

HEALTH & SOCIAL SERVICES	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

300 HEALTH AND SOCIAL SERVICES SUMMARY

PERSONAL SERVICES						
01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-
03	Part-time	-	-	-	-	-
04	Witness fees	-	-	-	-	-
06	FICA	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-
08	Pension	-	-	-	-	-
09	Group insurance	-	-	-	-	-
11	Allowance	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL AND SUPPLY SERVICES						
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	4,480	2,600	-	-	(2,600)
24	Contributions to other agencies	-	-	-	-	-
27	Data processing	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-
29	Insurance	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-
35	Printing and copying	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-
46	Training and development	-	-	-	-	-
48	Utility service	-	-	-	-	-
49	Petty cash	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-
54	Minor equipment	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-
58	Office supplies	-	-	-	-	-
59	Operating supplies	39,820	35,600	-	-	(35,600)
60	Safety and medical supplies	-	-	-	-	-
61	Refunds	-	-	-	-	-
Sub-total		\$ 44,300	\$ 38,200	\$ -	\$ -	(38,200)
CAPITAL OUTLAY						
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-
74	Office equipment	-	-	-	-	-
75	Operating equipment	-	-	-	-	-
76	Property improvements	-	-	-	-	-
77	Economic development	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-
97	Transfers out	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-
HEALTH AND SOCIAL SERVICES SUM		\$ 44,300	\$ 38,200	\$ -	\$ -	(38,200)



FUNCTION: Health and Social Services
ACTIVITY: Mosquito Control

OVERVIEW: This activity protects the public health through the control of nuisance mosquito populations.

MOSQUITO CONTROL

FINANCIAL SUMMARY				
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	44,300	38,200	-	-
Capital outlay	-	-	-	-
Total expenditures	\$ 44,300	\$ 38,200	\$ -	\$ -
Fees	-	-	-	-
Grants	30,000	-	4,241	-
Other	3,241	2,338	-	-
Total revenue	\$ 33,241	\$ 2,338	\$ 4,241	\$ -
Net amount supported by property taxes	\$ 11,059	\$ 35,862	\$ (4,241)	\$ -

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ❖ The mosquito control function was eliminated for FY10-11 and future years due to budget constraints. Chemicals and supplies already on hand will be used for mosquito control until the supply is depleted. No further expenditures are anticipated in this function.

FUTURE BUDGET CONSIDERATIONS

- ❖ None identified at this time.

HEALTH & SOCIAL SERVICES	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

350 MOSQUITO CONTROL

PERSONAL SERVICES

01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	4,480	2,600	-	-	(2,600)	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	39,820	35,600	-	-	(35,600)	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 44,300	\$ 38,200	\$ -	\$ -	(38,200)	\$ -

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-

MOSQUITO CONTROL		\$ 44,300	\$ 38,200	\$ -	\$ -	(38,200)	\$ -
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CULTURE AND RECREATION		FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
400 CULTURE AND RECREATION SUMMARY							
PERSONAL SERVICES							
01	Salaries	\$ 1,487,866	\$ 1,515,701	\$ 1,532,421	\$ 1,560,757	\$ 45,056	1,661,213
02	Overtime	24,162	17,000	23,000	17,800	800	17,000
03	Part-time	750,132	897,670	878,055	956,883	59,213	1,025,829
04	Witness fees	-	-	-	-	-	-
06	FICA	165,685	184,990	185,701	194,000	9,010	206,860
07	Retirement - IPERS	134,398	156,390	157,005	170,847	14,457	190,130
08	Pension	-	-	-	-	-	-
09	Group insurance	398,446	418,370	418,349	451,899	33,529	460,936
11	Allowance	3,795	4,230	4,230	4,230	-	4,330
Sub-Total		\$ 2,964,484	\$ 3,194,351	\$ 3,198,761	\$ 3,356,416	\$ 162,065	\$ 3,566,298
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 8,647	\$ 23,145	\$ 23,145	\$ 25,625	\$ 2,480	\$ 21,920
23	Professional services	410,511	475,250	449,950	462,364	(12,886)	476,560
24	Contributions to other agencies	623,671	709,811	638,016	655,034	(54,777)	708,374
27	Data processing	144,714	131,155	126,155	115,648	(15,507)	130,750
28	Dues and memberships	32,623	33,630	37,505	37,890	4,260	38,175
29	Insurance	99,177	100,170	100,170	-	(100,170)	-
32	Uniforms and laundry	6,785	8,300	7,300	7,850	(450)	8,750
35	Printing and copying	54,778	67,900	67,900	69,700	1,800	72,025
40	Building and grounds maint.	217,879	159,205	159,205	153,425	(5,780)	157,575
41	Vehicle and equipment maint.	5,684	10,130	9,130	9,830	(300)	10,400
46	Training and development	21,809	30,500	30,500	29,654	(846)	34,760
48	Utility service	225,988	278,185	267,135	277,223	(962)	284,400
49	Petty cash	231	700	450	550	(150)	550
51	Maintenance supplies	236,333	228,885	228,285	219,618	(9,267)	226,985
54	Minor equipment	9,220	11,000	10,500	8,800	(2,200)	9,575
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	15,694	15,500	14,000	15,500	-	16,000
57	Vehicle operation supplies	32,483	45,425	42,000	42,000	(3,425)	44,000
58	Office supplies	23,202	26,225	26,225	26,175	(50)	27,040
59	Operating supplies	119,198	157,750	149,050	146,290	(11,460)	154,294
60	Safety and medical supplies	9,783	11,610	10,610	10,750	(860)	11,982
61	Refunds	1,600	-	2,000	-	-	-
Sub-total		\$ 2,300,010	\$ 2,524,476	\$ 2,399,231	\$ 2,313,926	\$ (210,550)	\$ 2,434,115
CAPITAL OUTLAY							
71	Equipment	\$ 8,920	\$ 4,750	\$ 3,600	\$ 4,000	\$ (750)	\$ 4,500
72	Furniture and fixtures	34,179	13,636	16,600	11,300	(2,336)	13,400
73	Equipment replacement fund	71,352	69,979	69,979	75,824	5,845	79,560
74	Office equipment	25,954	13,204	12,639	13,300	96	18,000
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	188,169	161,000	161,128	150,500	(10,500)	150,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	218,496	189,700	189,700	189,000	(700)	195,000
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 547,070	\$ 452,269	\$ 453,646	\$ 443,924	\$ (8,345)	\$ 460,460
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	25,000	-	25,000	-	25,000
CULTURE AND RECREATION SUMMARY		\$ 5,811,564	\$ 6,196,096	\$ 6,051,638	\$ 6,139,266	\$ (56,830)	\$ 6,485,873



FUNCTION: Culture and Recreation
ACTIVITY: Library

OVERVIEW: The Urbandale Public Library is committed to providing diverse resources for life-long learning and enjoyment.

LIBRARY

FINANCIAL SUMMARY				
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	1,428,277	1,516,883	1,488,476	1,595,801
Contractual & supply service	449,409	408,828	404,703	387,297
Capital outlay	255,299	208,440	211,839	206,100
Total expenditures	\$ 2,132,985	\$ 2,134,151	\$ 2,105,018	\$ 2,189,198
Fees	186,753	202,850	195,900	195,900
Grants	101,913	-	-	-
Other	156,043	130,623	133,866	124,135
Total revenue	\$ 444,709	\$ 333,473	\$ 329,766	\$ 320,035
Net amount supported by property taxes	\$ 1,688,276	\$ 1,800,678	\$ 1,775,252	\$ 1,869,163

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ A net increase of \$78,900 in full-time salaries and benefits, which reflects normal increases for existing staff and an increase in group insurance allocation.
- ↓ A decrease of \$8,000 in data processing, which reflects the replacement of only six public use computers compared to fourteen in prior year.
- ↓ A decrease of \$12,200 in insurance, which reflects the shift of all City departments' allocation of general liability insurance to the General Support department for the current year.

FUTURE BUDGET CONSIDERATIONS

- ❖ None identified at this time.

FUNCTION: Culture and Recreation
ACTIVITY: Library

GOALS AND PERFORMANCE OBJECTIVES

GOAL: Residents of the Urbandale community will have current materials offered in multiple formats to meet their recreational needs.

PERFORMANCE OBJECTIVES:

1. The Urbandale Public Library will hold 95% of the titles on best-seller lists representing a variety of formats.
2. The average wait for materials on the Urbandale Public Library hold list will be no more than three months.
3. The collection will increase in net size by approximately 4% annually, based on acquisition rates between 8%-12% of the collection and weeding rates between 6%-8% of the collection.

GOAL: The youth of the Urbandale community will have diverse resources and programming that foster, encourage, and stimulate their interest in reading and learning.

