	1,538,351	17.4%
Cemetery	158,496	175,300	192,400	204,800	16.8%
Airport	-	253,769	-	-	-100.0%
Public Works	125,528	51,891	56,071	56,071	8.1%
Interest Revenue	444,654	430,000	430,000	430,000	0.0%
Unrealized Investment Loss	(1,042,131)	-	-	-	
Miscellaneous Revenue	1,493	-	14,427	14,429	
Total Other Revenues	7,995,901	9,273,351	9,869,603	9,665,496	4.2%
Total Before Transfers	28,580,194	30,526,852	31,123,104	31,768,616	4.1%

General Fund

Continued from previous page.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Transfers:</i>	Actual	Adopted	Adjusted	Requested	From Adopted
Local Option Sales Tax	6,739,061	5,887,438	6,249,578	6,181,810	5.0%
Hotel/Motel Tax	207,270	171,428	231,398	206,012	20.2%
Electric Utility (In Lieu of Taxes)	2,295,682	2,331,036	2,338,065	2,292,262	-1.7%
Employee Benefit Taxes	2,398,838	2,236,059	2,236,059	2,258,268	1.0%
Police/Fire Retirement	95,000	90,000	90,000	55,000	-38.9%
Special Assessments	-	-	9,954	5,000	
Total Transfers	11,735,851	10,715,961	11,155,054	10,998,352	2.6%
Total Revenues	40,316,045	41,242,813	42,278,158	42,766,968	3.7%
Operations Expenses:					
Law Enforcement	9,607,387	10,953,098	10,675,781	11,277,051	3.0%
Fire Safety	7,751,363	8,295,077	8,197,883	8,583,251	3.5%
Building Safety	1,579,897	1,847,428	1,824,485	1,915,022	3.7%
Animal Control	574,728	564,900	612,204	607,470	7.5%
Emergency Management	6,047	-	2,674	2,448	
Storm Warning System	5,797	15,100	15,100	15,100	0.0%
Public Works Engineering	40,823	31,815	31,815	31,815	0.0%
Traffic Engineering	131,562	143,774	144,118	143,769	0.0%
Traffic Operations	48,180	20,076	24,256	24,256	20.8%
Streetlight System	877,633	900,000	900,000	900,000	0.0%
Street Maintenance	19,084	-	-	-	
Airport Operations	-	176,610	-	-	-100.0%
P & R Administration	377,757	397,914	404,442	419,140	5.3%
Instructional Programs	203,979	217,590	217,977	234,284	7.7%
Athletic Programs	130,163	182,267	161,937	175,241	-3.9%
Aquatics	903,664	767,795	900,033	924,926	20.5%
Community Center/Auditorium	358,851	372,379	385,233	396,572	6.5%
Public Wellness Programs	290,759	308,922	320,853	313,387	1.4%
Park Maintenance	1,624,863	1,650,040	1,632,093	1,825,615	10.6%
Library Services	4,585,541	5,030,797	4,840,356	5,168,060	2.7%
Art Services	15,859	-	30,000	-	
Cemetery	281,816	216,802	228,760	243,686	12.4%
Planning Services	891,137	963,914	965,725	1,011,029	4.9%
Comprehensive Plan Update	16,307	-	-	-	
Economic Development	77,379	79,555	74,803	82,444	3.6%
City Council	153,079	185,085	185,294	193,074	4.3%
Sustainability	-	-	800	27,273	
Climate Action Plan	82,394	-	41,468	-	
City Council Contingency	7,779	50,000	133,367	50,000	0.0%
City Clerk	344,372	380,855	358,207	363,533	-4.5%
City Manager	403,336	483,266	443,590	453,851	-6.1%
Community DEI Plan	-	-	100,000	-	
Public Relations	111,070	121,212	122,962	129,128	6.5%
Media Production Services	185,749	213,710	239,235	224,023	4.8%
Finance Administration	103,560	116,906	112,451	117,166	0.2%
Accounting Services	322,604	378,932	373,512	377,418	-0.4%
Purchasing Services	35,924	41,796	40,989	42,146	0.8%
Legal Services	473,670	537,476	503,809	548,047	2.0%
Human Resources	375,119	434,042	416,366	411,768	-5.1%
Diversity, Equity, and Inclusion	-	-	33,226	61,374	
Facilities	295,511	344,681	358,636	360,001	4.4%
City Hall Space Needs	-	-	241,089	-	
Total Operations	33,294,743	36,423,814	36,295,529	37,653,368	3.4%

General Fund

Continued from previous page.

	2021/22	2022/23	2022/23	2023/24	% Change
CIP:	Actual	Adopted	Adjusted	Requested	From Adopted
Fire Station Improvements	68,953	-	244,873	-	
Outdoor Storm Warning System	-	-	59,036	-	
Bike/Pedestrian Master Plan	40,767	-	209,233	-	
Downtown Plaza	220	-	1,484,404	-	
Splash Pad	-	-	231,172	-	
Park Agility Equipment	-	-	200,000	-	
Ada Hayden Wetlands Clean-up	91	-	118,737	-	
Bandshell Sound System	-	-	50,000	-	
Inis Grove Restroom Repairs	-	-	175,000	-	
Soccer Pitch	-	-	150,000	-	
Library Main Entrance	46,504	-	-	-	
Cemetery Columbarium	29,017	-	13,483	-	
Arts Capital Grant Program	4,725	-	195,275	-	
City Hall Building Security	156,385	-	12,540	-	
City Hall Improvements	-	-	650,000	-	
Auditorium HVAC System	-	-	499,462	-	
6th Street Parking Lot	291,541	-	66,278	-	
Total CIP	638,203	-	4,359,493	-	
Total Before Transfers	33,932,946	36,423,814	40,655,022	37,653,368	3.4%
Transfers:					
Hotel/Motel Tax	2,415,735	2,000,000	2,696,946	2,401,073	20.1%
Transit Operations (Transit levy)	2,032,842	2,078,474	2,078,474	2,120,043	2.0%
Resource Recovery	592,484	592,484	592,484	592,484	0.0%
Airport Construction	-	77,061	-	-	-100.0%
Debt Service (Airport debt service)	-	70,980	-	-	-100.0%
Debt Service Fund	900,000	-	-	-	
Council Priorities Fund	1,200,000	-	325,000	-	
Parking Reserve Fund	500,000	-	-	-	
Technology Reserve Fund	20,000	-	-	-	
Total Transfers	7,661,061	4,818,999	5,692,904	5,113,600	6.1%
Total Expenses	41,594,007	41,242,813	46,347,926	42,766,968	3.7%
Fund Balance:					
Net Change in Fund	(1,277,962)	-	(4,069,768)	-	
Beginning Balance	15,577,633	10,251,818	14,299,671	10,229,903	-0.2%
Ending Balance	14,299,671	10,251,818	10,229,903	10,229,903	-0.2%
<i>Minimum fund balance target:</i>					
25% of revenues less pass-throughs				<u>9,561,463</u>	
<i>Unreserved fund balance</i>				<u><u>668,440</u></u>	

Special Revenue - Local Option Sales Tax

This fund accounts for the collection of 1% local option tax as approved by the voters on November 4, 1986. Revenue is allocated 60% for property tax relief and 40% for community betterment, including human service and arts agency funding. The fund balance is reserved at 25% of budgeted expenditures less the 60% tax relief transfer. Reserves are for cash flow and revenue fluctuations.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Requested	from
Revenues:					Adopted
Property Tax Relief (60%)	6,739,061	5,887,438	6,249,578	6,181,810	5.0%
Community Betterment (40%)	4,492,707	3,924,958	4,166,386	4,121,206	5.0%
Total Before Transfers	11,231,768	9,812,396	10,415,964	10,303,016	5.0%
Transfers:					
Hotel/Motel Tax	138,180	114,289	154,265	137,341	20.2%
Total Revenues	11,369,948	9,926,685	10,570,229	10,440,357	5.2%
Expenses:					
Operations:					
Municipal Band	26,172	32,610	32,610	33,471	2.6%
Public Art	35,767	46,000	125,001	46,000	
Art Agency Funding	219,031	216,470	216,470	229,458	6.0%
Human Services Administration	26,250	28,024	28,518	30,083	7.3%
Human Service Agency Funding	1,584,503	1,729,180	1,729,180	1,832,931	6.0%
City Council Grant Program	195,239	272,170	272,170	294,319	8.1%
AHRC Special Events	-	3,000	3,000	3,000	
Total Operations	2,086,962	2,327,454	2,406,949	2,469,262	6.1%
CIP:					
Fire Safety	4,459	-	-	-	
Library Services	-	-	-	100,128	
Street Improvements	-	-	15,000	-	
Shared Use Path System	448,832	775,000	3,425,788	550,000	-29.0%
Traffic Improvements	33,522	100,000	373,251	100,000	
Parks and Recreation	473,069	930,500	2,186,463	842,500	-9.5%
Cemetery Improvements	-	75,000	167,037	-	-100.0%
Downtown Façade Program	61,000	50,000	169,001	75,000	50.0%
Campustown Façade Program	-	50,000	50,000	50,000	
Neighborhood Imp. Program	-	50,000	50,000	50,000	
Facilities Improvements	45,213	75,000	241,351	75,000	
Total CIP	1,066,095	2,105,500	6,677,891	1,842,628	-12.5%
Total Before Transfers	3,153,057	4,432,954	9,084,840	4,311,890	-2.7%

Special Revenue - Local Option Sales Tax

Continued from previous page.

	2021/22	2022/23	2022/23	2023/24	% Change from Adopted
<i>Transfers:</i>	Actual	Adopted	Adjusted	Requested	
General Fund	6,739,061	5,887,438	6,249,578	6,181,810	5.0%
Park Development Fund	100,000	100,000	100,000	100,000	
Park Dev. (Municipal Pool)	217,576	-	-	-	
Ames/ISU Ice Arena	20,000	40,000	40,000	40,000	
Parking Operations	5,489	5,489	5,489	-	-100.0%
Total Transfers	7,082,126	6,032,927	6,395,067	6,321,810	4.8%
Total Expenses	10,235,183	10,465,881	15,479,907	10,633,700	1.6%
Fund Balance:					
Net Change in Fund	1,134,765	(539,196)	(4,909,678)	(193,343)	-64.1%
Beginning Balance	7,420,221	3,291,912	8,554,986	3,645,308	10.7%
Ending Balance	8,554,986	2,752,716	3,645,308	3,451,965	25.4%

Minimum fund balance target:
 25% of expenses less 60% pass-through 1,112,973

Unreserved fund balance 2,338,992

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.

	2021/22	2022/23	2022/23	2023/24	% Change from
<i>Revenues:</i>	Actual	Adopted	Adjusted	Requested	Adopted
Hotel/Motel Tax	2,415,735	2,000,000	2,696,946	2,401,073	20.1%
Total Revenues	2,415,735	2,000,000	2,696,946	2,401,073	20.1%
Expenses:					
Operations:					
ACVB Pass Through	1,724,835	1,428,571	1,925,619	1,714,366	20.0%
Economic Development	150,000	150,000	150,000	150,000	0.0%
Chamber of Commerce Dues	3,117	3,000	3,200	3,200	6.7%
AEDC/Council Grant Program	15,000	15,000	15,000	15,000	0.0%
City Website Update	-	-	75,000	-	
Reinvestment District Study	20,500	-	-	-	
ACVB COVID Relief Payment	35,000	-	-	-	
Ames History Museum Allocation	-	-	150,000	-	
Total Operations	1,948,452	1,596,571	2,318,819	1,882,566	17.9%
CIP:					
Main Street Improvements	9,640	-	58,960	-	
Indoor Aquatics Center	42,218	-	675	-	
Total CIP	51,858	-	59,635	-	
Total Before Transfers	2,000,310	1,596,571	2,378,454	1,882,566	17.9%
Transfers:					
General Fund	207,270	171,428	231,398	206,012	20.2%
Local Option Sales Tax	138,180	114,289	154,265	137,341	20.2%
Total Transfers	345,450	285,717	385,663	343,353	20.2%
Total Expenses	2,345,760	1,882,288	2,764,117	2,225,919	18.3%
Fund Balance:					
Net Change in Fund	69,975	117,712	(67,171)	175,154	48.8%
Beginning Balance	1,205,953	874,436	1,275,928	1,208,757	38.2%
Ending Balance	1,275,928	992,148	1,208,757	1,383,911	39.5%

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.

	2021/22	2022/23	2022/23	2023/24	% Change from Adopted
<i>Revenues:</i>	Actual	Adopted	Adjusted	Requested	
Road Use Tax	8,776,925	8,403,015	9,010,025	9,190,225	9.4%
Total Revenues	8,776,925	8,403,015	9,010,025	9,190,225	9.4%
Expenses:					
Operations:					
Public Works Administration	127,437	144,148	138,854	149,925	4.0%
Public Works Engineering	20,226	6,468	7,951	7,938	22.7%
Public Works GIS	157,988	163,313	129,572	169,485	3.8%
Traffic Engineering	197,947	213,286	218,484	236,473	10.9%
Traffic Operations	1,203,570	1,146,435	1,300,284	1,335,936	16.5%
Street Maintenance	2,184,305	2,402,618	2,485,174	2,511,335	4.5%
Street Cleaning	315,499	358,285	365,148	384,221	7.2%
Snow and Ice Control	1,530,505	1,461,305	1,478,639	1,528,877	4.6%
Right-of-Way Maintenance	732,270	905,763	984,145	963,439	6.4%
Econ Dev (RISE Repayment)	28,032	28,032	28,032	28,031	0.0%
Financial Services	18,929	21,617	21,279	21,684	0.3%
Purchasing Services	56,751	66,873	60,788	67,433	0.8%
Human Resources	63,785	74,034	68,628	67,870	-8.3%
Diversity, Equity, and Inclusion Facilities	-	-	5,618	10,377	
	25,329	29,544	30,740	30,857	4.4%
Total Operations	6,662,573	7,021,721	7,323,336	7,513,881	7.0%
CIP:					
Storm Water Improvements	-	-	25,000	-	
Street Improvements	281,969	125,000	368,912	200,000	60.0%
Shared Use Path System	377,318	130,000	312,862	450,000	246.2%
Traffic Improvements	1,183,670	1,107,740	2,016,115	1,735,700	56.7%
Street Rehabilitation	459,102	930,000	1,867,768	1,270,000	36.6%
Total CIP	2,302,059	2,292,740	4,590,657	3,655,700	59.4%
Total Before Transfers	8,964,632	9,314,461	11,913,993	11,169,581	19.9%
Transfers:					
Fleet Services	25,000	-	-	-	
Total Expenses	8,989,632	9,314,461	11,913,993	11,169,581	19.9%
Fund Balance:					
Net Change in Fund	(212,707)	(911,446)	(2,903,968)	(1,979,356)	117.2%
Beginning Balance	8,554,752	5,246,158	8,342,045	5,438,077	3.7%
Ending Balance	8,342,045	4,334,712	5,438,077	3,458,721	-20.2%
<i>Minimum fund balance target:</i>					
10% of operating expenses					<u>751,388</u>
<i>Unreserved fund balance</i>					<u><u>2,707,333</u></u>

Special Revenue – Police Forfeiture

This fund accounts for funds received through investigations when seized property is forfeited or when evidence can be sold, and a portion of the proceeds retained by the Police Department. The funds are limited to being used for law enforcement activities or expenses outside of the normal Law Enforcement operating budget.

