

Fiscal Year
2021 – 2022



BUDGET SUMMARY

West Des Moines | Iowa

AGENDA
CITY COUNCIL WORKSHOP
Saturday, February 6, 2021
Council Chambers – West Des Moines City Hall

Due to the State Public Health Emergency Declaration regarding COVID-19, this meeting will be conducted electronically pursuant to Iowa Code 21.8 and the Proclamation of Governor Kim Reynolds dated March 19, 2020. Members of the public wishing to participate are encouraged to do so by calling:

Phone Number **515-207-8241**
Conference ID **817 470 78#**

1. Opening Remarks – City Manager Hadden **(8:00)**
2. Operating Budget Discussion **(8:15)**
 - a. Community Enrichment
 - Human Services
 - Library
 - Parks & Recreation
 - b. **Break**
 - c. Public Safety **(9:45)**
 - Police
 - Youth Justice Initiative (YJI)
 - Westcom
 - Fire
 - EMS
 - d. **Break *** LUNCH *****
 - e. Public Services **(11:45)**
 - Public Services
 - Community & Economic Development
 - Development Services
 - Engineering Services
 - f. **Break**
 - g. Support Services **(1:00)**
 - Information Technology Services
 - Human Resources
 - Legal
 - Finance
 - City Manager / City Clerk / Mayor & Council
3. Other Matters

WDM CITY OFFICIALS

MAYOR



STEVEN K. GAER

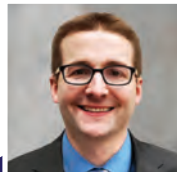
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KEY CITY STAFF



TOM HADDEN

CITY MANAGER



JAMIE LETZRING

DEPUTY CITY MANAGER



RICHARD J.
SCIESZINSKI

CITY ATTORNEY



WDM DEPARTMENT HEADS



CLYDE EVANS

Community & Economic Development



JANE DODGE

Human Resources



LYNNE TWEDT

Development Services



ALTHEA HOLCOMB

Human Services



BRIAN HEMESATH

Engineering Services



JOE MENKE

Information Technology Services



CHRIS SCOTT

Police Department



TIM STILES

Finance



DARRYL ESCHETE

Library



BRET HODNE

Public Services



CRAIG LEU

Fire/EMS Department



SALLY ORTGIES

Parks & Recreation



DARIN RINEY

Westcom





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City Manager

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'AAA'
Credit Rating from
Standard & Poor's

February 6, 2021

Honorable Mayor and Council:

I respectfully present the proposed General Fund Budget for the City of West Des Moines for the upcoming fiscal year beginning July 1, 2021 (FY 2022). The adopted budget authorizes resources and sets the direction for our programs and services for the coming fiscal year. As the City's financial and spending plan, we believe the adoption of the budget is the single-most important action taken annually by the City's elected officials.

As you view the preliminary draft of this budget, recognize that staff makes every effort to enhance the format of the material so that the public has a better understanding of the various services we can deliver to citizens. If sections of the proposed budget are unclear, we should work to improving those. In addition, it is vital that you as the City's policymakers have the information needed to ensure that the budget reflects the public interest. The final budget should serve as an effective public policy document and financial planning tool.

Recent Accomplishments in Financial Management

As we move into the second half of FY 2021, I am pleased to note some recent accomplishments related to managing the City's financial resources.

- ◆ On July 27, 2020, and again on November 30, 2020, Moody's Investor Services affirmed its highest rating (Aaa) on the City's general obligation bonds. This followed a similar affirmation of the highest rating from S & P Global Ratings (AAA) in 2019. The City remains one of approximately 100 in the United States which can boast of the highest rating from each agency.
- ◆ The Government Finance Officers Association (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City for its Comprehensive Annual Financial Report covering the fiscal year ended June 30, 2019. This represents the 27th consecutive year the City has earned this award.
- ◆ The GFOA also awarded a Distinguished Budget Presentation Award for its Budget Summary document covering the fiscal year beginning July 1, 2020. This represents the 22nd consecutive year the City has earned this award.

Highlights of the FY 2022 Recommended Budget

- ◆ The FY 2022 budget being recommended by staff will reduce the City’s property tax levy rate by \$0.04, from \$10.99 to \$10.95 per \$1,000 of taxable valuation. Recall that for Fiscal Year 2020 the rate was reduced significantly, from \$11.79 to \$10.99, after voter approval of a Local Option Sales and Services Tax (LOSST) for Polk County in March 2019. This year’s more modest reduction is made possible by adjusting the city’s Debt Service Levy Rate and is made possible by continued low borrowing rates and a reduction in underlying project spending.
- ◆ The FY 2022 budget includes an estimated \$11.6 million of LOSST receipts. The approved ballot language for Dallas County and Polk County calls for 50% of this revenue to be transferred to the General Fund and applied directly against the property tax levy rate. For FY 2022 67.3% of LOSST receipts are being applied. Per the ballot language, remaining funds will be used for Public Safety, Public Infrastructure, and Quality-of-Life Amenities. Below is a comparison of the current and proposed property tax rates:

	<u>FY 2021</u>	<u>FY 2022</u>
Total Tax Dollars Required (Levy per \$1,000)	\$71,395,189 \$13.00643	\$74,504,204 \$12.99240
Commercial & Industrial Replacement (Levy per \$1,000)	(2,465,420) (0.44830)	(2,494,259) (0.43418)
50% of Local Option Sales Tax (Levy per \$1,000)	(7,247,000) (1.34743)	(5,779,518) (1.02961)
City Uses Local Option Sales Tax (Levy per \$1,000)	(1,186,983) <u>(0.22070)</u>	(3,247,931) <u>(0.57861)</u>
Net Tax Levy	\$60,495,786 \$10.99	\$62,982,496 \$10.95

- ◆ Included in the proposed FY 2022 budget is the addition of three (3) employee positions as well as one adjustment to an existing position:
 - Public Services will add a Mechanic position. Previously, work for Mechanics was constrained by the available space in the Public Services facility. As a result, a significant percentage of the City’s vehicle and equipment was maintained by contract with outside vendors. This became more expensive, particularly when considering that nearly all the work involved transporting vehicles to vendors located outside the City. With the recent completion of a new, significantly larger Public Services facility, much of this work can now be done inside the existing facility by trained employees.
 - The Library will add a half-time Teen Services Assistant. This position will support the soon-to-be completed dedicated space and increased programming for young adults and teens.

- Human Resources will be adding a Senior Human Resources Generalist in order to meet demand in hiring from departments. With the opening of the MidAmerican Energy RecPlex, there are many seasonal and part-time employees needed to support that facility and its accompanying recreational programming.
- The Police Department will be converting an existing vacant Community Service Officer position to a sworn Police Officer assigned to the Entertainment Response Unit.
- An additional 10 positions were requested by department directors but were of a lower priority and, due to budgetary constraints, could not be accommodated.
- ◆ The historical growth in employees is comparable to the growth of the city over the long-term. Because city employees must serve residents, visitors, and businesses, it seems logical that employees would need to grow in similar proportion to both population and property valuation. Over the past 15 years, property within the city has grown at an average annual rate of 7.6%, population has grown at 1.9%, and the employee complement has grown at 2.9% per year.
- ◆ The proposed employee compensation totals take into consideration financial terms of bargaining unit contracts for each of the approximately 300 union employees. Projected personnel expenditure levels rely on historical trends, current contract information, and projected terms for agreements yet to be finalized. The proposed budget will address the approximately 221 non-union employees using existing pay plans and benefit packages.

Bargaining unit employees are expected to receive cost-of-living adjustments ranging from 3.00% to 3.25% (plus steps within the pay range as appropriate), all budgeted in agreement with the terms of their respective contracts. All contracts have been negotiated and executed into FY 2022 except for the EMS bargaining unit, which is currently in negotiations. In addition to the cost-of-living increases, bargaining unit employees who are not at the maximum pay of their range may be eligible to receive “step” increases dependent upon performance and classification.

Non-union employees who have not yet reached the maximum pay level for their position may be eligible at July 1, 2021, to receive pay increases based solely upon job performance (no steps within pay ranges). The budget includes a total 3.25% increase for non-union employees.

- ◆ The City will receive approximately \$8.6 million dollars in Road Use Tax funding during FY 2022. This represents a slight increase from the previous year, in line with the Iowa Department of Transportation’s forecast. This revenue allows for approximately \$7 million in Road Use Tax funds to be expended for street-related expenditures (CIP and operating), along street lighting and repayment of debt related to Iowa Highway 5 construction. While, staff’s goal for the Road Use Tax Fund is to maintain a steady fund balance from year-to-year, the fund currently has a planned deficit balance due to large capital spending in previous years related to construction of the City’s new Public Services Facility, completed in 2020.
- ◆ The proposed FY 2022 budget reflects an increase in the contribution rate for the Municipal Fire and Police Retirement System of Iowa (MFPRSI). The City’s contribution rate for those employees into FY 2022 will be 26.18% as compared to 25.31% for FY 2021. The proposed budget also reflects no change in the contribution rate for Iowa Public Employees Retirement System (IPERS). The City’s contribution rate for IPERS will be 9.44% for FY 2022.

- ◆ The proposed budget reflects the carryover of cash to ensure the FY 2022 budget maintains prudent general fund balances. This protects financial integrity. General Fund total revenues are projected to be \$79,803,234., with total expenditures of \$82,031,023. Even with this planned annual deficit, the projected Uncommitted General Fund composite balance on June 30, 2022, will be \$27,765,898 (36.55% of annual operating expenditures). This balance leaves ample funds for meeting unexpected revenue shortfalls or demands on future fund resources. The projected balance remains well within the guideline established by previous City Councils. It also follows a continuing recommendation from City's financial advisory firm who suggest that the General Fund cash reserve balance remain over 30% in order to meet the criteria for a AAA bond rating.

Outlook Beyond FY 2022

The City's budgeting philosophy continues to be very conservative, ensuring that funding is adequate to provide services to residents and protect our long-term viability. The starting point for all projections is having the resources to deliver desired levels of service to residents and to maintain quality infrastructure and amenities. The city is also dedicated to using responsible revenue assumptions and maintaining adequate reserves. In addition, the City Council has indicated that maintaining or reducing the city's property tax rate is a very high priority, at least equal in status to maintaining prudent fund balances and providing quality services.

Obviously, the effects of COVID-19 are widespread; they continue to ripple through the world's economy and the city of West Des Moines has certainly not been immune. Most notably West Des Moines includes a heavy concentration of regional retail, lodging, and entertainment venues, and those areas have been particularly hard-hit. While LOSST Revenues and Hotel/Motel Tax Revenues have been significantly reduced, the City Council has nonetheless been responsive in taking steps to assist local residents and businesses – working class residents have been afforded grants to assist in homelessness prevention, and businesses have seen the City delay job creation requirements within agreements as well as deferring economic development loan payments. Additional funds were granted to the local non-profit organization tasked with managing the Historic Valley Junction District, during a time when their revenue-producing events were canceled or significantly reduced. Despite the concentrated areas of reduced revenue, areas such as building permits have exceeded expectations and lessened the overall budget effects greatly.

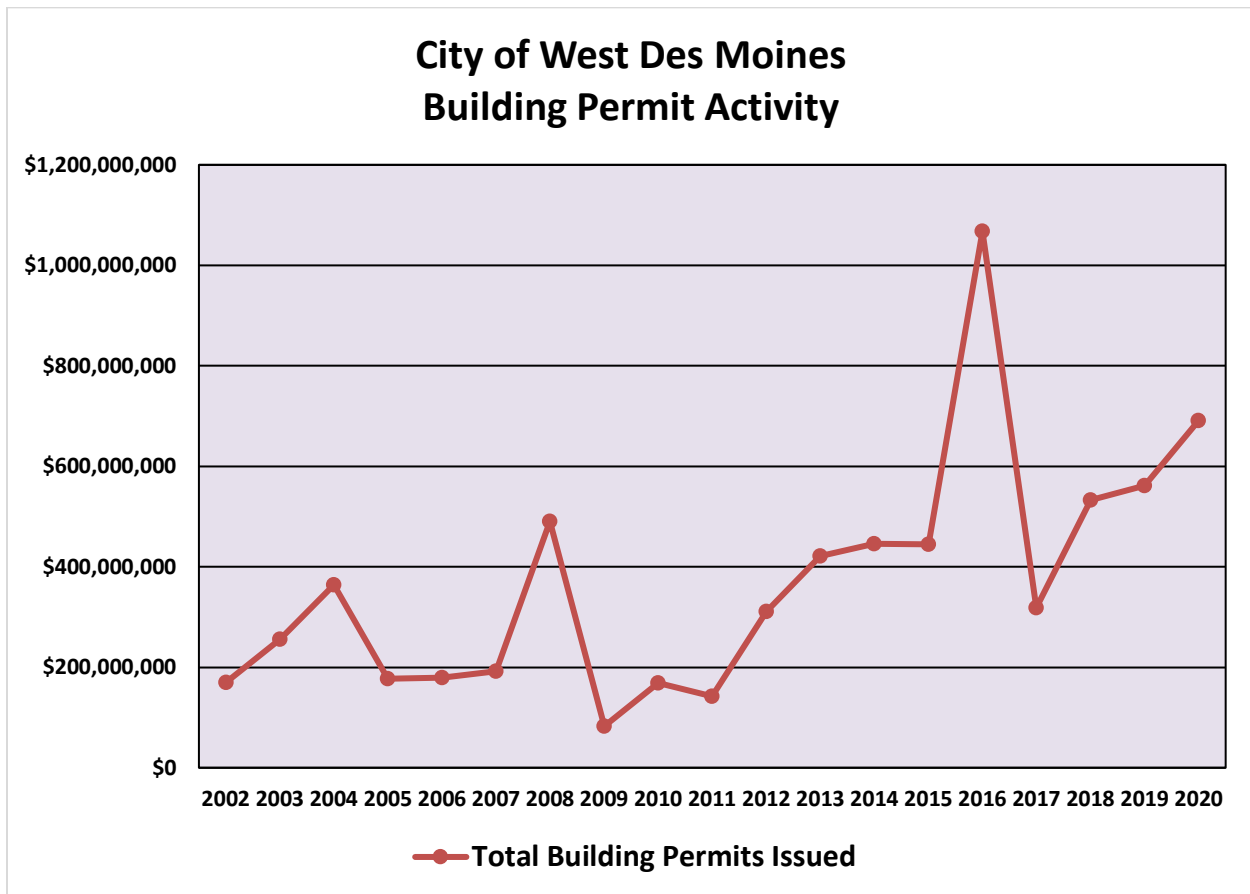
The effects of COVID remain in the forefront moving forward as citywide LOSST revenue projections have been lowered from \$14 million annually to less than \$12 million, and they also linger in the background as long-term effects could include a possible long-term reduction in taxable valuation of office and retail properties. Other lingering concerns include (1) a future reduction or elimination of the current commercial tax replacement funding by the State Legislature (approximately \$3 million annually), (2) spending for an aggressive capital improvement program, albeit largely necessitated by development agreement obligations with underlying developer valuation and job guarantees, and (3) rising employee health insurance, pension, and other employee benefit costs, including additional mandates being considered by the State Legislature.

Local Economy/Development Activity Highlights

The City continues to be one of the faster growing cities in the state of Iowa. A Special Census completed in December 2015 revealed a population of 63,541, which reflected growth of 12%

since the last official Census in 2010. From 2015 to July 2019, the US Census Bureau estimates that the city added another 4,158 residents (a 6.5% increase) which would bring the total population to 67,899. This brings the City up to a ranking as the 6th largest city in the State of Iowa. The growth continues a long-term pattern, as the population of the city grew by 79% from 1990 to 2010. Using these estimates, the City should continue to grow by approximately 1,000 residents each year.

During calendar 2020, the City saw its second highest level of building permit activity in history (in terms of valuation) as the year totaled \$690 million. This is the third consecutive year that building permit valuations have topped \$500 million. Calendar 2020 also constituted the 10th consecutive year of permits valuing over \$300 million.



BUDGET IN BRIEF

Revenues and Taxable Growth

Every two years the various county assessors revalue property across the state. Existing property valuations were adjusted on January 1, 2019, so FY 2022 represents a “non-revaluation year” which typically sees modest growth because only new construction will add to the previous year’s total. Nonetheless, the City saw overall taxable valuation growth of 5.2% due to this new construction over the past year (as opposed to 6.2% in the previous year – a “revaluation year”. Greatly assisting the valuation increase was a rise in the residential rollback percentage of over 1%. A portion of the current year increase, however, will not directly assist the City’s general fund, as growth from Microsoft’s data center projects will be used to pay for the surrounding

infrastructure over the next 10-20 years and some other generated valuation was used similarly through Council-directed rebate programs and TIF-related activity. This resulted in non-TIF-related taxable growth of approximately 4.3%.

Large infrastructure projects in the areas of Mills Civic Parkway and Jordan Creek Parkway, which began nearly 20 years ago, have now seen a significant percentage of developable areas around those corridors filled with retail centers, hotels, restaurants, offices, and multi-family residential projects. Other areas are poised for future development, including the areas around Iowa Highway 5 and the newly constructed Veterans Parkway and Grand Prairie Parkway corridors south and west of most existing development. Microsoft is rapidly advancing its presence in the City – as its third data center is under construction on the south edge of the city, it has announced plans to construct a fourth and fifth data center in the city on an aggressive schedule. This is all in response to increased demand for data storage.

Perhaps the most significant infrastructure project the City has conceived to-date is the construction of a city-wide conduit network designed to house fiber connections on behalf of Internet Service Providers. This project has been included as part of the vision and master plan. Design is ongoing and construction will occur over the next 2.5 years to completely build the network at a cost of approximately \$42 million.

The City has been aggressive in adding to its quality-of-life amenities with construction of the MidAmerican Energy Rec Plex, a city-owned, 300,000 square foot sports facility with two ice arenas, a full-sized indoor turf fieldhouse, a gymnasium with multiple basketball/volleyball courts, office and locker room spaces, an adaptive play area, an e-sports area, flexible meeting spaces, and a sports medicine / therapy clinic operated by Des Moines University -- all under one roof. Opening is currently scheduled for spring 2021.

During 2020, two significant City Park facilities were completed and opened with critical acclaim. The Jamie Hurd Amphitheater, an outdoor space adjoining the City Hall Campus opened in August 2020 will host concerts and other productions, and the Raccoon River Park Boathouse, which will host watercraft rentals and other outdoor activities on Blue Heron Lake along with offering concessions and other amenities, opened in July 2020. Much of these two facilities, as well as a significant portion of the Rec Plex, are being funded by the Local Option Sales and Services Tax (LOSST).

For FY 2022, General Fund operating revenues of \$66,23,973 are projected to increase by 1.35% compared to FY 20-21. As mentioned above, an increase in property tax revenue is largely due to an increase in the residential rollback from 55.07% to 56.41%. Statewide trends among the larger cities shows mixed results but most of the major cities saw solid growth during the non bi-annual reassessment year. A summary of the ten largest cities is depicted below:

**Comparison of Taxable Valuation
FY 21-22
Top 10 Cities in Iowa**

City	Population - 2019 US Census Estimate	Total 2020 Taxable Valuation	Change in Taxable Valuation from Prior Year	Taxable Valuation Per Capita
Des Moines	214,237	9,555,207,363	2.03%	44,601
Cedar Rapids	133,562	7,597,563,604	2.95%	56,884
Davenport	101,590	5,068,433,707	1.93%	49,891
Sioux City	82,651	3,561,521,900	1.39%	43,091
Iowa City	75,130	4,393,979,723	3.19%	58,485
West Des Moines	67,899	6,414,435,455	5.21%	94,470
Ankeny	67,355	4,460,767,760	6.68%	66,228
Waterloo	67,328	2,677,386,000	1.67%	39,766
Ames	66,258	3,342,217,778	4.73%	50,442
Council Bluffs	62,166	3,198,399,545	6.91%	51,449

It is worth noting in the above table that West Des Moines' is clearly the highest-ranking in terms of "Taxable Valuation Per Capita" among Iowa's 10 largest cities. Having this status is a significant financial advantage, but it also requires a sizable investment in public safety to protect the relatively more valuable property in the city.

When comparing communities in the Des Moines Metro area, the growth trend is even stronger. The Des Moines Metro area continued to see strong development and growth in recent years, consistently ranking among the top developing metros in the region and country. Within the Des Moines metro, older, the more established communities saw more limited growth while the outer ring of cities continued to grow the tax base at a rapid pace. This is depicted in the following table:

**Comparison of Taxable Valuation
FY 21-22
Des Metro Communities**

City	Population Per 2019 US Census Estimate	Total 2020 Taxable Valuation	Change in Taxable Valuation from Prior Year	Taxable Valuation Per Capita
Des Moines	214,237	9,555,207,363	2.03%	\$ 44,601
West Des Moines	67,899	6,414,435,455	5.21%	\$ 94,470
Ankeny	67,355	4,460,767,760	6.68%	\$ 66,228
Urbandale	44,379	3,677,588,787	4.04%	\$ 82,868
Waukee	24,089	1,566,738,151	9.55%	\$ 65,040
Johnston	22,582	1,829,371,540	3.28%	\$ 81,010
Altoona	19,221	1,430,710,947	7.50%	\$ 74,435
Clive	17,242	1,691,866,217	4.01%	\$ 98,125
Grimes	14,804	1,144,798,987	9.48%	\$ 77,330
Norwalk	11,938	678,738,825	10.12%	\$ 56,855
Pleasant Hill	10,019	713,169,983	3.23%	\$ 71,182

West Des Moines' taxable valuation per capita of over \$94,000 remains the highest of Iowa's ten largest cities and second among cities in the Des Moines metro area, trailing only Clive at \$98,000.

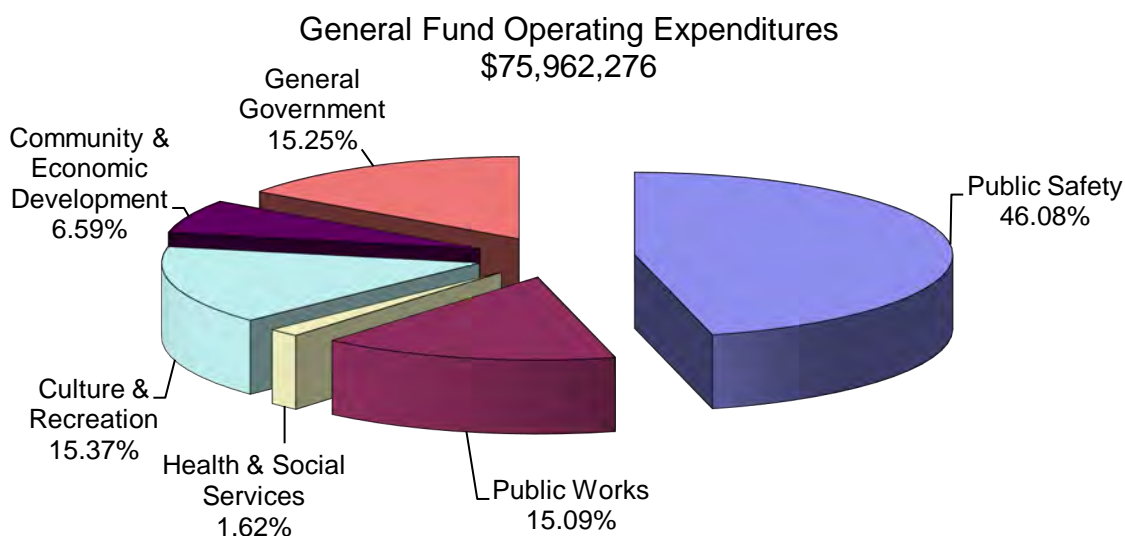
It is important to note that \$815 million in taxable valuation remains included in the City's Tax Increment Finance (TIF) Districts. This is up significantly from \$711 million and \$557 million over the previous two years. This equates to approximately \$7.2 million in tax dollars being excluded from the City's potential general fund resources. A large percentage of TIF funds are dedicated to public infrastructure projects such as public safety facilities, bridges, roads and utility systems, with the balance being used for economic incentive payments to various businesses around the City.

Local Option Sales Tax

With Local Option Sales and Services Tax (LOSST) now being collected in all areas of West Des Moines, the City now expects to collect approximately \$11.5 million annually in these revenues. As noted earlier, half of this revenue is used to reduce property taxes and half is to be used on public safety, library improvements, infrastructure, and other quality-of-life initiatives including the planned "Five Waters" parks projects.

Expenditures

The City's FY 2022 General Fund budgeted operating expenditures total \$75,709,676, which represents a decrease of \$375,575 (-0.49%) from FY 2021. The largest percent of expenditures continues to be in the Public Safety program area, which encompassed 44.24% of the General Fund for the fiscal year.



Police and Fire employee pension costs are accounted for outside the General Fund and utilize their own portion of the overall property tax levy for funding. Due to the increases in the pension rates, increases wages, staff and the City's desire to keep funding for these contributions level, the tax levy rate for the Police and Fire Pension system reflected a \$0.07133 increase. In response, other tax levies were decreased.

If the budget is approved as recommended, the City's total number of full time equivalent (FTE) employees will be 521. The impact of accelerating personnel costs must be closely evaluated and monitored as there are several new position requests that were not included in this budget due to financial constraints. Self-insured healthcare costs are projected to increase by 10%, which is conservative based on historical values for the past few years, but also cognizant of significant claims increases within the past 10-year window.

The FY 2022 budget reflects a proposed use of operating cash reserves for several "one-time" capital needs and several smaller building, equipment, and planning projects.

Hotel/Motel Revenues

A 7% Hotel/Motel Tax, first authorized by West Des Moines voters in 1984, is expected to generate \$2,982,019 in the upcoming year. This is a significant decrease from historical "pre-COVID" levels – currently projecting only 2/3 of what was received in Fiscal 2019. By agreement, money is allocated from these revenues to outside organizations: 2/7th of the funds are directed to the Greater Des Moines Convention and Visitors Bureau (CVB), 2/7th is directed to Bravo Greater Des Moines, 2/7th (subject to City Council approval) will be used for parks, recreation, and/or tourist activities, and the remaining 1/7th will be available for distribution to other City Council-designated entities or for other internal uses. Also, a percentage of City Council-designated discretionary revenues in excess of total fund revenues of \$2,550,000 continue to channel \$120,000 per year towards the City's public arts program.

Regional Cooperation

The City continues to support programs that improve the quality of life for all residents of the metro area. Besides direct financial support, the City of West Des Moines contributes to the Des Moines metro area in many ways, including but not limited to:

- ◆ Wastewater Reclamation Authority – regional organization, facility, and systems
- ◆ WestCom Public Safety Center – West Des Moines, Clive, Urbandale, Waukee, and Norwalk
- ◆ Joint Fire/EMS facility – West Des Moines and Clive
- ◆ WestPet Animal Control – West Des Moines, Clive, and Urbandale
- ◆ Police Department remains involved with many metro-wide activities ranging from traffic task forces to narcotic trafficking
- ◆ Metro Home Improvement Program – West Des Moines, Ankeny, Altoona, Clive, Grimes, Johnston, Pleasant Hill, Polk City, Urbandale, and Windsor Heights. A multi-jurisdictional housing rehabilitation entity, Metro Home Improvement, a collaborative effort to preserve affordable housing stock
- ◆ Iowa EMS Alliance – private-public partnership with Unity Point Health where the City provides administration and operation of emergency medical services which avoids duplication of services while maintaining high quality care

Conclusion

The FY 2022 budget recommended by the City Manager and staff accomplishes the primary objectives of maintaining services, committing capital funds to maintaining infrastructure, amenities, and city facilities as well as development, while maintaining (or in this case, reducing)

property tax rates.

In addition, City departments have identified supplemental services and projects which are included in the proposed budget document for review by the Mayor and City Council. The three (3) proposed new staff positions were carefully scrutinized, vetted, and prioritized from a pool of approximately 13 departmental requests, with only the most essential positions being recommended. The Management Team will continue to assess the staffing in these departments and offer the City Council alternatives to achieve effective staffing levels across the organization.

In order to assure that the City's human and physical infrastructure keeps pace with the City's growth, additional user-fee revenue enhancements, strategic expenditure reductions, and potential restructuring will likely continue. Current service demands and limited revenue growth will necessitate a thorough and on-going review of all aspects of our financial plan.

I must express thanks to members of the City staff for their diligent efforts to develop and operate within budgets that provide continual high-quality service to our residents.

I would also like to give two specific notes of thanks. First, to the Finance Department staff for their performance in gathering, analyzing, and presenting information clearly and accurately, and second, to the City's departmental leadership for providing critical feedback, input, financial projections, and lists of priorities, all needed to formulate the budget. The budget preparation team composed of Deputy City Manager Jamie Letzring, Finance Director Tim Stiles, Budget Analyst Chris Hamlett, Assistant to the City Manager Laura Reveles, and me, worked collaboratively with Department Directors and many other staff members to develop the proposed budget. This would not have been completed without the effort of all those involved.

I would also like to thank the elected officials for your continued support in planning and directing the financial operations of the City in a responsible and progressive manner. The West Des Moines community has benefited greatly from your leadership and commitment.

Respectfully submitted,



Tom Hadden
City Manager

The City of West Des Moines utilizes the following guidelines in developing its annual budget. These guidelines represent a number of practices utilized over the last fourteen years that have helped the City maintain its financial stability, while not jeopardizing the high level of service provided to citizens of West Des Moines.

Property Tax Rate & Other Revenues

The City's property tax rate should be comparable to cities of similar size and should provide enough revenue to pay for all City services deemed necessary by the City Council. The City will also attempt to maintain a diversified and stable revenue system that will serve as a shelter from fluctuations in any one revenue source. In addition, fees and other service charges are reviewed annually to ensure their rate keeps pace with the cost of providing the service.

General Fund Reserves

The General Fund ending balance goal should be set at a level at or above 30% of annual operating expenditures.

Debt Management

The City has established three benchmarks in regard to the issuance of debt. First, the City would like to limit the amount of general obligation debt issued to one-half of the constitutionally allowed limit. Secondly, the City would like bonded debt per capita not to exceed \$1,000. Finally, the City has stated that a non-voted debt issuance itself should not necessitate an increase in the property tax rate. All of the above benchmarks have met the test of time and have been reviewed, and endorsed, by Moody's Investors Service and Standard & Poor's, each of whom has given the City AAA ratings, the highest rating issued by those agencies.

Capital Improvement Program

Each year the City will assemble a Citizens Advisory Committee on Capital Planning, if needed. The purpose of this committee will be to develop a multi-year plan for capital improvements. To adequately finance the plan, the City will use a number of sources including fee revenue, general fund operating funds, general obligation bonds, grants, road use tax and tax increment financing. If the committee is not convened due to funding constraints, staff and council will consult and plan an appropriated capital program which meets critical needs of the city as efficiently as possible.

Capital Equipment Reserve Fund

The City will maintain a capital equipment reserve fund that will provide for the timely replacement of vehicles and heavy equipment that are no longer cost effective to maintain.

Technology Equipment Reserve Fund

The City will maintain a technology equipment reserve fund that will provide for the timely replacement of computer and network equipment that are no longer cost effective to maintain.

Utility Rates

The City will adopt utility rates that generate adequate revenues to cover operating expenses, meet the legal requirements of bond covenants, and allow for the timely replacement/upgrading of capital equipment and facilities.



The FY 2021-2022 Operating and Capital Budgets were drafted under guidelines listed on the previous page. Below are significant short-term assumptions and policies utilized in developing the FY 2021-2022 Budgets:

Revenue Assumptions

- The proposed budget maintains the current City property tax rate of \$10.95 per thousand of taxable valuation.
- The City of West Des Moines will receive approximately \$8.6 million dollars in Road Use Tax Funds. Approximately \$7 million in Road Use Tax funds are being utilized for street related expenditures (CIP and operating). The remaining funds will be used for street lighting and repayment of debt related to Iowa Highway 5 construction.
- Continuing with the City's preference to be proactive on enterprise fund revenues rather than reactive, the City Council in 2018 approved actions indexing stormwater fees through July 1, 2024.

Expenditure & Fund Balance Assumptions

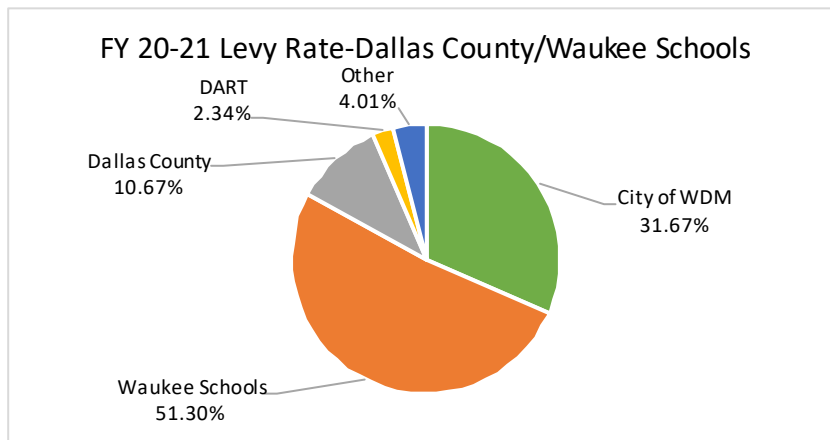
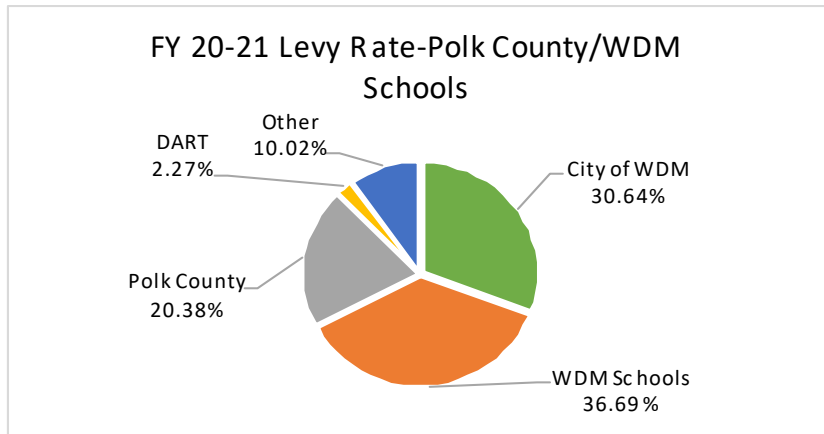
- Two new full-time and one half-time employee positions are being recommended in the budget. The Public Services Department will add 1 Mechanic. Human Resources will add 1 Senior Human Resources Generalist. The Library will add 1 half-time Teen Services Assistant, this position will start no earlier than January of 2022. The Police Department will also change the existing vacant Community Service Officer to a Police Officer in the Entertainment Response Unit.
- Employee compensation calculations will follow past practice or expected results of negotiations for bargaining unit contracts covering approximately 300 union employees. There are also approximately 221 full time employees not covered under union contracts. Pension benefits are under the purview of the State of Iowa.
- Bargaining unit employees are expected to receive cost-of-living adjustments ranging from 3.00% to 3.25% in agreement with the terms of their respective contracts. In addition to cost-of-living adjustments, bargaining unit employees who are not at the maximum pay of their range may be eligible to receive "step" increases dependent upon performance and classification.
- Non-union employees who have not yet reached their maximum pay level may be eligible at July 1, 2021 to receive an increase based solely upon job performance.
- The proposed budget reflects an increase in the contribution rate for the Municipal Fire and Police Retirement System of Iowa (MFPRSI). The City's contribution rate of covered wages for FY 2021-2022 will be 26.18% as compared to 25.11% for FY 2020-2021. The proposed budget also reflects no change in the contribution rate for Iowa Public Employees Retirement System (IPERS). The City's contribution rate for FY 2021-2022 will remain at 9.44%. Of the City's 521 full time equivalent employees, 158 employees participate in the Municipal Fire and Police Retirement System of Iowa plan, 1 employee, the City Manager has opted out of retirement plans, instead receiving deferred compensation packages, and the remaining 362 employees are enrolled in Iowa Public Employees Retirement System plan.
- The proposed budget reflects the carryover of cash to ensure the FY 2021-2022 budget maintains prudent general fund balances which protect the City of West Des Moines' financial integrity. The General Fund total revenues are \$79,803,234 and total expenditures are \$82,031,023. The projected General Fund composite balance on June 30, 2022, will be 36.55% (expected balance of \$27,765,897) of annual operating expenditures, which is sufficient for meeting unexpected shortfalls in revenues or demands on future fund resources. The Council has consistently stated its desire to maintain a year ending cash reserve balance over 30%.



Consolidated Tax Rate

The City of West Des Moines corporate limits cover four counties, Polk, Dallas, Warren, and Madison, and within the corporate limits are six different community school districts; West Des Moines, Waukee, Des Moines, Norwalk, Van Meter, and Winterset. Each county and community school district has its own tax levy, resulting in the City of West Des Moines having eight different consolidated tax rates within the City. The two largest taxing areas are Polk County/West Des Moines Community Schools and Dallas County/Waukee Community Schools. The tax levy for the other category includes levies for community college, county hospital, county assessor, ag extension, State of Iowa, and watershed areas. Below are the FY 2020-2021 tax levies currently in place.

City of West Des Moines - Consolidated Tax Rates FY 2020-2021 Levy						
County/School District	City	School	County	Transit	Other	Total
Polk County/West Des Moines Schools	\$10.99	\$13.16	\$7.31	\$0.81	\$3.60	\$35.87
Polk County/Des Moines Schools	\$10.99	\$18.61	\$7.31	\$0.81	\$3.60	\$41.32
Dallas County/Waukee Schools	\$10.99	\$17.80	\$3.70	\$0.81	\$1.40	\$34.70
Dallas County/West Des Moines Schools	\$10.99	\$13.16	\$3.70	\$0.81	\$1.40	\$30.06
Dallas County/Van Meter Schools	\$10.99	\$16.09	\$3.70	\$0.81	\$1.40	\$32.99
Madison County/Van Meter Schools	\$10.99	\$16.09	\$5.86	\$0.81	\$3.94	\$37.69
Madison County/Winterset Schools	\$10.99	\$17.22	\$5.86	\$0.81	\$5.02	\$39.90
Warren County/Norwalk Schools	\$10.99	\$18.87	\$6.88	\$0.81	\$1.26	\$38.81



Distribution of Property Tax Dollars for a \$1,000,000 West Des Moines Commercial Property



Polk County - WDM Schools	
School	\$13.16
County	7.31
Regional Transit Authority	0.81
Other	3.60
City	10.99
FY 20-21 Levy	\$35.87

Dallas County - Waukee Schools	
School	\$17.80
County	3.70
Regional Transit Authority	0.81
Other	1.40
City	10.99
FY 20-21 Levy	\$34.70

	Actual FY 2019-20	Actual FY 2020-21	Budget FY 2021-22
Property Tax Calculation			
Assessed Valuation	\$1,000,000	\$1,000,000	\$1,000,000
Rollback Percentage	90.00%	90.00%	90.00%
Taxable Value	\$900,000	\$900,000	\$900,000
City Tax Rate per \$1,000	\$10.99	\$10.99	\$10.95
Total City Property Tax	9,891	\$9,891	\$9,855

Net Change	(\$720)	-	(\$36)
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Calculation of City Property Tax Dollars for a West Des Moines Residence

	Actual FY 2020-21	Budget FY 2021-22	Actual FY 2020-21	Budget FY 2021-22
Assessed Valuation	\$100,000	\$100,000	\$150,000	\$150,000
Rollback %	55.0743%	56.4094%	55.0743%	56.4094%
Taxable Value	\$55,074	\$56,409	\$82,611	\$84,614
City Tax Rate per \$1,000	\$10.99	\$10.95	\$10.99	\$10.95
Gross City Tax	\$605	\$618	\$908	\$927
Less: City Share of Homestead Tax Credit	(\$58)	(\$58)	(\$58)	(\$58)
Total City Property Tax	\$547	\$560	\$850	\$869
Assessed Valuation	\$200,000	\$200,000	\$250,000	\$250,000
Rollback %	55.0743%	56.4094%	55.0743%	56.4094%
Taxable Value	\$110,149	\$112,819	\$137,686	\$141,024
City Tax Rate per \$1,000	\$10.99	\$10.95	\$10.99	\$10.95
Gross City Tax	\$1,211	\$1,236	\$1,513	\$1,545
Less: City Share of Homestead Tax Credit	(\$58)	(\$58)	(\$58)	(\$58)
Total City Property Tax	\$1,153	\$1,178	\$1,455	\$1,487
Assessed Valuation	\$300,000	\$300,000	\$350,000	\$350,000
Rollback %	55.0743%	56.4094%	55.0743%	56.4094%
Taxable Value	\$165,223	\$169,228	\$192,760	\$197,433
City Tax Rate per \$1,000	\$10.99	\$10.95	\$10.99	\$10.95
Gross City Tax	\$1,816	\$1,853	\$2,118	\$2,162
Less: City Share of Homestead Tax Credit	(\$58)	(\$58)	(\$58)	(\$58)
Total City Property Tax	\$1,758	\$1,895	\$2,060	\$2,104
Assessed Valuation	\$400,000	\$400,000	\$450,000	\$450,000
Rollback %	55.0743%	56.4094%	55.0743%	56.4094%
Taxable Value	\$220,297	\$225,638	\$247,834	\$253,842
City Tax Rate per \$1,000	\$10.99	\$10.95	\$10.99	\$10.95
Gross City Tax	\$2,421	\$2,471	\$2,724	\$2,780
Less: City Share of Homestead Tax Credit	(\$58)	(\$58)	(\$58)	(\$58)
Total City Property Tax	\$2,363	\$2,413	\$2,666	\$2,722



GENERAL FUND

FY 2021-2022 BUDGET

	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
REVENUES						
Operating Revenues						
Property Taxes	\$39,384,178	\$41,119,406	\$45,328,333	\$47,160,848	\$1,832,515	4.04%
Other City Taxes	5,134,313	4,056,095	2,886,353	3,696,193	809,840	28.06%
Licenses and Permits	2,198,311	2,286,131	1,764,500	2,302,600	538,100	30.50%
Use of Money and Property	1,955,625	986,297	1,307,500	1,023,000	(284,500)	(21.76%)
Intergovernmental	5,881,914	4,622,879	7,059,246	4,955,007	(2,104,239)	(29.81%)
Charges for Services	6,708,744	5,964,299	6,276,485	6,486,650	210,165	3.35%
Miscellaneous	887,470	742,155	1,113,350	999,675	(113,675)	(10.21%)
Sub-total Operating Revenues	\$62,150,555	\$61,777,262	\$65,735,767	\$66,623,973	\$888,206	1.35%
Other Financing Sources						
Sale of Surplus Assets & Equipment	\$86,852	\$25,470	\$30,000	\$10,000	(\$20,000)	(66.67%)
Transfer In (Local Option Sales Tax)	1,012,682	5,903,640	8,464,274	8,814,411	350,137	4.14%
Transfers In	11,641,071	3,935,319	5,886,210	4,354,850	(1,531,360)	(26.02%)
Sub-total Other Financing Sources	\$12,740,605	\$9,864,429	\$14,380,484	\$13,179,261	(\$1,201,223)	(8.35%)
TOTAL REVENUES & OTHER SOURCES	\$74,891,160	\$71,641,691	\$80,116,251	\$79,803,234	(\$313,017)	(0.39%)
EXPENDITURES						
Operating Expenditures						
Personal Services	\$40,012,552	\$42,289,709	\$49,643,430	\$51,417,315	\$1,773,885	3.57%
Supplies and Services	17,934,870	18,357,100	21,609,076	20,725,527	(883,549)	(4.09%)
Universal Commodities	1,634,963	1,731,897	1,822,274	2,005,782	183,508	10.07%
Capital	3,221,113	2,265,964	3,010,471	1,813,652	(1,196,819)	(39.76%)
Sub-total Operating Expenditures	\$62,803,498	\$64,644,670	\$76,085,251	\$75,962,276	(\$122,975)	(0.16%)
Lease/Purchase or Installment Contract Expenditures						
Total Expenditures	\$62,803,498	\$64,644,670	\$76,085,251	\$75,962,276	(\$122,975)	(0.16%)
Transfers Out	\$8,035,286	\$4,641,440	\$4,858,303	\$5,958,747	\$1,040,444	22.65%
Transfers Out (Major Capital)	4,892,257	5,363,890	4,006,437	110,000	(3,896,437)	(97.25%)
TOTAL EXPENDITURES/TRANSFERS OUT	\$75,731,041	\$74,650,000	\$84,949,991	\$82,031,023	(\$2,918,968)	(3.44%)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(\$839,881)	(\$3,008,309)	(\$4,833,740)	(\$2,227,789)	\$2,605,951	46.08%
BEGINNING FUND BALANCE	\$40,775,617	\$39,935,736	\$36,927,427	\$32,093,687	(\$4,833,740)	N/A
ENDING FUND BALANCE	\$39,935,736	\$36,927,427	\$32,093,687	\$29,865,898	(\$2,227,789)	N/A
IPERS COMMITTED	\$600,000	\$600,000	\$600,000	\$600,000		
TAX STABILIZATION	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000		
UNCOMMITTED FUND BALANCE	\$37,815,736	\$34,827,427	\$29,993,687	\$27,765,898		n/a
Uncommitted Fund Balance as % of Exp	60.21%	53.88%	39.42%	36.55%		



	General Fund	Metro Home Improvement Program Fund	WestPet Fund	Iowa EMS Alliance Fund
REVENUES				
Operating Revenues				
Property Taxes	\$45,024,674			
TIF Revenues				
Other City Taxes	692,120			
Licenses and Permits	2,227,600		75,000	
Use of Money and Property	1,023,000			
Intergovernmental	4,383,506	160,000	263,007	
Charges for Services	2,282,850			4,203,800
Special Assessments				
Miscellaneous	364,675			635,000
Sub-total Operating Revenues	\$55,998,425	\$160,000	\$338,007	\$4,838,800
Other Financing Sources				
Sale of Surplus Assets	\$10,000			
Proceeds of Long Term Debt				
Transfers In (LOST)	8,814,411			
Transfers In	1,744,332	27,970	222,357	2,360,191
Sub-total Other Financing Sources	\$10,568,743	\$27,970	\$222,357	\$2,300,191
TOTAL REVENUES & OTHER SOURCES	\$66,567,168	\$187,970	\$560,364	\$7,198,991
EXPENDITURES				
Operating Expenditures				
Personal Services	\$45,304,483	\$71,340	\$354,987	\$5,686,505
Supplies and Services	16,148,694	160,550	190,745	1,324,138
Universal Commodities	1,915,802		13,632	76,348
Capital	1,700,652		1,000	112,000
Sub-total Operating Expenditures	\$65,069,631	\$231,890	\$560,364	\$7,198,991
Debt Service Expenditures				
Capital Improvement Expenditures				
Total Expenditures	\$65,069,631	\$231,890	\$560,364	\$7,198,991
Transfers Out	\$3,110,715			
TOTAL EXPENDITURES/TRANSFERS OUT	\$68,180,346	\$231,890	\$560,364	\$7,198,991
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(\$1,613,178)	(\$43,920)	-	-
BEGINNING FUND BALANCE	\$30,518,193	\$184,830	\$59	\$625,322
ENDING FUND BALANCE	\$28,905,015	\$140,910	\$59	\$625,322
FUND BALANCE% OF EXPENDITURES	44.42%	60.77%	0.01%	8.69%



	Insurance Levy Fund	Hotel/Motel Tax Fund	Emergency Tax Levy Fund	BUDGET FY 2021-22
REVENUES				
Operating Revenues				
Property Taxes	\$636,052		\$1,500,122	\$47,160,848
TIF Revenues				
Other City Taxes	6,584	2,982,019	15,470	3,696,193
Licenses and Permits				2,302,600
Use of Money and Property				1,023,000
Intergovernmental	87,754		60,740	4,955,007
Charges for Services				6,486,650
Special Assessments				
Miscellaneous				999,675
Sub-total Operating Revenues	\$730,390	\$2,982,019	\$1,576,332	\$66,623,973
Other Financing Sources				
Sale of Surplus Assets				\$10,000
Proceeds of Long Term Debt				-
Transfers In LOST				8,814,411
Transfers In				4,354,850
Sub-total Other Financing Sources	-	-	-	\$13,179,261
TOTAL REVENUES & OTHER SOURCES	\$730,390	\$2,982,019	\$1,576,332	\$79,803,234
EXPENDITURES				
Operating Expenditures				
Personal Services				\$51,417,315
Supplies and Services	730,390	2,171,010		20,725,527
Universal Commodities				2,005,782
Capital				1,813,652
Sub-total Operating Expenditures	\$730,390	\$2,171,010	-	\$75,962,276
Debt Service Expenditures				-
Capital Improvement Expenditures				-
Total Expenditures	\$730,390	\$2,171,010	-	\$75,962,276
Transfers Out		\$1,381,700	\$1,576,332	\$6,068,747
TOTAL EXPENDITURES/TRANSFERS OUT	\$730,390	\$3,552,710	\$1,576,332	\$82,031,023
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	-	(\$570,691)		(\$2,227,789)
BEGINNING FUND BALANCE	\$165,342	\$592,085	\$7,857	\$32,093,687
ENDING FUND BALANCE	\$165,342	\$21,394	\$7,857	\$29,865,898
FUND BALANCE % OF EXPENDITURES	22.64%	0.99%	NA	39.32%



The General Fund functions as the chief operating fund for the City. All financial transactions of the City which pertain to general operations and the provision of services to the citizens are recorded in this fund, except those specifically required to be accounted for elsewhere (i.e., legal restrictions). Services within the general fund include police, fire, ambulance, building/grounds and street maintenance, parks and recreation, human services programs, library, and general administration of the City.