PERFORMANCE OBJECTIVES:

1. The median age of the overall Urbandale Public Library youth hardback fiction collection will be seven years. The median age of the youth picture book collection will be five years, measured by acquisition age. The median age of the youth nonfiction collection will be seven years.
2. The number of participants in the summer library program will remain constant.

GOAL: Residents of the Urbandale community will have places to meet and interact with others in the community to invite discussion.

PERFORMANCE OBJECTIVES:

1. The number of organizations using the meeting room will be maintained at the current annual level.
2. Improve user satisfaction of meeting room features and services by 5% annually.

GOAL: Residents of the Urbandale community will have a comfortable and convenient destination to enhance family activities and encourage informal gathering.

PERFORMANCE OBJECTIVES:

1. An average of 10% of the leisure and study seating at the Urbandale Public Library will be unoccupied.
2. The number of items needing repair, maintenance, or correction on an annual survey of the physical facility will remain constant or decrease from a baseline survey conducted in the fall of 2005.

FUNCTION: Culture and Recreation

ACTIVITY: Library

GOAL: Residents of the Urbandale community will have diverse sources to meet the need for information and answers to questions on topics related to work, school, and personal life.

PERFORMANCE OBJECTIVES:

1. The use of reference web links on the Urbandale Public Library web site will increase between 3%-5% annually.
2. The number of reference questions answered at the Urbandale Public Library will increase 5% annually.

GOAL: Residents of the Urbandale community will have diverse resources that meet their need for information about local and world events.

PERFORMANCE OBJECTIVES:

1. Total use of online subscription databases will increase by 5% annually.
2. The number of adult programs offered annually will increase by one.

GOAL: Residents of the Urbandale community will have consumer information sources that address their need to make informed decisions and become more self-sufficient.

PERFORMANCE OBJECTIVES:

1. The number of printed consumer aids distributed by the library will increase by 3% annually from the baseline determined in fiscal year 2005/06.
2. The number of persons attending consumer information sessions at the Urbandale Public Library will increase an average of 10% a year from a baseline measured in fiscal year 2005/06.

GOAL: Residents of the Urbandale community will have the resources, public technology, and skills for self-directed personal growth and development.

PERFORMANCE OBJECTIVES:

1. The number of participants in public technology classes will increase by 10% annually.
2. The number of public computer uses will continue at the same level annually.

GOAL: Residents of the city of Urbandale will have priority to the services and resources available at the Urbandale Public Library.

PERFORMANCE OBJECTIVES:

1. Increase the use of the library by Urbandale residents by 2% annually.

FUNCTION: Culture and Recreation
ACTIVITY: Library

PERFORMANCE MEASURES

	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<u>Workload Measures</u>					
Service area population	38,542	38,542	38,542	38,542	38,542
Registered borrowers	45,696	44,518	45,122	46,025	46,945
Attendance at library programs	7,679	7,192	9,985	10,100	10,500
Registered borrowers as percentage of service area population	119%	116%	118%	119%	122%
<i>Median for CPM cities 25-100K</i>	69%	61%	N/A		
Total Library visits	351,064	325,671	341,911	348,750	355,725
Library visits per capita	8.7	8.5	8.9	9.0	9.2
<i>Median for CPM cities 25-100K</i>	55	7.0	N/A		
Library visits per registered borrower	7.3	7.3	7.6	7.6	6.9
<i>Median for CPM cities 25-100K</i>	8.7	13.7	N/A		
Total circulation	649,028	644,028	721,363	735,790	750,500
Circulation per capita	16.8	16.9	18.8	19.1	19.5
<i>Median for CPM cities 25-100K</i>	10.0	12.8	N/A		
Circulation per registered borrower	14.2	14.5	16.0	16.0	16.0
<i>Median for CPM cities 25-100K</i>	14.5	20.8	N/A		
<u>Efficiency Measures</u>					
Operating and maintenance expenditures per capita (service area population)	\$51.03	\$54.59	\$55.34	\$57.70	\$59.78
<i>Median for CPM cities 25-100K</i>	\$30.76	\$27.82	N/A		
Operating and maintenance expenditures per registered borrower (service area population)	\$43.04	\$46.72	\$47.27	\$48.32	\$49.08
<i>Median for CPM cities 25-100K</i>	\$43.12	\$53.71	N/A		
Operating and maintenance expenditures per circulated item (service area population)	\$3.03	\$3.22	\$2.96	\$3.02	\$3.07
<i>Median for CPM cities 25-100K</i>	\$3.24	\$3.36	N/A		
Paid FTEs per 1,000 population	0.65	0.63	0.68	0.68	0.68
<i>Median for CPM cities 25-100K</i>	0.50	0.49	N/A		
<u>Outcome Measures</u>					
Citizen survey satisfaction rating for library services	93%	N/A	N/A	93%	N/A
Citizen survey rating for library usage*	N/A	N/A	N/A	77%	N/A

*This question was first asked on the 2009 Citizen Survey.

CULTURE AND RECREATION		FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
410 LIBRARY							
PERSONAL SERVICES							
01	Salaries	\$ 695,579	\$ 708,789	\$ 705,992	\$ 750,972	\$ 42,183	\$ 782,106
02	Overtime	-	-	-	-	-	-
03	Part-time	384,657	433,011	410,956	432,301	(710)	471,090
04	Witness fees	-	-	-	-	-	-
06	FICA	80,455	87,348	85,447	90,520	3,172	95,870
07	Retirement - IPERS	65,947	75,930	74,277	82,237	6,307	90,857
08	Pension	-	-	-	-	-	-
09	Group insurance	201,214	211,275	211,274	239,241	27,966	244,025
11	Allowance	425	530	530	530	-	530
Sub-Total		\$ 1,428,277	\$ 1,516,883	\$ 1,488,476	\$ 1,595,801	\$ 78,918	\$ 1,684,478
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 1,156	\$ 3,425	\$ 3,425	\$ 2,825	\$ (600)	\$ 1,200
23	Professional services	4,965	7,250	7,250	7,554	304	7,700
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	123,528	99,055	99,055	91,048	(8,007)	105,000
28	Dues and memberships	30,462	31,125	35,000	35,535	4,410	36,000
29	Insurance	12,087	12,208	12,208	-	(12,208)	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	10,203	14,225	14,225	14,725	500	15,250
40	Building and grounds maint.	109,602	63,825	63,825	62,115	(1,710)	62,000
41	Vehicle and equipment maint.	405	1,130	1,130	830	(300)	900
46	Training and development	5,319	6,120	6,120	9,449	3,329	11,000
48	Utility service	89,975	102,900	95,000	100,388	(2,512)	105,000
49	Petty cash	192	400	300	350	(50)	350
51	Maintenance supplies	25,466	23,790	23,790	23,503	(287)	27,000
54	Minor equipment	1,290	2,900	2,900	1,200	(1,700)	1,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	17,987	21,000	21,000	21,000	-	21,500
59	Operating supplies	16,281	17,700	17,700	15,000	(2,700)	15,500
60	Safety and medical supplies	491	1,775	1,775	1,775	-	1,775
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 449,409	\$ 408,828	\$ 404,703	\$ 387,297	\$ (21,531)	\$ 411,175
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	10,849	5,536	9,500	3,800	(1,736)	5,000
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	25,954	13,204	12,639	13,300	96	18,000
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	218,496	189,700	189,700	189,000	(700)	195,000
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 255,299	\$ 208,440	\$ 211,839	\$ 206,100	\$ (2,340)	\$ 218,000
91	Debt retirement		\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency		-	-	-	-	-
LIBRARY		\$ 2,132,985	\$ 2,134,151	\$ 2,105,018	\$ 2,189,198	\$ 55,047	\$ 2,313,653

FUNCTION: Culture and Recreation

ACTIVITY: Library

Activity Notes

Object	Description	Amount
01	Library Director, Assistant Library Director, Technology Assistant, Youth Services Librarian, Technical Services Supervisor, Audio Visual Librarian, Circulation Manager, Reference Manager, Administrative Assistant, Custodian, Librarian (Children's, Delinquencies), Librarian (Circulation), performance bonus	\$ 750,972
03	Part-time	\$ 432,301
06	FICA	\$ 90,520
07	IPERS	\$ 82,237
09	Group insurance	\$ 239,241
11	Spot awards	\$ 530
21	Program Guide, Winter Reading Program, National Library Week, other misc. programming	\$ 2,825
23	Annual audit	\$ 3,054
	Cleaning service	\$ 800
	Van delivery to Johnston	\$ 2,500
	Adult programming and author visits	\$ 1,200
27	OCLC cataloging	\$ 16,000
	Johnston contract services	\$ 11,768
	SIRSI annual software support	\$ 13,585
	SIRSI Enhanced catalog	\$ 2,796
	SIRSI serials control support	\$ 1,881
	Antivirus subscription renewal	\$ 650
	Envisionware maintenance	\$ 2,700
	Meeting room booking system annual service	\$ 1,287
	Authority control annual (AUP)	\$ 1,000
	Authority control express quarterly (AEX)	\$ 1,900
	Maintenance for servers (10)	\$ 11,000
	Computer support services (Vital)	\$ 6,000
	Altiris software maintenance	\$ 1,785
	Master Clock/Server synchronization	\$ 675
	Pocket Circ annual maintenance	\$ 140
	Replacement public internet computers (6)	\$ 9,906
	Backup Tape Library Server	\$ 6,494
	Network wiring for study carrels	\$ 1,481
28	Microsoft Technet subscription, Johnston portion	\$ 250
	Proquest	\$ 1,900
	Ebsco Novelist	\$ 950
	Reference USA	\$ 4,700
	Current newspapers/periodical subscriptions	\$ 15,000