	2021/22	2022/23	2022/23	2023/24	% Change from Adopted
<i>Revenues:</i>	Actual	Adopted	Adjusted	Requested	
Police Forfeiture	33,836	7,000	7,000	7,000	0.0%
Evidence Proceeds	2,807	-	-	-	
Total Before Transfers	36,643	7,000	7,000	7,000	0.0%
Transfers:					
Police Forfeiture	-	-	1,786	-	-
Total Revenues	36,643	7,000	8,786	7,000	0.0%
Expenses:					
Operations:					
Law Enforcement	15,664	12,000	12,000	12,000	0.0%
Total Before Transfers	15,664	12,000	12,000	12,000	0.0%
Transfers:					
Federal Forfeiture	-	-	1,786	-	-
Total Expenses	15,664	12,000	13,786	12,000	0.0%
Fund Balance:					
Net Change in Fund	20,979	(5,000)	(5,000)	(5,000)	0.0%
Beginning Balance	121,915	116,915	142,894	137,894	17.9%
Ending Balance	142,894	111,915	137,894	132,894	18.7%

Minimum fund balance target:

Reserved for vehicle replacement 10,000

Unreserved fund balance 122,894

Special Revenue – Public Safety Donations/Grants

This fund accounts for the revenues and expenses associated with Public Safety grants and donations received by the Police and Fire Departments.

	2021/22	2022/23	2022/23	2023/24	% Change from Adopted
<i>Revenues:</i>	Actual	Adopted	Adjusted	Requested	
Police Grants/Donations	52,509	48,000	57,849	48,000	0.0%
Fire Grants/Donations	9,276	-	18,672	-	
Total Revenues	61,785	48,000	76,521	48,000	0.0%
Expenses:					
Operations:					
Law Enforcement	58,616	48,000	48,897	48,000	0.0%
Fire Safety	9,276	-	18,672	-	
Total Expenses	67,892	48,000	67,569	48,000	0.0%
Fund Balance:					
Net Change in Fund	(6,107)	-	8,952	-	
Beginning Balance	1,220	5,515	(4,887)	4,065	-26.3%
Ending Balance	(4,887)	5,515	4,065	4,065	-26.3%

Special Revenue – Animal Shelter Donations

This fund is used to account for donations received by the Ames Animal Shelter and the expenditures funded by the donations.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Requested	from
Revenues:					Adopted
Animal Shelter Donations	62,901	15,000	50,000	50,000	233.3%
Interest Revenue	2,340	3,200	3,200	3,200	0.0%
Unrealized Investment Loss	(6,434)	-	-	-	
Miscellaneous Revenue	8,800	-	-	-	
Total Revenues	67,607	18,200	53,200	53,200	192.3%
Expenses:					
Operations:					
Animal Shelter	61,248	37,000	51,800	51,800	40.0%
Total Expenses	61,248	37,000	51,800	51,800	40.0%
Fund Balance:					
Net Change in Fund	6,359	(18,800)	1,400	1,400	-107.4%
Beginning Balance	211,670	192,870	218,029	219,429	13.8%
Ending Balance	218,029	174,070	219,429	220,829	26.9%

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.

	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Requested	% Change from Adopted
Revenues:					
Loan Repayments	-	-	-	-	
Sale of Homes/Property	-	-	13,100	-	
Miscellaneous Revenue	30	-	-	-	
Total Revenues	30	-	13,100	-	
Expenses:					
Housing Programs	19,769	22,066	15,218	24,227	9.8%
Total Expenses	19,769	22,066	15,218	24,227	9.8%
Fund Balance:					
Net Change in Fund	(19,739)	(22,066)	(2,118)	(24,227)	9.8%
Beginning Balance	445,703	421,454	425,964	423,846	0.6%
Ending Balance	425,964	399,388	423,846	399,619	0.1%

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.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Requested	from
Revenues:					Adopted
CDBG Funding	372,598	599,177	569,187	569,187	-5.0%
CDBG Rollover	-	-	652,498	-	
Program Repayments	938	-	938	-	
Sale of Homes	50,000	-	50,000	80,000	
Miscellaneous Revenue	431	-	-	-	
Total Revenues	423,967	599,177	1,272,623	649,187	8.3%
Expenses:					
Operations:					
CDBG Administration	122,743	119,835	122,959	146,918	22.6%
CDBG Programs	249,267	479,342	1,149,664	502,269	4.8%
Total Expenses	372,010	599,177	1,272,623	649,187	8.3%
Fund Balance:					
Net Change in Fund	51,957	-	-	-	
Beginning Balance	(42,244)	-	9,713	9,713	
Ending Balance	9,713	-	9,713	9,713	

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.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Requested	from
Revenues:					Adopted
HOME Funding	27,503	350,543	405,511	405,511	15.7%
HOME Rollover	-	-	1,987,519	-	
Total Revenues	27,503	350,543	2,393,030	405,511	15.7%
Expenses:					
Operations:					
HOME Administration	27,503	35,054	141,541	40,551	15.7%
CHDO Allocation	-	52,581	368,489	60,827	15.7%
HOME Programs	-	262,908	1,883,000	304,133	15.7%
Total Expenses	27,503	350,543	2,393,030	405,511	15.7%
Fund Balance:					
Net Change in Fund	-	-	-	-	
Beginning Balance	-	-	-	-	
Ending Balance	-	-	-	-	

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.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
Revenues:					
CDBG CARES Funding	85,171	-	150,085	-	
Total Revenues	85,171	-	150,085	-	
Expenses:					
Operations:					
CDBG CARES Administration	7,248	-	150,085	-	
CDBG CARES Programming	77,923	-	-	-	
Total Expenses	85,171	-	150,085	-	
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.

	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Requested	% Change from Adopted
Revenues:					
IEDA COVID-19 Funding	-	-	604,386	-	
Total Revenues	-	-	604,386	-	
Expenses:					
Operations:					
IEDA CARES Administration	-	-	42,454	-	
IEDA CARES Programming	-	-	561,932	-	
Total Expenses	-	-	604,386	-	
Fund Balance:					
Net Change in Fund	-	-	-	-	
Beginning Balance	-	-	-	-	
Ending Balance	-	-	-	-	

Special Revenue – HOME American Rescue Plan

This fund is used to account for funding awarded to the City of Ames through the HOME American Rescue Plan Program (ARP). Programs to utilize the funding will be developed and administered by Planning and Housing.

	2021/22	2022/23	2022/23	2023/24	% Change from Adopted
	Actual	Adopted	Adjusted	Requested	
Revenues:					
HOME ARP Funding	-	-	1,269,248	-	
Total Revenues	-	-	1,269,248	-	
Expenses:					
Operations:					
HOME/ARP Administration	-	-	190,387	-	
HOME/ARP Programming	-	-	1,078,861	-	
Total Expenses	-	-	1,269,248	-	
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.

	2021/22	2022/23	2022/23	2023/24	% Change from Adopted
<i>Revenues:</i>	Actual	Adopted	Adjusted	Requested	
Property Taxes	2,286,685	2,182,895	2,182,895	2,191,326	0.4%
Utility Excise Tax	14,971	4,360	4,360	4,507	3.4%
State Replacement Tax	97,182	48,804	48,804	62,435	27.9%
Total Revenues	2,398,838	2,236,059	2,236,059	2,258,268	1.0%
Expenses:					
Transfers:					
General Fund	2,398,838	2,236,059	2,236,059	2,258,268	1.0%
Total Expenses	2,398,838	2,236,059	2,236,059	2,258,268	1.0%
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.

	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Requested	% Change from Adopted
Revenues:					
Interest Revenue	2,225	1,000	1,000	1,000	0.0%
Unrealized Investment Loss	(7,300)	-	-	-	
Total Revenues	(5,075)	1,000	1,000	1,000	0.0%
Expenses:					
Transfers:					
General Fund	95,000	90,000	90,000	55,000	-38.9%
Total Expenses	95,000	90,000	90,000	55,000	-38.9%
Fund Balance:					
Net Change in Fund	(100,075)	(89,000)	(89,000)	(54,000)	-39.3%
Beginning Balance	255,273	161,773	155,198	66,198	-59.1%
Ending Balance	155,198	72,773	66,198	12,198	-83.2%

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.

	2021/22	2022/23	2022/23	2023/24	% Change from Adopted
Revenues:	Actual	Adopted	Adjusted	Requested	
Donations	25,071	16,600	16,600	11,600	-30.1%
Grant Revenue	16,705	10,000	210,000	10,000	0.0%
ISU/Moore Park Farmland	3,050	-	-	-	
Interest Revenue	2,366	900	900	900	0.0%
Unrealized Investment Loss	(6,470)	-	-	-	
Total Revenues	40,722	27,500	227,500	22,500	-18.2%
Expenses:					
Operations:					
Parks & Rec Donations	-	2,400	27,865	1,500	-37.5%
Block Party Trailer	42	100	730	-	-100.0%
Wellmark 3-Point Play Program	-	-	1,679	-	
Municipal Band	760	-	685	-	
Daley Park	-	-	38,607	-	
Park System Improvements	30,149	20,000	81,115	20,000	0.0%
Total Operations	30,951	22,500	150,681	21,500	-4.4%
CIP:					
Homewood Clubhouse	-	-	-	-	
AHHP Accessible Launch	28,051	-	9,113	-	
AHHP Wetland Overlook	-	5,000	5,000	-	
Sunset Ridge Park	4,356	-	1,482	-	
Hira Park	37,045	-	12,131	-	
Carr Park	-	-	155	-	
Ontario Park	-	-	200,000	-	
Total CIP	69,452	5,000	227,881	-	-100.0%
Total Expenses	100,403	27,500	378,562	21,500	-21.8%
Fund Balance:					
Net Change in Fund	(59,681)	-	(151,062)	1,000	
Beginning Balance	214,243	-	154,562	3,500	
Ending Balance	154,562	-	3,500	4,500	

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.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
Revenues:					
FEMA Disaster Relief	54,351	-	81,201	-	
Total Revenues	54,351	-	81,201	-	
Expenses:					
Operations:					
Law Enforcement	-	-	-	-	
Fire Safety	-	-	-	-	
Resource Recovery	-	-	-	-	
Utility Customer Service	-	-	-	-	
Public Works	-	-	-	-	
Transit Services	-	-	-	-	
Parks and Recreation	-	-	-	-	
Library Services	-	-	-	-	
City Council	-	-	-	-	
Media Production Services	-	-	-	-	
Human Resources	-	-	-	-	
Facilities	-	-	-	-	
Total Expenses	-	-	-	-	
Fund Balance:					
Net Change in Fund	54,351	-	81,201	-	
Beginning Balance	(135,552)	-	(81,201)	-	
Ending Balance	(81,201)	-	-	-	

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.

	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Requested	% Change from Adopted
Revenues:					
FEMA Disaster Relief	1,302,703	-	61,608	-	
Total Revenues	1,302,703	-	61,608	-	
Expenses:					
Operations:					
Law Enforcement		-	-	-	
Fire Safety		-	-	-	
Electric Services		-	-	-	
Water & Pollution Control		-	-	-	
Public Works		-	-	-	
ROW/Park Maintenance	35,558	-	-	-	
Airport Operations		-	-	-	
City Manager		-	-	-	
Facilities		-	-	-	
Total Expenses	35,558	-	-	-	
Fund Balance:					
Net Change in Fund	1,267,145	-	61,608	-	
Beginning Balance	(1,328,753)	-	(61,608)	-	
Ending Balance	(61,608)	-	-	-	

Special Revenue – American Rescue Plan

This fund accounts for all activities related to City of Ames allocation of federal funding from the American Rescue Plan Act of 2021.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
Revenues:					
American Rescue Plan	14,257,623	-	-	-	
Total Revenues	14,257,623	-	-	-	
Expenses:					
Operations:					
Ice Arena Operations	-	-	50,000	-	
CIP:					
Ames 2040 Utility Extensions	-	4,266,981	6,916,736	4,971,981	16.5%
Auditorium HVAC System	250,245	-	200,000	-	
Downtown Plaza	-	450,497	450,497	-	-100.0%
Total CIP	250,245	4,717,478	7,567,233	4,971,981	5.4%
Total Expenses	250,245	4,717,478	7,617,233	4,971,981	5.4%
Fund Balance:					
Net Change in Fund	14,007,378	(4,717,478)	(7,617,233)	(4,971,981)	5.4%
Beginning Balance	-	13,107,623	14,007,378	6,390,145	-51.2%
Ending Balance	14,007,378	8,390,145	6,390,145	1,418,164	-83.1%

Special Revenue – Library Donations and Grants

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

	2021/22	2022/23	2022/23	2023/24	% Change from Adopted
	Actual	Adopted	Adjusted	Requested	
Revenues:					
Library Friends Foundation	172,862	311,663	298,128	373,029	19.7%
Library Direct State Aid	16,555	17,000	17,000	17,500	2.9%
Library Donations/Grants	11,714	20,500	5,000	7,500	-63.4%
Interest Revenue	5,376	4,900	4,900	4,900	0.0%
Unrealized Investment Loss	(14,729)	-	-	-	
Total Revenues	191,778	354,063	325,028	402,929	13.8%
Expenses:					
Operations:					
Administration	68,998	73,250	112,248	78,119	6.6%
Resource Services	77,320	118,500	138,852	117,869	-0.5%
Youth Services	75,847	81,033	138,965	217,522	168.4%
Adult Services	17,593	18,500	26,399	23,869	29.0%
Customer Account Services	600	-	500	2,500	
Total Expenses	240,358	291,283	416,964	439,879	51.0%
Fund Balance:					
Net Change in Fund	(48,580)	62,780	(91,936)	(36,950)	-158.9%
Beginning Balance	487,435	452,738	438,855	346,919	-23.4%
Ending Balance	438,855	515,518	346,919	309,969	-39.9%

Special Revenue – Utility Assistance

This fund accounts for donations received through Utility Customer Service that are designated for utility payment assistance.

