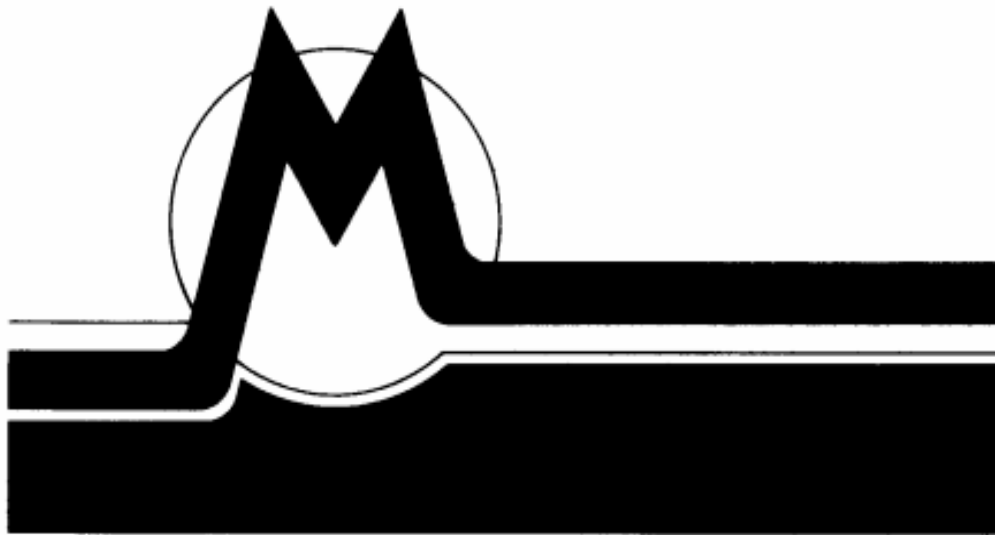


City of Marion

2nd Draft Budget



Fiscal Year 2012-2013

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March 2, 2012

TO: Mayor and City Council
FROM: Lon Pluckhahn, City Manager
RE: Fiscal Year 2012-2013 Budget, Revised

I. OVERVIEW

A. Budget Goals

Each year Marion's budget must meet many different goals. The FY12-13 budget is designed to continue activities from the prior years at the same service level while providing funding for the strategic goals established by the city council. The first draft of the budget increased the property tax levy rate by \$0.1881 per thousand dollars of valuation, from \$13.50980/1000 to \$13.69788/1000. As revised, the second draft reduces the proposed levy rate increase to \$13.62416/1000.

The primary driver for the increase in the tax rate remains the anticipated increase in the debt service levy required to pay back a bond issue taken out in January of 2012. With the record low interest rates, the council deemed it prudent to borrow a higher amount than normal to support high priority projects. Overall, this is a long-term benefit to taxpayers as it reduces the interest costs for borrowing for these projects, and allows the city to pursue needed infrastructure projects while bid prices are coming in at 10-year lows.

For the fourth year in a row, the rollback of taxes on residential property will increase. This causes a shift in the tax burden away from commercial and industrial property over to homeowners. As measured per \$100,000 of value, residential property taxes would increase 4.22% due to rollback alone if the city's levy rate were to remain unchanged from last year. To clarify, a \$100,000 home that last year had a taxable value of \$48,529 has a taxable value of \$50,752 without the city making any changes at all. A slight reduction in levy rate prior to the addition of the debt service levy brings that down to 4.05% increase in actual taxes paid per \$100,000 value strictly due to rollback changes.

The first draft of the budget proposed a tax increase of 5.67%, with the debt service levy increase accounted for and as measured by cost/1000 value. When measured by the numerical increase in the levy rate itself, it was a 1.39% increase over the prior year. The revised budget takes that down to 5.1% and 0.85%, respectively.

The City also has a long-standing council reserve policy of maintaining a minimum General Fund cash balance equivalent to 35% of expenditures and transfers out. The revised budget provides for an ending cash balance of just over 35.9% of total expected general fund expenditures for the fiscal year.

B. Budget Objectives

This budget proposal has been developed to accomplish the following budget objectives for the City of Marion:

1. Maintain the current level of services and operations.
2. Address service, operational and infrastructure needs generated by the community's growth.
3. Maintain adequate levels of cash reserves in all funds.
4. Vigorously explore alternatives for providing equivalent services more effectively.
5. Utilize non-property tax revenue sources where appropriate.
6. Assure personnel, operating and capital costs are financed from appropriate funding sources.
7. Assure compliance with the City's Financial Policies.
8. Invest more dollars annually into infrastructure projects, particularly streets.
9. Invest more dollars into trail and pedestrian ways development.
10. Enhance services designed to make Marion the safest city in the corridor.
11. Improve the city's ability to communicate with residents, businesses, and interested parties.
12. Establish better oversight of the city's information technology infrastructure.

C. Budget Uncertainties

This is shaping up as a very uncertain budget climate for the city. Each year the completed, adopted budget must be certified to the state by March 15th. This means it must be developed and reviewed no later than February, leaving more than a quarter of the current fiscal year unaccounted for and

making getting accurate information regarding some types of costs difficult. The following items may have a significant impact on this and future budgets.

1. Labor Negotiations – Personal service costs (wages and benefits) account for 75% of General Fund expenditures. The city remains in negotiations with all 3 labor unions, and any settlements reached will impact personnel expenses.
2. Health Insurance Costs – Health insurance costs are projected to rise 12.77%, following up an 8% increase last year. Premiums may also be adjusted based on continuing impacts of federal health care legislation.
3. Fuel and Utility Costs – Each year the city currently spends over \$300,000 in vehicle operating costs (fuel and oil) and well over \$400,000 in utilities (gas, electric, etc.). Commodity prices related to these expenditures have been very erratic in the last few years, although utilities seem to be in a period of relative stability now. The budget was based on static utility costs and per gallon fees of up to \$3/gallon (city cost) for gasoline and \$3.40/gallon for diesel.
4. Facility Costs – The estimated cost of operating the new parks maintenance buildings at Thomas and Lowe Parks is projected for this budget. In addition, operating costs for some of the newer facilities (A & E center at Lowe, City Hall) are increasing a bit as more maintenance is required.
5. State Budget – The state budget proposals remain very uncertain at the time of preparation of the budget. Governor Branstad has publicly made rolling back commercial property taxes a priority. This would have a significant immediate and ongoing impact on the city, particularly in the use of TIF as a financing vehicle for major projects. Backfill for potential revenue losses has been proposed in several different iterations of the bill, but the state's history with following through on those promises has not been good.

The legislature is also discussing revisions to Iowa's tax increment financing (TIF) law. Changes to this law can have a big impact on the city's ability to finance future infrastructure projects, such as Tower Terrace Road. Any major changes would also reduce Marion's ability to compete nationally and globally in the recruitment of businesses.

Additionally, road use tax continues to be discussed. The governor has changed his stand and indicated that he is not opposed to an increase, and there is interest in the legislature in taking a look at it. A priority for cities, along with any potential increase in the total road use pool, would be to re-examine the percentage split of funds between cities, counties, and the state.

6. National/International Events – Overall the national economy seems to be slowly pulling out of recession. The historically low interest rates that make borrowing for projects attractive have a down side, in that it does not help the city’s interest income. Repayment of major borrowing in 2012 starts in this budget. Additionally, inflation is a major concern, especially for capital projects and the commodities the city purchases in large amounts.

7. Residential Rollbacks – The state-imposed property tax rollbacks significantly affect the city budget. As far back as FY 08-09, residential properties (which account for over 75% of Marion’s tax base) received a 44.0803% rollback. In FY 09-10, however, the rollback increased for the first time, and that trend has continued for FY 12-13. It is expected to continue for several more years.

The taxable value of residential property per \$100,000 of Fair Market Value has trended as follows since January 1, 2004:

	<u>NET TAXABLE VALUATION PER \$100,000</u>
FY 12-13 with rollback (No Equalization)	\$50,752
FY 11-12 with rollback (No Equalization)	\$ 48,529
FY 10-11 with rollback (No Equalization)	\$ 46,909
FY 09-10 with rollback (No Equalization)	\$ 45,589
FY 08-09 with rollback (No Equalization)	\$ 44,080
FY 07-08 with Rollback (No Equalization)	\$ 45,559
FY 06-07 with Rollback and Equalization	\$ 50,711
FY 05-06 with Rollback (No Equalization)	\$ 50,358
FY 04-05 with Rollback and Equalization	\$ 50,925

8. Other Real Estate Classifications - The FY 12-13 valuation for commercial real estate is 100%, however this may change dramatically if the state pursues a different rollback schedule. Industrial property is valued at 100%, also subject to change by the state.

II. PRODUCTIVITY IMPROVEMENTS AND COST SAVINGS RECOMMENDATIONS

City departments were instructed to identify practical and achievable ways to enhance productivity and/or obtain cost savings in their budget requests. Several were approved as part of the budget process.

III. PROPERTY TAX LEVY

A. Assessed Valuation

The revised budget uses the actual increase to Marion’s net taxable assessed valuation. Total taxable value is \$1,227,370,278 as compared to \$1,193,708,930 a year ago. This is an increase of \$33.6m (2.8%) from FY 11-12. This is a lower number than Marion’s normal trend. However, increased TIF activity has tied more of Marion’s increased value into TIF projects this year. Total overall growth, as measured by the debt service valuation, was \$61m as compared to \$51m the prior year. Historically, this growth in assessed valuation has been a fundamental part of Marion’s ability to provide continuing services with a relatively stable tax rate.

A. Property Taxes

The draft budget increases the property tax levy rate by 0.85%, or by \$0.11435/1000 of value (as compared to \$.1881/1000 in the first draft). The tort liability levy and transit levies show an increase, while the trust and agency levy shows a decline. The debt service levy increases with the larger borrowing. The trust and agency levy is being reduced by the application of expected general fund ending balance as an offset to property taxes, which lowers the overall tax rate.

The breakdown of the property tax levy is shown below:

<u>Fund</u>	<u>FY 11-12 Levy Rate</u>	<u>Levied FY 11-12</u>	<u>FY 12-13 Levy Rate</u>	<u>Levied FY 12-13</u>
Regular	8.10000	\$ 9,669,041	8.10000	\$10,055,802
Ag Land	3.00375	8,941	3.00375	9,298
Tort Liability	0.10934	130,523	0.15949	195,752
Transit	0.14808	176,760	0.15899	195,136
Civic Center	0.13500	161,151	0.13500	161,151
Library	0.04000	47,752	0.04000	47,752
Trust & Agency	2.64570	3,158,201	2.51453	3,186,260
Debt Service	2.33168	2,835,366	2.51615	3,214,090
TOTAL				
Regular	13. 50980	16,178,793	13.62416	17,064,299
Ag Land	3.00375	<u>8,941</u>	3.00375	<u>9,298</u>
TOTAL TAX REVENUE		\$16,187,734		\$16,856,338

Please note that the debt service levy increases by \$0.18447/1000 in this budget. If the debt service levy had stayed static, the overall levy rate would have decreased by

\$.07/1000, to \$13.43969. This number is called out specifically to demonstrate that operating or other cost increases are not the driver behind the property tax rate increase this year. It is strictly due to debt issued to finance needed infrastructure projects.

B. Tax Impact

The net impact of the draft tax levy on various classes of real estate is as follows:

	Value After Rollback/ <u>Equalization</u>		Tax <u>Levy</u>		City Tax <u>Payable</u>	Change <u>%</u>
<u>Per \$100,000 Residential Value</u>						
FY 12-13	50,752	x	13.62416	=	\$ 689.04	5.10%
FY 11-12	48,529	x	13.50980	=	\$ 655.62	2.49%
FY 10-11	46,909	x	13.63603	=	\$ 639.65	1.20%
FY 09-10	45,589	x	13.86482	=	\$ 632.09	1.42%
FY 08-09	44,080	x	14.13850	=	\$ 623.22	-.77%
FY 07-08	45,559	x	13.78572	=	\$ 628.07	-11.25%
FY 06-07	50,711	x	13.95525	=	\$ 707.68	
<u>Per \$100,000 Commercial Value</u>						
FY 12-13	100,000	x	13.62416	=	\$ 1,362.42	0.84%
FY 11-12	100,000	x	13.50980	=	\$ 1,350.98	-0.88%
FY 10-11	100,000	x	13.63603	=	\$ 1,363.03	-1.69%
FY 09-10	100,000	x	13.86482	=	\$ 1,386.48	-1.67%
FY 08-09	99,731	x	14.13850	=	\$ 1,410.05	+2.30%
FY 07-08	100,000	x	13.78572	=	\$ 1,378.57	-0.37%
FY 06-07	99,150	x	13.95525	=	\$ 1,383.66	
<u>Per \$100,000 Industrial Value</u>						
FY 12-13	100,000	x	13.62416	=	\$ 1,362.42	0.84%
FY 11-12	100,000	x	13.50980	=	\$ 1,350.98	-0.88%
FY 10-11	100,000	x	13.63603	=	\$ 1,363.03	-1.69%
FY 09-10	100,000	x	13.86482	=	\$ 1,386.48	-1.67%
FY 08-09	100,000	x	14.13850	=	\$ 1,413.85	+2.56%
FY 07-08	100,000	x	13.78572	=	\$ 1,378.57	-1.45%
FY 06-07	100,000	x	13.95525	=	\$ 1,398.85	

C. Analysis of Levy Funds

1. General – Regular – The regular levy makes up 58.97% of the city's property tax revenues. It accounts for 60% of general fund revenues (inclusive of revenues and transfers in). There is a statutory limit of \$8.10/1000 to this levy. The budget continues the full use of this levy. Due to the \$8.10 limit, the revenues generated by this levy can only increase through growth in assessed valuation.

2. General – Agricultural - Agricultural land and buildings located within the city limits are taxed at a special rate. The budget continues the \$3.00 maximum levy on this class of real estate.
3. General – Tort Liability – This levy covers the city’s general insurance, self-insurance, deductible and tort liability expenses. The budget calls for an increase in this levy \$.05015/1000.
4. General – Transit – This levy pays for fixed route, paratransit and neighborhood transportation bus services in Marion. Both primary service providers (Cedar Rapids Transit and Neighborhood Transportation Services) have asked for increases in the coming year. The impact on this levy is \$.0109/1000.
5. General – Library – This is a special \$0.04 levy approved by referendum in 1989. Proceeds of this levy are used to purchase books and other library materials. This levy may only be changed by public vote.
6. General – Civic Center – The Iowa Code authorizes a levy up to \$.135 for operating and maintaining a civic center owned by the city. The proposed budget takes advantage of this levy to partially fund the operation and maintenance costs of the Arts and Environment Center and City Hall.
7. Trust and Agency – The trust and agency levy is used to pay for certain designated employee benefits (police/fire pensions, FICA, IPERS, group insurance, workers compensation and unemployment). This rate is the one impacted by increases in health insurance and pension costs. The budget has a \$0.13117 decrease in this levy.
8. Debt Service – City borrowing that does not have a dedicated repayment source (utility debt, TIF debt) is repaid through the debt service levy. This levy pays the principal and interest on the city’s bonded indebtedness. The budget increases this levy by \$0.18447/1000 to meet the fiscal year’s debt obligations.

IV. NON-PROPERTY TAX REVENUES

Significant non-property tax revenue aspects of the FY 12-13 budget include:

A. Building Permit Revenues

Building permits have been a significant General Fund revenue source for the city. Fees are projected at the same level as the current year.

B. Interest Earned

Interest earned is expected to decrease again from prior year budgets with overall lower interest rates.

C. Ambulance

The Marion Fire Department houses a backup ambulance for the Area Ambulance Service. The city is compensated for providing the space, electricity, etc. needed to maintain the rig. In the coming fiscal year this is projected to increase to \$8,400.

D. Transfers In

The city enterprise funds (utilities) have transferred money into the general fund to pay for support services received from the engineering, finance, and city manager's departments. A major change to the budget this year is a proposal to reduce the transfers in, and instead have those departments directly bill personnel costs to the utilities. This is a more transparent way to pay for the services. Remaining transfer amounts are for general support, such as office supplies, city hall utilities, etc.

V. MAJOR BUDGET PROPOSALS

A. General Fund Cash Reserves

The adopted budget meets the council's established policy of maintaining cash reserves at 35%, and would bring it in at 35.9%.

B. Staffing

The draft budget reflects a full year of the communications and information technology positions in the city manager's department, and also reflects the reclassification of several positions in that division. It also allows for an increase in the amount of hours for part-time and seasonal parks employees. There is some reorganization and reclassification of positions expected in the road use fund, but it does not affect overall staffing levels. Total staffing increases by 3.06 FTE from 11/12.

C. Wages and Benefits

1. Wages – The budget contains estimated numbers for union wage increases, plus anticipated changes for the non-bargaining employees under the pay for performance program.
2. Health Insurance – Overall, health insurance costs are projected to increase by 12.77% over the prior year. For the past few years Marion's usage has been high, which is the primary driver behind the premium increases.
3. Police and Fire Pensions – On July 1, 2012, the required employer contribution rate for police officer/firefighter pensions will rise from 24.8% of earnable compensation to 26.18%. This is an area that is set to continue to increase, but I have to give credit to the retirement system

board for using a new method of actuarial calculation that reduced the cost this year. Without the change, Marion's contribution rate would have been over 28%.

4. IPERS – IPERS is in the sixth consecutive year of increased contribution rates from the employer and employee to ensure the continued viability of the retirement fund. The city share increased from .807 to .867. IPERS experienced an earnings nosedive when the economy faltered, and it has yet to recover.
 5. Non-Bargaining Salary Schedule –Marion's pool of comparable communities changed when the new census was certified. The salary schedule will be revised to reflect any updates by the new comparisons.
 6. Car Allowance – Certain employees receive monthly car allowances for using their personal vehicles in lieu of being provided a city vehicle. The current monthly allowance is \$330 for normal use classification and \$458 for high use. No change is proposed.
 7. Early Retirement Option – The budget includes offering the Early Retirement Option program, although back to historic levels after the one-year enhancement approved during the 11-12 budget year.
- D. General Insurance – The draft budget provides for changes in insurance premiums. When the city changed vendors, insurance costs were reduced, but these were not yet reflected in individual budgets as the specific breakouts were not yet known. Many departments have seen a reduction in this line item to more accurately reflect current costs.
- E. Vehicle Operating Supplies –The FY 12-13 budget anticipates a continuing increase in these costs.
- F. MEDCO - The city has a pledge to MEDCO for operating support for economic development activities. The proposed budget continues the allocation out of the General Fund (Legislative budget) towards the city's MEDCO pledge. The chamber allocation is included in the legislative budget as well.
- G. Brownfields Project – The city has been very active in brownfield cleanup activities, and has been awarded brownfield grants from the United States Environmental Protection Agency (EPA) and State of Iowa for assessment and clean-up of city-owned property in the Central Corridor area (as well as a direct federal allocation). Additional applications for EPA brownfield grants may be submitted for projects, but these are not included in the proposed budget. Brownfield redevelopment planning continues along the central corridor, but no specific project plans have been developed or approved. Accordingly, the budget does not include any allocations for specific brownfield redevelopment projects.

- H. Central Corridor Plan – Engineering is actively under way on the first phase of the central corridor project. Construction of the first phase will likely spill into the 12-13 budget year. Local option sales tax monies are available for this project.
- I. Hotel-Motel Funds – FY 12-13 Hotel-Motel revenues are projected to be \$164,000. \$142,500 is proposed to be allocated for the grant program, with \$7,500 going to the debt service fund for the Art Trail project.
- J. Equipment Reserve Fund – The equipment reserve fund is a restricted use fund that provides for vehicle and equipment replacement for General Fund departments. Each budget year, funds are transferred from General Fund departments to the equipment reserve based on updated ten-year asset replacement schedules. For budgetary reasons, transfers from the General Fund to the Equipment Reserve Fund were maintained near the prior year levels. The cash position of this fund will need to be monitored closely and future allocations budgeted carefully to ensure the continued viability of the fund.
- K. Employee Benefits Fund – The Employee Benefits Fund is used for payment of accrued benefits to employees at the time of their separation from employment. The fund also covers the payment of unemployment compensation as may be required. In addition, the Employee Benefits Fund serves as a sinking fund to cover the costs of the “27th payroll” that occurs every seven years. This budget proposes an increase in the transfer from road use to the employee benefits fund to replenish it for the cost of several early retirements. No general fund transfer is recommended this year due to budget constraints. Additional transfers into the Employee Benefits Fund to achieve full funding of the future liabilities are recommended for subsequent years.
- L. Local Option Sales Tax Continued receipts of local option sales tax are reflected in the Capital Projects fund.
- M. Other Initiatives - The budget contains funding for a number of other initiatives and special projects. Key proposals included in the General Fund may be found in each department section of the budget.

VI. OTHER FUNDS

A. Road Use Fund

Road Use Fund revenues are projected to rise based on figures provided by the DOT. For the last few years, the DOT has revised projections downward as fewer miles are being driven and consumers opt for more fuel-efficient vehicles.

There is a new line item in road use reflecting a transfer in from the urban forest utility to pay for tree work.

B. Sanitary Sewer

Unlike many cities, Marion does not own or operate a wastewater treatment plant. Wastewater treatment is handled through a contract with the City of Cedar Rapids. The current agreement was written based on the 2000 census, and does not reflect the new population of the city. We are actively negotiating with Cedar Rapids for a new agreement.

The budget anticipates an 11.6% increase in wastewater treatment payments based on a worst-case scenario for ongoing negotiations for a new wastewater treatment agreement. However, this would only have to be adopted if and when a new agreement is reached. It is not proposed as an automatic on July 1, and instead would only be done when and in the amount needed to cover costs under the new contract.

C. Solid Waste

This budget calls for an increase in the solid waste fee. For the past several years the increased revenues from added customer accounts have sufficient to meet the needs of the department. However, in the 13-14 budget Marion will need to add an additional driver and route to stay on a 5-day schedule. The fee increase would be recommended for January 1 of 2013, halfway through the budget year. Fees in solid waste have not been increased since 2008.

D. Stormwater Management

Stormwater management is based on the presumption that the council will approve the move to a full-blown stormwater utility. Repayment of the loan taken out in 2012 for the central corridor storm sewer expansion is the first of these. Revenue estimates do not anticipate implementation of the full fee schedule this year.

E. Capital Projects

The capital projects fund reflects the council's continued commitment to finishing major transportation projects and upgrading the city's road network. Local option sales tax receipts and expenses are accounted for in this fund. Proposed projects total a whopping \$29.6 million, although the police station alone accounts for \$12 million of that. Even with the police station removed, the capital projects budget is \$17.6 million, the largest it has ever been. It is likely that the police station lease certificate issuance would be in the 2013-14 budget year, but needed to be accounted for here so that the city would be ready if it proceeds faster than expected.

VII. OTHER BUDGET CONSIDERATIONS

The proposed budget has the general fund reserve coming in at 35.9% of expenditures, as compared to the 35% standard established by council policy. At the budget work session, the council approved moving forward with several priorities that were advanced by staff or by council. Following are descriptions with budgeted costs of each. These will be up for consideration at the work session, where more detail can be provided about their overall budget impact.

- | | |
|--|-----------------------------------|
| 1. Use of TIF Setaside for the Winslow Road TIF.
Under Iowa law, any projects completed in a residential TIF carry a requirement that additional funds be spent to benefit low to moderate income (LMI) residents. In past projects Marion has granted the money out to nonprofits serving LMI populations.

Marion will need to spend \$350,000 to match the \$1 million spent on Connection Avenue in the Winslow Road TIF. To meet that requirement, an internal loan will be made from the sewer replacement fund to the capital projects fund. The money will be used to pay for sidewalks, curb ramps, and curb improvements in qualifying LMI census tracts in Marion. Some funds would also be available for use on projects benefitting specific LMI households (sidewalks). | <u>Budgeted Cost</u>
\$175,000 |
| 2. Updating the city web site. The site received a facelift in 2008, but it was not a wholesale reconstruction. It has shortcomings in the areas of accessibility, e-commerce, and is not meeting its potential as a communications resource. A committee will work on this project with the end goal of having it ready by January 1, 2013. | \$100,000 |
| 3. Proceed with an actuarial study of viability of creating a self-insurance fund to defray contribution increases to the police and fire retirement system. | TBD |
| 4. Investigate the potential use of franchise fees to pay logical expense (ex. Street lighting) and reduce property taxes. Report to council by October 31, 2012. | |

VIII. ACKNOWLEDGEMENTS

I want to thank Sue Tate for her efforts in getting this last budget together, as well as Traci Miller, Wes Nelson, and the departments for their help in making this budget a reality, as without them it would not have been possible.