Major Revenue Sources

The FY 21-22 operating budget projects property tax revenue to increase by 4.04% from the amount budgeted in the previous year. Valuations of property increased from the previous year due new construction, and also an increase in the residential "rollback" percentage from 55.62% to 56.92%, and despite a decrease in the multi-residential property class decreasing from the "rollback" from 78.75% to 75.00% taxable valuation.

Since 1978, residential and agricultural property in Iowa has been subject to an assessment limitation order, or "rollback", that limits annual growth in property values (all other classes of property were eventually added). Prior to an overhaul of the property tax system stemming from action taken during the 2013 legislative session, property value growth was limited to 4% per year. If property values grew by more than 4%, the taxable value was rolled back to comply with the assessment limitation system. In addition, the rollback includes a formula that ties the growth of residential property to that of agricultural property. This connection is commonly referred to as "coupling" and limits the growth of residential property to 4% or the amount of growth in agricultural value, whichever is less. Since the law's inception, residential property has always been subject to significant rollbacks.

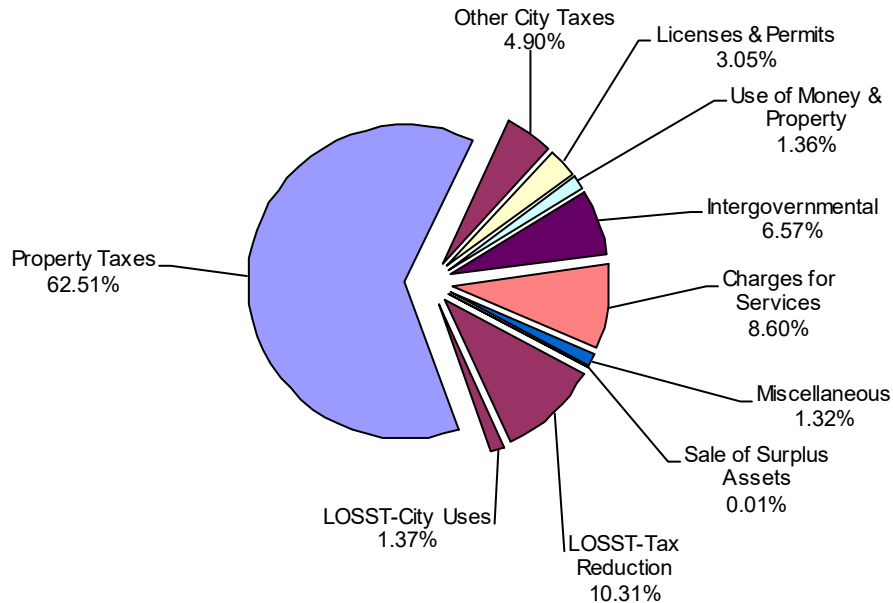
While the property tax rollback system remains in place, several major changes were made during the 2013 legislative session. For each assessment year beginning in 2013, residential and agricultural property value growth will now be capped at 3%, or whichever is lowest between the two classes. Commercial, industrial and railroad property will now have their own rollback, which will be 95% for valuations established during the 2013 assessment year. For valuations established during or after the assessment year beginning January 1, 2014, commercial, industrial and railway property is rolled back to 90%. Thereafter, these classes will be taxed at 90%.

The legislature created a standing appropriation, beginning in FY 2015, to reimburse local governments for the property tax reductions resulting from the new rollback for commercial and industrial property (not for railroad reductions). Prior to FY 2018, the appropriation is capped at the actual FY 2017 appropriation amount. As a result of the FY 2017 appropriation cap, most cities will not see an increasing rollback for commercial and industrial properties.

A new property class was established for multi-residential property, which includes mobile home parks, manufactured home communities, land leased communities, assisted living facilities and property primarily used or intended for human habitation containing three or more separate living quarters. Additionally, for buildings that are not otherwise classified as residential property, that portion of a building that is used or intend for human habitation can be classified as multi-residential property, and regardless of the number of dwelling unites located in the building. This new class will be subjected to an eight year graduated rollback from commercial to residential rates beginning in the assessment year 2015 (there is no backfill provision for this class).



General Fund Revenues



Property Taxes

Of the City's 521 full time equivalent positions, 88.20% of the City's personnel are funded by the general fund. Therefore, the general fund directly finances nearly all of the City's day-to-day operations. Property tax revenue constitutes 62.51% of all general fund revenue. Therefore, property taxes have a major influence on City operations. The components of the general fund property tax levy are described below.

General Fund Levies

The City of West Des Moines currently has three operational levies that are levied within the general fund. These are the General Levy, Tort Liability Levy, and Emergency Levy. The General Levy is the City's primary levy and is limited by state law to \$8.10 per \$1,000 of assessed valuation. The City is also allowed to levy for tort liability costs, independent of the \$8.10 limitation. There is no limitation on the Tort Liability Levy. State statutes allow cities in Iowa to levy an "emergency tax" of up to \$0.27 per \$1,000 of valuation if the General Fund tax levy of a city is at its limit. For FY 21-22 the emergency levy will be \$0.27, this is no change from FY 21-22. The City's combined rate for the General, Tort Liability, and Emergency levies is projected to be \$8.48448 per \$1,000 of taxable property valuation for FY 21-22. Below is a brief description of the services these levies finance:

General Fund levies finance the following City services:

- Public Safety - which includes police and fire protection, ambulance services, and dispatch
- Community Enrichment - which includes park operations, library services, and human services
- Public Services - which includes public works, and community development services
- Support Services - which includes the administrative and support services functions of the City



Other City Levies

Debt Service - Taxes levied for the Debt Service Fund in the amount necessary to pay:

- Judgments against the city, except those authorized by state law to be paid from other funds.
- Interest as it becomes due and the amount necessary to pay, or to create a sinking fund, pay the principal at maturity of all general obligation bonds issued by the city or to pay or to create a sinking fund to pay, amounts as due on loans received through the Iowa community development loan program.
- Payments required to be made from the debt service fund under a lease or lease-purchase agreement.
- Payments required to be made from the debt service fund under a loan agreement.
- Payments authorized to be made from the debt service fund to a flood project under section 418.14, subsection 4

The Fiscal Year 2021-22 Debt Service levy is \$1.91 per \$1,000 of taxable property valuation, a decrease of \$0.04 from Fiscal Year 20-21

Other Employee Benefits - Cities are allowed to levy in a Special Revenue Fund for contributions under the Federal Insurance Contributions Act (FICA), the Iowa Public Employees Retirement System (IPERS), and certain other employee benefits.

The Fiscal Year 2021-22 Other Employee Benefits levy is \$0.00334 per \$1,000 of taxable property valuation, a decrease of \$0.05436 from the Fiscal Year 20-21 levy of \$0.05770

Police & Fire Retirement - Cities are allowed to levy in a Special Revenue Fund for contributions under the Municipal Fire and Police Retirement System of Iowa (MFPRSI).

The Fiscal Year 2021-22 Police & Fire Retirement levy is \$0.55218 per \$1,000 of taxable property valuation, an increase of \$0.07133 from the Fiscal Year 20-21 levy of \$0.48085



**CITY OF WEST DES MOINES, IOWA
FISCAL YEAR 2021-2022 PROPERTY TAX LEVY**

Levy		Total Tax Dollars Required	Commercial & Industrial Replacement	50% of Local Option All Counties	City Uses Local Option Tax All Counties	Net Levy
General Levy	Dollars	\$56,104,364	(\$1,822,182)	(\$5,779,518)	(\$3,034,893)	\$45,467,771
	Levy per \$1,000	\$9.99489	(\$0.32462)	(\$1.02961)	(\$0.54066)	\$8.10000
Insurance Levy	Dollars	\$668,390	(\$25,754)	-	-	\$642,636
	Levy per \$1,000	\$0.11907	(\$0.00459)	-	-	\$0.11448
Emergency Tax Levy	Dollars	\$1,576,332	(\$60,740)	-	-	\$1,515,592
	Levy per \$1,000	\$0.28082	(\$0.01082)	-	-	\$0.27000
Police & Fire Retirement Levy	Dollars	\$3,436,802	(\$124,219)	-	(\$213,038)	\$3,099,545
	Levy per \$1,000	\$0.61226	(\$0.02213)	-	(\$0.03795)	\$0.55218
Employee Benefits Levy	Dollars	\$19,500	(\$752)	-	-	\$18,748
	Levy per \$1,000	\$0.00347	(\$0.00013)	-	-	\$0.00334
Debt Service Levy	Dollars	\$12,698,816	(\$460,612)	-	-	\$12,238,204
	Levy per \$1,000	\$1.98189	(\$0.07189)	-	-	\$1.91000
All Levies	Dollars	\$74,504,204	(\$2,494,259)	(\$5,779,518)	(\$3,247,931)	\$62,982,496
FY 2021-2022	Levy per \$1,000	\$12.99240	(\$0.43568)	(\$1.02961)	(\$0.57861)	\$10.95000
All Levies	Dollars	\$71,395,189	(\$2,465,420)	(\$7,470,962)	(\$1,186,983)	\$60,495,786
FY 2020-2021	Levy per \$1,000	\$13.00643	(\$0.44830)	(\$1.34743)	(\$0.22070)	\$10.99000
All Levies	Dollars	\$66,754,528	(\$2,277,553)	(\$5,400,000)	(\$1,118,265)	\$57,958,710
FY 2019-2020	Levy per \$1,000	\$12.68782	(\$0.43822)	(\$1.04350)	(\$0.21609)	\$10.99000



Analysis of Property Tax Levy

Property tax revenue is projected to increase by 4.23% in FY 21-22 as a result of the following factors:

- In FY 21-22 the taxable valuations subject to operating levies increased by 4.37%
- In FY 21-22 the Tort Liability Levy was decreased \$0.01697 per \$1,000 of taxable property valuation.
- In FY 21-22 the Ag Land rollback percentage increased from 81.4832% to 84.0305%.
- In FY 21-22 the multi-residential rollback percentage decreased the amount of multi-residential property valuations that are taxable in comparison to the FY 20-21 state rollback percentage. The multi-residential rollback percentage will continue to decrease by 3.75% in future years until the rollback percentage is equal to the residential rollback percentage.
- In FY 21-22 the residential rollback percentage increased the amount of residential property valuations that are taxable in comparison to the FY 20-21 state rollback percentage. Below is a historical chart of state rollback percentages (i.e. the percentage of a property's value that is taxable).

Fiscal Year	Residential	Multi-Residential	Commercial
2011-12	48.53%		100.00%
2012-13	50.75%		100.00%
2013-14	52.82%		100.00%
2014-15	54.40%		95.00%
2015-16	55.73%		90.00%
2016-17	55.63%	86.25%	90.00%
2017-18	56.94%	82.50%	90.00%
2018-19	55.62%	78.75%	90.00%
2019-20	56.92%	75.00%	90.00%
2020-21	55.07%	71.25%	90.00%
2021-22	56.41%	67.50%	90.00%

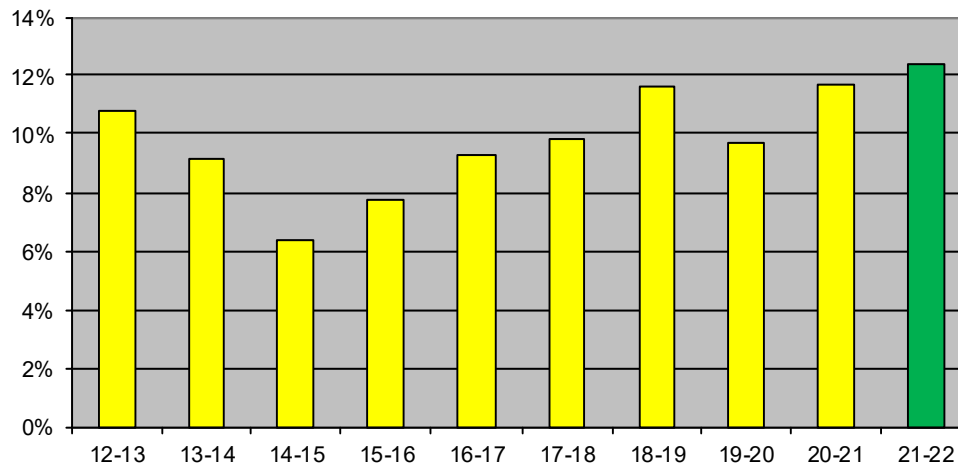


• In FY 21-22 the percentage of the property tax levy that is allocated to the general fund levy is slightly lower due to an increase TIF taxable valuations, which are subject to the debt service levy but not the general fund levy and the special revenue fund levies. The chart below is a ten-year comparison of the distribution of the property tax levy for City operations and debt service.

	Property Tax Rate	General Funds	% of Levy	Special Revenue Funds	% of Levy	Debt Service Fund	% of Levy	Total Levy
FY 12-13	\$12.05	\$31,763,509	68.69%	\$6,045,375	13.07%	\$8,433,881	18.24%	\$46,242,765
FY 13-14	\$12.05	\$33,292,422	69.24%	\$6,156,906	12.80%	\$8,635,980	17.96%	\$48,085,308
FY 14-15	\$12.05	\$33,907,707	69.06%	\$6,440,150	13.12%	\$8,747,169	17.82%	\$49,095,026
FY 15-16	\$12.00	\$34,266,995	69.47%	\$6,473,845	13.12%	\$8,587,488	17.41%	\$49,328,328
FY 16-17	\$12.00	\$36,821,048	69.77%	\$6,654,282	12.61%	\$9,297,771	17.62%	\$52,773,101
FY 17-18	\$12.00	\$38,215,544	69.84%	\$6,819,605	12.46%	\$9,686,650	17.70%	\$54,721,799
FY 18-19	\$11.79	\$39,863,320	69.11%	\$7,251,868	12.57%	\$10,564,743	18.32%	\$57,679,931
FY 19-20	\$10.99	\$43,927,129	75.76%	\$2,874,300	4.96%	\$11,177,523	19.28%	\$57,978,952
FY 20-21	\$10.99	\$45,745,299	75.59%	\$2,896,516	4.79%	\$11,875,190	19.62%	\$60,517,005
FY 21-22	\$10.91	\$47,647,022	75.63%	\$3,118,293	4.95%	\$12,238,204	19.42%	\$63,003,519

• The percentage of the overall City property base included in Tax Increment Financing (TIF) districts increased from the previous year, to 12.38% of the total taxable valuation. This percentage increased primarily due to increases in valuation in the Osmium urban renewal area due to construction. The percentage of TIF valuations for West Des Moines remains fairly low compared to comparable cities. Below is a ten-year history of TIF valuations as a percentage of taxable property.

TIF Valuations as a Percentage of Taxable Property



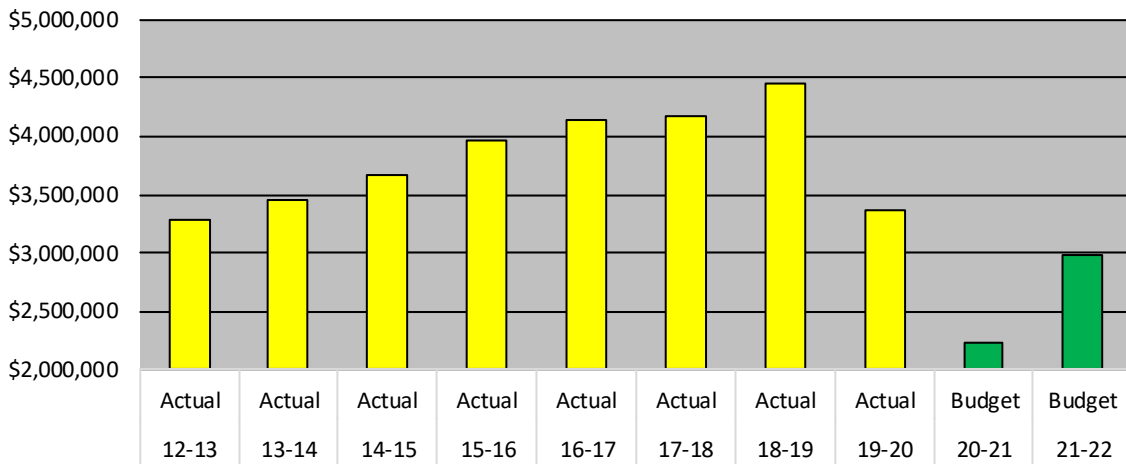
Other City Taxes

In 1984 West Des Moines voters approved the imposition of a hotel/motel tax of 7% on the rental of hotel rooms in our community. For a number of years, until the University Park Holiday Inn (now Sheraton) opened in 1987, annual revenue from this source was minimal. Thereafter, annual hotel/motel tax revenue held at the \$500,000 to \$600,000 range until the development of hotels in the vicinity of Jordan Creek Town Center. Due to continued decrease of travel related to Covid-19 the FY 21-22 hotel/motel revenue is expected to be approximately \$2,982,019,000. City Council action designated discretionary revenues in excess of \$2,550,000, up to \$120,000, are to be channeled towards a public arts program. However, West Des Moines has a contractual agreement that 2/7ths of revenue generated will be forwarded to the Greater Des Moines Convention and Visitors Bureau (CVB). Similarly, the City Council has agreed that an additional 2/7ths of hotel/motel tax revenue will be dedicated to BRAVO (metropolitan cultural and entertainment facilities/organizations). In the proposed budget, 2/7ths is allocated to City programs. The end result is that ultimately 1/7th of the hotel/motel taxes received annually by the City will be available for distribution and/or expenditure to other entities.

All gas and electric utilities providing service in the state pay an excise tax based on profits, instead of paying property taxes. This tax went into effect in FY 00-01 and is reflected in the revenue line item Utility Tax Replacement in the Other City Taxes revenue category.

	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
Other City Taxes						
Utility Tax Replacement	\$431,185	\$446,728	\$416,966	\$486,174	\$69,208	16.60%
Cable Television Commission	252,353	246,223	244,000	228,000	(16,000)	(6.56%)
Hotel/Motel Taxes	4,450,775	3,363,144	2,225,387	2,982,019	756,632	34.00%
Total Other City Taxes	\$5,134,313	\$4,056,095	\$2,886,353	\$3,696,193	\$809,840	28.06%

Hotel / Motel Tax Revenue



Licenses and Permits

As a rule, revenue received for the issuance of licenses and permits does not fluctuate significantly, with the exception of building and construction related permits.

	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC(DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
<u>Licenses and Permits</u>						
<u>Public Safety</u>						
Animal Licenses-WDM	\$78,989	\$64,984	\$80,000	\$75,000	(\$5,000)	(6.25%)
Building & Occupancy Permits	1,886,574	2,011,001	1,455,500	2,000,500	550,000	37.92%
Fire - Permits & Licenses	24,074	26,291	30,000	30,000		
Police -Alarm Licenses & Permits	1,912	1,680	2,000	2,000		
<u>Public Works</u>						
Sidewalk Permits	5,421	7,406	5,000	7,500	2,500	50.00%
Utility/Fiber Optic/Excavation Permits	12,880	1,520	12,500	5,100	(7,400)	(59.20%)
<u>Culture & Recreation</u>						
Archery Facility Permit	9,940	9,435	9,500	9,500		
Dog Park Permit	30,132	22,291	29,000	29,000		
Special Event Permits	6,250	2,428	8,000	5,000	(3,000)	(37.50%)
<u>General Government</u>						
Beer/Liquor/Cigarette Licenses	119,026	125,976	113,000	125,000	7,000	5.93%
Miscellaneous License & Permits	23,113	13,119	20,000	14,000	(6,000)	(30.00%)
Total Licenses and Permits	\$2,198,311	\$2,286,131	\$1,764,500	\$2,302,600	\$538,100	30.50%

Use of Money and Property

Interest income is generated by interest earned on public funds. Two factors that affect interest income are interest rates and cash balances available for investment. With the constant fluctuations in interest rates, staff regularly makes investments with the primary goal being safety of the investments followed by maximizing the return on our asset base.

	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC(DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
<u>Use of Money and Property</u>						
Interest Income	\$1,799,348	\$812,356	\$1,025,000	\$750,000	(\$275,000)	(26.83%)
Payment Processing Rebate	80,568	60,513	75,000	60,000	(15,000)	(20.00%)
Parks & Recreation Concessions	30,244	18,732	41,500	45,500	4,000	9.64%
Building Land Lease	4,705	4,720	11,000	12,500	1,500	13.64%
Holiday Park Baseball Rentals		31,032	85,000	85,000		
RRP Softball Complex Rentals		11,934	30,000	30,000		
RRP Softball Equipment Rentals		6,250				
Other Land Rental	40,760	40,760	40,000	40,000		
Total Use of Money and Property	\$1,955,625	\$986,297	\$1,307,500	\$1,023,000	(\$284,500)	(21.76%)



Intergovernmental

State/Federal Grants and Reimbursements - Each City department is encouraged to apply for state and/or federal grants to supplement City revenue. Historically, West Des Moines has been successful in receiving a number of grants.

Local Grants and Reimbursements - West Des Moines has a number of grants and reimbursement agreements with surrounding cities and counties.

	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2019-20	BUDGET FY 2020-21	INC (DEC) FY 20-21 OVER FY 2019-20	% INC (DEC)
<u>Intergovernmental</u>						
<u>Federal</u>						
Police - Misc. Cost Share	1,898	9,561				
Police - Misc. Grants	74,512	65,265	18,500		(18,500)	(100.00%)
EMS - Misc. Grants		66,439				
FEMA Reimbursement	9,666	41,204				
Human Services - Impact	11,000	12,000	12,000	12,000		
Com & Econ Dev - Misc Grants			100,000		(100,000)	(100.00%)
COVID-Cares Act			1,613,725		(1,613,725)	(100.00%)
<u>State</u>						
Commercial & Industrial Replacement	1,874,765	1,888,646	1,881,715	1,908,676	26,961	1.43%
EMS - Misc. Grants	478	5,522				
Library - Misc. Grants		7,987				
Parks & Recreation - Misc. Grants	1,156	258				
Police - Misc. Grants	1,599					
Police - Simulator Use		75		75	75	100.00%
Public Service - Salt Storage			10,000	10,000		
<u>Counties</u>						
Dallas County - Jordan Creek	1,590,234					
Dallas County - Mills Civic Parkway	440,000	132,125				
Polk County - Human Services Grants	33,724		26,000	5,000	(21,000)	(80.77%)
<u>Cities</u>						
Com & Econ Dev - Clive		11,835	38,165		(38,165)	(100.00%)
Emergency Management -Reimburse	17,825					
Fire - Regional Fire Training			1,500	1,500		
Fire - Westside Station -Clive	672,749	845,438	920,793	951,383	30,590	3.32%
EMS - Billing Service - Clive	8,035					
Housing - Metro Home Improvement	192,584	54,159	355,790	160,000	(195,790)	(55.03%)
Police - Simulator Usage		488		500	500	100.00%
Public Services - Salt Storage Facility	24,458	23,488				
Public Services - Traffic Signals		230	3,000	3,000		
WestPet - Clive	49,924	51,852	73,157	74,429	1,272	1.74%
WestPet - Urbandale	131,354	131,511	184,516	188,578	4,062	2.20%



	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2019-20	BUDGET FY 2020-21	INC (DEC) FY 20-21 OVER FY 2019-20	% INC (DEC)
<u>Intergovernmental Continued</u>						
<u>Iowa EMS Alliance</u>						
Administrative Services			\$687,654	\$550,768	(\$136,886)	(19.91%)
<u>Schools</u>						
Police - Crossing Guards	\$19,977	76,567	65,000	65,000		
Police - Liaison Officers		385,679	190,000	190,000		
Police - Youth Justice Initiative	80,113	82,516	82,516		(82,516)	(100.00%)
<u>West Des Moines Water Works</u>						
ITS Services	12,000	6,000				
Insurance - Liability & Property		59,286	60,000	62,000	2,000	3.33%
Parks & Recreation						
<u>WestCom Dispatch</u>						
Administrative Services	396,077	417,482	418,715	440,098	21,383	5.11%
ITS Services	237,807	247,471	225,000	225,000		
<u>WestPet Animal Control</u>						
Administrative Services			91,500	107,000	15,500	16.94%
Total Intergovernmental	\$5,881,935	\$4,622,879	\$7,059,246	\$4,955,007	(\$2,104,239)	(29.81%)



Charges for Services

Several city departments charge fees for services/programs that are offered such as ambulance fees, recreation program fees, library fines and fees, and fees for housing inspection. It is important that the City continue to monitor the fees charged as a way to recoup, from the actual user(s) of a service, revenues to offset the expenses incurred by the City. Development-related revenues drive the fluctuations from year to year.

	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 202-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
Charges for Services						
Public Safety						
Ambulance Charges	\$3,731,126	\$3,894,282	\$4,000,000	\$4,200,000	\$200,000	5.00%
Building Inspections	104,267	202,349	175,000	175,000		
CPR Class Charges	70,073	29,018	50,000	50,000		
EMS Charges	780	735	2,500	800	(1,700)	(68.00%)
False Alarm Charges - Fire			1,000	1,000		
False Alarm Charges - Police	1,198		10,000	5,000	(5,000)	(50.00%)
Fire Charges	28,412	721	150	150		
Plan Review Fees - Building Inspection	959,457	765,881	500,000	500,000		
Plan Review Fees - Fire	73,633	74,181	62,000	65,000	3,000	4.84%
Police Charges	38,161	23,620	29,000	29,000		
Special Events	9,862	5,777	20,000	13,000	(7,000)	(35.00%)
YJI Participant Fee			3,335		(3,335)	(100.00%)
Public Works						
Inspections - Engineering	35,522	59,601	80,000	80,000		
Inspections - Sewers & Drainage	32,120	41,660	25,000	30,000	5,000	20.00%
Nuisance Abatement Charges	22,065	30,224	30,000	30,000		
Salt/Brine Solution	139,057	14,198	5,000	5,000		
Special Events	927	583				
Traffic Studies	45,085	39,512	35,000	37,000	2,000	5.71%
Culture & Recreation						
Cemetery Charges	10,200	25,650	12,000	20,000	8,000	66.67%
Library - Copy, Fax, Printing	13,929	8,361	12,000	10,000	(2,000)	(16.67%)
Nature Lodge Programs	8,043	5,924	8,000	7,000	(1,000)	(12.50%)
Pools - Admissions	440,214	200,627	420,000	420,000		
Pools - Programs	798		1,500	1,000	(500)	(33.33%)
Pools - Swimming Lessons	69,271	8,884	41,000	41,000		
Recreation Fees	476,302	244,641	375,000	383,500	8,500	2.27%
Rentals - Holiday Park Baseball	114,177	10,750	5,500	5,500		
Rentals - Fields	12,966	8,310	10,000	10,000		
Rentals - Future Unearned	(190,876)	(3,333)				
Rentals - Nature Lodge	122,384	71,286	106,000	106,000		
Rentals - Shelters	51,928	19,992	45,800	40,000	(5,800)	(12.66%)



GENERAL FUND

FY 2021-2022 BUDGET

	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 202-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
<u>Culture & Recreation Continued</u>						
Rentals - Valley Junction Activity Center	32,224	7,895	32,000	32,000		
Softball	127,735	53,109	82,500	87,500	5,000	6.06%
<u>Community & Economic Development</u>						
Board of Adjustment Appeals		600	200	200		
Developer Paid - Publishing Fees	468	935				
Developer Paid - Recordation Fees	3,463	1,989	2,500	2,500		
Public Hearing Fees	13,484	13,558	10,000	11,000	1,000	10.00%
Site Plan Fees	22,083	16,144	15,000	15,000		
Zoning & Platting Fees	32,105	30,129	20,000	22,000	2,000	10.00%
Zoning Compliance Letter Fees	8,100	10,700	7,500	7,500		
<u>General Government</u>						
Alarm Monitoring Fee	43,987	45,846	42,000	44,000	2,000	4.76%
Legal Fees	392					
Total Charges for Services	\$6,705,122	\$5,964,299	\$6,276,485	\$6,486,650	\$210,165	3.35%



Miscellaneous

State regulations require that revenue be placed in one of the revenue categories specified above; if there is not a perfect fit to one of the categories listed, the revenue is then placed in a miscellaneous category.

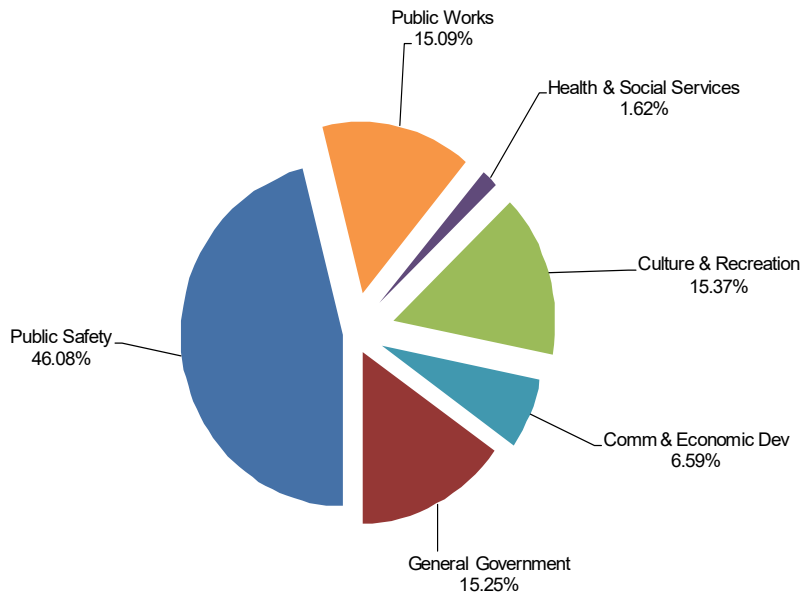
	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2019-20	BUDGET FY 2020-21	INC (DEC) FY 2020-21 OVER FY 2019-20	% INC (DEC)
Miscellaneous						
Public Safety						
Donations	\$1,150	100				
Donations - WestPet	412	344				
EMS Contributions - UnityPoint			635,000	635,000		
Fines - Alcohol	3,000	8,500	10,000	10,000		
Fines - OWI- Restitution	50		3,500	3,500		
Fines - Parking	29,777	21,570	30,000	30,000		
Fines - Traffic	183,768	227,410	165,000	165,000		
Fines - Tobacco	600	600	500	500		
Fire - Signs/Inspection Tags	6,605	5,486	6,000	6,000		
Youth Justice Initiative Contributions	62,500	75,500	87,800		(87,800)	(100.00%)
Public Services						
Sale of Scrap	4,101	1,727	3,500	3,500		
Health & Social Services						
Donations - Handyman	136	80	350	75	(275)	(78.57%)
Donations - Transportation	1,405	1,056				
Culture & Recreation						
Contributions - Parks & Recreation	5,980	98				
Fines - Library	41,662	23,138	42,000	35,400	(6,600)	(15.71%)
Miscellaneous - Library	3,628	(3,628)				
Miscellaneous - Parks & Recreation	4,050	2,350				
Sale of Trees	11,100	7,575	8,000	7,500	(500)	(6.25%)
Sponsorship	1,900	9,900	18,000	18,000		
Community & Economic Development						
Contributions - Housing Programs	85,957	208,553				
Loan Repayments - Property Improvement			80,700	65,700	(15,000)	(18.59%)
General Government						
Contributions - Sister Cities		688				
Fines - Civil Infractions	1,587	473				
Insurance Reimbursements/Proceeds	91,992	159				
Miscellaneous	12,130	26,400	5,000	7,500	2,500	50.00%
Sale of Logo Merchandise	12					
Sale of Magazine Ads	18,400	12,500	18,000	12,000	(6,000)	(33.33%)
Sales Tax Refunds	319,196	104,464				
Total Miscellaneous	\$891,098	\$742,155	\$1,113,350	\$999,675	(\$113,675)	(10.21%)



Expenditure Highlights

General Fund operating expenditures for FY 21-22 are projected to decrease by approximately 0.16% over FY 20-21. The primary reason for this change is the decrease in one time expenses in and the FY 21-22 budget. This budget does include pay increases for existing staff as well as minor modifications to staffing levels approved by the Mayor and City Council.

**General Fund Operating Expenditures
\$75,962,276**



Public Safety

One of the principal functions of the City of West Des Moines is to safeguard and protect the lives, health, and property of its citizens. The FY 21-22 budget continues the City's longstanding tradition of providing high quality public safety services. Public Safety represents the largest appropriations category, accounting for 46.08% of the General Fund budget. Included in this category are appropriations for Police, Fire, Emergency Medical Services, Building Inspection, Animal Control, Flood Control and WestCom.

The Emergency Medical Services department has been allocated \$36,000 for the purchase of a cardiac monitor, \$30,000 for the medical equipment for a spare ambulance, and \$30,000 for EMS records management software.

The Fire department has been allocated \$2,300 for water flow meter, \$5,000 for the replacement of ropes, cords and rescue harnesses, \$5,300 for ice rescue suits, \$6,000 for the replacement of tools, \$9,400 for battery power fan and hand tools using the same battery system, \$25,000 for the purchase of a flat bottomed rescue boat, and \$27,000 for Fire records management software.

The Police department has been allocated a total of \$420,000 to replace six patrol vehicles, the cost to replace patrol vehicles is projected to increase due to the manufacturer redesigning the model, with the changes to the model there is a possibility that equipment in the older units may not work in the new units and new equipment may need to be purchased. The police department has also been allocated \$7,300 for the replacement of crash data retrieval system.



Public Works

Public Works functions constitutes approximately 15.09% of the General Fund budget. The Public Services Department addresses street and sewer maintenance, street cleaning, drainage facilities, City building and equipment maintenance, snow removal, street and sewer repair, dust control and mosquito spraying. The department is also responsible for developing maintenance system schedules for pavement management and sewer management. Their mission is to provide first class operations, maintenance, repair, and construction services for City public infrastructure and improvements. The Public Services department has been allocated \$235,000 for a wheel loader, and \$25,000 for fusion-style coupling system for equipment.

The Engineering Services Department is responsible for designing CIP projects, construction plans and the review of development proposals to ensure that adequate public infrastructure is provided and that the public improvements to be constructed are in conformance with the City's design standards.

Health & Social Services

The Department of Human Services provides programs to improve the quality of life for low-income, elderly, and disabled residents of West Des Moines. Among the various services offered to eligible residents are: transportation assistance; food and personal care pantry; several free community meal programs; a free clothing closet; heating assistance program; homeless prevention/emergency rent and utility assistance; housing program for homeless families with children; handyman services, and other programs.

Culture & Recreation

The Parks and Recreation Department and Public Services Department operate and maintain 1,323 acres of parkland consisting of 27 parks, 3 special use facilities, 1 natural resource area, 14 greenways, and 65 miles of trails. The department provides a wide variety of recreational services including operating a full service community center, softball complex, two outdoor aquatic centers, spray grounds, nature lodge, dog park, an archery facility, amphitheater, boathouse and soon to be opening indoor recreation complex. Program areas include adult sports, youth introductory sports, nature programs, senior programs, aquatics, teen after school programming, travel, and special events.

The Parks and Recreation Department has been allocated \$5,000 for batting cage net replacement at Holiday Baseball Complex, \$9,000 for scoreboard controller replacement at Holiday Baseball Complex, \$10,000 for repairs to the warning track of field 5 at the Holiday Park Baseball Complex, \$10,000 for additional deck furniture at the Raccoon River Park boathouse, and \$15,000 to purchase pitching bullpen for the Raccoon River Park Softball Complex.

The Public Services Parks division has been allocated \$45,000 for the purchase of a turf tractor.

The West Des Moines Public Library provides access to information of all sorts to the population of the city and also to library users from outside of West Des Moines. The library selects, maintains, and makes available a high-quality collection of books, periodicals, video media, and portable computing devices for use by the public. The library designs and offers such cultural programming as story times, craft projects, book discussion, computer and technology-use classes and special events for all ages. The library also makes gathering space and study room available to the public free of charge.

The Library has been allocated \$10,000 for the replacement of half the cost of the laptop lab. The total cost of replacement is \$20,000, the Library will be using \$10,000 of Library Trust funds for the remaining cost.



Community & Economic Development

The Development Services Department includes two divisions. The Planning and Building Inspection Divisions strive to ensure a desirable, well-planned, and safe community that exceeds citizens' expectations. This group provides the regulation of any new development, a change in the use of a property, and the subdivision of property. It also strives to provide this integrity through plan review of construction projects for compliance with the City's codes and ordinances. This department also provides on site inspections to help ensure that the actual construction is safe and secure. The Development Services budget includes \$175,000 for year one of a two year project to contract with an outside consultant to overhaul Zoning and Subdivision Regulations for the City.

The mission statement of the Community & Economic Development department is to plan and promote an economically strong and vibrant community through long-range planning, business retention and development, housing initiatives, redevelopment, and community promotion. The Community & Economic Development Department budget includes \$200,000 for the Neighborhood Finance Corporation program.

General Government

It is the responsibility of the City Manager's Office to provide the overall direction for the City organization in accordance with policies established by the City Council. Other responsibilities are to assure that the City operations are conducted economically, efficiently, and effectively and that the Council and citizen concerns are addressed. This office also develops recommendations to the City Council for changes in programs, operations, and policies. In addition, the City Manager prepares a recommended annual budget for the Council's consideration. Other departments in the general government area are Finance, Legal, Human Resources and Information Technology Services.



General Fund Expenditure Summary for FY 2021-2022

	Departmental Expenditures	% of Total
Police	\$12,770,029	16.81%
Fire	10,774,734	14.18%
Emergency Medical Services	7,462,152	9.82%
Westcom Dispatch	1,947,594	2.56%
WestPet Animal Control	560,364	0.74%
Parks & Recreation	4,945,115	6.51%
Library	3,768,350	4.96%
Human Services	976,387	1.29%
DEI/Human Rights	251,701	0.33%
Public Services	11,468,004	15.10%
Engineering Services	2,946,432	3.92%
Development Services	2,889,005	3.80%
Community & Economic Development	1,102,374	1.45%
Regional Economic Development	135,150	0.18%
Sister Cities Commission	3,000	0.00%
Mayor & Council	84,629	0.11%
City Manager	1,304,858	1.72%
City Clerk	754,145	0.99%
Finance	1,309,773	1.72%
Information Technology Services	4,962,092	6.53%
Human Resources	1,523,245	2.01%
Legal	897,239	1.18%
Leased City Buildings	16,615	0.02%
Risk Management	730,390	0.96%
Hotel/Motel	2,171,010	2.86%
City Contingency	178,000	0.23%
Total	\$75,962,276	100.00%



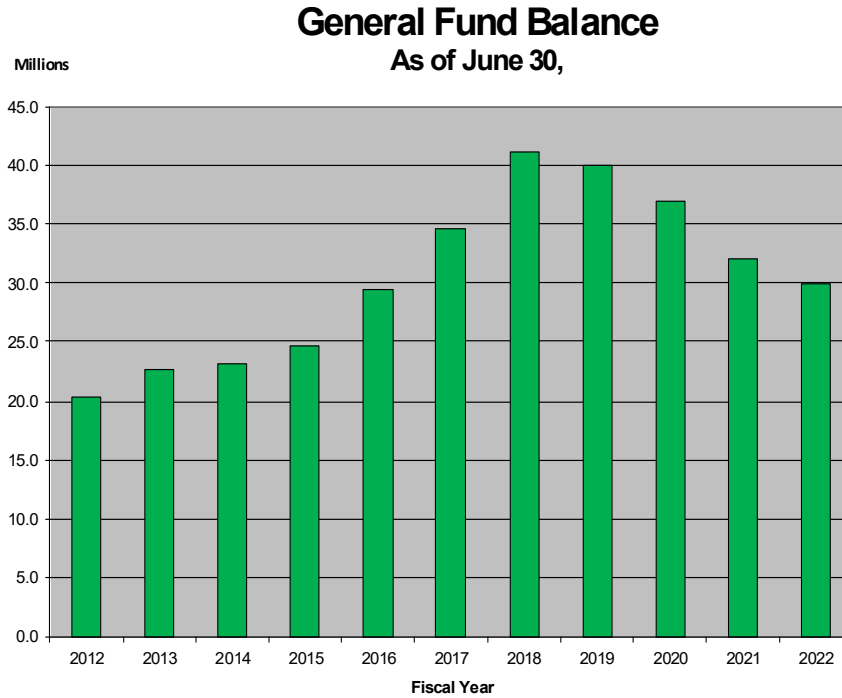
SUMMARY OF TRANSFERS

To Fund	From Fund	Description	Amount
<u>Transfers In</u>			
General	Emergency Tax Levy	Emergency Tax Levy Proceeds	\$1,576,332
General	Employee Benefits Levy	Employee Benefits Tax Levy Proceeds	19,500
General	Hotel/Motel Tax	MKL Jr Day Event	7,500
General	Hotel/Motel Tax	Sister Cities Contribution	3,000
General	Hotel/Motel Tax	WDM Magazine Contribution	138,000
General	LOSST	Property Tax Reduction	5,779,518
General	LOSST	Public Safety Hires - Fall 2019	1,034,893
General	LOSST	Property Tax Stabilization	2,000,000
Iowa EMS Alliance	General	WDM Share of EMS	2,360,191
Metro Home Improvement Program	General	WDM Share of MHIP Admin	7,970
Metro Home Improvement Program	General	WDM Share of MHIP Programs	20,000
WestPet	General	WDM Net Share of Animal Control	222,357
Total Transfers In			\$13,169,261
<u>Transfers Out</u>			
Dallas County Local Housing Trust Fund	General	WDM Share of DCLHTF Program	\$4,950
Iowa EMS Alliance	General	WDM Share of EMS	2,360,191
Metro Home Improvement Program	General	WDM Share of MHIP Admin	7,970
Metro Home Improvement Program	General	WDM Share of MHIP Programs	20,000
WestPet	General	WDM Net Share of Animal Control	222,357
Technology Replacement	General	Contribution to Technology Replacement	300,000
Youth Justice Initiative	General	WDM Share of YJI Program	56,847
Youth Justice Initiative	General	Chapel Ridge Initiative	28,400
Capital Improvement Program	General	Capital Improvement Projects	110,000
Economic Development	Hotel/Motel Tax	Economic Development Programs	50,000
General	Hotel/Motel Tax	Sister Cities Contribution	3,000
General	Hotel/Motel Tax	WDM MLK Day	7,500
General	Hotel/Motel Tax	WDM Magazine Contribution	138,000
Public Art	Hotel/Motel Tax	Public Art Contribution	120,000
MidAmerican Energy RecPlex	Hotel/Motel Tax	MidAmerican Energy RecPlex Debt	1,063,200
General	Emergency Tax Levy	Emergency Tax Levy Proceeds	1,576,332
Total Transfers Out			\$6,068,747
NET TRANSFERS			\$7,105,514



Ending Fund Balance

One measure of a City's financial strength is the level of fund balance, i.e. accumulated revenues in excess of expenditures. For the City to operate from July 1 through October 10th, when we receive our first substantial payment, a significant fund balance is necessary. The FY 21-22 budget maintains prudent general fund balances, which protect the City of West Des Moines' financial integrity. Staff estimates, when all anticipated expenditures and transfers are accounted for, the City's unrestricted cash balance or fund balance, will be \$29,865,898, at June 30, 2022, which is 39.32% of FY 21-22 operating expenditures. ¹



1. The General Fund Balance consists of several subfunds, including the General Operating Fund, Tort and Liability, and Hotel/Motel Tax Fund.



Total Operating Budget
(In Millions)

Departmental Highlights

\$9.94 Community Enrichment

Human Services
Diversity, Inclusion & Equity / Human Rights Commission
Library
Parks & Recreation

\$33.51 Public Safety

Police
WestPet Animal Control
Westcom Dispatch
Fire
Emergency Medical Services

\$18.59 Public Services

Public Services
Community & Economic Development
Development Services
Engineering Services
Regional Economic Development
Sister Cities Commission
Leased City Buildings

\$13.92 Support Services

Information Technology Services
Human Resources
Legal
Finance
City Manager
City Clerk
Mayor & Council
Risk Management
Hotel/Motel Tax
City Contingency



Mission Statement

“The mission of the West Des Moines Human Services Department is to provide opportunities for community residents to achieve healthy, stable and productive lives.”

Overview of Services

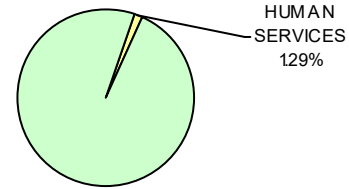
As the sole human service department operated by a city in the state of Iowa, West Des Moines Human Services began providing services to low-income people in 1979. For more than 40 years, the department has been working to meet basic needs and provide opportunities to help move the most vulnerable toward a more self-sustaining future. Services include:

- Food insecurity: Preventing hunger is addressed through a food pantry in collaboration with Des Moines Area Religious Council (DMARC), a personal care pantry, and daily bread distribution. Food rescue was implemented a year ago to supplement what is offered in the food pantry;
- Emergency financial assistance has been significantly enhanced through the Community Development Block Grant funding to combat the devastating effects of the COVID-19 pandemic. Funding is available for residents who are facing eviction and/or utility disconnections;
- Youth development is supported through financial assistance for low income youths' involvement in recreational activities and the provision of school supplies at the beginning of the school year and throughout the year as needed;
- Snow removal, lawn care and light repair work is provided to help income-limited seniors and disabled constituents remain in their homes;
- Through a federal program, Low Income Home Energy Assistance Program (LIHEAP) is administered for a one-time annual credit on an energy bill for eligible households;
- Housing Solutions provides housing and supportive services for families with children who find themselves living in a shelter to help them overcome the barriers that prevent them from being stably and permanently housed;
- The Clothing Closet offers generously donated clothing and housewares at no cost to individuals and families meeting income guidelines;
- Holiday assistance is provided in November and December to households surviving on limited income and struggling to afford the most basic necessities;
- Program Outreach offers overarching support including referrals to resources in the community and help with completing forms such as Embrace Iowa, SNAP and Section 8;
- English Language Learners and HiSET (formerly known as GED) classes are provided at no cost to those who participate;
- Drop-in childcare is offered free to English Language Learners (ELL) or HiSET students during their class time;
- Free Medical Clinics of Iowa offers free medical services one night a week;
- Friendship Connection, a weekly group activity, is offered for special needs adults.



BUDGET INFORMATION	
FY 2021-22 Revenue	\$17,075
FY 2021-22 Expenses	\$976,387
FY 2020-21 Expenses	\$989,835
% Change - Expenses	(1.36%)
FY 2021-22 FTE	10.00
Change From FY 2020-21	0.00

% OF GENERAL FUND BUDGET



Goals and Objectives

The primary goal of the West Des Moines Human Services Department is to provide opportunities for low-income people in West Des Moines to improve their social, health and financial condition. We work on this through a multitude of services. Our food pantry is designed to encourage healthy eating, rewarding those who chose more nutritional options with larger amounts of food. Additionally the food we are rescuing provides more options including such things as meat and eggs.

Studies indicate that homelessness is a large predictor of increased health risks associated with the stress and time consumption just determining where members of a household will lay their heads at night and the lack of a stable place from which to conduct any of the business of living. We offer assistance to those who are facing housing issues through a variety of programs including: emergency financial assistance to prevent evictions and disconnections, the Handyman Program to help seniors and disabled households remain in their homes, and the Rapid Rehousing Program that houses homeless families and provides additional assistance to get them back on their feet.

The increase in our population of foreign born residents, many of whom come to the United States with few resources, offers opportunities that help them navigate through the resources available to them. Our ELL program has seen exponential growth in class sizes. The City has just recently invested in a language line which will make communication much easier.

For those who do not have a high school diploma, a partnership with DMACC has offered a free means to achieve that, additional career counseling and a segue way to further education at DMACC. Free childcare for students who are parents eliminates a barrier to accessing these classes.

We have seen many people lose their jobs as a result of the pandemic. The loss of employer sponsored medical insurance has highlighted the importance of the free medical clinic operated by Free Clinics of Iowa housed in our building.



Performance Measures

Mission: To deliver healthy social, economic and natural resources through effective partnerships and efficient systems.					
Human Services Activities	2016-17	2017-18	2018-19	2019-20*	% Change
Total Un-duplicated Households Served	2,624	1,880	1,623	1,596	(1.66%)
Food Pantry Distributions	4,035	4,722	5,513	1,081	(80.39%)
School Supply Distributions (# of Children)	532	468	463	171	(63.07%)
Holiday Assistance (# of Children)	1,433	1,352	848	735	(13.33%)
Volunteer Hours Contributed	11,985	12,887	13,791	10,056	(27.09%)
* Due to the COVID-19 pandemic, services have been modified to ensure the health and safety of everyone					

Accomplishments

- Successfully transitioned clients from the transportation program to other existing services, thus ending the transportation program at Human Services for a cost savings of approximately \$132,000;
- Initiating a drop-in childcare for ELL and HiSET students;
- Developing a financial empowerment partnership with Polk County and the Evelyn K. Davis Center to offer free financial counseling and education;
- Rescuing food from the Mills Civic Hy-Vee and Hy-Vee Fresh Market on Jordan Creek Parkway resulting in feeding numerous people and saving literally tons of edible food from being disposed;
- Initiating a strategic planning process;
- Nimble moving to providing services while managing the pandemic include: initiating a curbside food pantry, developing an on-line application process to offer emergency financial assistance through CDBG CARES funding in addition to other services, and managing traffic coming into the building to mitigate risk of spreading the virus through an appointment system, temperature checks, hand sanitizing and masks.