	2021/22	2022/23	2022/23	2023/24	% Change from
<i>Revenues:</i>	Actual	Adopted	Adjusted	Requested	Adopted
Project Share Donations	23,291	15,500	15,500	15,500	0.0%
Alternative Energy Donations	624	-	-	-	
Total Revenues	23,915	15,500	15,500	15,500	0.0%

<i>Expenses:</i>					
<i>Operations:</i>					
Utility Assistance	23,961	15,500	15,500	15,500	0.0%
Total Expenses	23,961	15,500	15,500	15,500	0.0%

<i>Fund Balance:</i>					
Net Change in Fund	(46)	-	-	-	
Beginning Balance	14,855	14,855	14,809	14,809	-0.3%
Ending Balance	14,809	14,855	14,809	14,809	-0.3%

Special Revenue – Miscellaneous Donations

This fund accounts for donations and revenues received that are designated for specific projects.

	2021/22	2022/23	2022/23	2023/24	% Change from
<i>Revenues:</i>	Actual	Adopted	Adjusted	Requested	Adopted
Metro Coalition Member Dues	64,178	60,000	-	-	-100.0%
Public Art Donations	32	-	-	-	
Total Revenues	64,210	60,000	-	-	-100.0%

<i>Expenses:</i>					
<i>Operations:</i>					
Metro Coalition	60,000	60,000	41,692	-	-100.0%
Shared Use Path CIP	-	-	10,026	-	
Total Expenses	60,000	60,000	51,718	-	-100.0%

<i>Fund Balance:</i>					
Net Change in Fund	4,210	-	(51,718)	-	
Beginning Balance	47,540	37,514	51,750	32	-99.9%
Ending Balance	51,750	37,514	32	32	-99.9%

Special Revenue – Developer Projects

This fund accounts for funds received from developers to be used for City infrastructure.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Requested	from
Revenues:					Adopted
Interest Revenue	530	-	-	-	
Unrealized Investment Loss	(1,460)	-	-	-	
Total Revenues	(930)	-	-	-	
Expenses:					
CIP:					
Developer Projects	-	-	-	-	
Total Expenses	-	-	-	-	
Fund Balance:					
Net Change in Fund	(930)	-	-	-	
Beginning Balance	227,650	227,649	226,720	226,720	-0.4%
Ending Balance	226,720	227,649	226,720	226,720	-0.4%

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.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Requested	from
Revenues:					Adopted
ISU Research Park	28,032	28,032	28,032	28,031	
Total Revenues	28,032	28,032	28,032	28,031	
Expenses:					
Operations:					
RISE Grant Repayment	28,032	28,032	28,032	28,031	
Total Expenses	28,032	28,032	28,032	28,031	
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.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Requested	from
Revenues:					Adopted
Property Taxes	1,989,683	1,331,440	1,331,440	381,876	-71.3%
Interest Revenue	19,106	5,000	5,000	5,000	0.0%
Unrealized Investment Loss	(39,858)	-	-	-	
Total Before Transfers	1,968,931	1,336,440	1,336,440	386,876	-71.1%
Transfers:					
TIF/ISU Research Park	-	-	-	98,912	
Total Revenues	1,968,931	1,336,440	1,336,440	485,788	-63.7%
Expenses:					
Operations:					
Kingland Systems	316,386	386,632	386,632	26,986	-93.0%
Barilla	370,329	379,445	379,445	354,890	-6.5%
Total Before Transfers	686,715	766,077	766,077	381,876	-50.2%
Transfers:					
Debt Service	331,425	333,175	333,175	335,050	0.6%
TIF/ISU Research Park Dist. 2	-	-	-	98,912	
Total Transfers	331,425	333,175	333,175	433,962	30.3%
Total Expenses	1,018,140	1,099,252	1,099,252	815,838	-25.8%
Fund Balance:					
Net Change in Fund	950,791	237,188	237,188	(330,050)	-239.2%
Beginning Balance	607,745	1,501,083	1,558,536	1,795,724	19.6%
Ending Balance	1,558,536	1,738,271	1,795,724	1,465,674	-15.7%

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.

	2021/22	2022/23	2022/23	2023/24	% Change from Adopted
Revenues:	Actual	Adopted	Adjusted	Requested	
Assessments	250,102	236,763	236,763	227,104	-4.1%
Total Revenues	250,102	236,763	236,763	227,104	-4.1%
Expenses:					
Transfers:					
General Fund	-	-	9,954	5,000	
Debt Service	318,313	320,472	320,472	317,553	-0.9%
Total Expenses	318,313	320,472	330,426	322,553	0.6%
Fund Balance:					
Net Change in Fund	(68,211)	(83,709)	(93,663)	(95,449)	
Beginning Balance	(606,686)	(606,686)	(674,897)	(768,560)	26.7%
Ending Balance	(674,897)	(690,395)	(768,560)	(864,009)	25.1%

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.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Requested	from
Revenues:					Adopted
Traffic MPO/Grant Funding	19,100	1,495,280	5,439,858	1,895,000	26.7%
Street MPO/Grant Funding	3,595,395	1,686,000	9,098,790	-	-100.0%
Bike Trail MPO/Grant Funding	172,728	-	726,949	-	
Developer Funding	57,469	-	16,500	-	
Iowa State University	-	60,000	60,000	-	-100.0%
Total Revenues	3,844,692	3,241,280	15,342,097	1,895,000	-41.5%
Expenses:					
CIP:					
Street Improvements	469,068	1,686,000	7,947,217	1,895,000	12.4%
Shared Use Path System	-	-	719,000	-	
Traffic Improvements	533,933	1,495,280	4,472,937	-	-100.0%
Street Rehabilitation	-	60,000	60,000	-	
Total Expenses	1,003,001	3,241,280	13,199,154	1,895,000	-41.5%
Fund Balance:					
Net Change in Fund	2,841,691	-	2,142,943	-	
Beginning Balance	(4,689,555)	273,310	(1,847,864)	295,079	8.0%
Ending Balance	(1,847,864)	273,310	295,079	295,079	8.0%

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.

	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Requested	% Change from Adopted
Revenues:					
FAA Funding	-	1,008,000	-	-	-100.0%
Total Before Transfers	-	1,008,000	-	-	
Transfers:					
General Fund	-	77,061	-	-	-100.0%
Total Revenues	-	1,085,061	-	-	-100.0%
Expenses:					
CIP:					
Airport Improvements	-	1,120,000			-100.0%
Total CIP	-				
Transfers:					
Airport Capital Reserve	160,712	-	-	-	
Total Expenses	160,712	1,120,000	-	-	-100.0%
Fund Balance:					
Net Change in Fund	(160,712)	(34,939)	-	-	-100.0%
Beginning Balance	160,712	458,268	-	-	-100.0%
Ending Balance	-	423,329	-	-	-100.0%

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.

	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Requested	% Change from Adopted
Revenues:					
Interest Revenue	10,189	5,000	5,000	5,000	0.0%
Unrealized Investment Loss	(28,918)	-	-	-	
Total Before Transfers	(18,729)	5,000	5,000	5,000	0.0%
Transfers:					
Local Option Sales Tax	100,000	100,000	100,000	100,000	0.0%
LOT (Municipal Pool CIP)	217,576	-	-	-	
Total Transfers	317,576	100,000	100,000	100,000	0.0%
Total Revenues	298,847	105,000	105,000	105,000	0.0%
Expenses:					
CIP:					
Parks and Recreation	107,725	-	1,002,936	-	
Total Expenses	107,725	-	1,002,936	-	
Fund Balance:					
Net Change in Fund	191,122	105,000	(897,936)	105,000	0.0%
Beginning Balance	1,049,547	1,210,151	1,240,669	342,733	-71.7%
Ending Balance	1,240,669	1,315,151	342,733	447,733	-66.0%

Capital Projects – Winakor Donation

This fund accounts for a bequest received from Geitel Winakor to be used for a future Parks and Recreation capital project.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
Revenues:					
Interest Revenue	21,200	20,000	20,000	20,000	0.0%
Unrealized Investment Loss	(58,346)	-	-	-	
Transfers:					
Park Development Fund	-	-	-	-	
Total Revenues	(37,146)	20,000	20,000	20,000	0.0%
Expenses:					
CIP:					
Indoor Aquatic Center	-	1,294,500	-	1,950,000	50.6%
Total Expenses	-	1,294,500	-	1,950,000	
Fund Balance:					
Net Change in Fund	(37,146)	(1,274,500)	20,000	(1,930,000)	51.4%
Beginning Balance	1,978,301	1,342,800	1,941,155	1,961,155	46.0%
Ending Balance	1,941,155	68,300	1,961,155	31,155	-54.4%

Capital Projects – Indoor Aquatic Center Donations

This fund will be used to account for donations that are received to support the construction of the new Indoor Aquatic Center.

	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Requested	% Change from Adopted
Revenues:					
Donations	-	7,751,667	2,733,647	2,975,527	-61.6%
Story County	-	-	-	500,000	
Total Revenues	-	7,751,667	2,733,647	3,475,527	-55.2%
Expenses:					
CIP:					
Indoor Aquatic Center	-	7,751,667	2,733,647	3,475,527	-55.2%
Total Expenses	-	7,751,667	2,733,647	3,475,527	-55.2%
Fund Balance:					
Net Change in Fund	-	-	-	-	
Beginning Balance	-	-	-	-	
Ending Balance	-	-	-	-	

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.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
Revenues:					
Interest Revenue	17,532	10,000	10,000	10,000	0.0%
Unrealized Investment Loss	(33,409)	-	-	-	
Total Before Transfers	(15,877)	10,000	10,000	10,000	0.0%
Transfers:					
General Fund	1,200,000	-	325,000	-	
Total Revenues	1,184,123	10,000	335,000	10,000	0.0%
Expenses:					
Operations:					
Home Allies Allocation	-	-	25,000	-	
Sustainability/Other Priorities	-	-	500,000	-	
Total Operations	-	-	525,000	-	
CIP:					
Downtown Plaza	-	1,000,000	1,739,579	-	-100.0%
Total Expenses	-	1,000,000	2,264,579	-	
Fund Balance:					
Net Change in Fund	1,184,123	(990,000)	(1,929,579)	10,000	-101.0%
Beginning Balance	1,007,983	2,017,982	2,192,106	262,527	-87.0%
Ending Balance	2,192,106	1,027,982	262,527	272,527	-73.5%

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.

	2021/22	2022/23	2022/23	2023/24	% Change from Adopted
Revenues:					
	Actual	Adopted			
Bond Proceeds	11,133,972	18,359,410	18,359,410	12,671,897	-31.0%
Interest Revenue	211,619	-	-	-	
Unrealized Investment Loss	(510,698)	-	-	-	
Total Revenues	10,834,893	18,359,410	18,359,410	12,671,897	-31.0%
Expenses:					
Operations:					
Bond Issuance Costs	113,029	-	67,000	-	
Financial Services	7,580	8,630	8,355	8,597	-0.4%
Total Operations	120,609	8,630	75,355	8,597	-0.4%
CIP:					
Law Enforcement	345,575	-	253,168	-	
Fire Safety	379,208	1,089,338	1,227,804	-	-100.0%
Stormwater Improvements	1,439,803	-	231,525	-	
Street Improvements	9,418,936	9,225,000	25,621,277	10,325,000	11.9%
Traffic Improvements	458,964	452,560	1,139,796	838,300	85.2%
Street Rehabilitation	-	700,000	1,195,000	-	-100.0%
Parks and Recreation	335,380	6,892,512	2,064,620	1,500,000	-78.2%
Total CIP	12,377,866	18,359,410	31,733,190	12,663,300	-31.0%
Total Before Transfers	12,498,475	18,368,040	31,808,545	12,671,897	-31.0%
Transfers:					
Debt Service Fund	-	-	660,000	-	
Total Transfers	-	-	660,000	-	
Total Expenses	12,498,475	18,368,040	32,468,545	12,671,897	-31.0%
Fund Balance:					
Net Change in Fund	(1,663,582)	(8,630)	(14,109,135)	-	-100.0%
Beginning Balance	21,324,714	1,192,496	19,661,132	5,551,997	365.6%
Ending Balance	19,661,132	1,183,866	5,551,997	5,551,997	369.0%

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.

	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Requested	% Change from Adopted
Revenues:					
Sale of Cemetery Lots	29,356	21,352	24,352	25,818	20.9%
Total Revenues	29,356	21,352	24,352	25,818	20.9%

Expenses:					
Perpetual Care	-	-	-	-	
Total Expenses	-	-	-	-	

Fund Balance:					
Net Change in Fund	29,356	21,352	24,352	25,818	20.9%
Beginning Balance	1,038,041	1,060,934	1,067,397	1,091,749	2.9%
Ending Balance	1,067,397	1,082,286	1,091,749	1,117,567	3.3%

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.