Summary of Budget Changes-First Draft to Public Hearing Draft

Calculation/Fund

Impact +/-

Overall:

Updated Valuation with 2011 Actuals

tax levy \$13.70563 not \$13.69788

General Fund Revenues:

No change

General Fund Expenses:

Police

no change

Fire

no change

Animal Control

no change

Street Lighting

no change

Traffic Safety

no change

Engineering

no change

Library

no change

Parks

no change

Recreation

no change

Cemetery

no change

A & E Center

no change

Swimming Pool

no change

Arts Council

no change

Building Inspection

no change

Planning Department

no change

Legislative

move web site update to Cap. Proj. -\$100,000

City Manager

no change

Finance

no change

Elections

no change

Legal

no change

City Hall

no change

Hotel/Motel Funds

corrected formula-+7,500 expenses

Civil Service

no change

Equipment Reserve:

Corrected beginning fund balance

+82,363

Swimming Pool

switched chloride feeder and vacuum, -\$1,000

Tax Stabilization:	
Added transfer to GF	+135,000
Road Use Fund:	
Corrected beginning fund balance	+132,702
Road Use Replacement:	
Corrected beginning fund balance	-83,803
Capital Projects Fund:	
Corrected beginning fund balance	-1,459,665
Added Web Site update	+100,000
Sanitary Sewer:	
Corrected beginning fund balance	-188,493
Sanitary Sewer Replacement:	
Corrected beginning fund balance	See enclosed (old balance was duplicate of sanitary sewer fund)

	Annual	5 Years		20 Years	Comparable	Hard	
	Base Rate	Increment	In Grade	Midpoint	In Grade	Maximum	Cap
Police Chief	93,432	1,603	101,447	119,080	123,889	131,904	137,400
Police Captain	74,422	1,277	80,806	94,851	98,682	105,066	109,444
Police Lieutenant	67,232	1,153	72,999	85,687	89,148	94,915	98,870
Police Sergeant	59,401	1,019	64,497	75,707	78,765	83,860	87,355
Police Conf. Admin Asst	47,719	819	51,813	60,818	63,274	67,368	70,175
Fire Chief	93,024	1,596	101,004	118,561	123,349	131,329	136,801
Assistant Fire Chief/Paramedic	68,307	1,172	74,167	87,058	90,574	96,433	100,451
District Chief/Fire Marshal	65,731	1,128	71,369	83,774	87,158	92,796	96,663
Library Director	82,365	1,413	89,430	104,975	109,214	116,280	121,125
Asst Library Director	64,010	1,098	69,501	81,581	84,876	90,367	94,132
Reference Librarian	52,055	893	56,520	66,344	69,024	73,489	76,551
Lib. Prog. Coordinator	45,081	773	48,948	57,456	59,776	63,643	66,295
Library Assistant	34,079	585	37,002	43,434	45,188	48,111	50,116
Administrative Assistant	40,767	699	44,264	51,958	54,056	57,553	59,951
Parks Director	91,649	1,572	99,511	116,808	121,525	129,387	134,778
Operations Manager	64,822	1,112	70,383	82,616	85,952	91,513	95,326
Supervisor	51,641	886	56,071	65,816	68,474	72,904	75,942
Recreation/Aquatics Coord	48,581	834	56,140	61,918	64,418	68,586	71,443
Administrative Assistant	40,767	699	44,264	51,958	54,056	57,553	59,951
Bldg Insp Director	72,964	1,252	79,224	92,994	96,749	103,009	107,301
Asst Bldg Insp Director	63,476	1,089	68,922	80,901	84,168	89,614	93,348
Code Compliance Coordinator	55,648	955	60,422	70,924	73,788	78,562	81,835
Administrative Assistant	40,767	699	44,264	51,958	54,056	57,553	59,951
City Engineer	90,205	1,548	97,943	114,967	119,610	127,348	132,654
Asst City Engineer	76,396	1,311	82,949	97,367	101,299	107,853	112,346
Project Manager	60,777	1,043	65,991	77,461	80,589	85,803	89,378
Project Engineer	57,172	981	62,077	72,867	75,810	80,714	84,077
Computer Info Specialist	57,172	981	62,077	72,867	75,810	80,714	84,077
Administrative Assistant	40,767	699	44,264	51,958	54,056	57,553	59,951
Public Services Director	88,334	1,516	95,912	112,583	117,130	124,708	129,904
Operations Manager	74,326	1,275	80,702	94,729	98,555	104,931	109,303
Public Services Supervisor	56,455	969	61,298	71,952	74,858	79,701	83,022
Asst Street Maint. Supervisor	49,182	844	53,401	62,683	65,214	69,433	72,326
Administrative Assistant	40,767	699	44,264	51,958	54,056	57,553	59,951
Finance Director	88,059	1,511	95,613	112,232	116,764	124,318	129,498
Financial Clerk	40,767	699	44,264	51,958	54,056	57,553	59,951
Planning & Development Dir	84,582	1,451	91,838	107,801	112,155	119,410	124,386
Asst Planning Director	69,427	1,191	75,383	88,485	92,059	98,015	102,099
Associate Planner	52,554	902	57,062	66,980	69,685	74,194	77,285
Administrative Assistant	40,767	699	44,264	51,958	54,056	57,553	59,951
City Manager	140,230	2,406	152,260	178,725	185,943	197,972	206,221
Human Resources Coord	75,615	1,297	82,101	96,372	100,263	106,750	111,198
Executive Asst (to City Mgr)	57,635	989	62,579	73,457	76,423	81,367	84,758
Administrative Clerk	28,773	494	31,241	36,671	38,152	40,620	42,313

PERSONNEL SCHEDULE

JOB CLASSIFICATION	AUTH 99-00	AUTH 00-01	AUTH 01-02	AUTH 02-03	AUTH 03-04	AUTH 04-05	AUTH 05-06	AUTH 06-07	AUTH 07-08	AUTH 08-09	APPROVED 09-10	APPROVED 10-11	APPROVED 11-12	REQUEST 12-13	MGR REC. 12-13
GENERAL FUND															
Police															
Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Captain	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Lieutenant	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Sergeant	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	7.00	7.00	7.00
Detective	4.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	6.00	6.00	5.00	0.00	0.00	0.00
Corporal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.00	8.00	8.00	8.00
Patrol Officer	22.00	22.00	22.00	22.00	22.25	22.15	23.50	24.00	24.83	24.00	24.00	21.00	21.00	21.00	21.00
Conf Admin Asst	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Records Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Records Clk- P-T	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Communic Op- F-T	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00
Communic Op- P-T	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Custodian	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Sub-Total	46.00	47.00	47.00	47.00	47.25	47.15	48.50	49.00	49.83	50.00	50.00	50.00	50.00	50.00	50.00
Traffic															
Foreman	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Operator Tech	0.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sub-Total	0.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire															
Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Asst Chief	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	1.00	1.00	1.00	1.00
Fire Marshall	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	1.00	1.00	1.00
Training & Safety Officer											1.00	1.00	1.00	1.00	1.00
Captain	3.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Lieutenant	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Firefighter	16.00	15.25	16.25	17.25	18.00	18.00	18.00	18.00	18.00	18.00	18.00	18.00	18.00	18.00	18.00
Admin Asst (P-T)	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Sub-Total	25.50	25.75	26.75	27.75	28.50	28.50	28.50	28.50	28.50	28.50	29.50	29.50	29.50	29.50	29.50
Library															
Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Asst Dir	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Ref Librarian	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Program Coord.	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Clerk III	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Clerk II	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Lib Assistants	2.00	2.83	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Clerk I	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Adm Asst	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	1.00	1.00
Part-Time	6.33	5.58	5.46	5.99	6.74	7.00	7.49	7.55	8.15	8.35	9.03	8.54	8.54	8.54	8.54
Sub-Total	14.33	14.41	14.46	14.99	15.74	16.00	16.49	16.55	17.15	17.35	18.03	18.54	18.54	19.54	18.54
Parks															
Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Asst Director	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Operations Mgr	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Foreman	1.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Equip. Operator	2.00	2.00	3.00	3.25	4.00	4.00	4.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Utility II (F-T)	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	1.00	1.00	2.00	2.00	2.00	2.00	2.00
Utility II (P-T)	0.00	0.00	0.00	0.00	0.00	0.75	0.75	0.75	0.75	0.00	0.00	0.00	0.00	0.00	0.00
Lead Operator	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Admin Asst	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00	1.00	0.00
Part-Time	3.05	3.83	4.61	4.48	7.00	5.09	4.98	5.07	5.89	5.89	5.09	5.09	5.09	6.92	6.92
Sub-Total	9.05	9.83	10.61	10.73	14.00	12.84	13.73	13.82	14.64	11.89	12.09	12.09	12.09	14.92	13.92
Recreation															
Rec/Aquatics Coordinator	0.80	0.80	0.80	0.80	0.80	0.80	0.80	0.80	0.80	0.80	0.80	0.80	0.80	0.80	0.80
Part-Time	1.90	0.85	0.85	1.24	1.24	1.24	1.11	1.11	1.11	1.88	1.88	1.88	1.88	2.73	1.88
	2.70	1.65	1.65	2.04	2.04	2.04	1.91	1.91	1.91	2.68	2.68	2.68	2.68	3.53	2.68
Arts Council															
Clerical Assistant														0.25	0.00
Arts & Environment Center (formerly Community Center)															
Director	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	1.00	1.00	1.00	1.00
Admin. Asst.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	1.00	1.00	1.00	1.00
Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.20	0.20	0.20	0.20	0.20	0.20
Custodian	0.00	0.00	0.00	0.00	0.00	0.00	0.14	0.60	0.65	0.65	0.65	0.65	0.65	0.65	0.65
Sub-Total	0.00	0.00	0.00	0.00	0.00	0.00	0.14	0.60	0.65	2.85	2.85	2.85	2.85	2.85	2.85
Swimming Pool															
Asst. Director	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rec/Aquatics Coordinator	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20
Part-Time	4.10	4.10	5.70	5.80	6.90	6.90	6.30	6.30	6.30	6.30	6.30	6.30	6.30	7.43	6.30
	4.30	4.30	5.90	6.00	7.10	7.10	6.50	6.50	6.50	6.50	6.50	6.50	6.50	7.63	6.50
Cemetery															
Lead Operator	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Equip Operator	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sub-Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Building Inspection															
Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Asst Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Code Compliance Coord.	0.00	0.00	0.00	0.50	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Inspector	1.58	2.00	2.10	1.50	1.00	1.00	1.25	2.30	2.60	2.60	3.00	3.00	3.00	3.00	3.00
Seasonal	0.25	0.00	0.00	0.00	0.00										

JOB CLASSIFICATION	AUTH 99-00	AUTH 00-01	AUTH 01-02	AUTH 02-03	AUTH 03-04	AUTH 04-05	AUTH 05-06	AUTH 06-07	AUTH 07-08	AUTH 08-09	APPROVED 09-10	APPROVED 10-11	APPROVED 11-12	REQUEST 12-13	MGR REC. 12-13
Sub-Total	9.20	9.35	9.35	9.35	9.35	9.30	10.20	10.53	10.53	10.53	10.53	10.53	10.53	11.56	11.56
Stormwater Management															
City Manager's Office											0.00	0.00	0.00	0.60	0.60
Finance Department											0.00	0.00	0.00	0.24	0.74
Engineering Support											0.00	0.00	0.00	1.05	1.05
P Svc Dir	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.10	0.10	0.10	0.10
Operations Manager	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.10	0.10	0.10	0.10
Equipment Operator II	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.80	0.80	0.80	0.80
Mechanic	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.20	0.20	0.20	0.20
Assistant City Engineer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.50	0.50	0.50	0.00
Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.38	0.38	0.38
Admin Asst	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.10	0.10	0.10	0.10
Sub-Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.80	2.18	4.07	4.07
TOTAL OTHER FUNDS	30.65	32.40	32.90	32.90	34.25	34.25	35.65	36.59	36.39	36.06	37.06	38.11	40.47	45.86	45.86
TOTAL PERSONNEL	153.71	159.64	163.23	165.27	172.74	171.74	175.97	180.53	183.77	184.11	187.07	189.62	189.98	205.18	192.29

SUMMARY OF TRANSFERS

<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Purpose</u>
Gen Fund	Equip Reserve	715,800	Annual department allocations
Gen Fund	Parks Dev. Fund	0	Replenish Fund
Gen Fund	Special Census Reserve	75,000	2014-15 Special Census
Gen Fund	Debt Service	7,500	Sculpture Trail Bond (Hotel-Motel)
Pension	General Fund	25,000	Defray police/fire pension costs
Road Use	Employee Benefits	45,000	Annual allocation
Road Use	General Fund	496,222	Engineering/Finance/Admin expenses
Road Use	Road Use Replacement	288,080	Annual department allocation
Sanitary Sewer	Debt Service	17,872	Sanitary sewer projects
Sanitary Sewer	Employee Benefits	10,000	Annual allocation
Sanitary Sewer	General Fund	193,987	Engineering/Finance/Admin expenses
Sewer Replacement	Capital Projects (1 of 2)	175,000	Int. Loan-Winslow TIF-Sidewalks/Curb Ramps
Solid Waste	Employee Benefits	32,500	Annual allocation
Solid Waste	General Fund	95,876	Engineering/Finance/Admin expenses
Storm Water Mgmt	Debt Service	165,930	Storm sewer projects
Storm Water Mgmt	RUT Replacement	180,000	Equipment replacement
Storm Water Mgmt	Capital Projects	48,500	Storm sewer projects
Storm Water Mgmt	General Fund	136,501	Engineering/Finance/Admin expenses
Trust & Agency	General:	2,690,038	Employee Benefits
FICA			
IPERS			
Pensions			
Group Insurance			
Work Comp			
Unemployment			
Other			
		0	
Trust & Agency	Road Use	496,222	Employee Benefits
FICA			
IPERS			
Pensions			
Group Insurance			
Work Comp			
Unemployment			
Other			
		0	
Debt Service	Tax Stabilization	53,484	
Debt Service	Storm Water Mgmt	53,484	
Debt Service	Sanitary Sewer	54,200	
Capital Projects	Debt Service	0	
Capital Projects	Road Use	0	
Urban Forest Utility	Road Use	75,000	Tree Management Cost Reimbursement
Tax Stabilization	General Fund	135,000	Moderate Increasing Benefit Costs

TAX LEVIES AND RATES BY FISCAL YEAR

<u>Taxable Value</u>		<u>FY 12-13</u>		<u>FY 11-12</u>		<u>FY 10-11</u>		<u>FY 09-10</u>
	Regular	1,227,370,278	Regular	1,193,708,730	Regular	1,141,690,053	Regular	1,066,174,300
	Ag Land	2,865,649	Ag Land	2,976,456	Ag Land	2,625,450	Ag Land	2,318,350
	Debt	1,277,383,149	Debt	1,216,017,907	Debt	1,160,719,190	Debt	1,077,495,954
Fund	Levy	Extended FY 12-13*	Levy	Extended FY 11-12*	Levy	Extended FY 10-11*	Levy	Extended FY 09-10*
General								
Regular	8.10000	9,941,699	8	9,669,041	8	9,247,689	8	8,636,012
Ag Land	3.00375	8,608	3	8,941	3	7,886	3	6,964
Tort Liability	0.15949	195,752	0	130,523	0	130,523	0	110,523
Transit	0.15899	195,136	0	176,760	0	176,760	0	162,600
Civic Center	0.13500	165,695	0	161,151	0	154,128	0	143,934
Library	0.04000	49,099	0	47,752	0	45,672	0	42,651
Trust & Agency	2.51453	3,086,260	3	3,158,201	3	2,961,260	3	3,128,797
Debt Service	2.51615	3,214,090	2	2,835,366	2	3,214,090	2	2,478,463
TOTAL								
Regular	13.62416	16,847,730	14	16,178,793	14	15,930,122	14	14,702,980
Ag Land	3.00375	<u>8,608</u>	3	<u>8,941</u>	3	<u>7,886</u>	3	<u>6,964</u>
		16,856,338		16,187,734		15,938,008		14,709,943

GENERAL FUND CASH POSITION

	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC <u>12-13</u>
Beginning Balance	6,929,055	6,882,127	7,135,487	6,311,172
Revenues	11,459,083	12,158,322	12,387,879	12,833,006
Transfers In	3,581,637	3,597,232	3,670,571	3,672,624
Total Available	21,969,775	22,637,681	23,193,937	22,816,801
Expenditures	13,973,848	14,637,620	16,037,465	15,994,778
Transfers Out	1,113,800	864,574	845,300	798,300
Ending Balance	6,882,127 45.6%	7,135,487 46.0%	6,311,172 37.4%	6,023,723 35.9%

GENERAL FUND REVENUES

<u>ACCT</u>	<u>DETAIL</u>	<u>ACTUAL</u> <u>10-11</u>	<u>APPROVED</u> <u>11-12</u>	<u>PROPOSED</u> <u>12-13</u>
<u>Police</u>				
001-110-1-4770	Court Fines	214,503	170,000	220,000
001-110-1-4775	Parking Fines	3,105	4,000	1,700
001-110-2-4441	Cigarette Compliance Checks	2,700	2,300	1,100
001-110-2-4442	Grant - Narcotics Task Force	17,783	17,202	17,202
001-110-2-4445	Traffic Safety Grant	<u>31,690</u>	<u>32,750</u>	<u>32,750</u>
		269,781	226,252	272,752
<u>Fire Department</u>				
001-150-1-4500	Township Fire	21,872	26,000	26,780
001-150-1-4501	Housing Inspection Fees	0	0	0
001-150-1-4502	Housing Insp Assessments	0	0	0
001-150-1-4503	Misc Insp Charges	1,383	2,000	2,000
001-150-1-4504	Ambulance Service Collections	5,440	5,460	8,400
001-150-1-4505	Reimb-Township Fleet Ins.	1,726	1,760	1,850
001-150-1-4506	Sale of Surplus Goods	0	100	
001-150-1-4507	Misc Fire Reimb:			160
	Reimb-Medical Oxygen	0	150	1,200
	Reimb-Haz Mat Fees	0	700	0
	Reimb-Township Repair Fees	<u>0</u>	<u>0</u>	<u>100</u>
		30,421	36,170	40,490
<u>Traffic Safety</u>				
001-240-1-4500	Traffic Signal Maint (Hia)	0	750	250
<u>Engineering</u>				
001-260-1-4500	Engr Permits/Licenses	11,780	15,000	15,000
001-260-1-4501	Engr Inspection Fees	2,241	4,000	4,000
001.260.1.4503	Engr Permits/Licenses Cr Card	<u>1,590</u>	<u>2,000</u>	<u>2,000</u>
		15,611	21,000	21,000
<u>Library</u>				
001-410-1-4300	Inter-Library Loan	0	0	0
001-410-1-4531	Damage & Loss	2,287	3,000	3,200
001-410-1-4551	Duplicating Receipts	6,680	5,500	9,500
001-410-1-4552	Fax Revenues	0	0	0
001-410-1-4553	Microfilm Copies	157	0	0
001-410-1-4765	Fines	72,847	65,000	80,000
001-410-2-4435	State Open Access Program	161,202	120,000	100,000
001-410-2-4465	County Borrowers	121,471	115,000	130,000
001-410-4-4310	Comm. Room Rental	<u>360</u>	<u>250</u>	<u>250</u>
	Sub-Total	365,004	308,750	322,950

GENERAL FUND REVENUES

Parks

001-430-1-4500	Park Pavilion Reservations	14,549	10,000	11,500
001-430-1-4501	Ballfield Reservations	15,958	12,000	13,000
001-430-1-4502	Weed/Snow/Tree Removal	6,184	4,000	5,000
001-430-1-4503	Ballfield Maintenance	2,000	4,000	4,000
001-430-1-4730	Park Pavilion Deposits	0	0	0
001-430-1-4750	Farmers Market	3,705	3,400	3,300
001-430-4-4310	Lowe Park Rent	9,900	10,465	6,500
001-430-4-4781	Misc Park Revenue	<u>200</u>	<u>200</u>	<u>200</u>
		52,495	44,065	43,500

Recreation

001-440-1-4555	Recreation Fees	45,101	43,000	50,000
001-440-1-4560	Rec Advertising	1,380	1,200	900
001-440-1-4562	Sales Tax Collections	-18	1,000	1,000
001-440-1-4563	Lowe Park Concessions	<u>42,605</u>	<u>38,000</u>	<u>43,500</u>
		89,068	83,200	95,400

Cemetery

001-450-1-4500	Cemetery Charges	13,300	12,000	12,000
001-450-1-4740	Sale of Cemetery Lots	<u>14,458</u>	<u>13,000</u>	<u>13,000</u>
		27,758	25,000	25,000

Arts & Environment Center

001-460-1-4500	Arts & Env. Center Reservations	34,145	23,000	30,000
001-460-1-4755	Arts & Env. Center-Vending	<u>549</u>	<u>500</u>	<u>500</u>
		34,694	23,500	30,500

Swimming Pool

001-470-1-4500	Swim Class Registrations	38,379	35,000	42,100
001-470-1-4501	Pool Admissions	118,272	110,900	120,000
001-470-1-4502	Pool Locker Fees	272	450	450
001-470-1-4503	Sales Tax Collections	-144	1,000	1,000
001-470-1-4504	Pool-Concessions	<u>1,400</u>	<u>1,400</u>	<u>1,400</u>
		158,179	148,750	164,950

Arts Council

001-499-4-4781	Arts Council	819	100	500
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Building Inspection

001-530-1-4132	Bldg Permits/Licenses	338,499	350,000	350,000
001-530-1-4133	Bldg Permits/Licenses-CC	225,494	185,000	185,000
001-530-1-4501	Housing Inspection Fees	34,618	28,000	28,000
001-530-1-4502	Housing Insp Assessments	<u>0</u>	<u>0</u>	<u>0</u>
		598,612	563,000	563,000

GENERAL FUND REVENUES

Planning & Development

001-540-1-4500	Planning & Development Fees	19,997	18,000	18,000
001-540-1-4503	Planning & Development Fees-CC	<u>0</u>	<u>0</u>	<u>0</u>
		19,997	18,000	18,000

Finance

001-620-1-4100	Beer Licenses	-1	0	0
001-620-1-4105	Cigarette Permits	2,350	2,500	2,500
001-620-1-4175	Public Amusement Licenses	1,417	1,200	1,350
001-620-1-4185	Bicycle Licenses	60	25	25
001-620-1-4190	Misc Permits/Licenses	6,183	5,500	5,500
001-620-1-4501	Liquor Inspection Fees	0	0	0
001-620-1-4502	False Alarms	813	500	500
001-620-1-4551	Duplication Revenue	221	50	50
001-620-1-4600	Outside Assessments	15	0	0
001-620-1-4745	Sale of Fixed Assets	5,119	25,000	15,000
001-620-1-4746	Sale of Bricks	0	0	0
001-620-1-4765	Alcohol Penalties	0	1,500	1,000
001-620-1-4766	Cigarette Penalties	3,276	2,500	2,000
001-620-2-4400	FEMA Reimb. (Flood Repairs)	27,036	0	0
001-620-2-4401	FEMA Reimbursements (Prop Acq)	0	0	0
001-620-2-4436	Quarterly Alcohol Payments	<u>25,805</u>	<u>15,000</u>	<u>25,000</u>
		72,292	53,775	52,925

Property Taxes

001-620-4-4001	Property Tax	9,278,897	9,669,041	9,941,699
001-620-4-4002	Tort Liability	130,857	130,523	195,752
001-620-4-4003	Ag Land	7,564	8,941	8,608
001-620-4-4006	Transit Levy	177,329	176,760	195,136
001-620-4-4008	Civic Center Levy	154,646	161,151	165,695
001-620-4-4029	Library Levy	<u>45,820</u>	<u>47,752</u>	<u>49,099</u>
		9,795,112	10,194,167	10,555,989

General Revenues

001-620-4-4065	Cable TV Franchise Fee	326,375	325,000	325,000
001-620-4-4085	Hotel/Motel Tax	164,748	170,000	165,000
001-620-4-4300	Interest - Gen.	53,763	80,000	60,000
001-620-4-4301	Interest - Road Use Tax	401	1,000	400
001-620-4-4302	Interest - Perpetual Care	435	400	400
001-620-4-4310	Rents/Leases	59,116	50,000	55,000
001-620-4-4781	Misc Revenues	<u>23,640</u>	<u>15,000</u>	<u>20,000</u>
		628,477	641,400	625,800

GENERAL FUND REVENUES

Transfers In

001-620-4-4830	Transfer In: Trust & Agency	2,856,722	2,703,182	2,590,038
001-620-4-4831	Transfer In: Road Use Fund	376,078	455,019	496,222
001-620-4-4832	Transfer In: Police/Fire Pensions	25,000	25,000	25,000
001-620-4-4833	Transfer In: Tax Stabilization Fund	0	0	135,000
001-620-4-4834	Transfer In: San Sewer Fund	173,159	193,987	193,987
001-620-4-4835	Transfer In: Stormwater Mgmt Fund	106,273	197,507	136,501
001-620-4-4836	Transfer In: Refuse Collection	60,000	95,876	95,876
	Transfer In: Urban Forest Utility	0	0	0
	Transfer In: Equipment Res.	<u>0</u>	<u>0</u>	<u>0</u>
		3,597,232	3,670,571	3,672,624

TOTAL REVENUES & TRANSFERS IN	15,755,554	16,058,450	16,505,630
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TOTAL REVENUES (W/O TRANSFER	12,158,322	12,387,879	12,833,006
TOTAL TRANSFERS IN*	3,597,232	3,670,571	3,672,624
	15,755,554	16,058,450	16,505,630

POLICE DEPARTMENT

SUMMARY

The FY 12-13 budget is built around continuing existing programs with few new initiatives. Funding for a new facility is included as part of the capital projects budget. The budget also funds continued participation in the Federal drug task force and DARE/School Resource Officer programs.

Overtime expenditures are projected to increase slightly as the department continues to step up drug enforcement and warrant activities. Changes in overtime expenditures for task force activities are offset by a comparable increases in General Fund revenues through reimbursements from Drug Enforcement Agency and Governor's Traffic Safety Bureau.

Significant increases over FY 11-12 budget figures are forecast in the costs of health insurance as the city book of business is subject to a 12.77% increase. Communication costs have been adjusted based on anticipated costs of operating the new system after it is completed. Insurance costs are reduced to better reflect current costs.

Total police expenditures include funding from the Equipment Reserve Fund for replacing four patrol cars, two unmarked vehicles, and one canine patrol car. Several computers are expected to be replaced, as is operating gear for the department. Marion's share of the replacement of the countywide radio system is also reflected in the capital projects budget, as this project is expected to bridge budget years.

No significant personnel changes are anticipated for the coming year, barring normal turnover and/or retirements. The command structure is expected to remain unchanged. Overall employment does not change from the prior year.

Positions:

Prior Fiscal Year:

Chief	1.00	Patrol Officer	21.00
Captain	1.00	Confidential Administrative Asst.	1.00
Lieutenant	3.00	Records Clerk	1.00
Sergeant	7.00	Communications Operator	6.00
Corporal	8.00	Custodian	1.00
		Total FTE	50.00

As Approved:

Chief	1.00	Patrol Officer	21.00
Captain	1.00	Confidential Administrative Asst.	1.00
Lieutenant	3.00	Records Clerk	1.00
Sergeant	7.00	Communications Operator	6.00
Corporal	8.00	Custodian	1.00
		Total FTE	50.00

POLICE DEPARTMENT

ACCT	DESC	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC <u>12-13</u>
<u>POLICE DEPARTMENT</u>					
Personal Services					
6010	Regular Salaries	2,908,615	3,151,658	3,123,526	3,123,526
6040	Overtime Pay	250,044	182,112	191,035	191,035
6110	FICA	66,218	67,970	70,823	70,823
6130	IPERS	29,076	34,423	38,521	38,521
6141	Pension	505,734	683,048	700,830	700,830
6150	Health Insurance	500,170	469,509	553,378	553,378
6151	Wellness Program	1,475	2,295	2,205	2,205
6152	Life Insurance	3,755	3,849	3,674	3,674
6153	Long Term Disability	4,114	4,202	3,834	3,834
6160	Workers Compensation	13,656	12,360	11,997	11,997
6170	Unemployment	0	11,220	10,780	10,780
6180	Allowances	30,691	31,082	30,850	30,982
6190	Education Benefits	36,165	36,557	38,348	34,677
6199	Tuition Reimbursement	4,017	5,765	5,765	5,765
	Sub-Total	4,353,731	4,696,050	4,785,567	4,782,028
Operating Expenditures					
6210	Dues/Mmbrshps/Subscrips	2,471	2,900	2,998	2,600
6230	Training/Registration	18,907	21,000	22,047	21,000
6240	Travel/Conference Expense	22,562	22,000	23,097	22,500
6310	Bldg Repair/Maintenance	11,457	12,750	13,386	13,000
6331	Vehicle Maint Supplies	9,324	8,500	8,840	8,800
6332	Vehicle Repair/Maintenance	7,594	7,600	7,828	7,850
6350	Other Equip Repair/Maint	27,935	38,700	40,631	38,700
6370	Utilities	37,062	39,500	41,470	39,500
6373	Communications	78,545	81,658	85,659	85,000
6408	General Insurance	36,911	59,364	61,442	47,000
6411	Cons/Professional Fees	49,149	17,500	12,178	12,178
6414	Printing/Binding	6,432	6,900	7,107	7,000
6420	Sustenance/Care of Persons	1,350	2,000	2,060	2,000
6421	Reproduction Svcs	1,309	1,300	1,364	1,300
6504	Minor Equipment	1,200	1,200	19,469	6,484
6505	Other Equip Maint Supplies	2,976	3,000	3,149	3,150
6506	Office Supplies	8,600	8,200	8,609	8,600
6507	Operating Supplies	26,672	28,000	29,397	29,000
6508	Postage/Shipping	1,187	2,100	2,163	2,100
6511	Bldg/Grounds Supplies	3,578	3,350	3,517	3,520
6513	Vehicle Operating Supplies	92,563	90,000	102,000	95,000
6514	Medical Supplies	702	1,300	1,364	1,300
6515	Books	1,542	3,000	3,090	3,000
6599	Misc Commodities	2,152	2,400	2,519	2,400
	Sub-Total	452,178	464,222	505,384	462,982

Capital Outlay

6710	Automotive Equipment		0	0	0
6721	Furniture/Fixtures	0	0	0	0
6725	Office Equipment	89	0	0	0
6726	Computer Equipment	0	0	0	0
6727	Other Equipment	0	0	0	0
6750	Buildings	0	0	0	0
	Sub-Total	0	0	0	0
		89			

Transfers & Other Expenditures

6910	Transfer: Equip Reserve Fund	285,000	285,000	305,000	280,000
6911	Transfer: Empl. Benefit Fund	11,220	0	0	0
	Sub-Total	296,220	285,000	305,000	280,000

TOTALS - POLICE 5,102,218 5,445,272 5,595,951 5,525,010

FIRE DEPARTMENT

SUMMARY

This budget maintains current staffing levels of eight firefighters per shift with no further revisions to the command staff. No new positions are proposed.