Future Opportunities

- Ability to provide assistance through technology - This eliminates the difficulties clients without transportation have in getting to the physical location when they need help.
- Increase in number of clients to whom we provide services - CDBG (CARES) and additional CDBG funding has increased the awareness among those who need help.
- Returning to the highly successful self-select model in the Food Pantry.

Upcoming Challenges

- Managing the reopening of the building to walk-in clients.
- Ensuring clothing closets donations do not overwhelm capacity to accept them.
- Timing of the return to programming with the delivery of vaccinations.



- Recruiting participants for the return of in person classes and recruiting a childcare coordinator.
- Determining the number of volunteers that need to be replaced and recruiting new volunteers to replace them.

Significant Information

The donations that West Des Moines Human Services receives and distributes to those in need is accounted for the Human Services Trust special revenue fund.

You Might Find This Interesting:

In 2020 West Des Moines Human Services rescued and redistributed to those in need, 25 tons of food from local vendors that otherwise would have gone to the landfill. That is close to the weight of a fully loaded garbage truck.

Financial Summary

	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
Expenditures by Object						
Personal Services						
Full-time Employees	\$488,357	\$518,336	\$581,800	\$584,400	\$3,600	0.62%
Part-time Employees	99,728	77,596	32,500	33,500	1,000	3.08%
Contract Help	57,117	27,282				
Overtime	920		1,350	2,250	900	66.67%
Health, Dental, Life Insurance	73,657	81,989	108,980	113,738	4,758	4.37%
Retirement Contributions	101,498	102,679	107,215	108,146	931	0.87%
Other Pay	3,728	3,761	4,140	4,490	350	8.45%
Total Personal Services	\$825,005	\$811,643	\$835,985	\$847,524	\$11,539	1.38%
Supplies & Services						
Operating & Maintenance	\$79,306	\$74,908	\$60,850	\$66,600	\$5,750	9.45%
Staff Development	592	212	2,150	2,300	150	6.98%
Utilities	20,437	27,213	31,900	26,840	(5,060)	(15.86%)
Contractual Obligations	25,341	25,335	17,250	15,650	(1,600)	(9.28%)
Total Supplies & Services	\$125,676	\$127,668	\$112,150			
Capital Outlay						
Replacement Charges	\$31,208	\$20,461	\$9,700	\$14,473	\$4,773	49.21%
Computer Hardware & Software						
Vehicles						
Miscellaneous Equipment	4,726	3,933	32,000	3,000	(29,000)	(90.63%)
Total Capital Outlay	\$35,934	\$24,394	\$41,700	\$17,473	(\$24,227)	(58.10%)
Lease/Purchase Payments						
Total Expenditures	\$986,615	\$963,705	\$989,835	\$976,387	(\$13,448)	(1.36%)

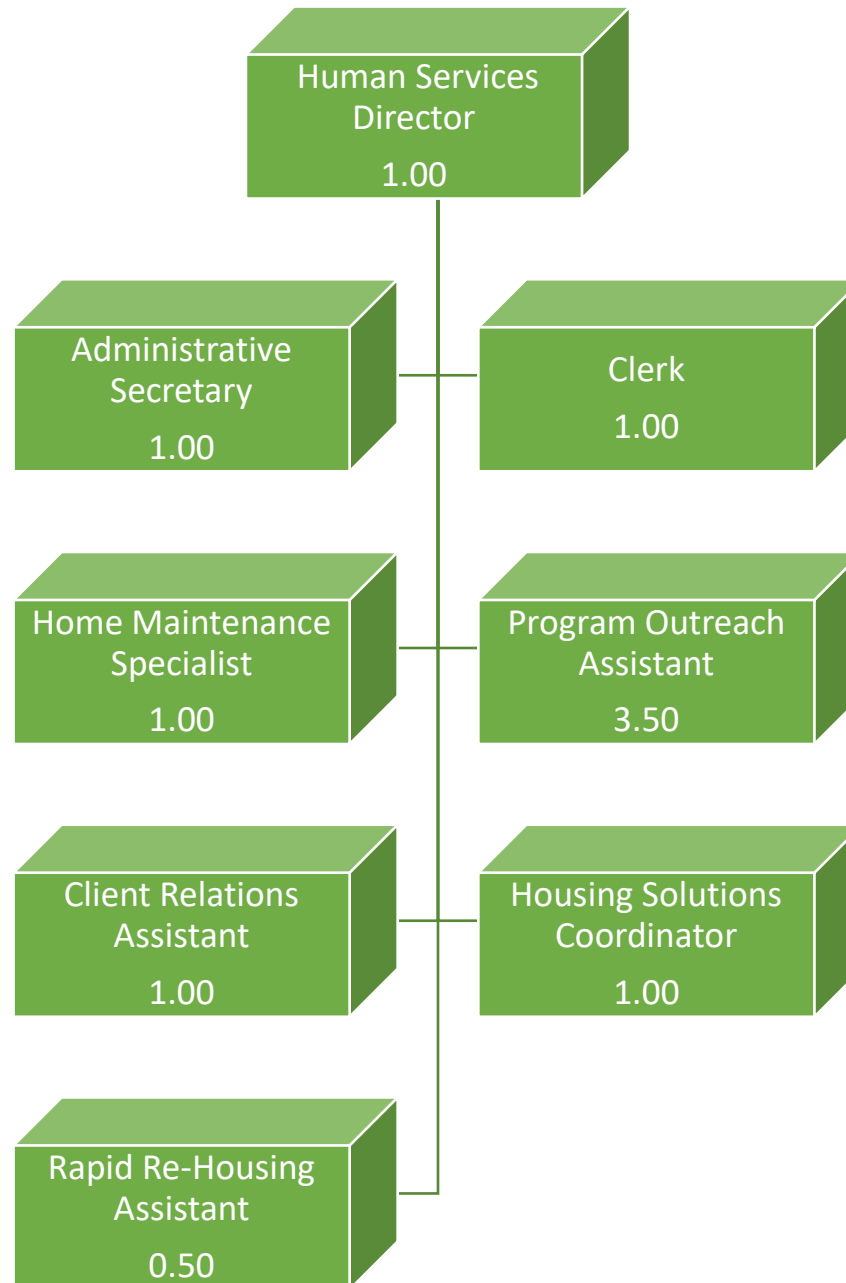


Personnel Summary

	BUDGET FY 2018-19	BUDGET FY 2019-20	BUDGET FY 2020-21	BUDGET FY 2021-22	CHANGE FROM FY 2020-21
Full-time Employees					
Human Services Director	1.00	1.00	1.00	1.00	0.00
Administrative Secretary	1.00	1.00	1.00	1.00	0.00
Clerk	1.00	1.00	1.00	1.00	0.00
Client Relations Assistant	0.00	1.00	1.00	1.00	0.00
Home Maintenance Specialist	1.00	1.00	1.00	1.00	0.00
Housing Solutions Coordinator	1.00	1.00	1.00	1.00	0.00
Program Outreach Assistant	3.00	3.00	3.00	3.00	0.00
Transportation Supervisor	1.00	0.00	0.00	0.00	0.00
Total Full-time Employees	9.00	9.00	9.00	9.00	0.00
Part-time Employees					
Program Outreach Assistant	0.25	0.25	0.50	0.50	0.00
Rapid Re-Housing Assistant *	0.50	0.50	0.50	0.50	0.00
Van Driver	4.00	4.00	0.00	0.00	0.00
Total Part-time Employees	4.75	4.75	1.00	1.00	0.00
Total Authorized Personnel	13.75	13.75	10.00	10.00	0.00

* 100% of wages and benefits for the Rapid Rehousing Assistant are funded by a Iowa Finance Authority program.





Mission Statement

"The West Des Moines Public Library enriches the quality of life of community residents by providing convenient, timely and equal access to information and ideas. The library is committed to offering engaging activities, opportunities for personal and professional growth, promoting the love of reading and learning while remaining responsive to the changing needs of the community"

Overview of Services

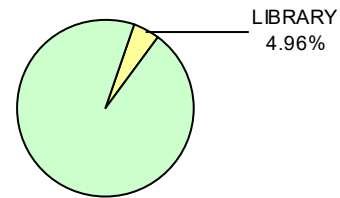
The West Des Moines Public Library serves as a primary touch point for local government services and provider of needed information. The library provides materials, technology, space and programming/instruction to support and enhance both the institution/school-directed and self-directed learning that goes on in the community across the lifespan of its residents through six divisions: Administration, Adult Services, Children's Services, Circulation, Collection Services, and Teen Services. Services include:

- Physical Materials - various formats, including carefully selected books, magazines, newspapers and reference guides as well as educational and entertaining video and audio materials.
- Virtual and Streaming Materials - electronic resources such as e-books and databases, which allow patrons to use the library remotely, on devices while traveling or after hours; in 2020, the library added new streaming audio and video services that allow residents access to more content from home and on mobile devices.
- Public-facing Technology - desktop computers, wi-fi hotspots, tablets and other devices, some of which are available to check out; in 2020 the library added an automated library self-service kiosk in Valley Junction, bringing direct library services to that area for the first time in over 40 years.
- Programming - story times, and face-to-face learning opportunities, especially for children and young adults/teens; the educational and cultural considerations of adult learners are also taken into account with several adult programs per month most months of the year; in 2020 the library developed and improved its on-line programming capabilities in the face of COVID restriction to programming in the building and on-site.
- Human capital and know how - reference, instructional and readers' advisory assistance from a trained and experienced staff.
- Space - meeting and collaboration space that allows students, tutors, educational groups, non-profit groups and charitable organizations to meet in a safe, public place without having to pay usage fees; this often allows the library to act as a community partner to various organizations needing non-monetary support, in keeping with goals of the library's strategic plan.

BUDGET INFORMATION

FY 2021-22 Revenue	\$45,400
FY 2021-22 Expenses	\$3,768,350
FY 2020-21 Budget	\$3,595,927
% Change - Expenses	5.46%
FY 2021-22 FTE	31.50
Change From FY 2020-21	0.50

% OF GENERAL FUND BUDGET



Goals and Objectives

In fiscal years 2021-22, the library will try to address as many of the recommendations of the published strategic plan as possible as well as more long standing goals:

- Backfill vacant positions and recruit staff for new positions designed to better serve current library users and reach City residents underserved at present; specifically, create a shared position with Human Services to provide social work services in an easy-to access location with more accessible hours;
- Finalize and adjust to the aftermath of renovation of the library building currently underway, making adjustments in service as needed;
- See through to completion and optimize the delivery of kiosk-based library service to Valley Junction;
- Begin to seek prospective space for and plan to deliver satellite service to the growing Western edge of West Des Moines.

Performance Measures

	2015-16	2016-17	2017-18	2018-19	2019-20*
Visitors	311,470	316,389	312,000	303,000	220,000
Circulated Items	685,300	677,561	690,400	738,000	577,000
Circulated Digital Items	47,900	55,023	66,100	81,300	100,000
Total # of Questions Answered Involving Staff Research	12,132	13,709	23,442	33,756	36,000
* In FY 2019-20 the West Des Moines Public Library was closed for more than 3 months due to COVID and renovation closures.					



Accomplishments

- Worked with architects, engineers, and contractors to finalize and realize plans to renovate the library; that renovation will be well into its final phase at this time
- Finalized and executed plans to bring kiosk service to Valley Junction; the machine was installed in August 2020 and officially unveiled in October
- Implemented curbside holds pick up which has proven so successful for parents of young children and the elderly that the library will continue to offer this service indefinitely
- Increased the number of circulating STEM kits and activity kits in the collection, especially for families learning from home
- In support of families affected by COVID, added additional internet Hotspots to the collection
- Added additional e-content options, including Kanopy and Hoopla for West Des Moines residents

Future Opportunities

- **Alternative Service Models** - The COVID epidemic made plain that the public is interested and will respond to alternative service models: curbside pickup and delivery, in-person delivery, off-site kiosks and on-line programming.
- **Technology** - Emerging technology is making it easier for public libraries to provide taxpayers with more personal, more customized services that can find them in their homes, in outside gathering places, and on their mobile devices.
- **Changes to Valley Southwoods School** - The "junior high" years are foundational in terms of an individual's attitude and the addition of more students to the student body in coming years will enable the library to make connections with those future adults, especially with the addition of the Young Adult/teen area.

Upcoming Challenges

- **Material and Services Costs** - Library materials and services/subscriptions like most other goods and services, are increasing in price. Based on Library Journal's "Periodicals Price Survey 2020," the cost of magazine and journal subscriptions are expected to increase in cost between 1% and 3.5% per year for the next several years. Book prices have held steadier since 2008, but the *Bowker Annual* projects that overall costs are still increasing incrementally from year to year. Some of the new streaming digital services that have been added in the COVID era are priced according to usage, which can be difficult to predict. Depending on popularity, some libraries have had to "throttle" or cap usage for such services lower than their standard default setting (usually ten uses per month) as costs for usage in excess of pricing plans can make continuing to offer a service difficult.
- **Community Growth** - As West Des Moines increase in population and community makeup changes, the library must constantly re-assess the collection and services provided, as well as whether changes and adjustments to locations are in order.
- **Political & Social Climate** - Public libraries and public librarians have traditionally been defenders of intellectual freedom and institutional neutrality on social and political questions; increasingly, public libraries must face pressures to either align with or resist concerns that seek to influence collections and services in keeping with rapidly emerging and often contradictory ideas.
- **Changes to Valley Southwoods School** - Valley Southwoods has been a school focusing on ninth-graders and the ninth-grade curriculum since its inception in 1997. The West Des Moines



Community School District is now planning to have the school serve two grades: 8th and 9th, starting in 2023-24, though this not yet finalized. The increase in student body may pose a challenge for the library, as the proximity of the school to the library has, at time, led to issues with noise, crowds of students and some behavior concerns. The change will make it necessary for library staff to be aware of how the school plans to handle the students and plan accordingly

Significant Information

The Library in the process of undergoing a significant renovation and the project will be completed in the spring of 2021. The renovation will ultimately repurpose the library’s former coffee shop, create a dedicated young adult space, update public furnishings, and replace worn carpet and paint through the building. The work will also improve existing meeting rooms, and new meeting spaces and upgrade staff work area furniture.

The Library has been allocated funding for the following items:

- Funding for the addition of a half-time Teen Services Assistant to serve in the soon to be completed dedicated Young Adult/Teen area of the library, the position is to begin no earlier than January 1, 2022
- \$10,000 for half of the replacement cost of the Library Laptop Lab, a cabinet, collection of laptop computer devices, and external screen for ease of use in educations application, the other half of the cost will be paid out of the Library Trust fund

You Might Find This Interesting:

The average book of any sort published in the United States since 1980 is 9 inches tall by 6 inches wide. Using this figure, if all 148,120 books in the West Des Moines Public Library were stacked end-to end, they would reach approximately 21 miles above the surface of the earth.



Financial Summary

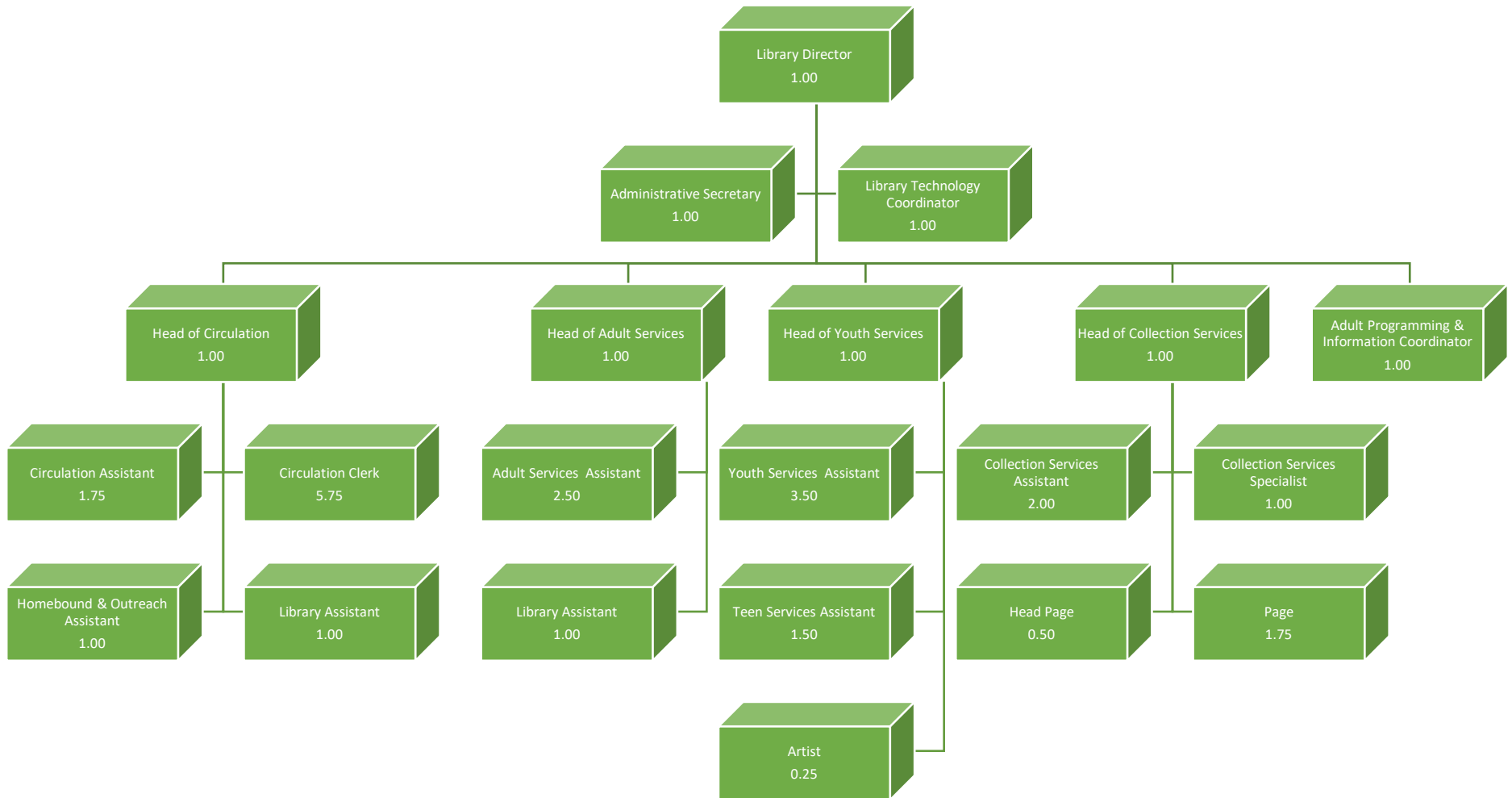
	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
Expenditures by Object						
Personal Services						
Full-time Employees	\$1,133,774	\$1,306,670	\$1,445,800	\$1,510,250	\$64,450	4.46%
Part-time Employees	423,840	417,103	442,000	471,300	29,300	6.63%
Contract Help						
Overtime	36,975	42,074	40,700	46,500	5,800	14.25%
Health, Dental, Life Insurance	197,642	222,380	283,120	320,697	37,577	13.27%
Retirement Contributions	275,042	301,291	343,275	366,228	22,953	6.69%
Other Pay	6,771	6,533	7,672	8,750	1,078	14.05%
Total Personal Services	\$2,074,044	\$2,296,051	\$2,562,567	\$2,723,725	\$161,158	6.29%
Supplies & Services						
Operating & Maintenance	\$550,183	\$638,220	\$649,100	\$594,050	(\$55,050)	(8.48%)
Staff Development	11,672	11,592	16,000	18,500	2,500	15.63%
Utilities	72,961	71,562	95,260	103,375	8,115	8.52%
Contractual Obligations	204,089	217,455	273,000	318,700	45,700	16.74%
Total Supplies & Services	\$838,905	\$938,829	\$1,033,360	\$1,034,625	\$1,265	0.12%
Capital Outlay						
Replacement Charges						
Computer Hardware & Software						
Vehicles						
Miscellaneous Equipment				10,000	10,000	100.00%
Total Capital Outlay				\$10,000	\$10,000	100.00%
Lease/Purchase Payments						
Total Expenditures	\$2,912,949	\$3,234,880	\$3,595,927	\$3,768,350	\$172,423	4.79%



Personnel Summary

	BUDGET FY 2018-19	BUDGET 2019-20	BUDGET FY 200-21	BUDGET FY 2021-22	CHANGE FROM FY 2020-21
Full-time Employees					
Library Director	1.00	1.00	1.00	1.00	0.00
Head of Circulation	1.00	1.00	1.00	1.00	0.00
Head of Collection Services	1.00	1.00	1.00	1.00	0.00
Head of Public Services	1.00	1.00	0.00	0.00	0.00
Head of Adult Services	0.00	0.00	1.00	1.00	0.00
Head of Youth Services	0.00	0.00	1.00	1.00	0.00
Children's Librarian	1.00	1.00	0.00	0.00	0.00
Adult Programming & Library Information Coordinator	1.00	1.00	1.00	1.00	0.00
Library Technology Coordinator	1.00	1.00	1.00	1.00	0.00
Library Assistant	1.00	2.00	2.00	2.00	0.00
Homebound & Outreach Assistant	0.00	0.00	1.00	1.00	0.00
Administrative Secretary	0.00	0.00	1.00	1.00	0.00
Secretary	1.00	1.00	0.00	0.00	0.00
Adult Services Assistant	2.00	2.00	2.00	2.00	0.00
Youth Services Assistant	3.00	3.00	3.00	3.00	0.00
Teen Services Assistant	0.00	1.00	1.00	1.00	0.00
Collection Services Assistant	2.00	2.00	2.00	2.00	0.00
Collection Services Specialist	0.00	1.00	1.00	1.00	0.00
Circulation Assistant	1.00	1.00	1.00	1.00	0.00
Total Full-time Employees	17.00	20.00	21.00	21.00	0.00
Part-time Employees					
Artist	0.25	0.25	0.25	0.25	0.00
Adult Services Assistant	0.50	0.50	0.50	0.50	0.00
Children's Services Assistant	0.50	0.50	0.50	0.50	0.00
Circulation Assistant	0.75	0.75	0.75	0.75	0.00
Circulation Clerk	5.75	5.75	5.75	5.75	0.00
Head Page	0.50	0.50	0.50	0.50	0.00
Page	1.75	1.75	1.75	1.75	0.00
Teen Services Assistant	0.50	0.00	0.00	0.50	0.50
Total Part-time Employees	10.50	10.00	10.00	10.50	0.50
Total Authorized Personnel	27.50	30.00	31.00	31.50	0.50





Mission Statement

“We provide our community everyday enjoyment through people,
parks and programs.”

Overview of Services

The **Parks and Recreation Department** focuses on enhancing quality of life and supporting the health and well-being of West Des Moines residents, employees, and visitors. The department is currently organized into three primary areas: Administration, Parks, and Recreation. Services include:

Administration

- Responsible for the overall direction and support of the Department;
- Manage and implement the City’s public arts program and all activities of the Public Arts Advisory Commission;

Parks

- Provide services related to the City’s park system that encompasses 1,323 acres of parkland, 27 parks, 3 special uses facilities, 1 natural resources area, 14 greenways, and 65 miles of trails. Services include planning, design, and development of parks and recreational facilities; identification and acquisition of new parkland; park operations and programs;
- Operate and manage Jordan Cemetery, Huston Cemetery, and Memorial Park Cemetery including lot sales, record maintenance, and grave opening/closing;

Recreation

- Provide a wide variety of programs and events for people of all ages and abilities such as adult sports, youth introductory sports, nature programs, outdoor recreation, older active adult programs, aquatics, travel, family programs, preschool and youth programs, adaptive sports, and special events;
- Manage partnerships with non-profit sports groups operating on City property;
- Operate and program the Jamie Hurd Amphitheater;
- Operate and program lighted sand volleyball, basketball, and tennis courts, as well as large multi-use fields for rentals, leagues and tournaments at Valley View Park;
- Operate and program the Raccoon River Park Nature Lodge, which serves as a visitor center for Raccoon River Park, and is a facility for environmental education, recreation programming, and rental space for social occasions and business meetings;
- Operate and program the Raccoon River Boathouse;
- Operate the Raccoon River Dog Park, a 10-acre fenced area where dog owners can gather and dogs can be off-leash on a permit-basis;
- Operate and program the Raccoon River Park Archery Facility, which provides a safe place for residents and non-residents to practice the sport of archery;
- Operate and program the Raccoon River Park Softball Complex, a high quality 5-field complex that supports the City’s adult softball league and hosts softball and baseball tournaments for all ages;



- Manage the Holiday Park Baseball Complex and youth baseball program through partnerships with private provider and maintenance contractor;
- Operate and program the Holiday and Valley View Aquatic Centers, that provide open swim, swimming lessons, and aquatic fitness programs;
- Operate and program the Valley Junction Activity Center, that provides programming space with a focus on STEAM (Science Technology Engineering Art Math) and recreation programs such as Tae-Kwon-Do and ballroom dancing; also provides meeting and event space and public restrooms for the Valley Junction business district;
- Operate and program the MidAmerican Energy Company RecPlex, which serves both indoor and outdoor recreation needs with nearly 300,000 square feet of space including two ice arenas with seating for up to 2,400 and a field house with space for four basketball courts, three pickleball courts, batting cages, and full sized turf field. The RecPlex also includes three outdoor lighted synthetic turf fields, meeting and conference room space, 3,500 square feet eSports Center, adaptive sports area, and the Des Moines University Clinic Physical Therapy Center.

Goals and Objectives

The Parks and Recreation Department's overall budget goal for FY 2021-22 is to maintain service levels in existing areas of the department while adding new areas of operations and programming.

Major new areas of focus for the Department continue to be the Jamie Hurd Amphitheater, Raccoon River Parks Boathouse, and MidAmerican Energy Company RecPlex. The Amphitheater opened in September of 2020 with a shortened fall season of programming, events and private rentals. The Boathouse opened in July of 2020. The Department's request includes some adjustments to those budgets for part-time staffing, supplies, and services. A budget request for the first full year of the MidAmerican Energy RecPlex is included in the Enterprise Funds as it is expected to be fully open in the spring of 2021. As with other new facilities, adjustments will likely be needed to the RecPlex budget over the next two to three years until operations are normalized.

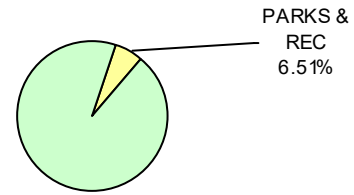
In addition, Equipment and Facility Maintenance is a high priority goal of the Department. Several supplemental request related to the Holiday Park Baseball Complex and Raccoon River Parks Softball Complex are included.

The activities, services and functions that are supported by the Departments existing budget and supplemental requests are directly tied to both the WDM 2036 Plan and Action Plan Supporting WDM 2036.

BUDGET INFORMATION

FY 2021-22 Revenue	\$1,395,500
FY 2021-22 Expenses	\$4,945,115
FY 2020-21 Expenses	\$4,961,848
% Change - Expenses	(0.34%)
FY 2021-22 FTE	24.00
Change From FY 2020-21	0.00

% OF GENERAL FUND BUDGET



Performance Measures

Quality of Life is the North Star for West Des Moines						
	2016	2017	2018	2019	2020	Goal
% Increase in the Art on the Campus submissions from the previous year	15%	24%	0%	68%	63%	15%
# of games at RRP Softball Complex	2,705	3,466	2,951	3,308	1,766	2,600
# of games played at Holiday Park Baseball Complex	1,366	2,149	1,687	2,665	1,980	1,800
# of Nature Lodge Rentals	223	296	294	295	174	250
# of Holiday Aquatic Center attendees	26,706	26,275	21,676	24,103	-	25,000
# of Valley View Aquatic Center attendees	64,056	63,891	54,377	58,670	-	70,000
# of community outreach efforts related to park projects	0	7	44	36	13	10
# of community garden plots	10	84	112	112	111	100
Average # of people reached organically through Department Facebook page	345	651	670	1,051	937	450
# of Department Facebook page followers	3,190	3,710	4,337	5,353	6,306	5,000

Develop, Retain, and Attract the World's Best Workforce						
	2016	2017	2018	2019	2020	Goal
# of STEAM related programs	41	38	65	100	115	45
# of Dog Park permits & passes sold	1,053	1,343	1,469	1,573	1,977	1,200
# of annual Archery Facility permits sold	380	370	370	336	403	500



West Des Moines is a Leader in Sustainability						
	2016	2017	2018	2019	2020	Goal
# of hours spent on continuing education on sustainability topics	59	30	57	64	39	75
# of burial spaces sold/transferred	75	57	42	35	53	40

Accomplishments

- Filled three new full-time positions, the Arts, Culture, and Enrichment Coordinator and the RecPlex Operations Coordinator, and RecPlex Guest Services Coordinator, as well and filling one part-time position following the retirement of the Valley Junction Activity Center Clerk
- Developed organizational structure for staff of the MidAmerican Energy RecPlex
- Pushed forward on the Five Waters Projects with the completion of the Jamie Hurd Amphitheater and Raccoon River Boathouse and in-progress design of the Raccoon River East Pedestrian Bridge
- Finalized a donation of nearly 20 acres of land as part of the Raccoon River Greenway
- Received a \$134,000 grant from the Iowa DNR for Raccoon River Greenway land acquisition
- Planned for the opening of the MidAmerican Energy Company RecPlex, including finalizing contracts with Des Moines University, Pepsico, and Courage League Sports
- Led department through multiple decisions and adjustments in response to COVID-19 including transitioning of entire department to work from home for nearly three months, operating of aquatic center, and following safety guidance of all programs and events
- Held 5 COVID-safe public events in the first month of operation of the Jamie Hurd Amphitheater and had 4,000 boat rentals in the six-week season of the Raccoon River Park Boathouse

Future Opportunities

- **COVID-19** - Increased use of outdoor spaces continues to expose more people to the City’s high-quality parks, trails, and recreation facilities
- **MidAmerican Energy Company RecPlex** - Ability to offer and host a wide variety of expos, concerts, conventions and tournaments with local, state and regional participation
- **Public Arts Advisory Commission 10th Anniversary** - Opportunity to further engage and educate the public about the City’s public art program
- **Valley View Park Pickleball Courts** - New programming for drop -in uses, leagues and tournaments
- **Holiday Park Baseball Complex** - Additional programming and tournament opportunities upon completion of Phases 6 & 7 including renovation of final two fields and additional parking
- **Swim Lessons** - Expansion of parent/child opportunities based upon positive feedback received about modified lessons offered during COVID-19
- **Water Recreation Programs** - Expansion of offerings to included stand-up paddleboard classes, stand-up paddleboard yoga, Full Moon Floats, and canoe/kayak float trips



- **Community Gardens** - Address need expressed for more community gardens in other areas of the City including areas with a high concentration of multi-family residential
- **Outdoor Recreation & Nature Programs** - Expansion of programs to serve more under-served or non-traditional populations in the community, to satisfy the needs of those newly exposed to outdoors during the pandemic, and to promote wellness through the healing effect of nature
- **Trail System** - Expansion of the trail system to address a top need expressed by residents as new streets are installed and new greenways are acquired
- **Urban Tree Planting** - Expansion of the urban tree canopy through increased planting on both public and private property
- **Jamie Hurd Amphitheater** - Opportunity for new programming and community events and a venue for COVID-safe rentals
- **Inter-Departmental Collaboration** - Assistance of Engineering Department with monitoring of water quality, planning of water quality best management practices, and promotion of water quality/stormwater topics
- **Five Waters Project - Sugar Creek Greenway Trail, Raccoon River Pedestrian Bridge (East) & Greenway Acquisition** - Maintain momentum of Five Waters Project and address top needs identified in the 2015 needs analysis and 2020 citizens survey - completion of trails, protect wildlife habitat, and acquisition of land for future parts before it is lost to development
- **Fundraising** - Begin fundraising campaign for Raccoon River Pedestrian Bridge in 2021 with goal of raising \$2-3 million and increase sponsorships of programs and events

Upcoming Challenges

- **COVID-19 Recreation Impact** - Uncertainty of progression of the pandemic makes planning future program, events, and facility operations difficult and has constantly caused staff to do things differently
- **COVID-19 Budget Impact** - Will need to look for ways to increase revenues back to pre-pandemic levels and avoid eliminating quality of life projects
- **Aquatic Centers** - Recruitment, hiring, and training of staff continues to be a challenge along with finding ways to lower the subsidy of these facilities
- **Park & Facility Maintenance** - Although renovation projects typically result in lower maintenance demands, this is more than offset by the increased demand placed on Public Services by any new park or facility, especially those that are more specialized
- **Landscape Maintenance** - Efforts are being made to minimize landscape beds due to lack of staff to maintain them
- **Urban Tree Planting** - Maintenance of trees planted on public property by Public Services
- **Asset Management** - As the parks and trail system continue to grow with expansion of residential development, inventorying and managing assets will be critical
- **MidAmerican Energy Company RecPlex** - Ensuring operations are financially sustainable
- **Organizational Transition** - Successfully transitioning from being a relatively small department to a large one with more staff and increasingly complex operations



Significant Information

The Parks and Recreation Department has been allocated funding for the following items:

- \$5,000 for the replacement of batting cage netting at Holiday Park Baseball Complex
- \$9,000 for the replacement of scoreboard controllers at Holiday Park Baseball Complex
- \$10,000 for the purchase of additional deck area furniture for the Raccoon River Park Boat-house
- \$15,000 for the addition of baseball/softball pitching bullpens at Raccoon River Park Softball Complex
- \$10,000 for repairs to the warning track of field # 5 at Holiday Park Baseball Complex

You Might Find This Interesting:

Over **4,000** boat rentals occurred in the six weeks that the Raccoon River Boathouse was open. Lines of up to 50 people waited up to 2 hours to rent a boat. All but 1 kayak lockers was rented within the first week of being available with a waiting list of over 50 people



Financial Summary

	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
Expenditures by Object						
Personal Services						
Full-time Employees	\$1,207,791	\$1,327,357	\$1,430,500	\$1,473,600	\$43,100	3.01%
Part-time Employees	789,083	468,779	933,475	933,750	275	0.03%
Contract Help						
Overtime	6,431	7,646	12,350	12,500	150	1.21%
Health, Dental, Life Insurance	187,374	194,142	225,395	255,646	30,251	13.42%
Retirement Contributions	300,880	301,689	372,505	386,901	14,396	3.86%
Other Pay	21,998	25,798	26,570	27,770	1,200	4.52%
Total Personal Services	\$2,513,557	\$2,425,411	\$3,000,795	\$3,090,167	\$89,372	2.98%
Supplies & Services						
Operating & Maintenance	\$686,990	\$702,090	\$801,525	\$801,640	\$115	0.01%
Staff Development	17,901	8,543	25,085	23,570	(1,515)	(6.04%)
Utilities	186,090	207,098	283,056	278,880	(4,176)	(1.48%)
Contractual Obligations	578,717	505,365	640,964	656,204	15,240	2.38%
Total Supplies & Services	\$1,469,698	\$1,423,096	\$1,750,630	\$1,760,294	\$9,664	0.55%
Capital Outlay						
Replacement Charges	\$25,993	\$29,323	\$25,778	28,319	2,541	9.86%
Computer Hardware & Software						
Vehicles						
Miscellaneous Equipment	58,490	47,338	184,645	66,335	(118,310)	(64.07%)
Total Capital Outlay	\$84,483	\$76,661	\$210,423	\$94,654	(\$115,769)	(55.02%)
Lease/Purchase Payments						
Total Expenditures	\$4,067,738	\$3,925,168	\$4,961,848	\$4,945,115	(\$16,733)	(0.34%)

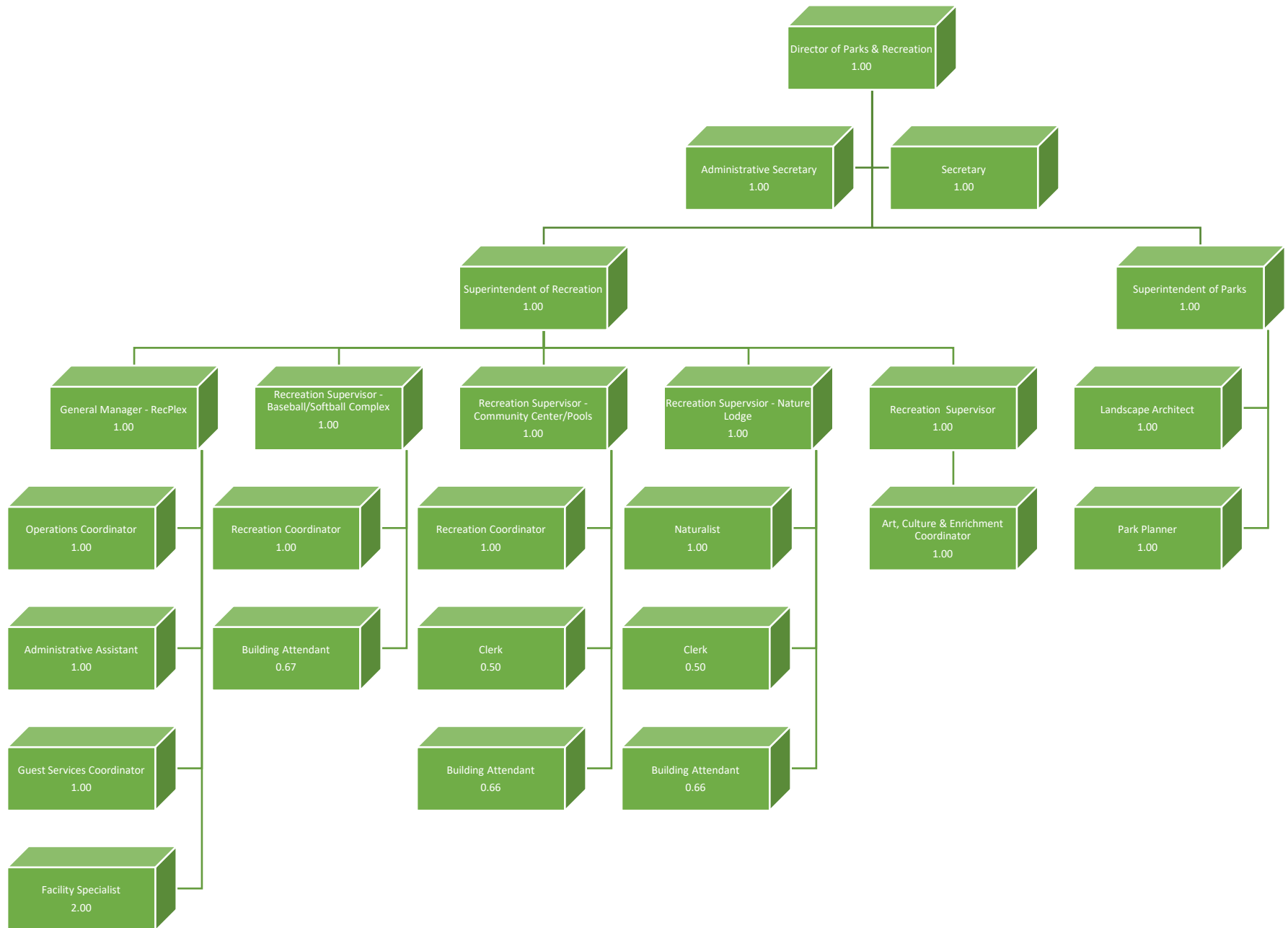


Personnel Summary

	BUDGET FY 2018-19	BUDGET FY 2019-20	BUDGET FY 2020-21	BUDGET FY 2021-22	CHANGE FROM FY 2020-21
Full-time Employees					
Parks Administration					
Director of Parks & Recreation	1.00	1.00	1.00	1.00	0.00
Superintendent of Recreation	1.00	1.00	1.00	1.00	0.00
Superintendent of Parks	1.00	1.00	1.00	1.00	0.00
Administrative Secretary	1.00	1.00	1.00	1.00	0.00
Secretary	1.00	1.00	1.00	1.00	0.00
Parks					
Landscape Architect	1.00	1.00	1.00	1.00	0.00
Park Planner	1.00	1.00	1.00	1.00	0.00
Recreation					
Arts, Culture, & Enrichment Coordinator	0.00	1.00	1.00	1.00	0.00
Naturalist	1.00	1.00	1.00	1.00	0.00
Recreation Program/Facility Supervisor	3.00	4.00	4.00	4.00	0.00
Recreation Coordinator	3.00	2.00	2.00	2.00	0.00
Total Full-time Employees	14.00	15.00	15.00	15.00	0.00
Part-time Employees					
Recreation					
Clerk	1.00	1.00	1.00	1.00	0.00
Building Attendant	2.00	2.00	2.00	2.00	0.00
Total Part-time Employees	3.00	3.00	3.00	3.00	0.00
RecPlex - Enterprise Fund Employees					
General Manager - RecPlex*	0.00	1.00	1.00	1.00	0.00
Operations Coordinator - RecPlex*	0.00	0.00	1.00	1.00	0.00
Administrative Assistant - RecPlex*	0.00	0.00	1.00	1.00	0.00
Guest Services Coordinator - RecPlex*	0.00	0.00	1.00	1.00	0.00
Facility Specialist- RecPlex*	0.00	0.00	2.00	2.00	0.00
Total Enterprise Employees	0.00	1.00	6.00	6.00	0.00
Total Authorized Personnel	17.00	19.00	24.00	24.00	0.00

* Funded by 100% MidAmerican Energy Company RecPlex Enterprise Fund





Total Operating Budget
(In Millions)

Departmental Highlights

\$9.94 **Community Enrichment**

Human Services
Diversity, Inclusion & Equity / Human Rights Commission
Library
Parks & Recreation

\$33.51 **Public Safety**

Police
WestPet Animal Control
Westcom Dispatch
Fire
Emergency Medical Services

\$18.59 **Public Services**

Public Services
Community & Economic Development
Development Services
Engineering Services
Regional Economic Development
Sister Cities Commission
Leased City Buildings

\$13.92 **Support Services**

Information Technology Services
Human Resources
Legal
Finance
City Manager
City Clerk
Mayor & Council
Risk Management
Hotel/Motel Tax
City Contingency



Mission Statement

"To unite, with the community, to preserve the safety of West Des Moines and all residents, businesses and visitors."

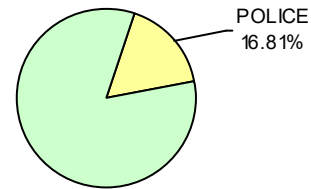
Overview of Services

The Police Department provides safety and security to residents, businesses and visitors of West Des Moines through eight divisions: Community Outreach, Criminal Investigations, Entertainment Response, Patrol, School Resources, Support Services, Training & Emergency Management, and Administration. Services include:

- Collaborative community policing,
- High profile patrol presence;
- Responding to calls for service in a timely manner;
- Enhancing traffic safety;
- Keeping the peace;
- Enforcing city and state laws;
- Proactive crime prevention techniques;
- Oversight, support, and administration of the entire police department;
- Responsible for professional standards, department accreditation standards and compliance (CALEA), and for research and development;
- Solving open cases and stopping crime trends;
- Conduction or facilitating training to department personnel on a continual basis utilizing multiple training platforms. Ensure all department personnel maintain proficiency and/or certification in required specialty areas;
- Develop and implement community based training (public and private sector) in the area of emergency management and homeland security;
- Review, update, and create department emergency response plans to better align with an "all hazards" approach;
- Conducting media interviews for newsworthy issues;
- Utilize the city's website, social media, and other media platforms to increase the community's knowledge and awareness of police department activities and initiatives;
- Handles traffic complaints, special enforcement efforts, investigating Hit and Run reports, serious accident investigations, as well as planning, implanting, and staffing special events;
- Provides a liaison with school districts in order to be more proactive and collaborative with school administrators, faculty, staff and students, as well as providing investigative support for incidents involving juveniles;
- Stores, tracks and maintains all department evidence and seized property.

BUDGET INFORMATION	
FY 2021-22 Revenue	\$510,575
FY 2021-22 Expenses	\$12,770,029
FY 2020-21 Expenses	\$12,810,197
% Change - Expenses	(0.31%)
FY 2021-22 FTE	99.00
Change From FY 2020-21	0.00

% OF GENERAL FUND BUDGET



Goals and Objectives

The West Des Moines Police Department goal is to provide both safety and the perception of safety for residents, businesses and visitors. The department will use community input and available data and analytics to determine necessary resources needed and the best deployment of those resources to maximize effectiveness. The Police Department will strategically deploy resources tailored to the growth of our city, based upon projections of city growth and specifically types of growth. Systems are in place using a calculation we believe to have the most efficiency to determine goal achievement through a cost benefit analysis.

Performance Measures

2020 Community Survey	
Category of Service	2020 results
Feeling of safety in the community	93% satisfaction
Overall quality of police services	88% satisfaction

Accomplishments

In light of the pandemic, nation-wide civil unrest, and negative media portrayals of policing in general, the police department has endeavored to increase our outreach and positive interactions with the public while increasing our response posture to respond to unrest within the city and, with our local response agreements, central Iowa as a whole. Note, the police department has received overwhelming positive feedback from the community in support of the WDMPD.

The police department conducted a task force process inviting eight African American citizens of the city to form an independent committee to review all pertinent police processes for their review and comment, which they gave to city leadership. This review had some smaller issues to consider for the police department to consider but overall, it was very positive commentary on the department's policy and operations within the community.

The police department initiated what is known as Diversity, Equality, and Inclusiveness (DEI) training more than five years ago. The department continues increased training events. Additionally, the police department, within the current budget, made a small reorganization in staffing to create a "Diversity Liaison Officer" position within Support Services Division, Community Outreach Programs and Services Unit.

The police department was able to extend offers of employment prior to known position vacancy dates, allowing the department to hire candidates before they were hired by other agencies. As a result the police department was able to expand the diversity of the sworn officer ranks with one officer of Muslim faith, an additional female officer and three African American officers.



The Entertainment Response Unit (ERU), a high-profile uniformed unit assigned to the Support Services Division began operations in March of 2020. This unit, a part of the LOSST funding, works evenings to early morning hours and concentrates on the city's booming entertainment, hotel, and retail areas. The ERU works with management of these types of businesses to work together to ensure a safe environment for people patronizing these establishments.

The School Resource Officers led a project that was launched in September of 2020 called the Police Cadet program. This is an outreach and long-range recruiting effort for high-school age persons to join our organization as a cadet and begin learning about law enforcement and some of the skill sets required to work in law enforcement. The first meeting resulted in fifteen recruits, double the anticipated participation.

The Patrol Operations Division changed the patrol assignment patterns for the city. Redistricting the patrol sectors/territories/beats resulted in better coverage of patrol resources across the city and more flexibility for Watch Commanders to address issues/"hot-spots" with their available resources. Patrol staffing assignments had not changed significantly in twenty years.

The entire police department responded quickly to two large and one smaller First Amendment demonstrations with the city in June of 2020. The department's plan, collaboration with event organizers, and the professionalism of the officers in the street resulted in successful demonstrations with zero arrests, zero injuries, zero property damage, and zero incidents.

Lastly, through the pandemic the officers and the staff of the police department have done very well to protect themselves and, in turn, the public from infection. With the assistance, advice, and logistical support of the WDM Fire/EMS, the officers and staff have been vigilant and diligent in practicing measures to mitigate exposure and spread of the virus.

Future Opportunities

Recruitment

- Continuing a collaborative program with Mississippi Valley State University to attract talented and college educated minority candidates to our department's hiring process
- Police Cadet Program for high school age persons

Upcoming Challenges

Continued growth in the city, particularly with the expansions west and south will increase demands for service from all public safety and the police department in particular. Specific challenges for this growth include:

- Addition of sworn personnel, specifically uniform patrol officers to cover all portions of the city and provide a visible component. According to the latest citizen survey, visible neighborhood patrols is the most important police initiative from the citizens. In the near future, with continued increases in patrol officer staffing, a new division model will need to be put in place adding to the level of supervision. This entails adding police sergeants and police lieutenants to ensure proper span of control and levels of supervision. The department has both a five-year and ten year plan to account for these proposed changes to carry through 2030.
- Additional equipment resources. Increases in staffing will entail increases in marked patrol cars, overall department equipment, uniforms, ammunition, etc.
- The WDMPD Law Enforcement Center was built in 1991-1992 and occupied in late 1992. It was given a major renovation starting in 2014 and ending in 2018. In the Capital Improvements Budget for FY 2019-20, authorization was given for a study of the current facility for continued growth of the police department. Currently the facility, despite the renovations, is near capac-



ity. The architects study showed means for adding additional spaces, which will entail closing and renovating the detention facility as well as erecting another building/wing to the existing structure and addition of substantial parking space to comply with code requirements. The question is does the city work towards adopting the renovation plan or identify a new location for the WDMPD Law Enforcement Center and build a new building that will meet the needs of the police department and the city farther into the future.