FUNCTION: Culture and Recreation
ACTIVITY: Library

Object	Description	Amount
	Sirsi-Dynix users group	\$ 100
	Auto repair reference center	\$ 1,500
	Next Reads	\$ 1,350
	Heritage Quest online	\$ 775
	Ancestry library edition	\$ 1,550
	Value Line Investment Survey Online	\$ 3,000
	Biography Resource Center	\$ 2,675
	Ebsco Host	\$ 1,150
	Issues & Controversies Online	\$ 575
	Notary Public Fees	\$ 60
35	Postage	\$ 9,000
	Postage meter lease	\$ 825
	Stationery	\$ 1,000
	Printing	\$ 1,200
	Printer toner	\$ 2,700
40	Electrical contract	\$ 12,000
	Mechanical plant maintenance	\$ 33,500
	Carpet cleaning	\$ 2,500
	Window cleaning	\$ 500
	Paint touchup	\$ 2,000
	Miscellaneous service calls	\$ 2,500
	Wood furniture repair	\$ 900
	Chimney cleaning	\$ 125
	Roof/gutter maintenance and service	\$ 1,000
	Pest control	\$ 850
	Annual lift maintenance	\$ 250
	Roof repair	\$ 5,000
	Alarm system monitoring	\$ 630
	Security system monitoring	\$ 360
41	Office equipment repair	\$ 500
	Cash register maintenance	\$ 330
46	Iowa Library Association Conference (4)	\$ 500
	OCLC workshops	\$ 150
	Continuing education courses	\$ 700
	Johnston portion	\$ 550
	American Library Association conferences (2)	\$ 2,968
	Committee meetings/workshops	\$ 200

FUNCTION: Culture and Recreation
ACTIVITY: Library

Object	Description	Amount
	Kids First conference	\$ 300
	Safety training	\$ 200
	SIRSI User conference	\$ 1,500
	American Library Association and Iowa Library Association dues	\$ 1,881
	Staff in-service day	\$ 500
48	Electric, gas, water, telephone, internet	\$ 100,388
49	Petty cash	\$ 350
51	Copier maintenance	\$ 6,640
	Janitorial supplies/paper products	\$ 6,800
	3M maintenance	\$ 8,663
	Printer maintenance (9)	\$ 1,400
54	Speakerphone for large groups	\$ 1,200
58	Forms, staff computer supplies, circulation system supplies, other office supplies	\$ 21,000
59	Mending supplies, book processing supplies, detection strips, audio visual supplies, art supplies, patron printer supplies, programming supplies	\$ 15,000
60	First aid supplies	\$ 225
	Pre-employment screening	\$ 150
	Fire extinguisher/smoke detector annual maintenance	\$ 1,400
72	CD storage drawers	\$ 2,250
	Circulation desk chairs	\$ 500
	New chairs for computer lab (7)	\$ 1,050
74	Workstation upgrades	\$ 13,300
79	Books	\$ 135,300
	DVDs	\$ 16,000
	CD books	\$ 16,000
	Compact discs – adult and juvenile	\$ 14,000
	Realia	\$ 500
	Downloadable audio books	\$ 3,200
	Teen game night materials	\$ 1,000
	Console games	\$ 3,000

FUNCTION: Culture and Recreation
ACTIVITY: Parks

OVERVIEW: This activity maintains and develops the City park system and provides a safe and clean venue for residents to spend their leisure time.

PARKS

FINANCIAL SUMMARY				
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	1,039,659	1,093,716	1,123,444	1,119,837
Contractual & supply service	720,086	807,541	770,166	724,670
Capital outlay	<u>276,057</u>	<u>237,829</u>	<u>235,679</u>	<u>237,324</u>
Total expenditures	\$ 2,035,802	\$ 2,139,086	\$ 2,129,289	\$ 2,081,831
Fees	96,030	84,600	67,126	26,500
Grants	67,391	-	5,403	-
Other	<u>148,933</u>	<u>130,925</u>	<u>135,409</u>	<u>118,047</u>
Total revenue	\$ 312,354	\$ 215,525	\$ 207,938	\$ 144,547
<i>Net amount supported by property taxes</i>	\$ 1,723,448	\$ 1,923,561	\$ 1,921,351	\$ 1,937,284

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ A net increase of \$26,100 in full-time and part-time salaries and benefits, which reflects normal increases for existing staff and seasonal workers, as well as increases for unemployment payments for seasonal workers.
- ↓ A decrease of \$19,000 in professional services costs due to securing a more competitive mowing contract as well as the park department taking over previously contracted pond maintenance services.
- ↓ A decrease of \$44,000 in insurance, which reflects the shift of all City departments' allocation of general liability insurance to the General Support department for the current year.
- ↓ A decrease of \$7,900 in maintenance supplies, which reflects a reduction of 61 acres of turf maintenance costs previously provided for the school district.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Cost of projects established in the Master Plan for the Walnut Creek Regional Park are significant and may result in the need for a bond referendum to continue development.
- ❖ As the city grows, the maintenance needs of all the City facilities continue to increase. This work is currently being handled by one Construction Coordinator in the Parks Department. Workload continues to exceed time availability, so the need to expand staff in this area will be a need in the near future.

FUNCTION: Culture and Recreation
ACTIVITY: Parks

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To improve the quality of life of Urbandale residents and visitors by providing safe, well-maintained, attractive parks and open spaces that meet the social, recreational and fitness needs of users.

PERFORMANCE OBJECTIVES:

1. Ensure the safety of park users by maintaining open spaces, parklands, trails, equipment, and facilities according to appropriate industry and City standards.
2. Maximize park usage by employing maintenance techniques and procedures that allow high-volume use of sports fields, diamonds, trails, shelters, playgrounds, and other facilities.
3. Undertake appropriate planning to ensure adequate park and open space capacity in the future, particularly in recognition of the growth patterns of the City.
4. Enhance the community's park system by developing, maintaining and leveraging partnerships with appropriate service organizations and neighboring communities.
5. Support the Tree Board's annual tree plan to promote the City's image through planting, maintenance, removal and replacement of trees.

PERFORMANCE MEASURES

	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<u>Workload Measures</u>					
Total park acreage	895	904	910	912	937
Total number of acres mowed	426	437	448	450	455
Cost per acre for general mowing	\$23.75	\$23.75	\$23.75	\$25.23	\$25.23
Total number of parks	47	48	48	48	49
Total number of playgrounds	28	28	28	28	29
*Total miles of trails	35	37	40	*37	*38
Number of trees planted	NA	159	167	150	155
* Trails have been redefined as only those 8 feet or wider. Prior to 2009-2010, some sidewalks were considered part of the trail system.					
<u>Outcome Measures</u>					
Citizen survey satisfaction rating for this activity	N/A	N/A	N/A	92%	93%
Percent of surveyed residents who have visited a neighborhood park	N/A	N/A	N/A	85%	90%