	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Requested	% Change from Adopted
Revenues:					
Interest Revenue	12,552	10,000	10,000	10,000	0.0%
Unrealized Investment Loss	(35,116)	-	-	-	
Total Revenues	(22,564)	10,000	10,000	10,000	0.0%

Expenses:					
Operations:					
Aquatic Center Operations	44,450	-	2,511	7,750	
CIP:					
Aquatic Center Improvements	49,285	-	-	-	
Total Expenses	93,735	-	2,511	7,750	

Fund Balance:					
Net Change in Fund	(116,299)	10,000	7,489	2,250	-77.5%
Beginning Balance	1,196,713	1,141,713	1,080,414	1,087,903	-4.7%
Ending Balance	1,080,414	1,151,713	1,087,903	1,090,153	-5.3%

Enterprise – Airport Operations

This fund accounts for the operation of the James Herman Banning Airport, a municipally owned airport which provides services to residents of the City of Ames and contiguous areas.

	2021/22	2022/23	2022/23	2023/24	% Change from Adopted
	Actual	Adopted	Adjusted	Requested	
Revenues:					
Charges for Services	144,927	-	110,604	113,563	
Airport Farm	77,216	-	82,011	82,011	
Iowa State University	134,047	-	61,119	63,290	
Total Before Transfers	356,190	-	253,734	258,864	
Transfers:					
Airport Sigler Reserve	15,090	-	62,182	64,043	
Total Revenues	371,280	-	315,916	322,907	
Expenses:					
Operations:					
Airport Operations	167,397	-	184,488	169,921	
Airport Farm Operations	4,806	-	5,000	5,000	
Total Before Transfers	172,203	-	189,488	174,921	
Transfers:					
Debt Service	63,119	-	61,119	70,975	
Airport Improvements	72,410	-	77,011	77,011	
Total Transfers	135,529	-	138,130	147,986	
Total Expenses	307,732	-	327,618	322,907	
Fund Balance:					
Net Change in Fund	63,548	-	(11,702)	-	
Beginning Balance	-	-	63,548	51,846	
Ending Balance	63,548	-	51,846	51,846	

Enterprise – Airport Improvements

Description

This fund is used to account for grants and other outside funding received for capital improvements at the City's James Herman Banning Airport. Profits from the farmland owned by the farmland owned by the Airport are also transferred to this fund to serve as the local match for the capital improvement projects. Expenditures for the Capital Improvements are also reflected in this fund.

	2021/22	2022/23	2022/23	2023/24	% Change from Adopted
<i>Revenues:</i>	Actual	Adopted	Adjusted	Requested	
Federal/State Grants	1,033,190	-	900,099	3,837,000	
Sale of Sigler Property	2,838,250	-	-	-	
Interest Revenue	24,697	-	-	-	
Unrealized Investment Loss	(20,753)	-	-	-	
Miscellaneous Revenue	27,377	-	-	-	
Total Before Transfers	3,902,761	-	900,099	3,837,000	
Transfers:					
Airport Operations	72,410	-	77,011	77,011	
Airport Construction Fund	160,712	-	-	-	
Total Transfers	233,122	-	77,011	77,011	
Total Revenues	4,135,883	-	977,110	3,914,011	
Expenses:					
CIP:					
Airport Improvements	661,546	-	999,948	4,180,000	
Transfers:					
Airport Sigler Reserve	15,090	-	2,823,160	-	
Total Expenses	676,636	-	3,823,108	4,180,000	
Fund Balance:					
Net Change in Fund	3,459,247	-	(2,845,998)	(265,989)	
Beginning Balance	-	-	3,459,247	613,249	
Ending Balance	3,459,247	-	613,249	347,260	

Enterprise – Airport Sigler Reserve

Description

This fund accounts for the proceeds received from the sale of the Sigler hangar in the spring of 2022. These funds are being held in a reserve fund and will be transferred to the Airport Operations long term lease for the hangar.

	2021/22	2022/23	2022/23	2023/24	% Change from Adopted
	Actual	Adopted	Adjusted	Requested	
Revenues:					
Interest Revenue	-	-	20,000	20,000	
Total Before Transfers	-	-	20,000	20,000	
Transfers:					
Airport Improvements	-	-	2,823,160	-	
Total Revenues	-	-	2,843,160	20,000	
Expenses:					
Transfers:					
Airport Operations	-	-	62,182	64,043	
Total Expenses	-	-	62,182	64,043	
Fund Balance:					
Net Change in Fund	-	-	2,780,978	(44,043)	
Beginning Balance	-	-	-	2,780,978	
Ending Balance	-	-	2,780,978	2,736,935	

Enterprise – Water Utility

This fund accounts for the operation of a municipality owned water utility which provides services to residents of the City and some contiguous areas. Major capital improvements have been financed from the current revenues and the Water Fund balance.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Revenues:</i>	Actual	Adopted	Adjusted	Requested	from
					Adopted
Metered Sales	11,339,306	11,676,000	11,897,700	11,898,300	1.9%
Contract Sales	720,625	947,000	947,000	950,000	0.3%
Fees/Service Charges	127,929	182,700	173,500	173,500	-5.0%
Cell Tower Lease	22,825	24,136	24,136	24,136	0.0%
Farmland Rental	22,903	16,403	15,761	15,761	-3.9%
Sprint PCS Land Rental	43,801	43,802	43,802	43,802	0.0%
Grant Funding	-	-	-	984,000	
ISU Capital Repayment	484,396	494,084	494,084	503,965	2.0%
Interest Revenue	398,383	310,880	310,888	301,006	-3.2%
Unrealized Investment Loss	(601,109)	-	-	-	
Miscellaneous Revenue	22,812	11,000	21,481	11,000	0.0%
Total Revenues	12,581,871	13,706,005	13,928,352	14,905,470	8.8%
Expenses:					
Operations:					
W & PC Administration	430,272	556,870	458,421	562,841	1.1%
Water Plant Operations	2,751,555	3,440,541	4,012,693	4,135,453	20.2%
W & PC Meter Services	491,682	688,936	762,402	685,398	-0.5%
W & PC Laboratory	231,094	251,096	231,443	256,583	2.2%
Public Works Administration	127,438	144,147	138,856	149,925	4.0%
Public Works Engineering	41,653	51,703	53,926	53,907	4.3%
Public Works GIS	105,324	111,419	88,924	115,534	3.7%
Distribution System Maint.	1,358,653	1,380,962	1,384,740	1,447,464	4.8%
Customer Service	446,397	465,673	466,485	480,150	3.1%
City Council/Sustainability	8,500	8,500	9,300	27,272	220.8%
City Clerk	21,482	23,804	22,388	22,721	-4.5%
City Manager	73,334	87,866	90,065	104,637	19.1%
Public Relations	22,214	24,242	24,592	25,825	6.5%
Financial Services	155,768	176,954	172,228	176,887	0.0%
Purchasing Services	40,926	48,225	43,838	48,629	0.8%
Legal Services	78,463	89,032	83,456	90,783	2.0%
Human Resources	42,634	49,484	47,075	46,555	-5.9%
Diversity, Equity, & Inclusion	-	-	3,854	7,118	
Facilities	21,108	24,620	25,617	25,714	4.4%
Total Operations	6,448,497	7,624,074	8,120,303	8,463,396	11.0%

Enterprise – Water Utility

Continued from previous page.

	2021/22	2022/23	2022/23	2023/24	% Change from
CIP:	Actual	Adopted	Adjusted	Requested	Adopted
Water Production/Treatment	574,049	2,407,000	3,802,713	726,000	-69.8%
Water Distribution	2,271,117	1,750,000	5,446,306	2,350,000	34.3%
Right-of-Way Restoration	4,800	75,000	393,150	75,000	0.0%
Total CIP	2,849,966	4,232,000	9,642,169	3,151,000	-25.5%
Total Before Transfers	9,298,463	11,856,074	17,762,472	11,614,396	-2.0%
Transfers:					
Debt Service	130,362	127,934	128,960	126,451	-1.2%
Water Sinking	3,735,617	3,770,495	3,770,495	3,666,546	-2.8%
Fleet Services	25,000	-	-	-	
Total Transfers	3,890,979	3,898,429	3,899,455	3,792,997	-2.7%
Total Expenses	13,189,442	15,754,503	21,661,927	15,407,393	-2.2%
Fund Balance:					
Net Change in Fund	(607,571)	(2,048,498)	(7,733,575)	(501,923)	-75.5%
Beginning Balance	18,882,544	13,023,839	18,274,973	10,541,398	-19.1%
Ending Balance	18,274,973	10,975,341	10,541,398	10,039,475	-8.5%

Minimum fund balance target:

10% of operating expenses 846,340

Unreserved fund balance 9,193,135

Enterprise – Water Construction

This fund accounts for revenue and expenditures for certain major projects of the water utility.

	2021/22	2022/23	2022/23	2023/24	% Change from Adopted
<i>Revenues:</i>	Actual	Adopted	Adjusted	Requested	
State Revolving Loan Fund	-	7,017,000	9,176,977	-	
Total Revenues	-	7,017,000	9,176,977	-	
Expenses:					
CIP:					
New Water Treatment Plant	-	-	-	-	
N River Valley Well Field	-	5,578,000	6,508,000	-	
Old Water Plant Demolition	48,160	1,233,000	2,473,400	-	
TSC Addition	5,500	206,000	-	-	
Total Expenses	53,660	7,017,000	8,981,400	-	
Fund Balance:					
Net Change in Fund	(53,660)	-	195,577	-	
Beginning Balance	157,114	309,000	103,454	299,031	
Ending Balance	103,454	309,000	299,031	299,031	

Enterprise – Water Sinking

This fund is used to account for State Revolving Fund (SRF) loan payments for water utility projects financed with SRF funding.

	2021/22	2022/23	2022/23	2023/24	% Change from Adopted
<i>Revenues:</i>	Actual	Adopted	Adjusted	Requested	
<i>Transfers:</i>					
Water Utility Fund	3,735,617	3,770,495	3,770,495	3,666,546	-2.8%
Total Revenues	3,735,617	3,770,495	3,770,495	3,666,546	-2.8%
Expenses:					
Debt Service:					
SRF Loan Payments	3,736,260	3,728,540	3,728,540	3,721,880	-0.2%
Total Expenses	3,736,260	3,728,540	3,728,540	3,721,880	-0.2%
Fund Balance:					
Net Change in Fund	(643)	41,955	41,955	(55,334)	-231.9%
Beginning Balance	311,355	310,712	310,712	352,667	13.5%
Ending Balance	310,712	352,667	352,667	297,333	-15.7%

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.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Requested	from
Revenues:					Adopted
Metered Charges	7,794,419	7,635,000	8,077,000	8,077,000	5.8%
Contract Charges	1,151,361	1,659,800	1,656,300	1,626,900	-2.0%
Fees/Service Charges	314,604	212,300	237,500	237,500	11.9%
Flood Warning System	10,995	9,300	10,000	10,000	7.5%
Farmland Income	152,977	85,300	85,300	113,000	32.5%
Grant Revenue	1,295,658	263,750	311,134	694,000	163.1%
Interest Revenue	105,788	90,000	203,000	90,000	0.0%
Unrealized Investment Loss	(328,618)	-	-	-	
Miscellaneous Revenue	268	4,000	-	-	
Total Before Transfers	10,497,452	9,959,450	10,580,234	10,848,400	8.9%
Transfers:					
G.O. Bond Proceeds	-	-	-	-	
Total Revenues	10,497,452	9,959,450	10,580,234	10,848,400	8.9%
Expenses:					
Operations:					
W & PC Administration	430,271	556,870	458,422	562,842	1.1%
WPC Plant Operations	2,193,874	2,657,596	2,692,430	2,821,203	6.2%
W & PC Meter Services	341,168	493,008	547,479	481,526	-2.3%
W & PC Laboratory	429,176	466,320	429,824	476,510	2.2%
Public Works Administration	127,438	144,147	138,856	149,925	4.0%
Public Works Engineering	53,999	60,320	62,914	62,892	4.3%
Public Works GIS	105,324	111,419	88,924	115,534	3.7%
Collection System Maintenance	618,666	608,839	628,142	665,839	9.4%
Customer Service	419,312	439,418	440,329	453,140	3.1%
City Council/Sustainability	8,500	8,500	9,300	27,272	220.8%
City Clerk	21,482	23,804	22,388	22,721	-4.5%
City Manager	73,334	87,866	90,065	104,637	19.1%
Public Relations	22,214	24,242	24,592	25,825	6.5%
Financial Services	134,956	151,104	146,873	151,643	0.4%
Purchasing Services	19,099	22,505	20,458	22,694	0.8%
Legal Services	78,463	89,032	83,456	90,783	2.0%
Human Resources	28,588	33,181	30,571	30,234	-8.9%
Diversity, Equity, and Inclusion	-	-	2,503	4,623	
Facilities	16,886	19,696	20,493	20,571	4.4%
Total Operations	5,122,750	5,997,867	5,938,019	6,290,414	4.9%
CIP:					
Water Pollution Control	441,562	2,832,000	1,392,402	2,044,000	-27.8%
Sanitary Sewer System	4,868,581	500,000	1,728,576	575,000	15.0%
Right-of-Way Restoration	5,000	75,000	321,700	75,000	0.0%
Total CIP	5,315,143	3,407,000	3,442,678	2,694,000	-20.9%
Total Before Transfers	10,437,893	9,404,867	9,380,697	8,984,414	-4.5%

Enterprise – Sewer Utility

Continued from previous page.

	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Requested	% Change from Adopted
Transfers:					
Debt Service	391,924	388,139	390,643	383,156	-1.3%
Sewer Sinking	540,547	542,234	542,234	538,806	-0.6%
Fleet Services	25,000	-	-	-	
Total Transfers	957,471	930,373	932,877	921,962	-0.9%
Total Expenses	11,395,364	10,335,240	10,313,574	9,906,376	-4.1%
Fund Balance:					
Net Change in Fund	(897,912)	(375,790)	266,660	942,024	-350.7%
Beginning Balance	17,353,867	12,693,370	16,455,955	16,722,615	31.7%
Ending Balance	16,455,955	12,317,580	16,722,615	17,664,639	43.4%

Minimum fund balance target:
 10% of operating expenses 629,041
 Unreserved fund balance 17,035,598

Enterprise – Sewer Improvements

This fund accounts for revenue and expenditures for certain major projects of the sanitary sewer utility.