The Fire Department continues to provide the initial emergency response to a wide range of requests for service from the residents of Marion and its visitors. To date, (Dec 1, 2011) our combination staff of 29 paid, 24 paid-on-call and 4 volunteers has responded to 2365 calls. 83% of which were E.M.S. and 17% were fire and/or rescue oriented. Approximately \$3,361,490 or 87.0% of the personal property (City only) that has been involved in hostile fire so far year was saved and the total loss estimate to date is \$429,860.

The Fire Department staff has logged over 5000 training hours so far this year in an effort to maintain our ability to provide the efficient and effective response that our community has come to expect. When our staff is not responding to calls or training, they are involved in code enforcement and manage projects ranging from truck washing to the development of operational guidelines. The Fire Department staff does all of our light maintenance on both the buildings and equipment including everything from custodial duties to lawn mowing to conducting annual maintenance on critical equipment.

Our Fire Prevention division is based around community education. Their time is split between code enforcement and safety education. The Prevention Bureau works in concert with all new and existing commercial property owners to make certain that their businesses are constructed and maintained in a safe manner. Over 891 site inspections were conducted so far this year. The Prevention Bureau has overseen multiple public education events ranging from school visits to safety fairs making direct contact with nearly 6400 people.

The Fire Department continues progress on a self-assessment process that it undertook last year using an international accreditation organization as a guidance reference. The end result of this ongoing effort will be a more effective and efficient operation.

Positions:

Prior Fiscal Year:

Chief	1.00	Lieutenant	3.00
Assistant Chief	1.00	Training/Safety Officer	1.00
Fire Marshal	1.00	Firefighter	18.00
Captain	4.00	Administrative Assistant	.50
Total FTE			29.50

As Approved:

Chief	1.00	Lieutenant	3.00
Assistant Chief	1.00	Training/Safety Officer	1.00
Fire Marshal	1.00	Firefighter	18.00
Captain	4.00	Administrative Assistant	.50
Total FTE			29.50

FIRE DEPARTMENT

ACCT	DESC	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC <u>12-13</u>
<u>FIRE DEPARTMENT</u>					
Personal Services					
6010	Regular Salaries	1,800,514	1,869,855	1,947,054	1,947,054
6020	Part-Time Pay	35,612	46,050	47,301	47,301
6040	Overtime Pay	32,803	50,821	50,821	50,821
6110	FICA	23,832	25,998	29,420	29,420
6130	IPERS	1,651	1,626	1,629	1,629
6141	Pension	357,111	463,151	509,202	509,202
6150	Health Insurance	296,407	321,975	360,704	360,704
6151	Wellness Program	1,159	1,305	1,305	1,305
6152	Life Insurance	1,530	1,512	1,469	1,469
6153	Long Term Disability	1,291	1,290	1,310	1,310
6160	Workers Compensation	10,579	9,026	9,026	9,026
6170	Unemployment	0	6,160	6,160	6,160
6180	Allowances	19,570	19,600	19,600	19,600
6190	Education Benefits	<u>10,860</u>	<u>12,781</u>	<u>12,001</u>	<u>12,001</u>
	Sub-Total	2,592,918	2,831,150	2,997,002	2,997,002
Operating Expenditures					
6210	Dues/Mmbrshps/Subscrips	809	845	835	845
6230	Training/Registration	7,334	11,000	16,960	17,000
6240	Travel/Conference Expense	4,671	7,000	7,025	7,000
6310	Bldg Repair/Maintenance	2,059	4,000	4,000	4,000
6331	Vehicle Maint Supplies	3,112	5,580	5,900	5,600
6332	Vehicle Repair/Maint	7,952	9,800	8,700	8,700
6350	Other Equip Repair/Maint	7,191	9,500	9,750	9,750
6370	Utilities	14,105	16,000	16,664	16,000
6373	Communications	2,788	4,900	5,130	5,130
6408	General Insurance	20,521	28,000	29,328	24,000
6421	Reproduction Services	439	500	510	500
6422	Laundry/Uniforms	0	100	100	100
6504	Minor Equipment	669	800	800	800
6505	Other Equip Maint Supplies	3,408	4,500	5,100	5,000
6506	Office Supplies	935	1,000	1,100	1,100
6507	Operating Supplies	5,864	6,500	6,740	6,500
6508	Postage/Shipping	626	800	800	800
6511	Bldg/Grounds Supplies	4,984	5,000	5,275	5,300
6513	Vehicle Operating Supplies	11,723	17,000	17,111	17,100
6515	Books	1,475	1,650	1,725	1,650
6599	Misc Commodities	<u>12,991</u>	<u>18,000</u>	<u>18,628</u>	<u>16,000</u>
	Sub-Total	113,655	152,475	162,181	152,875

FIRE DEPARTMENT

Capital Outlay

6727	Other Equipment	0	0	16,300	11,700
6729	Misc. Improvements	<u>500</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Sub-Total	500	0	16,300	11,700

Transfers & Other Expenditures

6910	Transfer: Equip Reserve Fund	190,000	190,000	210,000	185,000
6911	Transfer: Empl. Benefit Fund	<u>6,380</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Sub-Total	196,380	190,000	210,000	185,000

TOTALS - FIRE DEPARTMENT		2,903,454	3,173,625	3,385,483	3,346,577
Transfers & Other Expenditures					

ANIMAL CONTROL

SUMMARY

The City of Marion contracts with the City of Cedar Rapids for animal control services. The budget anticipates no change in the level of service and anticipates static costs related to this activity. As Marion grows this number is expected to grow as well.

Positions:

NONE.

ANIMAL CONTROL

ACCT	DESC	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC <u>12-13</u>
Operating Expenditures					
6413	Payment to Agencies	<u>21,660</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>
TOTALS - ANIMAL CONTROL		21,660	40,000	40,000	40,000

STREET LIGHTING

SUMMARY

Street lighting and maintenance costs are covered under this account.

The overall cost of street lighting is reduced slightly from \$235,000 budgeted in FY 11-12 to \$230,000 in FY 12-13. While additional lights will be added, the account appeared to be overbudgeted a bit in prior years. As LED lighting becomes more common operating cost reductions should stabilize this account.

Positions:

NONE.

STREET LIGHTING

<u>STREET LIGHTING</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC <u>12-13</u>
Operating Expenditures				
6370 Utilities	198,919	235,500	235,500	230,000
6430 Misc Contractual	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTALS-STREET LIGHTING	198,919	235,500	235,500	230,000

TRAFFIC SAFETY

SUMMARY

This budget is limited to covering traffic signal utility costs. Tree trimming was moved from this budget to the new urban forest utility in the 11-12 budget.

Costs for utilities are expected to increase from FY 11-12 due to a larger number of city-owned lights.

The budget anticipates continuing to provide traffic signal maintenance services for the City of Hiawatha on a fee-for-service basis.

Positions:

NONE.

TRAFFIC SAFETY

<u>TRAFFIC SAFETY</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC <u>12-13</u>
Operating Expenditures	19,803	26,000	28,000	28,000
6370 Utilities	<u>10,550</u>	<u>0</u>	<u>0</u>	<u>0</u>
6430 Misc Contractual	30,353	26,000	28,000	28,000
TOTALS - TRAFFIC SAFETY				

ENGINEERING DEPARTMENT

SUMMARY

Engineering Department provides administrative duties for Capital Project / annual construction program development and construction, subdivision plan review and inspection, city map / GIS development and maintenance, ROW permitting, traffic regulation, grant administration, bridge inspections, traffic signal assistance, NPDES / stormwater management, as well as extensive assistance to other departments. Challenges include continued growth in federal mandates to regulate stormwater run-off and public education. Always doing more with less.

The draft budget shows a reduction in personnel expenses coming from the general fund as compared to the prior year. This is due to the shifting direct expenses for engineering support of utility functions to the utility funds. In addition, the computer information specialist position that was eliminated in January of 2012 is reflected for the full year.

Several additional staff positions were proposed in the department budget, but have not been recommended for approval in the draft budget. The positions as reflected in the recommendation are the portion of that position being funded by property taxes, not the total full-time or part-time status of the position.

Positions:

Prior Fiscal Year:

City Engineer	1.00	Technician II	3.00
Assistant City Engineer	1.50	Administrative Assistant	1.00
Project Engineer	1.00	Stormwater Technician	0.50
GIS Technician	0.50		
		Total FTE	8.50

As Approved:

City Engineer	0.65	Technician II	1.95
Assistant City Engineer	0.90	Administrative Assistant	0.65
Project Engineer	0.65	Part-Time	0.47
Computer Information Specialist	0.00		
		Total FTE	5.27

ENGINEERING DEPARTMENT

<u>ENGINEERING DEPARTMENT</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC <u>12-13</u>
Personal Services				
6010 Regular Salaries	651,932	582,187	674,750	440,010
6020 Part-Time Pay	28,288	15,000	15,500	15,500
6040 Overtime Pay	22,946	17,000	20,000	20,000
6110 FICA	52,371	45,092	54,204	34,075
6130 IPERS	46,524	48,354	48,152	39,883
6150 Health Insurance	81,028	83,120	83,864	62,748
6151 Wellness Program	339	338	351	216
6152 Life Insurance	713	549	738	349
6153 Long Term Disability	2,435	2,034	2,520	1,221
6160 Workers Compensation	5,713	9,033	5,913	3,917
6170 Unemployment	0	1,828	1,883	1,244
6180 Allowances	<u>450</u>	<u>450</u>	<u>450</u>	<u>293</u>
Sub-Total	892,737	804,984	908,325	619,456
Operating Expenditures				
6210 Dues/Mmbrshps/Subscrips	1,914	<u>2,800</u>	<u>2,930</u>	2,900
6230 Training/Registration	4,689	5,560	6,060	9,500
6240 Travel/Conference Expense	4,017	4,840	4,920	4,840
6331 Vehicle Maint Supplies	1,048	1,340	1,380	1,380
6332 Vehicle Repair/Maint	2,090	495	510	510
6350 Other Equip Repair/Maint	7,932	13,410	14,100	13,000
6373 Communications	4,577	4,200	5,580	5,000
6408 General Insurance	4,369	6,500	6,695	5,500
6506 Office Supplies	2,009	3,500	3,605	3,600
6507 Operating Supplies	1,232	1,350	1,390	1,350
6508 Postage/Shipping	0	0	0	0
6513 Vehicle Operating Supplies	7,204	7,500	8,525	8,000
6514 Medical Supplies	0	0	0	0
6599 Misc Commodities	<u>928</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
Sub-Total	42,009	52,495	56,695	56,580
Capital Outlay				
6710 Automotive Equipment	0	0	0	0
6721 Furniture/Fixtures	0	3,500	3,500	3,500
6725 Office Equipment	0	0	12,300	2,500
6726 Computer Equipment	0	0	6,150	6,150
6727 Other Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total	0	3,500	21,950	12,150

ENGINEERING DEPARTMENT

Transfers & Other Expenditures

6910 Transfer: Equip Reserve Fund	47,500	47,500	57,500	45,000
6911 Transfer: Empl. Benefit Fund	<u>2,158</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total	49,658	47,500	57,500	45,000
TOTALS - ENGINEERING	984,404	908,479	1,044,470	733,186

LIBRARY

SUMMARY

Library Summary 2011-2012

Use of the library continues to grow with the city. Circulation reached another record high of 874,810 last fiscal year and is on track to top 900,000 this year. Total holdings grew to 184,185, although the library has reached a limit in its collection size. Space constraints now require that as many items be withdrawn from the collection as are added each year.

Given increased demand and circulation, this condition will soon begin to result in unmet expectations as the library may not own what is needed. Circulation of items per capital was 11.14. The collection turnover ratio (average number of circulations per item) was 4.75. This is a reasonably good ratio and indicates that the collection does adequately meet user needs, but it can be improved.

Use of the facility continues to grow at a rapid pace. The total number of registered borrowers as of the end of FY11 was 27,504 and these are mostly city residents. The library's annual door count 335,845; almost 1,000 people visit the library every day. Attendance at children's programs was 7,242. Evidence of the digital divide persists, as the library's public access internet computers were used over 21,000 times.

These numbers indicate that the library provides collections and services that the citizens of Marion want and need. The library is one of the most highly used libraries in the state for a city of any size, let alone one of 35,000. The latest figures available from the State Library of Iowa still show that only three public libraries in the state circulate more items than Marion, and all are in larger communities; Ames, Des Moines, and Iowa City. Marion's use continues to far exceed that of other libraries in our population category.

The citizens of Marion are culturally engaged. They have high expectations of their library and place heavy demands on its resources. The library is the most heavily used voluntary destination in Marion and drives a significant percentage of the traffic to the Uptown Cultural and Entertainment District. Great potential exists for cross marketing as a means of economic development.

As a whole, the citizens of Marion perceive their library as doing a good job. On the City survey of 2011, 94% of the respondents were satisfied or very satisfied with the service of the Marion Public Library.

Given their increasing numbers among Marion's population, library plans identify children and young adults as high priority target audiences. The retirement of long term coordinators of services to these audiences and their replacement with highly qualified and enthusiastic entry level professionals allowed the library to add a full time

library assistant to this area. With four full-time employees devoted to children and young adults, the library can now strengthen and expand its services to these audiences.

The greatest need for library personnel at this time is for an additional adult services professional who would organize adult programming and outreach, especially to another high priority library audience—senior citizens.

Implementation of EnvisionWare’s self-check circulation and public access computer management systems have allowed the library to expand its services and keep up with demand for the present without adding new clerical personnel. The space utilization recommendations from George Lawson have allowed the library to better manage limited space, but an expansion is still needed.

Long time Director Susan Kling retired. A nation-wide search was conducted and Dr. Doug Raber was selected as the new Director. He started work in March of 2011.

A new Adult Services library position was proposed. It is not recommended for funding at this time.

Positions:

Prior Fiscal Year:

Director	1.00	Adult Services Librarian	0.00
Assistant Director	1.00	Library Assistant	3.00
Reference Librarian	1.00	Administrative Assistant	1.00
Program Coordinator	3.00	Part-Time	8.54
		Total FTE	18.54

As Approved:

Director	1.00	Adult Services Librarian	0.00
Assistant Director	1.00	Library Assistant	3.00
Reference Librarian	1.00	Administrative Assistant	1.00
Program Coordinator	3.00	Part-Time	8.54
		Total FTE	18.54

LIBRARY

<u>LIBRARY</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC <u>12-13</u>
Personal Services				
6010 Regular Salaries	601,696	648,420	673,887	628,361
6020 Part-Time Pay	194,098	226,046	232,000	232,000
6110 FICA	64,487	66,897	69,300	65,818
6130 IPERS	55,247	70,569	78,540	74,593
6150 Health Insurance	107,875	122,100	151,585	133,585
6151 Wellness	585	450	495	450
6152 Life Insurance	1,043	1,039	1,136	1,038
6153 Long Term Disability	2,383	2,388	2,569	2,386
6160 Workers Compensation	1,189	2,472	2,572	2,441
6170 Unemployment	0	1,980	2,200	1,980
6180 Allowances	0	0	0	0
6190 Education Benefits	<u>7,200</u>	<u>7,200</u>	<u>9,000</u>	<u>9,000</u>
Sub-Total	1,035,803	1,149,561	1,223,285	1,151,652
Operating Expenditures				
6210 Dues/Mmbrshps/Subscrips	32,140	35,000	36,750	35,000
6230 Training/Registration	1,128	1,300	1,300	1,300
6240 Travel/Conference Expense	3,393	2,500	2,500	2,500
6310 Bldg Repair/Maintenance	57,245	48,763	51,000	51,000
6350 Other Equip Repair/Maint	8,035	9,000	9,500	9,500
6370 Utilities	39,145	60,000	55,000	55,000
6373 Communications	1,222	1,500	1,500	1,500
6402 Adv/Legal Publications	3,936	1,750	1,750	1,750
6408 General Insurance	7,141	6,200	6,400	6,400
6411 Consulting/Professional Fees	0	0	0	0
6413 Payments to Agencies	55,345	62,843	64,500	64,500
6414 Printing/Binding	673	1,000	1,000	1,000
6430 Misc Contractual	3,604	11,500	19,500	19,500
6506 Office Supplies	1,423	3,500	3,500	3,500
6507 Operating Supplies	22,218	22,000	27,000	24,000
6508 Postage/Shipping	4,818	5,000	5,250	5,250
6511 Bldg/Grounds Supplies	7,250	5,000	7,500	6,500
6514 Medical Supplies	0	0	0	0
6599 Misc Commodities	<u>4,778</u>	<u>1,350</u>	<u>1,400</u>	<u>1,400</u>
Sub-Total	253,496	278,206	295,350	289,600

PARKS DEPARTMENT

SUMMARY

The Parks Department goal continues to be to deliver first class recreational opportunities for the citizens of Marion and surrounding communities. These goals are achieved by providing safe and esthetically pleasing, parks, playgrounds, trails, swimming pool, splash pads, and sports complexes.

The department maintains over 600 acres of public ground with a combined total of 41 parks and green spaces. 81 play structures, 53 flower beds, 9 pavilions, 8 restrooms, 3 concession stands and 20 ball diamonds can be found within these parks. The department maintains 40 of the 600 acres as managed turf grass for activities such as flag football and soccer. Other responsibilities include inside and outside maintenance support for several city buildings & maintenance of the Oak Shade Cemetery.

The departments winter operations include snow removal at several city facilities and parks. This includes (26) parking lots and roadways, over (6) miles of city owned sidewalks, 8 miles of trails and the cities cemetery roads. An ice rink and sledding hill are also maintained for winter recreation.

The construction of the Thomas Park Splash Pad was completed in August of 2011, operational costs for the new splash pad are included in the budget.

In September the department moved into the new Thomas Park Maintenance/Safe Room facility. The budget includes furnishing for the building. The department also requested staffing of the new facility with a Full Time Administrative Assistants position.

The budget also reflects an increase in part time labor. With the continued growth of the community and the addition of new roadways and an emphasis on beautification of these right of ways, the department is realizing an increase in the amount of labor required to maintain these areas. The maintenance of these areas is best accomplished with seasonal labor.

Positions:

Prior Fiscal Year:

Operations Manager	1.00	Utility II	2.00
Supervisor	1.00	Equipment Operator	3.00
Administrative Asst.	0.00	Part-Time	5.09
		Total FTE	12.09

As Approved:

Operations Manager	1.00	Utility II	2.00
Supervisor	1.00	Equipment Operator	3.00
Administrative Asst.	0.00	Part-Time	6.92
		Total FTE	13.92

PARKS DEPARTMENT

<u>PARKS DEPARTMENT</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC <u>12-13</u>
Personal Services				
6010 Regular Salaries	374,074	392,436	449,615	407,025
6020 Part-Time Pay	115,769	128,740	167,000	167,000
6040 Overtime Pay	3,945	5,000	5,000	5,000
6110 FICA	37,703	40,252	47,554	44,295
6130 IPERS	32,388	42,462	53,894	50,201
6150 Health Insurance	78,477	75,287	99,055	82,316
6151 Wellness Program	326	315	360	315
6152 Life Insurance	324	325	347	325
6153 Long Term Disability	1,502	1,495	1,683	1,495
6160 Workers Compensation	9,758	18,232	21,608	20,113
6170 Unemployment	0	1,980	2,200	1,980
6180 Allowances	750	750	900	750
6190 Education Benefits	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total	655,016	707,276	849,216	780,816
Operating Expenditures				
6210 Dues/Mmbrshps/Subscrips	157	400	400	400
6230 Training/Registration	409	500	500	500
6240 Travel/Conference Expense	497	1,500	1,500	1500
6310 Bldg Repair/Maintenance	1,013	1,500	4,000	4,000
6331 Vehicle Maint Supplies	2,216	3,000	3,000	3,000
6332 Vehicle Repair/Maintenance	3,356	3,000	3,200	3,200
6350 Other Equip Repair/Maint	431	2,500	3,000	2,800
6370 Utilities	12,706	22,000	25,800	25,800
6373 Communications	4,194	4,750	7,400	4,700
6408 General Insurance	10,438	16,800	13,000	13,000
6414 Printing/Binding	0	0	100	100
6415 Rental of Equipment	2,816	7,000	7,000	7,000
6416 Rental of Property	68,149	11,700	5,000	5,000
6419 Property Taxes Payable	930	1,029	1,000	1,000
6422 Laundry/Uniforms	1,510	3,500	3,500	3,500
6430 Misc Contractual	16,522	30,200	39,000	39,000
6504 Minor Equipment	3,302	3,405	3,400	3,400
6505 Other Equip Maint Supplies	4,695	7,350	7,000	7,000
6506 Office Supplies	287	250	300	300
6507 Operating Supplies	2,034	2,700	2,700	2,700
6508 Postage/Shipping	189	200	200	200
6511 Bldg/Grounds Supplies	14,345	17,500	17,500	17,500
6513 Vehicle Operating Supplies	26,052	31,125	35,000	34,000
6514 Medical Supplies	0	100	650	650
6527 Park Maintenance Supplies	18,359	15,750	29,000	25,000
6599 Misc Commodities	<u>1,344</u>	<u>1,850</u>	<u>2,000</u>	<u>1,850</u>
Sub-Total	195,950	189,609	215,150	207,100

RECREATION DEPARTMENT

SUMMARY

This budget provides for the various recreation and sports programs offered by the city.

With the schools no longer allowing brochures and flyers to be sent home with their students, we now have over 2,000 families on our mailing list. We will mail out our annual brochure and then follow up with a newsletter sent via e-mail. There are over 500 families signed up for the e-mails, which also continues to grow. The first newsletter came out in March, 2011.

We will begin on-line registration for recreation programs in 2012. There is a \$3.00 processing fee per registration with this system. We will also have additional costs for processing fees with PayPal to cover the credit card payments.

Our Lowe concession stand continues to grow in profit and expenditures. We will have a large three day state youth baseball tournament in June. There is an increase in product cost of \$10,000, however, we will also increase revenue projections.

Positions:

Prior Fiscal Year:

Recreation/Aquatics Coordinator	0.80
Part-Time	1.88
Total FTE	2.68

As Approved:

Recreation/Aquatics Coordinator	0.80
Part-Time	1.88
Total FTE	2.68

RECREATION DEPARTMENT

<u>RECREATION</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC <u>12-13</u>
Personal Services				
6010 Regular Salaries	53,497	46,295	48,571	48,571
6020 Part-Time Pay	32,025	46,820	46,820	46,820
6110 FICA	6,516	7,544	7,718	7,718
6130 IPERS	4,045	7,514	8,270	8,270
6150 Health Insurance	9,816	10,395	11,376	11,376
6151 Wellness	17	36	36	36
6152 Life Insurance	86	86	86	86
6153 LTD	216	214	214	214
6160 Workers Compensation	1,877	3,406	3,487	3,487
6170 Unemployment	<u>0</u>	<u>176</u>	<u>176</u>	<u>176</u>
Sub-Total	108,095	122,487	126,754	126,754
Operating Expenditures				
6210 Dues/Mmbrshps/Subscrips	68	120	120	120
6230 Training/Registration	0	200	200	200
6240 Travel/Conference Expense	1,332	1,500	1,550	1500
6373 Communications	801	720	800	720
6408 General Insurance	652	700	725	700
6413 Payments to Agencies	961	0	7,000	4,200
6414 Printing/Binding	2,800	2,200	2,200	2,200
6422 Laundry/Uniforms	17,849	22,250	22,250	22,250
6430 Misc Contractual	646	700	900	900
6506 Office Supplies	523	600	600	600
6507 Operating Supplies	3,342	3,600	3,800	3,800
6508 Postage & Shipping	962	2,000	2,200	2,200
6511 Bldg/Grounds Supplies	1,204	1,700	1,700	1,700
6514 Medical Supplies	101	400	400	400
6599 Misc Commodities	<u>24,948</u>	<u>17,000</u>	<u>27,000</u>	<u>25,000</u>
Sub-Total	56,189	53,690	71,445	66,490
Transfers & Other Expenditures				
6910 Equipment Replacement	450	450	450	450
6911 Transfer: Empl. Benefit Fund	<u>176</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	626	450	450	450
TOTALS - RECREATION	164,910	176,627	198,649	193,694

CEMETERY

SUMMARY

This budget provides for the operation and maintenance of the city-owned Oak Shade Cemetery.

The major portion of this budget is used for Miscellaneous Contractual Services (mowing and grave openings). It also includes funds for software support and tree maintenance.

Positions:

NONE.

CEMETERY

<u>CEMETERY</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC <u>12-13</u>
Operating Expenditures				
6310 Bldg Repair/Maint	70	300	400	300
6370 Utilities	1,117	1,300	1,370	1300
6408 General Insurance	427	750	780	750
6430 Misc Contractual	50,112	51,200	55,000	55000
6511 Bldg/Grounds Supplies	206	5,000	8,000	0
6599 Misc Commodities	<u>0</u>	<u>400</u>	<u>400</u>	<u>400</u>
Sub-Total	51,932	58,950	65,950	57,750
TOTALS - CEMETERY	51,932	58,950	65,950	57,750

ARTS AND ENVIRONMENT CENTER

SUMMARY

The Lowe Park Arts & Environment Center is the location for the administrative offices of the Parks & Recreation Department, site of the Marion Senior Dining Site, Art Gallery and rooms for use and rentals for various functions to the general public. This is the third full year the budget will reflect the administrative positions for parks and recreation, which were formerly split out among several budgets.

The budget covers all aspects of operating the 11,000 square foot building. Maintenance for several aspects of the building will be needed in the next few years, but are not expected to add significantly to the budget.

Funding for operation and maintenance of this building is partially derived from the Civic Center tax levy.

Positions:

Prior Fiscal Year:

Director	1.00	Custodian	0.65
Admin Asst	1.00	Part Time	0.20
		Total FTE	2.85

As Approved:

Director	1.00	Custodian	0.65
Admin Asst	1.00	Part Time	0.20
		Total FTE	2.85

ART & ENVIRONMENT CENTER (LOWE)

<u>ART AND ENVIRONMENT CENTER</u> (Community Center)	ACTUAL	APPROVED	DEPT REQ.	MGR REC
	<u>10-11</u>	<u>11-12</u>	<u>12-13</u>	<u>12-13</u>
Personal Services				
6010 Regular Salaries	163,625	174,993	172,244	172,244
6020 Part-Time Pay	10,513	12,000	12,000	12,000
6040 Overtime Pay	2,662	1,500	1,000	1,000
6110 FICA	13,042	14,420	14,171	14,171
6130 IPERS	11,646	15,211	16,061	16,061
6150 Health Insurance	24,539	25,986	28,439	28,439
6151 Wellness Program	39	90	90	90
6152 Life Insurance	216	217	217	217
6153 Long Term Disability	586	586	586	586
6160 Workers Compensation	237	483	475	475
6170 Unemployment	0	440	440	440
6180 Allowances	0	<u>0</u>	<u>0</u>	<u>0</u>
6190 Education Benefits	<u>1,800</u>	<u>1,800</u>	<u>1,800</u>	<u>1,800</u>
Sub-Total	228,903	247,727	247,523	247,523
Operating Expenditures				
6210 Dues/Memberships	619	700	650	650
6230 Training/Registration	813	500	400	400
6240 Travel/Conference	2,201	1,100	1,000	1,000
6310 Bldg Repair/Maintenance	5,422	4,500	5,000	5,000
6350 Other Equip. Repair/Maint.	1,905	1,200	1,400	1,400
6370 Utilities	19,293	24,000	25,000	25,000
6373 Communications	2,221	3,200	3,200	3,200
6408 General Insurance	3,013	6,000	6,210	4,800
6413 Payments to Agencies	0	0	0	0
6414 Printing/Binding	1,268	1,500	1,550	1,550
6422 Laundry/Uniforms	282	300	325	300
6430 Misc Contractual	39,364	33,325	34,500	34,500
6506 Office Supplies	2,232	2,200	2,275	2,200
6508 Postage/Shipping	1,283	1,500	1,550	1,500
6511 Bldg/Grounds Supplies	4,235	5,000	5,150	5,000
6514 Medical Supplies	71	0	20	20
6599 Misc Commodities	<u>453</u>	<u>400</u>	<u>410</u>	<u>400</u>
Sub-Total	84,675	85,425	88,640	86,920

ART & ENVIRONMENT CENTER (LOWE)

Capital Outlay

6721 Furniture/Fixtures	7,490	0	0	0
6725 Office Equipment	0	0	0	0
6726 Computer Equipment	0	0	2,500	2,500
6727 Other Equipment	6,213	0	7,250	7,250
6750 Buildings	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total	13,703	0	9,750	9,750

Transfers & Other Expenditures

6910 Transfer: Equip Reserve Fund	5,500	5,500	5,500	5,500
6911 Transfer: Empl. Benefit Fund	<u>440</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total	5,940	5,500	5,500	5,500

TOTALS - ARTS & ENV. CTR	333,221	338,652	351,413	349,693
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SWIMMING POOL

SUMMARY

Seasonal expenses for operating the municipal swimming pool (3 months each summer) are handled in this account.