Significant Information

The proposed operating budget of the Police Department includes:

- \$420,00 for the replacement of six (6) patrol vehicles, due to a manufacturer redesign of the model, it is foreseen that some existing equipment, such as front push bumpers, electronic console, in-car cage/partition, rear window guards, and light bars and may not be able to be transferred from the existing vehicles to the new vehicles and may need to be purchased new.
- \$7,300 for the purchase of a Bosch Crash Data Retrieval System, the updated hardware is required to perform a diagnostic link connector with an on-board retrieval of an event data recorder in Bosch supported vehicles, specifically to vehicles manufactured after 2018 and other certain manufactures
- The conversion of an existing vacant Community Service Officer position to a Police Officer in the Entertainment Response Unit.
- In prior years expenses for the Youth Justice Initiative (YJI) program has been included in the Police Department expenses in the contractual services category. Starting with FY 2021-22 the YJI program revenue and expenses included in a new special revenue fund.

Future Outlook

In May of 2018 the City Council approved a four year labor agreement with Police Teamsters Local 238, the agreement shall be in effect beginning July 1, 2018 and ends on June 30, 2022. The agreement calls for the following across-the-board increases for all covered employees on July 1, each year of the agreement.

Sworn & Non-Sworn

- FY 2021-22 - 3.00%

Covered employees not at the maximum step of their pay range will be eligible for a step increase in compensation on the anniversary of their hire date. The step increases could be between 3.00% and 5.85% depending on the position, year, and step level.

The agreement also increases the Senior Patrol Officer Compensation each year of the agreement. This additional compensation is available to covered officers who meet years of service and education requirements. The amount of this compensation will be increased to the following:

- FY 2021-22 - \$1,500

You Might Find This Interesting:
<p>Patrol is getting younger! The average years of service for the officers in the Patrol Operations Division is 4.03 years of service. If you subtract out the fiver most senior members of the Division, the remaining average years of service for officers is 2.5 years.</p>



Financial Summary

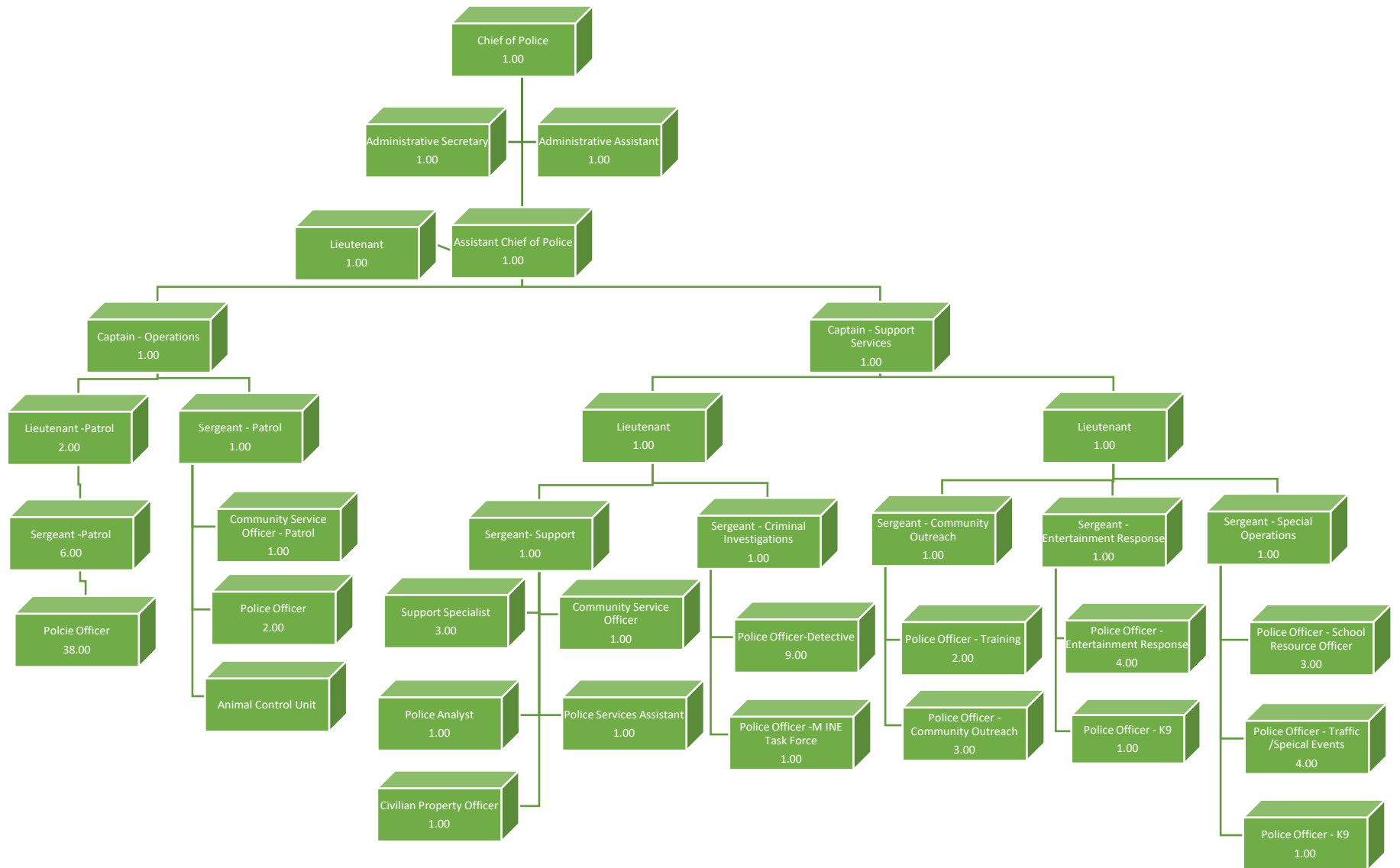
	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
Expenditures by Object						
Personal Services						
Full-time Employees	\$6,138,676	\$6,862,611	\$7,678,060	\$8,025,600	\$347,540	4.53%
Part-time Employees	123,723	53,175	67,000	65,000	(2,000)	(2.99%)
Contract Help						
Overtime	528,712	584,049	607,000	642,500	35,500	5.85%
Health, Dental, Life Insurance	1,086,453	1,139,565	1,380,255	1,445,739	65,484	4.74%
Retirement Contributions	213,957	216,871	255,155	245,460	(9,695)	(3.80%)
Other Pay	151,130	189,943	211,866	217,250	5,384	2.54%
Total Personal Services	\$8,242,651	\$9,046,214	\$10,199,336	\$10,641,549	\$442,213	4.34%
Supplies & Services						
Operating & Maintenance	\$832,587	\$904,521	\$931,265	\$942,920	\$11,655	1.25%
Staff Development	236,272	231,872	222,725	254,725	32,000	14.37%
Utilities	64,584	78,500	90,969	84,215	(6,754)	(7.42%)
Contractual Obligations	339,368	392,809	611,077	288,314	(322,763)	(52.82%)
Total Supplies & Services	\$1,472,811	\$1,607,702	\$1,856,036	\$1,570,174	(\$285,862)	(15.40%)
Capital Outlay						
Replacement Charges	\$60,278	\$58,004	\$67,368	\$62,386	(\$4,982)	(7.40%)
Computer Hardware & Software			800		(800)	(100.00%)
Vehicles	418,493	413,448	514,085	420,000	(94,085)	(18.30%)
Miscellaneous Equipment	306,322	151,711	172,572	75,920	(96,652)	(56.01%)
Total Capital Outlay	\$785,093	\$623,163	\$754,825	\$558,306	(\$196,519)	(26.04%)
Lease/Purchase Payments						
Total Expenditures	\$10,500,555	\$11,277,079	\$12,810,197	\$12,770,029	(\$40,168)	(0.31%)



Personnel Summary

	BUDGET FY 2018-19	BUDGET FY 2019-20	BUDGET FY 2020-21	BUDGET FY 2021-22	CHANGE FROM FY 2020-21
Full-time Employees					
Police Administration					
Police Chief	1.00	1.00	1.00	1.00	0.00
Assistant Police Chief	1.00	1.00	1.00	1.00	0.00
Police Lieutenant	1.00	1.00	1.00	1.00	0.00
Administrative Assistant	1.00	1.00	1.00	1.00	0.00
Secretary	1.00	1.00	1.00	1.00	0.00
Police Support Services					
Police Captain	1.00	1.00	1.00	1.00	0.00
Police Lieutenant	1.00	2.00	2.00	2.00	0.00
Police Sergeant	4.00	5.00	5.00	5.00	0.00
Police Officer - Detective	5.00	8.00	9.00	9.00	0.00
Police Officer - K-9 Team	1.00	1.00	1.00	1.00	0.00
Police Officer	8.00	12.00	13.00	14.00	1.00
School Resource Officer	3.00	3.00	3.00	3.00	0.00
Admin Asst Info Coordinator	0.00	0.00	0.00	0.00	0.00
Civilian Property Officer	1.00	1.00	1.00	1.00	0.00
Community Service Officer	2.00	2.00	2.00	1.00	(1.00)
Crime Prevention Coordinator	1.00	1.00	0.00	0.00	0.00
Police Analyst	1.00	1.00	1.00	1.00	0.00
Support Specialist	3.00	3.00	3.00	3.00	0.00
Police Patrol Operations					
Police Captain	1.00	1.00	1.00	1.00	0.00
Police Lieutenant	2.00	2.00	2.00	2.00	0.00
Police Sergeant	7.00	7.00	7.00	7.00	0.00
Police Officer	41.00	41.00	41.00	41.00	0.00
Community Service Officer	1.00	1.00	1.00	1.00	0.00
Total Full-time Employees	88.00	97.00	98.00	98.00	0.00
Part-time Employees					
Police Services Assistant	1.00	1.00	1.00	1.00	0.00
School Crossing Guards	4.00	0.00	0.00	0.00	0.00
Total Part-time Employees	5.00	1.00	1.00	1.00	0.00
Total Authorized Personnel	93.00	98.00	99.00	99.00	0.00





Mission Statement

“To provide Animal Control services to the citizens of the WestPet communities through education, and enforcement of all animal control ordinances and state codes that pertain to domestic animals and the public’s health, safety, and welfare”

Overview of Services

The Animal Control Services Unit is positioned within the Police department under the direction of the police chief. A 28E Agreement between the cities of West Des Moines, Clive, and Urbandale outlines a cost sharing agreement between the three cities with West Des Moines currently serving as the coordinating and lead agency. This operating agreement, named WestPet, formalizes this cost sharing initiative through an oversight committee, shared financial burdens, and consolidated shelter, and staffing. On March 1, 2017 WestPet entered into an agreement with Furry Friends Refuge, an Iowa private non-profit organization located in West Des Moines, to provide animal control sheltering services, these services include providing daily care for animals and reunification of animals with their owners.

Under the direction of the West Des Moines Police Department, the Animal Control Services Unit is supervised by a sworn first-line Police Sergeant who oversees four full-time animal control officers. The Animal Control Services Unit on average receives more than 2,000 calls for service per year.

City	Population Estimate 2019	Percentage of Population
Clive	17,242	13.31%
Urbandale	44,379	34.27%
<i>Y guv'F gu'D q'p'gu</i>	<i>89 .: ; ;</i>	<i>74 064 '</i>
Total	129,520	100.00%

Source: United States Census Bureau

Historical Share of WestPet Expenses By City

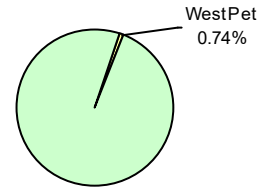
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	Change
Clive	14.18%	14.02%	13.59%	13.39%	13.31%	(0.08%)
Urbandale	34.37%	34.38%	34.49%	34.42%	34.27%	(0.15%)
West Des Moines	51.45%	51.60%	51.92%	52.19%	52.42%	0.23%
Total	100.00%	100.00%	100.00%	100.00%	100.00%	0.00%



BUDGET INFORMATION

FY 2021-22 Revenue	\$338,007
FY 2021-22 Expenses	\$560,364
FY 2020-21 Expenses	\$547,206
% Change - Expenses	2.40%
FY 2021-22 FTE	4.00
Change From FY 2020-21	0.00

% OF GENERAL FUND BUDGET



	West Des Moines	Urbandale	Clive
Percentage of Expenses	52.42%	34.27%	13.31%
Animal Control Expense (Shared)	\$277,357	\$181,278	\$70,429
Shelter Boarding & Impound Fees	20,000	7,300	4,000
Total Expense Per City	\$297,357	\$188,578	\$74,429
Animal Licensing Revenue	(\$75,000)		
Net WestPet Expense	\$222,357	\$188,578	\$74,429

Goals and Objectives

Fulfill staffing requirements to provide services from the hours of 8:00 a.m. to 8:00 p.m during weekdays and 8:00 a.m to 4:30 p.m. during the weekends

Performance Measures

Calendar Year	2015	2016	2017	2018	2019	2020
Animals Licensed	4,857	5,548	4,650	4,423	4,231	3,533

Significant Information

The 2021-22 budget includes an administration fee of \$107,000, payable to the City of West Des Moines.



Financial Summary

	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
Expenditures by Object						
Personal Services						
Full-time Employees	\$155,073	\$186,420	\$237,500	\$244,500	\$7,000	2.95%
Part-time Employees	31,113	25,267				
Contract Help						
Overtime	7,335	976	9,000	4,000	(5,000)	(55.56%)
Health, Dental, Life Insurance	41,117	48,339	60,455	55,970	(4,485)	(7.42%)
Retirement Contributions	33,154	36,600	43,125	43,577	452	1.05%
Other Pay	3,693	5,534	5,817	6,940	1,123	19.31%
Total Personal Services	\$271,485	\$303,136	\$355,897	\$354,987	(\$910)	(0.26%)
Supplies & Services						
Operating & Maintenance	\$42,196	\$21,443	\$36,600	\$30,350	(\$6,250)	(17.08%)
Staff Development	1,575		8,500	8,500		
Utilities	1,694	1,622				
Contractual Services	61,468	41,947	134,400	151,895	17,495	13.02%
Total Supplies & Services	\$106,933	\$65,012	\$179,500	\$190,745	\$11,245	6.26%
Capital Outlay						
Replacement Charges	\$10,960	\$7,139	\$10,809	\$13,632	\$2,832	26.12%
Computer Hardware & Software						
Vehicles						
Miscellaneous Equipment			1,000	1,000		
Total Capital Outlay	\$10,960	\$7,139	\$11,809	\$14,632	\$2,823	23.91%
Lease/Purchase Payments						
Total Expenditures	\$389,378	\$375,287	\$547,206	\$560,364	\$13,158	2.40%



Personnel Summary

	BUDGET FY 2018-19	BUDGET FY 2019-20	BUDGET FY 2020-21	BUDGET FY 2021-22	CHANGE FROM FY 2020-21
Full-time Employees					
Animal Control Officer	3.00	4.00	4.00	4.00	0.00
Total Full-time Employees	3.00	4.00	4.00	4.00	0.00
Part-time Employees					
Animal Control Officer	1.00	0.00	0.00	0.00	0.00
Total Part-time Employees	1.00	4.00	0.00	0.00	0.00
Total Authorized Personnel	4.00	4.00	4.00	4.00	0.00





Description of Youth Justice Initiative Fund

Youth Justice Initiative (YJI) is a community based restorative justice program. YJI’s primary purpose is to keep youth engaged in school by using restorative processes to address issues of: academic failure, family instability in relationships and structure; untreated substance abuse, and mental health issues, and negative peer involvement and community disengagement. This fund accounts for contributions from the City of West Des Moines, the West Des Moines Community School District, United Way, and private donors. Prior to the FY 2021-22 budget, YJI revenue and expenses were included in the Police Department General Fund and the Police Gift Trust Special Revenue Fund.

Mission Statement

“To develop and sustain restorative processes in our community to promote healing, increase accountability, and provide support.”

Overview of Services

Services provided by YJI include:

- **Restorative Practices** - Monthly Justice Circles to repair community harm;
- **Academic Strengthening** - Group & individual support for all YJI youth, which includes twice weekly Study Table; Wings to Success, for high risk 1st - 6th graders; and Summer Adventures, which reduces “summer slide” with fun learning experiences;
- **Family Strengthening** - Improve communication and harmony, consists of Family Class (six-week program), Parent Support, and Family Coaching/Mediation
- **Community Strengthening** - On-site summer programming and daily academic support for students; conflict resolution; on-site support and leadership skill building

Goals and Objectives

YJI programs successfully encourage youth to: make positive changes in school, improve family relationships, refrain from drug use, and become positive participatory citizens leading to a crime free community.

Performance Measures

	FY 2018	FY 2019	FY 2020
Total Students Served	73	97	159

Student Risk Assessment	Percent Improvement at Exit (Three Year Average)
Overall Risk Level	40%
Academic Risk	33%
Family Risk	39%
Delinquency Risk	42%
Substance Abuse/Mental Health	42%



Improved Risk Indicators	Percent Improvement (Three Year Average FY 18-20)
Parent(s) relationship with their student	38%
Youth’s relationship with their parent(s)	26%
Parent(s) know their youth’s whereabouts	25%
Parent(s) reduced concern in youth’s peer choices	44%
Youth’s level of optimism for a bright future	18%

- 100% of students who successfully completed YJI in FY’s 18-20 maintained at least six months of sobriety.
- On average, 79% were assessed to be high risk in substance abuse/mental health.
- The three year average GPA improvements for ALL students who successfully completed YJI was 16%. The GPA’s for highest academic risk students improved by 19%.

Accomplishments

- **Recidivism Rate** - YJI’s re-offending rates are no more than 5% over the last 3 years,
- Annually volunteers donate over 4,500 hours of support and service to YJI families.
- Recipient of the prestigious Webber Seavey Award - International Association of Chiefs of Police (IACP) - law enforcement professions highest award for innovative and effective community based law enforcement programs

Financial Summary

The YJI Fund is projected to receive \$82,516 in revenue from the West Des Moines Community School District, \$75,000 from United Way, \$85,247 from the City of West Des Moines, and approximately \$15,797 in various donations. These funds will be used for contracted personnel to administer the programs and program supplies.

Estimated Ending Fund Balance

The projected ending Police Funds balance is \$0 at June 30, 2022.



SPECIAL REVENUE FUNDS

YOUTH JUSTICE INITIATIVE FUND

	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
REVENUES						
Operating Revenues						
Property Taxes						
TIF Revenues						
Other City Taxes						
Licenses and Permits						
Use of Money and Property						
Intergovernmental				82,516	82,516	
Charges for Services				2,997	2,997	
Special Assessments						
Miscellaneous				87,800	87,800	
Sub-total Operating Revenues				\$173,313	\$173,313	
Other Financing Sources						
Sale of Surplus Assets & Equipment						
Proceeds of Long Term Debt						
Transfers In				85,247	85,247	
Sub-total Other Financing Sources				\$85,247	\$85,247	
TOTAL REVENUES & OTHER SOURCES				\$258,560	\$258,560	
EXPENDITURES						
Operating Expenditures						
Personal Services						
Supplies and Services				258,560	258,560	
Universal Commodities						
Non-Recurring/Non-Capital						
Capital						
Sub-total Operating Expenditures				\$258,560	\$258,560	
Debt Service Expenditures						
Capital Improvement Expenditures						
Total Expenditures				\$258,560	\$258,560	
Transfers Out						
TOTAL EXPENDITURES/TRANSFERS OUT				\$258,560	\$258,560	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES				-		n/a
BEGINNING FUND BALANCE				-		n/a
ENDING FUND BALANCE				-		n/a
FUND BALANCE% OF EXPENDITURES						



SUMMARY OF TRANSFERS

To Fund	From Fund	Description	Amount
<u>Transfers In</u>			
Youth Justice Initiative	General	City of West Des Moines Contribution	\$56,847
Youth Justice Initiative	General	Chapel Ridge Initiative	28,400
		Total Transfers In	\$85,247
<u>Transfers Out</u>			
		Total Transfers Out	-
		NET TRANSFERS	\$85,247



Mission Statement**Westcom**

Through dedication and excellence, Westcom Emergency Communications strives to provide the highest quality of services to our partners and communities as the "first" first responders."

WestCom

The WestCom Dispatch Center is a consolidated public safety dispatch facility located within the Des Moines Metropolitan Area serving over 165,000 residents in the fast growing west suburban cities of West Des Moines, Urbandale, Clive, Waukee, and Norwalk. The communities share a percentage of the communication center expenses based on their population. Westcom is governed by a Management Committee that consists of two representatives from each Authority Member (West Des Moines, Urbandale and Clive) and two representatives from the contract user cities (Norwalk and Waukee).

City	Population Estimate 2019	Percentage of Population
Clive	17,242	10.42%
Norwalk	11,938	7.21%
Urbandale	44,379	26.81%
Waukee	28,089	14.55%
West Des Moines	67,899	41.01%
Total	165,547	100.00%

Source: United States Census Bureau

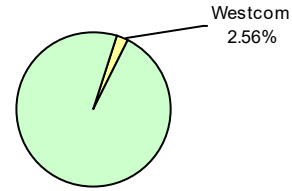
Prior to July 1, 2018, Westcom revenue and expenses were included in the City of West Des Moines General Fund, as Westcom continues to grow and to better represent the operating costs Westcom was moved to an Enterprise Fund on July 1, 2018. The West Des Moines General Fund will now only include the City of West Des Moines share of Westcom expenses and also include the Westcom payment to the City of West Des Moines for administrative services that include items such as Human Resources, accounts payable, and payroll.



BUDGET INFORMATION

FY 2021-22 Revenue	\$0
FY 2021-22 Expenses	\$1,947,594
FY 2020-21 Expenses	\$1,890,487
% Change - Expenses	3.02%
FY 2021-22 FTE	36.30
Change From FY 2020-21	0.00

% OF GENERAL FUND BUDGET



Westcom FY 2021-22 Share of Operating Expenses		
Total Operating Expenses:	\$4,758,571	
Less: Operating Revenue:		
WDM Schools	(9,500)	
Net Operating Expenses	\$4,749,071	
Westcom Agencies		
Clive	\$494,853	10.42%
Norwalk	342,408	7.21%
Urbandale	1,273,226	26.81%
Waukee	690,990	14.55%
West Des Moines	1,947,594	41.01%
Total	\$4,749,071	100.00%

Significant Information

Westcom recently finished their first ever strategic plan, and will now have several aggressive goals that will be worked towards over the coming years.

You Might Find This Interesting:

During calendar year 2020, 85% of all the calls Westcom received originated from cellular phones.



Financial Summary

	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2021-22	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
Expenditures by Object						
Personal Services						
Full-time Employees						
Part-time Employees						
Contract Help						
Overtime						
Health, Dental, Life Insurance						
Retirement Contributions						
Other Pay						
Total Personal Services						
Supplies & Services						
Operating & Maintenance						
Staff Development						
Utilities						
Contractual Obligations	1,645,835	1,620,417	1,890,487	1,947,594	57,107	3.02%
Total Supplies & Services	\$1,645,835	\$1,620,417	\$1,890,487	\$1,947,594	\$57,107	3.02%
Capital Outlay						
Replacement Charges						
Computer Hardware & Software						
Vehicles						
Miscellaneous Equipment						
Total Capital Outlay						
Lease/Purchase Payments						
Total Expenditures	\$1,645,835	\$1,620,417	\$1,890,487	\$1,947,594	\$57,107	3.02%



Mission Statement

Westcom

Through dedication and excellence, Westcom Emergency Communications strives to provide the highest quality of services to our partners and communities as the “first” first responders.”

Westcom

The Westcom Communication Center is a consolidated public safety dispatch facility located within the Des Moines Metropolitan Area serving over 165,000 residents in the fast growing west suburban cities of West Des Moines, Urbandale, Clive, Waukee, and Norwalk. The communities share a percentage of the communication center expenses based on their population. Westcom is governed by a Management Committee that consists of two representatives from each Authority Member (West Des Moines, Urbandale and Clive) and two representatives from the contract user cities (Norwalk and Waukee).

Prior to January of 2001, each of the three original member cities (Clive, Urbandale, and West Des Moines) had separate and independent public safety dispatch centers staffed by the respective city employees 24 hours per day. The consolidation of separate dispatch centers into one has allowed for vastly improved communications between the public safety agencies. This merger allows the agencies direct communication with one another during large-scale incidents and/or accidents rather than the indirect communication via the three separate radio systems which had previously been utilized.

Westcom FY 2021-22 Share of Operating Expenses		
Total Operating Expenses:	\$4,758,571	
Less: Operating Revenue:		
WDM Schools	(9,500)	
Net Operating Expenses	\$4,749,071	
Westcom Agencies		
Clive	\$494,853	10.42%
Norwalk	342,408	7.21%
Urbandale	1,273,226	26.81%
Waukee	690,990	14.55%
West Des Moines	1,947,594	41.01%
Total	\$4,749,071	100.00%



City	Population Estimate 2019	Percentage of Population
Clive	17,242	10.42%
Norwalk	11,938	7.21%
Urbandale	44,379	26.81%
Waukee	28,089	14.55%
West Des Moines	67,899	41.01%
Total	165,547	100.00%

Source: United States Census Bureau

Historical Percentage Share of Westcom Expenses By City

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	Change
Clive	11.55%	11.32%	10.87%	10.55%	10.42%	(0.13%)
Norwalk	6.69%	6.83%	6.90%	7.11%	7.21%	0.10%
Urbandale	28.00%	27.76%	27.60%	27.13%	26.81%	(0.32%)
Waukee	11.84%	12.44%	13.08%	14.08%	14.55%	0.47%
West Des Moines	41.92%	41.65%	41.55%	41.13%	41.01%	(0.12%)

Prior Year Comparison Westcom Expenses By City

	FY 20-21	FY 21-22	Change (\$)	Change (%)
Clive	\$484,917	\$494,853	\$9,936	2.05%
Norwalk	326,802	342,408	15,606	4.78%
Urbandale	1,246,995	1,273,226	26,231	2.10%
Waukee	647,168	690,990	43,822	6.77%
West Des Moines	1,890,487	1,947,594	57,107	3.02%

Goals and Objectives

- To provide timely critical communication for our citizens assuring a rapid public safety response to emergencies.
- Answer 911 calls in ten seconds or less 90% of the time.
- Qualify for CALEA and APCO Project 33 accreditations for the EFP portion of call taking systems.



Performance Measures

Westcom Activities	2019	2020
Total 911 Calls	60,743	59,664
Total Non-Emergency Calls	144,596	91,238
Total Calls Answered	205,339	150,902
Average 911 Calls Per Day	166	164
PulsePoint Followers	-	1,014

Accomplishments

- Implemented PulsePoint, an AMBER Alert-type notification for sudden a sudden cardiac arrest. PulsePoint alerts CPR trained app users to a cardiac emergency in their immediate vicinity.

Future Opportunities

- Partnering with additional cities to provide dispatch service

Upcoming Challenges

- Westcom just finished the first ever strategic plan, and will now have several aggressive goals that will be worked towards over the coming year

You Might Find This Interesting:
The busiest hour for Westcom during 2020 was 11:00 a.m on Monday August 10th. Westcom received 90 calls in this span, this is when the derecho hit the metro area.



Financial Summary

	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
REVENUES						
Operating Revenues						
Property Taxes						
Other City Taxes						
Licenses and Permits						
Use of Money and Property		7,262				
Intergovernmental	3,418,765	4,066,082	4,605,869	4,758,571	152,702	3.32%
Charges for Services	770					
Special Assessments						
Miscellaneous	1,080	3,576				
Sub-total Operating Revenues	\$3,420,615	\$4,076,920	\$4,605,869	\$4,758,571	\$152,702	3.32%
Other Financing Sources						
Proceeds of Capital Asset Sales	(\$1,960)					
Contributed Capital Assets		17,239				
Transfers In	18,236					
Sub-total Other Finance Sources	\$16,276	\$17,239				
TOTAL REVENUES & OTHER SOURCES	\$3,436,891	\$4,094,159	\$4,605,869	\$4,758,571	\$152,702	3.32%
EXPENDITURES						
Operating Expenditures						
Personal Services	\$2,683,882	\$3,035,642	\$3,456,984	\$3,588,303	\$131,319	3.80%
Supplies and Services	762,964	786,190	1,092,690	1,111,073	18,383	1.68%
Universal Commodities	6,394	6,394	6,395	6,395		
Capital	916,734	872,081	52,800	52,800		
Sub-total Operating Expenditures	\$4,369,974	\$4,700,308	\$4,608,869	\$4,758,571	\$149,702	3.25%
Debt Service Expenditures						
Capital Improvement Expenditures						
Total Expenditures	\$4,369,973	\$4,700,308	\$4,608,869	\$4,758,571	\$149,702	3.25%
Transfers Out						
TOTAL EXPENDITURES/TRANSFERS OUT	\$4,369,973	\$4,700,308	\$4,608,869	\$4,758,571	\$149,702	3.25%
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(\$933,082)	(\$606,149)	(\$3,000)		\$3,000	n/a
BEGINNING FUND BALANCE	\$2,749,457	\$1,816,375	\$1,210,226	\$1,207,226	(\$3,000)	n/a
ENDING FUND BALANCE	\$1,816,375	\$1,210,226	\$1,207,226	\$1,207,226		n/a
CASH AND CASH EQUIVALENTS	\$257,086	\$641,140	\$639,140	\$639,140		
CASH AND CASH EQUIVALENTS % OF EXPENDITURES	5.88%	13.64%	13.87%	13.43%		



Financial Summary

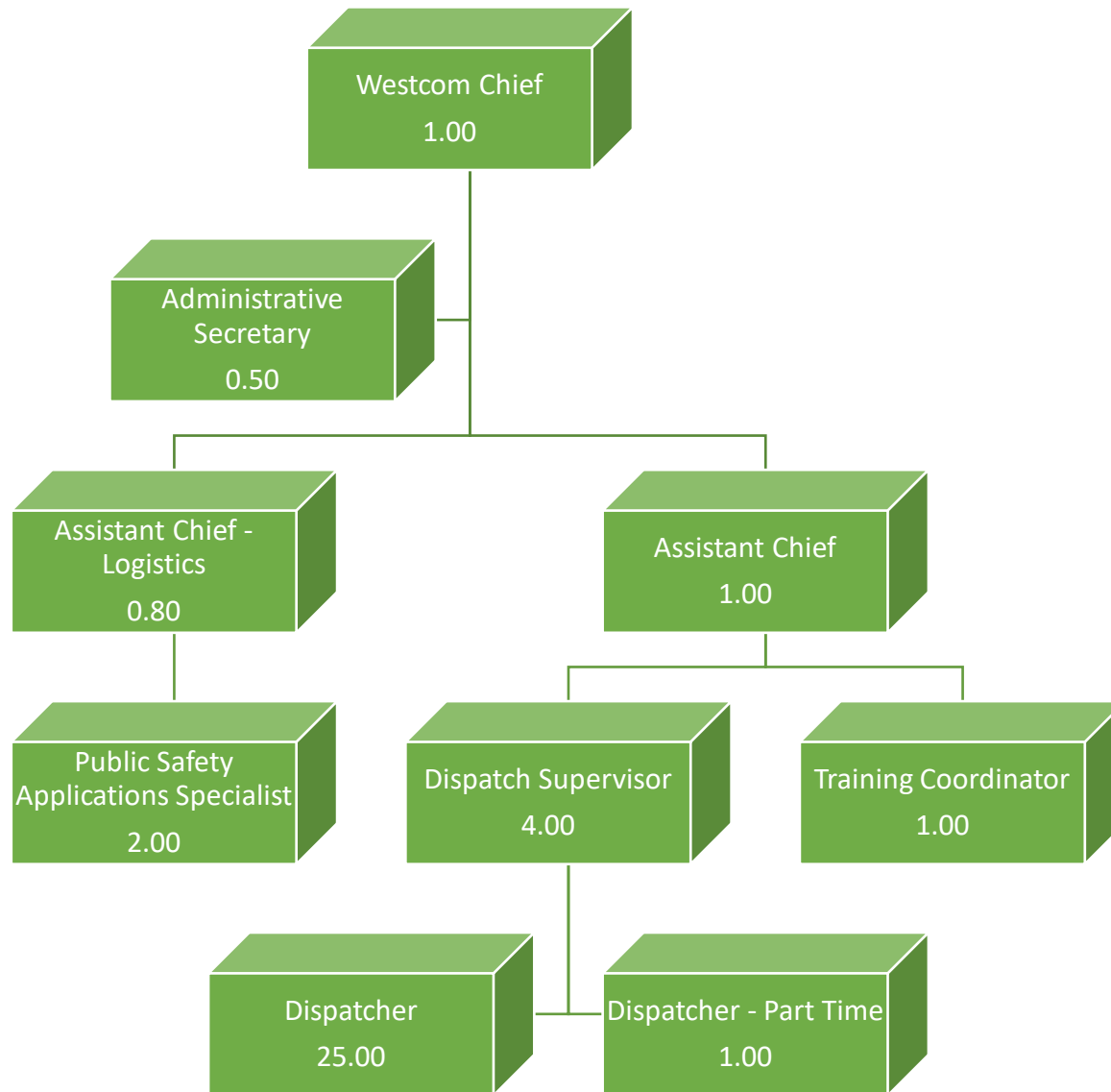
	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
Expenditures by Object						
Personal Services						
Full-time Employees	\$1,747,032	\$2,015,603	\$2,332,900	\$2,412,500	\$79,600	3.41%
Part-time Employees	24,111	21,915	35,000	30,000	(5,000)	(14.29%)
Contract Help						
Overtime	238,227	197,949	214,500	218,500	4,000	1.86%
Health, Dental, Life Insurance	268,042	293,259	387,015	437,955	50,940	13.16%
Retirement Contributions	364,307	477,445	452,145	424,905	37,890	9.79%
Other Pay	42,162	29,471	35,424	36,826	1,402	3.96%
Total Personal Services	\$2,683,881	\$3,035,642	\$3,456,984	\$3,588,303	\$131,319	3.80%
Supplies & Services						
Operating & Maintenance	\$208,086	\$143,732	\$395,750	\$377,750	(\$18,000)	(4.55%)
Staff Development	32,900	53,503	113,600			
Utilities	34,223	42,781	41,850	56,850	15,000	35.84%
Contractual Obligations	487,754	546,174	541,490	562,873	21,383	3.95%
Total Supplies & Services	\$762,963	\$786,190	\$1,092,690	\$1,111,073	\$18,383	1.68%
Capital Outlay						
Replacement Charges	\$6,394	\$6,394	\$6,395	\$6,395		
Computer Hardware & Software	142,652	7,535	47,500	47,500		
Vehicles						
Miscellaneous Equipment	840	13,113	5,300	5,300		
Total Capital Outlay	\$149,886	\$27,042	\$59,195	\$59,195		
Depreciation/Conversion	\$773,242	\$851,434				
Total Expenditures	\$4,369,973	\$4,700,308	\$4,608,869	\$4,758,571	\$149,702	3.25%



Personnel Summary

	BUDGET FY 2018-19	BUDGET FY 2019-20	BUDGET FY 2020-21	BUDGET FY 2021-22	CHANGE FROM FY 2020-21
Full-time Employees					
Westcom					
Chief of Emergency Medical & Communication Services	0.25	1.00	1.00	1.00	0.00
Westcom Deputy Chief	1.00	1.00	1.00	1.00	0.00
EMS Assistant Chief - Logistics	0.80	0.80	0.80	0.80	0.00
Dispatch Shift Supervisor	4.00	4.00	4.00	4.00	0.00
Dispatcher	21.00	23.00	25.00	25.00	0.00
Applications Specialist	2.00	2.00	2.00	2.00	0.00
Training Coordinator	1.00	1.00	1.00	1.00	0.00
Administrative Secretary	0.50	.50	.50	.50	0.00
Total Full-time Employees	30.55	33.30	35.30	35.30	0.00
Part-Time Employees					
Westcom					
Dispatcher	1.00	1.00	1.00	1.00	0.00
Total Part-Time Employees	1.00	1.00	1.00	1.00	0.00
Total Authorized Personnel	31.55	34.30	36.30	36.30	0.00





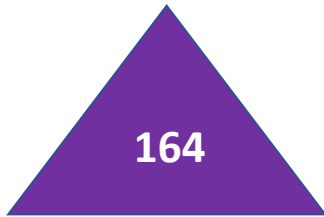
**WESTCOM
COMMUNICATIONS
2020 IN REVIEW
STATISTICS**



TOTAL 911 CALLS FOR 2020
59,664

Non-emergency calls
for 2020
91,238

AVERAGE 911 CALLS
PER DAY



BUSIEST HOUR



August 10, 2020
11:00 a.m.
90 calls (Derecho)



Total of all
CALLS ANSWERED
150,902



**TOTAL
2020
CALLS
FOR
SERVICE
152,649**



**2020 TOTAL
TRAINING HOURS
5,426**



**TEXT - TO - 911
TO 911: 11
FROM 911: 39**



911 CALLS ANSWERED

ON AVERAGE IN



9 SECONDS

**TOTAL RADIO
TRANSMISSIONS**



3,680,866

TOTAL RADIO



TALK TIME (IN HOURS)

9,504



TOTAL NUMBER OF

PulsePoint

Followers

1,014



**85% OF CALLS
WERE FROM CELL PHONES**



Mission Statement

"Dedicated to saving life and property."

Overview of Services

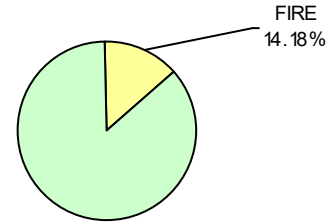
The West Des Moines Fire Department is dedicated to saving life and property and takes pride in the services it provides to citizens and visitors of West Des Moines. Services provide are:

- Fire suppression;
- Emergency Medical Services;
- Hazardous materials response;
- Rescue and extrication, including water rescue/recovery, trench and collapse specialized rescue;
- Disaster management;
- Provide on-going training, education, and certification to fire service personnel necessary to insure a competent, efficient emergency response organization
- Fire inspections;
- Building plan reviews,
- Monitor the business' engaged in fire sprinklers, fire alarms and monitoring of these systems in the City
- Fire preventions activities for school children and various adult groups.
- Coordinates emergency planning for weather-related and other disasters,
- Assists with maintaining an emergency operations center;
- Conducts emergency preparedness training;
- Operates a citywide storm/tornado warning siren system.

BUDGET INFORMATION

FY 2021-22 Revenue	\$1,020,033
FY 2021-22 Expenses	\$10,774,734
FY 2020-21 Expenses	\$10,546,369
% Change - Expenses	2.17%
FY 2021-22 FTE	80.50
Change From FY 2020-21	0.00

% OF GENERAL FUND BUDGET



Goals and Objectives

Keep the citizens of West Des Moines feeling safe and secure.

The West Des Moines Fire Department is an accredited agency through the Center for Public Safety Excellence (CPSE). The metrics used for accreditation that are based on 244 performance indicators and reported back on a yearly basis to the CPSE in the form of an Annual Compliance Report. The metrics are based on 90th percentiles and include measured items such as: call processing, turnout times, travel time, emergency response force mobilization and arrival time, and total response time. The departments last ACR was accepted and validated by the CPSE in May of 2018.

Performance Measures

2020 Community Survey	
Category of Service	2020 results
Feeling of safety in the community	93% satisfaction
Overall quality of fire protection	93% satisfaction
How quickly fire fighters respond	88% satisfaction

Accomplishments

The fire department was able to fully staff it's fifth station, Station #17 at 1401 Railroad Avenue, using a long term staffing plan that was accelerated by the passage of the Local Options Sales and Services Tax (LOSST). This has improved response time across the City while protecting the stations district on a 24/7 basis.



Future Opportunities

- Partnership with the Iowa National Guard on a joint facility
- Investments in the fire department equipment

Upcoming Challenges

- Part-time staffing is declining at a rate that it will soon be non-existent. The time needed to keep part-time employees trained to the modern standard of a professional fire department is a challenge when you look at the return on investment.
- Post COVID-19, call volume is expected to keep increasing at the rate it was before.

Significant Information

The Fire Department has been allocated funding for the following items:

- \$5,000 for the replacement of rescue harnesses, ropes, webbing and cords all nearing the end of their useful life;
- \$6,000 for various hand tools for fire suppression, some tools being replaced are over thirty years old;
- \$25,000 for a flat bottomed water rescue boat, the flat bottom design will allow for use when the Raccoon River water levels are low, and can also operate in swift water;
- \$9,400 for battery operated ventilation fan, chain saw, and hand tools all using the same battery system;
- \$2,300 for the purchase of a water flow meter designed to quickly determine the flow rate in a hose line;
- \$5,300 for the purchase of ice rescue suits;
- \$3,000 for the replacement of nozzles at the Westside Station;
- \$14,000 for a thermal imaging camera at the Westside Station;
- \$27,000 for the purchase of Fire records management software, this software would match the EMS Department records management software in their budget and allow for greater collaboration and system reporting.

Future Outlook

In May of 2018 the City Council approved a four year labor agreement with West Des Moines Association of Professional Fire Fighters, Local 3586, the agreement shall be in effect beginning July 1, 2018 and ending on June 30, 2022. The agreement calls for the following across-the-board increases for all covered employees on July 1, each year of the agreement.

- FY 2021-22 - 3.25%

Covered employees not at the maximum step of their pay range will be eligible for a step increase in compensation on the anniversary of their hire date. The step increases could be between 4.25% and 5.16% depending on the position, year, and step level.

In 2018 the City of Clive informed the City of West Des Moines that the City of Clive would like to end the joint facility ownership agreement for the Westside Public Safety Station #22. In August of 2018 a 28E agreement between the two cities outlined the termination of the ownership agreement over the next 5 years. The new agreement results in the City of West Des Moines having



100% ownership of the facility at the end of FY 2022-23. The agreement also includes a dislocation allowance of \$1,429,508 to be repaid to the City of Clive over 5 years.

- May 1, 2021 - 25% of the Dislocation Allowance Value \$357,377
- May 1, 2022 - 30% of the Dislocation Allowance Value \$428,852
- May 1, 2023 - 30% of the Dislocation Allowance Value \$428,852

You Might Find This Interesting:

The West Des Moines Fire Department has 28,900 feet of fire hose, that is almost five and half miles of hose. The hoses vary in diameter from 1", 1.5", 1.75" and 2.5" attack hose along with 5" supply lines.

Financial Summary

	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
Expenditures by Object						
Personal Services						
Full-time Employees	\$4,885,178	\$5,437,823	\$6,085,500	\$6,290,900	\$205,400	3.38%
Part-time Employees	342,761	251,362	477,000	448,000	29,000	(6.08%)
Contract Help						
Overtime	227,510	210,613	256,000	252,000	(4,000)	(1.56%)
Health, Dental, Life Insurance	843,741	920,870	1,145,310	1,165,664	20,354	1.78%
Retirement Contributions	159,301	159,740	227,175	225,445	(1,730)	(0.76%)
Other Pay	132,953	135,973	132,467	135,650	3,183	2.40%
Total Personal Services	\$6,591,444	\$7,116,381	\$8,323,452	\$8,517,659	\$194,207	2.33%
Supplies & Services						
Operating & Maintenance	\$544,498	\$564,810	\$666,640	\$643,885	(\$22,755)	(3.41%)
Staff Development	46,057	13,923	71,435	71,435		
Utilities	141,346	140,403	170,955	186,775	13,325	7.68%
Contractual Obligations	282,277	238,964	319,510	317,026	(2,484)	(0.78%)
Total Supplies & Services	\$1,014,179	\$958,100	\$1,228,540	\$1,219,121	(\$11,914)	(0.97%)
Capital Outlay						
Replacement Charges	\$402,501	\$432,467	\$441,829	\$483,952	\$42,123	9.53%
Computer Hardware & Software			4,000	31,000	27,000	675.00%
Vehicles			105,000	25,000	(80,000)	(876.19%)
Miscellaneous Equipment	159,566	191,041	441,053	498,002	56,949	12.91%
Total Capital Outlay	\$562,066	\$623,508	\$991,882	\$1,037,954	\$46,072	4.64%
Lease/Purchase Payments						
Total Expenditures	\$8,167,689	\$8,697,989	\$10,543,874	\$10,774,734	\$228,365	2.17%

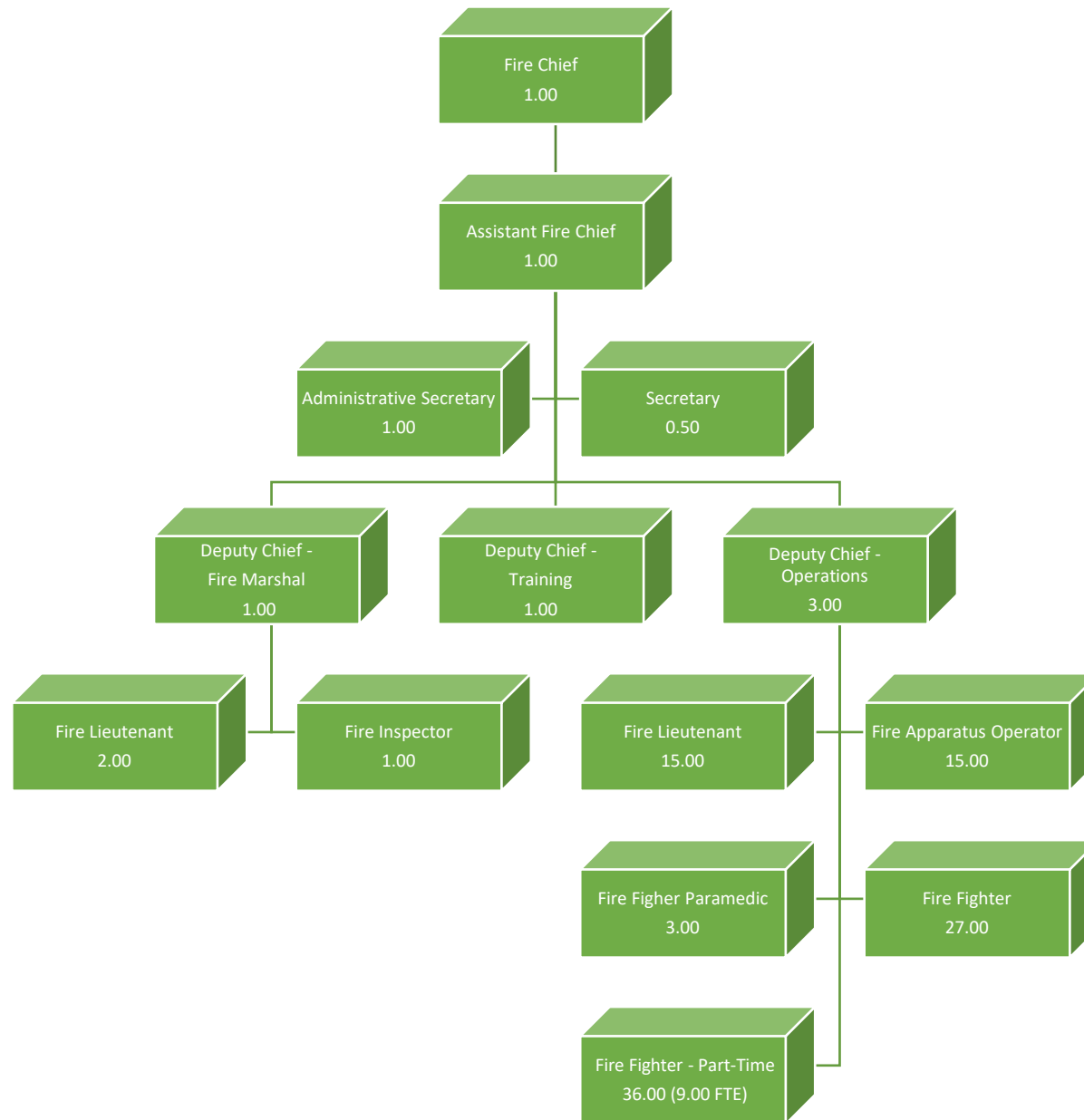


Personnel Summary

	BUDGET FY 2018-19	BUDGET FY 2019-20	BUDGET FY 2020-21	BUDGET FY 2021-22	CHANGE FROM FY 2020-21
Full-time Employees					
Fire Administration					
Fire Chief	1.00	1.00	1.00	1.00	0.00
Assistant Fire Chief	0.00	0.00	1.00	1.00	0.00
Administrative Secretary	1.00	1.00	1.00	1.00	0.00
Training Officer - Deputy Chief	1.00	1.00	1.00	1.00	0.00
Fire Prevention					
Fire Marshal	1.00	1.00	1.00	1.00	0.00
Lieutenant	2.00	2.00	2.00	2.00	0.00
Fire Inspector	1.00	1.00	1.00	1.00	0.00
Fire Suppression					
Operations - Deputy Chief	3.00	3.00	3.00	3.00	0.00
Lieutenant	12.00	15.00	15.00	15.00	0.00
Fire Apparatus Driver-Operator	12.00	15.00	15.00	15.00	0.00
Fire Fighter - Paramedic	3.00	3.00	3.00	3.00	0.00
Fire Fighter	26.00	27.00	27.00	27.00	0.00
Total Full-time Employees	63.00	70.00	71.00	71.00	0.00
Part-Time Employees					
Fire Fighter *	9.00	9.00	9.00	9.00	0.00
Secretary	0.50	0.50	0.50	0.50	0.00
Total Part-Time Employees	9.50	9.50	9.50	9.50	0.00
Total Authorized Personnel	72.50	79.50	80.50	80.50	0.00

* Part-Time Fire Fighter is 0.25 Full Time Equivalent (FTE), 9.00 FTE's = 36 Part-Time Fire Fighters





Mission Statement

“To provide those who become sick or injured within our city with timely, professional emergency medical care, treating our patients and families with respect and compassion, maintaining an active leadership role in the advancement of EMS and maintaining an active presence in our community.”