CULTURE AND RECREATION		FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
430 PARKS							
PERSONAL SERVICES							
01	Salaries	\$ 529,323	\$ 551,657	\$ 571,188	\$ 556,760	\$ 5,103	\$ 601,299
02	Overtime	24,162	17,000	23,000	17,800	800	17,000
03	Part-time	244,040	260,120	260,120	275,060	14,940	285,225
04	Witness fees	-	-	-	-	-	-
06	FICA	56,181	62,620	64,896	64,935	2,315	69,120
07	Retirement - IPERS	48,573	57,824	59,745	62,025	4,201	68,755
08	Pension	-	-	-	-	-	-
09	Group insurance	134,090	140,795	140,795	139,557	(1,238)	142,348
11	Allowance	3,290	3,700	3,700	3,700	-	3,800
Sub-Total		\$ 1,039,659	\$ 1,093,716	\$ 1,123,444	\$ 1,119,837	\$ 26,121	\$ 1,187,547
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 925	\$ 1,000	\$ 1,000	\$ 4,000	\$ 3,000	\$ 1,250
23	Professional services	259,045	294,900	280,900	275,900	(19,000)	285,000
24	Contributions to other agencies	500	-	-	-	-	-
27	Data processing	19,814	26,500	23,000	22,000	(4,500)	23,000
28	Dues and memberships	505	665	665	630	(35)	375
29	Insurance	43,545	43,981	43,981	-	(43,981)	-
32	Uniforms and laundry	4,385	6,000	5,000	5,500	(500)	6,250
35	Printing and copying	3,147	4,925	4,925	5,375	450	5,500
40	Building and grounds maint.	58,049	47,500	47,500	48,500	1,000	49,500
41	Vehicle and equipment maint.	2,033	4,000	3,000	4,000	-	4,250
46	Training and development	4,549	4,425	4,425	3,500	(925)	4,250
48	Utility service	62,918	78,750	76,000	78,750	-	79,250
49	Petty cash	39	-	-	-	-	-
51	Maintenance supplies	190,285	186,020	186,020	178,115	(7,905)	180,000
54	Minor equipment	4,476	4,500	4,000	4,000	(500)	4,725
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	15,694	15,500	14,000	15,500	-	16,000
57	Vehicle operation supplies	32,483	45,425	42,000	42,000	(3,425)	44,000
58	Office supplies	1,463	1,750	1,750	1,700	(50)	1,800
59	Operating supplies	9,731	33,700	25,000	28,200	(5,500)	32,000
60	Safety and medical supplies	6,500	8,000	7,000	7,000	(1,000)	8,000
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 720,086	\$ 807,541	\$ 770,166	\$ 724,670	\$ (82,871)	\$ 745,150
CAPITAL OUTLAY							
71	Equipment	\$ 8,920	\$ 4,750	\$ 3,600	\$ 4,000	\$ (750)	\$ 4,500
72	Furniture and fixtures	7,616	8,100	7,100	7,500	(600)	8,400
73	Equipment replacement fund	71,352	69,979	69,979	75,824	5,845	79,560
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	188,169	155,000	155,000	150,000	(5,000)	150,000
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 276,057	\$ 237,829	\$ 235,679	\$ 237,324	\$ (505)	\$ 242,460
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
PARKS		\$ 2,035,802	\$ 2,139,086	\$ 2,129,289	\$ 2,081,831	\$ (57,255)	\$ 2,175,157

FUNCTION: Culture and Recreation
ACTIVITY: Parks

Activity Notes

Object	Description	Amount
01	Director, Assistant Director, Parks Supervisor, Turf Specialist, Construction Coordinator, Mechanic, Facilities Maintenance Worker, Laborers (2), ½ Administrative Assistant – other ½ in Recreation, performance bonus	\$ 556,760
02	Overtime (snow removal, preparation for July 4 th Event, etc.)	\$ 17,800
03	Seasonal staff, April 15 - Nov 15 (9), ½ Parks & Recreation Secretary, seasonal staff unemployment	\$ 275,060
06	FICA	\$ 64,620
07	IPERS	\$ 62,025
09	Group insurance	\$ 139,557
11	Vehicle allowance (Director)	\$ 3,300
	Spot awards	\$ 400
21	Legal notices – employment advertisements	\$ 4,000
23	Contractual parks maintenance (mowing contract)	\$ 242,000
	Tree service work	\$ 30,000
	Tree chipping at north plant	\$ 3,000
	Annual inspection for underground chemical storage tank	\$ 400
	Records retention	\$ 500
27	Computer software and supplies	\$ 500
	ReservePartner fees and credit card fees	\$ 21,500
28	National Park and Recreation Association – Director	\$ 150
	Iowa Park and Recreation Association	\$ 135
	Iowa Sports Turf Mgr. Association	\$ 130
	Tree Board – National Arbor Day Foundation	\$ 15
	Subscriptions/publications	\$ 200
32	Full time uniforms/stipends (8), part time T-shirts, full time winter uniforms	\$ 5,000
35	Printing, copying and shipping	\$ 300
	Seasonal program guide (3 times annually)	\$ 3,000
	Copy machine maintenance/contract – (1/2 other half in Recreation)	\$ 650
	Caring Corps – printing and copying	\$ 200
	Caring Corps – postage	\$ 1,225
40	Miscellaneous electrical, plumbing and building repairs, security system maintenance, custodial, service, mechanical system maintenance contract	\$ 26,000
	Shelter houses and outside bathroom custodial service contract	\$ 14,500
	Parks and recreation office and park maintenance building custodial service contract	\$ 4,500
	Pest control	\$ 750
	Mat cleaning service – park facilities	\$ 2,750
41	Contract work on trucks and equipment, tire repair	\$ 4,000
46	Iowa Turf Grass conference	\$ 525

FUNCTION: Culture and Recreation**ACTIVITY: Parks**

Object	Description	Amount
	Iowa Parks and Recreation Spring conference (\$350) and Fall workshop (\$225) – Director	\$ 575
	National Park and Recreation Association National Conference (Minneapolis) - Director	\$ 1,300
	Staff development/ team building training / Park staff training (playground inspections, electrical, plumbing workshops, etc)	\$ 750
	Tree Board – training and development	\$ 100
	Mileage reimbursement	\$ 250
48	Gas, electric, water, telephone and data	\$ 78,000
	Caring Corps – utilities (electric and security system)	\$ 300
	Caring Corps – telephone	\$ 450
51	Seed and fertilizer	\$ 71,920
	Turf chemicals	\$ 10,540
	Walnut Creek Regional Park – annual landscaping	\$ 35,000
	Plants and trees	\$ 10,500
	Portable toilets – parks (\$1,000); Lions Park July 4 th (\$1,500); school marching band event (\$475)	\$ 3,875
	Tree Board plantings – Walnut Creek Hills Park (\$3,210) and Waterford Park – Phase I (\$5,070)	\$ 8,280
	Mechanical aeration	\$ 1,500
	Flower garden material	\$ 8,500
	Sand and gravel (for bike trail overlays and backfill, playground installations, etc.)	\$ 3,000
	Safety wood fiber for playground fall zones (28 playgrounds)	\$ 25,000
54	Tools and replacement equipment	\$ 4,000
56	Equipment and truck parts, tires	\$ 15,500
57	Fuel, gas, etc.	\$ 42,000
58	Office supplies (Parks and Caring Corp)	\$ 1,700
59	Paint, hardware, shop chemicals, trash can liners, athletic, field supplies	\$ 17,500
	Restroom supplies, park shop janitorial supplies, shelter house supplies, paper products, etc.	\$ 4,800
	Graffiti removal/vandalism	\$ 5,000
	Tree Board – community event supplies (Arbor Day, special planting events, educational resources)	\$ 200
	Signs for parks/tobacco free parks signs	\$ 500
60	First aid supplies (masks, gloves, aprons, boots for chemical applications, respirators, etc.)	\$ 1,000
	Random drug testing for staff, re-supply 1 st aid kits for trucks and 1 st aid station	\$ 1,000
	Safety compliance supplies (OSHA and Fire Department mandated)	\$ 800
	Hoist and sling compliance safety inspection	\$ 500
	Hearing tests for staff	\$ 300
	Drug tests and physicals for seasonal employees	\$ 2,025
	Safety boots	\$ 1,375
71	Permanent signs for neighborhood parks (Lions Park (2), Colby Woods (1))	\$ 3,600
	Misc. equipment for park operations	\$ 400

FUNCTION: Culture and Recreation**ACTIVITY: Parks**

Object	Description	Amount
72	Benches, grills, inside tables and chairs, replacement play equipment, bleachers, tennis court wind screens, waste receptacles and shop equipment	\$ 3,900
	Permanent picnic tables in parks, plus concrete pads (6)	\$ 3,600
73	Equipment Replacement Fund contribution	\$ 75,824
76	Bike path improvements	\$ 55,000
	Playground improvements	\$ 50,000
	Walker Johnston Park Playground – Phase VI – slides and swings	\$ 45,000

FUNCTION: Culture and Recreation
ACTIVITY: Grounds Maintenance

OVERVIEW: This activity provides grounds maintenance services for all city-owned properties.

GROUND MAINTENANCE

	FINANCIAL SUMMARY			
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	73,767	77,392	77,083	75,925
Contractual & supply service	13,800	12,000	12,000	10,500
Capital outlay	-	-	-	-
Total expenditures	\$ 87,567	\$ 89,392	\$ 89,083	\$ 86,425
Fees	-	-	-	-
Grants	-	-	-	-
Other	6,406	5,471	5,665	4,901
Total revenue	\$ 6,406	\$ 5,471	\$ 5,665	\$ 4,901
<i>Net amount supported by property taxes</i>	\$ 81,161	\$ 83,921	\$ 83,418	\$ 81,524

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ❖ No significant changes from the prior year's budget.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Additional costs will be incurred for the continued development of the round-about at 142nd Street and Douglas.