	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Requested	% Change from Adopted
Revenues:					
State Revolving Loan Fund	-	5,310,000	17,465,333	6,228,000	17.3%
Stormwater Loan Proceeds	-	-	2,074,000	2,500,000	
Total Revenues	-	5,310,000	19,539,333	8,728,000	64.4%
Expenses:					
CIP:					
Water Pollution Control	-	1,260,000	1,260,000	2,030,000	61.1%
Sanitary Sewer System	856,898	4,050,000	8,300,033	4,198,000	3.7%
Total Before Transfers	856,898	5,310,000	9,560,033	6,228,000	17.3%
Transfers:					
Stormwater Improvements	-	-	2,074,000	2,500,000	
Total Expenses	856,898	5,310,000	11,634,033	8,728,000	64.4%
Fund Balance:					
Net Change in Fund	(856,898)	-	7,905,300	-	
Beginning Balance	(7,048,402)	(10,000)	(7,905,300)	-	
Ending Balance	(7,905,300)	(10,000)	-	-	

Enterprise – Sewer Sinking

This fund is used to account for State Revolving Fund (SRF) loan payments for sewer utility projects financed with SRF funding.

	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Requested	% Change from Adopted
Revenues:					
Transfers:					
Sewer Utility Fund	540,547	542,234	542,234	538,806	-0.6%
Total Revenues	540,547	542,234	542,234	538,806	-0.6%
Expenses:					
Debt Service:					
SRF Loan Payments	540,493	541,144	541,144	538,682	-0.5%
Total Expenses	540,493	541,144	541,144	538,682	-0.5%
Fund Balance:					
Net Change in Fund	54	1,090	1,090	124	-88.6%
Beginning Balance	45,042	45,095	45,096	46,186	2.4%
Ending Balance	45,096	46,185	46,186	46,310	0.3%

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.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Revenues:</i>	Actual	Adopted	Adjusted	Requested	from Adopted
Metered Sales	57,945,341	57,000,000	60,000,000	61,000,000	7.0%
Iowa State University	3,362,955	3,128,000	4,142,060	3,971,600	27.0%
MEC Zonal Transmission	1,031,713	1,200,000	1,200,000	1,200,000	0.0%
Gas Trading Revenue	3,798,668	2,000,000	2,000,000	2,000,000	0.0%
Streetlights	875,865	900,000	900,000	900,000	0.0%
Security Lighting Rental	144,269	155,000	155,000	155,000	0.0%
Subdivision Construction	45,499	30,000	30,000	30,000	0.0%
Fees/Service Charges	261,658	277,800	340,000	346,000	24.6%
Renewable Energy Credits	22,969	6,800	6,800	6,800	0.0%
Iowa Dept. of Transportation	-	250,000	2,404,000	-	
Grant Revenue	47,323	-	-	-	
Interest Revenue	389,180	800,000	800,000	630,000	-21.3%
Unrealized Investment Loss	(1,637,297)	-	-	-	
Miscellaneous Revenue	140,060	32,000	66,000	-	0.0%
Total Revenues	66,428,203	65,779,600	72,043,860	70,239,400	6.8%
Expenses:					
Operations:					
Electric Administration	1,275,814	1,398,615	1,370,650	1,471,013	5.2%
Demand-Side Management	465,328	1,081,719	1,223,278	1,184,209	9.5%
Electric Production	10,779,922	13,949,963	14,650,978	14,008,094	0.4%
Fuel/Purchased Power	35,375,658	32,163,052	32,913,070	34,773,016	8.1%
Distribution/Operations	3,015,462	3,666,876	3,530,041	3,778,069	3.0%
Distribution/Improvements	1,667,902	2,509,530	2,922,806	2,458,315	-2.0%
Electric Technical Services	1,222,305	1,276,029	1,450,952	1,413,861	10.8%
Electric Engineering	747,360	942,290	859,843	973,113	3.3%
Customer Service	846,206	885,693	889,393	915,083	3.3%
City Council/Sustainability	8,500	8,500	9,300	27,272	220.8%
City Clerk	42,963	47,607	44,776	45,442	-4.5%
City Manager	155,130	185,871	190,522	221,347	19.1%
Public Relations	44,428	48,484	49,185	51,651	6.5%
Financial Services	510,292	581,452	566,830	581,106	-0.1%
Purchasing Services	300,124	353,653	321,475	356,616	0.8%
Legal Services	124,715	141,515	132,651	144,298	2.0%
Human Resources	129,057	149,795	137,977	136,453	-8.9%
Diversity, Equity, and Inclusion	-	-	11,295	20,863	
Facilities	42,216	49,240	51,234	51,429	4.4%
Public Works GIS	47,874	50,645	40,420	52,515	3.7%
Utility Deposit Interest	887	-	-	-	
Total Operations	56,802,143	59,490,529	61,366,676	62,663,765	5.3%

Enterprise – Electric Utility

Continued from previous page.

	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Requested	% Change from Adopted
CIP:					
Electric Services	4,301,232	6,270,000	23,260,422	6,345,000	1.2%
Total Before Transfers	61,103,375	65,760,529	84,627,098	69,008,765	4.9%
Transfers:					
General Fund (In Lieu of Taxes)	2,295,682	2,331,036	2,338,065	2,292,262	-1.7%
Electric Sinking	966,327	966,410	966,410	964,924	-0.2%
SunSmart	53,013	72,000	53,000	53,000	-26.4%
Debt Services	17,391	16,771	16,771	16,585	-1.1%
Total Transfers	3,332,413	3,386,217	3,374,246	3,326,771	-1.8%
Total Expenses	64,435,788	69,146,746	88,001,344	72,335,536	4.6%
Fund Balance:					
Net Change in Fund	1,992,415	(3,367,146)	(15,957,484)	(2,096,136)	-37.7%
Beginning Balance	50,481,987	33,575,725	52,474,402	36,516,918	8.8%
Ending Balance	52,474,402	30,208,579	36,516,918	34,420,782	13.9%

Minimum fund balance target:

Based on contingency for casualty in
power generation or distribution

10,100,000

Unreserved fund balance

24,320,782

Enterprise – Electric Sinking

This fund is used to account for principal and interest payments for Electric Revenue Bonds.

Revenues:	2021/22	2022/23	2022/23	2023/24	% Change
Transfers:	Actual	Adopted	Adjusted	Requested	from
					Adopted
Electric Utility Fund	966,327	966,410	966,410	964,924	-0.2%
Total Revenues	966,327	966,410	966,410	964,924	-0.2%
Expenses:					
Debt Service:					
Bond Principal and Interest	966,306	966,556	966,556	964,807	-0.2%
Total Expenses	966,306	966,556	966,556	964,807	-0.2%
Fund Balance:					
Net Change in Fund	21	(146)	(146)	117	-180.1%
Beginning Balance	80,525	80,547	80,546	80,400	-0.2%
Ending Balance	80,546	80,401	80,400	80,517	0.1%

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.

	2021/22	2022/23	2022/23	2023/24	% Change from
	Actual	Adopted	Adjusted	Requested	Adopted
Revenues:					
SunSmart Power Packs	85,421	5,000	20,000	5,000	0.0%
ISU/Solar Energy	80,883	72,000	80,000	80,000	11.1%
Administrative Fee	24	-	-	-	
Interest Revenue	(18,905)	5,000	5,000	5,000	0.0%
Total Before Transfers	147,423	82,000	105,000	90,000	9.8%
Transfers:					
Electric Utility Fund	53,013	72,000	53,000	53,000	-26.4%
Total Revenues	200,436	154,000	158,000	143,000	-7.1%
Expenses:					
Solar Energy	195,488	181,000	187,312	184,912	2.2%
Total Expenses	195,488	181,000	187,312	184,912	2.2%
Fund Balance:					
Net Change in Fund	4,948	(27,000)	(29,312)	(41,912)	55.2%
Beginning Balance	1,013,163	1,006,164	1,018,111	988,799	-1.7%
Ending Balance	1,018,111	979,164	988,799	946,887	-3.3%

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.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
Revenues:					
Illegal Parking	365,004	320,000	400,000	500,000	56.3%
Overtime Parking	88,962	70,000	80,000	80,000	14.3%
East District - Downtown	286,267	286,300	316,400	331,000	15.6%
West District - Campustown	211,957	205,100	219,900	239,700	16.9%
Collection Agency Revenue	-	2,000	-	-	-100.0%
Interest Revenue	9,727	6,000	6,000	6,000	0.0%
Unrealized Investment Loss	(18,833)	-	-	-	
Miscellaneous Revenue	395	350	350	350	0.0%
Total Before Transfers	943,479	889,750	1,022,650	1,157,050	30.0%
Transfers:					
Local Option Sales Tax	5,489	5,489	5,489	-	-100.0%
Parking Capital Reserve Fund	-	20,709	-	-	
Total Transfers	5,489	26,198	5,489	-	-100.0%
Total Revenues	948,968	915,948	1,028,139	1,157,050	26.3%
Expenses:					
Operations:					
Parking Enforcement	368,922	520,838	412,815	536,713	3.0%
Parking Operations	219,582	339,735	243,792	241,412	-28.9%
Customer Service	155,067	155,704	153,509	156,178	0.3%
Financial Services	25,876	29,937	29,352	29,869	-0.2%
Purchasing Services	546	643	585	648	0.8%
Legal Services	37,993	43,110	40,410	43,958	2.0%
Human Resources	6,610	7,672	6,944	6,867	-10.5%
Diversity, Equity, and Inclusion	-	-	568	1,050	
Facilities	2,533	2,954	3,074	3,086	4.5%
Total Operations	817,129	1,100,593	891,049	1,019,781	-7.3%
Transfers:					
Parking Capital Reserve	45,562	-	687,306	124,396	
Total Expenses	862,691	1,100,593	1,578,355	1,144,177	4.0%
Fund Balance:					
Net Change in Fund	86,277	(184,645)	(550,216)	12,873	-107.0%
Beginning Balance	553,044	294,704	639,321	89,105	-69.8%
Ending Balance	639,321	110,059	89,105	101,978	-7.3%

Minimum fund balance target:
10% of operating expenses

101,978

Enterprise – Parking Capital Reserve

This fund accounts for accumulated Parking Fund revenue being held for capital improvement projects. Funds in excess of Parking Operation's minimum fund balance requirement are transferred to the Parking Capital Reserve Fund to fund future Parking capital projects.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
Revenues:					
Interest Revenue	4,665	-	-	-	
Unrealized Investment Loss	(6,150)	-	-	-	
Transfers:					
Parking Operations	45,562	-	687,306	124,396	
General Fund (for future CIP)	500,000	-	-	-	
Total Transfers	545,562	-	687,306	124,396	
Total Revenues	544,077	-	687,306	124,396	
Expenses:					
Transfers:					
Parking Operations Fund	-	20,709	-	-	
Total Expenses	-	20,709	-	-	
Fund Balance:					
Net Change in Fund	544,077	(20,709)	687,306	124,396	-700.7%
Beginning Balance	159,047	705,047	703,124	1,390,430	97.2%
Ending Balance	703,124	684,338	1,390,430	1,514,826	121.4%

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%.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
Revenues:					
Federal/State Funding	7,909,931	5,215,187	6,993,792	5,132,821	-1.6%
ISU Administration	893,621	911,493	911,493	929,723	2.0%
ISU Student Fees	5,499,160	5,741,486	5,741,486	5,856,316	2.0%
Fees/Service Charges	669,564	730,203	638,203	622,841	-14.7%
Metro Planning Org.	36,511	30,000	30,000	30,000	0.0%
Interest Revenue	120,391	40,000	40,000	40,000	0.0%
Unrealized Investment Loss	(317,765)				
Miscellaneous Revenue	75,260	28,000	28,000	28,000	0.0%
Total Before Transfers	14,886,673	12,696,369	14,382,974	12,639,701	-0.4%
Transfers:					
General Fund (Transit Levy)	2,032,842	2,078,474	2,078,474	2,120,043	2.0%
Transit Student Govt Trust Fund	-	-	-	-	
Total Transfers	2,032,842	2,078,474	2,078,474	2,120,043	2.0%
Total Revenues	16,919,515	14,774,843	16,461,448	14,759,744	-0.1%
Expenses:					
Operations:					
Transit Administration	2,258,802	2,424,824	2,467,512	2,573,338	6.1%
Fixed Route Service	9,081,286	10,308,808	11,685,930	12,116,062	17.5%
Dial-A-Ride Service	243,104	184,774	259,774	260,283	40.9%
Total Operations	11,583,192	12,918,406	14,413,216	14,949,683	15.7%
Transfers:					
Transit Capital Reserve	5,401,961	1,400,000	4,088,397	1,362,125	-2.7%
Total Expenses	16,985,153	14,318,406	18,501,613	16,311,808	13.9%
Fund Balance:					
Net Change in Fund	(65,638)	456,437	(2,040,165)	(1,552,064)	-440.0%
Beginning Balance	10,847,570	10,019,561	10,781,932	8,741,767	-12.8%
Ending Balance	10,781,932	10,475,998	8,741,767	7,189,703	-31.4%
<i>Minimum fund balance target:</i>					
Reserve for cash flow				2,000,000	
10% of operating expenses				<u>1,494,968</u>	
Unreserved fund balance				<u><u>3,694,735</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.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Requested	from
Revenues:					Adopted
Interest Revenue	8,392	6,000	6,000	6,000	0.0%
Unrealized Investment Loss	(23,102)	-	-	-	
Transfers:					
Transit Operations	-	-	-	-	
Total Revenues	(14,710)	6,000	6,000	6,000	0.0%
Expenses:					
Transfers:					
Transit Operations	-	-	-	-	
Total Expenses	-	-	-	-	
Fund Balance:					
Net Change in Fund	(14,710)	6,000	6,000	6,000	0.0%
Beginning Balance	778,285	321,540	763,575	769,575	139.3%
Ending Balance	763,575	327,540	769,575	775,575	136.8%

<i>Minimum fund balance target</i>	<u>500,000</u>
Unreserved fund balance	<u><u>275,575</u></u>

Enterprise – Transit Capital Reserve

This fund accounts for CyRide grant and capital activities.