Overview of Services

The Emergency Medical Services Department provides emergency medical and ambulance service for the City of West Des Moines. Services include:

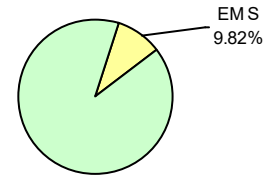
- Response to 911 calls;
- Provide ambulance transports services for UnityPoint Health-Des Moines through a public/private partnership;
- Provide Critical Care Transports including Pediatric and Neonatal transports for Blank Children’s Hospital;
- Training provided to staff to keep their certifications current;
- Provide medical training to city departments to include CPR, AED and Stop the Bleed;
- American Heart Association Training Center, help coordinate/train businesses, schools and citizens in CPR, AED use and Stop the Bleed;
- Processes ambulance billing claims.



BUDGET INFORMATION

FY 2021-22 Revenue	\$4,888,800
FY 2021-22 Expenses	\$7,462,152
FY 2020-21 Expenses	\$7,552,935
% Change Expenses	(1.20%)
FY 2021-22 FTE	66.45
Change From FY 2020-21	0.00

% OF GENERAL FUND BUDGET



EMS Alliance Revenue Sources	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22
Ambulance Revenue	\$3,731,126	\$3,894,282	\$4,000,000	\$4,200,000
UnityPoint	-	-	635,000	635,000
City of Clive	8,035	-	-	-
Other Revenue	7,883	76,146	7,500	3,800
WDM General Fund	1,316,407	1,210,246	2,632,424	2,360,191
Total	\$5,063,451	\$5,180,674	\$7,274,924	\$7,198,991
WDM % of Operations	26.00%	23.36%	36.18%	32.79%

Goals and Objectives

Keep the Citizens of West Des Moines feeling safe and secure.

West Des Moines EMS is accredited through the Commission of Accreditation of Ambulance Services (CAAS) which is an independent commission that established a comprehensive series of standards for the ambulance service industry. These standards, "the Gold Standards," often exceed state or local regulations putting a focus on all aspects of ambulance operations. They are designed to increase operational efficiency and clinical quality while decreasing risk and liability to organizations helping to ensure superior patient care.

The process of becoming and remaining CAAS Accredited is twofold, a self-assessment is completed and an external review team visits to verify compliance to the requirements. Once CAAS Accredited, a company is up for re-accreditation every three years and must maintain current CAAS Standards and meet any new standards to become re-accredited. West Des Moines EMS was last accredited in 2019.

Performance Measures

2020 Community Survey	
Category of Service	2020 results
Feeling of safety in the community	93% satisfaction
Overall quality of emergency medical services	92% satisfaction
How quickly emergency medical services respond	92% satisfaction



Accomplishments

Over the last year the EMS department has focused on employee safety and retention.

- A major switch to a new scheduling system which reduced the work hours and provided more options for employees.
- A new EMT hiring program was implemented that includes training those that who want to become paramedics.
- Three flex crews are added to cover high volume call times.
- High level decontamination procedures have been implemented and procurement and maintenance of personal protective equipment has become a daily priority.

Future Opportunities

- Third-party ambulance billing services

Upcoming Challenges

- Maintaining staffing
- Implementing of cutting-edge treatments that may have costs associated with them
- Maintaining our accreditation through The Commission on Accreditation of Ambulance Services
- Meeting both the city and Unity Point Hospitals response needs as volume rises
- Continued challenges with emerging viruses and protecting staff
- Maintaining adequate knowledge or rules, laws and regulations involving ambulance billing

Significant Information

The proposed operating budget of the EMS department includes:

- \$36,000 for the purchase of a cardiac monitor/defibrillator to outfit an extra ambulance;
- \$30,000 for the purchase of major medical equipment to outfit an extra ambulance;
- \$30,000 for the purchase of EMS records management system software, the suite covers electronic patient reports, asset management and billing. This software would match the Fire Department records management software in their budget and allow for greater collaboration and system reporting.

You Might Find This Interesting:
West Des Moines EMS responds to over 10,000 call for service each year, this includes both city and hospital operations. These calls put between 500,000 and 750,000 miles combined on our ambulances per year.



Financial Summary

	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
Expenditures by Object						
Personal Services						
Full-time Employees	\$2,792,925	\$2,660,386	\$3,285,970	\$2,730,000	(\$555,970)	(16.92%)
Part-time Employees	373,138	325,601	433,225	375,395	(57,830)	(13.35%)
Contract Help						
Overtime	231,657	299,873	584,700	1,269,000	684,300	117.03%
Health, Dental, Life Insurance	411,891	414,909	683,606	617,966	(65,640)	(9.60%)
Retirement Contributions	591,305	570,851	747,245	748,341	1,096	0.15%
Other Pay	17,877	16,905	17,328	19,523	2,195	12.67%
Total Personal Services	\$4,418,793	\$4,288,525	\$5,752,074	\$5,760,225	\$8,151	0.14%
Supplies & Services						
Operating & Maintenance	\$455,254	\$448,257	\$497,500	\$480,970	(\$16,530)	(3.32%)
Staff Development	30,664	17,474	133,500	133,500		
Utilities	69		100	100		
Contractual Obligations	179,957	158,834	905,154	741,268	(163,886)	(18.11%)
Total Supplies & Services	\$665,944	\$624,565	\$1,536,254	\$1,355,838	(\$180,416)	(11.74%)
Capital Outlay						
Replacement Charges	\$199,425	\$163,120	\$179,856	\$234,089	\$54,233	30.15%
Computer Hardware & Software	1,128	4,560	6,000	36,000	30,000	500.00%
Vehicles						
Miscellaneous Equipment	109,828		78,751	76,000	(2,751)	(3.49%)
Total Capital Outlay	\$310,381	\$167,680	\$264,607	\$346,089	\$81,482	30.79%
Lease/Purchase Payments						
Total Expenditures	\$5,395,117	\$5,080,770	\$7,552,935	\$7,462,152	(\$90,783)	(1.20%)



Personnel Summary

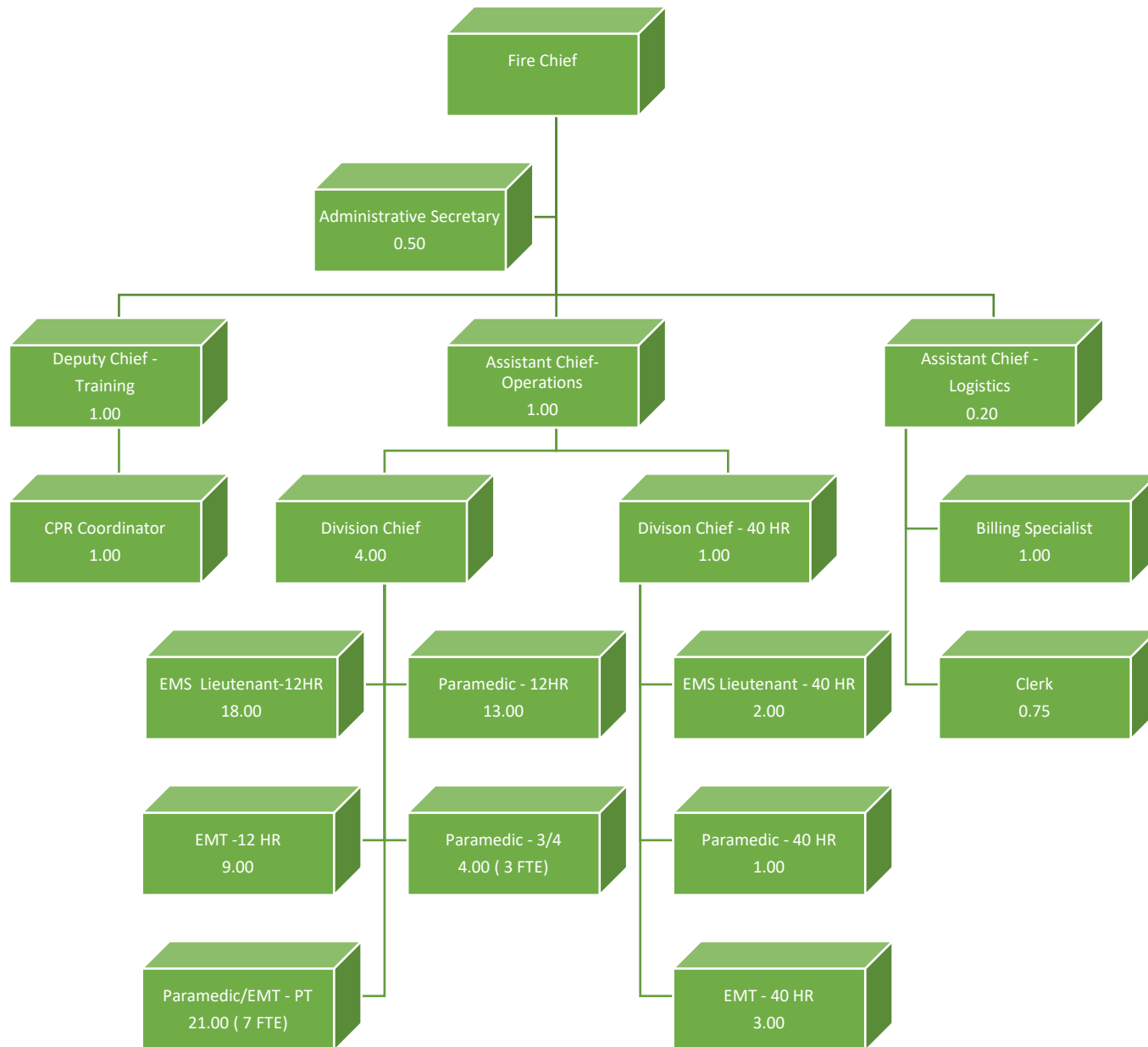
	BUDGET FY 2018-19	BUDGET FY 2019-20	BUDGET FY 2020-21	BUDGET FY 2021-22	CHANGE FROM FY 2020-21
Full-time Employees					
Chief of Emergency Medical Services	1.00	0.00	0.00	0.00	0.00
EMS Assistant Chief	1.00	1.00	1.00	1.00	0.00
EMS Assistant Chief - Logistics**	0.20	0.20	0.20	0.20	0.00
Deputy Chief Quality Management & Training	1.00	1.00	1.00	1.00	0.00
Division Chief	3.00	5.00	5.00	5.00	0.00
EMS Lieutenant	0.00	20.00	20.00	20.00	0.00
Lead Paramedic	18.00	0.00	0.00	0.00	0.00
Paramedic	14.00	14.00	14.00	14.00	0.00
EMT	3.00	12.00	12.00	12.00	0.00
Administrative Secretary*	0.50	0.50	0.50	0.50	0.00
Billing Specialist	1.00	1.00	1.00	1.00	0.00
CPR Coordinator	1.00	1.00	1.00	1.00	0.00
Total Full-time Employees	43.70	55.70	55.70	55.70	0.00
Part-Time Employees (FTE)					
Billing Clerk	0.50	0.00	0.00	0.00	0.00
Clerk	0.75	0.75	0.75	0.75	0.00
EMT*	0.00	3.34	3.34	3.34	0.00
Paramedic (3/4 Time)	2.25	3.00	3.00	3.00	0.00
Paramedic *	5.75	3.66	3.66	3.66	0.00
Total Part-Time Employees (FTE)	9.25	10.75	10.75	10.75	0.00
Total Authorized Personnel	52.95	66.45	66.45	66.45	0.00

* 3 Part-time EMT/Paramedics is equivalent to 1 Full Time Paramedic

** 80% of EMS Assistant Chief-Logistics position is allocated to Westcom Dispatch

*** 50% of the Administrative Secretary position is allocated to Westcom Dispatch





Total Operating Budget
(In Millions)

Departmental Highlights

\$9.94 **Community Enrichment**

Human Services
Diversity, Inclusion & Equity / Human Rights Commission
Library
Parks & Recreation

\$33.51 **Public Safety**

Police
WestPet Animal Control
Westcom Dispatch
Fire
Emergency Medical Services

\$18.59 **Public Services**

Public Services
Community & Economic Development
Development Services
Engineering Services
Regional Economic Development
Sister Cities Commission
Leased City Buildings

\$13.92 **Support Services**

Information Technology Services
Human Resources
Legal
Finance
City Manager
City Clerk
Mayor & Council
Risk Management
Hotel/Motel Tax
City Contingency



Mission Statement

"To provide the citizens of West Des Moines with efficient and high quality levels of service in a cost-effective manner while maintaining the City's infrastructure."

Overview of Services

The Public Services Department is visible to the public daily providing services in the park system, on the roadways, in public facilities and working with the community to ensure compliance with city codes through fifteen divisions: Administration, Buildings & Facilities, Community Compliance, Fleet, Flood Control, Operations, Parks Maintenance, Right of Way Maintenance, Sanitary Sewers, Stormwater Sewers, Street Cleaning, Street Maintenance-Improved, Street Maintenance-Unimproved, Traffic Control & Safety, and Urban Forestry. Services include:

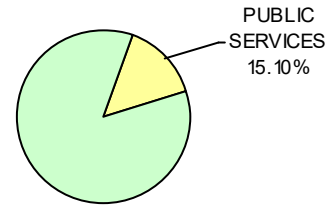
- Enforcement of certain nuisance codes including: junk cars, auto parts stored outside on private property, vehicles parked on unpaved surfaces, junk and debris in yards, weed and/or grass growing to a height of 10" or more, snow and ice removal from sidewalks, and sidewalk defects;
- Traffic signals operations and maintenance, street/parking lot painting, sign maintenance, fiber network maintenance, and One-Call locates for signal/fiber network cables;
- Maintenance of the City's flood control system and other flood fighting activities including participation in the Des Moines Metro Flood Alert System;
- Repairing concrete and asphalt potholes, joint sealing, curb repair, snow and ice control, grading, treating, and application of material;
- Routine maintenance and inspection of pump station, sanitary sewers, and storm sewer, including cleaning and televising sewers;
- Cleaning all of the paved roadways and catch basins within the city limits of West Des Moines;
- Mowing, trimming of trees and brush, treating unimproved roads to reduce dust, mosquito control, and other nuisances;
- Maintain the health and well-being of the City facilities and the safety of the occupants and visitors that use these facilities on a daily basis;
- Coordinates the maintenance, repair, purchase, and disposal of equipment and vehicles;
- Mowing/vegetation management, grounds patrol/pick up, safety inspections, equipment upkeep and repair of parks, open spaces, greenbelts, pond/lake, playgrounds, aquatic centers, shelters, sports courts/fields, special events, trails, and natural resource areas;
- Periodic assessment and maintenance of all public trees including those on public right-of-way and median, within maintained areas of parks, in Jordan Cemetery, and along city bikeways and trails;
- Oversees all right-of-way tree planting and removal permits;
- Provides policy and procedural direction as well as addressing personnel, payroll, budget, and support issues.



BUDGET INFORMATION

FY 2021-22 Revenue	\$81,500
FY 2021-22 Expenses	\$11,468,004
FY 2020-21 Expenses	\$11,769,059
% Change - Expenses	(2.56%)
FY 2021-22 FTE	74.00
Change From FY 2020-21	0.00

% OF GENERAL FUND BUDGET



Goals and Objectives

A major goal of Public Services is to provide the citizens of West Des Moines with efficient and high quality levels of service in a cost-effective manner while maintaining the City’s infrastructure. Having a community of well-maintained infrastructure supports the action plan of promoting a sense of well-being and direct relationship to promoting the quality of life. The services the Public Services Department provides impact the daily lives of our residents and are critical to the on-going success for our City. The Department endorses the City goals of promoting walkability, cycling, public transit and well-maintained efficient traffic signal systems. This promotes quality of life to the residents and stakeholders in the community. Having well maintained city buildings and infrastructure fosters a culture of future infill/redevelopment and neighborhood revitalization.

Operational efficiency has been a longtime goal of the Public Services Department, constantly looking for ways to improve utilizing the Quality process to involve all stakeholders that complete the work. Portions of the concrete works and asphalt work historically done by staff has been contracted out and completed by the private sector. This combination of service delivery has proven to be highly effective for the City. Proven initiatives including automated vehicle location program, maintenance related technology advancements and upgrading the asset management driven work order system have been key to enhancing efficiencies.

Performance Measures

Mission: To efficiently and effectively maintain infrastructure.						
	2016	2017	2018	2019	2020	Change
Improved Street Lane Miles	733	756	774	785	797	+12
Unimproved Road Lane Miles	54	57	52	50	48	(2)
Sanitary Sewer Linear Miles	248	245	251	255	260	+5
Storm Water Sewer Linear Miles	210	212	220	225	237	+12

Accomplishments

- The completion of the new Public Services facility in fall of 2020. This new facility will allow the Department to continue to deliver services in an efficient and cost effective manner.



- Completed fourth fiscal year using YourGOV to track response time back to the resident or stakeholder. The average turnaround time to close a case in the past fiscal year was 10 days to complete, which has improved several days over the past few years. While some cases are simple to complete, there are others that take weeks to complete.
- Final completion of the traffic adaptive network with a continued strategy of being grant driven to offset the cost of the system.
- Public Services staff completed a portage from Blue Heron Lake to the Raccoon River. This project was part of the Five Waters Project and provides a recreation connection from the new boathouse to the Raccoon River. Public Services took this project on to decrease the overall cost of the boathouse.

Future Opportunities

- The new Public Services facility and the additional space

Upcoming Challenges

- Hiring and retaining a diverse and competent workforce in a very competitive market
- Continued growth of the city
- Additional lane miles and infrastructure to maintain
- Maintaining infrastructure during challenging weather events

Significant Information

In the Fall of 2020 the Public Services moved into a newly constructed facility, the department will also maintain a presence at the existing Public Services facility, thus there will be increase in operating costs such as utilities for having both facilities operational. The Public Services department has been allocated dollars for the following items:

- Funding for 1 Mechanic in the Fleet division, this new position is offset by a reduction in vehicle maintenance expenses, as more maintenance will be done in house as opposed to being contracted out at a much higher rate of labor;
- The Principal Engineer in the Traffic Division will move the Engineering Services Department in FY 2021-22;
- \$45,000 for the purchase of a turf tractor to be used on sports fields and practice areas to maintain surfaces without damaging turf, the turf tractor was originally in the FY 2020-21 budget but deferred due to COVID-19;
- \$235,000 for a wheel loader, with the addition of a second Public Services site there is a need to have a loader stationed at both locations for loading salt, storm clean for both snow and wind events;
- \$25,000 for a fusion style coupler that is compatible to 80% of the Public Services equipment.

You Might Find This Interesting:

West Des Moines Public Services maintains 6,120 manholes, 35,861 signs and 124 traffic signals.



Financial Summary

	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
Expenditures by Object						
Personal Services						
Full-time Employees	\$3,520,072	\$3,807,780	\$4,166,400	\$4,219,205	\$52,805	1.27%
Part-time Employees	191,743	192,413	220,000	220,000		
Contract Help		(550)	5,000	5,000		
Overtime	288,458	174,645	263,500	254,500	(9,000)	(3.42%)
Health, Dental, Life Insurance	629,113	669,268	831,120	853,241	22,121	2.66%
Retirement Contributions	675,139	707,086	814,780	815,812	1,032	0.13%
Other Pay	71,962	80,408	88,069	89,509	1,440	1.64%
Total Personal Services	\$5,385,437	\$5,631,050	\$6,388,869	\$6,457,267	\$68,398	1.07%
Supplies & Services						
Operating & Maintenance	\$1,920,556	\$1,814,253	\$2,109,950	\$2,231,335	\$121,385	5.75%
Staff Development	57,552	52,884	120,550	120,500	(50)	(0.04%)
Utilities	113,258	133,883	229,982	234,665	4,683	2.04%
Contractual Obligations	1,195,045	767,269	1,008,287	1,003,050	(5,237)	(0.52%)
Total Supplies & Services	\$3,286,411	\$2,768,289	\$3,468,769	\$3,589,550	\$120,781	3.48%
Capital Outlay						
Replacement Charges	\$870,733	\$974,782	\$1,039,646	\$1,116,187	\$76,541	7.36%
Computer Hardware & Software			5,8000		(5,800)	(100.00%)
Vehicles	27,280	450,904	770,000	280,000	(490,000)	(63.64%)
Miscellaneous Equipment	415,863	171,986	95,975	25,000	(70,975)	(73.95%)
Total Capital Outlay	\$1,313,876	\$1,597,672	\$1,911,421	\$1,421,187	(\$490,234)	(25.65%)
Lease/Purchase Payments						
Total Expenditures	\$9,985,725	\$9,997,011	\$11,769,059	\$11,468,004	(\$301,055)	(2.56%)

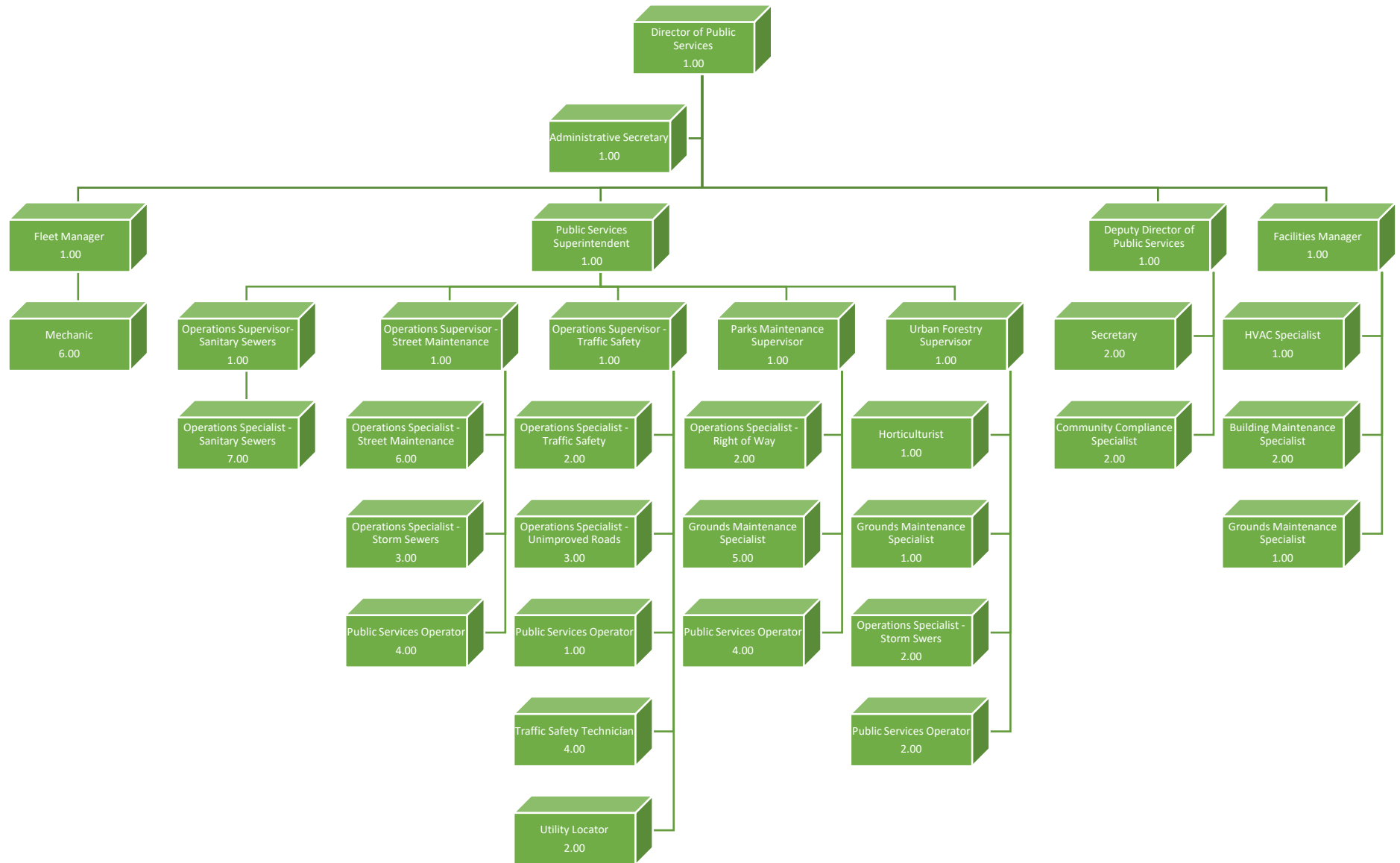


Personnel Summary

	BUDGET FY 2018-19	BUDGET FY 2019-20	BUDGET FY 2020-21	BUDGET FY 2021-22	CHANGE FROM FY 2020-21
Full-time Employees					
Administration					
Public Services Director	1.00	1.00	1.00	1.00	0.00
Deputy Public Services Director	1.00	1.00	1.00	1.00	0.00
Administrative Secretary	1.00	1.00	1.00	1.00	0.00
Secretary	2.00	2.00	2.00	2.00	0.00
Buildings & Facilities					
Facilities Maintenance Manager	1.00	1.00	1.00	1.00	0.00
Building Maintenance Specialist	2.00	2.00	2.00	2.00	0.00
HVAC Specialist	1.00	1.00	1.00	1.00	0.00
Grounds Maintenance Specialist	1.00	1.00	1.00	1.00	0.00
Community Compliance					
Community Compliance Specialist	2.00	2.00	2.00	2.00	0.00
Fleet					
Fleet Manager	1.00	1.00	1.00	1.00	0.00
Mechanic	4.00	4.00	5.00	6.00	1.00
Operations					
Public Services Superintendent*	1.00	1.00	1.00	1.00	0.00
Operations Supervisor*	3.00	3.00	3.00	3.00	0.00
Parks Maintenance Supervisor	1.00	1.00	1.00	1.00	0.00
Urban Forestry Supervisor	1.00	1.00	1.00	1.00	0.00
Operations Specialist*	27.00	27.00	25.00	25.00	0.00
Grounds Maintenance Specialist	6.00	6.00	6.00	6.00	0.00
Horticulturist	1.00	1.00	1.00	1.00	0.00
Public Services Operator	5.00	7.00	11.00	11.00	0.00
Traffic					
Principal Engineer	1.00	1.00	1.00	0.00	(1.00)
Traffic Safety Technician	4.00	4.00	4.00	4.00	0.00
Utility Locator*	0.00	0.00	2.00	2.00	0.00
Total Full-time Employees	67.00	69.00	74.00	74.00	0.00
Total Authorized Personnel	67.00	69.00	74.00	74.00	0.00

* One Utility Locator position will be allocated 50% to the General Fund and 50% from the Sanitary Sewer Funds, the second Utility Locator positions is 100% allocated to the Fiber Conduit Utility Enterprise Fund.





Mission Statement

“The mission of the Community & Economic Development Department is to plan and promote an economically strong and vibrant community through business retention and development, housing initiatives, neighborhood redevelopment, and community promotion.”

Overview of Services

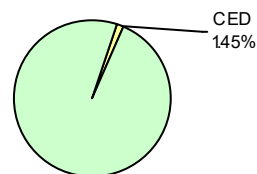
The Community & Economic Development department has two functions - Economic Development and Housing. Services include:

- Leading responsibility for economic Development in the City;
- Encourage and assist small through large business expansion and growth, enabling the creation of a diverse economy and employment base for the City;
- Encouraging and promoting skill development with the workforce;
- Enabling the expansion and diversification of the City's tax base;
- Attending site selector conferences;
- Preparing targeted economic development promotional materials, promoting through website and social media;
- Remaining proactive in business recruitment and retention;
- Workforce recruitment and development;
- Works with two housing programs in an administrative capacity: the Dallas County Local Housing Trust Fund and the Metro Home Improvement Program. The department works with the boards of directors or management committees for these programs to set policy and oversee their operations;
- Serves as the administrator of the Community Development Program Block Grant (CDBG) program funds the City receives through the United States Department of Housing and Urban Development. Several programs are funded with CDGB funds, including Transit Pass, Homeless Prevention and the Wi-Fi Pilot Program;
- Assist low-income homeowners whose primary residence is in need of repair or required code violation corrections. Funding to eligible homeowners is made in the form of a five-year forgivable loan.

BUDGET INFORMATION

FY 2021-22 Revenue	\$225,700
FY 2021-22 Expenses	\$1,102,374
FY 2020-21 Expenses	\$2,329,103
% Change Expenses	(52.67%)
FY 2021-22 FTE	5.00
Change From FY 2020-21	0.00

% OF GENERAL FUND BUDGET



Goals and Objectives

The Community & Economic Development department has many goals related to growing and retaining business in the City of West Des Moines, some of those goals are:

- Have a strategy for continued success in job and investments attraction efforts
- Increase business retention and expansion efforts
- Become a premiere destination for technology workers
- Nurture quality of place assets

Based on these goals, staff will continue to develop and implement a branded marketing strategy to promote the City. This year will focus on building a social media presence, drive traffic to the City website, and development marketing content for business and lifestyle attraction. Staff will increase business retention and expansion efforts, continue to establish economic development industry ties, and strengthen private sector engagement in economic development. Staff will also work with the private sector and educational institutions to encourage skill development and address skill gaps in tech-related sectors. Lastly, staff will provide support for the Historic West Des Moines Plan implementation and take measures to ensure availability of affordable housing.

Performance Measures

	FY 2017-18	FY 2018-19	FY 2019-20
# of Development Agreements Executed	16	9	9
# of Urban Renewal Plans Created/Amended	10	10	7
# of Voluntary Annexations	0	0	1
# of Executive Call Visits	70	44	22

Accomplishments

- Implemented Customer Relationship Management (CRM) platform to efficiently track projects, monitor workflow progress, and report out metrics for analysis
- First round of Valley Junction Upper Story Housing Program awarded 15 units, round two awarded 26 unities with 24 units being affordable units
- Affordable Housing Work Group established to create a Playbook for Affordable Housing



Future Opportunities

- Valley West Mall redevelopment plan
- Potential redevelopment of the University Avenue corridor area
- The Iowa Reinvestment District Program that is designed to assist in developing transformative projects

Upcoming Challenges

- Staffing - Workload will increase as we are successful at encouraging development in the City
- Marketing - The City would benefit from a full-time marketing position including social media, backend website maintenance and development, all departments would align under one brand, and a budget is needed to promote the City
- Funding - To be a proactive promoter of the City and attract new business it requires funds to bring in site selectors and attend trade conferences
- Travel restriction in the future may hinder one aspect of promoting the City through trader conferences, site selector visits, etc.
- Childcare and transportation components of the workforce issue for employees working nontraditional 8 am- 5 pm jobs Monday through Friday
- Implementing a Valley West Mall redevelopment plan
- Woodland Hills TIF expires in 2023-2024, and there will be no more designated funding for low to moderate income housing

Significant Information

- \$200,000 has been added to the budget again in FY 2021-22 for a contribution to the Neighborhood Finance Corporation (NFC) program to offer home improvement grants and loans as well as home purchase with home improvement. The City's fund would be leveraged four to one by NFC. Qualification for this program is based on area/location, and not household income. This program has been funded by the City since Fiscal Year 2016-17.

You Might Find This Interesting:

The Microsoft Alluvion data center project valuation is greater than the individual valuation of 33 of Iowa's 99 counties.



Financial Summary

	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
Expenditures by Object						
Personal Services						
Full-time Employees	\$373,354	\$393,237	\$406,550	\$435,000	\$28,450	7.00%
Part-time Employees	4,628	3,340	12,000	12,000		
Contract Help	5,346					
Overtime			2,000	2,000		
Health, Dental, Life Insurance	68,112	63,028	71,955	73,461	1,466	2.04%
Retirement Contributions	64,345	67,992	76,635	79,973	3,338	4.36%
Other Pay	1,945	3,461	3,806	4,173	367	9.64%
Total Personal Services	\$517,730	\$531,058	\$572,986	\$606,607	\$33,621	5.87%
Supplies & Services						
Operating & Maintenance	\$211,741	\$334,739	\$337,050	\$183,155	(\$153,895)	(45.66%)
Staff Development	9,389	5,126	14,065	18,150	4,085	29.04%
Utilities	26		50		(50)	(100.00%)
Contractual Obligations	407,179	554,130	1,399,946	289,456	(1,110,490)	(79.32%)
Total Supplies & Services	\$628,335	\$893,995	\$1,751,111	\$490,761	(\$1,260,350)	(71.97%)
Capital Outlay						
Replacement Charges	\$1,703	\$3,406	\$3,406	\$3406		
Computer Hardware & Software		1,502	1,600	1,600		
Vehicles						
Miscellaneous Capital						
Total Capital Outlay	\$1,703	\$4,908	\$5,006	\$5,006		
Lease/Purchase Payments						
Total Expenditures	\$1,147,768	\$1,429,961	\$2,329,103	\$1,102,374	(\$1,226,729)	(52.67%)



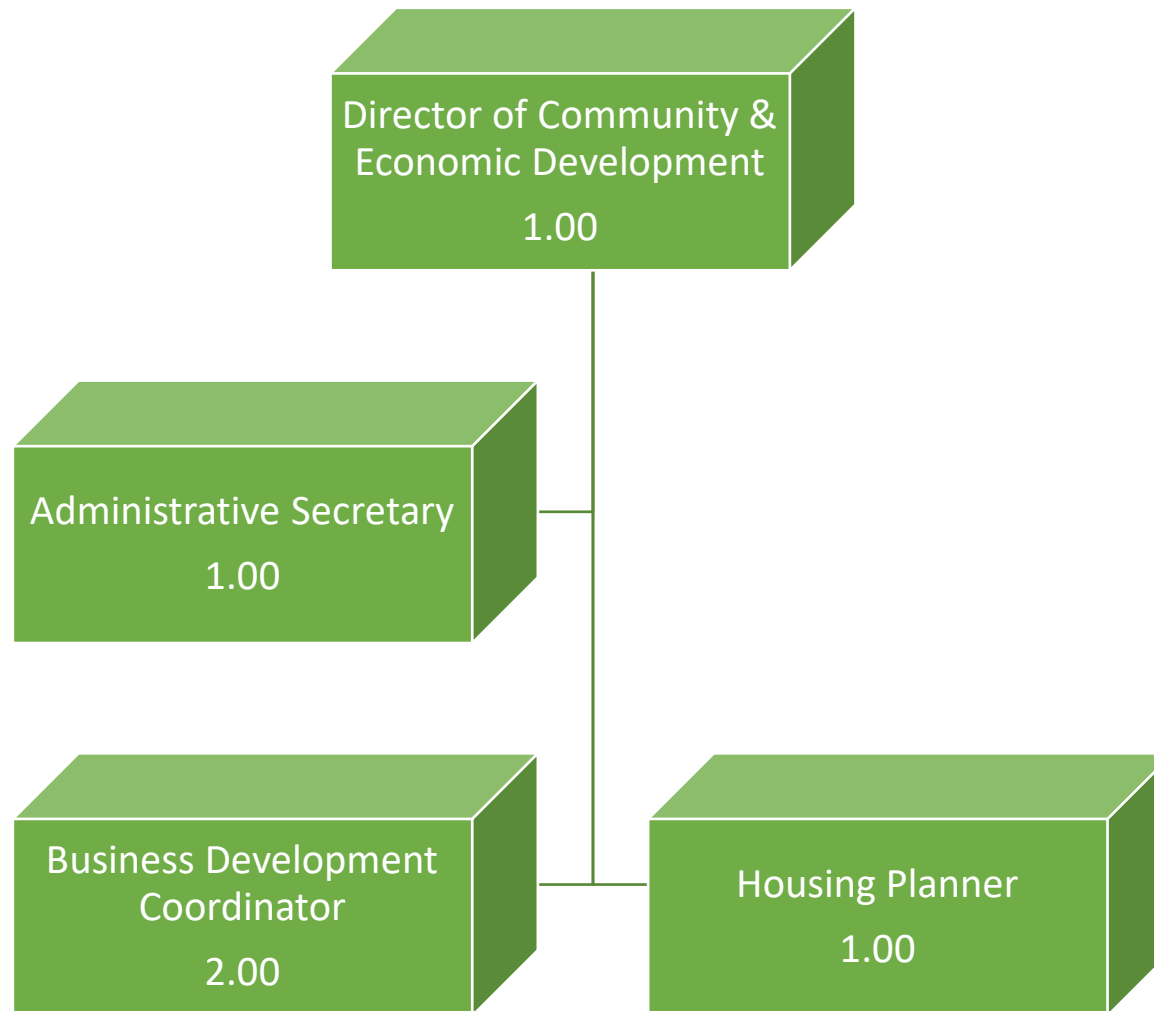
Personnel Summary

	BUDGET FY 2018-19	BUDGET FY 2019-20	BUDGET FY 2020-21	BUDGET FY 2021-22	CHANGE FROM FY 2020-21
Full-time Employees					
Community & Economic Development Director	1.00	1.00	1.00	1.00	0.00
Business Development Coordinator	2.00	2.00	2.00	2.00	0.00
Housing Planner *	1.00	1.00	1.00	1.00	0.00
Administrative Secretary **	1.00	1.00	1.00	1.00	0.00
Total Full-time Employees	5.00	5.00	5.00	5.00	0.00
Total Authorized Personnel					
	5.00	5.00	5.00	5.00	0.00

*Approximately 91% of wages and benefits are funded by HUD Grant and contributions from other municipalities for housing program services provided to those communities.

**Approximately 45% of wages and benefits are funded by HUD Grant and contributions from other municipalities for housing program services provided to those communities.





Mission Statement

"To guide and sustain the most desirable community, through innovative planning, inspections and collaboration with citizens and the development community."

Overview of Services

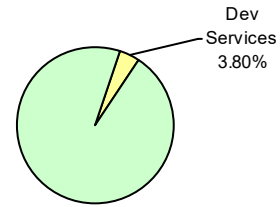
The Development Services department works to promote high quality development. The department is comprised of three divisions; Administration, Building Inspection and Planning. Services include:

- New construction inspections;
- Rental housing inspections;
- Pre-construction plan review;
- Code analysis with architects, owners, developers and contractors;
- Zoning compliance confirmation;
- Issue all building, mechanical, plumbing, electrical and sign permits;
- Construction site erosion monitoring;
- Flood plain coordination;
- Energy compliance reviews;
- Meet with developers, realtors and citizens interested in development in the City;
- Serves as the hub for the processing of development applications, coordination of the review by the various City departments and outside agencies, conveying review comments and concern to the applicants, resolution of issues raised with development proposals, and the preparation of staff reports and presentation to the Plan and Zoning Commission, the Board of Adjustment, and the City Council;
- Lead development of the City's Comprehensive Plan;
- Ensure uses and regulations provided in City Code Title 8, Building Regulations and Title 9, Zoning are followed;
- Process amendments and updates to City Code Title 8, Building Regulations and Title 9, Zoning;
- Assign addresses and conveys information to United States Postal Service, County agencies, utility companies, Fed Ex and UPS;
- Guide and educate the public.

BUDGET INFORMATION

FY 2021-22 Revenue	\$2,889,700
FY 2021-22 Expenses	\$2,889,055
FY 2020-21 Expenses	\$2,646,867
% Change Expenses	9.15%
FY 2021-22 FTE	20.00
Change From FY 2020-21	0.00

% OF GENERAL FUND BUDGET



Goals and Objectives

The Development Services Department participates in all matters associated with the growth and development of the City. The department is involved in the use, location, regulation, design, construction, quality and occupancy of all public and private buildings and properties. The Building Division’s primary role is to enforce the City’s adopted building construction codes, rental housing provisions and signage regulations. The Planning Division is tasked with overseeing both current development and long-range planning. Case planners serve as a single point of contact to guide developers and applicants through the development review process and facilitate obtainment of approvals from the respective bodies, (City Council, Plan and Zoning Commission, and Board of Adjustment). The Planning Division is also the lead on the preparation of and updates to the Comprehensive Plan and the Zoning Code. The Comprehensive Plan provides the long-range vision for the City, while the Zoning Code provides the regulation and details for the use of buildings and physical development to bring the vision to reality. The Planning Division is in the process of updating the City’s Comprehensive Plan. Incorporation of applicable WDM 2036 strategic plan and action plan elements is being done to enable the Comprehensive Plan to serve as another tool to ensure the achievement of the community’s vision.

As a department, we:

- Help the city create and realize a vision for the future
- Protect the Health, Safety & Welfare of the community through review and inspections
- Preserve and enhance the investment and value of the community
- Provide consistent and responsive customer service
- Systematically analyze development proposals
- Encourage innovative solutions
- Guide and educate the Public



Performance Measures

Key operational goals related to daily tasks of the department include:

- Perform construction inspections within 24 hours of the request - meeting target
- Review permits for individual single-family dwelling structures within 3-days, commercial tenant improvements within 1-2 weeks, and new commercial and large multi-family structures within 3 weeks - meeting target
- Provide average of 45 minutes per inspection (including drive time) - not meeting target; currently only have approx. 38 minutes available
- Provide first round of review comments on development proposals within 7 calendar days of application submittal - not meeting target: averaging approx. 5 1/2 days over target

Planning Division	Fiscal Year 2017-18	Fiscal Year 2018-19	Fiscal Year 2019-20	Change from 2019 to 2020
# of Development Applications	457	383	394	+11
# of Cases Per Planner	152	127	131	+4
Comment Turnaround Time (# of Days)	11.7	11.5	12.4	0.9

The five (5) year average for number of construction inspections performed is 14,728 annually, or 1,227 per month. To date, even with all the hurdles created by COVID-19, the monthly average for construction inspections in 2020 is 1,182.

Building Permits Issued					
Permit Type	Calendar Year 2017	Calendar Year 2018	Calendar Year 2019	Calendar Year 2020	Change from 2019 to 2020
Single Family	195	240	141	274	133
Town House	71 (132 units)	53 (53 units)	91 (91 units)	165 (165 units)	74 (+74 units)
Multi-Family	9 (210 units)	7 (352 units)	4 (336 units)	8 (208 units)	4 (-128 units)
Commercial	22	28	28	16	(12)
Remodels	373	373	364	330	(34)
Accessory Structures (Decks, Fences, Sheds, Etc.)	402	452	391	604	213
Total Permits Issued	1,072	1,153	1,019	1,397	378



Annual Construction Value			
Year	Total Valuation	Rank (Top Ten)	# of Building Permits Issued
2010	\$168,206,809		1,140
2011	142,361,134		1,025
2012	310,595,751		1,092
2013	421,746,147	#9	1,242
2014	445,433,824	#6	956
2015	444,323,688	#7	983
2016	1,067,535,149	#1	938
2017	318,067,828	#10	1,072
2018	532,808,081	#4	1,153
2019	561,943,035	#3	1,019
2020	690,530,283	#2	1,397

Accomplishments

- Historical records scanned and readily accessible in electronic database
- Paperless submittal of all development and building permit documents
- Collaborative electronic review of development plans and permits by both internal and external reviewers
- Rental inspectors are cross trained in commercial and residential (new & remodel) aspects to provide back-up as needed
- Building Inspectors are certified in multiple areas of expertise that include electrical, plumbing, mechanical and structural inspections
- Expanded use of EnerGov software to facilitate other City departments electronic sign-off on project site inspections and occupancy permit issuance
- Completed initial public outreach, drafting of document and internal review, draft of companion information documents for the Comprehensive Plan update. Received preliminary City Council approval of new approach to land use component to increase flexibility to let the market decide land uses while providing use compatibility assurances.
- Amended City Code to reduce setbacks, provide a less restrictive variance process, recognize street side yard situations and refined footprint lot regulations, all geared towards enabling property owners increased options to improve homes and maximize use of property



Future Opportunities

- Seamless integration of electronic programs to improve workflows, communication and file management (EngerGov, Geocortex, E-Plan Review, SharePoint & GIS)
- Expanded use of electronic submittals and provision of comments via marked up drawings and synchronized comment letters (E-Plan Review) to developers, contractors, engineering consultants and architects to decrease the number of review cycles, time to approval and start of site development and building construction
- EnerGov Citizen Self Service (CSS) portal allowing applicants to submit electronic payments at their convenience, request inspections and with future expansion to allow project review, approval, permit issuance and inspection result tracking by applicant's
- 3-D modeling to allow better understanding of development proposals and impacts on adjacent existing area
- Utilization of public facing programs with maps and information to enhance citizen knowledge of development proposals and participation in public meetings

Upcoming Challenges

- Timely updating of codes in response to homeowners desired improvements in light of pandemic's effects on daily lives (e.g., increasing home size, enclosing of decks, addition of sheds & workshops, implementation of home occupations)
- Accommodating changes in business operations due to pandemic (e.g., operating businesses out of residential structures, implementation of expanded outdoor dining to accommodate social distancing, on-line order pick-up, no-contact services, impacts on office and retail segments)
- Lack of integration between permitting, plan review and data management programs
- Overhaul of 25+ year old Zoning Code to utilize Place Types as bridge between flexible land use approach of Comprehensive Plan with performance and impact mitigation-based site development and use regulations
- Staff availability for special projects outside the typical day to day operations.

Significant Information

- \$175,000 has been added to the budget in FY 2021-22 for the first year of an estimated two year project to contract with an outside consultant to overhaul Zoning and Subdivision Regulations for the City. The Zoning Code was last overhauled in 1996. Many elements are out of date with current practices and trends. New concepts and land use ideas along with planning best practices are not accommodated with the current code. Staff is forced to be reactive in responding to issues and make individual amendments to the code rather than having a cohesive code that directs development to achieve the desired City.

You Might Find This Interesting:

The total estimated property value of the current and future West Des Moines Microsoft data centers is higher than the total property value of over 900 cities in Iowa.



Financial Summary

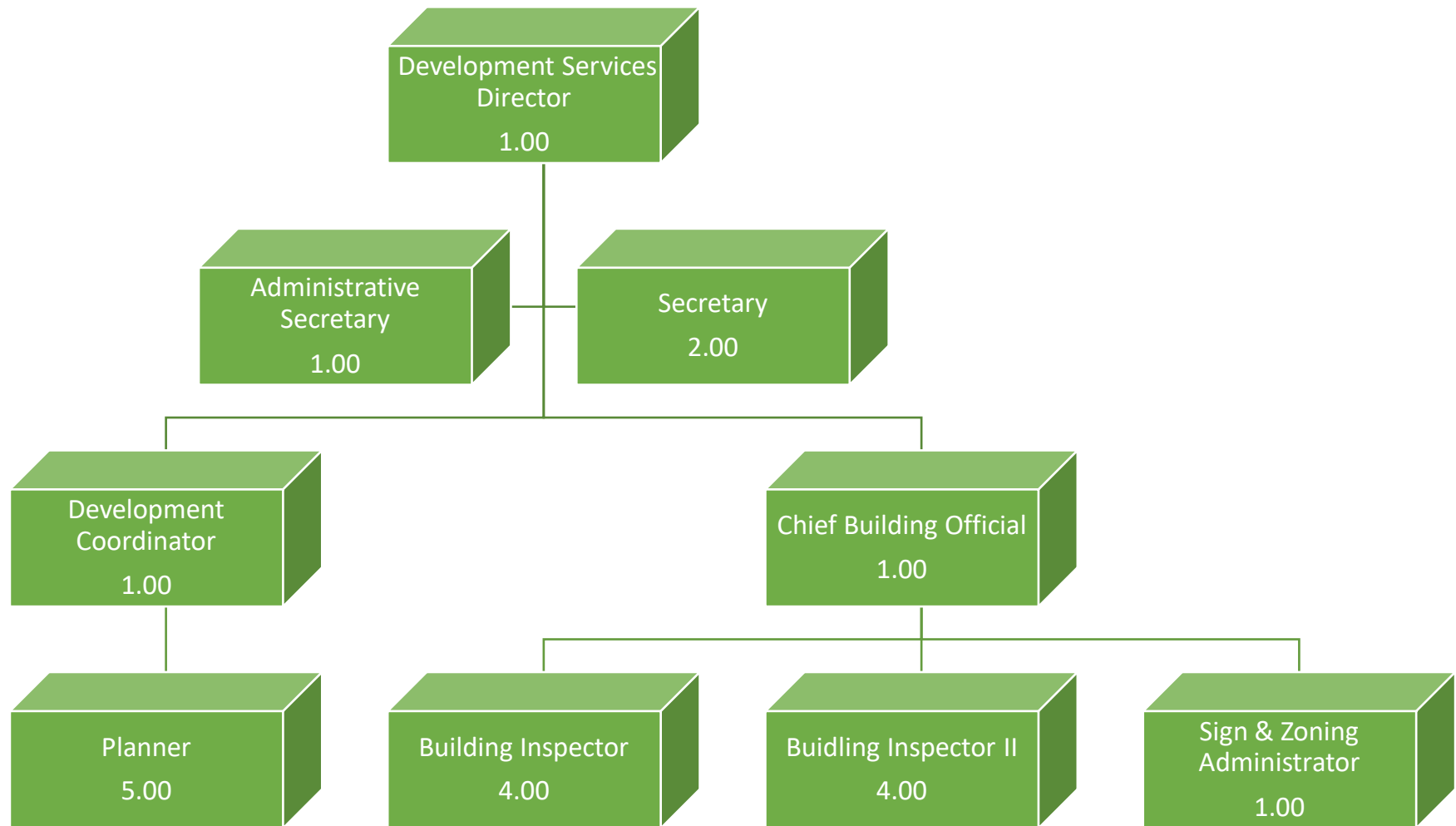
	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
Expenditures by Object						
Personal Services						
Full-time Employees	\$1,590,820	\$1,622,659	\$1,750,000	\$1,798,450	\$48,450	2.77%
Part-time Employees	33,997	35,433	20,000	30,000	10,000	50.00%
Contract Help						
Overtime	17,986	479	4,500	4,500		
Health, Dental, Life Insurance	279,344	294,865	344,977	345,420	443	0.13%
Retirement Contributions	285,739	286,725	318,215	325,251	7,036	2.21%
Other Pay	13,770	15,369	18,979	19,890	911	4.80%
Total Personal Services	\$2,221,656	\$2,255,530	\$2,456,671	\$2,523,511	\$66,840	2.72%
Supplies & Services						
Operating & Maintenance	\$37,2389	\$35,259	\$63,735	\$62,840	(\$895)	(1.40%)
Staff Development	28,263	18,476	55,530	57,080	1,550	2.79%
Utilities	140		300	300		
Contractual Obligations	92,720	48,187	46,327	216,162	169,835	366.60%
Total Supplies & Services	\$158,361	\$101,922	\$165,892	\$336,382	\$170,490	102.77%
Capital Outlay						
Replacement Charges	\$15,299	\$18,099	\$20,209	\$25,067	\$4,858	24.04%
Computer Hardware & Software	906	2,583	4,095	4,095		
Vehicles	29,455					
Miscellaneous Equipment	341	16,379				
Total Capital Outlay	\$46,001	\$37,061	\$24,304	\$29,162	\$4,858	19.99%
Lease/Purchase Payments						
Total Expenditures	\$2,426,018	\$2,394,513	\$2,646,867	\$2,889,055	\$242,188	9.15%



Personnel Summary

	BUDGET FY 2018-19	BUDGET FY 2019-20	BUDGET FY 2020-21	BUDGET FY 2021-22	CHANGE FROM FY 2020-21
Full-time Employees					
Development Services Director	1.00	1.00	1.00	1.00	0.00
Administrative Secretary	1.00	1.00	1.00	1.00	0.00
Secretary	3.00	2.00	2.00	2.00	0.00
Building Inspection					
Chief Building Official	1.00	1.00	1.00	1.00	0.00
Building Inspector II	4.00	4.00	4.00	4.00	0.00
Building Inspector	4.00	4.00	4.00	4.00	0.00
Sign and Zoning Administrator	1.00	1.00	1.00	1.00	0.00
Planning					
Development Coordinator	1.00	1.00	1.00	1.00	0.00
Planner	4.00	5.00	5.00	5.00	0.00
Associate Planner	2.00	0.00	0.00	0.00	0.00
Total Full-time Employees	22.00	20.00	20.00	20.00	0.00
Total Authorized Personnel	22.00	20.00	20.00	20.00	0.00





Mission Statement

"The mission of the Engineering Services Department is to provide high levels of customer service in design and construction of public improvements."