FUNCTION: Culture and Recreation
ACTIVITY: Grounds Maintenance

GOALS AND PERFORMANCE MEASURES

GOAL: To maintain the appearance of City facilities through a cost-effective turf landscaping program.

PERFORMANCE OBJECTIVES:

1. Maintain the health and appearance of the turf and landscaping materials at City facilities using industry-accepted and environmentally-sensitive procedures and materials.
2. Maintain the turf in the City's road medians to create safe and attractive thoroughfares.
3. Enhance the attractiveness of City facilities through the installation and maintenance of appropriate seasonal plantings and landscaping materials.
4. Maintain the trees and shrubs on the City's public grounds and in the Douglas Avenue, 100th Street, 109th Street, Hickman Road corridors and 142nd Street round-about.
5. Assist City departments with grounds maintenance and improvement projects.

PERFORMANCE MEASURES

	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<i><u>Workload Measures</u></i>					
Acres of turf maintained	300	300	300	300	300
Tons of ice melt applied	16	21.1	7.3	18.8	21
(# of days below freezing temps)	127	134	138	140	140
Number of trails, flower beds and playgrounds adopted	NA	NA	NA	18	20
Number of flats of flowers planted and maintained	NA	227	252	264	264
Number of City flowerbeds including sign beds in parks and City buildings	NA	29	34	37	39

CULTURE AND RECREATION		FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
435 GROUNDS MAINTENANCE							
PERSONAL SERVICES							
01	Salaries	\$ 50,770	\$ 52,765	\$ 52,516	\$ 54,182	\$ 1,417	\$ 58,051
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	3,751	4,037	4,017	4,145	108	4,441
07	Retirement - IPERS	3,482	4,037	4,017	4,307	270	4,789
08	Pension	-	-	-	-	-	-
09	Group insurance	15,764	16,553	16,533	13,291	(3,262)	13,557
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ 73,767	\$ 77,392	\$ 77,083	\$ 75,925	\$ (1,467)	\$ 80,838
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	13,800	12,000	12,000	10,500	(1,500)	12,000
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 13,800	\$ 12,000	\$ 12,000	\$ 10,500	\$ (1,500)	\$ 12,000
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
GROUNDS MAINTENANCE		\$ 87,567	\$ 89,392	\$ 89,083	\$ 86,425	\$ (2,967)	\$ 92,838

FUNCTION: Culture and Recreation

ACTIVITY: Grounds Maintenance

Activity Notes

Object	Description	Amount
01	Turf Specialist	\$ 54,182
06	FICA	\$ 4,145
07	IPERS	\$ 4,307
09	Group insurance	\$ 13,291
51	Seed, fertilizer, plants/material/pots for city grounds	\$ 5,750
	Ice melt for city parking lots, sidewalks, etc.	\$ 3,750
	Flags and flag maintenance for city facilities	\$ 1,000

FUNCTION: Culture and Recreation
ACTIVITY: Recreation

OVERVIEW: This activity offers a wide variety of leisure time programs to meet the social, recreational, educational, and fitness needs of participants.

RECREATION

	FINANCIAL SUMMARY			
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	149,920	164,715	162,629	161,901
Contractual & supply service	201,673	249,120	237,770	237,660
Capital outlay	-	-	-	-
Total expenditures	\$ 351,593	\$ 413,835	\$ 400,399	\$ 399,561
Fees	323,753	339,100	327,000	325,000
Grants	5,500	2,500	2,500	2,500
Other	25,721	25,329	25,463	22,656
Total revenue	\$ 354,974	\$ 366,929	\$ 354,963	\$ 350,156
Net amount supported by property taxes	\$ (3,381)	\$ 46,906	\$ 45,436	\$ 49,405

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$5,900 in full time salaries, which reflects an elimination of the ¼ time for the department secretary position. The current secretary will be transitioning to a part-time position at the Senior Center, and Parks and Recreation will hire a 15 hour per week part-time secretary, which will have 10 hours of allocation to Recreation in the part-time line.
- ↑ An increase of \$1,400 in part time salaries reflects the change for the secretary position, as outlined above, as well as the downsizing the Youth in Parks Middle School Summer program to one group per week.
- ↓ A decrease of \$7,900 in building maintenance reflects the purchase of a HVAC system and insulation at the wellness center in the prior year.

FUTURE BUDGET CONSIDERATIONS:

- ❖ None identified at this time.

FUNCTION: Culture and Recreation
ACTIVITY: Recreation

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To improve the quality of life of Urbandale residents and visitors by offering a wide variety of leisure time programs that meet the social, recreational, educational and fitness needs of participants.

PERFORMANCE OBJECTIVES:

1. Maximize program participation by offering a variety of programs and events in subject areas that are attractive to participants and that are led by qualified instructors.
2. Continually evaluate participant satisfaction through surveys and other customer feedback.
3. Increase program participation through the use of appropriate advertising and marketing materials and techniques, including the Program Guide.
4. Increase participation in use of on-line registration by marketing the availability as well as promotions and perks for using it.
5. Ensure participation from diverse segments of the community by accommodating persons with disabilities or constrained incomes, and those typically under-represented in such programs.
6. Ensure the safety of program participants by complying with applicable standards and policies.
7. Promote a healthy lifestyle through the City's Wellness Program by providing health screenings, flu shots, and wellness incentives.

PERFORMANCE MEASURES

	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<i><u>Workload Measures</u></i>					
Programs offered	440	445	450	453	455
New programs	48	50	52	54	55
"Special events" offered	20	21	22	23	25
Total program participants	5,810	5,840	5,905	5,965	6,000
% of on-line registrations	43%	45%	48%	50%	52%
# of employees participating in Wellness Program	129	209	245	300	320
<i><u>Outcome Measures</u></i>					
Percentage of participant survey respondents who are "satisfied" or "very satisfied" with this activity	N/A	N/A	N/A	95%	95%

CULTURE AND RECREATION	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

440 RECREATION

PERSONAL SERVICES

01	Salaries	\$ 85,966	\$ 90,700	\$ 88,876	\$ 84,843	\$ (5,857)	\$ 92,970
02	Overtime	-	-	-	-	-	-
03	Part-time	25,848	33,600	33,600	35,030	1,430	38,145
04	Witness fees	-	-	-	-	-	-
06	FICA	8,545	9,509	9,369	9,170	(339)	10,030
07	Retirement - IPERS	5,831	6,032	5,910	6,276	244	7,186
08	Pension	-	-	-	-	-	-
09	Group insurance	23,690	24,874	24,874	26,582	1,708	27,114
11	Allowance	40	-	-	-	-	-
Sub-Total		\$ 149,920	\$ 164,715	\$ 162,629	\$ 161,901	\$ (2,814)	\$ 175,445

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ 1,821	\$ 6,000	\$ 6,000	\$ 6,000	\$ -	\$ 6,000
23	Professional services	121,466	140,300	130,000	141,000	700	143,500
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	270	500	500	500	-	500
28	Dues and memberships	526	550	550	550	-	600
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	1,541	1,650	1,650	1,750	100	1,850
35	Printing and copying	32,455	37,840	37,840	38,700	860	40,000
40	Building and grounds maint.	5,234	13,380	13,380	5,460	(7,920)	5,575
41	Vehicle and equipment maint.	434	1,500	1,500	1,500	-	1,500
46	Training and development	7,691	12,300	12,300	10,000	(2,300)	12,500
48	Utility service	3,027	3,400	3,000	3,400	-	3,650
49	Petty cash	-	100	50	100	-	100
51	Maintenance supplies	767	1,800	1,200	1,600	(200)	1,800
54	Minor equipment	-	350	350	350	-	350
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	1,894	1,850	1,850	1,850	-	1,850
59	Operating supplies	24,324	27,450	27,450	24,750	(2,700)	25,500
60	Safety and medical supplies	223	150	150	150	-	150
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 201,673	\$ 249,120	\$ 237,770	\$ 237,660	\$ (11,460)	\$ 245,425

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-

RECREATION		\$ 351,593	\$ 413,835	\$ 400,399	\$ 399,561	\$ (14,274)	\$ 420,870
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FUNCTION: Culture and Recreation
ACTIVITY: Recreation