	2021/22	2022/23	2022/23	2023/24	% Change from Adopted
<i>Revenues:</i>	Actual	Adopted	Adjusted	Requested	
Federal/State Funding	3,694,231	3,921,604	10,025,675	7,302,040	86.2%
ISU Parking	17,000	17,000	17,000	17,000	0.0%
Interest Revenue	25,421	7,000	7,000	7,000	0.0%
Unrealized Investment Loss	(55,439)	-	-	-	
Total Before Transfers	3,681,213	3,945,604	10,049,675	7,326,040	85.7%
<i>Transfers:</i>					
Transit Operations	5,401,961	1,400,000	4,088,397	1,362,125	-2.7%
Total Transfers	5,401,961	1,400,000	4,088,397	1,362,125	-2.7%
Total Revenues	9,083,174	5,345,604	14,138,072	8,688,165	62.5%
<i>Expenses:</i>					
<i>CIP:</i>					
Transit	4,642,499	5,058,631	13,581,016	9,201,543	81.9%
Total Expenses	4,642,499	5,058,631	13,581,016	9,201,543	81.9%
<i>Fund Balance:</i>					
Net Change in Fund	4,440,675	286,973	557,056	(513,378)	-278.9%
Beginning Balance	2,622,433	4,469,874	7,063,108	7,620,164	70.5%
Ending Balance	7,063,108	4,756,847	7,620,164	7,106,786	49.4%

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.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
Revenues:					
Stormwater Fees	1,848,868	1,926,980	1,943,004	1,958,548	1.6%
Permits and Plan Reviews	21,600	22,750	22,750	22,750	0.0%
Fees/Service Charges	20,199	8,000	8,000	8,000	
Interest Revenue	54,296	52,000	52,000	52,000	0.0%
Unrealized Investment Loss	(152,584)	-	-	-	
Miscellaneous Revenue	60	-	-	-	
Total Revenues	1,792,439	2,009,730	2,025,754	2,041,298	1.6%
Expenses:					
Operations:					
Storm Sewer Maintenance	236,770	372,360	387,508	388,091	4.2%
Stormwater Permit Program	245,921	405,592	404,455	418,494	3.2%
Public Works Engineering	28,184	25,851	26,963	26,954	4.3%
Public Works GIS	62,237	65,839	52,546	68,270	3.7%
Customer Service	3,573	6,760	6,760	7,000	3.6%
Art Services	532	-	750	-	
Purchasing Services	5,457	6,430	5,845	6,484	0.8%
Human Resources	5,618	6,521	5,952	5,886	-9.7%
Diversity, Equity, and Inclusion			487	900	
Total Operations	588,292	889,353	891,266	922,079	3.7%
CIP:					
Stormwater	1,176,275	1,050,000	4,488,513	1,700,000	61.9%
Right-of-Way Restoration	6,012	50,000	276,240	50,000	0.0%
Total CIP	1,182,287	1,100,000	4,764,753	1,750,000	59.1%
Total Expenses	1,770,579	1,989,353	5,656,019	2,672,079	34.3%
Fund Balance:					
Net Change in Fund	21,860	20,377	(3,630,265)	(630,781)	-3195.6%
Beginning Balance	6,415,796	2,286,730	6,437,656	2,807,391	22.8%
Ending Balance	6,437,656	2,307,107	2,807,391	2,176,610	-5.7%
<i>Minimum fund balance target:</i>					
10% of operating expenses				<u>92,208</u>	
Unreserved fund balance				<u><u>2,084,402</u></u>	

Enterprise – Stormwater Improvements

This fund is used to account for grant and developer funding related to stormwater capital improvement projects.

	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Requested	% Change from Adopted
Revenues:					
Federal/State Grants	3,570,470	-	-	-	
SRF Grant Program	-	400,000	-	-	-100.0%
Total Before Transfers	3,570,470	400,000	-	-	-100.0%
Transfers:					
Sewer Improvements	-	-	2,074,000	2,500,000	
Total Revenues	3,570,470	400,000	2,074,000	2,500,000	525.0%
Expenses:					
CIP:					
Stormwater Improvements	3,570,470	400,000	2,074,000	2,500,000	525.0%
Total Expenses	3,570,470	400,000	2,074,000	2,500,000	525.0%
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.

	2021/22	2022/23	2022/23	2023/24	% Change from Adopted
Revenues:	Actual	Adopted	Adjusted	Requested	
Admissions	53,352	56,600	54,615	59,566	5.2%
Ice Rink Rental	425,233	401,355	350,281	367,154	-8.5%
Ice Arena Programming	-	-	6,215	6,605	
Equipment Rental/Fees	18,644	26,650	19,650	21,450	-19.5%
Dasher Board Advertising	3,077	5,782	15,304	26,750	362.6%
Pro Shop Sales	1,056	1,500	1,088	1,121	-25.3%
Concessions	27,929	30,400	18,400	18,400	-39.5%
Interest Revenue	1,455	2,000	2,000	2,000	0.0%
Unrealized Investment Loss	(2,485)	-	-	-	
Miscellaneous Revenue	2,675	3,000	-	-	-100.0%
Total Revenues	530,936	527,287	467,553	503,046	-4.6%
Expenses:					
Operations:					
Ice Arena Operations	466,377	517,070	488,045	547,534	5.9%
Total Expenses	466,377	517,070	488,045	547,534	5.9%
Fund Balance:					
Net Change in Fund	64,559	10,217	(20,492)	(44,488)	-535.4%
Beginning Balance	140,693	210,095	205,252	184,760	-12.1%
Ending Balance	205,252	220,312	184,760	140,272	-36.3%

Minimum fund balance target:

15% of operating expenses 82,130

Unreserved fund balance 58,142

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.

	2021/22	2022/23	2022/23	2023/24	% Change from
	Actual	Adopted	Adjusted	Requested	Adopted
Revenues:					
Iowa State University	20,000	40,000	40,000	40,000	0.0%
Interest Revenue	1,897	800	800	800	0.0%
Unrealized Investment Loss	(4,502)	-	-	-	
Total Before Transfers	17,395	40,800	40,800	40,800	0.0%
Transfers:					
Local Option Sales Tax	20,000	40,000	40,000	40,000	0.0%
Total Revenues	37,395	80,800	80,800	80,800	0.0%
Expenses:					
CIP:					
Ice Arena Improvements	-	75,000	108,266	50,000	-33.3%
Total Expenses	-	75,000	108,266	50,000	-33.3%
Fund Balance:					
Net Change in Fund	37,395	5,800	(27,466)	30,800	431.0%
Beginning Balance	137,031	141,985	174,426	146,960	3.5%
Ending Balance	174,426	147,785	146,960	177,760	20.3%

Enterprise – Homewood Golf Course

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

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Requested	from
Revenues:					Adopted
Green Fees	140,973	130,000	151,644	157,194	20.9%
Season Passes/Punch Cards	69,820	68,000	74,516	76,804	12.9%
League Entry Fees	1,841	3,000	2,360	2,560	-14.7%
Program Fees	1,824	1,800	2,200	2,350	30.6%
Equipment Rental	61,897	45,000	70,929	73,057	62.3%
Clubhouse Rental	12,188	15,000	18,463	19,202	28.0%
Pro Shop Sales	2,615	2,400	2,400	2,600	8.3%
Concessions	31,619	29,500	34,000	35,000	18.6%
Cell Tower Lease	24,769	21,000	21,000	21,000	0.0%
Interest Revenue	3,471	3,000	3,000	3,000	0.0%
Unrealized Investment Loss	(8,663)	-	-	-	
Miscellaneous Revenue	3,191	-	-	-	
Total Revenues	345,545	318,700	380,512	392,767	23.2%
Expenses:					
Operations:					
Administration/Concessions	163,234	184,767	194,532	215,993	16.9%
Golf Course Maintenance	115,747	125,353	128,998	136,330	8.8%
Total Operations	278,981	310,120	323,530	352,323	13.6%
CIP:					
Homewood Clubhouse	-	-	-	75,000	
Total Expenses	278,981	310,120	323,530	427,323	37.8%
Fund Balance:					
Net Change in Fund	66,564	8,580	56,982	(34,556)	-502.8%
Beginning Balance	247,077	260,537	313,641	370,623	42.3%
Ending Balance	313,641	269,117	370,623	336,067	24.9%

Minimum fund balance target:

25% of operating expenses 106,831

Unreserved fund balance 229,236

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.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Requested	from
Revenues:					Adopted
Commercial Accounts	2,355,087	2,643,750	2,643,750	2,822,500	6.8%
Iowa State University	258,777	265,000	265,000	250,000	-5.7%
Other Contracts	8,016	5,500	5,500	5,540	0.7%
Public Fees	93,600	91,500	92,500	103,000	12.6%
FDW Pilot Program	380	1,000	1,000	500	-50.0%
Per Capita Revenue	319,686	319,966	319,966	319,966	0.0%
Electric RDF Revenue	946,051	900,000	900,000	1,018,416	13.2%
Power Plant Down Charge	-	-	-	-	
Sale of Metals	317,846	180,000	180,000	165,000	-8.3%
Bond Proceeds	417,495	-	-	-	
Interest Revenue	9,716	6,500	6,500	6,500	0.0%
Unrealized Investment Loss	(13,360)	-	-	-	
Miscellaneous Revenue	4,917	2,000	2,000	1,500	-25.0%
Total Before Transfers	4,718,211	4,415,216	4,416,216	4,692,922	6.3%
Transfers:					
General Fund (Ames Per Capita)	592,484	592,484	592,484	592,484	0.0%
Total Revenues	5,310,695	5,007,700	5,008,700	5,285,406	5.5%
Expenses:					
Operations:					
Public Works Administration	127,438	144,147	138,856	149,925	4.0%
Resource Recovery Operations	2,606,957	3,109,422	3,066,631	3,249,278	4.5%
Reject Disposal	987,863	900,000	1,035,000	1,065,000	18.3%
Yard Waste Management	41,702	41,700	41,700	46,000	10.3%
Landfill Monitoring	2,826	8,900	8,600	6,600	-25.8%
City Council/Sustainability	8,500	8,500	9,300	27,272	220.8%
Public Relations	22,214	24,242	24,592	25,825	6.5%
Financial Services	140,612	167,523	164,054	165,495	-1.2%
Purchasing Services	32,741	38,580	35,070	38,904	0.8%
Legal Services	20,648	23,430	21,962	23,890	2.0%
Human Resources	21,069	24,454	22,545	22,296	-8.8%
Diversity, Equity, and Inclusion	-	-	1,845	3,409	
Facilities	4,222	4,924	5,123	5,143	4.4%
Total Operations	4,016,792	4,495,822	4,575,278	4,829,037	7.4%

Enterprise – Resource Recovery

Continued from previous page.

	2021/22	2022/23	2022/23	2023/24	% Change from Adopted
CIP:	Actual	Adopted	Adjusted	Requested	
Resource Recovery	155,678	304,500	728,968	312,500	2.6%
Total Before Transfers	4,172,470	4,800,322	5,304,246	5,141,537	7.1%
Transfers:					
Debt Service	644,552	153,922	151,227	163,280	6.1%
Total Expenses	4,817,022	4,954,244	5,455,473	5,304,817	7.1%
Fund Balance:					
Net Change in Fund	493,673	53,456	(446,773)	(19,411)	-136.3%
Beginning Balance	1,082,101	568,307	1,575,774	1,129,001	98.7%
Ending Balance	1,575,774	621,763	1,129,001	1,109,590	78.5%

Minimum fund balance target:

10% of operating expenses 482,904

Unreserved fund balance 626,686

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.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Requested	from
Revenues:					Adopted
Property Taxes	9,787,180	10,606,127	10,606,127	11,120,398	4.8%
Excise Tax	62,495	20,894	20,894	22,753	8.9%
State Replacement Tax	420,681	228,346	228,346	318,472	39.5%
Iowa State University	43,717	47,990	47,990	49,347	2.8%
Interest Revenue	80,393	20,000	20,000	20,000	0.0%
Unrealized Investment Loss	(148,293)	-	-	-	
Bond Proceeds	10,652,911	-	-	-	
Total Before Transfers	20,899,084	10,923,357	10,923,357	11,530,970	5.6%
Transfers:					
General Fund (Airport Terminal)	-	70,980	-	-	-100.0%
General Fund	900,000	-	-	-	
TIF/South Bell	-	-	-	-	
TIF/ISU Research Park	302,400	300,150	300,150	302,400	0.7%
TIF/ISU RP Phase 2	29,025	33,025	33,025	32,650	-1.1%
Special Assessments	318,313	320,472	320,472	317,553	-0.9%
G.O. Bonds	-	-	660,000	-	
Airport Operations Fund	63,119	-	61,119	70,975	
Water Utility Fund	130,362	127,934	128,960	126,451	-1.2%
Sewer Utility Fund	391,924	388,139	390,643	383,156	-1.3%
Electric Utility Fund	17,391	16,771	16,771	16,585	-1.1%
Resource Recovery	644,552	153,922	151,227	163,280	6.1%
Total Transfers	2,797,086	1,411,393	2,062,367	1,413,050	0.1%
Total Revenues	23,696,170	12,334,750	12,985,724	12,944,020	4.9%
Expenses:					
Debt Service:					
G.O. Bond Principal	20,305,000	9,809,848	9,835,000	9,892,831	0.8%
G.O. Bond Interest	2,480,348	2,524,902	2,523,322	3,086,187	22.2%
G.O. Bond Costs	30,502	-	-	-	
Total Expenses	22,815,850	12,334,750	12,358,322	12,979,018	5.2%
Fund Balance:					
Net Change in Fund	880,320	-	627,402	(34,998)	
Beginning Balance	1,210,219	2,704,685	2,090,539	2,717,941	0.5%
Ending Balance	2,090,539	2,704,685	2,717,941	2,682,943	-0.8%

Internal Services – Fleet Services

This fund accounts for the operations of the City's Fleet Services activity, which provides maintenance and support for vehicles and equipment used by all City departments, apart from Transit (CyRide).