Overview of Services

The **Engineering Services** department is responsible for providing professional engineering and architectural services to the City Council, municipal boards and commissions, and other City Departments through four divisions; Administration, Capital Improvements, Development and Traffic. Services include:

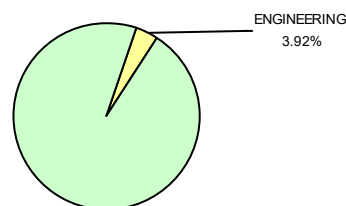
- Review of development applications for consistency with design standards, specifications, and City Code
- Administration of public improvements associated with the Capital Improvement Program and private development;
- Provides and/or administers planning, design, acquisition, and construction quality assurance services for City projects involving wastewater, transportation, and stormwater systems;
- Provides systematic construction, reconstruction, and repair programs for City facilities;
- Administers the City's energy savings program;
- Oversees all capital improvements to publicly-owned buildings;
- Provides systematic construction, reconstruction, and repair programs for sanitary and storm sewer infrastructure and City facilities and process and records management of those infrastructure systems;
- Provides long range transportation planning to support capital improvement planning and design;
- Completes traffic studies and analysis for public and private improvements;
- Provides day-to-day support for operation of the City's transportation system;
- Maintains GIS layers related to the public infrastructure and provides City agencies with maps, plans, charts, overlays, displays, and exhibits;
- Works with the City's Development Services Department to review private development plans and associated public infrastructure plans for conformance with design standards and specifications;
- Provide construction field services such as inspection, testing, and quality assurance for public and subdivision projects;
- Administers and maintains the City's horizontal and vertical control network;
- Administers the City's Municipal Separate Storm Sewer System (MS4) permit with the Iowa Department of Natural Resources;
- Reviews and issues permits for construction of private utilities in the City's right of way;
- Works closely with Public Services and the United State Army Corps of Engineers on inspection, maintenance and operation of the City's flood control system.



BUDGET INFORMATION

FY 2021-22 Budget Revenue	\$129,600
FY 2021-22 Budget Expenses	\$2,976,271
FY 2020-21 Budget Expenses	\$2,715,270
% Change - Expenses	9.61%
FY 2021-22 FTE	22.00
Change From FY 2020-21	1.00

% OF GENERAL FUND BUDGET



Goals and Objectives

The Engineering Services Department goal is to provide high levels of customer service in design and construction of public improvements. All goals revolve around the demand for timely response to internal and external customer requests and ensuring the interests of the City and its citizens are adequately protected. Specific goals include:

- Promote livability with West Des Moines’ top leaders working together on community priorities - Th department works with multiple other departments, boards and commissions, and outside agencies on projects and priorities
- West Des Moines is financially strong and solvent - The department coordinates and prioritizes infrastructure projects in conjunction with other City departments and to provide a high level of service as the lowest possible cost
- A sense of community drives quality of life in West Des Moines - The department works closely with the Development Services Department and Parks and Recreation Department to plan for the infrastructure necessary to support quality of life initiatives
- A leader in sustainability - Collaborates with regional watershed management authorities, identify stormwater solutions, determine the best management practices to maintain natural resources, and identify areas that may be environmentally sensitive
- Continue the trajectory of highly effective city services but with an emphasis on livability -The department ensures timely infrastructure development to meet the demands of a growing city, while managing current infrastructure to maintain adequate service levels

Performance Measures

	2018	2019	2020
Additional Lane Miles	18	3.2	2.3
New Storm Sewer Miles	8	1.6	1.2
New Sanitary Sewer Miles	4	1.7	1.8
# of Traffic Studies	42	47	53
# of MS4 Inspections	-	-	418
# ROW permits	-	-	350
# of Sidewalk/Approach permits	-	-	324



Accomplishments

- Staff has developed a draft of the first ever Transportation Master Plan to together with the new Comprehensive Plan update
- Awarded Surface Transportation Block Grant through the Des Moines Metropolitan Planning Organization of \$1 million toward reconstruction of 8th Street south of Interstate 235, for a total of \$2 million on this project
- Digitized thousands of paper files and continues to develop SharePoint to provide an electronic filing system
- Renewed the City’s 5 year MS4 Permit with the Iowa DNR
- Coordinated with Public Services, Finance, Public Safety, Iowa Homeland Security, and Emergency Management to receive FEMA reimbursements for past flood damage to the City
- Digitized thousands of paper files and continues to develop an electronic filing system

Future Opportunities

- Learning about and increasing awareness of Diversity, Equity, and Inclusion (DEI), the events of George Floyd’s death have inspired Engineering Services to dig into issues of DEI not only in the Black community, but in issues of other races, gender equality and sexual orientation

Upcoming Challenges

- Several large, challenging projects with the infrastructure for the two new Microsoft Data Centers and the construction of a fiber conduit network to provide fast, reliable internet access to all residents and business in West Des Moines
- Finding efficiencies without adding new employees

Significant Information

The Engineering Services department budget includes the addition of one full-time employee. A Principal Engineer from the Public Services Traffic Control and Safety division will be moved to Engineering Services Administration division for FY 2021-22.

You Might Find This Interesting:

The average length of service with the City of West Des Moines for Engineering Services employees is 15.3 years, with a high of 30.2 and a low of 2.7 years.



Financial Summary

	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
Expenditures by Object						
Personal Services						
Full-time Employees	\$1,457,886	\$1,563,340	\$1,705,600	\$1,903,695	\$198,095	11.61%
Part-time Employees	28,823	28,139	40,000	40,000		
Contract Help						
Overtime	33,521	26,506	43,000	38,000	(5,000)	(11.63%)
Health, Dental, Life Insurance	232,064	242,856	286,991	320,637	33,646	11.72%
Retirement Contributions	264,194	281,755	321,210	353,882	32,672	10.17%
Other Pay	16,465	17,665	18,579	22,185	3,606	19.41%
Total Personal Services	\$2,032,953	\$2,160,261	\$2,415,380	\$2,678,399	\$263,019	10.89%
Supplies & Services						
Operating & Maintenance	\$37,241	\$23,300	\$55,310	\$54,810	(\$500)	(0.90%)
Staff Development	18,743	10,824	44,755	55,235	10,480	23.42%
Utilities	781	1,902	1,740	1,800	60	3.45%
Contractual Obligations	64,619	69,691	131,232	144,732	13,500	10.29%
Total Supplies & Services	\$121,384	\$105,716	\$233,037	\$256,577	\$23,540	10.10%
Capital Outlay						
Replacement Charges	\$7,141	\$11,704	\$10,753	\$15,095	\$4,342	40.38%
Computer Hardware & Software		1,707	24,100	9,700	(14,400)	(59.75%)
Vehicles						
Miscellaneous Equipment	19,369	1,306	32,000	16,500	(15,500)	(48.44%)
Total Capital Outlay	\$26,510	\$14,717	\$66,853	\$41,295	(\$25,558)	(38.23%)
Lease/Purchase Payments						
Total Expenditures	\$2,180,847	\$2,280,694	\$2,715,270	\$2,976,271	\$261,001	9.61%



Personnel Summary

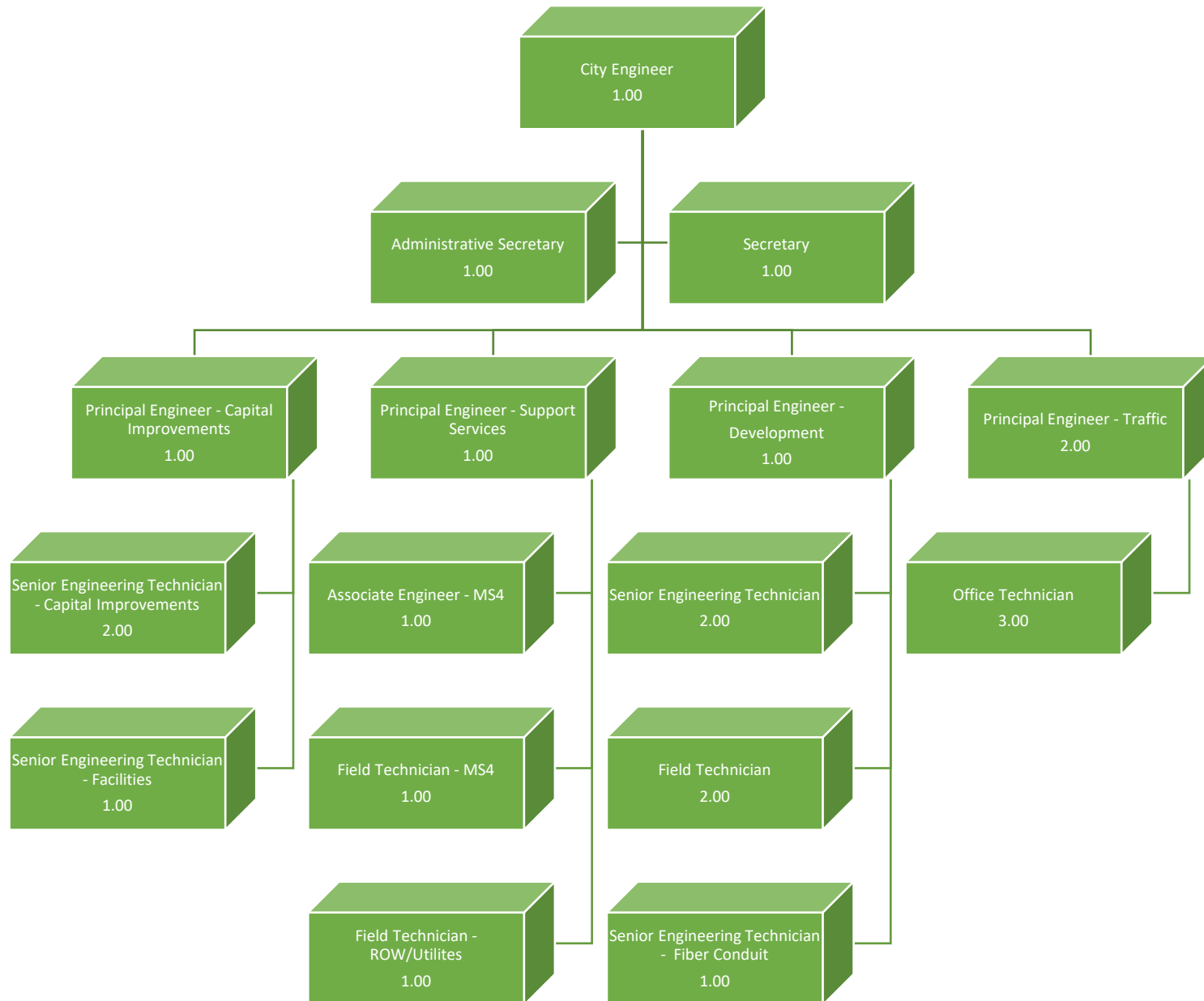
	BUDGET FY 2018-19	BUDGET FY 2019-20	BUDGET FY 2020-21	BUDGET FY 2021-22	CHANGE FROM FY 2020-21
Full-time Employees					
Administrative					
City Engineer	1.00	1.00	1.00	1.00	0.00
Principal Engineer*	4.00	4.00	4.00	5.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00	0.00
Secretary	0.00	1.00	1.00	1.00	0.00
Capital Improvements					
Senior Engineering Technician	1.00	2.00	2.00	2.00	0.00
Senior Engineering Technician-Facilities	1.00	1.00	1.00	1.00	0.00
Development					
Senior Engineering Technician	2.00	2.00	2.00	2.00	0.00
Senior Engineering Technician***	0.00	0.00	1.00	1.00	0.00
Field Technician - Development	2.00	2.00	2.00	2.00	0.00
Support Services					
Principal Engineer	1.00	0.00	0.00	0.00	0.00
Associate Engineer- MS4 **	1.00	1.00	1.00	1.00	0.00
Field Technician - MS4 **	1.00	1.00	1.00	1.00	0.00
Field Technician - ROW/Utilities	1.00	1.00	1.00	1.00	0.00
Traffic					
Office Technician	3.00	3.00	3.00	3.00	0.00
Total Full-time Employees	19.00	20.00	21.00	22.00	1.00
Total Authorized Personnel	19.00	20.00	21.00	22.00	1.00

* 50% of wages and benefits for one Principal Engineer are funded by the Stormwater Enterprise Fund.

** 100% of wages and benefits are funded by the Stormwater Enterprise Fund.

*** 100% of wages and benefits are funded by the Fiber Conduit Utility Fund.

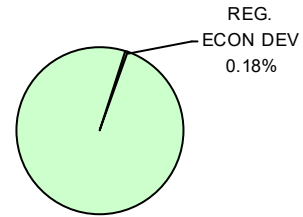




BUDGET INFORMATION

FY 2021-22 Revenue	\$0
FY 2021-22 Expenses	\$135,150
FY 2020-21 Expenses	\$135,150
% Change - Expenses	0.00%
FY 2021-22 FTE	0.00
Change From FY 2020-21	0.00

% OF GENERAL FUND BUDGET



Activity Description

The goal of this activity is to promote economic development for the City by establishing partnerships with regional economic development groups such as the Des Moines Area Metropolitan Planning Organization, Greater Des Moines Partnership, Greater Dallas County Development Alliance, Warren County Economic Development Corporation, and the Madison County Development Group.

Significant Information

The FY 2021-22 budget includes an annual pledge to the Greater Des Moines Partnership for \$30,000, this is the fourth year of a five year pledge that began in FY 2018-19. \$67,000 is also budgeted for the Des Moines Area Metropolitan Planning Organization’s annual assessment. The Des Moines Area MPO applies an assessment of \$1.00 per capita to the member cities based on the most recent population assessment from the United States Census Bureau.



Financial Summary

	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
Expenditures by Object						
Personal Services						
Full-time Employees						
Part-time Employees						
Contract Help						
Overtime						
Health, Dental, Life Insurance						
Retirement Contributions						
Other Pay						
Total Personal Services						
Supplies & Services						
Operating & Maintenance						
Staff Development						
Utilities						
Contractual Obligations	132,710	133,758	135,150	135,150		
Total Supplies & Services	\$132,710	\$133,758	\$135,150	\$135,150		
Capital Outlay						
Replacement Charges						
Computer Hardware & Software						
Vehicles						
Miscellaneous Equipment						
Total Capital Outlay						
Lease/Purchase Payments						
Total Expenditures	\$132,710	\$133,758	\$135,150	\$135,150		



Mission Statement

“The Sister Cities Commission’s mission is to focus on international economic business development opportunities, and to promote educational and cultural exchanges between institutions, business, and citizens of West Des Moines and their counterparts with other similar cities in foreign nations .”

Overview of Services

A Sister Cities Commission was established in March of 2013 for the purpose of establishing sister city partnerships between West Des Moines and similar municipalities around the world, intended to further economic cooperation and cultural and educational exchanges. In 2014 Mateh Asher, Israel, a region along the Mediterranean Sea in western Galilee became West Des Moines’ first sister city. Hotel/Motel tax dollars will be used to fund the Sister Cities Commission activities. The commission assists the City Council in:

- Allowing community citizens and the people of similar cities in foreign nations to acquire a mutual understanding of one another as individuals, as members of their communities, as citizens of their countries and as members of the family of nations;
- To promote educational and cultural exchanges between institutions and citizens in our community and citizens of West Des Moines sister cities;
- To coordinate and facilitate communications between businesses in the Des Moines metropolitan area wishing to make contact with businesses in Sister Cities, and to coordinate business and trade inquiries from West Des Moines Sister Cities directed to potential business partners;
- To assist individuals and educational institutions in the Des Moines metropolitan area in acquiring and exchanging professional and technical skills with individual and institutions in Sister Cities;
- To develop awareness of the International Sister Cities Program, its goals, mission, and accomplishments, and to create a bridge of understanding between different cultures of the world.

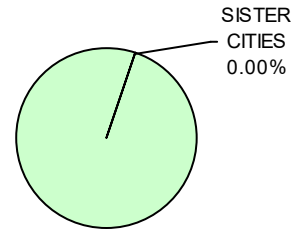
Commissioners	Term Expires
Erika Cook	March 31, 2022
Brian Crotty	March 31, 2022
Johanna Langille	March 31, 2021
Jeffrey Lipman	March 31, 2022
John Norwood	March 31, 2021
Jim Sandager	March 31, 2023
Yangyidi Ye	March 31, 2023



BUDGET INFORMATION

FY 2021-22 Revenue	\$0
FY 2021-22 Expenses	\$3,000
FY 2020-21 Expenses	\$32,000
% Change - Expenses	0.00%
FY 2021-22 FTE	0.00
Change From FY 2020-21	0.00

% OF GENERAL FUND BUDGET



Significant Information

Due to the ongoing COVID-19 pandemic Sister Cities program has significantly reduced program expenses and put any potential travel on hold until the pandemic is under control.



Financial Summary

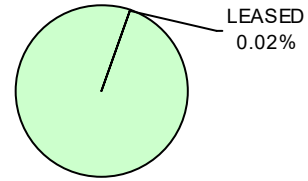
	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
Expenditures by Object						
Personal Services						
Full-time Employees						
Part-time Employees						
Contract Help						
Overtime						
Health, Dental, Life Insurance						
Retirement Contributions						
Other Pay						
Total Personal Services						
Supplies & Services						
Operating & Maintenance	\$2,445	\$1,466	\$7,000	\$1,200	(\$5,800)	(82.86%)
Staff Development	12,858	5,601	25,000	1,800	(23,200)	(92.80%)
Utilities						
Contractual Obligations						
Total Supplies & Services	\$15,303	\$7,067	\$32,000	\$3,000	(\$29,000)	(90.63%)
Capital Outlay						
Replacement Charges						
Computer Hardware & Software						
Vehicles						
Miscellaneous Equipment						
Total Capital Outlay						
Lease/Purchase Payments						
Total Expenditures	\$15,303	\$7,067	\$32,000	\$32,000	(\$29,000)	(90.63%)



BUDGET INFORMATION

FY 2021-22 Revenue	\$0
FY 2021-22 Expenses	\$16,615
FY 2020-21 Expenses	\$17,323
% Change - Expenses	(4.09%)
FY 2021-22 FTE	0.00
Change From FY 2020-21	0.00

% OF GENERAL FUND BUDGET



Activity Description

Historic City Hall, located at 137 5th Street, was a demonstration project incorporating several sustainable building techniques. The building which was originally built in 1905 was restored with both historic and green elements and will serve to demonstrate how sustainable improvements can be made in a historic facility. The building received geothermal wells, photovoltaic panels, added insulation, new doors and windows, new mechanical and electrical systems, LED lamps, a green roof, and water efficient plumbing fixtures. The project was submitted for Leadership in Energy and Environmental Design (LEED) certification and received the LEED Platinum rating, the highest LEED rating. On a daily basis a portion of the building is leased to the Historic Valley Junction Foundation for their office and as a Welcome Center for Valley Junction, while the rest of the building is used for meeting room space and a training center.



Financial Summary

	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
Expenditures by Object						
Personal Services						
Full-time Employees						
Part-time Employees						
Contract Help						
Overtime						
Health, Dental, Life Insurance						
Retirement Contributions						
Other Pay						
Total Personal Services						
Supplies & Services						
Operating & Maintenance	\$10,794	\$9,275	\$11,250	\$10,105	(\$1,145)	(10.18%)
Staff Development						
Utilities	2,159	1,410	2,573	2,510	(63)	(2.45%)
Contractual Obligations	220	4,894	3,500	4,000	500	14.29%
Total Supplies & Services	\$13,173	\$15,580	\$17,323	\$16,615	(\$708)	(4.09%)
Capital Outlay						
Replacement Charges						
Computer Hardware & Software						
Vehicles						
Miscellaneous Equipment						
Total Capital Outlay						
Lease/Purchase Payments						
Total Expenditures	\$13,173	\$15,580	\$17,323	\$16,615	(\$708)	(4.09%)



Total Operating Budget
(In Millions)

Departmental Highlights

\$9.94 **Community Enrichment**

Human Services
Diversity, Inclusion & Equity / Human Rights Commission
Library
Parks & Recreation

\$33.51 **Public Safety**

Police
WestPet Animal Control
Westcom Dispatch
Fire
Emergency Medical Services

\$18.59 **Public Services**

Public Services
Community & Economic Development
Development Services
Engineering Services
Regional Economic Development
Sister Cities Commission
Leased City Buildings

\$13.92 **Support Services**

Mayor and Council
City Manager
City Clerk
Human Resources
Information Technology Services
Legal
Finance
Risk Management
Hotel/Motel Tax
City Contingency



Mission Statement

“The Information Technology Services mission is to maximize the value we provide to the City through technology enablement and service both internally to the City and externally to the residents by differentiating ourselves as a public services technology leader in delivery, technology security, risk mitigation and aiding in the support of creative, cutting edge residential solutions.”

Overview of Services

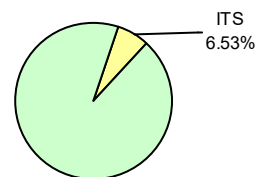
Information Technology Services department is responsible to research, implement, manage and maintain all information technology services for the City through four divisions: Enterprise Applications, Geographic Information System, Information Technology Operations, and Administration. Services include:

- Supporting computer systems for approximately 600 users;
- Managing network infrastructure, servers, and storage devices;
- Managing security systems;
- Managing communication systems,
- Desktop telephones,
- Support and management of enterprise applications such as Office 365, SharePoint, land management, human resources software, financial software, electronic document and records management;
- GIS systems and related data;
- Support for all Westcom Dispatch technology.

BUDGET INFORMATION

FY 2021-22 Revenue	\$225,000
FY 2021-22 Expenses	\$4,962,092
FY 2020-21 Expenses	\$4,946,433
% Change - Expenses	0.32%
FY 2021-22 FTE	18.00
Change From FY 2020-21	0.00

% OF GENERAL FUND BUDGET



Goals and Objectives

To support key comprehensive plan initiatives such as fiber strategy planning, 5G, mobile solutions and smart city projects.

To maximize our security and efficiencies, we will ensure our technology infrastructure is modern, which will help facilitate ensuring security vulnerabilities are minimized and key services remain constant.

IT will continue to usher in IT Infrastructure Library (ITIL), a continual process improvement best practice and corresponding culture, which will help promote WDM efficiencies, increases service levels, lower costs and support deployment of valuable solutions.

Performance Measures

	2018	2019	2020
Service Requests	1,145	2,224	3,100+
Security Vulnerabilities	NA	3,000	280

Accomplishments

- COVID related transition to mobility for incorporating enterprise-wide remote work capabilities, including VPN and receiving city calls from anywhere using Jabber.
- Upgraded to a new HR/Payroll application, Kronos, which automates many requests like merit, time off, performance evaluations and modernized key functions.
- A multitude of security improvements were delivered like multi-factor authentication, resolving thousands of security vulnerabilities, creating proactive security scanning processes and beginning an ongoing user security education program.
- Removed significant public safety risk by refreshing outdated server and storage hardware.
- Deployed remote PC management, which allows users to self-download approved software and IT to remotely provision PCs.
- The GIS team maintained over 300 GIS data layers, which are used for public safety, land management, engineering and parks functions.



- With the opening of Veterans Parkway, the GIS team coordinated the addresses and Public Safety Answering Point (PSAP) call routing with Norwalk, West Des Moines, Madison County, Warren County and the Norwalk Fire District

Future Opportunities

- Implementation of EnerGov Citizen Self Service software, which would allow customers of Development Services to process permits and payment on-line.

Upcoming Challenges

- There continues to be a rapidly changing IT landscape that requires more specialized staff with knowledge of security and the capabilities to support an ever-growing level of complexity.
- IT and city staff require fast adaptation and nimbleness, which can sometimes be challenging, such as adoption of new security-aware mindsets.
- Surprise projects and unplanned work continue to be a challenge to deliver while keeping high services levels intact.
- Balancing high priority IT security and maintenance initiatives with several IT resources intensive construction projects.

Significant Information

Supplemental Requests include \$226,000 for computer hardware equipment replacement throughout the City.

You Might Find This Interesting:

The City of West Des Moines Information Technology Services department has grown from a staff of 3 employees in the year 2000 to 18 employees in 2020, a 500% increase.



Financial Summary

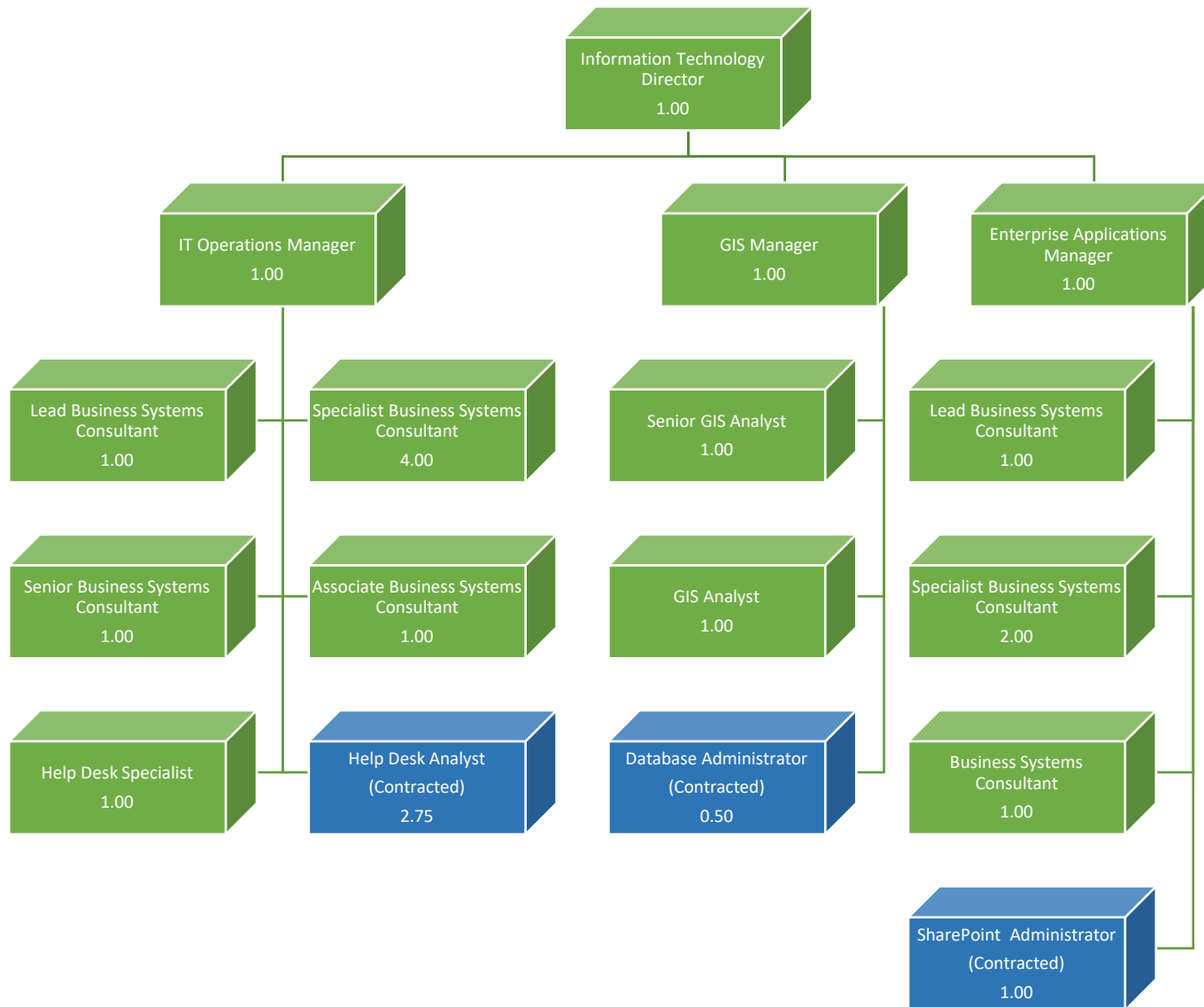
	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 21-22 OVER FY 2020-21	% INC (DEC)
Expenditures by Object						
Personal Services						
Full-time Employees	\$1,199,071	\$1,214,830	\$1,863,450	\$1,918,300	\$54,850	2.94%
Part-time Employees						
Contract Help	180,056	550,955	550,450	575,000	24,550	4.46%
Overtime	2,052	13,415	5,000			
Health, Dental, Life Insurance	163,538	157,207	302,980	300,922	(2,058)	(0.68%)
Retirement Contributions	214,033	214,253	342,180	351,550	9,370	2.74%
Other Pay	11,497	10,910	15,700	15,900	200	1.27%
Total Personal Services	\$1,770,247	\$2,161,570	\$3,079,760	\$3,166,672	\$86,912	2.82%
Supplies & Services						
Operating & Maintenance	\$11,973	\$20,804	\$15,550	17,850	2,300	14.79%
Staff Development	29,333	17,208	66,000	71,000	5,000	7.58%
Utilities	35,693	31,552	39,800	30,000	(9,800)	(24.62%)
Contractual Obligations	1,076,856	1,248,861	1,254,328	1,450,570	196,242	15.65%
Total Supplies & Services	\$1,153,855	\$1,318,425	\$1,375,678	\$1,569,420	\$193,742	14.08%
Capital Outlay						
Replacement Charges						
Computer Hardware & Software	228,201	625,652	267,000	226,000	(41,000)	(15.36%)
Vehicles						
Miscellaneous Equipment	2,281	73,032	223,995		(223,995)	(100.00%)
Total Capital Outlay	\$230,482	\$698,684	\$490,995	\$226,000	\$98,059	1.98%
Lease/Purchase Payments						
Total Expenditures	\$3,154,584	\$4,178,679	\$4,946,433	\$4,962,092	\$15,659	0.32%



Personnel Summary

	BUDGET FY 2018-19	BUDGET FY 2019-20	BUDGET FY 2020-21	BUDGET FY 2021-22	CHANGE FROM FY 2020-21
Full-time Employees					
Information Technology Director	1.00	1.00	1.00	1.00	0.00
Enterprise Applications Manager	1.00	1.00	1.00	1.00	0.00
GIS Manager	1.00	1.00	1.00	1.00	0.00
IT Operations Manager	1.00	1.00	1.00	1.00	0.00
Lead Business Systems Consultant	0.00	2.00	2.00	2.00	0.00
Specialist Business Systems Consultant	0.00	6.00	6.00	6.00	0.00
Senior Business Systems Consultant	0.00	1.00	1.00	1.00	0.00
Business Systems Consultant	0.00	1.00	1.00	1.00	0.00
Associate Business Systems Consultant	0.00	1.00	1.00	1.00	0.00
Senior GIS Analyst	0.00	1.00	1.00	1.00	0.00
GIS Analyst	1.00	1.00	1.00	1.00	0.00
Help Desk Specialist	1.00	1.00	1.00	1.00	0.00
IT Specialist - Desktop Management	1.00	0.00	0.00	0.00	0.00
IT Specialist - Public Safety	2.00	0.00	0.00	0.00	0.00
IT Specialist - Public Safety Desktop & Mobile Devices	1.00	0.00	0.00	0.00	0.00
IT Specialist - Server Management	1.00	0.00	0.00	0.00	0.00
IT Specialist - Applications	1.00	0.00	0.00	0.00	0.00
Enterprise Applications Analyst	1.00	0.00	0.00	0.00	0.00
Total Full-time Employees	13.00	18.00	18.00	18.00	0.00
Total Authorized Personnel	13.00	18.00	18.00	18.00	0.00





Mission Statement**Embracing Our Differences Makes Us Stronger**

"The Human Resources Team, with respect, concern and an advocate of fair and equitable treatment, is committed to providing the highest quality service to the applicants, employees and managers we serve, by developing and implementing policies, programs and services to attract, retain and motivate a highly qualified, diverse and competent work force."

Overview of Services

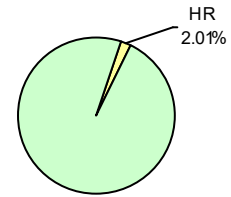
Human Resources provides a wide range of services to promote the City departments' work-force and work environment. These services include:

- Recruiting, selecting, testing and hiring the City's workforce;
- Implementing the city's compensation and benefit systems (which includes position descriptions, job evaluation structure, performance management systems, salary/benefit surveys, benefit enrollment, award programs, etc.);
- Implementing the City's Safety and Wellness Programs, including the management of workers' compensation;
- Oversight of employee/labor relations (which includes support of equal opportunity initiatives, union negotiations, appeals process, development of Human Resources policies and procedures, etc.);
- Planning and directing City-wide training and development programs.

BUDGET INFORMATION

FY 2021-22 Revenue	\$0
FY 2021-22 Expenses	\$1,523,245
FY 2020-21 Expenses	\$1,376,021
% Change - Expenses	10.70%
FY 2021-22 FTE	7.50
Change From FY 2020-21	1.00

% OF GENERAL FUND BUDGET



Goals and Objectives

The City of West Des Moines Human Resources Team is committed to:

- Valuing and supporting the visible and invisible qualities that make a person who they are, and encouraging individuals to be their authentic self
- Encouraging, recognizing, supporting and celebrating the diverse voices of our employees and applicants
- Continuing to educate ourselves and those around us on diversity, equity and inclusion topics in order to be allies and advocates for marginalized employees and applicants
- Acknowledging and addressing any inequities within our policies, systems, programs and/or services, and to enhancing opportunities for marginalized individuals

Performance Measures

	2018	2019	2020
Municipal Equality Index score	93	95	99

Accomplishments

- Second phase implementation of Kronos-Workforce Ready HRIS system
- Increase in Municipal Equality Index from 95 to 99 out of 100
- Successful implementation of the Families First Coronavirus Response Act (FFCRA)
- Development of a City Intranet site for employees
- Sourced and rolled out “Responder Health” a specialized mental health program for all public safety personnel
- Became a “Make it OK” worksite providing resources to employees to better understand and reduce the stigma around mental illness
- Development of HR’s Diversity, Equity and Inclusion (DEI) Strategic Plan



Future Opportunities

- New Kronos human resources/payroll software

Upcoming Challenges

- Future personnel needs of departments
- Recruitment during the COVID-19 pandemic

Significant Information

The Human Resources department has been allocated dollars for the following items:

- The addition of one Senior Human Resources Generalist to meet the ever increasing demand of recruitment and hiring employees, which will significantly increase with the opening of the Mid-American Energy RecPlex
- \$10,000 for the Diversity, Equity and Inclusion evaluation of internal staff to the community

You Might Find This Interesting:

The City of West Des Moines Human Resources department had 69 recruitment processes resulting in hiring of just over 220 new employees in 2019, plus there were 15 internal promotions.

Financial Summary

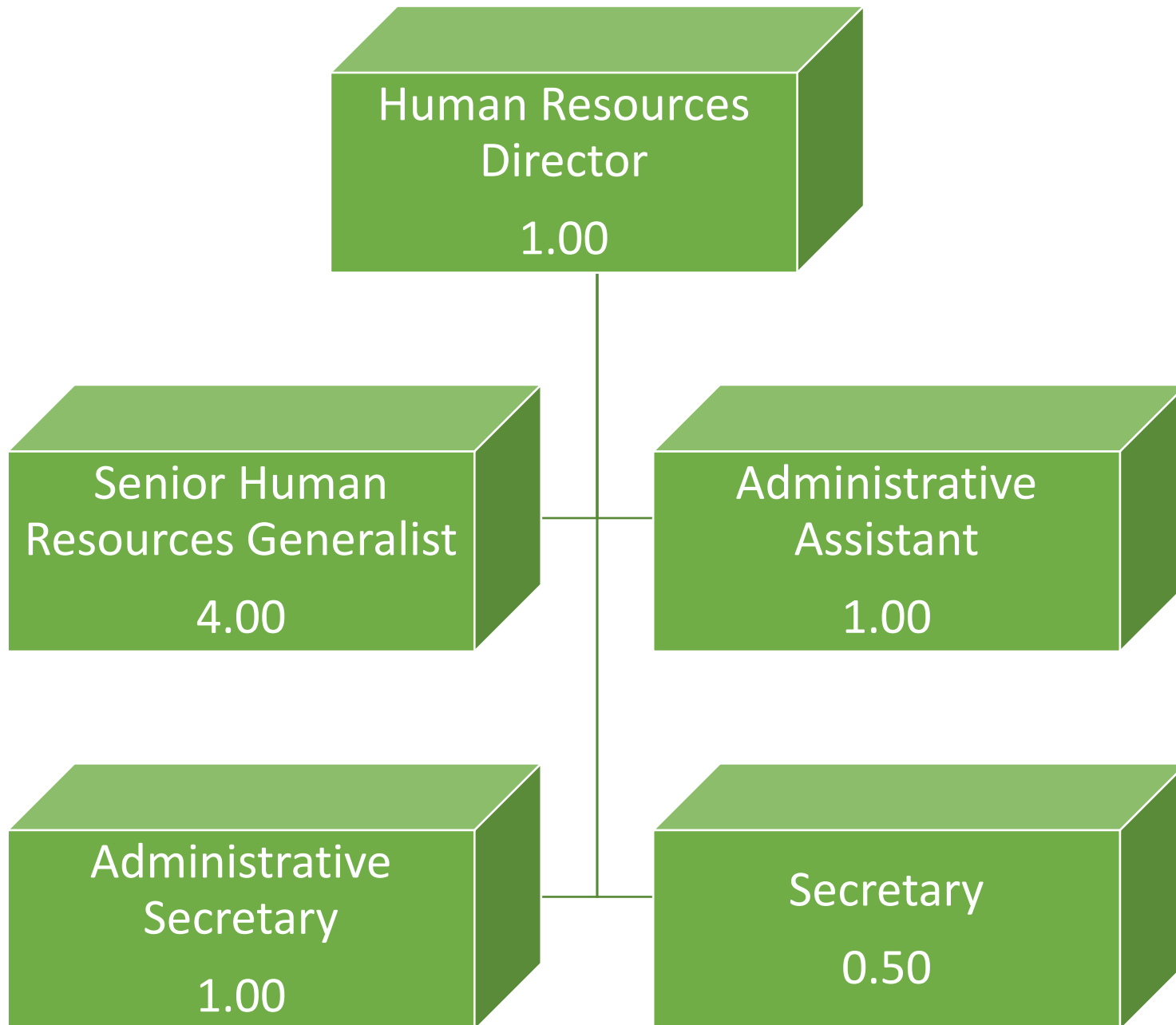
	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
Expenditures by Object						
Personal Services						
Full-time Employees	\$513,871	\$516,317	\$573,000	\$673,000	\$100,000	17.45%
Part-time Employees	29,899	28,100	38,000	35,000	(3,000)	(7.89%)
Contract Help						
Overtime			2,500	1,000	(1,500)	(60.00%)
Health, Dental, Life Insurance	78,338	76,169	94,017	119,547	25,530	27.15%
Retirement Contributions	90,933	94,306	110,545	125,034	14,489	13.11%
Other Pay	2,420	2,790	2,890	2,890		
Total Personal Services	\$715,461	\$717,682	\$820,952	\$956,471	\$135,519	16.51%
Supplies & Services						
Operating & Maintenance	\$70,678	\$84,549	\$154,700	\$154,450	(250)	(0.16%)
Staff Development	103,443	79,054	174,800	184,800	10,000	5.72%
Utilities	150		250	400	150	60.00%
Contractual Obligations	275,422	449,944	221,819	225,624	3,805	1.72%
Total Supplies & Services	\$449,693	\$613,547	\$551,569	\$565,274	\$13,705	2.48%
Capital Outlay						
Replacement Charges						
Computer Hardware & Software	194,044	20,475				
Vehicles						
Miscellaneous Equipment			3,500	1,500	(2,000)	(57.14%)
Total Capital Outlay	\$194,044	\$20,475	\$3,500	\$1,500	(\$2,000)	(57.14%)
Lease/Purchase Payments						
Total Expenditures	\$1,359,198	\$1,351,704	\$1,376,021	\$1,523,245	\$147,224	10.70%



Personnel Summary

	BUDGET FY 2018-19	BUDGET FY 2019-20	BUDGET FY 2020-21	BUDGET FY 2021-22	CHANGE FROM FY 2020-21
Full-time Employees					
Human Resources Director	1.00	1.00	1.00	1.00	0.00
Senior Human Resources Generalist	3.00	3.00	3.00	4.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	0.00
Administrative Secretary	1.00	1.00	1.00	1.00	0.00
Total Full-time Employees	6.00	6.00	6.00	7.00	1.00
Part-time Employees					
Secretary	0.50	0.50	0.50	0.50	0.00
Total Part-time Employees	0.50	0.50	0.50	0.50	0.00
Total Authorized Personnel	6.50	6.50	6.50	7.50	1.00





Mission Statement

"The mission of the Legal Department is to provide quality legal services to the City of West Des Moines."

Overview of Services

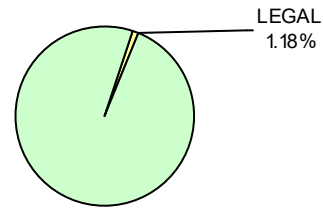
The Legal Department is responsible for all aspects of legal services to the Mayor, City Council, administrative staff, and appointed boards and commissions. Services include:

- Providing representation to the City Council, boards, commissions and staff;
- Providing legal support in the day to day operation of the City;
- Drafting and/or reviewing legal documents, ordinances and resolutions;
- Providing formal opinions on legal issues;
- Providing representation to the City in administrative proceedings and both criminal and civil judicial proceedings;
- Coordinating the use of outside legal services when required.

BUDGET INFORMATION

FY 2021-22 Revenue	\$0
FY 2021-22 Expenses	\$897,239
FY 2020-21 Expenses	\$882,211
% Change - Expenses	1.70%
FY 2021-22 FTE	5.00
Change From FY 2020-21	0.00

% OF GENERAL FUND BUDGET



Goals and Objectives

The primary budget objective of the Legal Department for the FY 2021-22 fiscal year continues to be the provision of legal services to the City without increasing staff while minimizing expenditures from the use of outside counsel. Although the expenditures for outside legal services in the Performance Measures below have shows a downward trend over the last several years, an increase in development activity related to City-initiated incentive programs, Microsoft Projects and the related 28E agreements, and the use of outside counsel in order to avoid actual or perceived conflicts resulted in and increase in expenditures for outside legal services in some categories.

Performance Measures

Outside Legal Fees	2015-16	2016-17	2017-18	2018-19	2019-20
City General	\$11,965	\$156,380	\$4,918	\$794	\$4,655
Litigation	102,563	21,043	91	7,130	10,000
Negotiation	13,721	22,257	22,412	3,566	2,732
Employment Matters	-	-	78,956	24,057	41,846

Legal Matters	2016	2017	2018	2019	2020
Alcohol Violations	24	17	17	9	5
Condemnations	11	31	7	9	2
Lawsuits	18	17	29	11	8
Ordinance	58	76	58	TBD	TBD
Property Acquisitions	72	62	29	81	35
Prosecutions	NA	307	171	181	226



Accomplishments

- Reconfiguration and re-establishment of Administrative Policies in a single city-wide repository
- Resolution of ownership and disposition of numerous parcels adjacent to Highway 5/Veterans Parkway/Army Post Road
- Negotiation of agreement for dedication of Jamie Hurd Amphitheater
- Support in reconfiguration and redevelopment of the Val-Gate area
- Collection of outstanding debts/judgments for civil infractions

Future Opportunities

- Implementing structured case management system to ensure case and document continuity

Upcoming Challenges

- Addressing increasing case load with the current staffing level
- Adapting to changes in technology in support of other departments that create additional process, duties/responsibilities including learning different environments/processes for each department; supporting external filing systems

Significant Information

The Legal Department FY 2021-22 budget includes \$80,000 for contracted legal services related to employment matters.

You Might Find This Interesting:
The City of West Des Moines Legal Department was established in 1998 and 80% of the staff is female.