Activity Notes

Object	Description	Amount
01	Recreation and Community Education Supervisor, ½ Administrative Assistant – other ½ in Parks, performance bonus	\$ 84,843
03	Summer Recreation Staff (Kids Kamp, Youth in Parks), ½ Secretary	\$ 35,030
06	FICA	\$ 9,170
07	IPERS	\$ 6,276
09	Group insurance	\$ 26,582
21	Program advertising	\$ 2,500
	Employment advertising	\$ 500
	Marketing program	\$ 3,000
23	Contract instructor fees, summer instructor and clinic fees, program supervisor fees, Community Room Supervisor for rentals	\$ 141,000
27	Computer software and supplies	\$ 500
28	National Park and Recreation Association	\$ 150
	Iowa Park and Recreation Association	\$ 135
	American License fees (broadcast permit)	\$ 115
	Subscriptions/publications	\$ 150
32	Shirts (summer sports clinics, youth rec. programs, staff)	\$ 1,750
35	Program guide (3 seasonal x \$12,280)	\$ 37,500
	Flyers, schedules and brochures	\$ 600
	Copy machine maintenance/contract (½ Recreation – other ½ in Parks)	\$ 600
40	Portable toilets for parks and recreation fields and building and grounds maintenance	\$ 400
	Wellness Center – facility maintenance	\$ 1,750
	Wellness Center – cleaning contract	\$ 2,500
	Wellness Center – security service	\$ 360
	Pest control	\$ 450
41	Wellness Center – Maintenance and repair of wellness equipment	\$ 1,500
46	State IPRA Conference	\$ 350
	State IPRA Workshop	\$ 125
	Iowa Community Education Conference	\$ 150
	Staff development training/workshops	\$ 275
	Athletic Business Conference (San Diego – December 2010)	\$ 1,300
	Misc. mileage for Recreation Supervisor/mileage for conferences	\$ 500
	U-Fit incentives	\$ 1,900
	Wellness program – incentive program	\$ 4,200
	Wellness program – health screenings	\$ 1,200
48	Wellness Center – utilities (water, gas, electric)	\$ 2,920
	Wellness Center – phone	\$ 480

FUNCTION: Culture and Recreation**ACTIVITY: Recreation**

Object	Description	Amount
49	Reimburse petty cash	\$ 100
51	Wading pool repairs and supplies, ball diamond supplies, recreation facility supplies	\$ 1,000
	Wellness Center – cleaning supplies, toilet paper, paper towels, etc.	\$ 600
54	Wellness equipment - exercise equipment (balls, ropes, bands, mats, etc.)	\$ 350
58	Office supplies	\$ 1,850
59	Recreation program supplies	\$ 18,500
	Make – a – Difference Program supplies	\$ 250
	Summer Recreation programs - transportation	\$ 2,000
	Summer Youth in Parks Program - transportation	\$ 3,500
	Signs/banners for special events	\$ 500
60	First aid supplies	\$ 150



FUNCTION: Culture and Recreation
ACTIVITY: Cemetery Maintenance

OVERVIEW: This activity maintains the McDivitt Grove Cemetery grounds.

CEMETERY MAINTENANCE

	FINANCIAL SUMMARY			
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	6,159	8,000	9,000	7,250
Capital outlay	-	-	-	-
Total expenditures	\$ 6,159	\$ 8,000	\$ 9,000	\$ 7,250
Fees	2,000	1,000	1,300	1,000
Grants	-	-	-	-
Other	8,451	8,490	8,572	7,411
Total revenue	\$ 10,451	\$ 9,490	\$ 9,872	\$ 8,411
<i>Net amount supported by property taxes</i>	<i>\$ (4,292)</i>	<i>\$ (1,490)</i>	<i>\$ (872)</i>	<i>\$ (1,161)</i>

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ❖ No significant changes from prior year's budget.

FUTURE BUDGET CONSIDERATIONS

- ❖ None anticipated at this time.

FUNCTION: Culture and Recreation
ACTIVITY: Cemetery Maintenance

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To maintain the appearance of McDivitt Grove Cemetery through a cost-effective turf and landscaping program.

PERFORMANCE OBJECTIVES:

1. Maintain the health and appearance of the Cemetery turf and landscaping materials using industry-accepted and environmentally sensitive procedures and materials.

PERFORMANCE MEASURES

	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<i><u>Workload Measures</u></i>					
Acres of turf maintained	3.5	3.5	3.5	3.5	3.5
Total number of lots marked for burials	NA	16	12	12	12
Number of columbarium niches sold	NA	22	10	10	12

CULTURE AND RECREATION	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

450 CEMETERY MAINTENANCE

PERSONAL SERVICES

01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	3,665	7,000	6,000	6,250	(750)	7,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	894	1,000	1,000	1,000	-	1,000
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	1,600	-	2,000	-	-	-
Sub-total		\$ 6,159	\$ 8,000	\$ 9,000	\$ 7,250	\$ (750)	\$ 8,000

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-

CEMETERY MAINTENANCE		\$ 6,159	\$ 8,000	\$ 9,000	\$ 7,250	\$ (750)	\$ 8,000
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FUNCTION: Culture and Recreation
ACTIVITY: Cemetery Maintenance

Activity Notes

Object	Description	Amount
23	Contract maintenance	\$ 6,250
51	Turf chemicals, road stone	\$ 1,000

FUNCTION: Culture and Recreation
ACTIVITY: Senior Center

OVERVIEW: The activity contributes to the quality of life of Urbandale's senior population by offering diversified programs that meet the social, cultural, recreational, health and fitness needs of the participants.

SENIOR CENTER

	FINANCIAL SUMMARY			
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	111,114	118,700	119,295	159,265
Contractual & supply service	108,142	128,750	128,650	125,390
Capital outlay	4,284	6,000	6,128	500
Total expenditures	\$ 223,540	\$ 253,450	\$ 254,073	\$ 285,155
Fees	41,127	37,250	39,000	39,000
Grants	-	-	-	-
Other	16,354	15,513	16,157	16,169
Total revenue	\$ 57,481	\$ 52,763	\$ 55,157	\$ 55,169
<i>Net amount supported by property taxes</i>	\$ 166,059	\$ 200,687	\$ 198,916	\$ 229,986

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↓ A decrease of \$6,300 in full-time salaries, which reflects the current Recreation & Senior Center secretary transitioning to a part-time position at 25 hours per week at the Senior Center only.
- ↑ An increase of \$31,300 in part time salaries reflects the current 10 hours per week secretary to transition to 25 hours per week. The increase also reflects the reallocation of program instructor fees which was previously charged to line 59.
- ↓ A decrease of \$4,800 in operating supplies reflects a decrease in subsidies for group travel activities, and the reallocation of program instructor fees to professional services.
- ↓ A decrease of \$5,500 in property improvements reflects purchase of 3 air filtration and purification units for the community room in the prior year.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Increased staffing hours to cover the growing needs of the program will likely result in increased part-time salary costs.
- ❖ Building maintenance costs will likely increase as the building and equipment age.

FUNCTION: Culture and Recreation
ACTIVITY: Senior Center

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To contribute to the quality of life in Urbandale by offering innovative programs promoting active, self-reliant living and fun, through social, educational, recreational, and physically enriching programs for people over 55.

PERFORMANCE OBJECTIVES:

1. Maximize participation in senior citizen programs by offering a variety of regular and special events that are attractive to the diverse individuals and groups that make up the senior population.
2. Continuously develop new and innovative programs to be offered at the Senior Center.
3. Seek to improve the health and fitness of participants by offering programs that educate, stimulate and provide resources for dealing with the health issues of seniors.
4. Increase participation in the senior citizen programs through an effective advertising and marketing program.
5. Ensure that all interested program participants have access to safe, affordable, and convenient transportation to and from selected off-site program events.
6. Continually improve the senior citizen program offerings by actively seeking feedback from participants.

PERFORMANCE MEASURES

	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<u>Workload Measures</u>					
Total participants in all programs	29,047	30,146	30,468	30,500	31,100
Subsidized meals served (lunch)	7,872	8,137	7,127	6,800	7,000
Fitness/wellness programs offered	40	52	50	55	55
Program attendance	8,241	9,188	9,763	10,160	10,300
Educational/cultural programs offered	26	24	37	39	50
Program attendance	286	408	289	300	325
Info/assistance programs offered	22	28	33	36	40
Travel outings offered	22	20	15	15	12