	2021/22	2022/23	2022/23	2023/24	% Change from Adopted
Revenues:	Actual	Adopted	Adjusted	Requested	
Fleet Maintenance Charges	2,120,580	2,301,360	2,433,924	2,516,061	9.3%
Maintenance Facility Charges	60,429	60,518	68,800	68,437	13.1%
Motor Pool Charges	67,156	65,000	65,000	65,000	0.0%
Miscellaneous Revenue	-	-	-	-	
Total Revenues	2,248,165	2,426,878	2,567,724	2,649,498	9.2%

Expenses:					
Internal Services:					
Fleet Administration	488,510	574,099	541,276	595,243	3.7%
Fleet Maintenance	1,690,880	1,685,992	1,843,096	1,871,631	11.0%
Fleet Maintenance Facility	120,859	121,037	137,602	136,874	13.1%
Motor Pool Operations	54,576	45,750	45,750	45,750	0.0%
Total Expenses	2,354,825	2,426,878	2,567,724	2,649,498	9.2%

Fund Balance:					
Net Change in Fund	(106,660)	-	-	-	
Beginning Balance	266,784	250,478	160,124	250,478	0.0%
Ending Balance	160,124	250,478	160,124	250,478	0.0%

Internal Services – Fleet Replacement Reserve

This fund accounts for the accumulation of funds for the replacement of City fleet vehicles and equipment. Having a replacement reserve fund allows City departments to accumulate funds through their operating budgets over the useful lives of the equipment. These funds are then available to replace the equipment at the end of its useful life.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Requested	from
Revenues:					Adopted
Fleet Replacement Funds	2,169,464	1,871,795	2,030,294	1,982,101	5.9%
Sale of Equipment	155,270	-	-	-	
Miscellaneous Revenue	37,300	-	-	-	
Total Revenues	2,362,034	1,871,795	2,030,294	1,982,101	5.9%
Expenses:					
Internal Services:					
Fleet Acquisitions	585,772	806,700	2,891,946	1,140,600	41.4%
Fleet Disposal	8,407	-	-	-	
Total Expenses	594,179	806,700	2,891,946	1,140,600	41.4%
Fund Balance:					
Net Change in Fund	1,767,855	1,065,095	(861,652)	841,501	-21.0%
Beginning Balance	10,114,357	9,961,961	11,882,212	11,020,560	10.6%
Ending Balance	11,882,212	11,027,056	11,020,560	11,862,061	7.6%

Internal Services – Fleet Services Reserve

This fund accounts for the accumulation of interest earned by funds held in the Fleet Replacement Reserve fund. Revenues in excess of expenses in the Fleet Services operations fund are also transferred to this fund at the end of each fiscal year. These funds are used for equipment upgrades and capital improvements for Fleet Services.

	2021/22	2022/23	2022/23	2023/24	% Change from Adopted
<i>Revenues:</i>	Actual	Adopted	Adjusted	Requested	
Interest Revenue	127,938	100,000	100,000	100,000	0.0%
Unrealized Investment Loss	(337,455)	-	-	-	
Fleet Services Replacement	93,996	-	-	-	
Total Before Transfers	(115,521)	100,000	100,000	100,000	0.0%
Transfers:					
Road Use Tax	25,000	-	-	-	
Water Utility Fund	25,000	-	-	-	
Sewer Utility Fund	25,000	-	-	-	
Total Transfers	75,000	-	-	-	
Total Revenues	(40,521)	100,000	100,000	100,000	0.0%
Expenses:					
Internal Services:					
Fleet Acquisitions	60,000	-	50,000	-	
Fleet Services	57,751	-	126,146	-	
Total Internal Services	117,751	-	176,146	-	
CIP:					
Fleet Facility Improvements	227,617	-	-	-	
Total Expenses	345,368	-	176,146	-	
Fund Balance:					
Net Change in Fund	(385,889)	100,000	(76,146)	100,000	0.0%
Beginning Balance	861,627	614,739	475,738	399,592	-35.0%
Ending Balance	475,738	714,739	399,592	499,592	-30.1%

Internal Services – Information Technology

Information Technology accounts for all information technology and communication services provided to City departments.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
Revenues:					
Computer Charges	1,797,104	1,852,117	1,851,664	1,906,884	3.0%
Phone System Charges	269,962	276,284	279,704	281,206	1.8%
Miscellaneous Revenue	80	-	-	-	
Total Revenues	2,067,146	2,128,401	2,131,368	2,188,090	2.8%
Expenses:					
Internal Services:					
Computer Services	1,627,570	1,727,895	1,750,518	1,795,723	3.9%
Network Services	169,614	124,222	101,146	111,161	-10.5%
Phone Operations	269,962	276,284	279,704	281,206	1.8%
Total Expenses	2,067,146	2,128,401	2,131,368	2,188,090	2.8%
Fund Balance:					
Net Change in Fund	-	-	-	-	
Beginning Balance	120,000	120,001	120,000	120,000	0.0%
Ending Balance	120,000	120,001	120,000	120,000	0.0%

Internal Services – Technology Replacement Reserve

This fund accounts for the accumulation of funds to use for the replacement of City departmental computers and other technology equipment. Having a replacement reserve fund allows City departments to accumulate funds through their operating budgets over the useful lives of the equipment. These funds are then available to replace the equipment at the end of its useful life.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
Revenues:					
Departmental Replacement	382,817	335,974	326,948	329,481	-1.9%
Interest Revenue	-	-	-	-	
Total Revenues	382,817	335,974	326,948	329,481	-1.9%
Expenses:					
Internal Services:					
Technology Replacement	242,494	370,350	703,841	322,850	-12.8%
Total Expenses	242,494	370,350	703,841	322,850	-12.8%
Fund Balance:					
Net Change in Fund	140,323	(34,376)	(376,893)	6,631	-119.3%
Beginning Balance	2,201,080	2,355,303	2,341,403	1,964,510	-16.6%
Ending Balance	2,341,403	2,320,927	1,964,510	1,971,141	-15.1%

Internal Services – Technology Reserve Fund

This fund accounts for the accumulation of interest earned by funds held in the Technology Replacement Reserve fund. Revenues in excess of expenses in the Information Technology operations fund are also transferred to this fund at the end of each fiscal year. These funds are used for the replacement of network and computer equipment for Information Technology.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Requested	from
					Adopted
Revenues:					
IT Technology Replacement	288,053	100,000	100,000	100,000	0.0%
Interest Revenue	(46,033)	18,000	18,000	18,000	0.0%
Total Before Transfers	242,020	118,000	118,000	118,000	0.0%
Transfers:					
General Fund (Software Study)	20,000	-	-	-	
Total Revenues	262,020	118,000	118,000	118,000	0.0%
Expenses:					
Internal Services:					
IT Technology Replacement	95,380	495,000	562,590	60,000	-87.9%
Finance/HRIS Software Study	-	-	20,000		
Phone System	-	5,000	5,000	5,000	0.0%
Total Expenses	95,380	500,000	587,590	65,000	-87.0%
Fund Balance:					
Net Change in Fund	166,640	(382,000)	(469,590)	53,000	-113.9%
Beginning Balance	895,088	822,372	1,061,728	592,138	-28.0%
Ending Balance	1,061,728	440,372	592,138	645,138	46.5%

Internal Services – Shared Communications System

This fund accounts for the communication system that the City shares with Iowa State University, Story County, the E911 system, and several other neighboring communities.

	2021/22	2022/23	2022/23	2023/24	% Change from Adopted
<i>Revenues:</i>	Actual	Adopted	Adjusted	Requested	
Iowa State University	66,100	94,099	79,785	80,230	-14.7%
Story County	67,341	95,340	80,809	81,260	-14.8%
E911 System	58,278	50,017	44,115	44,361	-11.3%
MGMC	2,519	1,821	2,457	2,471	35.7%
Ames Police Department	70,458	98,460	83,249	83,713	-15.0%
Ames Fire Department	3,482	3,482	4,896	4,923	41.4%
City of Story City	1,550	2,230	1,455	1,464	-34.3%
City of Huxley	2,087	2,230	1,570	1,578	-29.2%
Total Revenues	271,815	347,679	298,336	300,000	-13.7%

<i>Expenses:</i>					
<i>Internal Services:</i>					
Shared Communications System	271,815	347,679	298,336	300,000	-13.7%
Total Expenses	271,815	347,679	298,336	300,000	-13.7%

<i>Fund Balance:</i>					
Net Change in Fund	-	-	-	-	
Beginning Balance	-	-	-	-	
Ending Balance	-	-	-	-	

Internal Services – Printing Services

This fund is used to account for the revenues and expenses of the City's Printing Services activity.

	2021/22 Actual	2022/23 Adopted	2022/23 Adjusted	2023/24 Requested	% Change from Adopted
Revenues:					
Department Printing Services	100,233	109,077	110,152	114,882	5.3%
Department Copier Services	7,656	10,461	9,267	9,528	-8.9%
Outside Printing Services	447	3,000	3,000	3,000	0.0%
Total Revenues	108,336	122,538	122,419	127,410	4.0%

Expenses:					
Internal Services:					
Printing Services	100,528	112,077	113,152	117,882	5.2%
Copier Services	7,808	10,461	9,267	9,528	-8.9%
Total Expenses	108,336	122,538	122,419	127,410	4.0%

Fund Balance:					
Net Change in Fund	-	-	-	-	
Beginning Balance	-	-	-	-	
Ending Balance	-	-	-	-	

Internal Services – Messenger Services

This fund is used to account for the revenues and expenses of the City's Messenger Services activity.

	2021/22	2022/23	2022/23	2023/24	% Change from Adopted
	Actual	Adopted	Adjusted	Requested	
Revenues:					
Department Messenger Services	97,136	106,125	104,190	112,095	5.6%
Outside Messenger Services	2,514	2,607	2,560	2,754	5.6%
Total Revenues	99,650	108,732	106,750	114,849	5.6%
Expenses:					
Internal Services:					
Messenger Services	99,650	108,732	106,750	114,849	5.6%
Total Expenses	99,650	108,732	106,750	114,849	5.6%
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.

	2021/22	2022/23	2022/23	2023/24	% Change
<i>Revenues:</i>	Actual	Adopted	Adjusted	Requested	from
					Adopted
Departmental Charges	2,784,990	3,063,994	3,036,834	3,382,363	10.4%
Interest Revenue	33,240	20,000	20,000	20,000	0.0%
Unrealized Investment Loss	(77,766)	-	-	-	
Miscellaneous Revenue	58	-	-	-	
Total Revenues	2,740,522	3,083,994	3,056,834	3,402,363	10.3%

<i>Expenses:</i>					
<i>Internal Services:</i>					
Risk Administration	159,712	167,860	161,294	173,310	3.2%
Liability Insurance	278,313	314,360	323,321	366,119	16.5%
Liability Claims	49,843	150,000	200,000	200,000	33.3%
Automobile Insurance	61,455	67,601	69,314	76,245	12.8%
Transit Insurance	192,552	211,807	217,273	239,000	12.8%
Property Insurance	880,327	1,035,684	986,402	1,204,955	16.3%
Professional Liability Ins.	50,564	55,620	67,428	74,171	33.4%
Police Professional Ins.	41,655	45,820	51,275	58,966	28.7%
Internal Safety Training	125,465	144,780	144,565	148,236	2.4%
Workers Compensation	711,598	688,761	690,175	753,693	9.4%
Total Expenses	2,551,484	2,882,293	2,911,047	3,294,695	14.3%

<i>Fund Balance:</i>					
Net Change in Fund	189,038	201,701	145,787	107,668	-46.6%
Beginning Balance	3,502,958	3,680,871	3,691,996	3,837,783	4.3%
Ending Balance	3,691,996	3,882,572	3,837,783	3,945,451	1.6%

Minimum fund balance target:

Reserved for deductibles and retained risk 1,000,000

Unreserved fund balance 2,945,451

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.

	2021/22	2022/23	2022/23	2023/24	% Change
	Actual	Adopted	Adjusted	Requested	from
Revenues:					Adopted
Department Contributions	8,692,715	9,535,237	9,271,309	9,978,847	4.7%
Employee Contributions	747,462	822,222	796,004	855,364	4.0%
Retiree Contributions	303,497	373,598	327,106	353,274	-5.4%
COBRA Contributions	72,127	84,831	77,176	83,350	-1.7%
Stop Loss Recoveries	1,250,947	-	-	-	
Pharmacy Refunds	402,415	-	-	-	
Interest Revenue	81,385	65,000	65,000	65,000	0.0%
Unrealized Investment Loss	(221,862)	-	-	-	
Miscellaneous Revenue	5	-	-	-	
Total Revenues	11,328,691	10,880,888	10,536,595	11,335,835	4.2%
Expenses:					
Internal Services:					
Health Insurance Admin.	127,592	151,714	261,099	160,747	6.0%
Medical Claims	7,330,180	6,752,375	6,491,049	6,652,455	-1.5%
Dental Claims	386,788	443,818	431,999	424,427	-4.4%
Pharmacy Claims	2,236,040	2,050,599	2,050,282	2,531,132	23.4%
Other Insurance/Fees	1,063,529	1,127,791	1,186,519	1,433,367	27.1%
Health Promotion Program	228,141	385,293	316,986	336,739	-12.6%
Total Expenses	11,372,270	10,911,590	10,737,934	11,538,867	5.7%
Fund Balance:					
Net Change in Fund	(43,579)	(30,702)	(201,339)	(203,032)	561.3%
Beginning Balance	6,837,569	6,380,536	6,793,990	6,592,651	3.3%
Ending Balance	6,793,990	6,349,834	6,592,651	6,389,619	0.6%
<i>Minimum fund balance target:</i>					
Reserve for unsubmitted claims				604,045	
Reserve for claims fluctuations				750,000	
Reserve for post-employment health care				247,000	
Unreserved fund balance				<u>4,788,574</u>	



SUPPLEMENTARY INFORMATION



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Glossary

Accounting System: Records and procedures which are used to record, classify, and report information on the financial status and operations of an entity.

Accrual Basis of Accounting: A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.

Activity: A specific type of work or group of tasks performed by one or more organized units of the government. An example would be Crime Prevention and Patrol.