This budget covers the operational costs of the Marion Municipal pool for 3 months each summer.

The pool has some major repair issues that need to be addressed. The pool paint is fading and needs to be repainted in the fall of 2012. There are also seams that need to be re-caulked at the same time. We are noticing a lot more aging of equipment in the filter room. Individual items scheduled for replacement are reflected in the equipment replacement fund.

Positions:

Prior Fiscal Year:

Recreation/Aquatics Coordinator	0.20
Part-Time	6.30
Total FTE	6.50

As Approved:

Recreation/Aquatics Coordinator	0.20
Part-Time	6.30
Total FTE	6.50

SWIMMING POOL

<u>SWIMMING POOL</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC <u>12-13</u>
Personal Services				
6010 Regular Salaries	13,374	14,217	14,922	14,922
6020 Part-Time Pay	102,054	118,733	118,733	118,733
6110 FICA	8,817	10,171	10,225	10,225
6130 IPERS	1,475	1,147	1,294	1,294
6150 Health Insurance	2,454	2,599	2,844	2,844
6151 Wellness	4	9	9	9
6152 Life Insurance	22	22	22	22
6153 Long Term Disability	54	53	53	53
6160 Workers Compensation	2579	5,059	5,084	5,084
6170 Unemployment	<u>0</u>	<u>700</u>	<u>700</u>	<u>700</u>
Sub-Total	130,832	152,710	153,886	153,886
Operating Expenditures				
6210 Dues/Memberships/Subscrips	68	100	150	100
6230 Training/Registration	280	300	600	400
6240 Travel/Conference Expense	267	850	900	850
6310 Bldg Repair/Maint	6,338	7,500	9,000	9,000
6350 Other Equip Repair/Maint	4,527	5,000	6,000	6,000
6370 Utilities	11,085	22,100	23,000	23,000
6373 Communications	1,024	1,200	1,200	1,200
6408 General Insurance	12,626	19,000	19,000	15,000
6413 Payments to Agencies	2,949	3,630	2,200	2,200
6414 Printing/Binding	591	700	800	800
6421 Reproduction Services	718	750	750	750
6422 Laundry/Uniforms	1,561	2,550	2,550	2,550
6504 Minor Equipment	0	0	0	0
6506 Office Supplies	418	550	550	550
6507 Operating Supplies	13,334	14,000	14,000	14,000
6508 Postage/Shipping	483	600	650	650
6511 Bldg/Grounds Supplies	3,025	6,000	6,000	6,000
6514 Medical Supplies	433	725	725	725
6599 Misc Commodities	<u>2,284</u>	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>
Sub-Total	62,012	88,055	90,575	86,275

SWIMMING POOL

Capital Outlay

6727	Other Equipment	0	0	0	0
6750	Buildings	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Sub-Total	0	0	0	0

Transfers & Other Expenditures

6910	Transfer: Equip Reserve Fund	19,000	19,000	19,000	19,000
6911	Transfer: Empl. Benefit Fund	<u>700</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Sub-Total	19,700	19,000	19,000	19,000

TOTALS - SWIMMING POOL	212,544	259,765	263,461	259,161
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ARTS COUNCIL

SUMMARY

The Arts Council encourages and provides various art programs and events such as art classes, special events, music programs, etc. The Arts Council also coordinates the display of artwork on a rotating basis at the Arts & Environment center.

Position:

As Requested:

Administrative Assistant	0.25
Total FTE	0.25

As Approved:

Administrative Assistant	0.00
Total FTE	0.00

ARTS COUNCIL

<u>ARTS COUNCIL</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC <u>12-13</u>
Personal Services				
6020 Part-Time Pay			5,200	0
6110 FICA			322	0
6130 IPERS			75	0
6150 Health Insurance			451	0
6151 Wellness			0	0
6152 Life Insurance			9	0
6153 Long Term Disability			0	0
6160 Workers Compensation			200	0
6170 Unemployment			<u>0</u>	<u>0</u>
Sub-Total			6,257	0
Operating Expenditures				
6408 General Insurance	102	160	220	160
6414 Printing	647	2,000	1,130	1,200
6430 Misc Contractual	4,566	5,500	5,150	5,150
6506 Office Supplies	450	450	450	450
6507 Operating Supplies	835	450	1,150	1,000
6508 Postage/Shipping	350	350	350	350
6599 Misc Commodities	<u>396</u>	<u>600</u>	<u>1,010</u>	<u>600</u>
Sub-Total	7,346	9,510	9,460	8,910
Capital Outlay				
6727 Other Equipment	<u>0</u>	<u>0</u>	<u>2,800</u>	<u>2,800</u>
Sub-Total	0	0	2,800	2,800
TOTALS - ARTS COUNCIL	7,346	9,510	18,517	11,710

BUILDING INSPECTION DEPARTMENT

SUMMARY

The Marion Building Department consists of three separate but overlapping areas of responsibility; building inspection, code enforcement and housing. Building inspection services include review and approvals of all construction projects including new residential and commercial buildings, additions, remodeling and changes of use. All phases of construction are inspected by combination inspectors who check for compliance with local Codes. Inspectors confirm building structure, fire and life safety provisions, building accessibility, energy conservation, electrical systems, mechanical systems, plumbing, zoning setbacks and surface water drainage. Building inspection is the coordination hub of construction projects between building, fire, planning and engineering departments.

Code enforcement services receive and track citizen requests and enforce City property maintenance and nuisance codes. Violations of any City ordinance may become nuisance concerns subject to review and ruling of the Marion Nuisance Enforcement/Property Maintenance Advisory Board. Services in this area have become increasingly more proactive over the past several years under policy direction of Council.

Housing services transferred from Fire to Building Department January of 2007. The Marion Housing Code is enforced through scheduled inspections of all residential rental property in Marion and specific situations identified through citizen requests or City employee observations of potentially unsafe situations.

For each of the responsibilities above, the Marion Building Department provides public education and assistance through printed brochures, web and news-letter articles, public appearances and direct citizen contact. In 2009, in addition to expected duties of plans review, construction inspections, public education and administration of permits, some of the accomplishments of the Marion Building included the following:

- Worked with the Metro area Building and Fire Officials and industry leaders towards a residential construction code agreement.
- Updated the Marion Construction Codes to the 2009 Editions of the International Codes.
- Inspection staff maintained and renewed national certifications.
- Inspected approximately 1200 rental dwelling units for compliance to the Housing Code.
- Pursued nuisance/property maintenance properties to the point of court litigation.

Positions:

Prior Fiscal Year:

Building Insp Director	1.00	Inspector	3.00
Asst Building Insp Dir	1.00	Administrative Assistant	1.50
Code Compliance Coord	1.00	Seasonal	0.13
		Total FTE	7.63

As Approved:

Building Insp Director	1.00	Inspector	3.00
Asst Building Insp Dir	1.00	Administrative Assistant	1.50
Code Compliance Coord	1.00	Seasonal	0.13
		Total FTE	7.63

BUILDING INSPECTION

<u>BUILDING INSPECTION</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC <u>12-13</u>
Personal Services				
6010 Regular Salaries	431,147	467,710	478,693	478,693
6020 Part-Time	16,109	20,956	23,000	23,000
6040 Overtime Pay	0	1,000	1,000	1,000
6110 FICA	34,624	37,459	38,456	38,456
6130 IPERS	31,177	40,000	44,208	44,208
6150 Health Insurance	78,686	90,953	99,537	99,537
6151 Wellness Program	244	315	315	315
6152 Life Insurance	493	507	508	508
6153 Long Term Disability	1,718	1,763	1,763	1,763
6160 Workers Compensation	5,222	9,190	9,415	9,415
6170 Unemployment	0	1,595	1,595	1,595
6180 Allowances	450	300	450	450
6190 Education Benefits	<u>6,000</u>	<u>6,000</u>	<u>7,200</u>	<u>7,200</u>
Sub-Total	605,869	677,749	706,140	706,140
Operating Expenditures				
6210 Dues/Mbrships/Subscrips	2,209	2,265	2,265	2,265
6230 Training/Registration	4,577	5,800	5,900	5,800
6240 Travel/Conference Expense	8,491	9,000	9,350	9,000
6331 Vehicle Maint Supplies	61	250	300	250
6332 Vehicle Repair/Maint	63	1,000	1,000	1,000
6350 Other Equip Repair/Maint	289	1,200	1,200	1,200
6373 Communications	3,018	3,500	3,500	3,500
6408 General Insurance	2,561	2,561	2,800	2,800
6414 Printing/ Binding	68	600	600	600
6430 Misc Contractual	-110	5,000	5,000	5,000
6504 Minor Equipment	1,280	1,600	1,600	1,600
6505 Permit Service Charges	7,357	6,500	8,500	8,500
6506 Office Supplies	1,077	1,300	1,400	1,300
6513 Vehicle Operating Supplies	2,928	4,600	4,400	4,400
6515 Books	164	650	750	750
6599 Misc Commodities	<u>121</u>	<u>750</u>	<u>1,200</u>	<u>1,000</u>
Sub-Total	34,154	46,576	49,765	48,965

BUILDING INSPECTION

Capital Outlay

6721 Furniture/Fixtures	0	0	0	0
6726 Computer Equipment	0	0	0	0
6727 Other Equipment	<u>0</u>	<u>0</u>	<u>19,500</u>	<u>5,807</u>
Sub-Total	0	0	19,500	5,807

Transfers & Other Expenditures

6910 Transfer: Equip Reserve Fund	28,000	28,000	28,000	28,000
6911 Transfer: Empl. Benefit Fund	<u>1,595</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total	29,595	28,000	28,000	28,000

TOTALS- BUILDING INSPECTION	669,619	752,325	803,405	788,912
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PLANNING AND DEVELOPMENT DEPARTMENT

SUMMARY

This budget provides for personnel services and related operating cost for the Planning and Development Department. The following budget anticipates the next phase of the central corridor redevelopment.

Administration of federal grants and any earmarks received related to the central corridor brownfield redevelopment are included in this fund. A budget allocation for a potential intern or project planner position was requested, but not recommended for funding.

Annexations are expected to keep the department busy in FY12 - 13. The area around Tower Terrace/Alburnett is seeing considerable development interest, as is the central corridor. In addition, voluntary annexation agreements along Brookside Drive allow for residential annexation in that area.

Positions:

Prior Fiscal Year:

Director	1.00
Assistant Planning Director	1.00
Associate Planner	1.00
Administrative Assistant	1.00
Project Planner/Intern	0.00 (max)
Total FTE	4.00

As Approved:

Director	1.00
Assistant Planning Director	1.00
Associate Planner	1.00
Administrative Assistant	1.00
Project Planner	0.00 (max)
Total FTE	4.00

PLANNING & DEVELOPMENT

<u>PLANNING & DEVELOPMENT</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC <u>12-13</u>
Personal Services				
6010 Regular Salaries	295,044	315,242	329,974	329,771
6020 Part-Time	13,612	0	27,040	0
6110 FICA	23,556	24,116	27,312	25,227
6130 IPERS	20,646	25,585	31,109	28,747
6150 Health Insurance	41,668	36,307	40,737	39,657
6151 Wellness Program	134	225	225	225
6152 Life Insurance	432	432	490	432
6153 Long Term Disability	1,124	1,129	1,241	1,130
6160 Workers Compensation	431	886	1,006	927
6170 Unemployment	0	1,100	1,100	1,100
6180 Allowances	0	180	180	180
6190 Education Benefits	<u>1,800</u>	<u>1,800</u>	<u>1,800</u>	<u>1,800</u>
Sub-Total	398,448	407,003	462,214	429,196
Operating Expenditures				
6210 Dues/Mmbrshps/Subscrips	1,452	1,200	1,500	1,500
6230 Training/Registration	550	3,000	3,000	3,000
6240 Travel/Conference Expense	1,924	4,750	4,750	4,750
6350 Other Equip Repairs	0	0	400	400
6402 Advertising/Publications	40	0	0	0
6408 General Insurance	407	407	407	407
6411 Profl/Consulting Fees	0	5,000	5,000	5,000
6413 Payment to Agencies	10,610	11,000	11,000	11,000
6414 Printing/Binding	0	200	200	200
6506 Office Supplies	391	500	500	500
6515 Books	225	200	250	200
6599 Misc Commodities	<u>451</u>	<u>1,000</u>	<u>700</u>	<u>700</u>
Sub-Total	16,049	27,257	27,707	27,657

PLANNING & DEVELOPMENT

Capital Outlay

6721 Furniture/Fixtures	0	0	0	0
6726 Computer Equipment	<u>2,067</u>	<u>0</u>	<u>9,600</u>	<u>0</u>
Sub-Total	2,067	0	9,600	0

Transfers & Other Expenditures

6910 Transfer: Equip Repl Fund	1,600	2,600	2,600	2,600
6911 Transfer: Empl. Benefit Fund	<u>880</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
Sub-Total	2,480	3,600	3,600	3,600

TOTALS -PLANNING & DEVELOPMENT	419,044	437,860	503,121	460,453
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LEGISLATIVE

SUMMARY

This budget provides for Mayor/City Council stipends and operating costs directly related to City Council activities. In addition, several programs or activities not associated with a specific department or fund are budgeted out of this account.

The budget continues an allocation towards the city's pledge to MEDCO for full-time economic development services. Funding for the city's annual Priority 1 pledge is also included in this budget.

The budget anticipates a 7% increase in regular fixed route bus service and paratransit costs, and a slight increase for neighborhood transit services. Funding for these services is financed by the transit property tax levy. Mayor and council stipends are projected to stay the same.

Budget for the printing/distribution of the city-wide newsletter remains set at three issues per year. A proposed allocation for completing a major upgrade to the city web site has been moved to the capital projects budget.

Travel and training is maintained at higher than historical levels to allow the council to better meet their strategic planning goal of becoming more legislatively active and to provide training opportunities for new council members. The budget allows for 2 council members to attend the National League of Cities Conference, one member to travel to Washington D.C., and up to 5 council members to attend the Iowa League of Cities Conference.

Positions:

Mayor	1.00
Council Members	6.00
Total:	7.00

LEGISLATIVE

<u>LEGISLATIVE</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC <u>12-13</u>
Personal Services				
6020 Stipends	34,400	37,200	37,200	37,200
6110 FICA	2,499	2,846	2,846	2,846
6130 IPERS	299	0	1,382	1,382
6160 Workers Comp	<u>57</u>	<u>108</u>	<u>108</u>	<u>108</u>
Sub-Total	37,254	40,154	41,536	41,536
 Operating Expenditures				
6210 Dues/Mmbrshps/Subscrips	9,253	9,640	9,640	9,640
6230 Training/Registration	358	3,025	3,025	3,025
6240 Travel/Conference Expense	1,906	10,550	10,550	10,550
6411 Cons/Professional Fees	14,507	96,200	133,200	133,200
6413 Payments to Agencies	280,400	290,535	303,892	303,892
6414 Printing/Binding	7,866	8,000	8,000	8,000
6423 Flood Protection Grant Match	0	0		0
6430 Misc Contractual	10,965	26,000	26,000	26,000
6528 Property Tax Rebates	1,772	2,400	2,400	2,400
6599 Misc Commodities	<u>2,396</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
	329,421	449,350	499,707	499,707
 Capital Outlay				
6721 Furniture/Fixtures	6,992	0	0	0
6729 Misc Improvements	0	3,000	3,000	3,000
6751 Land Acquisition	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total	6,992	3,000	3,000	3,000
 Transfers & Other Expenditures				
6910 Transfer: Equip Repl Fund	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>
Sub-Total	4,000	4,000	4,000	4,000
 TOTALS - LEGISLATIVE	 377,667	 496,504	 548,243	 548,243

CITY MANAGER

SUMMARY

Expenses for city administration and human resources are accounted for in this budget.

There are several changes to this budget from last year. The communications coordinator and information technology positions are now accounted for over a full year, and several other positions have been changed. In addition, staff costs are proposed to be directly billed to utility accounts instead of being funneled through the general fund. Total FTE does not change, but it is now split between this account and the sewer, storm sewer, and solid waste accounts.

Positions:

Prior Fiscal Year:

City Manager	1.00
Human Resources Coordinator	1.00
Executive Assistant	1.00
Administrative Assistant	1.00
Total FTE	4.00

As Approved:

City Manager	0.60
Human Resources Coordinator	0.70
Assistant to the City Manager	0.70
Communications Coordinator	0.70
IT Coordinator	0.70
Administrative Assistant	0.70
Total FTE	4.10

CITY MANAGER

<u>CITY MANAGER</u>	ACTUAL	APPROVED	DEPT REQ.	MGR REC
	<u>10-11</u>	<u>11-12</u>	<u>12-13</u>	<u>12-13</u>
Personal Services				
6010 Regular Salaries	316,510	427,805	360,466	360,466
6020 Part-Time Pay	11,181	0	0	0
6040 Overtime Pay	52	0	0	0
6110 FICA	24,497	29,645	25,605	25,605
6130 IPERS	13,890	22,644	23,425	23,425
6142 Retirement	10,891	12,447	4,724	4,724
6150 Health Insurance	29,398	64,966	58,301	58,301
6151 Wellness Program	152	225	185	185
6152 Life Insurance	372	540	443	443
6153 Long Term Disability	1,094	1,478	985	985
6160 Workers Compensation	466	1,200	682	682
6170 Unemployment	0	1,100	902	902
6180 Allowances	0	0	0	0
6190 Education Benefits	<u>1,800</u>	<u>1,800</u>	<u>1,080</u>	<u>1,080</u>
Sub-Total	410,302	563,851	476,796	476,796
Operating Expenditures				
6210 Dues/Mmbrshps/Subscrips	2,724	2,705	5,585	5,585
6230 Training/Registration	2,340	5,150	9,450	9,450
6240 Travel/Conf Expense	6,739	5,430	8,855	8,855
6350 Other Equip Repair/Maint	3,137	5,300	17,300	17,300
6373 Communications	866	700	5,000	5,000
6402 Advertising/Legal Publications	0	0	0	0
6408 General Insurance	915	1,800	1,800	1,400
6411 Cons/Professional Fees	0	0	0	0
6430 Misc Contract Work	0	0	0	0
6506 Office Supplies	1,357	400	400	400
6515 Books	0	100	100	100
6599 Misc Commodities	<u>440</u>	<u>500</u>	<u>250</u>	<u>250</u>
Sub-Total	18,519	22,085	48,740	48,340
Capital Outlay				
6721 Furniture/Fixtures	0	0	0	0
6725 Office Equipment	0	0	0	0
6727 Computer Equipment	<u>0</u>	<u>0</u>	<u>7,000</u>	<u>0</u>
Sub-Total	0	0	7,000	0
Transfers & Other Expenditures				
6910 Transfer: Equip Reserve Fund	5,000	5,000	8,000	9,000
6911 Transfer: Empl. Benefit Fund	660	0	0	0
6999 Relocation Costs	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total	5,660	5,000	8,000	9,000
TOTALS - CITY MANAGER	434,481	590,936	540,536	534,136

FINANCE DEPARTMENT

SUMMARY

This budget provides funding for all of the services of the Finance/City Clerk Departments including processing all City invoices for payment, processing all City revenues, managing bank accounts and investments, issuing City permits and licenses (excluding building permits), maintaining and the safeguarding of City records, etc.

Positions:

Finance Director	1.00
Financial Clerk	2.00
Administrative Assistant	0.75
Total FTE	3.75

FINANCE

<u>FINANCE DEPARTMENT</u>	ACTUAL	APPROVED	DEPT REQ.	MGR REC
	<u>10-11</u>	<u>11-12</u>	<u>12-13</u>	<u>12-13</u>
Personal Services				
6010 Regular Salaries	217,140	234,345	161,068	161,068
6020 Part-time	24,968	26,615	18,769	18,769
6040 Overtime Pay	133	250	250	250
6110 FICA	17,751	19,983	13,777	13,777
6130 IPERS	16,401	21,080	10,227	10,227
6150 Health Insurance	29,398	31,147	22,131	22,131
6151 Wellness Program	88	135	88	88
6152 Life Insurance	312	313	203	203
6153 Long Term Disability	766	778	506	506
6160 Workers Compensation	348	726	344	344
6170 Unemployment	0	825	594	594
6180 Allowances	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total	307,306	336,196	227,957	227,957
Operating Expenditures				
6210 Dues/Mmbrshps/Subscrips	1,976	2,000	2,000	2,000
6230 Training/Registration	892	1,300	1,300	1,300
6240 Travel/Conference Expense	1,937	2,300	2,300	2,300
6350 Other Equip Repair/Maint	6,912	6,500	7,000	7,000
6402 Adv/Legal Publications	11,007	15,000	15,000	15,000
6405 Court/Recording Fees	1,409	2,000	2,000	2,000
6406 Tort Liability Claims	24,910	150,000	150,000	50,000
6408 General Insurance	16,543	17,540	19,500	19,000
6411 Cons/Professional Fees	33,850	36,000	37,500	37,500
6506 Office Supplies	0	1,500	1,500	1,500
6508 Postage/Shipping	0	0	0	0
6599 Misc Commodities	<u>189</u>	<u>100</u>	<u>100</u>	<u>100</u>
Sub-Total	99,625	234,240	238,200	137,700
Capital Outlay				
6725 Office Equipment	0	0	0	0
6726 Computer Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total	0	0	0	0
Transfers & Other Expenditures				
6910 Transfer: Equip Reserve Fund	1,900	1,900	1,900	1,900
6911 Transfer: Empl. Benefit Fund	<u>825</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total	2,725	1,900	1,900	1,900
TOTALS - FINANCE	409,655	572,336	468,057	367,557

ELECTIONS

SUMMARY

This budget pays for the cost of city elections.

The budget does not include projected election costs as no regular city election is scheduled for November.

Positions:

NONE.

ELECTIONS

<u>ELECTIONS</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC <u>12-13</u>
Operating Expenditures				
6413 Payment to Agencies	21,262	20,000	0	0

LEGAL SERVICES

SUMMARY

This budget pays for contracted legal services on a retainer basis for the City Attorney and hourly compensation for Assistant City Attorneys, Prosecuting Attorney and miscellaneous litigation handled by outside legal counsel. Legal services are also paid from the tort liability line item and levy.

Positions:

NONE.

LEGAL

<u>LEGAL</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC <u>12-13</u>
Operating Expenditures				
6210 Dues/Mmbrshps/Subscrips	13,704	13,704	13,704	13,704
6240 Travel/Conference Expense	113	113	125	125
6411 Cons/Professional Fees	124,504	130,000	145,000	135,000
6506 Office Supplies	2,525	2,525	2,525	2,525
6515 Books	<u>804</u>	<u>804</u>	<u>1,000</u>	<u>1,000</u>
Sub-Total	141,649	147,145	162,354	152,354
TOTALS - LEGAL	141,649	147,145	162,354	152,354

CITY HALL

SUMMARY

This account provides for operating expenses, repairs and maintenance of City Hall.

City hall will be 6 years old in the coming budget. Capital improvements needed to support the reorganization effort in the building are in the Capital Projects budget, rather than showing here as a capital outlay. Increases were seen in several line items based on continuing experience with the building.

Positions:

None

CITY HALL

<u>CITY HALL</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC <u>12-13</u>
Personal Services				
6020 Part-Time	0	0	0	0
6110 FICA	0	0	0	0
6130 IPERS	0	0	0	0
6160 Workers Compensation	0	0	0	0
6170 Unemployment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total	0	0	0	0
Operating Expenditures				
6240 Travel	0	0		0
6310 Bldg Repair/Maintenance	9,858	13,000	17,000	17,000
6350 Other Equip Repair/Maint	27,678	42,000	43,000	43,000
6370 Utilities	25,150	28,000	29,500	29,500
6373 Communications	19,833	21,000	22,000	22,000
6408 General Insurance	3,581	3,760	4,835	4,835
6415 Rental of Equipment	540	550	625	625
6430 Misc Contractual	17,269	20,000	24,000	24,000
6506 Office Supplies	10,010	13,500	14,250	14,250
6508 Postage/Shipping	7,176	13,500	14,250	14,250
6511 Bldg/Grounds Supplies	279	1,000	1,000	1,000
6599 Misc Commodities	<u>3,248</u>	<u>5,000</u>	<u>5,750</u>	<u>5,750</u>
Sub-Total	124,622	161,310	176,210	176,210
Capital Outlay				
6725 Office Equipment	0	0	0	0
6729 Misc Improvements	<u>0</u>	<u>25,000</u>	<u>25,000</u>	<u>0</u>
Sub-Total	0	25,000	25,000	0
Transfers & Other Expenditures				
6910 Transfer: Equip Reserve Fund	15,350	15,350	15,350	15,350
6911 Transfer: Empl. Benefit Fund	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total	15,350	15,350	15,350	15,350
TOTALS - CITY HALL	139,972	201,660	216,560	191,560

HOTEL/MOTEL FUNDS

SUMMARY

This account provides for the distribution of Hotel/Motel tax revenues collected in the City.

Projected FY 12-13 Hotel/Motel funding is \$150,000. However, \$7,500 has been set aside to go to the debt service fund and pay for the cost of a sculpture trail at Lowe Park. Since the application process is still in use, specific projects are not highlighted from the remainder of the funds.

HOTEL-MOTEL FUNDS

<u>HOTEL/MOTEL</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC <u>12-13</u>
Operating Expenditures				
6411 Professional Fees	2,695	0	0	0
6413 Payments to Agencies	0	132,500	132,500	132,500
6599 Misc Commodities	133,031	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
	<u>6,057</u>	137,500	137,500	137,500
	141,784			
Capital Outlay				
6729 Misc Improvements	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
Sub-Total	5,000	5,000	5,000	5,000
Transfers & Other Expenditures				
6912 Transfer: Debt Service	<u>0</u>	<u>7,500</u>	<u>7,500</u>	<u>7,500</u>
Sub-Total	0	7,500	7,500	7,500
TOTALS - HOTEL/MOTEL FUNDS	146,784	150,000	150,000	142,500

CIVIL SERVICE COMMISSION

SUMMARY

Civil Service expenses are covered in this budget. The police and fire departments as well as some other department employees are covered by Iowa's Civil Service Law, which governs hiring, promotion, disciplinary actions and dismissal. The commission has responsibility for overseeing the hiring process and is the level of appeal for dismissal for covered employees.

Health coverage (required by law) for police and fire employees with service-related disabilities is also reflected in this account.

Positions:

NONE.