CULTURE AND RECREATION		FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
460 SENIOR CENTER							
PERSONAL SERVICES							
01	Salaries	\$ 64,819	\$ 68,776	\$ 66,857	\$ 62,510	\$ (6,266)	\$ 69,547
02	Overtime	-	-	-	-	-	-
03	Part-time	26,471	27,794	30,234	59,067	31,273	65,369
04	Witness fees	-	-	-	-	-	-
06	FICA	6,916	7,388	7,427	9,301	1,913	10,321
07	Retirement - IPERS	4,944	6,422	6,457	8,450	2,028	9,781
08	Pension	-	-	-	-	-	-
09	Group insurance	7,924	8,320	8,320	19,937	11,617	20,335
11	Allowance	40	-	-	-	-	-
Sub-Total		\$ 111,114	\$ 118,700	\$ 119,295	\$ 159,265	\$ 40,565	\$ 175,353
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 2,200	\$ 6,720	\$ 6,720	\$ 6,800	\$ 80	\$ 6,970
23	Professional services	12,204	14,100	14,100	16,360	2,260	16,360
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	276	2,000	2,000	500	(1,500)	500
28	Dues and memberships	624	740	740	775	35	775
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	5,957	5,950	5,950	6,000	50	6,150
40	Building and grounds maint.	21,742	20,500	20,500	22,000	1,500	24,500
41	Vehicle and equipment maint.	90	-	-	-	-	-
46	Training and development	2,672	3,730	3,730	2,680	(1,050)	2,760
48	Utility service	14,651	20,685	20,685	20,685	-	21,500
49	Petty cash	-	200	100	100	(100)	100
51	Maintenance supplies	1,609	1,275	1,275	1,400	125	1,435
54	Minor equipment	1,295	1,000	1,000	1,000	-	1,000
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	762	625	625	625	-	640
59	Operating supplies	44,060	50,900	50,900	46,140	(4,760)	47,294
60	Safety and medical supplies	-	325	325	325	-	332
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 108,142	\$ 128,750	\$ 128,650	\$ 125,390	\$ (3,360)	\$ 130,316
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	4,284	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	6,000	6,128	500	(5,500)	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 4,284	\$ 6,000	\$ 6,128	\$ 500	\$ (5,500)	\$ -
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
SENIOR CENTER		\$ 223,540	\$ 253,450	\$ 254,073	\$ 285,155	\$ 31,705	\$ 305,669

FUNCTION: Culture and Recreation
ACTIVITY: Senior Center

Activity Notes

Object	Description	Amount
01	Supervisor, performance bonus	\$ 62,510
03	Assistant Coordinator, secretary, craft program coordinator	\$ 59,067
06	FICA	\$ 9,301
07	IPERS	\$ 8,450
09	Group insurance	\$ 19,937
21	Advertisements and program promotion	\$ 300
	Program guide publications (3 guides)	\$ 3,500
	Marketing program	\$ 3,000
23	Professional services (Contracted program instructors)	\$ 16,360
27	Computer software and supplies	\$ 500
28	Senior Center resource materials	\$ 250
	NCOA membership / ICAA membership	\$ 400
	American License fee (broadcast permit)	\$ 125
35	Mailing and printing newsletters, bulk mail permit, stamps	\$ 3,650
	Bulk mailing system lease (2/3 share with Finance & Records)	\$ 2,350
40	Cleaning contract	\$ 6,800
	Professional cleaning contracts for the following services: bi-annual kitchen cleaning, annual carpet extraction, semi-monthly interior/exterior window cleaning, annual strip & re-wax of craft room floor.	\$ 2,300
	Mat service	\$ 2,000
	Fire alarm maintenance	\$ 500
	Quarterly grease trap cleaning	\$ 400
	Pest control service	\$ 350
	Building maintenance	\$ 9,650
46	Miscellaneous mileage	\$ 530
	ICAA conference – TBA (registration, lodging, transportation) - Supervisor	\$ 1,650
	Iowa Governor's Conference on Aging – Supervisor and Assistant	\$ 200
	Local conferences and workshops (including IASC) - Supervisor and Assistant Coordinator	\$ 300
48	Telephone, water, electric and natural gas	\$ 20,685
49	Reimburse petty cash	\$ 100
51	Maintenance supplies – kitchen & restroom cleaning & paper supplies for seniors & public rentals	\$ 1,400
54	Minor equipment -coffee urns, utility carts, small electronics, weights & personal fitness equipment	\$ 1,000
58	Stationery, copier supplies, computer lab supplies, paper, cartridges	\$ 625
59	Program supplies, kitchen & miscellaneous operations supplies	\$ 3,400
	Congregate meals	\$ 31,500
	Off-site trips & events	\$ 8,000
	On-site events	\$ 3,240
60	Safety and medical supplies	\$ 325

FUNCTION: Culture and Recreation

ACTIVITY: Senior Center

Object	Description	Amount
76	Additional electrical outlets in craft & community rooms	\$ 500



FUNCTION: Culture and Recreation
ACTIVITY: Swimming Pool

OVERVIEW: This activity enhances the quality of life of Urbandale residents and visitors by offering a comprehensive aquatic program that meets the social, recreational, and fitness needs of participants in a safe, attractive, and comfortable facility.

SWIMMING POOL

FINANCIAL SUMMARY				
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	161,747	222,945	227,834	243,687
Contractual & supply service	177,570	200,426	198,926	166,125
Capital outlay	11,430	-	-	-
Total expenditures	\$ 350,747	\$ 423,371	\$ 426,760	\$ 409,812
Fees	137,465	157,500	172,600	172,000
Grants	-	-	-	-
Other	25,660	25,913	27,139	23,238
Total revenue	\$ 163,125	\$ 183,413	\$ 199,739	\$ 195,238
<i>Net amount supported by property taxes</i>	\$ 187,622	\$ 239,958	\$ 227,021	\$ 214,574

SIGNIFICANT BUDGET IMPACTS: This budget includes:

- ↑ A net increase of \$20,700 in full and part-time salary and benefits reflect actual costs for the three staff hired under the pool staffing reorganization outlined in the Pool Business Plan. The increase also reflects an increase in staff time for lifeguards and managers resulting from increased programming, events and swim lessons. An increase in revenues will result from the increased programming, to help offset increased staffing expenses.
- ↑ An increase of \$3,600 in professional services reflects an increase in water aerobics and class instructor salaries due to an increased aquatic programs being offered. This increase will be offset by revenue from class participants.
- ↓ A decrease of \$35,200 in insurance, which reflects the shift of all City departments' allocation of general liability insurance to the General Support department for the current year.
- ↑ An increase of \$4,200 in operating supplies reflects additional chemical costs due to leak in the pool. Also reflects a speaker system for aquatic classes and additional Red Cross certification cards required due to increased programming.

FUTURE BUDGET CONSIDERATIONS:

- ❖ Building repairs and renovations occurred in the prior year, and is anticipated to extend the life of the existing building for five more years. At that point, a new analysis of the structure, as well as the results from the newly implemented business plan will be required to evaluate the long-term sustainability of the current facility.

FUNCTION: Culture and Recreation
ACTIVITY: Swimming Pool

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To improve the quality of life for Urbandale residents and visitors by offering a comprehensive aquatic program that meets the social, recreational and fitness needs of participants in a safe, attractive, and comfortable facility.

PERFORMANCE OBJECTIVES:

1. Maximize attendance at the pool facility by offering programs and special events that are attractive to diverse individuals and groups.
2. Increase usage of the pool facility and attendance at pool programs through an effective advertising and marketing program.
3. Ensure that the pool facility is safe and attractive to patrons by maintaining the facility according to accepted industry and City standards.
4. Continually improve the pool facility and program offerings by actively seeking feedback from patrons and other residents in the community not currently using the pool.
5. Minimize the tax subsidy required to operate the pool program by setting competitive prices and by continually seeking to control operating costs.

PERFORMANCE MEASURES

	<u>06-07</u> <u>Actual</u>	<u>07-08</u> <u>Actual</u>	<u>*08-09</u> <u>Actual</u>	<u>09-10</u> <u>Estimate</u>	<u>10-11</u> <u>Target</u>
<u>Workload Measures</u>					
Pool users	62,671	63,000	*49,177	BY	> 2%
Pool rentals	67	80	*49	BY	> 2%
Swimming lesson participants	712	800	*657	BY	> 1%
Special events	17	19	*16	BY	> 2%
Special events patrons	507	550	*187	BY	> 2%
Water fitness class participants	4,504	4,600	*3,048	BY	> 1%

* = Pool was closed 3 months (March – June, 2009)

BY = Benchmark year, based on the Urbandale Pool Business Plan (approved by City Council, Jan. 2009)