Financial Summary

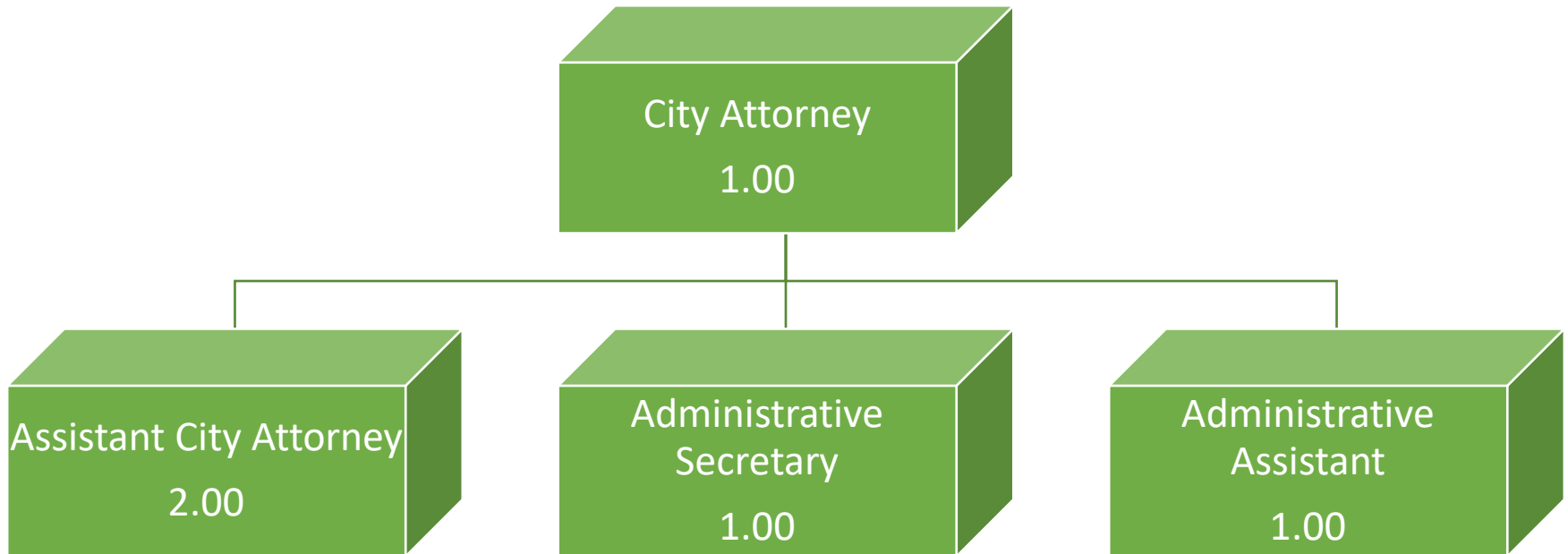
	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
Expenditures by Object						
Personal Services						
Full-time Employees	\$453,662	\$513,655	\$535,000	\$546,500	\$11,500	2.15%
Part-time Employees						
Contract Help						
Overtime			500	750	250	50.00%
Health, Dental, Life Insurance	53,337	57,159	62,710	65,698	2,988	4.76%
Retirement Contributions	76,515	87,713	95,025	94,725	(300)	(0.32%)
Other Pay	7,968	2,532	2,824	3,090	266	9.42%
Total Personal Services	\$591,482	\$661,059	\$696,059	\$710,763	\$14,704	2.11%
Supplies & Services						
Operating & Maintenance	\$3,809	\$4,365	\$5,600	\$5,600		
Staff Development	9,756	8,985	14,795	15,121	326	2.20%
Utilities	31		35	35		
Contractual Obligations	37,431	59,750	165,722	165,720	(2)	0.00%
Total Supplies & Services	\$51,027	\$73,099	\$186,152	\$186,476	\$324	0.17%
Capital Outlay						
Replacement Charges						
Computer Hardware & Software						
Vehicles						
Miscellaneous Equipment		6,574				
Total Capital Outlay		\$6,574				
Lease/Purchase Payments						
Total Expenditures	\$642,509	\$740,732	\$882,211	\$897,239	\$15,028	1.70%



Personnel Summary

	BUDGET FY 2018-19	BUDGET FY 2019-20	BUDGET FY 2020-21	BUDGET FY 2021-22	CHANGE FROM FY 2020-21
Full-time Employees					
City Attorney	1.00	1.00	1.00	1.00	0.00
Assistant City Attorney	2.00	2.00	2.00	2.00	0.00
Administrative Secretary	1.00	1.00	1.00	1.00	0.00
Administrative Assistant	1.00	1.00	1.00	1.00	0.00
Total Full-time Employees	5.00	5.00	5.00	5.00	0.00
Total Authorized Personnel	5.00	5.00	5.00	5.00	0.00





Mission Statement

"The Finance Department strives to be exceptional stewards of community resources and is working to achieve that by initiating and adapting new revenue sources, leveraging technology, advocating for responsible tax laws and regulation and working to maintain a steady property tax rate."

Overview of Services

The Finance Department provides both internal and external services for the City through four divisions: Administration, Accounting, Budget, and Payroll. Services include:

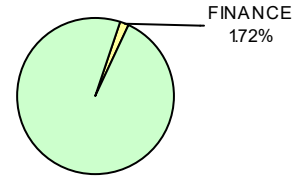
- Accounting for City revenues, expenditures, assets and liabilities;
- Processing bi-weekly employee payroll and completing all related payroll reporting;
- Preparing and administering the annual operating and capital budgets and annual financial reporting;
- Maintaining and securing the City's investment portfolio;
- Assuring timely payment of the City's bills, claims, and debt liabilities;
- Maintaining and providing copies of all financial documents;
- Developing and implementing financial policies and programs consistent with legal requirements;
- Coordinating bond sales and other debt issuances;
- Administering and oversight of grant funds;
- Maintaining, analyzing, and evaluating the City's risk management programs.



BUDGET INFORMATION

FY 2021-22 Revenue	\$2,009,366
FY 2021-22 Expenses	\$1,309,773
FY 2020-21 Expenses	\$1,280,771
% Change - Expenses	2.26%
FY 2021-22 FTE	8.75
Change From FY 2020-21	0.00

% OF GENERAL FUND BUDGET



Goals and Objectives

The Finance Department is tasked with maintaining the top bond rating from Standard and Poor’s and Moody’s as well as achieving excellence in budget preparation and financial reporting as acknowledged by the Government Finance Officers Association (GFOA).

Performance Measures

West Des Moines is Financially Strong & Solvent						
	May 2018	Nov 2018	May 2019	July 2019	July 2020	Nov 2020
Ratings Agency	Moody’s	Moody’s	S & P	S & P	Moody’s	Moody’s
Bond Rating	Aaa	Aaa	AAA	AAA	Aaa	Aaa

Accomplishments

- Received Aaa bond rating from Moody’s in July of 2020 and November of 2020
- Awarded Certificate of Achievement for Excellence in Financial Reporting from GFOA for the year ended June 30, 2019 Comprehensive Annual Financial Report
- Received a Distinguished Budget Presentation Award from GFOA for the fiscal year beginning July 1, 2020
- Implemented Kronos Payroll system in August of 2020
- Successfully transitioned to new auditors for FY 2019-20 annual audit
- Launched WDM Open Finance, a financial citizen transparency website
- Transitioned to having staff work remotely during COVID-19 pandemic

Future Opportunities

- Kronos payroll system
- Leveraging new accounting position to be added in Spring of 2021
- Grant module for the financial system



Upcoming Challenges

- Legislative changes made at the State level that affect the City's ability to generate revenue
- Increase in demand from internal and external customers

Significant Information

The Finance Department has been allocated funding for

You Might Find This Interesting:

Since January 1, 2001 the City of West Des Moines taxable valuation has increased 150.03%

January 1, 2001 = \$2,565,437,738

January 1, 2020 = \$6,414,435,455



Financial Summary

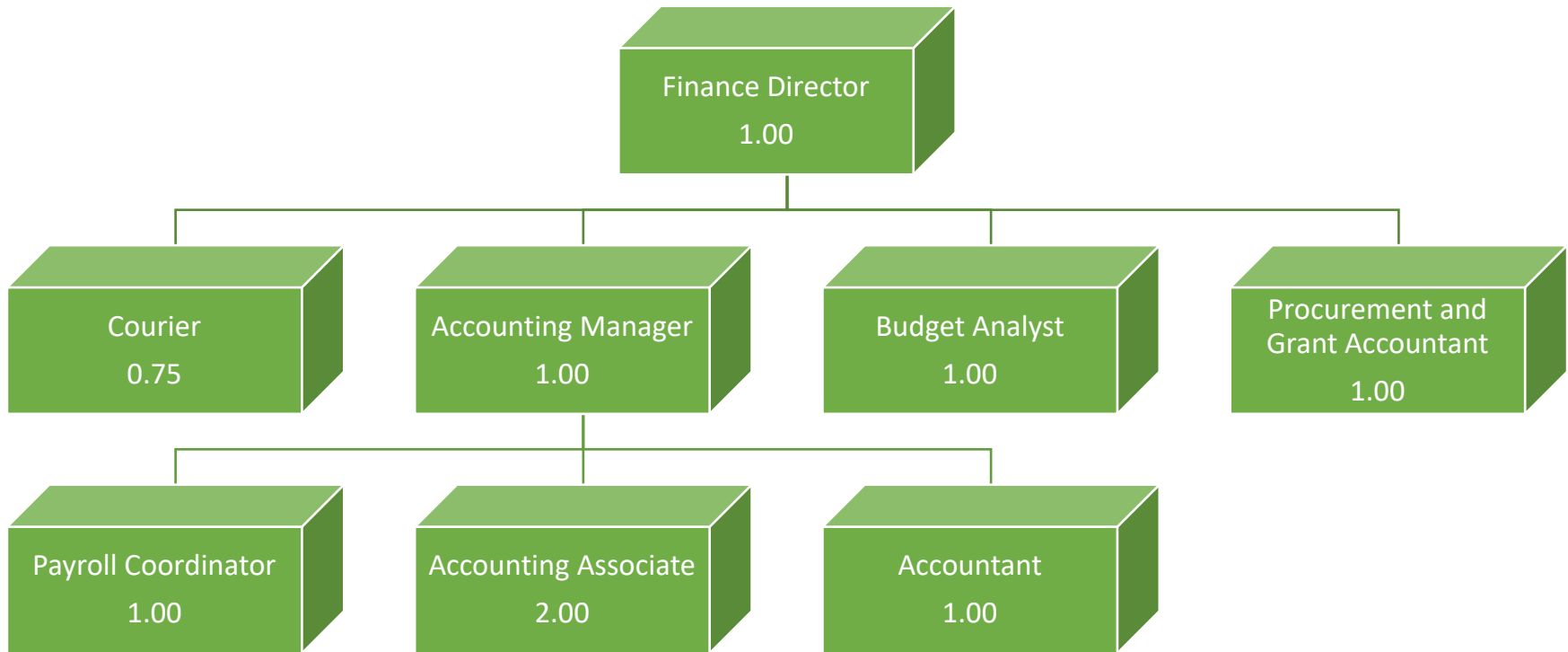
	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
Expenditures by Object						
Personal Services						
Full-time Employees	\$618,222	\$580,883	\$630,605	\$652,300	\$21,695	3.44%
Part-time Employees	22,096	21,442	38,000	38,000		
Contract Help	18,010	11,023	12,000	12,000		
Overtime	6,710	9,202	20,000	14,000	(6,000)	(30.00%)
Health, Dental, Life Insurance	82,351	71,391	92,401	106,315	13,914	15.06%
Retirement Contributions	112,970	105,459	124,325	123,252	(1,073)	(0.86%)
Other Pay	4,330	4,562	4,877	5,560	683	14.00%
Total Personal Services	\$864,689	\$803,962	\$922,208	\$951,427	\$951,427	3.17%
Supplies & Services						
Operating & Maintenance	\$39,821	\$34,130	\$54,375	\$53,350	(\$1,025)	(1.89%)
Staff Development	9,146	4,083	16,725	17,225	500	2.99%
Utilities						
Contractual Obligations	223,278	274,399	282,606	282,756	150	0.05%
Total Supplies & Services	272,2453	\$312,612	\$353,706	\$353,331	(\$375)	(0.11%)
Capital Outlay						
Replacement Charges	\$2,617		\$2,857	\$3,015	\$158	5.53%
Computer Hardware & Software	4,021	46,042				
Vehicles						
Miscellaneous Equipment		557	2,000	2,000		
Total Capital Outlay	\$6,638	\$46,599	\$4,857	\$5,015	\$158	3.25%
Lease/Purchase Payments						
Total Expenditures	\$1,143,572	\$1,163,173	\$1,280,771	\$1,309,773	\$29,002	2.26%



Personnel Summary

	BUDGET FY 2018-19	BUDGET FY 2019-20	BUDGET FY 2020-21	BUDGET FY 2021-22	CHANGE FROM FY 2020-21
Full-time Employees					
Finance Director	1.00	1.00	1.00	1.00	0.00
Accounting Manager	1.00	1.00	1.00	1.00	0.00
Budget Analyst	1.00	1.00	1.00	1.00	0.00
Accountant	1.00	1.00	1.00	1.00	0.00
Accounting Associate	2.00	2.00	2.00	2.00	0.00
Administrative Secretary	1.00	0.00	0.00	0.00	0.00
Payroll Coordinator	1.00	1.00	1.00	1.00	0.00
Procurement and Grant Accountant	0.00	0.00	1.00	1.00	0.00
Secretary	0.66	0.00	0.00	0.00	0.00
Total Full-time Employees	8.66	7.00	8.00	8.00	0.00
Part-time Employees					
Courier	0.75	0.75	0.75	0.75	0.00
Total Part-time Employees	0.75	0.75	0.75	0.75	0.00
Total Authorized Personnel	9.41	7.75	8.75	8.75	0.00





Mission Statement

“The mission of the City Manager’s Office is to provide quality support and assistance to the Mayor and City Council, other city departments, and citizens of West Des Moines.”

Overview of Services

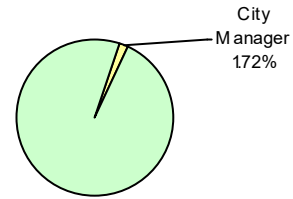
It is the responsibility of the **City Manager's Office** to provide the overall direction for the City organization in accordance with policies established by the City Council. Other responsibilities are:

- Assure that the City operations are conducted economically, efficiently, and effectively;
- Address Council and citizens' concerns;
- Develops recommendations to the City Council for changes in programs, operations, and policies;
- Presents, reviews, and monitors the annual operating budget for the City;
- Staff a number of City boards and commissions ranging from external public advisory bodies to internal employee committees;
- Represent the City as a member of the union contract negotiating team;
- Work with the City Council on community development issues and with metro area entities and agencies on joint concerns.

BUDGET INFORMATION

FY 2021-22 Revenue	\$12,000
FY 2021-22 Expenses	\$1,304,858
FY 2020-21 Expenses	\$1,316,018
% Change - Expenses	(0.85%)
FY 2021-22 FTE	5.00
Change From FY 2020-21	0.00

% OF GENERAL FUND BUDGET



Goals and Objectives

- Implement ongoing methods for public outreach/engagement/communications, including a welcoming, livable environment for all persons, incorporating technology access and address cultural/language barriers within this plan
- Improved council and staff communications, including an understanding of human/technical/financial resource needs to deliver effective services as the City continues to grow and expand

Performance Measures

2020 Community Survey	
Category of Service	2020 results
Overall quality of life in the City	92% satisfaction
Overall feeling of safety in the City	93% satisfaction
Overall image of the City	90% satisfaction
Overall quality of services provided by the City	90% satisfaction

Accomplishments

- Completion of the 2020 Citizen Survey
- Web site update and redesign to be released in early 2021
- Secured contract for language access phone line support for city employees to better communicate and assist the community
- Supported and assisted in the first annual Martin Luther King Jr. Day Celebration with the Human Rights Commission
- Instrumental in the development and coordination of a new Emergency Medical Services staff schedule, the new schedule required close coordination with UnityPoint Health to sustain the current public/private partnership
- Taken a primary role in the marketing and administrative duties related to the Open Access Conduit Network project, also has been instrumental in the design of the system and the outreach associated with it



- Raised \$14 million in Secured grants, private donations and partnerships to fund the construction of the MidAmerican Energy Company RecPlex, a city facility built on public private partnerships housing ice rinks, indoor/outdoor turf and hard courts to support multiple sporting opportunities

Future Opportunities

- The addition of a Diversity, Equity, and Inclusion director

Upcoming Challenges

- The COVID-19 pandemic has impacted the economy and our community greatly. We will have to be vigilant with our City's budget and priorities more so now than ever.
- Hotel/Motel tax revenue due to the pandemic

Significant Information

The City Manager fiscal year 2021-22 budget includes \$60,000 of funding for support work related to the WDM 2036 plan, WestLAB, and other associated projects.

You Might Find This Interesting:

There were approximately 35,200 copies of the West Des Moines Magazine Winter/Spring issues printed and sent to residents of West Des Moines.



Financial Summary

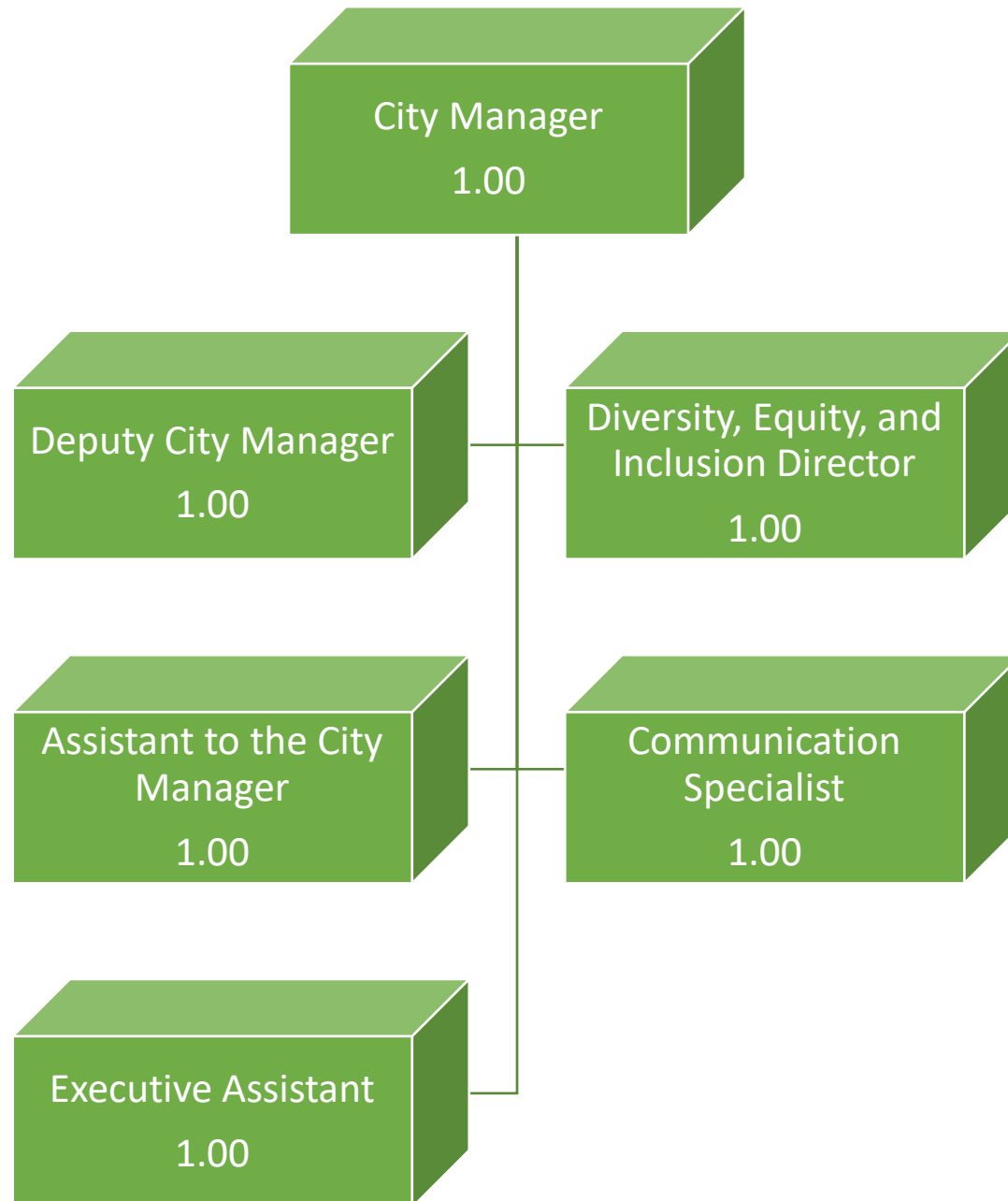
	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
Expenditures by Object						
Personal Services						
Full-time Employees	\$584,717	\$617,879	\$637,040	\$652,755	\$15,715	2.47%
Part-time Employees	1,726	1,492	5,000	5,000		
Contract Help						
Overtime	93	45	1,500	1,500		
Health, Dental, Life Insurance	62,250	55,941	61,488	64,330	2,842	4.62%
Retirement Contributions	127,719	127,821	140,065	143,793	3,728	2.66%
Other Pay	8,430	8,714	9,610	10,510	900	9.37%
Total Personal Services	\$784,935	\$812,302	\$854,703	\$877,888	\$23,185	2.71%
Supplies & Services						
Operating & Maintenance	\$21,586	\$27,624	\$17,800	\$27,600	\$9,800	55.06%
Staff Development	46,170	87,633	84,933	80,458	(4,475)	(5.27%)
Utilities	9		50		(50)	(100.00%)
Contractual Obligations	328,449	271,584	358,032	318,912	(39,120)	(10.93%)
Total Supplies & Services	\$396,214	\$386,841	\$460,815	\$426,970	(\$33,845)	(7.34%)
Capital Outlay						
Replacement Charges						
Computer Hardware & Software						
Vehicles						
Miscellaneous Equipment		1,981	500		(500)	(100.00%)
Total Capital Outlay		\$1,981	\$500			
Lease/Purchase Payments						
Total Expenditures	\$1,181,149	\$1,201,124	\$1,316,018	\$1,304,858	(\$11,160)	(0.85%)



Personnel Summary

	BUDGET FY 2018-19	BUDGET FY 2019-20	BUDGET FY 2020-21	BUDGET FY 2021-22	CHANGE FROM FY 2020-21
Full-time Employees					
City Manager	1.00	1.00	1.00	1.00	0.00
Deputy City Manager	1.00	1.00	1.00	1.00	0.00
Assistant to the City Manager	1.00	1.00	1.00	1.00	0.00
Communication Specialist	1.00	1.00	1.00	1.00	0.00
Executive Assistant	1.00	1.00	1.00	1.00	0.00
Total Full-time Employees	5.00	5.00	5.00	5.00	0.00
Total Authorized Personnel	5.00	5.00	5.00	5.00	0.00





Mission Statement

"West Des Moines Human Rights Commission influences and advocates for community and government systems to ensure and inclusive, equitable and thriving community."

Overview of Services

A **Human Rights Commission** was established in December of 1998 to promote education against discriminatory actions in the areas of employment, housing, public accommodations or services, education, and credit. The Human Rights Commission consists of seven members who are appointed by the Mayor with the approval of the City Council, typically for a three year term of appointment. The members of the commission serve without salary, wages, or other compensation. The commission was created to foster use of its programs and procedures to proclaim a public policy of non-discrimination by:

- Securing freedom from discriminatory practices;
- Protecting individual dignity;
- Preserving the public safety, health, and general welfare;
- Promoting the interests, rights, and privileges of individual citizens within the City of West Des Moines.

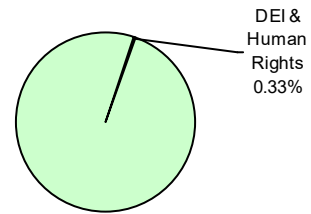
It is the responsibility of the **Diversity, Equity & Inclusion** division to:

- Maintain the City's firm commitment to fostering a harmonious, inclusive working environment and community, in addition to maintaining all individuals' rights to non-discrimination;
- Conduct equity audits of existing city programs, policies and practices and collaborates/consults/partners with City departments to develop outcomes, metrics and goals that ensure accountability towards equitable service delivery;
- Provide expert technical guidance and leadership to department heads, management and elected officials on equity and social justice issues affecting City programs and practices based on data an analysis;
- Serves as a City liaison between the City and the Community;
- Maintains partnerships with a variety of external organizations and agencies to leverage best practices & alliances.

BUDGET INFORMATION

FY 2021-22 Revenue	\$0
FY 2021-22 Expenses	\$251,701
FY 2020-21 Budget	\$90,100
% Change - Expenses	179.36%
FY 2021-22 FTE	1.00
Change From FY 2020-21	0.00

% OF GENERAL FUND BUDGET



Human Rights Commissioners	Term Expires
Mindy Begenat, Chair	December 31, 2021
Chandlor Collins, Vice Chair	December 31, 2021
Shaimaa Aly	December 31, 2023
Milton Cole-Duvall	December 31, 2022
Lounette Dafney	December 31, 2023
Dr. Rich Salas	December 31, 2023
Heather Schott	December 31, 2021

Accomplishments

- Created a strategic plan
- Celebrated the 2nd annual WDM MLK Day
- Creation and presentation of the Dr. Martin Luther King Jr. West Des Moines Youth & Community Leadership Awards that supports the community through donations and sponsorships yearly

Significant Information

The Diversity, Equity, & Inclusion Director position was created in 2020 and the City is currently in the process of recruiting a candidate for this new position. It is anticipated that the new hire will start in late March to early April of 2021.



Financial Summary

	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 20-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
Expenditures by Object						
Personal Services						
Full-time Employees			\$51,677	\$155,000	\$103,323	199.94%
Part-time Employees						
Contract Help						
Overtime						
Health, Dental, Life Insurance			6,563	21,235	14,672	223.56%
Retirement Contributions			9,080	27,126	18,046	198.74%
Other Pay			280	840	56	200.00%
Total Personal Services			\$67,600	\$204,201	\$136,601	202.07%
Supplies & Services						
Operating & Maintenance	\$8,730	\$8,569	\$22,500	\$22,500		
Staff Development				25,000	25,000	100.00%
Utilities						
Contractual Obligations						
Total Supplies & Services	\$8,730	\$8,569	\$22,500	\$47,500	\$25,000	111.11%
Capital Outlay						
Replacement Charges						
Computer Hardware & Software						
Vehicles						
Miscellaneous Equipment						
Total Capital Outlay						
Lease/Purchase Payments						
Total Expenditures	\$8,730	\$8,569	\$90,100	\$251,701	\$161,601	179.36%



Personnel Summary

	BUDGET FY 2018-19	BUDGET FY 2019-20	BUDGET FY 2020-21	BUDGET FY 2021-22	CHANGE FROM FY 2020-21
Full-time Employees					
Diversity, Equity and Inclusion Director	0.00	0.00	1.00	1.00	0.00
Total Full-time Employees	0.00	0.00	1.00	1.00	0.00
Total Authorized Personnel	0.00	0.00	1.00	1.00	0.00



Mission Statement

"The mission of the City Clerk's Office is to provide quality support and assistance to the Mayor and City Council, other city departments, and citizens of West Des Moines."

Overview of Services

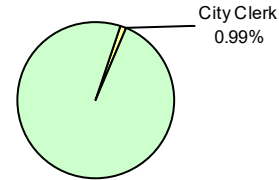
The role of the **City Clerk's Office** is to provide the City Council with efficient and effective administrative assistance, coordinating the legislative process to allow the City Council to meet and support the needs of the citizens of West Des Moines. Services include:

- Prepare city council meeting agendas and packets;
- Record city council minutes;
- Performs dissemination of council materials after each meeting;
- Prepare legal notices for publication;
- Serve as custodian of official records (resolutions, ordinances, agreements, etc.);
- Fulfill public records (Freedom of Information Act) requests;
- Process licenses and permits (alcohol, tobacco, special events, sound, food trucks, etc.);
- Serves as the liaison with the county election officials during municipal elections.

BUDGET INFORMATION

FY 2021-22 Revenue	\$135,000
FY 2021-22 Expenses	\$754,145
FY 2020-21 Expenses	\$760,601
% Change - Expenses	(0.85%)
FY 2021-22 FTE	3.00
Change From FY 2020-21	0.00

% OF GENERAL FUND BUDGET



Goals and Objectives

- Continue to provide valuable administrative support to all other City departments
- Fulfill all responsibilities in a timely fashion
- Ensure all legal requirements are met

Performance Measures

Permits Issued	2016-17	2017-18	2018-19	2019-20	Change
Alcohol permits	236	244	253	224	(29)
Tobacco permits	51	51	55	56	+1
Block Party permits	8	8	7	4	(3)
Sound permits	98	82	71	28	(43)
Special Event permits	45	37	31	21	(10)
Mobile Vendor permits	17	24	18	10	(8)
Multi-Vendor permits	4	3	4	3	(1)
Massage Therapy permits	NA	13	15	9	(6)

Accomplishments

- Hired Deputy City Clerk in March of 2020 and have established the roles and duties for each position within the new structure of the City Clerk’s Office
- Staff virtually attended Iowa Municipal Professionals Academy and the Iowa Municipal Professionals Institute

Future Opportunities

- Development of a records center for in SharePoint

Upcoming Challenges

- As the City continues to grow, the workload on the City Clerk’s Office is expected to increase (number of council items, number of agreements and other records, and number of licenses/permits)



Significant Information

The City Clerk’s budget includes the operations of the City Clerk’s Office, Municipal Elections, and the operations of City Hall. Municipal elections are scheduled for November of 2021.

You Might Find This Interesting:

During Fiscal Year 2019-20 the total time spent in City Council meetings, including workshops, was 26 hours and 16 minutes.



Financial Summary

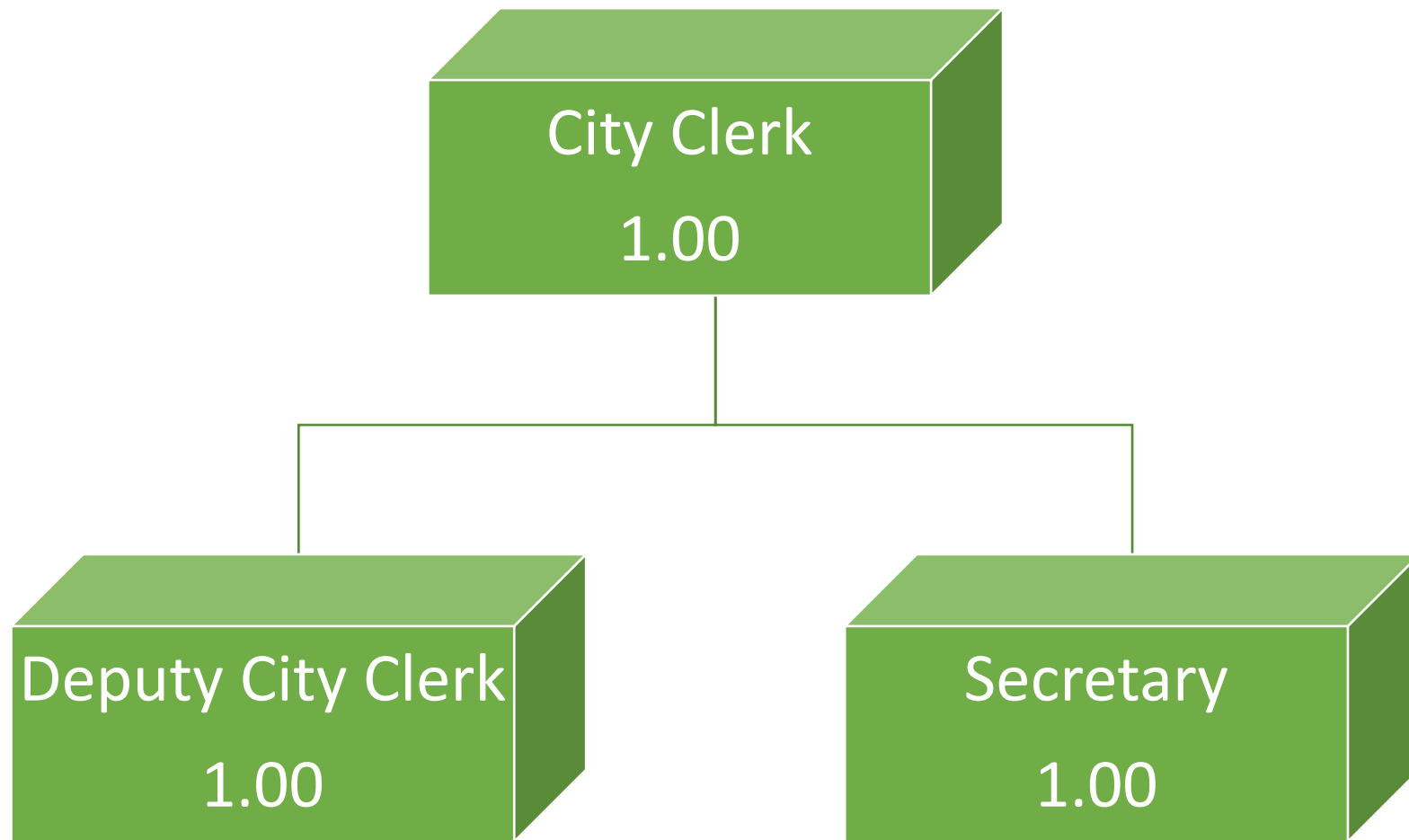
	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
Expenditures by Object						
Personal Services						
Full-time Employees	\$87,023	\$139,491	\$185,000	\$190,000	\$5,000	2.70%
Part-time Employees						
Contract Help						
Overtime	3,753	6,566	6,000	7,000	1,000	16.67%
Health, Dental, Life Insurance	20,013	31,776	46,875	50,072	3,197	6.82%
Retirement Contributions	15,284	24,810	34,060	35,122	1,062	3.12%
Other Pay	350	350	671	900	229	34.13%
Total Personal Services	\$126,423	\$202,993	\$272,606	\$283,094	\$10,488	3.85%
Supplies & Services						
Operating & Maintenance	\$242,042	\$203,912	\$241,600	\$243,560	\$1,960	0.81%
Staff Development	643	2,048	4,910	4,460	(450)	(9.16%)
Utilities	74,392	94,216	95,002	89,450	(5,552)	(5.84%)
Contractual Obligations	224,696	173,552	131,420	122,420	(9,000)	(6.85%)
Total Supplies & Services	\$541,773	\$473,728	\$472,932	\$459,890	(\$13,042)	(2.76%)
Capital Outlay						
Replacement Charges	\$7,107	\$13,393	\$10,063	\$6,161	(\$3,902)	(38.78%)
Computer Hardware & Software						
Vehicles						
Miscellaneous Equipment	1,240,802	33,255	5,000	5,000		
Total Capital Outlay	\$1,247,909	\$46,648	\$15,063	\$11,161	(\$3,902)	(25.90%)
Lease/Purchase Payments						
Total Expenditures	\$1,916,106	\$723,369	\$760,601	\$754,145	(\$6,456)	(0.85%)



Personnel Summary

	BUDGET FY 2018-19	BUDGET FY 2019-20	BUDGET FY 2020-21	BUDGET FY 2021-22	CHANGE FROM FY 2020-21
Full-time Employees					
City Clerk	1.00	1.00	1.00	1.00	0.00
Deputy City Clerk	0.00	1.00	1.00	1.00	0.00
Secretary	0.34	1.00	1.00	1.00	0.00
Total Full-time Employees	1.34	3.00	3.00	3.00	0.00
Total Authorized Personnel	1.34	3.00	3.00	3.00	0.00





Mission Statement

"The mission of the Mayor and Council is to provide policy, direction and guidance to city staff and the community at large."

Overview of Services

The Mayor and City Council are the legislative and policy-making body for the City of West Des Moines. The Mayor and two council members are elected at large, while the other three are elected by ward. As elected representatives of the citizens, the Mayor and City Council:

- Provide the policy direction and program guidance necessary to direct the community's economic, social, and physical development;
- Enacting ordinances;
- Setting property tax rates;
- Approving City service levels;
- Authorizing the budget;
- Participating in community economic development efforts.
- The Mayor, with approval of the Council, appoints members of policy-making boards and commissions of the City.

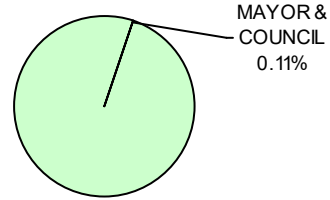
City Official	Name	Term Expires
Mayor	Steven K. Gaer	December 31, 2021
Council Member First Ward	Kevin L. Trevillyan	December 31, 2021
Council Member Second Ward	Greg Hudson	December 31, 2023
Council Member Third Ward	Russ Trimble	December 31, 2021
Council Member At Large	Renee Hardman	December 31, 2021
Council Member At Large	Matthew McKinney	December 31, 2023



BUDGET INFORMATION

FY 2021-22 Revenue	\$0
FY 2021-22 Expenses	\$84,629
FY 2020-21 Expenses	\$110,030
% Change - Expenses	(23.09%)
FY 2021-22 FTE	0.00
Change From FY 2020-21	0.00

% OF GENERAL FUND BUDGET



Goals and Objectives

- Maintain or lower the City tax levy rate
- Retain the highest bond rating from Moody's (Aaa) and Standard and Poor's (AAA)

Performance Measures

West Des Moines 10 Year Tax Rate History		
Fiscal Year	Tax Rate	Change
FY 2012-13	\$12.05	-
FY 2013-14	\$12.05	-
FY 2014-15	\$12.05	-
FY 2015-16	\$12.00	(\$0.05)
FY 2016-17	\$12.00	-
FY 2017-18	\$12.00	-
FY 2018-19	\$11.79	(\$0.21)
FY 2019-20	\$10.99	(\$0.80)
FY 2020-21	\$10.99	-
FY 2021-22	\$10.95	(\$0.04)

West Des Moines is Financially Strong & Solvent						
	May 2018	Nov 2018	May 2019	July 2019	July 2020	Nov 2020
Ratings Agency	Moody's	Moody's	S & P	S & P	Moody's	Moody's
Bond Rating	Aaa	Aaa	AAA	AAA	Aaa	Aaa



2020 Community Survey Results

Residents Have a Very Positive Perception of the City

- 92% are satisfied with the quality of life in the City; only 1% are dissatisfied
- 90% are satisfied with the overall quality of services provided by the City; only 1% are dissatisfied

Satisfaction with City Services is Much Higher in West Des Moines Than Other Communities

- The City rated 42% above the U.S. Average in overall quality of City services
- The City rated above the U.S. Average in all 51 areas that were compared

Significant Information

The FY 2021-2022 proposed budget for the council directive line item is \$10,000. Per City Code the Mayor's annual compensation is \$14,000, and members of the City Council annual compensation is \$9,000.

You Might Find This Interesting:
The first City Hall was constructed in 1905 at 137 5th Street for the cost of \$900.



Financial Summary

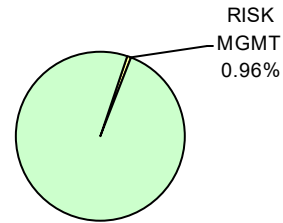
	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
Expenditures by Object						
Personal Services						
Full-time Employees						
Elected Officials	59,000	59,185	59,455	59,455		
Contract Help						
Overtime						
Health, Dental, Life Insurance						
Retirement Contributions	5,558	5,696	6,075	5,724	(351)	(5.78%)
Other Pay						
Total Personal Services	\$64,558	\$64,881	\$65,530	\$65,179	(\$351)	(0.54%)
Supplies & Services						
Operating & Maintenance	\$5,740	\$12,105	\$31,000	\$13,000	(\$18,000)	(58.06%)
Staff Development	2,634	451	13,500	6,450	(7,050)	(52.22%)
Utilities						
Contractual Obligations						
Total Supplies & Services	\$8,374	\$12,556	\$44,500	\$19,450	(\$25,050)	(56.29%)
Capital Outlay						
Replacement Charges						
Computer Hardware & Software						
Vehicles						
Miscellaneous Equipment						
Total Capital Outlay						
Lease/Purchase Payments						
Total Expenditures	\$72,932	\$77,437	\$110,030	\$84,629	(\$25,401)	(23.09%)



BUDGET INFORMATION

FY 2021-22 Revenue	\$730,390
FY 2021-22 Expenses	\$730,390
FY 2020-21 Expenses	\$725,390
% Change - Expenses	0.69%
FY 2021-22 FTE	0.00
Change From FY 2020-21	0.00

% OF GENERAL FUND BUDGET



Activity Description

Risk management seeks to protect the City against adverse impacts to its financial and tangible assets. Risks that the City cannot financially assume are transferred through the purchase of adequate property, liability, workman's compensation, and automobile insurance or similar coverage(s).

Significant Information

An increase is projected for insurance premiums in FY 2021-22 due to several factors. Premiums are expected to slight increase due to having a full year of coverage for several new facilities that recently opened, included the Jamie Hurd Amphitheater, Public Services facility, and the Raccoon River Park Boathouse; as well as the addition of new vehicles and equipment.



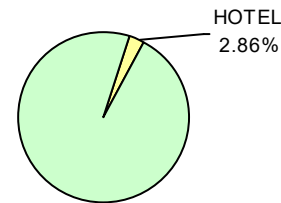
Financial Summary

	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
Expenditures by Object						
Personal Services						
Full-time Employees						
Part-time Employees						
Contract Help						
Overtime						
Health, Dental, Life Insurance						
Retirement Contributions						
Other Pay						
Total Personal Services						
Supplies & Services						
Operating & Maintenance	\$46,923	\$19,497	\$69,500	\$69,500		
Staff Development						
Utilities						
Contractual Obligations	418,476	559,746	655,890	660,890	5,000	0.76%
Total Supplies & Services	\$465,399	\$579,243	\$725,390	\$730,390		
Capital Outlay						
Replacement Charges						
Computer Hardware & Software						
Vehicles						
Miscellaneous Equipment						
Total Capital Outlay						
Lease/Purchase Payments						
Total Expenditures	\$465,399	\$579,243	\$725,390	\$730,390	\$5,000	0.69%



BUDGET INFORMATION

FY 2021-22 Revenue	\$2,982,019
FY 2021-22 Expenses	\$2,171,010
FY 2020-21 Expenses	\$1,835,100
% Change - Expenses	18.30%
FY 2021-22 FTE	0.00
Change From FY 2020-21	0.00

% OF GENERAL FUND BUDGET**Activity Description**

The goal of this activity is to enhance the physical and cultural ambiance of the City and metropolitan area by marketing the City and providing an appealing environment for visitors and the citizens of West Des Moines. This activity is financed entirely by 7% tax imposed on the gross receipts from the renting of hotel/motel rooms.

Significant Information

Due to the COVID-19 pandemic the City of West Des Moines has seen Hotel/Motel tax revenues decrease significantly. Hotels that had occupancy rates of around 75% now have occupancy rates close to 25%. The City of West Des Moines continues to fulfill the obligations of the Hotel/Motel revenue committed to outside organizations made prior to the pandemic and has reduced expenses for City uses of the funds. It is anticipated that it may be some time before Hotel/Motel tax revenue recovers to pre-pandemic levels, so outside organizations have been advised that they may not receive future funding at the same levels received in the past.

West Des Moines continues to be a metropolitan leader in the distribution of Hotel/Motel Tax Revenues. In FY 21-22, the City plans to distribute 2/7ths of hotel/motel tax collections to the Convention and Visitors Bureau, 2/7ths to BRAVO Greater Des Moines, and 2/7ths will be transferred to City programs, leaving 1/7th for distribution to West Des Moines and metropolitan based activities. Specific allocations will be made by the City Council in early 2020. City Council action designated discretionary fund revenues in excess of total funds revenue of \$2,550,000 are to be channeled towards a public arts program, up to \$120,000. \$1,063,200,000 will be transferred to the Debt Service fund for debt related to the MidAmerican Energy RecPlex. Other City uses of the Hotel/Motel tax revenue are economic development programs, sister cities programs, Human Rights Martin Luther King Jr. Day Celebration, the West Des Moines Magazine, and the 4th of July fireworks.

Historical Distribution of Hotel/Motel Tax Dollars per 28E Agreements					
	2015-16	2016-17	2017-18	2018-19	2019-20
BRAVO Greater Des Moines	\$1,033,317	\$1,111,498	\$1,100,830	\$1,184,934	\$960,898
Greater Des Moines Convention & Visitors Bureau	1,098,517	1,176,498	1,165,830	1,249,934	960,898
Iowa Events Center	65,000	65,000	65,000	65,000	-



Financial Summary

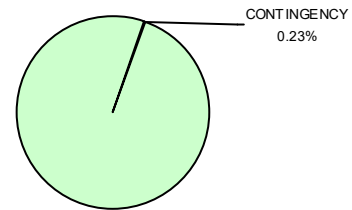
	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
Expenditures by Object						
Personal Services						
Full-time Employees						
Part-time Employees						
Contract Help						
Overtime						
Health, Dental, Life Insurance						
Retirement Contributions						
Other Pay						
Total Personal Services						
Supplies & Services						
Operating & Maintenance	\$34,410	\$25,000	\$28,950	\$30,000	\$1,050	3.63%
Staff Development						
Utilities						
Contractual Obligations	2,865,868	3,153,770	1,806,150	2,141,010	334,860	18.54%
Total Supplies & Services	\$2,900,278	\$3,178,770	\$1,835,100	\$2,171,010	\$335,910	18.30%
Capital Outlay						
Replacement Charges						
Computer Hardware & Software						
Vehicles						
Miscellaneous Equipment						
Total Capital Outlay						
Lease/Purchase Payments						
Total Expenditures	\$2,900,278	\$3,178,770	\$1,835,100	\$2,171,010	\$335,910	18.30%



BUDGET INFORMATION

FY 2020-21 Revenue	\$0
FY 2021-22 Expenses	\$178,000
FY 2020-21 Budget	\$178,000
% Change - Expenses	0.00%
FY 2021-22 FTE	0.00
Change From FY 2020-21	0.00

% OF GENERAL FUND BUDGET



Activity Description

The City Contingency is comprised of the following elements: funds designated by the City Council for unforeseen circumstances and special issues.

Through the careful use of Contingency funds the City Council is able to respond to needs and opportunities which were not foreseen at the time the budget was prepared. At the end of each fiscal year, the unused portion of the City Contingency reverts back to the General Fund balance.



Financial Summary

	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
Expenditures by Object						
Personal Services						
Full-time Employees						
Part-time Employees						
Contract Help						
Overtime						
Health, Dental, Life Insurance						
Retirement Contributions						
Other Pay						
Total Personal Services						
Supplies & Services						
Operating & Maintenance	(\$8,381)	\$7,993	\$178,000	\$178,000		
Staff Development						
Utilities						
Contractual Obligations						
Total Supplies & Services	(\$8,381)	\$7,993	\$178,000	\$178,000		
Capital Outlay						
Replacement Charges						
Computer Hardware & Software						
Vehicles						
Miscellaneous						
Total Capital Outlay						
Lease/Purchase Payments						
Total Expenditures	(\$8,381)	\$7,993	\$178,000	\$178,000		



New/Additional Employees for FY 2021-22

Department	New/Additional Position	Number of Positions	Reasoning Behind Proposal	Budgetary Impact
Public Services	Mechanic	1.00	Then new Public Services facility will allow more space for the equipment maintenance to be done in-house as opposed to contracting out to the more expensive private sector.	\$94,000
Human Resources	Senior Human Resources Generalist	1.00	To meet the increasing demand for recruitment of hiring employees, which will increase with the opening of RecPlex.	\$133,504
Library	Teen Services Assistant <i>(Starts No Earlier than 1/1/2022)</i>	0.50	To support the soon to be open dedicated space and increased programming for young adults/teens.	\$14,988
Totals		<u><u>2.50</u></u>		<u><u>\$242,492</u></u>



City of West Des Moines Personnel by Affinity Group and Department

POSITIONS STATED IN FULL-TIME EQUIVALENTS (FTE)	BUDGET FY 2018-19	BUDGET FY 2019-20	BUDGET FY 2020-21	BUDGET FY 2021-22	CHANGE FROM FY 2020-21
Authorized Personnel by Department					
Community Enrichment					
Human Services	13.75	13.75	10.00	10.00	0.00
Library	27.50	30.00	31.00	31.50	0.50
Parks & Recreation	17.00	19.00	24.00	24.00	0.00
Sub-total Community Enrichment	58.25	62.75	65.00	65.50	0.50
Public Safety					
Emergency Medical Services	52.95	66.45	66.45	66.45	0.00
Fire Department	72.50	79.50	80.50	80.50	0.00
Police Department	93.00	98.00	99.00	99.00	0.00
Westcom Dispatch	31.55	34.30	36.30	36.30	0.00
WestPet-Animal Control	4.00	4.00	4.00	4.00	0.00
Sub-total Public Safety	254.00	282.25	286.25	286.25	0.00
Public Services					
Community & Economic Development	5.00	5.00	5.00	5.00	0.00
Development Services	22.00	20.00	20.00	20.00	0.00
Engineering Services	19.00	20.00	21.00	22.00	1.00
Public Services	67.00	69.00	74.00	74.00	0.00
Sub-total Public Services	113.00	114.00	120.00	121.00	1.00
Support Services					
City Manager's Office	5.00	5.00	6.00	6.00	0.00
City Clerk	1.34	3.00	3.00	3.00	0.00
Finance	9.41	7.75	8.75	8.75	0.00
Human Resources	6.50	6.50	6.50	7.50	1.00
Information Technologies Services	13.00	18.00	18.00	18.00	0.00
Legal	5.00	5.00	5.00	5.00	0.00
Sub-total Support Services	40.25	45.25	47.25	47.25	0.00
Total Authorized Personnel	465.50	504.25	518.50	521.00	2.50
Authorized Personnel by Fund					
General Funds	416.80	452.30	457.11	459.51	2.40
Enterprise Funds	47.45	50.70	60.20	60.20	0.00
Special Revenue Funds	1.25	1.25	1.19	1.29	0.10
Total Authorized Personnel	465.50	504.25	518.50	521.00	2.50
Authorized Personnel by Bargaining Unit					
Non-Union	201.50	213.25	219.50	221.00	1.50
Union	264.00	291.00	299.00	300.00	1.00
Total Authorized Personnel	465.50	504.25	518.50	521.00	2.50



Description of the Local Option Sales and Services Tax Funds

The State of Iowa collects all sales tax and makes monthly remittances of Local Options Sales Tax to the City based on 95% of the State of Iowa estimate of monthly receipts. In November of each year, the State of Iowa performs a reconciliation of Local Option Sales Tax for the prior fiscal year and makes an adjusting payment to the City to reflect the actual sales tax receipts.

- A 1% local option sales and services tax has been in place for the Polk County portion of West Des Moines since July 1, 2019. The additional tax was approved by the voters of Polk County in March of 2019. 50% of the revenues from the 1% sales and services tax will be applied directly to city property tax reduction for all property tax payers in West Des Moines, the remaining 50% will be applied to legal uses authorized by the state of Iowa, including public safety expenditures, public infrastructure improvements for transportation and traffic flow as well as flood control projects, and quality of life projects, such as the Five Waters Project, and a major refurbishment of the Public Library
- A 1% local option sales and services tax has been in place for the Dallas County portion of West Des Moines since July 1, 2018. The additional tax was approved by the voters of Dallas County in November of 2017. 50% of the revenues from the 1% sales and services tax will be applied directly to city property tax reduction for all tax payers in West Des Moines, the remaining 50% will be applied to legal uses authorized by the State of Iowa, including construction of public parks, recreational facilities and trail; public infrastructure; and public safety expenditures.
- A 1% local option sales and services tax has been in place for Warren County since July 1, 2016, but since there are minimal retail establishments and very few residents in this portion of West Des Moines the revenue received has been minimal.