CIVIL SERVICE

<u>CIVIL SERVICE</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC <u>12-13</u>
Personal Services				
6150 Health Insurance	<u>54,957</u>	<u>58,000</u>	<u>63,046</u>	<u>63,046</u>
Sub-Total	54,957	58,000	63,046	63,046
Operating Expenditures				
6210 Dues/Mmbrships/Subscrips	0	180	180	180
6402 Adv/Legal Publications	0	1,500	1,800	1,500
6411 Cons/Professional Fees	0	1,500	1,500	1,500
6507 Testing Supplies	<u>2,764</u>	<u>4,000</u>	<u>6,000</u>	<u>4,000</u>
Sub-Total	2,764	7,180	9,480	7,180
TOTALS - CIVIL SERVICE COMMISSION	57,721	65,180	72,526	70,226

ADDITIONAL TRANSFERS OUT (GENERAL FUND)

ADDITIONAL TRANSFERS OUT:*	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC <u>12-13</u>
Equipment Reserve (extra)	0	0	0	0
Parks Development Fund	35,000	35,000	35,000	0
Capital Projects Fund (addl costs - C Ctr @ A & E)	0	0	0	
Capital Projects Fund (C of C space - City Hall)	0	0	0	
Capital Projects Fund-Corridor Redevelopment	0	0	0	0
Capital Projects Fund-Misc. Street Repairs	0	0	0	0
Restricted Reserve-Special Census	75,000	75,000	75,000	75,000
Employee Benefits Fund (Special)	0	<u>0</u>	<u>0</u>	0
Employee Benefits (Road Use Fund)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total	110,000	110,000	110,000	75,000
TOTAL EXPENDITURES & TRANSFERS OUT	15,502,194	16,882,765	17,769,197	16,885,578

EQUIPMENT RESERVE FUND

SUMMARY

This reserve fund is a sinking fund used to pay for vehicle and equipment replacement for General Fund departments. General Fund departments and programs transfer funds based on their Asset Replacement Schedules into the Equipment Reserve Fund each year.

Items programmed for funding out of this program are identified on the attached schedule.

Positions:

NONE.

	APPROVED <u>10-11</u>	APPROVED <u>11-12</u>	PROPOSED <u>12-13</u>	MGR REC. <u>12-13</u>
Beginning Balance	2,329,902	2,660,839	2,665,857	2,665,857
Revenue	49,875	35,000	35,000	35,000
Transfers In	725,800	726,800	715,800	715,800
Total Available	3,105,577	3,422,639	3,416,657	3,416,657
Expenditures	444,738	756,782	833,163	772,524
Transfers Out	0	0	0	0
Ending Balance	2,660,839	2,665,857	2,583,494	2,644,133

	APPROVED <u>10-11</u>	APPROVED <u>11-12</u>	PROPOSED <u>12-13</u>	MGR REC. <u>12-13</u>
<u>ACCT</u>				
1-4745 Sale of Equipment				
2-4710 Misc reimbursement				
2-4720 Insurance Reimbursement				
3-4440 Grant Revenue				
4-4250 Local Option Sales Tax				
4-4300 Interest Earned	49,875	35,000	35,000	35,000
Sub Total	49,875	35,000	35,000	35,000
4-4830 Transfers In	725,800	726,800	715,800	715,800
TOTAL REVENUES & TRANSFERS IN	775,675	761,800	750,800	750,800

	APPROVED <u>10-11</u>	APPROVED <u>11-12</u>	PROPOSED <u>12-13</u>	MGR REC. <u>12-13</u>
<u>DETAIL</u>				
Equipment Replacement	444,738	756,782	833,163	772,524
Transfers Out to Capital Projects Fund				
TOTAL EXPENDITURES & TRANSFERS OUT	444,738	756,782	833,163	772,524

		APPROVED	APPROVED	PROPOSED	MGR REC.
		<u>10-11</u>	<u>11-12</u>	<u>12-13</u>	<u>12-13</u>
<u>EQUIPMENT RESERVE EXPENDITURE DETAIL</u>					
		APPROVED	APPROVED	PROPOSED	MGR REC.
		<u>10-11</u>	<u>11-12</u>	<u>12-13</u>	<u>12-13</u>
<u>Police - 005.1.110</u>					
6710	Replace 4 patrol cars		121,888	125,545	125,545
	Replace unmarked car (2)		20,559	42,352	42,352
	Replace canine patrol vehicle			26,095	26,095
	Replace Utility Pickup				
	Replace Prisoner Seats				
	Replace Bicycles				
	Sub-Total	170,829	142,447	193,992	193,992
6725	Replace Furniture				
	Replace copy machine				
	Mobile Data Computers (15)		99,804		
	Docking Stations for MDC's [15]		12,326		
	Replace computers		4,079	20,432	20,432
	Repl. Computer network Printer		1,055		
	Virus software subscrip				
	Replace 10 modems				
	Repl 10 radio /computer mounts				
	Repl MDC printers		5,029		
	Repl bar code scanners		9,364		
	Tasers (8 with cameras)			8,800	8,800
	Balistic Shields (2)			5,796	5,796
	Wireless IP Surveillance Camera			9,465	
	Radio Repeater for Surveillance Bug			5,174	
	Rifles for HEAT			6,048	6,048
	Balistic Shin Guards			2,087	2,087
	Balistic Leg Protector (2 pair)		1,787	1,855	1,855
	Replace traffic radar				
	Replace shotgun racks				
	Replace binoculars				
	Furniture Replacement		806		
	Laptop Computer for upper staff				
	Fax Machine				
	Laser printers				
	Digital Video Recorder				
	Sub-Total	16,099			
6727	Repl F1 & F2 radio base stns		69,445		
	Repl F1 & F2 antenna/cable		32,904		
	Replace 19 mobile radios				
	Replace Polygraph				
	Replace 11 tasers				
	Replace Laser radars		9,068		
	Repl ID digital still camera				
	Digital Still Cameras for Squad Cars (11)				
	Repl surv wireless mic				
	Top Lights / Controls for Squad cars (6)		17,280		
	Repl plexiglass in veh. Cages				
	Repl 40 police batons/holders				
	Replace exercise treadmill				
	Replace digital projector				
	Mobile video recorders				
	GPS tracking unit				
	Garage doors				
	Clothing lockers				
	Building surveillance video system				
	Rifles		0		
	Bullet Resistant Vests (42)				
	PBT alcosensors		1,634		
	Flashlights				
	Sub-Total	60,595	60,595		
	POLICE TOTAL	247,523	407,028	253,649	239,010

	APPROVED 10-11	APPROVED 11-12	PROPOSED 12-13	MGR REC. 12-13
<u>Library - 005.4.410</u>				
6,710			5,000	5,000
6727				
		15,200	15,200	15,200
		1,239		
		820		
		1,200		
	27,307			
		260	260	260
		1,236		
			350	350
			1,040	1,040
	27,307	19,955	16,850	16,850
<u>Parks - 005.4.430</u>				
6310		35,000	40,000	40,000
	2,800	1,800		
		2,700		
		1,500		
		300		
		6,000		
		11,500		
		3,200		
		7,060		
		3,650		
		0	50,000	50,000
	2,800	72,710	90,000	90,000
6727	33,303	46,239		
	33,303		30,000	30,000
		42,450	28,750	28,750
			44,000	44,000
			4,400	4,400
		25,000	27,000	27,000
		0		
		1,900		
	<u>66,606</u>	<u>115,589</u>		
	69,406	188,299	224,150	224,150

	APPROVED <u>10-11</u>	APPROVED <u>11-12</u>	PROPOSED <u>12-13</u>	MGR REC. <u>12-13</u>
<u>Arts & Environment Center - 005.4.460</u>				
6727	Replace copy machine			
	Computer	2,393	0	
	Laptop & LCD Projector		<u>2,500</u>	<u>2,500</u>
	ARTS & ENV CTR TOTAL	2,393	2,500	2,500
<u>Pool - 005.4.470</u>				
6727	Replace Chloride Feeder		4,200	0
	Handicap Aqua Aid	15,000		
	Wood benches (10)			
	Racing Starting Blocks		5,000	
	PA/Radio System	1,535		
	Paint pool		71,000	71,000
	Replace water heater			
	Replace valves			
	Replace Pump		7,000	7,000
	Replace Filter Socks		4,000	4,000
	Replace Vacuum		<u>3,200</u>	<u>3,200</u>
	POOL TOTAL	1,535	94,400	85,200
<u>Cemetery - 005.4.450.6727</u>				
<u>Building - 005.5.530</u>				
6727	Replace computers		17,300	
	Replace Code books	783	2,477	
	Inspection Vehicles (1)		18,000	
	Laser Printer			
	Permit Software		3,664	3,664
	Office Furniture		<u>2,203</u>	<u>2,203</u>
	BLDG TOTAL	783	21,664	3,664
<u>Engineering - 005.2.260</u>				
6727	Replace computers (2)		6,150	3,150
	Replace vehicle			
	Replace beam breaker	8,300	21,500	
	Desk Top Computers (3)	3,253	12,883	
	Traffic Counters (tube type)	3,770	7,540	
	Office Equipment/Furniture		0	3,500
	Replace traffic classifier			
	Replace GPS equipment			
	Replace aerial photos			
	Replace Plotter		12,300	
	36 Inch Copier			
	ENGINEERING TOTAL	15,323	41,923	3,150
<u>Manager - 005.6.615</u>				
6727	Furniture replacement			
	repl Dictaphone equip			
	Replace typewriter			
	Replace computers		5,000	5,000
	Replace scanner			
	MANAGER TOTAL	0	5,000	5,000

		APPROVED <u>10-11</u>	APPROVED <u>11-12</u>	PROPOSED <u>12-13</u>	MGR REC. <u>12-13</u>
<u>Finance - 005.6.620</u>					
6727	Replace computers	3,598	0	0	0
	FINANCE TOTAL	3,625	0	0	0
<u>Planning & Development - 005.5.540</u>					
6727	Replace computers	0	0	0	0
	PLANNING & DEV TOTAL	0	0	0	0
<u>City Hall - 005.6.650</u>					
6725	Replace/Update server software	5,293		5,000	5,000
	Replace phone system				
	City Hall IT				
	Replace main copier				
	Aerial photo maps				
	Second floor copier				
	Replace operating software				
	Replace server surge protectors				
	Replace server etherlinks				
	Sub-Total	5,293	0	5,000	5,000
6727	Other Equipment				
	Sub-Total				
	CITY HALL TOTAL	5,293	0	5,000	5,000
	TOTAL	444,738	756,782	833,163	772,524

SPECIAL CENSUS RESERVE FUND

SUMMARY

Some sources of revenue are distributed on a per capita basis, such as the road use tax collected by the State of Iowa. As a fast growing community, Marion can benefit financially from doing a special census in between the nationwide censuses done every decade. The expense of completing a special census has grown considerably over the last 20 years. This account has been set up to establish a dedicated reserve to help cover the cost of a special census in the next several years. Actual schedule for the census will be determined with the aid of the census bureau.

Positions:

NONE.

SPECIAL CENSUS RESERVE FUND

	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC <u>12-13</u>
Beginning Balance	0	75,000	150,000	150,000
Revenues	0	0	150	150
Transfers In	75,000	75,000	75,000	75,000
Total Available	75,000	150,000	225,150	225,150
Expenditures	0	0	0	0
Transfers Out	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Ending Balance	75,000	150,000	225,150	225,150

SPECIAL CENSUS FUND REVENUES

	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC. <u>12-13</u>
006-635-4-4300 Interest Earned	0	0	150	150
006-635-4-4830 Transfers In: General Fund	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>
Total Revenues	75,000	75,000	75,150	75,150

TAX STABILIZATION FUND

SUMMARY

The Tax Stabilization Fund had been established to provide a funding mechanism to reduce future property tax impacts. In an unusual budget year, this reserve can be used to smooth out spikes in property taxes.

In FY 08-09 the Tax Stabilization fund made an internal loan to capital improvements for the fiber optic project. This budget reflects the final repayment to the tax stabilization fund through the debt service levy. It also includes a transfer to the general fund to moderate the property tax levy.

Positions:

NONE.

Tax Stabilization Fund

	<u>ACTUAL</u> <u>09-10</u>	<u>ACTUAL</u> <u>10-11</u>	<u>APPROVED</u> <u>11-12</u>	<u>MGR REC.</u> <u>12-13</u>
Beginning Balance	211,717	265,201	318,685	372,169
Revenue	0	0	0	0
Transfers In	53,484	53,484	53,484	53,484
Total Available	265,201	318,685	372,169	425,653
Expenditures	0	0	0	0
Transfers Out	0	0	0	135,000
Ending Balance	265,201	318,685	372,169	290,653

<u>ACCT #</u>	<u>SOURCE</u>	<u>ACTUAL</u> <u>09-10</u>	<u>ACTUAL</u> <u>10-11</u>	<u>APPROVED</u> <u>11-12</u>	<u>MGR REC.</u> <u>12-13</u>
007-695-4-4000	Reimb - Property Tax Credit	0	0	0	0
	Interest Earned				
	Total Revenues	0	0	0	0
	Transfers In:				
	Gen Fund	0	0	0	0
	Debt Service	53,484	53,484	53,484	53,484
TOTAL REVENUES & TRANSFERS IN		53,484	53,484	53,484	53,484

<u>ACCT #</u>	<u>DESCRIPTION</u>	<u>ACTUAL</u> <u>09-10</u>	<u>ACTUAL</u> <u>10-11</u>	<u>APPROVED</u> <u>11-12</u>	<u>MGR REC.</u> <u>12-13</u>
	Expenditures	0	0	0	0
	Transfers Out:				
007-6-695-6913	Debt Service Fund				
007-6-695-6913	General Fund	0	0	0	0
007-6-695-6913	Capital Projects Fund	0	0	0	135,000
		0	0	0	135,000
Total Expenditures & Transfers Out		0	0	0	135,000

ROAD USE

SUMMARY

Road Use funds the largest division (Streets) within the Public Services Department. Street maintenance activities have evolved to four maintenance crews (two street maintenance crews, traffic crew, and ROW maintenance). A fifth maintenance crew will be required for street maintenance activities that will include in curb and gutter reconstruction. Significant growth including annexations, new developments, and construction of major roadways has resulted in a dramatic increase in maintenance responsibilities. It remains to be seen as to whether the Streets Division will require additional staff and equipment to maintain existing levels of service over the next two to five years. Emergency snow routes are much longer than we would like to see (over 20 miles per route). Additional routes will be necessary to minimize the time involved for clearing emergency snow routes.

Fleet maintenance responsibilities will continue to expand. Currently, a majority salaries and operational expenditures are funded through the road use fund. If Public Service continues to support fleet maintenance services for city departments, than funding sources will have to be identified. As fleet maintenance services continue to expand, alternatives to current equipment procurement procedures need to be reviewed. Equipment replacements have been pushed back to accommodate funding shortages, yet significant needs for the replacement of heavy equipment are becoming evident as maintenance cost for heavy equipment become excessive.

Additional Road Use Funds will help alleviate services strained by growth, yet new sources of revenue need to be sought. Serious consideration should be given to implementing fees for electrical franchises. Fees could offset current street lighting costs that are funded out of the general fund and supplement road use funds that are currently being transferred to the general fund. In the immediate future, consideration should be given in to transferring street lighting as an operating expenditure under Public Service. This could reduce the amount of transfers out of the road use fund for personnel services.

Increasing or reviewing the current subdivision maintenance bond program should also be considered. A revised program could provide support for maintenance expenditures associated with new sub-developments.

A review of current funding and practices for miscellaneous street repairs should be undertaken. Significant portion of miscellaneous street improvement expenditures could be increased with GOB or supplemental street infrastructure bonds that allow more focus on reconstructions and limit the number of HMA overlays that are failing the design life cycle. Reviewing and providing supplemental funding for this program will provide substantial street improvements.

Long term capital projects that will impact road use funds will include facility expansion for Public Service. Current facilities are adequate for operations, but are quickly becoming insufficient for operations. Over the two to five years, serious consideration

needs to be given to a permanent solution that will address facility needs for this department.

Additional personnel requests are not included, but a request is included to take one Assistant Supervisor to a Supervisor position. A request for reclassification of two existing positions to Operator Tech is being included in this year's proposal as well.

Positions:

Prior Fiscal Year:

Director	0.40	Mechanic	0.95
Operations Manager	0.40	Equipment Operator	13.20
Supervisor	1.00	Equipment Operator II	1.00
Assistant Supervisor	2.00	Administrative Assistant	0.73
Operator Tech	0.00	Part-Time	2.15
		Total FTE	20.83

As Approved:

Director	0.40	Mechanic	0.95
Operations Manager	0.40	Equipment Operator	10.20
Supervisor	2.00	Equipment Operator II	1.00
Assistant Supervisor	1.00	Administrative Assistant	0.73
Operator Tech	2.00	Part-Time	2.15
		Total FTE	20.83

ROAD USE FUND

<u>ROAD USE FUNDS</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC. <u>12-13</u>
Beginning Balance	78,508	316,510	316,510	316,510
Revenue	2,618,394	3,129,120	3,163,888	3,163,888
Transfers In	383,784	530,019	571,222	571,222
Total Available	3,080,686	3,975,649	4,051,620	4,051,620
Expenditures	2,215,175	2,758,338	2,951,129	2,860,079
Transfers Out	549,001	768,099	907,972	829,302
Ending Balance	316,510	449,211	192,519	362,239

ROAD USE FUND REVENUES

<u>ROAD USE FUND</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC. <u>12-13</u>
110-210-2-4430 State Road Use Tax	2,618,394	3,129,120	3,163,888	3,163,888
110-210-2-4830 Transfers In: Trust & Agency	383,784	455,019	496,222	496,222
Transfers In: Urban Forest Utility	<u>0</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>
Total Revenues	3,002,178	3,584,139	3,660,110	3,660,110

ROAD USE FUND EXPENDITURES

<u>ROAD USE FUND</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC. <u>12-13</u>
<u>Personal Services</u>				
2-210-6010 Salaries	879,311	967,310	993,206	993,206
2-210-6020 Part-Time Pay	24,335	35,000	35,000	35,000
2-210-6040 Overtime	63,241	40,000	48,000	48,000
2-210-6110 FICA	72,750	80,980	82,961	82,961
2-210-6130 IPERS	65,237	85,426	94,022	94,022
2-210-6150 Health Insurance	184,080	230,257	260,482	260,482
2-210-6151 Wellness Program	636	907	907	907
2-210-6152 Life Insurance	685	796	771	771
2-210-6153 Long Term Disability	3,521	3,930	3,929	3,929
2-210-6160 Workers Compensation	35,173	64,751	66,669	66,669
2-210-6170 Unemployment	0	4,410	4,410	4,410
2-210-6180 Allowances	1,423	2,423	2,423	2,423
2-210-6199 Tuition Reimbursement	<u>0</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
Sub-Total	1,330,391	1,518,188	1,594,779	1,594,779

ROAD USE FUND

Other Expenditures

2-210-6210	Dues/Mmbrships/Subscrips	218	500	600	500
2-210-6230	Training/Registration	0	750	1,000	750
2-210-6240	Travel/Conference Expense	669	700	1,000	700
2-210-6310	Bldg Repair/Maintenance	6,793	7,000	8,000	8,000
2-210-6331	Vehicle Maint Supplies	22,503	16,000	18,000	16,000
2-210-6332	Vehicle Repair/Maintenance	10,313	10,000	12,000	12,000
2-210-6350	Other Equip Repair/Maint	2,922	18,000	20,000	18,000
2-210-6370	Utilities	25,999	37,000	40,000	37,000
2-210-6373	Communications	2,326	3,500	4,000	4,000
2-210-6408	General Insurance	29,132	41,000	42,000	40,000
2-210-6411	Cons/Professional Fees	4,360	7,000	7,000	7,000
2-210-6414	Printing/Binding	64	350	400	350
2-210-6415	Rental of Equipment	0	500	500	500
2-210-6422	Laundry/Uniforms	4,561	4,500	5,200	4,800
2-210-6430	Misc Contractual	7,530	8,000	9,000	8,000
2-210-6504	Minor Equipment	2,127	2,000	6,000	4,000
2-210-6505	Other Equip Maint Supplies	5,431	7,000	9,000	7,000
2-210-6506	Office Supplies	902	1,800	2,000	1,800
2-210-6507	Operating Supplies	2,676	7,000	7,500	7,500
2-210-6508	Postage/Shipping	177	500	650	650
2-210-6509	Traffic Supplies	22,071	30,000	40,000	35,000
2-210-6511	Bldg/Grounds Supplies	1,397	1,500	2,000	1,500
2-210-6513	Vehicle Operating Supplies	116,679	115,000	125,000	120,000
2-210-6514	Medical Supplies	108	250	500	250
2-210-6516	Saw Blades	0	3,000	3,500	3,500
2-210-6517	Grader/Plow Blades	11,631	13,500	15,000	15,000
2-210-6518	Winter Salt/Sand	93,796	130,000	140,000	130,000
2-210-6519	Sweeper Brooms	0	5,000	6,000	6,000
2-210-6520	Traffic Paint/Beads	28,249	20,000	25,000	25,000
2-210-6521	Street Maintenance Supplies	5,923	7,000	8,000	8,000
2-210-6522	Concrete	98,221	90,000	100,000	100,000
2-210-6523	Aggregates	35,184	40,000	45,000	45,000
2-210-6524	Asphalt	107,025	85,000	95,000	95,000
2-210-6525	Crack Seal Material	0	9,000	0	0
<u>2-210-6599</u>	<u>Misc Commodities</u>	<u>(2,904)</u>	<u>8,000</u>	<u>8,000</u>	<u>8,000</u>
	Sub-Total	646,080	730,350	806,850	770,800

Capital Outlay

8-210-6723	Heavy Motor Equipment	0	0	0	0
8-210-6725	Office Equipment	0	0	0	0
8-210-6726	Computer Equipment	332	5,800	18,500	18,500
8-210-6727	Other Equipment	0	21,000	15,000	15,000
8-210-6728	Shop Equipment	0	15,000	18,000	18,000
8-210-6750	Buildings	0	40,000	15,000	15,000
8-210-6752	Property Acquisition	0	0	0	0
8-210-6761	Subdivision Major Streets	10,585	0	0	0
8-210-6763	Misc Street Repairs	143,355	425,000	480,000	425,000
8-210-6764	Misc Curb Repairs	81,732	0	0	0
8-210-6772	35th Ave Ext. Alignment Study	0	0	0	0
8-210-6778	Marion Blvd U/grd remediation	<u>2,700</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
		238,703	509,800	549,500	494,500

SUB-TOTAL - ROAD USE FUND

2,215,175	2,758,338	2,951,129	2,860,079
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ROAD USE FUND

TRANSFERS OUT:

2-210-6911	Employee Benefits Fund	28,883	25,000	25,000	45,000
2-210-6912	Debt Service	0	0	0	0
2-210-6913	Road Use Replacement Fund	144,040	288,080	386,750	288,080
2-210-6913	General Fund (Engr)	<u>376,078</u>	<u>455,019</u>	<u>496,222</u>	<u>496,222</u>
	Sub-Total	549,001	768,099	907,972	829,302
TOTAL ROAD USE FUND		2,764,176	3,526,438	3,859,101	3,689,381
EXPENDITURES					

ROAD USE REPLACEMENT FUND

SUMMARY

This reserve fund is used to replace for Street Division vehicle equipment (similar to the Equipment Reserve Fund for General Fund and Sewer and Solid Waste Replacement Funds). The Road Use Fund budget includes an annual allocation to this fund based on the department's Asset Replacement Schedule.

Expenditures from the Road Use Replacement Fund for FY 12-13 are shown on the attached schedule. Items proposed for replacement include:

Heavy Equipment 111-8-210-6723

<u>Item</u>	<u>Justification</u>	<u>Equipment Replacement</u>
Backhoe	scheduled replacement	108,000
End Loader	scheduled replacement	88,000
One Ton Dump	scheduled replacement	45,000
Concrete Saw	scheduled replacement	<u>15,000</u>
	Total	256,000

Public Service has proposed a new method of purchasing that has the potential to save the city significant dollars on heavy equipment. As the city moves through the replacement periodic reports will be made to the city council.

Positions:

NONE.

ROAD USE REPLACEMENT

	<u>ACTUAL</u> <u>10-11</u>	<u>APPROVED</u> <u>11-12</u>	<u>DEPT REQ.</u> <u>12-13</u>	<u>MGR REC</u> <u>12-13</u>
Beginning Balance	474,208	366,567	453,120	536,923
Revenue	2,473	2,473	2,473	2,473
Transfers In	158,140	456,080	468,080	468,080
Total Available	634,821	825,120	923,673	1,007,476
Expenditures	268,254	372,000	386,750	386,750
Transfers Out	0	0	0	0
Ending Balance	366,567	453,120	536,923	620,726

REVENUES

<u>ACCOUNT</u>	<u>SOURCE</u>	<u>ACTUAL</u> <u>10-11</u>	<u>APPROVED</u> <u>11-12</u>	<u>DEPT REQ.</u> <u>12-13</u>	<u>MGR REC.</u> <u>12-13</u>
215-4-4300	Interest Earned	2,473	2,473	2,473	2,473
x	FEMA Reimbursements				
	Sub-Total				
215-4-4400	FEMA Reimbursements	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Subtotal	2,473	2,473	2,473	2,473
215-4-4831	Transfers In	158,140	456,080	468,080	468,080
TOTAL REVENUES & TRANSFERS IN		160,613	458,553	470,553	470,553

EXPENDITURES

<u>ACCOUNT</u>	<u>DETAIL</u>	<u>ACTUAL</u> <u>10-11</u>	<u>APPROVED</u> <u>11-12</u>	<u>DEPT REQ.</u> <u>12-13</u>	<u>MGR REC.</u> <u>12-13</u>
8-215-6723	Heavy Motor Equipment	258,142	372,000	386,750	386,750
8-215-6725	Office Equipment	1,307	0	0	0
8-215-6727	Other Equipment	7,779	0	0	0
8-215-6728	Shop Equipment	500	0	0	0
8-215-6750	Buildings	<u>526</u>	<u>0</u>	<u>0</u>	<u>0</u>
		268,254	372,000	386,750	386,750

EMPLOYEE BENEFITS FUND

SUMMARY

The Employee Benefits Fund is a reserve fund covering the city's accrued liabilities for employee benefits. If an employee retires or otherwise leaves, vacation balances, etc. are paid out of this fund. It also covers costs for those years where a 27th payroll occurs because of the timing of pay periods.

Positions:

NONE.

EMPLOYEE BENEFITS

	ACTUAL	ACTUAL	APPROVED	MGR REC
	<u>09-10</u>	<u>10-11</u>	<u>11-12</u>	<u>12-13</u>
Beginning Balance	1,476,251	1,582,740	1,575,610	1,579,110
Revenue	51,981	52,248	30,000	30,000
Transfers In	162,500	89,742	52,500	87,500
Total Available	1,690,732	1,724,730	1,658,110	1,696,610
Expenditures	107,991	149,120	79,000	120,000
Transfers Out	0	0	0	0
Ending Balance	1,582,740	1,575,610	1,579,110	1,576,610

<u>ACCOUNT</u>	ACTUAL	ACTUAL	APPROVED	MGR REC
	<u>09-10</u>	<u>10-11</u>	<u>11-12</u>	<u>12-13</u>
Interest Earned	51,981	52,248	30,000	30,000
Transfers In	162,500	89,742	52,500	87,500
TOTAL EMPLOYEE BENEFITS FUND REVENUES	214,481	141,990	82,500	117,500

<u>ACCOUNT</u>	ACTUAL	ACTUAL	APPROVED	MGR REC
	<u>09-10</u>	<u>10-11</u>	<u>11-12</u>	<u>12-13</u>
Employee Cash-Outs	107,991	149,120	79,000	120,000
27th Payroll	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	107,991	149,120	79,000	120,000
Public Safety	80,725	76,730		
Public Works				
Recreation & Culture	9,067	51,413		
General Government	18,200	20,977		
Pay-Out of Accrued Comp Time > 500 hours	0	0		
Other/Misc Cash-Outs	0	0	9,000	120,000
			70,000	
TOTAL	107,991	149,120	79,000	120,000

TRUST AND AGENCY

SUMMARY

Several different types of employee benefits are financed through property taxes, with the collections and disbursements reflected in the trust and agency fund. Tax revenues are entered into this account and then transferred to the General Fund.