CULTURE AND RECREATION		FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
		ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE
470 SWIMMING POOL							
PERSONAL SERVICES							
01	Salaries	\$ 61,409	\$ 43,014	\$ 46,992	\$ 51,490	\$ 8,476	\$ 57,240
02	Overtime	-	-	-	-	-	-
03	Part-time	69,116	143,145	143,145	155,425	12,280	166,000
04	Witness fees	-	-	-	-	-	-
06	FICA	9,837	14,088	14,545	15,929	1,841	17,078
07	Retirement - IPERS	5,621	6,145	6,599	7,552	1,407	8,762
08	Pension	-	-	-	-	-	-
09	Group insurance	15,764	16,553	16,553	13,291	(3,262)	13,557
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ 161,747	\$ 222,945	\$ 227,834	\$ 243,687	\$ 20,742	\$ 262,637
CONTRACTUAL AND SUPPLY SERVICES							
21	Advertising	\$ 2,545	\$ 6,000	\$ 6,000	\$ 6,000	\$ -	\$ 6,500
23	Professional services	9,166	11,700	11,700	15,300	3,600	17,000
24	Contributions to other agencies	-	-	-	-	-	-
27	Data processing	826	3,100	1,600	1,600	(1,500)	1,750
28	Dues and memberships	506	550	550	400	(150)	425
29	Insurance	43,545	43,981	43,981	-	(43,981)	-
32	Uniforms and laundry	859	650	650	600	(50)	650
35	Printing and copying	3,016	4,960	4,960	4,900	(60)	5,125
40	Building and grounds maint.	23,252	14,000	14,000	15,350	1,350	16,000
41	Vehicle and equipment maint.	2,722	3,500	3,500	3,500	-	3,750
46	Training and development	1,578	3,925	3,925	4,025	100	4,250
48	Utility service	55,417	72,450	72,450	74,000	1,550	75,000
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	3,512	3,000	3,000	3,500	500	3,750
54	Minor equipment	2,159	2,250	2,250	2,250	-	2,500
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	1,096	1,000	1,000	1,000	-	1,250
59	Operating supplies	24,802	28,000	28,000	32,200	4,200	34,000
60	Safety and medical supplies	2,569	1,360	1,360	1,500	140	1,725
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 177,570	\$ 200,426	\$ 198,926	\$ 166,125	\$ (34,301)	\$ 173,675
CAPITAL OUTLAY							
71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	11,430	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ 11,430	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-
SWIMMING POOL		\$ 350,747	\$ 423,371	\$ 426,760	\$ 409,812	\$ (13,559)	\$ 436,312

FUNCTION: Culture and Recreation
ACTIVITY: Swimming Pool

Activity Notes

Object	Description	Amount
01	Programmer/Scheduler, performance bonus	\$ 51,490
03	Facility Manager, Marketing/Public Relations, and other part-time: guards, managers, wading pool guards, swim instructors	\$ 155,425
06	FICA	\$ 15,829
07	IPERS	\$ 7,552
09	Group insurance	\$ 13,291
21	Employment and special advertisements, marketing program	\$ 6,000
23	Special events	\$ 350
	State of Iowa inspections	\$ 450
	Water aerobics and aquatic program instructors (independent contractors)	\$ 14,500
27	Computer software and supplies	\$ 400
	Credit card fees	\$ 1,200
28	Iowa Park and Recreation Association membership	\$ 135
	National Park & Recreation Association membership	\$ 150
	Pool registration renewal	\$ 150
	American license fee (Broadcast permit)	\$ 115
32	Staff shirts	\$ 600
35	Program guide (3 times a year)	\$ 4,300
	Printer cartridges	\$ 600
40	Cleaning contract (lobby, office, locker rooms and pool deck)	\$ 5,500
	Pest control	\$ 1,250
	Electrical maintenance	\$ 1,500
	Mat service	\$ 750
	Window cleaning	\$ 850
	A & W Electric – monthly GFI checks and walk through, and repairs	\$ 3,000
	Misc. required building maintenance	\$ 2,500
41	Lighting repairs, motor parts and air filters, inspections (outside contract work)	\$ 1,000
	Preventative maintenance of pool storage tank, air compressor and boiler system	\$ 1,500
	Equipment maintenance and repair	\$ 1,000
46	Lifeguard training reimbursement	\$ 800
	IPRA Fall workshop and Spring conference	\$ 625
	National Conference – Programmer	\$ 1,800
	Mileage reimbursement	\$ 800
48	Telephone, gas, electric and water services and cell phone for aquatic supervisor	\$ 74,000
51	Maintenance and cleaning supplies, toilet paper, soap, etc.	\$ 3,500
54	Replacement equipment	\$ 2,250

FUNCTION: Culture and Recreation**ACTIVITY: Swimming Pool**

Object	Description	Amount
58	Office supplies, toner	\$ 1,000
59	Lease for chlorine and pH controller, chemicals, iron treatment	\$ 24,000
	Red Cross instruction supplies	\$ 1,400
	Red Cross swim lesson certification cards	\$ 1,500
	Water fitness class supplies: aqua belts, dumbbells, noodles(\$500), speaker system (\$800)	\$ 1,300
	Pool filters	\$ 2,000
	Special event supplies (T-shirts, ribbons, supplies)	\$ 2,000
60	First aid supplies	\$ 325
	State of Iowa water tests (monthly)	\$ 250
	Pre-employment drug testing for staff (\$55 each)	\$ 825
	Fire extinguisher maintenance	\$ 100



FUNCTION: Culture and Recreation
ACTIVITY: Cultural and Convention

OVERVIEW: This activity enhances the quality of life for Urbandale residents through financial contributions from Hotel Motel tax receipts to a number of not-for-profit community organizations.

CULTURAL AND CONVENTION - HOTEL MOTEL FUND

	FINANCIAL SUMMARY			
	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11
	ACTUAL	ADOPTED	REVISED	ADOPTED
Personal services	-	-	-	-
Contractual & supply service	623,171	709,811	638,016	655,034
Capital outlay	-	-	-	-
Total expenditures	\$ 623,171	\$ 709,811	\$ 638,016	\$ 655,034
Fees	-	-	-	-
Grants	-	-	-	-
Other	596,419	709,803	584,887	643,241
Total revenue	\$ 596,419	\$ 709,803	\$ 584,887	\$ 643,241
Net amount (used by) added to fund balance	\$ (26,752)	\$ (8)	\$ (53,129)	\$ (11,793)

GOALS AND PERFORMANCE OBJECTIVES

GOAL: To enhance the quality of life for Urbandale residents by broadening the variety of cultural opportunities available and by promoting Urbandale's cultural and convention attractions.

PERFORMANCE OBJECTIVES:

1. Increase the visibility of Urbandale as a potential tourist attraction, convention destination, and business location by providing financial assistance to the Convention and Visitors Bureau to promote Urbandale.
2. Increase the number and variety of cultural, historical and recreational opportunities available to Urbandale residents by providing financial support to qualified metropolitan area organizations.

CULTURE AND RECREATION	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	INCREASE	FY 2011-12
	ACTUAL	ADOPTED	REVISED	ADOPTED	(DECREASE)	ESTIMATE

499 CULTURAL AND CONVENTION - HOTEL MOTEL FUND

PERSONAL SERVICES

01	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
02	Overtime	-	-	-	-	-	-
03	Part-time	-	-	-	-	-	-
04	Witness fees	-	-	-	-	-	-
06	FICA	-	-	-	-	-	-
07	Retirement - IPERS	-	-	-	-	-	-
08	Pension	-	-	-	-	-	-
09	Group insurance	-	-	-	-	-	-
11	Allowance	-	-	-	-	-	-
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CONTRACTUAL AND SUPPLY SERVICES

21	Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Professional services	-	-	-	-	-	-
24	Contributions to other agencies	623,171	709,811	638,016	655,034	(54,777)	708,374
27	Data processing	-	-	-	-	-	-
28	Dues and memberships	-	-	-	-	-	-
29	Insurance	-	-	-	-	-	-
32	Uniforms and laundry	-	-	-	-	-	-
35	Printing and copying	-	-	-	-	-	-
40	Building and grounds maint.	-	-	-	-	-	-
41	Vehicle and equipment maint.	-	-	-	-	-	-
46	Training and development	-	-	-	-	-	-
48	Utility service	-	-	-	-	-	-
49	Petty cash	-	-	-	-	-	-
51	Maintenance supplies	-	-	-	-	-	-
54	Minor equipment	-	-	-	-	-	-
55	DARE expenditures	-	-	-	-	-	-
56	Vehicle maintenance supplies	-	-	-	-	-	-
57	Vehicle operation supplies	-	-	-	-	-	-
58	Office supplies	-	-	-	-	-	-
59	Operating supplies	-	-	-	-	-	-
60	Safety and medical supplies	-	-	-	-	-	-
61	Refunds	-	-	-	-	-	-
Sub-total		\$ 623,171	\$ 709,811	\$ 638,016	\$ 655,034	\$ (54,777)	\$ 708,374

CAPITAL OUTLAY

71	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
72	Furniture and fixtures	-	-	-	-	-	-
73	Equipment replacement fund	-	-	-	-	-	-
74	Office equipment	-	-	-	-	-	-
75	Operating equipment	-	-	-	-	-	-
76	Property improvements	-	-	-	-	-	-
77	Economic development	-	-	-	-	-	-
79	Books, films and recordings	-	-	-	-	-	-
97	Transfers out	-	-	-	-	-	-
Sub-total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	Debt retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Contingency	-	-	-	-	-	-

CULTURAL AND CONVENTION - HOT		\$ 623,171	\$ 709,811	\$ 638,016	\$ 655,034	\$ (54,777)	\$ 708,374
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FUNCTION: Culture and Recreation
ACTIVITY: Cultural and Convention

Activity Notes

Object	Description	Amount
24	Contributions to cultural and convention activities in metropolitan Des Moines	\$ 655,034