Ad Valorem Taxes: See Property Tax

Amortization: The gradual elimination of an asset or liability, such as a bond premium, over a specified period of time.

Appropriation: A legal authorization to incur obligations and to make expenditures for specific purposes.

A.S.S.E.T.: The Analysis of Social Services Evaluation Team makes recommendations to the Ames City Council for the distribution of contributions to the Human Services providers in the Ames Community. The team has representatives from several funders who have pooled their contributions.

Assets: Resources owned or held by the City which have a monetary value.

Balanced Budget: A budget for which expenses are equal to revenues.

Bond: A long-term commitment to pay a sum of money (the face amount of the bond) on a specific date(s) (the bond maturity date) at a specified interest rate.

Bonding Capacity (Debt Capacity): The State limit for general obligation debt is 5% of assessed valuation. The Ames City Council imposes a further limit which reserves 25% of that capacity.

Budget: A plan of financial operation and estimated expenditures for a specific period of time, and the monies to be used to finance the expenditures. The City of Ames Operating Budget is a plan for the period from July 1 through June 30.

Capital: Purchases of buildings, improvements other than buildings, machinery, and equipment with a value over \$5,000 and an estimated, useful life in excess of one year.

Capital Improvements Plan (CIP): A long-range plan for providing the capital outlays necessary to ensure that adequate services are provided the residents of the City. The plan includes improvements to, or the acquisition of, structural improvements and major equipment purchases.

Commodities: Commodities include various materials, parts, and supplies used for continuing operations of the City with a short life expectancy and a unit cost of under \$5,000.

Contingency Funds: A reserve of monies set aside within the General Fund for emergency or unexpected expenditures. This is also called the Emergency Reserve.

Contractual Services: Contractual Services include all work and services performed for the City by outside individuals, businesses, or organizations.

COVID-19: Coronavirus disease, an infectious disease caused by a newly discovered coronavirus.

Debt Service: The fund which accounts for the payment of interest and principal on all general obligation debt other than that payable from special assessments and revenue debt issued for a governmental enterprise.

Glossary

Department: A major organizational unit of the City with responsibility for managing one or more City activities.

Depreciation: A method of allocating the cost of an asset over its useful life.

Derecho: a line of intense, widespread, and fast-moving windstorms and sometimes thunderstorms that moves across a great distance and is characterized by damaging winds.

Division: A component of a department.

Expenditures: Funds spent in accordance with budgeted appropriations on assets or goods and services obtained.

Enterprise Fund: Funds established to finance and account for the acquisition, operation and maintenance of governmental operations which are predominantly self-supporting by user charges. Such operations must be run in a manner similar to a private business. Examples are the Electric Utility, Sewer Utility, and Parking Funds.

Fiscal Year (FY): The 12-month period to which the operating budget applies, and the period of time at the end of which the government determines its financial condition. For the City of Ames, this is July 1 through June 30.

Full-Time Equivalent (FTE): A measure of authorized personnel calculated by equating 2,080 hours of work per year with the F.T.E. of one position.

Fund: An accounting term referring to a group of accounts recording all financial resources together with corresponding liabilities, which has a distinct balance and is used to segregate specific activities and functions from those of other groups of accounts.

Fund Balance: Describes the net assets of funds calculated on a budgetary basis with intent to serve as a measure of financial resources available.

General Fund: The General Fund is one of five governmental fund types and typically serves as the chief operating fund of a government. The General Fund is used to account for all financial resources except those required to be accounted for in another fund.

General Obligation Bonds: Bonds backed by the full faith and credit of the issuing government. Repayment of these bonds is based on the government's ability to tax its residents for such purposes.

Governmental Funds: Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital project funds, and permanent funds.

Interfund Transfers: A transfer from a fund receiving the revenue, to a fund through which the authorized expenditure is to be made. An example would be a transfer of revenue from the Road Use Tax Fund to the Street Construction Fund.

Internal Services: Goods or services provided by one department to others within the same government or to other governments, on a user fee basis, with full costs to be recovered. An example of this would be the City's Fleet Services Department.

Levy: The amount of taxes, assessments or service charges imposed by a government. The maximum General Fund property tax levy allowed in Iowa is \$8.10 per \$1,000 of assessed valuation. Other levies may be imposed in addition to this.

Glossary

Local Option Sales Tax: A tax approved by a majority of the City's registered voters, which collects revenue according to a percentage of the value of goods and services delivered within the corporate limits. In Ames, the local option sales tax applies to those goods and services to which the State of Iowa sales tax applies.

Major Fund: Governmental fund or enterprise fund reported as a separate column in a governmental entity's basic fund financial statements and subject to a separate opinion in the independent auditor's report.

Modified Accrual Accounting: The accrual basis of accounting modified to the governmental fund type spending measurement focus. Under it, revenues are recognized when they become both "measurable" and "available to finance expenditures of the current period". Expenditures are recognized when the related fund liability is incurred except for: (1) prepaid insurance and similar items; (2) accumulated unpaid vacation, sick pay, and other employee benefit amounts which need not be recognized in the current period, but for which larger-than-normal accumulations must be disclosed in the notes to the financial statements; and (3) principal and interest on long-term debt which are generally recognized when due.

Operating Expenses: Those expenses from a fund which are directly related to accomplishing the fund's primary functions. Payroll would be one example of an operating expense.

Operating Revenue: Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

P-Card: The City's procurement card program of credit cards for individual City employees.

Performance Measures: Accomplishments of a particular activity in relation to desired standards workload, effectiveness, and efficiency. These measures must be meaningful to the tasks of the activity involved, and verifiable.

P.R.O.B.E.: The Productive Review Of Budget Entries meetings are the departmental budget review meetings held with the Assistant City Managers, the Finance Director, and the Budget Officer.

Program: A grouping of related work tasks or activities into a large organizational unit. An example of a program is the Public Safety Program.

Program Performance Budget: Expenditures within the budget are based upon programs of work and performance of these programs. The City of Ames' budget is a Program Performance Budget.

Property Tax: An ad valorem tax levied on both real and personal property according to the property's valuation and the tax rate.

Proprietary Funds: Funds that focus on the determination of operating income, changes in net position (or cost recovery), financial position, and cash flows. There are two types of proprietary funds: enterprise funds and internal service funds.

Reserves: Accounts used to hold certain portions of a fund or types of assets as unappropriated for expenditures, or as legally set aside for a specific purpose.

Revenue: Funds that the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, share revenues, and interest income.

Glossary

Revenue Bonds: Bonds which are repaid in both principal and interest from the earnings of an enterprise fund operation. An example is Electric Utility Revenue bonds.

Rollback: The State of Iowa annually adjusts the rollback percentage which is the percentage of the residential assessed valuation which is taxable.

Special Assessment: A levy against a property to pay for all or part of the cost of an improvement benefitting that property.

Special Revenue Funds: Special revenue funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for particular purposes.

Sub-Program: A portion of a program comprised of several activities. Law Enforcement is a sub-program of Public Safety.

Tax Rate: The amount of tax stated in terms of a unit of the tax base; for example, dollars per \$1,000 of assessed valuation.

Transfers: Involves the movement of money between City funds.

Trust and Agency Funds: Funds used to account for assets held by the government in a trustee capacity, for individuals or other groups associated with the government. Agency monies or assets are held by a government acting as an agent for others, i.e., economic development state loans.

Unamortized Premium and Discount: When bonds are sold, the difference in the price above par or face value (premium) or below par (discount) is recognized over the life of the bonds. The amount of the premium or discount not yet recognized is called the unamortized premium or discount.

Valuation: The official value established for various properties, within set State guidelines, for taxation purposes. The assessed valuation of property is that portion of the property's value upon which taxes are levied.

Working Capital: Current assets minus current liabilities.

Acronyms

AAMPO	Ames Area Metropolitan Planning Organization
AAOSE	Ames Annual Outdoor Sculpture Exhibition
ACA	Affordable Care Act
ACFR	Annual Comprehensive Financial Report
ACAC	Ames Community Arts Council
ACSD	Ames Community School District
ACVB	Ames Convention & Visitors Bureau
ADA	Americans With Disabilities Act
AEDC	Ames Economic Development Commission
AHHP	Ada Hayden Heritage Park
AHS	Ames High School
AIPCA	Ames International Partner Cities Association
ALA	American Library Association
A.M.E.S.	Ames Municipal Electric System
AMR/AMI	Automated Meter Reading/Advanced Metering Infrastructure
AMS	Ames Middle School
APC	Automatic Passenger Counts
APL	Ames Public Library
APLFF	Ames Public Library Friends Foundation
ARP	American Rescue Plan
A.S.S.E.T.	Analysis of Social Services Evaluation Team
BGY	Billion Gallons Per Year
BOD	Biochemical Oxygen Demand
BRET	Bloomington Road Elevated Tank
BTU	British Thermal Unit
BWC	Body Worn Cameras
CAA	Campustown Action Association
CAD	Computer Aided Design
CARES	Coronavirus Aid Relief and Economic Security
CBD	Central Business District
CCC	Campus & Community Commission
CDBG	Community Development Block Grant
CHDO	Community Housing Development Organization
CIP	Capital Improvements Plan
CMA	Comprehensive Management Award
CMMS	Computerized Maintenance Management System
COTA	Commission on the Arts
CRO	Community Resource Officer
CRRSAA	Coronavirus Response and Relief Supplemental Appropriations Act
CSO	Community Safety Officer
CT	Combustion Turbine
CYRIDE	City of Ames Transit Service
DAR	Dial-A-Ride Bus System
DMACC	Des Moines Area Community College
DNR	Department of Natural Resources
DRC	Development Review Committee
DSA	Direct State Aid
DSM	Demand Side Management
EAB	Emerald Ash Borer
ECA	Energy Cost Adjustment
EDA	Economic Development Administration
EMD	Emergency Medical Dispatching
EMS	Emergency Medical Services
EOC	Emergency Operations Center
EPA	Environmental Protection Agency
ERT	Emergency Response Team

Acronyms

ERU	Equivalent Residential Unit
ETP	Excellence Through People
EUORAB	Electric Utility Operation Review & Advisory Board
FAA	Federal Aviation Administration
FACES	Families of Ames Celebrate Ethnicities
FACT	Fair and Accurate Credit Transactions
FBO	Fixed Base Operator-Airport
FD	Fire Department
FEMA	Federal Emergency Management Agency
FHWA	Federal Highway Agency
FMS	File Management System
FOG	Food, Oil, Grease
FTA	Federal Transit Administration
FTE	Full-Time Equivalent
FY	Fiscal Year (July 1 – June 30)
GFOA	Government Finance Officers Association
GIS	Geographic Information System
GO	General Obligation Bonds
GT	Gas Turbine
GTSB	Governor's Traffic Safety Bureau
HAZMAT	Hazardous Materials
HHM	Household Hazardous Materials
HIAC	Health Insurance Advisory Committee
HIRTA	Heart of Iowa Regional Transit Agency
HMGP	Hazard Mitigation Grant Program
HOME	Home Investment Partnership
HPS	High Pressure Sodium
HR	Human Resources
HSS	Heartland Senior Services
HUD	Housing and Urban Development
HVAC	Heating, Ventilation & Air Conditioning
HYSC	Hunziker Youth Sports Complex
IBEW	International Brotherhood of Electrical Workers
IAC	Indoor Aquatic Center
ICAAP	Iowa Clean Air Attainment Program
IDNR	Iowa Department of Natural Resources
IDOT	Iowa Department of Transportation
ISO	Insurance Services Office
ISU	Iowa State University
IT	Information Technology
ITS	Intelligent Transportation System
kV	Kilovolts
KWH	Kilowatt Hour
LED	Light Emitting Diode
LEED	Leadership in Energy & Environmental Design
LM	Load Management
LMI	Low and Moderate Income
LOC	Letters of Compliance
LOT	Local Option Sales Tax
L RTP	Long Range Transportation Plan
LUPP	Land Use Policy Plan
MAPP	Mid-America Area Power Pool
MAPSG	Multi-Agency Public Safety Group
MEC	Mid-American Energy Company
MFRSI	Municipal Fire and Police Retirement System of Iowa
MGD	Million Gallons Per Day

Acronyms

MGMC	Mary Greeley Medical Center
MHZ	Megahertz
MISO	Midwest Independent System Operator
MPO	Metropolitan Planning Organization
MRO	Midwest Reliability Corporation
MS4	Municipal Separate Storm Sewer System
MSCD	Main Street Cultural District
MSRP	Manufacturer's Suggested Retail Price
MSW	Municipal Solid Waste
MV	Mercury Vapor
MW	Megawatt
NADC	National Animal Disease Center
NERC	North American Electric Reliability Corporation
NPDES	National Pollutant Discharge Elimination System
NRSA	Neighborhood Revitalization Strategy Area
OMB	Office of Management and Budget
OSHA	Occupational Safety & Health Administration
OWI	Operating While Intoxicated
P & R	Parks and Recreation
P & Z	Planning and Zoning
PAC	Public Arts Commission
PD	Police Department
PRO	Public Relations Officer
PROBE	Productive Review of Budget Entries
RDF	Refuse Derived Fuel
RFID	Radio Frequency Identification
RFP	Request for Proposal
RISE	Revitalizing Iowa's Sound Economy
ROW	Right-of-Way
RRP	Resource Recovery Plant
RSS	Resident Satisfaction Survey
RUT	Road Use Tax
SAM	State and Mortensen Water Tank
SCADA	Supervisory Control & Data Acquisition
SCBA	Self-Contained Breathing Apparatus
SG	Student Government (Iowa State University)
SRF	State Revolving Fund
SRO	School Resource Officer
SSSE	Sanitary Sewer System Evaluation
STEM	Science, Technology, Engineering, and Math
STP	Surface Transportation Program
SWM	Storm Water Management
SWPPP	Storm Water Pollution Prevention Plan
TIF	Tax Increment Financing
TIS	Traffic Impact Studies
TSC	Technical Services Complex
UPPCC	Universal Public Procurement Certification Council
UPRR	Union Pacific Railroad
W & PC	Water and Pollution Control
WPC	Water Pollution Control
WTP	Water Treatment Plant
YSS	Youth & Shelter Services
ZBA	Zoning Board of Adjustment

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