This fund is also used to account for special “in and out” transactions where revenues and expenditures are expected to equalize during the fiscal year. Examples of such programs are Asset Forfeiture, Trees Forever funding and certain small state/federal grant programs.

Positions:

NONE.

TRUST AND AGENCY

	ACTUAL	ACTUAL	APPROVED	MGR REC
	<u>09-10</u>	<u>10-11</u>	<u>11-12</u>	<u>12-13</u>
Beginning Balance	343,815	234,534	185,390	207,315
Revenue	3,476,183	3,403,752	3,243,326	3,264,285
Transfers In	0	0	0	0
Total Available	3,819,998	3,638,286	3,428,716	3,471,600
Expenditures	321,652	212,390	63,200	63,200
Transfers Out	3,263,812	3,240,506	3,158,201	3,186,260
Ending Balance	234,534	185,390	207,315	222,140

REVENUES	ACTUAL	ACTUAL	APPROVED	MGR REC
	<u>09-10</u>	<u>10-11</u>	<u>11-12</u>	<u>12-13</u>
<u>ACCT #</u> <u>SOURCE</u>				
110-2-4300 Interest Earned	441	353	1,500	400
110-2-4400 Asset Forfeiture	8,876	10,139	9,000	9,000
110-2-4440 State Grant	0	0	0	0
110-2-4445 Byrne Grant	125,496	0	0	0
110-2-4704 DARE Funding	0	0	500	500
110-2-4705 Private Funding	1,200	0	0	0
110-2-4706 Canine Unit	3,371	13,369	2,000	2,000
110-2-4707 Canine Unit Trust	8,922	1,110	0	0
110-2-4708 Canine Interest	0	42	0	0
150-2-4440 Fire Grant	0	0	0	0
150-3-4441 Fire FEMA Grant	0	5,832	0	0
410-2-4440 Enrich Iowa - Library	7,802	0	0	0
410-2-4442 Other Library Grants	36,200	79,765	35,000	35,000
430-1-4755 Depot Pop Machine	0	0	250	250
430-1-4761 Swamp Fox Festival	22,216	20,327	28,000	22,000
430-1-4762 Program Activities	2,183	(2,615)	500	500
430-2-4440 Tree Grants	5,000	9,850	7,500	7,500
430-2-4705 Donations - Trees	1,300	340	375	375
470-1-4755 Pool Pop Machine	0	0	500	500
499-1-4782 Arts Council Grant	0	0	0	0
610-2-4781 Donations	0	0	0	0
610-2-4441 Plasma Arc Grant	0	0	0	0
610-2-4442 Imagin8/Great Places Grant	0	12,000	0	0
Transfer In: RUF	0	0	0	0
Transfer In: SRF	0	0	0	0
Transfer In: SWM	0	0	0	0
620-4-4000 Property Tax	3,253,177	3,253,240	3,158,201	3,186,260
650-2-4441 Misc City Hall Grants	0	<u>4,507</u>	0	0
TOTAL TRUST & AGENCY FUND	3,476,183	3,403,752	3,243,326	3,264,285
REVENUES				

TRUST AND AGENCY

<u>ACCT #</u>	<u>DESCRIPTION</u>	<u>ACTUAL 09-10</u>	<u>ACTUAL 10-11</u>	<u>APPROVED 11-12</u>	<u>PROPOSED 12-13</u>
<u>Other Expenditures</u>					
120-1-110-6	Private Funding	879	0	0	0
120-1-110-6	Trading Cards	0	0	0	0
120-1-110-6	Asset Forfeiture	36,852	55,324	20,000	20,000
120-1-110-6	Misc. Improvements	0	0	0	0
120-1-110-6	Byrne Grant	74,845	40,679	0	0
120-1-110-6	Canine Replacement Exp.	14,581	0	0	0
120-4-410-6	Giacoletto Foundation Grant-Lil	0	5,790	0	0
120-4-430-6	Private Funding	0	0	0	0
120-4-150-6	FEMA Grant Expenses	0	1,126	0	0
120-4-410-6	Library Equipment	7,149	57,420	0	0
120-4-410-6	Grant Expenses (Giacolletto)	36,930	0	0	0
120-6-610-6	Plasma Arc Project	125,605	19,845	0	0
120-4-430-6	Swamp Fox	<u>19,803</u>	<u>0</u>	<u>28,000</u>	<u>28,000</u>
	Sub-Total	316,645	180,185	48,000	48,000
<u>Capital Outlay</u>					
120-1-110-6	DARE Expenses	0	0	700	700
120-1-110-6	Canine Unit	2,627	11,044	6,500	6,500
120-1-150-6	FEMA Fire Grant Expenses	0	0	0	0
120-4-410-6	Enrich Iowa - Library	0	0	0	0
120-4-430-6	Donations - Trees	628	1,070	500	500
120-4-430-6	Tree Grants	1,752	13,722	7,500	7,500
6-650-6730	City Hall Grant Expenses	<u>0</u>	<u>6,369</u>	<u>0</u>	<u>0</u>
	Sub-Total	5,007	32,205	15,200	15,200
SUB-TOTAL TRUST & AGENCY FUND		321,652	212,390	63,200	63,200
120-9-910-6	Transfers Out:				
	Gen. Fund - Pensions		0	0	0
	TIF Fund		0	0	0
	Gen. Fund - General Benefits	2,866,410	2,856,722	2,703,182	2,690,038
	Gen. Fund - FICA		0	0	0
	Gen. Fund - IPERS		0	0	0
	Gen. Fund - Group Ins.		0	0	0
	Gen. Fund - Work Comp		0	0	0
	Gen. Fund - Unemployment		0	<u>0</u>	<u>0</u>
	Road Use-Empl Benefits	<u>397,402</u>	<u>383,784</u>	<u>455,019</u>	<u>496,222</u>
	Total Transfers Out	3,263,812	3,240,506	3,158,201	3,186,260
Total Expenditures & Transfers Out		3,585,464	3,452,896	3,221,401	3,249,460

TAX INCREMENT FINANCING (TIF) FUND

SUMMARY

Revenues and expenditures related to Tax Increment Financing Projects are included in this fund.

This fund shows an increase this year due to the reworking of the agreement with MEDCO Holding Company for the Marion Enterprise Center project, and expected payments to debt service increasing.

Positions:

NONE.

TAX INCREMENT FINANCING

	ACTUAL <u>09-10</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	MGR REC <u>12-13</u>
Beginning Balance	117,702	102,499	137,288	137,288
Revenue	442,120	931,772	773,398	1,112,898
Transfers In	0	0	0	0
Total Available	559,822	1,034,271	910,686	1,250,186
Expenditures	457,324	653,464	528,679	778,300
Transfers Out	0	243,519	244,719	329,719
Ending Balance	102,499	137,288	137,288	142,167

REVENUES

<u>ACCOUNT</u>	<u>SOURCE</u>	ACTUAL <u>09-10</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	MGR REC <u>12-13</u>
125-550-4-4	TIF - Wholesale Feeds Phase I	141,323	0	0	0
125-550-4-4	TIF - Marion Hospitality	0	0	0	0
125-550-4-4	TIF - Rapids Equipment	0	0	0	0
125-550-4-4	TIF - Berthel Fisher	0	0	0	0
125-550-4-4	TIF - REC	0	0	0	0
125-550-4-4	TIF - Winslow Road	0	72,569	94,004	100,000
125-550-4-4	TIF - MTG Fasteners	0	8,808	0	0
125-550-4-4	TIF - Guardian	84,512	18,470	0	0
125-550-4-4	TIF - Legacy	66,808	0	0	0
125-550-4-4	TIF - iCOR	43,170	48,129	0	0
125-550-4-4	TIF - Cabinet Creations	12,114	13,256	0	19,153
125-550-4-4	TIF - Vector	5,596	5,782	0	5,997
125-550-4-4	TIF - Ideal Window	7,564	9,998	0	0
125-550-4-4	TIF - Wholesale Feeds Phase II	43,960	43,663	0	46,000
125-550-4-4	TIF - Central Corridor	0	45,673	119,759	125,000
125-550-4-4	TIF - Involta	0	44,887	44,887	48,000
125-550-4-4	IDOT Reimb - MEDCO Holding	37,073	260,189	0	0
125-550-4-4	Collins Road East TIF	0	360,348	514,748	768,748
	TIF - Farmer's State Bank	0	0	0	22,750
	TIF - ESCO	0	0	0	0
	TIF-Hanna Plumbing and Heating	0	0	0	5,600
	Tower Terrace Road West TIF	0	0	0	0
	Sub-Total	442,120	931,772	773,398	1,112,898
	Transfers In (from Trust/Agency)	0	0	0	0
TOTAL REVENUES & TRANSFERS IN		442,120	931,772	110.75%	-100.00%

TAX INCREMENT FINANCING

<u>ACCOUNT</u>	<u>DETAIL</u>	ACTUAL <u>09-10</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	PROPOSED <u>12-13</u>
125-5-550-6 TIF - Wholesale Feeds Phase I		0	0	0	0
125-5-550-6 TIF - Marion Hospitality		0	0	0	0
125-5-550-6 TIF - Rapids Equipment		0	0	0	0
125-5-550-6 TIF - Berthel Fisher		0	0	0	0
125-5-550-6 TIF - REC		0	0	0	0
125-5-550-6 TIF - Winslow Road		0	0	94,004	100,000
125-5-550-6 TIF - Winslow Road LMI Projects - (23,920	6,014	0	0
125-5-550-6 TIF - LMI - Chore Services		0	0	0	0
125-5-550-6 TIF - LMI - Housing Rehab Grant M.		0	0	0	0
125-5-550-6 TIF - LMI - MAHP Buydown Prograr		0	0	0	0
125-5-550-6 TIF - LMI - Lead Hazard Abatement		0	0	0	0
125-5-550-6 TIF - Legacy		66,808	0	0	0
125-5-550-6 TIF - Guardian		84,512	18,470	0	0
125-5-550-6 TIF - Cabinet Creations		12,114	13,256	19,153	19,153
125-5-550-6 TIF - iCOR		43,170	48,129	0	0
125-5-550-6 TIF - Vector		5,596	5,782	5,997	5,997
125-5-550-6 TIF - Ideal Window		7,564	9,998	0	0
125-5-550-6 TIF - Wholesale Feeds Phase II		43,960	43,663	45,279	46,000
125-5-550-6 TIF - InVolta		0	44,910	46,572	48,000
125-5-550-6 TIF - St. Luke's		0	0	21,000	21,500
125-5-550-6 TIF - MEDCO Holding		169,680	454,434	260,000	500,000
125-5-550-6 TIF - MTG Fasteners		0	8,808	9,134	9,300
125-5-550-6 TIF - Farmers State Bank		0	0	22,000	22,750
125-5-550-6 TIF - ESCO Group		0	0	0	0
125-5-550-6 TIF - Hanna Plumbing & Heating		0	0	5,540	5,600
TIF - 31st Street (Smith)		0	0	0	0
TIF - 3rd Avenue (Riley)		0	0	0	0
*TIF Rebates		<u>0</u>	<u>0</u>	<u>0</u>	
Sub-Total		457,324	653,464	528,679	778,300
Transfers Out (to internal loan)					
Transfers Out (to debt service)			243,519	244,719	329,719
TOTAL EXPENDITURES & TRANSFERS OUT			896,983	773,398	1,108,019

COMMUNITY DEVELOPMENT BLOCK GRANT

SUMMARY

Revenues and expenditures related to the federal Community Development Block Grant programs are channeled through this fund.

The primary use of these funds has been the economic development revolving loan program. The budget anticipates transferring the program to MEDCO now that outstanding litigation has been resolved. This may yet take place during the current budget, but could occur in 12-13 if needed.

Positions:

NONE.

COMMUNITY DEVELOPMENT BLOCK GRANT

	ACTUAL	ACTUAL	APPROVED	MGR REC
	<u>09-10</u>	<u>10-11</u>	<u>11-12</u>	<u>12-13</u>
Beginning Balance	48,991	96,369	56,170	56,170
Revenue	69,242	68,947	50,000	20,000
Transfers In	0	0	0	0
Total Available	118,233	165,316	106,170	76,170
Expenditures	21,864	109,146	50,000	20,000
Transfers Out	0	0	0	0
Ending Balance	96,369	56,170	56,170	56,170

	ACTUAL	ACTUAL	APPROVED	MGR REC
<u>REVENUES</u>	<u>09-10</u>	<u>10-11</u>	<u>11-12</u>	<u>12-13</u>
520-2-4440 Housing Rehab Grant	0	0	0	0
520-2-4441 State Housing Grant	58,952	68,634	50,000	20,000
520-4-4300 Interest Earned	419	313	0	0
520-4-4726 Revolving Loan Repayments	0	0	0	0
520-4-4727 Rev Loan Source Mgt	1,346			
520-4-4730 Rev Loan Custom Cabinets	2,232			
520-4-4732 EDSA Grant - Kwik-Way	<u>6,292</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL REVENUES	69,242	68,947	50,000	20,000

<u>ACCT</u>	<u>DESCRIPTION</u>	ACTUAL	ACTUAL	APPROVED	MGR REC
		<u>09-10</u>	<u>10-11</u>	<u>11-12</u>	<u>12-13</u>
<u>Other Expenditures</u>					
5-520-6801	Revolving Loan Disbursements	0	0	0	0
5-520-6801	EDSA Grant - Kwik-Way	0	0	0	0
5-520-6801	EDSA Grant - Admin	0	0	0	0
5-520-6802	Housing Rehab Program	17,456	92,118	0	0
5-520-6803	2008 Housing Grant	<u>4,408</u>	<u>17,028</u>	<u>50,000</u>	<u>20,000</u>
		21,864	109,146	50,000	20,000

PENSION FUND

SUMMARY

The pension fund is a carryover balance from the days before Marion was mandated to join the statewide police and fire retirement system. Before the state took over, cities had the option of running their own pension funds locally. At the time of the conversion, the city elected to carry this balance and use the interest to pay toward the cost of providing police and fire pensions. In recent years interest has been low, so a small part of the principal balance has been used as well.

Positions:

NONE.

PENSION SELF-INSURANCE FUND

	ACTUAL	ACTUAL	APPROVED	MGR REC
	<u>09-10</u>	<u>10-11</u>	<u>11-12</u>	<u>12-13</u>
Beginning Balance	794,835	782,971	770,015	771,015
Revenue	13,136	12,044	26,000	12,000
Transfers In	0	0	0	0
Total Available	807,971	795,015	796,015	783,015
Expenditures	0	0	0	0
Transfers Out	25,000	25,000	25,000	25,000
Ending Balance	782,971	770,015	771,015	758,015

<u>ACCT</u>	<u>SOURCE</u>	ACTUAL	ACTUAL	APPROVED	MGR REC
		<u>09-10</u>	<u>10-11</u>	<u>11-12</u>	<u>12-13</u>
110-4-4300	Interest Earned	13,136	12,044	26,000	12,000

<u>ACCOUNT</u>	<u>SOURCE</u>	ACTUAL	ACTUAL	APPROVED	MGR REC
		<u>09-10</u>	<u>10-11</u>	<u>11-12</u>	<u>12-13</u>
4-110-6599	Misc Commodities	0	0	0	0
4-110-6913	Transfers Out	25,000	25,000	25,000	25,000
TOTAL EXPENDITURES & TRANSFERS OUT		25,000	25,000	25,000	25,000

DEBT SERVICE

SUMMARY

This fund provides for principal and interest payments on the city's existing bonded indebtedness.

Debt service payments increase in this year compared to FY 11-12 due to the large issuance in FY 11. This is the last year of repayments to the tax stabilization and stormwater management funds, so that will drop off in 13-14. Repayment of an internal loan for the Genesis Wellness project is reflected as well. This budget also shows revenues coming in as transfers from the TIF fund for those projects being repaid through new incremental taxes in the city's various TIF districts.

Positions:

NONE.

DEBT SERVICE FUND

	ACTUAL <u>09-10</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	MGR REC <u>12-13</u>
Beginning Balance	150,856	39,153	161,195	185,195
Revenue	2,516,264	2,646,814	2,859,366	3,280,090
Transfers In	90,560	684,079	445,373	525,373
Total Available	2,757,680	3,370,046	3,465,934	3,990,658
Expenditures	2,611,559	3,101,883	3,119,571	3,578,295
Transfers Out	106,968	106,968	161,168	161,168
Ending Balance	39,153	161,195	185,195	251,195

<u>REVENUE</u> <u>SOURCE</u>	ACTUAL <u>09-10</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	MGR REC <u>12-13</u>
Debt Service Levy	2,493,058	2,625,328	2,835,366	3,214,090
Assessments	19,306	18,054	20,000	20,000
Interest Earned	3,901	3,433	4,000	4,000
Sale of Fixed Assets	0	0	0	0
Bond Proceeds	0	0	0	42,000
Reimb - Personal Prop Tax	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Revenues	2,516,264	2,646,814	2,859,366	3,280,090

Transfers In:				
Sewer Renta 99 GOB	0	0	10,844	10,844
Sewer Renta 01 GOB	17,872	17,872	11,380	11,380
Stormwater 103 GOB	0	0	41,143	41,143
Stormwater 105 GOB	72,688	72,688	29,787	29,787
Stormwater 112 GOB	0	0	0	95,000
TIF Fund 09 GOB		243,519	244,719	244,719
TIF Fund 12 GOB	0	0	0	85,000
Capital Projects		350,000	100,000	0
Hotel/Motel 11 GOB		0	7,500	7,500
Tax Stabilization		0	0	0
Road Use (Pub Wks Fac.)	0	0	0	0
Sewer Rental (Pub Wks Fac.)	0	0	0	0
Refuse (Pub Wks Fac.)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
SUB-TOTAL TRANSFERS IN	90,560	684,079	445,373	525,373

TOTAL DEBT SERVICE FUND REVENUES	2,606,824	3,330,893	3,304,739	3,805,463
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DEBT SERVICE FUND

Corp. Purpose 12-1-93

Principal	0	0
Interest	<u>0</u>	<u>0</u>
Sub-Total	0	0

Library/Sewer Bonds 12/1/94

Principal		
Interest	0	0
Sub-Total	<u>0</u>	<u>0</u>
	0	0

Corp. Purpose 12-1-95

Principal	0	0
Interest	<u>0</u>	<u>0</u>
Sub-Total	0	0

Corp. Purpose 12-1-97

6809 Principal	0	0
6859 Interest	<u>0</u>	<u>0</u>
Sub-Total	0	0

Refunding Bonds 4-1-98

6810 Principal	0	0
6860 Interest	<u>0</u>	<u>0</u>
Sub-Total	0	0

Corp. Purpose 12-1-99

6811 Principal	0	0
6861 Interest	<u>0</u>	<u>0</u>
Sub-Total	0	0

Corp. Purpose 12-1-01

6805 Principal	0	0	0	0
6855 Interest	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total	0	0	0	0

Refunding Bonds 12-1-01

6806 Principal	195,000	0	0	0
6856 Interest	<u>8,385</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total	203,385	0	0	0

Corp. Purpose 12-1-03

6812 Principal	270,000	295,000	320,000	345,000
6862 Interest	<u>78,338</u>	<u>70,643</u>	<u>61,350</u>	<u>50,630</u>
Sub-Total	348,338	365,643	381,350	395,630

DEBT SERVICE FUND

City Hall 12-1-04

6813 Principal	70,000	70,000	75,000	75,000
6863 Interest	<u>15,235</u>	<u>13,100</u>	<u>10,860</u>	<u>8,348</u>
Sub-Total	85,235	83,100	85,860	83,348

Corp. Purpose 12-1-05

6814 Principal	290,000	300,000	315,000	325,000
6864 Interest	<u>97,438</u>	<u>87,433</u>	<u>76,933</u>	<u>65,750</u>
Sub-Total	387,438	387,433	391,933	390,750

Refunding 12-1-07

6815 Principal	455,000	470,000	485,000	0
6865 Interest	<u>49,593</u>	<u>33,668</u>	<u>17,217</u>	<u>0</u>
Sub-Total	504,593	503,668	502,217	0

Corp. Purpose 12-1-07

6816 Principal	440,000	455,000	475,000	495,000
6866 Principal	<u>168,478</u>	<u>153,518</u>	<u>138,048</u>	<u>121,660</u>
Sub-Total	608,478	608,518	613,048	616,660

Refunding A 04-30-09

6817 Principal	250,000	260,000	260,000	265,000
6867 Interest	<u>28,660</u>	<u>23,013</u>	<u>18,852</u>	<u>13,653</u>
Sub-Total	278,660	283,013	278,852	278,653

Corp. Purpose B 12-15-09

6818 Principal	0	190,000	195,000	195,000
6868 Interest	<u>24,678</u>	<u>53,519</u>	<u>49,719</u>	<u>45,819</u>
Sub-Total	24,678	243,519	244,719	240,819

Corp. Purpose C 12-15-09

6819 Principal	0	340,000	345,000	350,000
6869 Interest	<u>99,289</u>	<u>215,325</u>	<u>205,125</u>	<u>194,775</u>
Sub-Total	99,289	555,325	550,125	544,775

Corp. Purpose 2-13-12A

Principal				440,000
Interest				<u>294,284</u>
Sub-Total				734,284

Corp. Purpose 2-13-12B

Principal				100,000
Interest				<u>121,309</u>
Sub-Total				221,309

6411 Consulting/Professional Fees	3,400	3,600	3,400	4,000
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6802 Qualified Payments*	68,067	68,067	68,067	68,067
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DEBT SERVICE EXPENDITURES	2,611,559	3,101,883	3,119,571	3,578,295
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DEBT SERVICE FUND

Transfers Out

Genesis Wellness-Sanitary Sewer Repayment	0	0	54,200	54,200
Fiber Project-Tax Stabilization	53,484	53,484	53,484	53,484
<u>Fiber Project-Stormwater Management</u>	<u>53,484</u>	<u>53,484</u>	<u>53,484</u>	<u>53,484</u>
Subtotal:	106,968	106,968	161,168	161,168
TOTAL DEBT SERVICE	2,718,527	3,208,851	3,280,739	3,739,463

Qualified Payments*				
Low Annuity	25,000	25,000	25,000	25,000
Low Park Wellfield Lease/Purchase	7,740	7,740	7,740	7,740
City Hall Wellfield Lease/Purchase	<u>35,327</u>	<u>35,327</u>	<u>35,327</u>	<u>35,327</u>
Subtotal:	68,067	68,067	68,067	68,067

CAPITAL PROJECTS FUND

SUMMARY

The Capital Projects Fund provides for revenues and expenditures associated with major capital projects. Revenue sources include General Obligation Bond issue proceeds, state or federal capital grants and special project-related funding sources (Transfer of Jurisdiction funding, receipts from capital fundraising drives, etc.).

Expenditures are divided into two major categories: specific major building projects (such as library or swimming pool construction) and “miscellaneous” projects (which are typically funded out of General Obligation Bond issues). “Miscellaneous” projects are categorized by type (streets, sewers, parks, etc.).

The fund shows expenditures from the large borrowing in 2012. The fund also reflects the use of local option sales tax revenues.

Total expenditures in this fund are shown at much higher than historical levels. The primary driver for that is the police station, which is shown at \$12,000,000.

Positions:

NONE.

CAPITAL PROJECTS FUND

	ACTUAL	APPROVED	PROPOSED	MGR REC.
	<u>10-11</u>	<u>11-12</u>	<u>12-13</u>	<u>12-13</u>
Beginning Balance	20,714,735	17,819,225	17,819,225	17,819,225
Revenue	8,323,625	12,518,000	16,968,597	16,968,597
Transfers In	250,000	0	0	175,000
Total Available	29,288,360	30,337,225	34,787,822	34,962,822
Expenditures	11,119,135	13,877,665	29,706,500	29,606,500
Transfers Out	350,000	100,000	0	0
Ending Balance	17,819,225	16,359,560	5,081,322	5,356,322

<u>ACCT #</u>	<u>ACCOUNT DETAIL</u>	ACTUAL	APPROVED	PROPOSED	MGR REC.
		<u>10-11</u>	<u>11-12</u>	<u>12-13</u>	<u>12-13</u>
	<u>MISCELLANEOUS PROJECTS</u>				
430-2-4440	REAP Grant	0	150,000	0	0
430-2-4441	ljobs Grant	601,201	600,000	0	0
750-1-4550	Plan Deposit Fees	255	0	0	0
750-1-4553	Plan Deposit Fees-CC	0	0	0	0
750-1-4730	Improvement Escrow Fees	26,976	0	0	0
750-1-4731	Maintenance Bond Fees	0	0	0	0
750-1-4735	Sales Tax Refunds	0	0	0	0
750-3-4400	Bridge Replacement Grant	0	0	0	0
750-3-4401	STP Grant	0	0	0	0
750-3-4440	RISE Grant	0	700,000	0	0
750-3-4441	Traffic Signal Grants	2,963,759	400,000	0	0
750-3-4445	ICAAP Grant - Hwy 151/13 Proje	0	0	0	0
750-3-4445	ICAAP Grant - Hwy 100/13 Proje	0	0	0	0
750-3-4447	Highway Safety Grant	0	0	0	0
750-3-4446	ICAAP Grant-Boyson Signals	285,665	0	0	0
750-3-4448	CAT Grant	0	0	0	0
750-3-4449	Brownfields 03 Assessment Grar	0	0	0	0
750-3-4450	Brownfields 05 Cleanup Grant	0	0	0	0
750-3-4451	06-EPA Assessment Grant-Haza	24,006	0	0	0
750-3-4452	06 EPA Assessment Grant-Petro	38,674	0	0	0
750-3-4453	Iowa Brownfield 06 Grant	0	0	0	0
750-3-4454	07 EPA Cleanup Grant	145,988	0	0	0
750-3-4458	Economic Dev Grant (EDI)	0	0	0	0
750-3-4465	Enhancement Grant (RPC)	0	0	0	0
750-3-4490	Reimbursements	0	0	0	0
750-4-4090	Alliant Energy Rebates	0	0	0	0

750-4-4250	Local Option Sales Tax	3,777,168	4,000,000	4,773,597	4,773,597
750-4-4300	Interest Earned	459,924	250,000	195,000	195,000
750-4-4301	Interest - Local Option Sales Tax	0	0	0	0
750-4-4302	Paving Escrow Interest	9	0	0	0
750-4-4490	Misc Revenues (Wal-Mart)	0	0	0	0
750-4-4781	Misc Revenues	0	0	0	0
	ljobs Grant	0	0	0	0
	Stimulus Funds	0	0	0	0
x	Interest - Hwy Jurisdiction	0	0	0	0
750-4-4820	Bond Proceeds/Lease Cert Proce	<u>0</u>	<u>6,418,000</u>	<u>12,000,000</u>	<u>12,000,000</u>
	Sub-Total	8,323,625	12,518,000	16,968,597	16,968,597

Transfers In:

	from Tax Stabilization Fund	0	0	0	0
	from Sanitary Sewer Fund	250,000	0	0	0
	from Sewer Replacement Fund	0	0	0	175,000
	from General Fund: Lowe Park €	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Sub-Total Transfers In	250,000	0	0	175,000

Total Misc Rev & Trans In 8,573,625 12,518,000 16,968,597 17,143,597

		ACTUAL	APPROVED	PROPOSED	MGR REC.
	<u>PUBLIC FACILITIES</u>	<u>10-11</u>	<u>11-12</u>	<u>12-13</u>	<u>12-13</u>
750-4-4210	Sale of City Hall	0	0	0	0
750-4-4211	Sale of Community Center	0	0	0	0
750-4-4230	Water Dept Investment in C Hall	0	0	0	0
750-4-4250	Local Option Sales Tax	0	0	0	0
	Bond Proceeds	0	0	0	0
750-4-4301	Interest	0	0	0	0
750-4-4821	Geo Thermal Loan Proceeds	0	0	0	0
	Sub-Total	0	0	0	0
750-4-4830	Transfers In:				
	From General Fund	0	0	0	0
	From General Fund (extra land a	0	0	0	0
	From Capital Projects (Misc.)	0	0	0	0
	From Road Use Fund	0	0	0	0
	From Sewer Rental Fund	0	0	0	0
	From Equip. Reserve Fund	0	0	0	0
	From Solid Waste Fund	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Sub-Total Transfers In	0	0	0	0
	Total Public Facilities Rev & Tran	0	0	0	0

		ACTUAL	APPROVED	PROPOSED	MGR REC.
	<u>LIBRARY CONSTRUCTION</u>	<u>10-11</u>	<u>11-12</u>	<u>12-13</u>	<u>12-13</u>
410-2-4700	Donations	0	0	0	0
410-2-4781	Misc. Revenues	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Sub-Total	0	0	0	0
	Total Revenues & Transfers In	8,573,625	12,518,000	16,968,597	17,143,597

CAPITAL PROJECTS FUND

EXPENDITURES - MISCELLANEOUS PROJECTS

<u>Acct #</u>	<u>Project</u>	<u>ACTUAL</u> <u>10-11</u>	<u>APPROVED</u> <u>11-12</u>	<u>PROPOSED</u> <u>12-13</u>	<u>MGR REC.</u> <u>12-13</u>
Police					
8-119-6725	Police Communcations	0	3,000,000	3,500,000	3,500,000
8-110-6726	Mobile Data Terminals	0	0	0	0
8-110-6728	Police Defibrillators	0	0	0	0
8-110-6728	Fire Arms training Simulator	0	0	0	0
8-110-6729	E911 Phase II Upgrade	0	0	0	0
8-110-6729	Proximity Locks	0	0	0	0
8-110-6729	Parking Lot Lighting	0	0	0	0
8-110-6729	Surveillance camera	0	0	0	0
8-110-6729	Police/Fire Parking Lot Overlay	0	0	0	0
	New Police Building	<u>0</u>	<u>0</u>	<u>12,000,000</u>	<u>12,000,000</u>
	Sub-Total Police	0	3,000,000	15,500,000	15,500,000
Fire					
8-150-6710	Upgrade rescue truck	0	0	0	0
8-150-6727	Fire Station Radio	0	0	0	0
8-150-6727	Fire Station # 2 Exhaust Fan	0	0	0	0
8-150-6727	Fire Station #1 Remodeling	0	0	0	0
8-150-6728	SCBA Repair/maint. Equipment	0	0	0	0
8-150-6728	Thermal Imaging Camera	0	0	0	0
8-150-6729	Upgrade defibrillators	0	0	0	0
8-150-6729	Parking Lot lighting	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Sub-Total Fire	0	0	0	0
Traffic Safety					
8-240-6793	CBD Traffic Signals	939,604	0	0	0
8-240-6796	Hwy 100/13 Tfc Signals	0	0	0	0
8-240-6797	Traffic signals	435,711	76,000	300,000	200,000
8-240-6798	Traffic Signal Automation/Networ	<u>127,774</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Sub-Total Traffic Safety	1,503,089	76,000	300,000	200,000
Engineering					
8-260-6411	Railroad Survey	0	0	0	0
Library					
8-410-6310	Sidewalk Improvement & Curb R	0	0	0	0
8-410-6311	Space Utilization Improvements	73,153	0	0	0
8-410-6729	Self-Check System	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Sub-Total Library	73,153	0	0	0

CAPITAL PROJECTS FUND

Parks

8-430-6411	Thomas Park Maint Bldg -Desigr	1,817	800,000	0	0
8-430-6723	Utility Tractor	0	0	0	0
8-430-6723	Chipper/mulcher	0	0	0	0
8-430-6728	Garbage Dumpster	0	0	0	0
8-430-6729	Lowe Park - Phase III	0	0	0	0
8-430-6730	Lowe Park Ballfield Dev. (Tax Str	0	0	0	0
8-430-6730	Lowe Park - West End	205	0	0	0
8-430-6731	Lowe Park Development - Trail (0	0	0	0
8-430-6732	Lowe Park - Art & Env. Center	0	0	0	0
8-430-6733	Lininger Park Parking Lot	0	0	0	0
8-430-6735	Lowe Park-Greenhouse Project	5,556	0	0	0
8-430-6736	Donnelly Park-Parking Lot	(10,500)	0	0	0
8-430-6738	Starry Park Restroom Replacem	0	0	0	0
8-430-6739	Gill Park Parking Lot	0	0	0	0
8-430-6740	Gill Park Restroom	0	0	0	0
8-430-6741	Thomas Park Pkg Lot & Road	0	0	0	0
8-430-6741	Road Repairs-Thomas Park	0	0	0	0
8-430-6742	Park signage	0	0	0	0
8-430-6742	Lowe Maintenance Building	115,937	0	0	0
8-430-6743	Ascension Park Parking Lot	1,925	0	0	0
8-430-6744	REAP Grant - Creekview Land D	0	150,000	0	0
8-430-6744	REAP Grant - Creekview Land D	0	0	0	0
8-430-6745	City Square Benches & Fountain	0	0	0	0
8-430-6745	City Square Benches & Fountain	0	0	0	0
8-430-6746	Cold Storage Building-Thomas P	1,052,539	0	0	0
8-430-6747	Krumholtz Trail	43,450	0	0	0
8-430-6748	Lindale Trail	17,542	0	0	0
8-430-6749	Luthern Church/Butterfield Lot	1,500	0	0	0
8-430-6750	Boyson Parking Lot - LOSST	7,883	0	0	0
8-430-6751	Thomas Park Safe Room	247,966	0	0	0
8-430-6752	Thomas Park Maint Bldg-Fuel T	<u>0</u>	<u>10,000</u>	<u>0</u>	<u>0</u>
	Sub-Total Parks	1,485,821	960,000	0	0

Pool

470-6729	Splash Pad - LOSST	<u>30,740</u>	<u>250,000</u>		
	Sub-Total Pool	30,740	250,000		

Brownfields Project Grants & Planning Projects

8-540-6491	Brownfield 03 Assessment Grant	0	0	0	0
8-540-6492	Brownfield 05 Cleanup Grant	0	0	0	0
8-540-6493	06 EPA Assessment Grant-Haza	18,223	0	0	0
8-540-6494	06 EPA Assessment Grant-Petro	40,960	0	0	0
8-540-6495	Iowa Brownfield 06 Grant	0	0	0	0
8-540-6496	07 EPA Cleanup Grant	116,509	0	0	0
8-540-6497	Zoning Ordinance/Subarea Plan	0	0	0	0
8-540-6498	EDI Grant	124,098	0	0	0
	Various/Completion of Existing	<u>9,684</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Sub-Total Brownfield	309,474	0	0	0

CAPITAL PROJECTS FUND

Streets

8-731-6761	26th Street Reconstruction	2,690	0	0	0
8-734-6728	GPS Structure Location Surveyin	0	0	0	0
8-735-6761	Boyson Road Widening	0	300,000	0	0
8-735-6761	Misc Street Repairs (Eng)	527,571	450,000	811,000	811,000
8-738-6761	29th Ave Paving - Phase IV (McM	0	370,000	0	0
8-739-6761	29th Ave Paving - Phase V (REC	0	330,000	0	0
8-741-6761	McGowan Blvd Paving - Phase I	0	0	0	0
8-741-6762	McGowan Blvd Paving - Phase II	413,792	0	0	0
8-741-6763	McGowan Blvd Paving - Phase II	0	305,000	350,000	350,000
8-735-6761	7th Ave HMA (1st to 9th)	0	0	435,000	435,000
8-743-6761	Connection Blvd	998,250	0	0	0
8-744-6761	44th Street / Hwy 151 Intersectio	177,064	0	0	0
8-750-6761	Indian Creek Road Paving - Pha	1,713	48,165	0	0
8-771-6761	Subdivision Major Streets	0	400,000	250,000	250,000
8-772-6761	Collins Road / 1st Ave	0	0	0	0
8-773-6761	East Post Road Widening	3,117	0	0	0
8-775-6411	Professional Fees	0	0	0	0
8-775-6761	29th Ave Extension Project	71,141	0	0	0
8-778-6761	S 22 St / Hwy 100 Traffic Signals	395,988	0	0	0
8-779-6761	35th Street North Extension	1,366,947	0	0	0
8-779-6762	35th Roundabout	53,000	0	0	0
8-780-6761	East Robins Rd / Alburnett Rd Tu	39,836	0	0	0
8-781-6761	N 10th St Reconstruction	1,476,046	0	0	0
8-782-6761	Armar / Hwy 100 Traffic Signals	493,080	0	0	0
8-785-6761	S 11th Street P - II (Meadowview	0	800,000	850,000	850,000
8-785-6761	S 11th Street P - III (F Ave to 1st	0	900,000	1,300,000	1,300,000
8-788-6761	12th St Curb / HMA Overlay (8th	65,273	0	0	0
8-790-6761	Clark Ave Reconstruction	399,724	0	0	0
8-791-6761	Armar Drive Extension	0	250,000	250,000	250,000
8-792-6761	Overpass Removal	0	200,000	200,000	200,000
8-793-6761	Tower Terrace Road Alignment S	74,796	0	0	0
8-793-6762	Tower Terrace Rd / 10th Street Ir	73,263	603,000	0	0
8-793-6763	Tower Terrace Rd P - II (3rd to 11	0	1,500,000	0	0
8-796-6761	Tower Terrace Rd P - III (Alburne	0	0	775,000	775,000
8-796-6761	Tower Terrace Rd / Alburnett Int	0	0	0	0
8-794-6761	Central Corridor Transportation S	87,832	0	0	0
8-794-6761	6th Ave Extension	0	212,000	2,800,000	2,800,000
8-795-6761	RISE Project-Marion Enterprise C	28,318	400,000	0	0
8-797-6761	31st St Extension - Phase I	360,966	0	0	0
8-797-6762	31st St Extension - Phase II	0	450,000	110,000	110,000
	Blairsferry Road Reconstruction	0	0	2,182,000	2,182,000
	Boyson Rd / 10th St Traffic Study	0	0	0	0
	A Avenue Reconstruction	0	0	0	0
	13th St Curb / HMA Overlay (8th	0	0	0	0
	35th St Reconst Project (RR to H	0	0	0	0
	Indian Creek Rd Paving - P - II (T	0	0	0	0
		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Sub-Total Streets	7,110,407	7,518,165	10,313,000	10,313,000

CAPITAL PROJECTS FUND

Storm Sewers/Drainage

8-744-6765	Bus. 151/Squaw Creek Culvert	0	0	0	0
8-749-6765	Dry Creek Regl Basin	0	0	0	0
8-756-6765	29th Ave/Squaw Creek Culvert	165,000	180,000	0	0
8-757-6765	REC Detention Basin	0	48,500	48,500	48,500
8-758-6766	8th Ave Culvert Replacement	0	0	0	0
8-794-6761	Central Corridor SW Storm Sewer	0	0	1,500,000	1,500,000
		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Sub-Total Storm Sewers/Drain	165,000	228,500	1,548,500	1,548,500

Sanitary Sewers

8-751-6767	35th Ave San Sewer Ext				
8-751-6767	Brookside Dr Sewer	0	0	0	0
8-752-6767	Marion Share-Trunk Sewer	0	1,600,000	1,845,000	1,845,000
8-753-6767	Highway 13 San Sewer Reconstr	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Sub-Total Sanitary Sewers	0	1,600,000	1,845,000	1,845,000

Sidewalks

8-760-6763	Misc Sidewalk Construction 02/03				
8-761-6763	Misc Sidewalk Construction	31,772	75,000	75,000	75,000
8-761-6763	Library Sidewalks	0	0	0	0
8-762-6762	Sidewalk Ramps 00/01	0	0	0	0
8-763-6762	Sidewalk Ramps	0	50,000	60,000	60,000
8-764-6762	Sidewalk Ramps 02/03	0	0	0	0
8-765-6761	CBD Streetscape (GOB)	0	0	0	0
8-766-6762	Sidewalk Ramps 03/04	0	0	0	0
8-760-6763	Northland Ave Reconstruction	0	0	0	0
8-767-6762	Misc Sidewalk Construction 01/0	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Misc Sidewalk Construction 04/0	0	0	0	0
	Sidewalk Ramps 04/05	0	0	0	0
x	Sidewalk Ramps 99/00	0	0	0	0
	Misc Sidewalk Construction 99/0	0	0	0	0
	Sub-Total Sidewalks	31,772	125,000	135,000	135,000

Public Facilities 301-8-

737-6411	City Hall - Consulting/Prof Fees	0	50,000	0	100,000
737-6599	City Hall - Misc Commodities	415	0	0	0
737-6750	City Hall - Buildings	0	25,000	25,000	25,000
737-6751	City Hall - Legal	0	0	0	0
737-6755	City Hall - Furnishings	2,248	0	0	0
737-6756	City Hall - Computer Upgrades	105,982	0	0	0
737-6761	Fiberoptic Project	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Sub-Total Public Facilities	108,645	75,000	25,000	125,000

CAPITAL PROJECTS FUND

General Administration 301-8-

746-6898	Economic Development				
746-6898	Economic Development	250,000	0	0	0
746-6899	Imagine8	41,884	0	0	0
747-6898	Bond expenses	<u>9,150</u>	<u>45,000</u>	<u>40,000</u>	<u>40,000</u>
	Planning-Municipal Campus Plan				
	Sub-Total General Administrator	301,034	45,000	40,000	40,000

Sub-Total Capital Projects

LIBRARY CONSTRUCTION

799-6999	Consulting/Prof Fees	0	0	0	0
799-6999	Misc Improvements	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Sub-Total Library Construction	0	0	0	0

Total Misc Proj Expenditures	11,119,135	13,877,665	29,706,500	29,706,500
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Misc Proj Transfers Out	350,000	100,000	0	0
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Total Misc Proj Exp & Trans O	11,469,135	13,977,665	29,706,500	29,706,500
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PARK DEVELOPMENT FUND

SUMMARY

The park development fund is a special account the city uses to match grant programs for parks, and to acquire parkland as opportunities present. For the past several years the budget has included transfers to this fund to bring the balance back up, as it has been used for projects. The preferred balance in this account is \$150,000, and as it is projected to exceed that at the end of FY 11-12 no transfer is recommended in this budget.

Positions:

NONE.

PARK DEVELOPMENT FUND

	<u>ACTUAL</u> <u>10-11</u>	<u>APPROVED</u> <u>11-12</u>	<u>PROPOSED</u> <u>12-13</u>	<u>MGR REC.</u> <u>12-13</u>
Beginning Balance	148,567	149,022	175,622	175,622
Revenue	25,374	1,600	800	800
Transfers In	35,000	35,000	0	0
Total Available	208,941	185,622	176,422	176,422
Expenditures	59,919	10,000	10,000	10,000
Transfers Out	0	0	0	0
Ending Balance	149,022	175,622	166,422	166,422

	<u>ACTUAL</u> <u>10-11</u>	<u>APPROVED</u> <u>11-12</u>	<u>PROPOSED</u> <u>12-13</u>	<u>MGR REC.</u> <u>12-13</u>
REVENUES	24,710	0	0	0
430-2-4720 Insurance Reimbursement	664	1,600	800	800
430-4-4300 Interest	0	0	0	0
430-4-4781 Misc. Revenues	25,374	1,600	800	800
Total Revenue				

TRANSFERS IN	35,000	35,000	0	0
430-4-4830 From: General Fund	0	0	0	0
430-4-4830 From: Tax Stabilization Fund	35,000	35,000	0	0
Total Transfers In				

	<u>ACTUAL</u> <u>10-11</u>	<u>APPROVED</u> <u>11-12</u>	<u>PROPOSED</u> <u>12-13</u>	<u>MGR REC.</u> <u>12-13</u>
EXPENDITURES				
8-430-6411 Professional Fees	0	0	0	0
8-430-6458 Local Match for Grants	0	10,000	10,000	10,000
8-430-6729 Misc. Improvements	59,919	0	0	0
Total Expenditures	59,919	10,000	10,000	10,000

MAINTENANCE BOND AND SUBDIVISION ESCROW FUNDS

SUMMARIES

The maintenance bond fund is a self-insurance fund the city has to make repairs to infrastructure items that fail before the warrant (bond) period is up. Normally, a contractor will pay an insurance company for a maintenance bond that the city can exercise to correct defects during the warranty period. In reality, however, maintenance bonds are notoriously hard to collect on, as insurers contest the claims regularly. Rather than go through that process, Marion started an internal self-insurance fund. Developers now pay a bond fee to Marion (typically lower than the cost of a bond premium) and the city has a fund through which to immediately make repairs without going through the insurance claim process.

Subdivision escrow is an option for a builder who is responsible for the cost of improvements, but where the city may have deferred the improvements. Rather than wait around for the city to complete the project and have it charged back, a developer may pay their calculated share into this escrow account and is then relieved of further cost share responsibility. The city then has the money on hand to use when the improvements are completed.

Positions:

NONE.

MAINTENANCE BOND FUND

	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	PROPOSED <u>12-13</u>	MGR REC. <u>12-13</u>
Beginning Balance	255,345	272,829	287,829	287,829
Revenue	17,484	15,000	15,000	15,000
Transfers In	0	0	0	0
Total Available	272,829	287,829	302,829	302,829
Expenditures	0	0	0	0
Transfers Out	0	0	0	0
Ending Balance	272,829	287,829	302,829	302,829

<u>ACCT #</u>	<u>SOURCE</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	PROPOSED <u>12-13</u>	MGR REC. <u>12-13</u>
740-1-4500	Maintenance Bond Fees	16,339	10,000	10,000	10,000
740-4-4300	Interest Earned	<u>1,145</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
	Total Revenues	17,484	15,000	15,000	15,000
740-4-4830	Transfers In:				
	General Fund	0	0	0	0
	Capital Projects Fund	0	0	0	0
	Road Use Fund	0	0	0	0
	Sewer Rental Fund	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
		0	0	0	0
TOTAL REVENUES & TRANSFERS IN		17,484	15,000	15,000	15,000

<u>ACCT #</u>	<u>DESCRIPTION</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	PROPOSED <u>12-13</u>	PROPOSED <u>12-13</u>
8-740-6399	Expenditures	0	0	0	0

SUBDIVISION ESCROW FUND

CASH POSITION

	<u>ACTUAL</u> <u>08-09</u>	<u>ACTUAL</u> <u>09-10</u>	<u>ACTUAL</u> <u>10-11</u>	<u>APPROVED</u> <u>11-12</u>	<u>PROPOSED</u> <u>12-13</u>
Beginning Balance	0	0	9,963	10,429	10,429
Revenue	0	0	466	0	0
Transfers In	0	9,963	0	0	0
Total Available	0	9,963	10,429	10,429	10,429
Expenditures	0	0	0	0	0
Transfers Out	0	0	0	0	0
Ending Balance	0	9,963	10,429	10,429	10,429

REVENUES: 325-740-

	<u>ACTUAL</u> <u>08-09</u>	<u>ACTUAL</u> <u>09-10</u>	<u>ACTUAL</u> <u>10-11</u>	<u>APPROVED</u> <u>11-12</u>	<u>PROPOSED</u> <u>11-12</u>
1-4500 Subdivision Development Escrow	0	0	466	0	0
4-4300 Interest Earned	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total	0	0	466	0	0
4-4830 Transfers In	<u>0</u>	<u>9,963</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total	0	9,963	0	0	0
TOTAL SUBDIVISION DEV ESCROW REVENUES	0	9,963	466	0	0

EXPENDITURES: 325-8-740-

	<u>ACTUAL</u> <u>08-09</u>	<u>ACTUAL</u> <u>09-10</u>	<u>ACTUAL</u> <u>10-11</u>	<u>APPROVED</u> <u>11-12</u>	<u>PROPOSED</u> <u>11-12</u>
6399 Payments	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL SUBDIVISION DEV ESCROW EXPENDITURES	0	0	0	0	0

CEMETERY PERPETUAL CARE AND MEMORIAL FUNDS

SUMMARIES

Most cities have a perpetual care fund designed to help with the cost of maintaining cemeteries. In Marion's case, a portion of the sale proceeds from each grave site go into the perpetual care fund to build up the balance. Interest collected is used through the general fund to help with cemetery care expenses. The fund only generates enough interest to pay a fraction of the cost of care and maintenance, however. Principal from the fund is not used.

The cemetery memorial fund is a small pass-through account used to pay for cemetery projects or improvements as requested by a specific donation. If someone wanted to purchase a memorial bench, for example, that could be done through the cemetery memorial fund.

Positions:

NONE.

CEMETERY PERPETUAL CARE FUND

	<u>ACTUAL</u> <u>10-11</u>	<u>APPROVED</u> <u>11-12</u>	<u>PROPOSED</u> <u>12-13</u>	<u>MGR REC.</u> <u>12-13</u>
Beginning Balance	143,285	146,390	149,390	149,390
Revenue	3,105	3,000	3,000	3,000
Transfers In	0			
Total Available	146,390	149,390	152,390	152,390
Expenditures	0	0	0	0
Transfers Out	0	0	0	0
Ending Balance	146,390	149,390	152,390	152,390

<u>ACCT #</u>	<u>SOURCE</u>	<u>ACTUAL</u> <u>10-11</u>	<u>APPROVED</u> <u>11-12</u>	<u>PROPOSED</u> <u>12-13</u>	<u>MGR REC.</u> <u>12-13</u>
450-2-4705	Perpetual Care	3,105	3,000	3,000	3,000

<u>ACCT</u>	<u>DESCRIPTION</u>	<u>APPROVED</u> <u>10-11</u>	<u>PROPOSED</u> <u>11-12</u>	<u>PROPOSED</u> <u>12-13</u>	<u>MGR REC.</u> <u>12-13</u>
4-450-6729	Misc Improvements	0	0	0	0

CEMETERY MEMORIAL FUND

	<u>ACTUAL</u> <u>10-11</u>	<u>APPROVED</u> <u>11-12</u>	<u>PROPOSED</u> <u>12-13</u>	<u>MGR REC.</u> <u>12-13</u>
Beginning Balance	1,362	1,367	1,367	1,367
Revenue	5	0	0	0
Transfers In	0	0	0	0
Total Available	1,367	1,367	1,367	1,367
Expenditures	0	0	0	0
Transfers Out	0	0	0	0
Ending Balance	1,367	1,367	1,367	1,367

<u>ACCT #</u>	<u>SOURCE</u>	<u>ACTUAL</u> <u>10-11</u>	<u>APPROVED</u> <u>11-12</u>	<u>PROPOSED</u> <u>12-13</u>	<u>MGR REC.</u> <u>12-13</u>
450-2-4705	Private Contributions	5	0	0	0
	Interest Earned	5	0	0	0

<u>ACCT</u>	<u>DESCRIPTION</u>	<u>ACTUAL</u> <u>10-11</u>	<u>APPROVED</u> <u>11-12</u>	<u>PROPOSED</u> <u>12-13</u>	<u>MGR REC.</u> <u>12-13</u>
4-450-6411	Consulting/Prof Fees	0	0	0	0

SANITARY SEWER (FORMERLY SEWER RENTAL) FUND

SUMMARY

The sewer division has one supervisor and four operators that carry out the daily maintenance functions of the utility. The division is charged with cleaning and maintaining the storm and sanitary sewer infrastructure, waterways and floodplain maintenance, and activities related to stormwater management.

Current payments for wastewater treatment will need to be examined, which may require an increase in the monthly sewer rate. Marion's financial responsibility to the City of Cedar Rapids for treatment expense is based on population ratios that reflect Marion's 2000 census numbers. Depending on how negotiations turn out, the current sewer rate could be dramatically impacted. The budget assumes a worst-case scenario.

Staffing levels should remain constant in the public service division over the next two years, but it is possible that an employee may need to be added for inflow and infiltration work. Restructuring may result in transferring operators from another division.

A change in how personnel costs are attributed is reflected in this fund. In previous years, sanitary sewer funds were transferred to the general fund to pay for overhead expenses needed to operate the utility. This year, personnel expenses are to be charged directly to the sewer utility. Departments to be direct billed include administration, finance, and engineering. This is a more transparent way to account for costs and ensures taxes are not unduly supporting the utility's operations.

Positions:

Prior Year:

Public Services Director	0.25	Mechanic	0.35
Operations Manager	0.25	Equipment Operator	4.00
Supervisor	1.00	Equipment Operator II	0.00
Assistant Supervisor	0.00	Administrative Assistant	0.25
Operator Tech	0.00	Part-Time	0.83
		Total FTE	6.93

As Approved:

City Manager's Office	0.65	Supervisor	1.00
Finance Department	0.38	Mechanic	0.83
Engineering	1.45	Equipment Operator	4.00
Public Services Director	0.25	Administrative Assistant	1.00
Operations Manager	0.25	Part-Time	0.73
		Total FTE	9.41

SANITARY SEWER FUND

	ACTUAL	APPROVED	DEPT REQ.	MGR REC.
	<u>10-11</u>	<u>11-12</u>	<u>12-13</u>	<u>12-13</u>
Beginning Balance	1,515,022	1,237,170	1,237,170	1,237,170
Revenue	2,676,900	2,737,891	2,741,157	3,353,296
Transfers In	0	0	0	0
Total Available	4,191,921	3,975,061	3,978,327	4,590,466
Expenditures	2,502,380	2,587,092	4,328,974	3,606,774
Transfers Out	452,371	339,292	372,858	221,859
Ending Balance	1,237,170	1,048,677	-723,505	761,833

SANITARY SEWER FUND REVENUES

<u>ACCT #</u>	<u>SOURCE</u>	ACTUAL	APPROVED	DEPT REQ.	MGR REC.
		<u>10-11</u>	<u>11-12</u>	<u>12-13</u>	<u>12-13</u>
1-4500	Collections	2,655,046	2,667,266	2,690,032	3,302,171
1-4540	Hook-Up Fees	14,865	34,000	34,000	34,000
1-4550	Misc Revenues	1,750	11,500	11,500	11,500
1-4600	Assessments	79	125	125	125
2-4400	FEMA Reimbursements	0	0	0	
4-4300	Interest Earned	<u>5,159</u>	<u>25,000</u>	<u>5,500</u>	<u>5,500</u>
	TOTAL REVENUES	2,676,900	2,737,891	2,741,157	3,353,296

SANITARY SEWER FUND EXPENDITURES

<u>SANITARY SEWER FUND</u>		ACTUAL	APPROVED	DEPT REQ.	MGR REC.
		<u>10-11</u>	<u>11-12</u>	<u>12-13</u>	<u>12-13</u>
<u>Personal Services</u>					
6010	Regular Salaries	335,920	367,356	590,571	590,571
6020	Part-Time Pay	8,260	12,000	12,000	12,000
6040	Overtime Pay	4,856	3,500	5,000	5,000
6110	FICA	27,386	29,289	45,524	45,524
6130	IPERS	24,572	30,897	47,239	47,239
6150	Health Insurance	58,450	83,742	122,251	122,251
6151	Wellness Program	130	279	390	390
6152	Life Insurance	290	286	499	499
6153	Long Term Disability	1,345	1,409	1,971	1,971
6160	Workers Compensation	10,009	19,195	20,304	20,304
6170	Unemployment	0	1,353	1,918	1,918
6180	Allowances	<u>340</u>	<u>668</u>	<u>758</u>	<u>758</u>
	Sub-Total	471,558	549,972	848,424	848,424

SANITARY SEWER FUND

Other Expenditures

6210	Dues/Memberships	109	109	300	200
6230	Training/Registration	0	800	800	800
6240	Travel/Conference Expense	0	300	300	300
6310	Bldg Repair/Maintenance	2,077	3,500	3,500	3,500
6331	Vehicle Maint Supplies	6,601	4,500	4,500	4,500
6332	Vehicle Repair/Maintenance	333	1,500	1,500	1,500
6350	Other Equip Repair/Maint	3,023	9,000	9,000	7,000
6370	Utilities	8,636	15,000	16,000	13,000
6373	Communications	724	1,000	1,000	1,000
6404	Interdeptal Service Charge	66,014	82,000	82,000	82,000
6408	General Insurance	7,898	15,000	16,000	13,000
6413	Payment to Agencies	1,619,029	1,732,361	2,460,200	2,400,000
6414	Printing/Binding	0	250	250	250
6415	Rental of Equipment	0	5,500	5,500	5,500
6422	Laundry/Uniforms	1,235	2,600	3,000	2,600
6430	Misc Contractual	5,749	5,500	5,500	5,500
6504	Minor Equipment	2,641	2,500	2,500	2,500
6505	Other Equip Maint Supplies	4605	5000	5,000	5,000
6506	Office Supplies	442	600	600	600
6507	Misc Operating Supplies	725	6,000	7,000	6,000
6508	Postage/Shipping	19	250	250	250
6511	Bldg & Grounds Supplies	555	750	750	750
6513	Vehicle Operating Supplies	16,879	16,500	17,000	16,500
6514	Medical Supplies	54	100	100	100
6522	Concrete	18,896	30,000	30,000	30,000
6529	Sewer Maintenance Supplies	7,260	6,000	6,000	6,000
6530	Manhole Castings/Seals	212	9,000	9,000	9,000
6531	Pipes/Manholes	3,236	4,000	4,000	4,000
6532	Chimney Seals/MH Castings	4,548	6,500	6,500	6,500
6599	Misc Commodities	<u>1,218</u>	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>
	Sub-Total	1,782,718	1,968,620	2,700,550	2,630,350

Capital Outlay

6723	Heavy Motor Equipment	217,683	0	106,000	100,000
6725	Office Equipment	0	0	2,000	2,000
6726	Computer Equipment	2,676	0	7,500	7,500
6727	Other Equipment	26,600	11,000	17,000	11,000
6728	Shop Equipment	903	7,500	7,500	7,500
6750	Buildings	243	50,000	0	0
6752	Property Acquisition	0	0	0	0
6766	35th Ave/I.C. Rd Lateral Sewer	0	0	0	0
		0	0		
6768	Indian Creek Trunk Sewer Extension			500,000	0
6769	Brookside Drive San Sewer	0	0	0	0
6770	Orrian Dr San Drain Tile	<u>0</u>	<u>0</u>	<u>140,000</u>	0
	Sub-Total	248,105	68,500	780,000	128,000

TOTAL EXPENDITURES		2,502,380	2,587,092	4,328,974	3,606,774
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Transfers Out:

6911	To Employee Benefits Fund	11,340	10,000	10,000	10,000
6912	To Debt Service	17,872	17,872	17,872	17,872
6913	To General Fund	<u>423,159</u>	<u>311,420</u>	<u>344,986</u>	<u>193,987</u>
	Sub-Total	452,371	339,292	372,858	221,859

TOTAL EXPENDITURES &		2,954,751	2,926,384	4,701,832	3,828,633
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SANITARY SEWER REPLACEMENT FUND

SUMMARY

This fund provides for the capital needs for the city's sanitary sewer system including contractual sanitary sewer repairs (both emergency and planned) and city share of sewer extension and/or oversizing projects.

FY 12-13 allocations include \$340,000 for sanitary sewer repairs and the city's share of sanitary sewer oversizing/extensions pursuant to the city's policies (\$40,000).

The budget also proposed the first in a series of two loans to the Capital Projects fund. These funds would be used to rebuild infrastructure (sidewalks, curbs, etc.) in low to moderate income census tracts, and repaid from the Winslow Road TIF district.

Positions:

NONE.

SEWER REPLACEMENT FUND

	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC. <u>12-13</u>
Beginning Balance	3,623,803	4,013,961	4,198,961	4,198,961
Revenue	412,926	425,000	425,000	425,000
Transfers In	0	0	0	0
Total Available	4,036,729	4,438,961	4,623,961	4,623,961
Expenditures	22,768	240,000	240,000	240,000
Transfers Out	0	0	0	175,000
Ending Balance	4,013,961	4,198,961	4,383,961	4,208,961

REVENUES

<u>ACCT #</u>	<u>SOURCE</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC <u>12-13</u>
820-1-4500	Sewer Repair Fee	372,342	380,000	380,000	380,000
820-4-4300	Interest Earned	<u>40,584</u>	<u>45,000</u>	<u>45,000</u>	<u>45,000</u>
	Total Revenues	412,926	425,000	425,000	425,000
	Transfers In	0	0	0	0
TOTAL REVENUES & TRANSFERS IN		412,926	425,000	425,000	425,000

EXPENDITURES

<u>ACCT #</u>	<u>DESCRIPTION</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC <u>12-13</u>
<u>Capital Outlay</u>					
9-820-6374	Sanitary Sewer Repair	22,768	200,000	200,000	340,000
9-820-6411	Consulting/Professional Fees				
9-820-6765	Sewer Extension/Oversizing	<u>0</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>
<u>Transfers Out</u>					
	Capital Projects				<u>175,000</u>
TOTAL EXPENDITURES		22,768	240,000	240,000	555,000

#6374 - Sewer Repair Projects

Misc San Repair Projects	22,768	200,000	200,000	200,000
Orrian Drive Drain tile			140,000	140,000
Trunk sewer modeling	0	0	0	0
Trunk sewer replacement - Phase I	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	22,768	200,000	340,000	340,000

#6765 - Sewer Oversizing/Extensions

Misc	14	40,000	40,000	40,000
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SOLID WASTE

SUMMARY

Revenues and expenses related to residential collection and disposal of solid and yard waste, recycling (including operation of the recycling drop-off facility), special collections and yard waste composting are reflected in this fund.

Public service projects that a new route will need to be added next to next year to cope with new growth. A truck from the current fleet will not be traded off when the next truck is purchased, which will expand the fleet as economically as possible.

While tonnage fees are expected to increase with the addition of new customer accounts, the increase would not be enough to ready the service for adding the new route. The budget, as proposed, includes a \$1/month increase to the base rate starting 1/1/2013.

Additionally, the budget includes reducing the transfers to the general fund for administrative support and billing staff time directly to the utility instead.

Positions:

Prior Year:

Public Services Director	0.25	Equipment Operator	7.00
Operations Manager	0.25	Administrative Assistant	0.43
Supervisor	1.00	Part-Time	1.10
Mechanic	0.50		
		Total FTE	10.53

As Approved:

City Manager's Office	0.65	Mechanic	0.50
Finance Department	0.38	Equipment Operator	7.00
Public Services Director	0.25	Administrative Assistant	0.43
Operations Manager	0.25	Part-Time	1.10
Supervisor	1.00		
		Total FTE	11.56

SOLID WASTE FUND

	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC. <u>12-13</u>
Beginning Balance	1,387,555	1,307,036	1,013,685	1,013,685
Revenue	1,284,051	1,478,404	1,525,480	1,585,180
Transfers In				
Total Available	2,671,607	2,785,440	2,539,165	2,598,865
Expenditures	1,284,266	1,458,463	1,565,187	1,555,207
Transfers Out	80,305	313,292	143,335	128,376
Ending Balance	1,307,036	1,013,685	830,644	915,283

SOLID WASTE FUND REVENUES

<u>ACCT #</u>	<u>SOURCE</u>	ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC. <u>12-13</u>
<u>SOLID WASTE FUND REVENUES</u>					
1-4500	Collections	499,710	516,093	595,518	595,518
1-4502	Special Collections	23,667	40,000	40,000	40,000
1-4600	Assessments	15,479	12,000	14,000	14,000
1-4750	Recycled Material Revenue	40,864	43,459	49,195	49,195
1-4751	Recyc. Container Sales	37,599	45,845	54,043	54,043
1-4752	Garbage Tags	109,670	129,886	164,207	164,207
2-4400	FEMA Reimbursements	271	416	462	462
2-4440	DNR Grant	358	352	376	376
4-4300	Interest Earned	1,977	1,981	2,062	2,062
	Transfers In-TIF Fund (ESCO)	27,444	49,126	47,817	47,817
	Total Revenues	0	2,585	2,831	2,831
		<u>812</u>	<u>1,125</u>	<u>1,125</u>	<u>1,125</u>
		757,850	842,870	971,637	971,637

<u>SOLID WASTE FUND EXPENDITURES</u>		ACTUAL <u>10-11</u>	APPROVED <u>11-12</u>	DEPT REQ. <u>12-13</u>	MGR REC. <u>12-13</u>
<u>Personal Services</u>					
6010	Regular Salaries	499,710	516,093	595,518	595,518
6020	Part Time Pay	23,667	40,000	40,000	40,000
6040	Overtime Pay	15,479	12,000	14,000	14,000
6110	FICA	40,864	43,459	49,195	49,195
6130	IPERS	37,599	45,845	54,043	54,043
6150	Health Insurance	109,670	129,886	164,207	164,207
6151	Wellness Program	271	416	462	462
6152	Life Insurance	358	352	376	376
6153	Long Term Disability	1,977	1,981	2,062	2,062
6160	Workers Comp	27,444	49,126	47,817	47,817
6170	Unemployment	0	2,585	2,831	2,831
6180	Allowances	812	1,125	1,125	1,125
	Sub-Total	757,850	842,870	971,637	971,637

SOLID WASTE FUND

Other Expenditures

6210	Dues/Mmbrships/Subscrips	290	350	350	350
6230	Training/Registrationn	0	800	800	800
6240	Travel/Conference Expense	0	1,200	1,200	1,200
6310	Bldg Repair & Maintenance	4,237	3,000	3,000	3,000
6331	Vehicle Maint Supplies	14,374	25,000	28,000	26,000
6332	Vehicle Repair/Maintenance	6,706	11,000	15,000	13,000
6350	Other Equip Repair/Maint	886	11,000	14,000	12,000
6370	Utilities	10,818	18,500	20,000	18,500
6373	Communications	996	2,000	2,000	2,000
6404	Interdeptal Service Charge	22,005	25,775	26,500	26,500
6408	General Insurance	15,426	25,000	27,000	25,000
6411	Consulting/Professional Fees	0	0	2,000	2,000
6413	Payment to Agencies	240,326	260,000	262,000	265,000
6414	Printing/Binding	2,750	6,000	6,000	6,000
6422	Laundry/Uniforms	1,940	2,500	2,500	2,500
6430	Misc Contractual	98,613	4,000	4,000	4,000
6504	Minor Equipment	462	0	0	0
6505	Other Equip Maint Supplies	2,262	4,000	4,000	4,000
6506	Office Supplies	1,203	900	900	900
6507	Operating Supplies	211	1,800	1,800	1,800
6508	Postage/Shipping	19	19	0	20
6511	Bldg/Grounds Supplies	457	600	600	600
6513	Vehicle Operating Supplies	81,212	135,000	140,000	138,000
6514	Medical Supplies	54	400	400	400
6535	Recycling Supplies	214	15,000	16,500	15,000
6599	Misc Commodities	<u>984</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
	Sub-Total	506,443	556,844	581,550	571,570

Capital Outlay

6723	Heavy Motor Equipment	0	0	0	0
6725	Office Equipment	0	0	1,000	1,000
6726	Computer Equipment	819	1,250	6,000	6,000
6727	Other Equipment	13,680	0	5,000	5,000
6728	Shop Equipment	1,750	7,500	0	0
6750	Buildings	3,723	50,000	0	0
6752	Property Acquisition	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Sub-Total	19,972	58,750	12,000	12,000

TOTAL EXPENDITURES		1,284,266	1,458,463	1,565,187	1,555,207
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Transfers Out:

6911	To Employee Benefits Fund	20,305	17,500	17,500	32,500
6912	To Debt Service	0	0	0	0
	To TIF Fund (ESCO)		200,000		
6913	To General Fund	<u>60,000</u>	<u>95,792</u>	<u>125,835</u>	<u>95,876</u>
	Sub-Total	80,305	313,292	143,335	128,376

TOTAL EXPENDITURES & TRANSFERS OUT		1,364,571	1,771,755	1,708,522	1,683,583
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SOLID WASTE REPLACEMENT

SUMMARY

This fund provides for vehicle and equipment replacement for the city's solid waste programs.

The budget includes an allocation of \$256,000 for heavy motor equipment.

Positions:

NONE.

SOLID WASTE REPLACEMENT

	<u>ACTUAL</u> <u>10-11</u>	<u>APPROVED</u> <u>11-12</u>	<u>PROPOSED</u> <u>12-13</u>	<u>MGR REC.</u> <u>12-13</u>
Beginning Balance	565,468	532,646	488,646	488,646
Revenue	192,500	197,500	202,500	202,500
Transfers In		0		
Total Available	757,968	730,146	691,146	691,146
Expenditures	331,000	241,500	256,000	256,000
Transfers Out				
Ending Balance	426,968	488,646	435,146	435,146

<u>ACCT #</u>	<u>SOURCE</u>	<u>ACTUAL</u> <u>10-11</u>	<u>APPROVED</u> <u>11-12</u>	<u>PROPOSED</u> <u>12-13</u>	<u>MGR REC.</u> <u>12-13</u>
<u>SOLID WASTE REPLACEMENT REVENUES</u>					
845-1-4500	Collections	180,000	185,000	190,000	190,000
845-4-4300	Interest Earned	12,500	12,500	12,500	12,500
	Total Revenues	192,500	197,500	202,500	202,500

		<u>ACTUAL</u> <u>10-11</u>	<u>APPROVED</u> <u>11-12</u>	<u>PROPOSED</u> <u>12-13</u>	<u>MGR REC.</u> <u>12-13</u>
<u>SOLID WASTE REPLACEMENT EXPENDITURES</u>					
<u>Capital Outlay</u>					
9-845-6723	Heavy Motor Equipment	296,000	233,000	256,000	256,000
9-845-6726	Computer Equipment	1,000	1,000	0	0
9-845-6727	Other Equipment	34,000	0	0	0
9-845-6728	Shop Equipment		7,500	3,000	3,000
TOTAL EXPENDITURES		331,000	241,500	259,000	259,000

URBAN FOREST UTILITY

SUMMARY

The urban forest utility is a new account created to cover the expenses the city incurs in maintaining city-owned trees and forested areas. Prior to the creation of the utility, these expenses had been taken out of the general fund and road use tax fund, where they were competing with higher priority projects.

Expenses include tree trimming and removal, tree acquisition, professional services as needed, and establishment of a reserve fund for mass removal of ash trees should the emerald ash borer make its way further into Iowa. Replacement of trees removed as part of capital projects will be an eligible expense, as will purchase of trees for new street extension and signature streets in the city.

Departments using these funds include engineering, public service, and parks.

This fund includes a re-estimated column for fiscal year 11-12. This is because the council approved a phase-in of the urban forest fee, rather than putting it on the bills all at once. FY 12-13 will be the first full year the fee will be in place.

Positions:

NONE.

URBAN FOREST UTILITY

	APPROVED <u>11-12</u>	RE-EST <u>11-12</u>	MGR REC. <u>12-13</u>
Beginning Balance	0	0	924
Revenue	260,530	133,424	265,649
Transfers In			
Total Available	260,530	133,424	266,573
Expenditures	126,500	57,500	129,500
Transfers Out	115,000	75,000	75,000
Ending Balance	19,030	924	62,073

<u>ACCT #</u>	<u>SOURCE</u>	APPROVED <u>11-12</u>	RE-EST <u>11-12</u>	MGR REC. <u>12-13</u>
<u>URBAN FOREST FUND REVENUES</u>				
1-4500	Collections	259,330	132,224	264,449
1-4502	Special Collections	0	0	0
1-4600	Assessments	200	200	200
4-4300	Interest Earned	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
	Total Revenues	260,530	133,424	265,649

<u>URBAN FOREST FUND EXPENDITURES</u>		MGR REC. <u>11-12</u>	RE-EST <u>11-12</u>	DEPT REQ. <u>12-13</u>
<u>Personal Services</u>				
6010	Regular Salaries	0	0	0
6020	Part Time Pay	0	0	0
6040	Overtime Pay	0	0	0
6110	FICA	0	0	0
6130	IPERS	0	0	0
6150	Health Insurance	0	0	0
6151	Wellness Program	0	0	0
6152	Life Insurance	0	0	0
6153	Long Term Disability	0	0	0
6160	Workers Comp	0	0	0
6170	Unemployment	0	0	0
6180	Allowances	<u>0</u>	<u>0</u>	<u>0</u>
	Sub-Total	0	0	0

URBAN FOREST UTILITY

Other Expenditures

6210	Dues/Mmbrships/Subscrips	0	0	0
6230	Training/Registrationn	0	0	0
6240	Travel/Conference Expense	0	0	0
6310	Bldg Repair & Maintenance	0	0	0
6331	Vehicle Maint Supplies	0	0	0
6332	Vehicle Repair/Maintenance	0	0	0
6350	Other Equip Repair/Maint	0	0	0
6370	Utilities	0	0	0
6373	Communications	0	0	0
6404	Interdeptal Service Charge	0	0	0
6408	General Insurance	0	0	0
6411	Consulting/Professional Fees	0	0	0
6413	Payment to Agencies	0	0	0
6413	Payment to Agencies	0	0	0
6414	Printing/Binding	0	0	0
6422	Laundry/Uniforms	0	0	0
6430	Misc Contractual	100,000	40,000	100,000
6505	Other Equip Maint Supplies	3,500	3,500	3,500
6506	Office Supplies	0	0	0
6507	Operating Supplies	0	0	0
6508	Postage/Shipping	0	0	0
6511	Bldg/Grounds Supplies	0	0	0
6513	Vehicle Operating Supplies	1,000	1,000	1,000
6514	Medical Supplies	0	0	0
6535	Recycling Supplies	0	0	0
6599	Misc Commodities	<u>0</u>	<u>0</u>	<u>0</u>
	Sub-Total	104,500	44,500	104,500

Capital Outlay

?	Trees	22,000	13,000	25,000
?	Office Equipment	0	0	0
?	Computer Equipment	0	0	0
?	Other Equipment	0	0	0
?	Shop Equipment	0	0	0
?	Buildings	0	0	0
?	Property Acquisition	<u>0</u>	<u>0</u>	<u>0</u>
	Sub-Total	22,000	13,000	25,000

TOTAL EXPENDITURES		126,500	57,500	129,500
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Transfers Out:

6911	To Road Use Fund	75,000	75,000	75,000
6912	To Debt Service	0	0	0
6913	To General Fund	<u>0</u>	<u>0</u>	<u>0</u>
	Sub-Total	75,000	75,000	75,000

TOTAL EXPENDITURES & TRANSFERS OUT		201,500	132,500	204,500
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STORMWATER MANAGEMENT

SUMMARY

This fund accounts for all revenues from stormwater management service fees, subdivision drainage fees and interest earned. Allocations are used to fund stormwater management/drainage projects, any city share of neighborhood drain tile projects as well as the city share of storm sewer oversizing and detention/retention basis projects associated with new development.

The budget assumes that the council will approve the transition to a full storm water utility. This increases revenues in anticipation of completion of several high dollar storm water management projects over the next several years.

The city is required to comply with the National Pollution and Discharge Elimination System (Phase II) Program requirements. The budget includes an allocation for consulting services to assist with program compliance.

As with other enterprise/utility funds, this budget proposed to reduce the transfer to the general fund and directly pay for support wages instead.

Positions:

Prior Year:

Public Services Director	0.10	Assistant City Engineer	0.50
Operations Manager	0.10	Administrative Assistant	0.10
Mechanic	0.20	Equipment Operators	0.80
Permanent Part-Time	0.38		
		Total FTE:	2.18

As Proposed:

City Manager's Office	0.60		
Finance Department	0.74	Part-Time	1.10
Engineering	1.05	Mechanic	0.20
Public Services Director	0.10	Equipment Operator	0.80
Operations Manager	0.10	Administrative Assistant	0.38
		Total FTE	4.07

STORMWATER MANAGEMENT

	ACTUAL	APPROVED	DEPT REQ	MGR REC
	<u>10-11</u>	<u>11-12</u>	<u>12-13</u>	<u>12-13</u>
Beginning Balance	1,865,411	2,025,557	1,420,635	1,420,635
Revenue	429,720	915,000	651,152	651,152
Transfers In	53,484	53,484	53,484	53,484
Total Available	2,348,615	2,994,041	2,125,271	2,125,271
Expenditures	129,997	1,135,211	719,387	744,963
Transfers Out	193,061	438,195	661,446	530,931
Ending Balance	2,025,557	1,420,635	744,438	849,377

<u>ACCT</u>	<u>SOURCE</u>	ACTUAL	APPROVED	DEPT REQ	MGR REC
		<u>10-11</u>	<u>11-12</u>	<u>12-13</u>	<u>12-13</u>
865-1-4500	Collections	377,825	830,000	583,152	583,152
865-1-4501	Erosion Fees	900	0		
865-1-4503	Erosion Fees - CC	0	0		
865-1-4550	Drainage Fees (Subdivisions)	48,546	50,000	50,000	50,000
865-2-4400	FEMA Reimbursements	0	0	0	0
865-4-4300	Interest Earned	<u>2,449</u>	<u>35,000</u>	<u>18,000</u>	<u>18,000</u>
	Sub-Total Revenues	429,720	915,000	651,152	651,152
865-4-4830	Transfers In	53,484	53,484	53,484	53,484
	TOTAL REVENUES & TRANSFERS IN	483,204	968,484	704,636	704,636

<u>ACCT</u>	<u>DETAIL</u>	ACTUAL	APPROVED	DEPT REQ	MGR REC
		<u>10-11</u>	<u>11-12</u>	<u>12-13</u>	<u>12-13</u>
<u>Personal Services</u>					
9-865-6010	Regular Salaries	0	166,041	165,981	345,679
9-865-6020	Part-Time Pay	0	0	0	0
9-865-6040	Overtime Pay	0	2,600	3,000	2,600
9-865-6110	FICA	0	12,901	12,896	25,954
9-865-6130	IPERS	0	13,556	14,616	19,811
9-865-6150	Health Insurance	0	22,347	25,075	50,901
9-865-6151	Wellness Program	0	86	86	180
9-865-6152	Life Insurance	0	100	100	286
9-865-6153	Long Term Disability	0	789	790	1,279
9-865-6160	Workers Compensation	0	6,873	6,760	7,462
9-865-6170	Unemployment	0	418	418	898
9-865-6180	Allowances	0	165	165	233
9-865-6190	Education Benefits	0	0	0	180
	Sub-Total	0	225,876	229,887	455,463

STORMWATER MANAGEMENT

Other Expenditures

9-865-6230	Training/Registration	0	1,000	1,000	1,000
9-865-6411	Cons/Professional Fees	4,257	15,000	15,000	15,000
9-865-6414	Printing/Binding	3,438	0	0	0
9-865-6415	Equipment Rental	0	8,500	8,500	8,500
9-865-6430	Misc Contractual	<u>9,617</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>
	Sub-Total	17,312	44,500	44,500	44,500

Capital Outlay

9-865-6399	Storm Damage Work	0	0	0	0
9-865-6414	Printing / binding (newsletter)	0	0	0	0
9-865-6727	Other Equipment	0	0	0	0
9-865-6765	Storm Sewer Projects*	87,377	709,835	290,000	140,000
9-865-6766	Storm Sewer (subdivisions)**	25,308	75,000	75,000	50,000
9-865-6767	Neighb Drain Tile/Ditch Encsmt	0	5,000	5,000	5,000
	Misc. Curb Repairs (PS)	<u>0</u>	<u>75,000</u>	<u>75,000</u>	<u>50,000</u>
	Sub-Total	112,685	864,835	445,000	245,000
	TOTAL EXPENDITURES	129,997	1,135,211	719,387	744,963

Transfers Out

6912	To Debt Service	72,688	72,688	165,930	165,930
	To General Fund (Engr expenses -				
6913	SWM projects)	106,273	197,507	217,016	136,501
	To RUT Replacement	14,100	168,000	230,000	180,000
6913	To Capital Project Fund	<u>0</u>	<u>0</u>	<u>48,500</u>	<u>48,500</u>
	Sub-Total	193,061	438,195	661,446	530,931
	TOTAL EXPENDITURES & TRANSFERS OUT	323,058	1,573,406	1,380,833	1,275,894

	ACTUAL	APPROVED	DEPT REQ	MGR REC
	<u>10-11</u>	<u>11-12</u>	<u>12-13</u>	<u>12-13</u>
*Storm Sewer Projects				
Squaw Creek FEMA Map Update	0	0	0	0
Dry Creek Regl Basin Study	0	0	0	0
Squaw Creek Wetland Mitigation	7,810	0	0	0
Storm Sewer/Draintile Program	57,277	0	150,000	0
9th St/14th Ave Storm Sewer - III	0	0	0	0
9th St/14th Ave Storm Sewer - IV	0	0	0	0
Blairs Ferry Blvd Reconstruction	0	0	140,000	0
Lowe Park Pond	0	0	0	0
REC Detention Basin	0	0	0	0
11th Ave/13th St Storm Sewer	0	0	0	0
Cemetery Storm Sewer	0	0	0	0
City Hall Storm Sewer Repair	0	0	0	0
City Hall Bio-swale	0	0	0	0
Indian Creek Rd Culvert Reconst	22,213	0	0	0
Misc Repairs	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
SUB-TOTAL	87,300	0	290,000	0
** Subdiv Storm Sewer Oversizing				
Misc Subdiv oversizing	25,308	0	0	0
Sunderman Storm Sewer	0	0	0	0
Draintile - location to be determined	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
SUB-TOTAL	25,308	0	0	0

HEALTH INSURANCE FUND

SUMMARIES

The City of Marion self-insures for health insurance. All medical claims up to \$30,000 per covered individual are paid through this fund, after which a stop-loss insurance policy starts to pay their future claims. Administration is handled through a contract for service with Wellmark Blue Cross/Blue Shield of Iowa.

Wellmark estimates the city's expected claims each year, and provides the city with rates for both single and family policies. Premiums collected go into this account, and the city pays a weekly draw amount to Wellmark. If claims are higher than the draw, the company bills the city for the additional amount.

Positions:

NONE.

HEALTH INSURANCE FUND

	ACTUAL	ACTUAL	APPROVED	MGR REC.
	<u>09-10</u>	<u>10-11</u>	<u>11-12</u>	<u>12-13</u>
Beginning Balance	1,015,418	1,263,353	1,209,900	1,167,587
Revenue	1,710,591	1,731,917	1,837,849	2,092,820
Transfers In	0	0	0	0
Total Available	2,726,009	2,995,270	3,047,750	3,260,406
Expenditures	1,462,656	1,785,370	1,880,163	2,258,728
Transfers Out	0	0	0	0
Ending Balance	1,263,353	1,209,900	1,167,587	1,001,678

REVENUES

<u>ACCT</u>	<u>SOURCE</u>	APPROVED	ACTUAL	APPROVED	MGR REC.
		<u>09-10</u>	<u>10-11</u>	<u>11-12</u>	<u>12-13</u>
930-9-4782	Premium Collections	1,710,591	1,731,917	1,837,849	2,092,820

EXPENDITURES

<u>ACCT</u>	<u>DESCRIPTION</u>	ACTUAL	ACTUAL	APPROVED	MGR REC.
		<u>09-10</u>	<u>10-11</u>	<u>11-12</u>	<u>12-13</u>
<u>Other Expenditures</u>					
6-930-6430	Administrative Fees	373,954	397,095	415,555	483,340
6-930-6433	Insurance Claims	<u>1,088,702</u>	<u>1,388,274</u>	<u>1,464,608</u>	<u>1,775,388</u>
		1,462,656	1,785,370	1,880,163	2,258,728