Financial Summary

Of the Local Option Sales Tax projected to be collected in FY 2021-22, \$11,559,036, 50% or \$5,779,518 will be transferred to the General Fund in order to reduce the property tax levy.

A portion of the projected remaining Local Option Sales Tax funds will be transferred to the General Fund and Municipal Fire and Police Retirement Fund for the Fall 2019 addition of 7 police officers and 5 fire fighters. \$2,000,000 of Local Option Sales Tax funds will also be transferred to the General Fund to maintain the property tax rate, due to the COVID-19 local options sales tax revenue is lower than projected. \$992,523 of Local Option Sales Tax funds will be transferred to the MidAmerican Energy Company RecPlex fund towards debt payments for construction of the facility.

All or a portion of the following community enrichment projects have been funded with Local Option Sales Tax Funds:

- Raccoon River Park Boathouse
- Jamie Hurd Amphitheater
- Library Interior Renovation
- Raccoon River Pedestrian Bridge (Design)



- Sugar Creek Greenway Trail
- MidAmerican Energy Company RecPlex

Estimated Ending Fund Balance

Absent any additional project spending, the projected ending Local Option Sales Tax fund balance is \$4,919,332 at June 30, 2022.



SPECIAL REVENUE FUNDS

LOSST FUNDS

	ACTUAL FY 2018-19	ACTUAL FY 2018-19	REVISED BUDGET FY 2019-20	BUDGET FY 2020-21	INC (DEC) FY 2020-21 OVER FY 2019-20	% INC (DEC)
REVENUES						
Operating Revenues						
Property Taxes						
TIF Revenues						
Other City Taxes	2,417,836	13,039,868	11,559,036	11,559,036		
Licenses and Permits						
Use of Money and Property	27,205	33,378				
Intergovernmental						
Charges for Services						
Special Assessments						
Miscellaneous						
Sub-total Operating Revenues	\$2,445,041	\$13,073,246	\$11,559,036	\$11,559,036		
Other Financing Sources						
Proceeds of Long Term Debt						
Transfers In						
Sub-total Other Financing Sources						
TOTAL REVENUES & OTHER SOURCES	\$2,445,041	\$13,073,246	\$11,559,036	\$11,559,036		
EXPENDITURES						
Operating Expenditures						
Personal Services						
Supplies and Services						
Universal Commodities						
Non-Recurring/Non-Capital						
Capital						
Sub-total Operating Expenditures						
Debt Service Expenditures						
Capital Improvement Expenditures						
Total Expenditures						
Transfers Out	\$1,303,658	\$10,004,211	\$12,389,186	\$10,019,972	(\$2,369,214)	(19.12%)
TOTAL EXPENDITURES/TRANSFERS OUT	\$1,303,658	\$10,004,211	\$12,389,186	\$10,019,972	(\$2,369,214)	(19.12%)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$1,141,383	\$3,069,035	(\$830,150)	\$1,539,064	\$2,369,214	n/a
BEGINNING FUND BALANCE		\$1,141,383	\$4,210,418	\$3,380,268	(\$830,150)	n/a
ENDING FUND BALANCE	\$1,141,383	\$4,210,418	\$3,380,268	\$4,919,332	\$1,539,064	n/a



SUMMARY OF TRANSFERS

To Fund	From Fund	Description	Amount
<u>Transfers In</u>			
		Total Transfers In	-
<u>Transfers Out</u>			
General	LOSST-Tax Reduction	Property Tax Reduction	\$5,779,518
General	LOSST - City Uses	Maintain Property Tax Reduction	2,000,000
General	LOSST - City Uses	Public Safety Hires Fall 2019 - Wages & Benefits	1,034,893
Municipal Fire & Police	LOSST - City Uses	Public Safety Hires Fall 2019 - Pension	213,038
MidAmerican Energy Company RecPlex	LOSST - City Uses	RecPlex 2021A Debt Payment	992,523
		Total Transfers Out	\$10,019,972
		NET TRANSFERS	(\$10,019,972)



Debt Service Fund

This fund is used to account for the accumulation of resources for, and the payment of, general obligation bonds. General obligation bonds are the most common type of bond issued by a city. They are often called "full faith and credit bonds" because the taxable valuation of all real property located in the city is pledged to pay them.

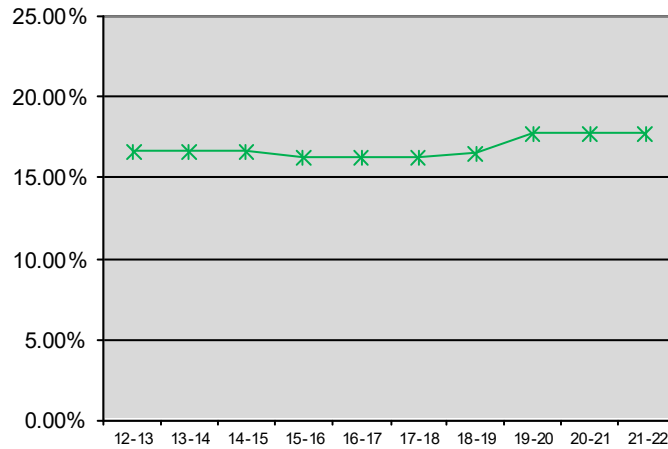
The advantage of general obligation bonds over other bonds is that the interest rate is usually lower than other types of bonds. The main disadvantage of general obligation bonds is that they are subject to debt limitation, while other types of bonds are not.

There are two types of general obligation bonds: essential corporate purpose and general corporate purpose. Bonds issued for a general corporate purpose require a public election with a 60 percent majority vote. Some examples of general corporate purpose bonds include bonds issued for swimming pools, libraries, city halls, fire stations, and police stations. Bonds issued for an essential corporate purpose need only the approval of a resolution by a majority of the total city council at an official meeting, following a published notice and hearing. Examples of essential corporate purpose bonds include bonds issued for street and bridge construction; refinancing of debt; park improvements; and flood control.

Financial Summary

In FY 2021-2022 the Debt Service levy rate is projected to be \$1.91 per \$1,000 of taxable valuation. This rate is 17.44% of the City's total property tax rate. This is a higher percentage as than FY 2018-2019. when the debt service rate was 16.54% of the total. This higher percentage means the City is able to dedicate less of the property tax levy to general operations. The higher percentage is due to the decrease of the overall tax levy from \$10.99 to \$10.95.

Debt Service Levy as a % of Total Levy



In FY 2021-2022, interest income is projected to be minimal, as interest rates remain steady. This projection is based on estimated cash reserves during the year and historical interest rates. Any interest earned will be used to increase the ending fund balance, which is projected to be \$550,382 at June 30, 2022. Currently, the Debt Service fund balance is approximately 1.73% of operating expenditures; ideally, the City would like to see this percentage be in the range of 7% to 10%. The Debt Service fund balance is reserved for future debt service requirements.



Financial Summary

	ACTUAL FY 2018-19	ACTUAL FY 2019-20	REVISED BUDGET FY 2020-21	BUDGET FY 2021-22	INC (DEC) FY 2021-22 OVER FY 2020-21	% INC (DEC)
REVENUES						
Operating Revenues						
Property Taxes	\$10,444,936	\$10,986,267	\$11,779,554	\$12,128,764	\$349,210	2.96%
TIF Revenues						
Other City Taxes	101,001	102,671	95,636	109,440	13,804	14.43%
Licenses and Permits						
Use of Money and Property	171,871	1,052,189	80,000		(80,000)	(100.00%)
Intergovernmental	468,476	483,723	464,501	460,612	(3,889)	(0.84%)
Charges for Services						
Special Assessments						
Miscellaneous						
Sub-total Operating Revenues	\$11,186,284	\$12,624,850	\$12,419,691	\$12,698,816	\$279,125	2.25%
Other Financing Sources						
Proceeds of Long Term Debt		2,779,174	3,653,700		(\$3,653,700)	(100.00%)
Capitalized Interest						
Transfers In	16,161,425	13,973,359	16,177,694	18,765,957	2,588,263	16.00%
Sub-total Other Financing Sources	\$16,161,425	\$16,752,533	\$19,831,394	\$18,765,957	(\$1,065,437)	(5.37%)
TOTAL REVENUES & OTHER SOURCES	\$27,347,709	\$29,377,383	\$32,251,085	\$31,464,773	(\$786,312)	(2.44%)
EXPENDITURES						
Operating Expenditures						
Personal Services						
Supplies and Services	12,500	14,400	15,000	10,000	(5,000)	(33.33%)
Universal Commodities						
Capital						
Sub-total Operating Expenditures	\$12,500	\$14,400	\$15,000	\$10,000	(\$5,000)	(33.33%)
Debt Service Expenditures	\$25,740,049	\$29,861,456	\$31,970,691	\$31,454,773	(\$515,918)	(1.61%)
Capital Improvement Expenditures						
Total Expenditures	\$25,752,549	\$29,875,856	\$31,985,691	\$31,464,773	(\$520,918)	(1.63%)
Transfers Out	\$1,444,282	\$946,540	\$1,414,900		(\$1,414,900)	(100.00%)
TOTAL EXPENDITURES/TRANSFERS OUT	\$27,195,391	\$30,822,396	\$33,400,591	\$31,464,773	(\$1,935,818)	(5.80%)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$152,318	(\$1,445,013)	(\$1,149,506)		\$1,149,506	n/a
BEGINNING FUND BALANCE	\$2,992,584	\$3,144,902	\$1,699,889	\$550,383	(\$1,149,506)	
ENDING FUND BALANCE	\$3,144,902	\$1,699,889	\$550,383	\$550,383		n/a
FUND BALANCE% OF EXPENDITURES	12.21%	5.69%	1.72%	1.75%		



Summary of Debt Obligations

Issue	Bond Rating	Rating Agency	Purpose of Debt
2012B - ECP	Aaa	Moody's	Pay off in advance 2003D, 2004A, and 2006A General Obligation Bonds
2012D - ECP	Aaa	Moody's	Capital Improvement Projects including street and trail maintenance
2013A - ECP	AAA	S&P	Capital Improvement Projects including street and trail maintenance
2014A - ECP	Aaa	Moody's	Capital Improvement Projects including street and trail maintenance
2015A - ECP	AAA	S&P	Infrastructure projects associated with Microsoft's Project Alluvion site
2015B - ECP	AAA	S&P	Infrastructure projects associated with Microsoft's Project Alluvion site
2016A - ECP	Aaa	Moody's	Capital Improvement Projects including street and trail maintenance
2016B - ECP	Aaa	Moody's	Capital Improvement Projects in the Mills Parkway Urban Renewal Area
2016C - ECP	Aaa	Moody's	Capital Improvement Projects including street and trail maintenance
2016D - ECP	Aaa	Moody's	Capital Improvement Projects in the Alluvion Urban Renewal Area
2017A - ECP	AAA	S&P	Capital Improvement Projects including street and trail maintenance
2017B - ECP	AAA	S&P	Construction of S 60th St between Mills Civic Parkway and Booneville Road
2017C - ECP	AAA	S&P	Construction of Veterans Parkway
2017D - ECP	AAA	S&P	Capital Improvement Projects in the Osmium Urban Renewal Area
2017E - ECP	AAA	S&P	Crossover refund 2010D General Obligation Urban Renewal Bond
2018A - ECP	Aaa	Moody's	Capital Improvement Project including street and trail maintenance
2018B - ECP	Aaa	Moody's	Construction of Ashworth Road between Jordan Creek Parkway and 98th St
2018C - ECP	Aaa	Moody's	Roadway construction including Coachlight Dr and S 77th St
2018D - ECP	Aaa	Moody's	Construction of roadways to facilitate the Microsoft Osmium Data Center
2018E - ECP	Aaa	Moody's	Economic inventive payment to Microsoft for construction of Osmium Data Center
2019A - ECP	AAA	S&P	Capital Improvement Projects in the Osmium Urban Renewal Area
2019B - ECP	AAA	S&P	Capital Improvement Projects i the 8300 Mills Urban Renewal Area
2019C - ECP	AAA	S&P	Improvements in-and-around the intersection of S 88th St and Mills Civic Parkway
2019D - ECP	AAA	S&P	Improvements to Booneville Road west of S 88th St
2019E - ECP	AAA	S&P	Capital Improvement Projects and refund 2011A General Obligation Bonds
2019F - ECP	AAA	S&P	Construction of MidAmerican Energy Company RecPlex
2020A - ECP	Aaa	Moody's	Refund 2012D General Obligation Bonds
2020B - ECP	Aaa	Moody's	Capital Improvement Projects in the Coachlight Urban Renewal Area
2020C - ECP	Aaa	Moody's	Construction of a city-wide fiber conduit network
2021A - ECP	Aaa	Moody's	Construction of MidAmerican Energy Company RecPlex



Composition of Debt Service Levy

	Principal Payable in FY 2021-22	Interest Payable in FY 2021-22	Total FY 2021-22 Obligation	Amount Paid by Other Funds & Debt Service Fund Balance	Amount Paid by Current Year Debt Service Taxes
FY 2021-22 Commercial/Industrial Replacement				\$460,612	(\$460,612)
2013A - ECP	295,000	27,460	322,460		322,460
2014A - ECP	905,000	146,288	1,051,288		1,051,288
2015A - ECP Alluvion Abated	1,810,000	454,488	2,264,488	2,264,488	
2015B - ECP Alluvion	1,540,000	166,438	1,706,438	1,706,438	
2016A - ECP	635,000	85,650	720,650		720,650
2016B - ECP Mills/Microsoft Abated	1,355,000	317,975	1,672,975	1,672,975	
2016C - ECP	785,000	98,050	883,050		883,050
2016D - ECP Alluvion	800,000	253,900	1,053,900	1,053,900	
2017A - ECP	460,000	92,238	552,238		552,238
2017B - ECP Mills	675,000	77,250	752,250	752,250	
2017C - ECP Alluvion	590,000	282,844	872,844	872,844	
2017D - ECP Osmium	1,200,000	857,013	2,057,013	2,057,013	
2017E - ECP Advance Refunding	285,000	95,613	380,613	380,613	
2018A - ECP	470,000	224,550	694,550		694,550
2018B - ECP Ashworth	395,000	468,344	863,344	863,344	
2018C - ECP Coachlight	150,000	213,007	363,007	363,007	
2018D - ECP Osmium	250,000	548,383	798,383	798,383	
2018E - ECP Osmium	1,000,000	317,494	1,317,494	1,317,494	
2019A - ECP	850,000	350,700	1,200,700	1,200,700	
2019B - ECP	895,000	247,250	1,142,250	1,142,250	
2019C - ECP	385,000	189,200	574,200	574,200	
2019D - ECP	1,010,000	217,500	1,227,500	1,227,500	
2019E - ECP	805,000	300,900	1,105,900		1,105,900
2019F - ECP	545,000	518,200	1,063,200	1,063,200	
2020A - ECP	1,750,000	406,250	2,156,250		2,156,250
2020B - ECP	345,000	173,558	518,558	518,558	
2020C - ECP	1,280,000	209,217	1,489,217		1,489,217
2021A - ECP	725,000	267,523	992,523	992,523	
2021 - ECP (Pre-Levy)		3,713,213	3,713,213		3,713,213
Registration Costs			10,000		10,000
Total General Obligation Bonds	\$22,190,000	\$11,320,496	\$33,520,496	\$21,282,292	\$12,238,204



FY 2021-22 General Obligation Bonds Outstanding

	Original Issue	Estimated Balance June 30, 2021	FY 2021-22 Additions	FY 2021-22 Reductions	Estimated Balance June 30, 2022
2013A - ECP	4,385,000	905,000		295,000	610,000
2014A - ECP	13,375,000	4,845,000		905,000	3,940,000
2015A - ECP Alluvion Abated	21,755,000	15,915,000		1,810,000	14,105,000
2015B - ECP Alluvion	12,715,000	6,390,000		1,540,000	4,850,000
2016A - ECP	9,225,000	3,310,000		635,000	2,675,000
2016B - ECP Mills/Microsoft Abated	13,855,000	8,485,000		1,355,000	7,130,000
2016C - ECP	7,200,000	4,055,000		785,000	3,270,000
2016D - ECP Alluvion	10,700,000	8,235,000		800,000	7,435,000
2017A - ECP	7,650,000	4,005,000		460,000	3,545,000
2017B - ECP Mills	4,665,000	2,115,000		675,000	1,440,000
2017C - ECP Alluvion	9,130,000	8,030,000		590,000	7,440,000
2017D - ECP Osmium	25,555,000	25,255,000		1,200,000	24,055,000
2017E - ECP Advance Refunding	3,470,000	2,705,000		285,000	2,420,000
2018A - ECP	8,110,000	5,135,000		470,000	4,665,000
2018B - ECP Ashworth	12,540,000	11,870,000		395,000	11,475,000
2018C - ECP Coachlight	6,155,000	5,955,000		150,000	5,805,000
2018D - ECP Osmium	15,925,000	15,675,000		250,000	15,425,000
2018E - ECP Osmium	10,480,000	10,480,000		1,000,000	9,480,000
2019A - ECP Osmium	7,225,000	7,225,000		850,000	6,375,000
2019B - ECP Sammons	4,945,000	4,945,000		895,000	4,050,000
2019C - ECP 88th & Mills	5,105,000	4,355,000		385,000	3,970,000
2019D - ECP Booneville Rd	5,320,000	4,350,000		1,010,000	3,340,000
2019E - ECP & Refunding	12,625,000	6,700,000		805,000	5,895,000
2019F - ECP RecPlex	15,400,000	14,295,000		545,000	13,750,000
2020A	13,805,000	8,125,000		1,750,000	6,375,000
2020B	5,100,000	4,845,000		345,000	4,500,000
2020C	13,565,000	12,335,000		1,280,000	11,055,000
2021A	16,240,000	15,305,000		725,000	14,580,000
2021 - ECP (Pre-Levy)					
Total General Obligation Bonds	\$296,220,000	\$225,845,000		\$22,190,000	\$203,655,000

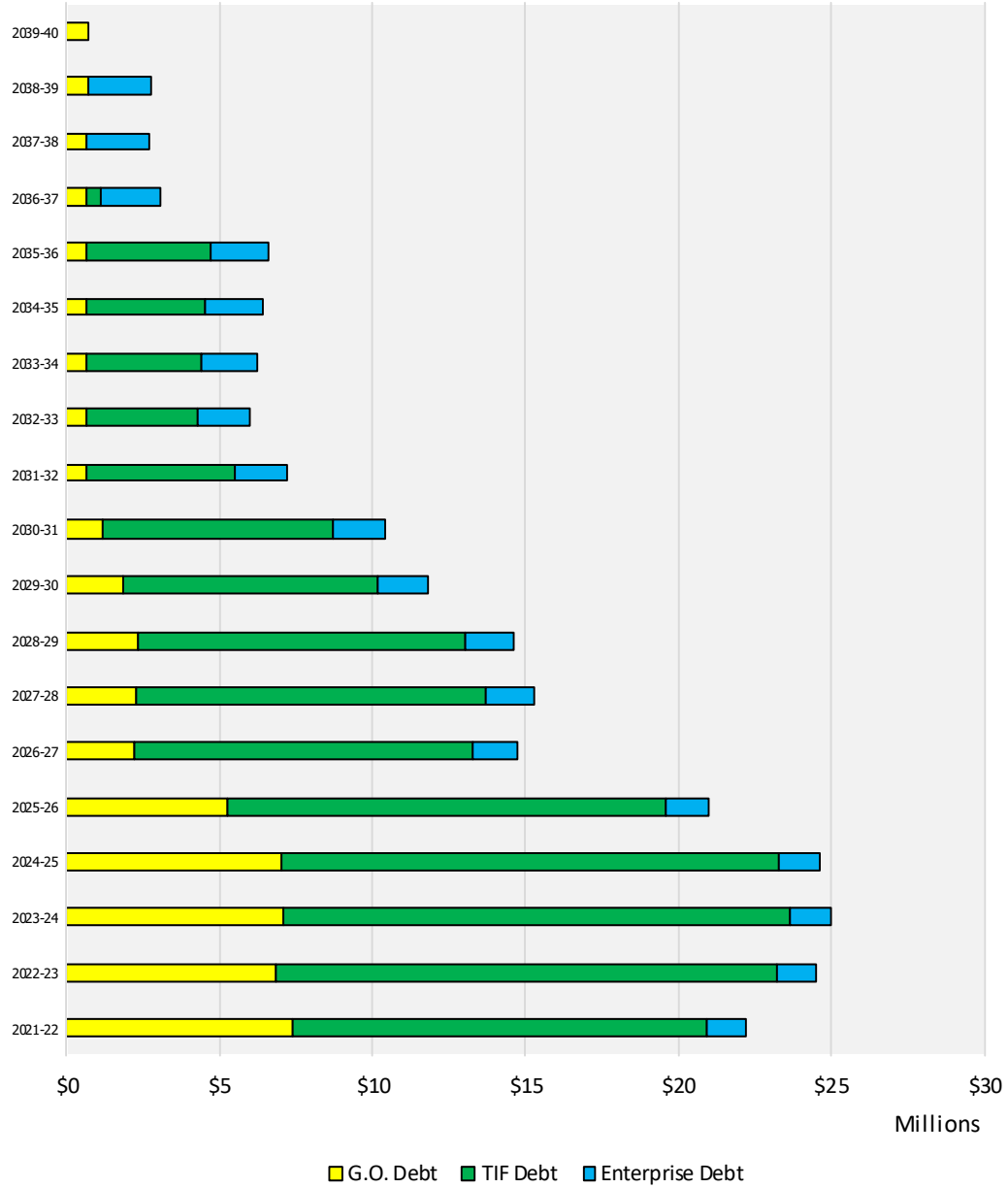


Future Debt Service Payments based on Existing Debt

Fiscal Years	Principal Payable	Interest Payable	Total Obligation	Amount Paid by Other Funds & Debt Service Fund Balance	Amount Paid by Current Year Debt Service Taxes
FY 2021-22	\$22,190,000	\$7,607,282	\$29,797,282	\$20,821,679	\$8,975,603
FY 2022-23	24,495,000	6,734,692	31,229,692	23,048,989	8,180,703
FY 2023-24	24,975,000	5,763,141	30,738,141	22,574,838	8,163,303
FY 2024-25	24,635,000	4,782,638	29,417,638	21,573,883	7,843,755
FY 2025-26	20,970,000	3,825,808	24,795,808	18,993,053	5,802,755
FY 2026-27	14,775,000	3,075,414	17,850,414	15,268,209	2,582,205
FY 2027-28	15,240,000	2,582,402	17,822,402	15,232,415	2,589,987
FY 2028-29	14,620,000	2,083,861	16,703,861	14,143,437	2,560,424
FY 2029-30	11,835,000	1,680,986	13,515,986	11,492,237	2,023,749
FY 2030-31	10,410,000	1,366,736	11,776,736	10,453,287	1,323,449
FY 2031-32	7,210,000	1,090,433	8,300,433	7,583,003	717,430
FY 2032-33	6,025,000	905,460	6,930,460	6,211,640	718,820
FY 2033-34	6,205,000	745,372	6,950,372	6,230,927	719,445
FY 2034-35	6,400,000	578,137	6,978,137	6,263,217	714,920
FY 2035-36	6,600,000	403,413	7,003,413	6,288,413	715,000
FY 2036-37	3,100,000	220,433	3,320,433	2,605,833	714,600
FY 2037-38	2,690,000	143,600	2,833,600	2,117,200	716,400
FY 2038-39	2,765,000	79,750	2,844,750	2,126,850	717,900
FY 2039-40	705,000	14,100	719,100		719,100
	\$225,845,000	\$43,683,658	\$269,528,658	\$213,029,110	\$56,497,548



Future Debt Service Payments by Fiscal Year



SUMMARY OF TRANSFERS

To Fund	From Fund	Description	Amount
<u>Transfers In</u>			
Debt Service	Alluvion TIF District	2015A Bond Payment	\$2,264,488
Debt Service	Alluvion TIF District	2015B Bond Payment	1,706,438
Debt Service	Mills Parkway TIF District	2016B Bond Payment	1,018,750
Debt Service	Mills TIF District-Microsoft Sub #7	2016B Bond Payment	654,225
Debt Service	Alluvion TIF District	2016D Bond Payment	1,053,900
Debt Service	Mills Parkway TIF District	2017B Bond Payment	752,250
Debt Service	Osmium TIF District	2017C Bond Payment	872,844
Debt Service	Osmium TIF District	2017D Bond Payment	2,057,013
Debt Service	Mills TIF District -Microsoft Sub #7	2017E Bond Payment	380,613
Debt Service	Ashworth Road TIF District	2018B Bond Payment	863,344
Debt Service	Coachlight Drive TIF District	2018C Bond Payment	363,007
Debt Service	Osmium TIF District	2018D Bond Payment	798,383
Debt Service	Osmium TIF District	2018E Bond Payment	1,317,494
Debt Service	Osmium TIF District	2019A Bond Payment	1,200,700
Debt Service	8300 Mills Parkway TIF District	2019B Bond Payment	1,142,250
Debt Service	Coachlight Drive TIF District	2019C Bond Payment	574,200
Debt Service	Woodland Hills TIF District	2019D Bond Payment	1,227,500
Debt Service	Coachlight Drive TIF District	2020B Bond Payment	518,558
Total Transfers In			\$18,765,957
<u>Transfers Out</u>			
Total Transfers Out			-
NET TRANSFERS			\$18,765,957



City of West Des Moines
Proposed CIP - FY 22 Budget

Project Name	Funding Source	Category	21-22	22-23	24, 25, 26	Total
1 88th Street Reconstruction - Ashworth Road to Abram Drive (Unpaved Sections)	2021 GO Bonds	Streets	3,255,000	-	-	3,255,000
2 Various Parks - Play equipment replacement (Peony, Scenic Valley, Willow Springs)	2021 GO Bonds	Parks (10)	900,000			900,000
3 Crossroads Park - Creek stabilization and foot bridge replacement, sidewalk from parking to softball field, parking lot reconstruction and water quality improvements	2021 GO Bonds	Parks	600,000			600,000
4 Valley Junction - Repairs to Pavers - Side Streets & Alleys	2021 GO Bonds	Neighborhood	500,000	-	-	500,000
5 Widening of Grand Ave - 1st to 4th St (balance of city contribution)	2021 GO Bonds	Streets	500,000	-	-	500,000
6 Holiday Park Access Road w/ Parking - 9th Street to 11th Street	2021 GO Bonds	Streets	490,000	-	-	490,000
7 Intersection Improvements - Prairie View Drive & Ashworth Road	2021 GO Bonds	Streets	340,000	-	-	340,000
8 Parks Maintenance Facility - Demolition of Existing	2021 GO Bonds	Building	300,000	-	-	300,000
9 Trail Renovations & Repairs	2021 GO Bonds	Maintenance	300,000	-	-	300,000
10 Court Renovations & Repairs - Various Parks	2021 GO Bonds	Maintenance	300,000	-	-	300,000
11 Parking Lot Repairs - Various City Facilities	2021 GO Bonds	Maintenance	300,000	-	-	300,000
12 New Streetlights - Areas Targeted in Consultant Study	2021 GO Bonds	Streets	250,000	-	-	250,000
13 Intersection Improvements - S. 64th/Stagecoach & Mills Civic Parkway	2021 GO Bonds	Streets	245,000	-	-	245,000
14 HAWK Beacon - 52nd Street & EP True Parkway	2021 GO Bonds	Streets	185,000	-	-	185,000
15 American Legion Park - Skate facility parking lot and walkways	2021 GO Bonds	Parks	175,000			175,000
16 Various Parks - Informational & Wayfinding Signage (Phase 3)	2021 GO Bonds	Parks	170,000			170,000
17 Meadowview Park - Parking lot and water quality improvements	2021 GO Bonds	Parks	150,000			150,000
18 Concrete Renovations & Repairs - Various Parks	2021 GO Bonds	Maintenance	100,000	-	-	100,000
19 Valley Junction - Repairs to 5th Street Pavers (final)	2021 GO Bonds	Neighborhood	75,000	-	-	75,000
20 Holiday Park - Softball field improvements (final field)	2021 GO Bonds	Parks	75,000			75,000
21 Raccoon River Park Boathouse - Watercraft storage locker expansion	2021 GO Bonds	Parks	75,000			75,000
22 S. 51st Street - Mills Civic Parkway to Fieldstone Drive (design)	2021 GO Bonds	Streets	65,000	-	-	65,000
23 Fire/EMS Station #17 - Garage Door Replacements	2021 GO Bonds	Building	50,000	-	-	50,000
24 LEC - Exterior Door Replacements	2021 GO Bonds	Building	50,000	-	-	50,000
25 Holiday Park Aquatic Center - Pump Pit Repair	2021 GO Bonds	Building	50,000	-	-	50,000
26 Valley View Aquatic Center - Pump Pit Repair	2021 GO Bonds	Building	50,000	-	-	50,000
27 New Pedestrian Rapid Flashing Beacons	2021 GO Bonds	Streets	50,000	-	-	50,000
28 Raccoon River Park Boathouse - sign, stairs to boathouse beach, addition of boathouse to existing directional signs	2021 GO Bonds	Parks	50,000			50,000
29 City-Owned Tree Removal & Forestation	2021 GO Bonds	Maintenance	30,000	-	-	30,000
	2021 GO Bonds Total		9,680,000	-	-	9,680,000
30 Fiber Conduit Project	2021/22 Fiber (GO) Bonds	Conduit Enterprise	13,500,000	13,500,000	-	27,000,000
	2021/22 Fiber (GO) Bonds Total		13,500,000	13,500,000	-	27,000,000

City of West Des Moines
Proposed CIP - FY 22 Budget

Project Name	Funding Source	Category	21-22	22-23	24, 25, 26	Total
31 Raccoon River Park - Sprayground and ship structure demo. Construction of all inclusive playground, central core area improvements and potential restroom upgrade to year around (first 1/2 construction)	2022 GO Bonds	Parks	750,000			750,000
32 Holiday Park - Baseball Phase 6 - Parking lot & entry construction/maintenance building improvements (first 1/2 of construction)	2022 GO Bonds	Parks	300,000			300,000
33 Val-Gate District Signage (Grand Avenue - 1st Street to 4th Street)	2022 GO Bonds	Streets	180,000	-	-	180,000
34 Fire/EMS Station #19 - HVAC Improvements	2022 GO Bonds	Building	-	600,000	-	600,000
35 Valley Junction - Pave Alleys (Phase 1)	2022 GO Bonds	Neighborhood	-	500,000	1,500,000	2,000,000
36 S. 51st Street - Mills Civic Parkway to Fieldstone Drive (construction)	2022 GO Bonds	Streets	-	445,000	-	445,000
37 City Hall - Generator Replacement	2022 GO Bonds	Building	-	350,000	-	350,000
38 Parking Lot Repairs - Various City Facilities	2022 GO Bonds	Maintenance	-	300,000	900,000	1,200,000
39 LEC - Air Handler Replacements	2022 GO Bonds	Building	-	250,000	-	250,000
40 LEC - VAV Replacements	2022 GO Bonds	Building	-	100,000	-	100,000
41 LEC - Server Room A/C Replacement	2022 GO Bonds	Building	-	75,000	-	75,000
42 Fire/EMS Station #19 - Air Handler Replacement	2022 GO Bonds	Building	-	50,000	-	50,000
43 Fire/EMS Station #19 - Redundant Boiler	2022 GO Bonds	Building	-	50,000	-	50,000
44 LEC - Separate Air Supply for Fire Protection System	2022 GO Bonds	Building	-	30,000	-	30,000
45 City Hall - Car Charging Stations	2022 GO Bonds	Building	-	25,000	-	25,000
46 Holiday Park - Baseball Phase 6 - Parking lot & entry construction/maintenance building improvements (second 1/2 of construction)	2022 GO Bonds	Parks		275,000		275,000
47 Pearson Park - South bridge replacement	2022 GO Bonds	Parks		150,000		150,000
	2022 GO Bonds Total		1,230,000	3,200,000	2,400,000	6,830,000
48 Widening of Grand Ave - 1st to 4th St (balance of city contribution)	Federal Funds	Streets	475,000	-	-	475,000
49 8th Street Reconstruction - I-235 to Clegg Road	Federal Funds	Streets	150,000	4,325,000	-	4,475,000
	Federal Funds Total		625,000	4,325,000	-	4,950,000
50 Ashworth Road Reconstruction - 19th Street to 22nd Street	Future GO Bonds	Streets	610,000	510,000	4,460,000	5,580,000
51 Concrete Renovations in Parks	Future GO Bonds	Maintenance	-	100,000	300,000	400,000
52 Valley View Park - Central site grading, utilities, north roadway (first 1/2 construction)	Future GO Bonds	Parks		1,400,000		1,400,000
53 Various Parks - Play equipment replacement (Ashawa, Crossroads, Jaycee)	Future GO Bonds	Parks		900,000		900,000
54 Raccoon River Park - Sprayground and ship structure demo. Construction of all inclusive playground, central core area improvements and potential restroom upgrade to year around (second 1/2 of construction)	Future GO Bonds	Parks		625,000		625,000
55 Holiday Park - Baseball Phase 7 - Fields 3 & 4 (first 1/2 construction)	Future GO Bonds	Parks		375,000		375,000

City of West Des Moines
Proposed CIP - FY 22 Budget

Project Name	Funding Source	Category	21-22	22-23	24, 25, 26	Total
56 Hidden Point Park - Shelter, restroom, BB court, trails and overlook	Future GO Bonds	Parks		330,000		330,000
	Future GO Bonds Total		610,000	4,240,000	4,760,000	9,610,000
57 ArcFlash Studies - Various Facilities	General Fund Cash	Building	25,000	25,000	75,000	125,000
58 Asset Management - Assessment of Facilities	General Fund Cash	Building	25,000	25,000	75,000	125,000
59 Landscaping at Various Parks	General Fund Cash	Parks	25,000	25,000		50,000
60 City Hall - Pond Observatory Repairs	General Fund Cash	Building	25,000	-	-	25,000
61 Fire/EMS Station #18 - Floor Repairs Study	General Fund Cash	Building	10,000	-	-	10,000
	General Fund Cash Total		110,000	75,000	150,000	335,000
62 Crossroads Park - Creek stabilization and foot bridge replacement, sidewalk from parking to softball field, parking lot reconstruction and water quality improvements	Grants / Private Funding	Parks	100,000			100,000
63 Residential Sidewalk Program (Private Funds)	Grants / Private Funding	Maintenance	10,000	10,000	30,000	50,000
64 88th Street Reconstruction - Ashworth Road to Abram Drive (Unpaved Sections)	Grants / Private Funding	Streets	-	-	-	-
	Grants / Private Funding Total		110,000	10,000	30,000	150,000
65 Five Waters - Raccoon River Greenway - River access off 1st St (design)	Local Option Sales Tax	Parks	100,000			100,000
66 Five Waters - Raccoon River East Ped Bridge (first 1/2 of construction)	Local Option Sales Tax	Parks		3,000,000		3,000,000
67 Five Waters - Raccoon River Greenway - 1st St Access (first 1/2 of construction)	Local Option Sales Tax	Parks		300,000		300,000
68 Five Waters - Raccoon River Greenway - Land Acquisition	Local Option Sales Tax	Parks		200,000		200,000
69 Fox Creek Greenway - Trail construction from Whisper Point Park to EP True Parkway (first 1/2 construction)	Local Option Sales Tax	Parks		200,000		200,000
70 Five Waters - Sugar Creek Greenway Trail (design phase 2)	Local Option Sales Tax	Parks		150,000		150,000
71 Five Waters - Raccoon River Greenway - Adventure Park/Cabins (feasibility study)	Local Option Sales Tax	Parks		75,000		75,000
72 Five Waters - Raccoon River Greenway - Raccoon River Dr Access (design)	Local Option Sales Tax	Parks		50,000		50,000
	Local Option Sales Tax Total		100,000	3,975,000	-	4,075,000
73 Pavement Rehabilitation Program	Road Use Tax	Maintenance	5,300,000	5,700,000	19,200,000	30,200,000
74 ADA Accessible Sidewalks	Road Use Tax	Maintenance	450,000	465,000	1,485,000	2,400,000
75 Traffic Signal Vehicle Detection Units	Road Use Tax	Maintenance	300,000	300,000	900,000	1,500,000
76 Pavement, Curb, and Yard Supplemental Repair	Road Use Tax	Maintenance	250,000	260,000	840,000	1,350,000
77 Traffic Signal System Modifications & Updates	Road Use Tax	Maintenance	250,000	250,000	750,000	1,250,000
78 Fiber Optic Cable Installation	Road Use Tax	Maintenance	210,000	210,000	630,000	1,050,000
79 Durable Pavement Markings	Road Use Tax	Maintenance	175,000	175,000	525,000	875,000
80 Battery Backup Units - Battery Replacements	Road Use Tax	Maintenance	150,000	150,000	450,000	750,000
81 On-Street Bike Markings	Road Use Tax	Maintenance	100,000	100,000	300,000	500,000
82 Median Renovations	Road Use Tax	Maintenance	100,000	10,000	30,000	140,000
83 Pan/Tilt/Zoom Camera Replacements	Road Use Tax	Maintenance	90,000	90,000	270,000	450,000
84 Traffic Adaptive Signal System	Road Use Tax	Maintenance	85,000	85,000	255,000	425,000

City of West Des Moines
Proposed CIP - FY 22 Budget

	Project Name	Funding Source	Category	21-22	22-23	24, 25, 26	Total
85	Sidewalk Placement and Repair Program	Road Use Tax	Maintenance	50,000	50,000	150,000	250,000
86	Traffic Safety Improvement Program Funding	Road Use Tax	Maintenance	50,000	50,000	150,000	250,000
87	Guardrails - Long Term Maintenance	Road Use Tax	Maintenance	-	-	250,000	250,000
		Road Use Tax Total		7,560,000	7,895,000	26,185,000	41,640,000
88	South Service Area - Segment 4 & 10 Sewers	Sewer	Sewer	2,000,000	-	-	2,000,000
89	Grand Avenue West - Segment 5B Sewer	Sewer	Sewer	1,500,000	-	-	1,500,000
90	Grand Avenue West - Segment 3 & 4 Sewer Extensions	Sewer	Sewer	950,000	-	-	950,000
91	Grand Avenue West - Segment 7A Sewer	Sewer	Sewer	760,000	-	-	760,000
92	Sanitary Rehabilitation	Sewer	Maintenance	550,000	600,000	1,925,000	3,075,000
93	Sanitary Sewer System Hydraulic Modeling	Sewer	Sewer	250,000	-	-	250,000
94	Grand Avenue West - Segment 5BA Sewer	Sewer	Sewer	225,000	1,285,000	-	1,510,000
95	Sewer TV Program	Sewer	Maintenance	175,000	175,000	525,000	875,000
96	Sewer Facility Design Study	Sewer	Maintenance	10,000	10,000	30,000	50,000
97	Village of Ponderosa Sewer (Project Host)	Sewer	Sewer	-	585,000	-	585,000
		Sewer Total		6,420,000	2,655,000	2,480,000	11,555,000
98	Walnut Creek - 1st Street & Grand Avenue Flood Gate Repairs	Stormwater	Stormwater	350,000	-	-	350,000
99	Water Channel Management	Stormwater	Maintenance	300,000	325,000	1,125,000	1,750,000
100	SE Basin - Bridges Detention Facility (Modeling/Grading/Construction)	Stormwater	Stormwater	250,000	1,600,000	-	1,850,000
101	Storm Sewer Intake Replacement	Stormwater	Maintenance	250,000	250,000	750,000	1,250,000
102	SE Basin - Bridges Detention Facility (Demo)	Stormwater	Stormwater	230,000	-	-	230,000
103	S. 35th & Grand Valley Culverts	Stormwater	Stormwater	190,000	-	-	190,000
104	Raccoon River Stormwater Pump Station Controls Replacement	Stormwater	Stormwater	185,000	-	-	185,000
105	SE Basin - 8th Street RCB Study	Stormwater	Stormwater	125,000	-	-	125,000
106	Drainage Structure & Pipe Repair Operations	Stormwater	Maintenance	100,000	100,000	300,000	500,000
107	Fairmeadows Creek - Interim Stabilization of Channel South of Railroad Avenue	Stormwater	Stormwater	70,000	430,000	-	500,000
108	Walnut Creek Watershed Management Authority Misc. Projects	Stormwater	Stormwater	25,000	25,000	75,000	125,000
109	Raccoon River - Bank Stabilization	Stormwater	Stormwater	-	1,310,000	-	1,310,000
110	SE Basin - Normandy Detention Facility (Land Purchase)	Stormwater	Stormwater	-	850,000	900,000	1,750,000
111	Blue Creek - Basin 2	Stormwater	Stormwater	-	460,000	-	460,000
112	Blue Creek - Basin 3	Stormwater	Stormwater	-	275,000	-	275,000
113	Western Hills Creek - Drainage Study	Stormwater	Stormwater	-	250,000	-	250,000
114	SE Basin - 16th/17th & Mountain (Projects 19-21)	Stormwater	Stormwater	-	150,000	1,350,000	1,500,000
115	Unnamed Creek - S. 88th St & Raccoon River Drive RCB Replacement	Stormwater	Stormwater	-	100,000	800,000	900,000
		Stormwater Total		2,075,000	6,125,000	5,300,000	13,500,000
116	Stagecoach Drive - S. Jordan Creek Parkway to S. 81st Street	TBD	Streets	1,530,000	8,065,000	-	9,595,000
117	Stagecoach Drive - S. 81st Street to S. 88th Street	TBD	Streets	980,000	4,655,000	-	5,635,000
118	Bridgewood Boulevard - S. 88th Street to EP True Parkway	TBD	Streets	-	1,535,000	4,650,000	6,185,000
119	Grand Avenue Widening - S. Jordan Creek Parkway to I-35	TBD	Streets	-	1,450,000	10,570,000	12,020,000
120	Veterans Parkway Enhancements - Phases 1-3	TBD	Streets	-	750,000	880,000	1,630,000
121	92nd Street - Ashworth Road to Westtown Parkway	TBD	Streets	-	420,000	1,460,000	1,880,000

City of West Des Moines

Proposed CIP - FY 22 Budget

	Project Name	Funding Source	Category	21-22	22-23	24, 25, 26	Total
122	Traffic Signal Installation - New Signals (S. 50th Street & Hawthorne Avenue)	TBD	Streets	-	400,000	-	400,000
123	Traffic Signal Installation - New Signals (S. 85th Street & Mills Civic Parkway)	TBD	Streets	-	400,000	-	400,000
124	Trail Renovations	TBD	Maintenance	-	300,000	900,000	1,200,000
125	Court Renovations	TBD	Maintenance	-	300,000	900,000	1,200,000
126	Intersection Improvements - S. 88th Street & Nine Iron Drive (UPRR)	TBD	Streets	-	300,000	-	300,000
127	Raccoon River Park Access Road - S. 11th Street to Raccoon River Park	TBD	Streets	-	160,000	1,190,000	1,350,000
128	New Pedestrian Rapid Flashing Beacons	TBD	Streets	-	50,000	150,000	200,000
129	City-Owned Tree Removal & Forestation	TBD	Maintenance	-	30,000	90,000	120,000
130	EP True Parkway - S. 88th Street to S. Grand Prairie Parkway	TBD	Streets	-	-	13,785,000	13,785,000
131	Mills Civic Parkway Reconstruction - S. 91st Street to S. Grand Prairie Parkway	TBD	Streets	-	-	9,440,000	9,440,000
132	Fire Department - New SW Station	TBD	Building	-	-	5,000,000	5,000,000
133	SE Basin - Vine Street, Grand to 9th St	TBD	Stormwater	-	-	5,000,000	5,000,000
134	Raccoon River Basin - Segment 6 Sewer	TBD	Sewer	-	-	4,600,000	4,600,000
135	Fire Department - New Station to Replace Station #22	TBD	Building	-	-	4,185,000	4,185,000
136	University Avenue Overlay - I-35/80 to 142nd Street (Clive)	TBD	Streets	-	-	2,300,000	2,300,000
137	S. 92nd Street - Grand Avenue to Raccoon River Drive	TBD	Streets	-	-	2,085,000	2,085,000
138	Fairmeadows Creek - Widen Channel South of Railroad Avenue	TBD	Stormwater	-	-	1,970,000	1,970,000
139	Fuller Road Improvements - S. 16th Street to S. 19th Street	TBD	Streets	-	-	1,930,000	1,930,000
140	S. 35th Street Reconstruction - Grand Avenue to Plumwood Drive	TBD	Streets	-	-	1,930,000	1,930,000
141	Valley View Aquatic Center - Facility Updates	TBD	Building	-	-	1,825,000	1,825,000
142	Blue Creek - Basin 4	TBD	Stormwater	-	-	1,615,000	1,615,000
143	Fire/EMS Station #22 - Reorganizational Modifications	TBD	Building	-	-	1,575,000	1,575,000
144	Fire/EMS Station #21 - Reorganizational Modifications	TBD	Building	-	-	1,320,000	1,320,000
145	LEC - Sally Port/Jail/Garage Remodel Option B	TBD	Building	-	-	1,225,000	1,225,000
146	S. 50th Street Widening - Park Drive to Mills Civic Parkway	TBD	Streets	-	-	1,150,000	1,150,000
147	Fairmeadows Creek - Culvert Replacement Under UPRR	TBD	Stormwater	-	-	1,140,000	1,140,000
148	Intersection Improvements - Jordan Creek Parkway & University Avenue	TBD	Streets	-	-	1,090,000	1,090,000
149	Ashworth Road & I-80 Interchange Justification Report	TBD	Streets	-	-	1,000,000	1,000,000
150	City Entrance Enhancements (Level 2) - 10 Locations	TBD	Streets	-	-	890,000	890,000
151	Valley Junction - Maple Street Shared Use	TBD	Neighborhood	-	-	865,000	865,000
152	Holiday Park Aquatic Center - Facility Updates	TBD	Building	-	-	720,000	720,000
153	South Service Area - Segment 4-5 Sewer	TBD	Sewer	-	-	710,000	710,000
154	SE Basin - 7th Street, Hillside to Walnut	TBD	Stormwater	-	-	700,000	700,000
155	Raccoon River Park Soccer Complex Culvert	TBD	Stormwater	-	-	680,000	680,000
156	4th & Valhigh Sewer Replacement	TBD	Sewer	-	-	645,000	645,000
157	5th & Hillside Sewer Replacement	TBD	Sewer	-	-	645,000	645,000

**City of West Des Moines
Proposed CIP - FY 22 Budget**

	Project Name	Funding Source	Category	21-22	22-23	24, 25, 26	Total
158	SE Basin - 6th Street, Hillside to Locust	TBD	Stormwater	-	-	640,000	640,000
159	Park Lane Sewer Replacement	TBD	Sewer	-	-	620,000	620,000
160	Iowa Interstate Railroad Bridge near Raccoon River Park Entrance	TBD	Stormwater	-	-	550,000	550,000
161	Intersection Improvements - 42nd Street & Woodland Avenue Roundabout	TBD	Streets	-	-	550,000	550,000
162	Intersection Improvements - Jordan Creek Parkway & Westown Parkway	TBD	Streets	-	-	550,000	550,000
163	Intersection Improvements - Jordan Creek Parkway & I-80 North Ramp	TBD	Streets	-	-	520,000	520,000
164	Intersection Improvements - S. 88th Street & Raccoon River Drive	TBD	Streets	-	-	500,000	500,000
165	NE Basin - Office Parks Road North	TBD	Stormwater	-	-	485,000	485,000
166	Valley Junction - Angled Parking in 500 Block of 5th Street	TBD	Neighborhood	-	-	405,000	405,000
167	Traffic Signal Installation - New Signals (71st Street & University Avenue)	TBD	Streets	-	-	400,000	400,000
168	Traffic Signal Installation - New Signals (81st Street & Ashworth Road)	TBD	Streets	-	-	400,000	400,000
169	Traffic Signal Installation - New Signals (81st Street & EP True Parkway)	TBD	Streets	-	-	400,000	400,000
170	Traffic Signal Installation - New Signals (90th Street & University Avenue)	TBD	Streets	-	-	400,000	400,000
171	Traffic Signal Installation - New Signals (S. 88th Street & Grand Avenue)	TBD	Streets	-	-	400,000	400,000
172	Traffic Signal Installation - New Signals (Valley West Drive & Giles Street)	TBD	Streets	-	-	400,000	400,000
173	Blue Creek - Basin 1	TBD	Stormwater	-	-	390,000	390,000
174	Fire/EMS Station #19 - Reorganizational Modifications	TBD	Building	-	-	340,000	340,000
175	Blue Creek - Valley West & Westown Stormwater Improvements Phase 2	TBD	Stormwater	-	-	325,000	325,000
176	North Slope Lift Station (68th & University) Diversion Plan	TBD	Sewer	-	-	265,000	265,000
177	Fire/EMS Station #17 - Locker Room Improvements	TBD	Building	-	-	250,000	250,000
178	Fire/EMS Station #21 - Locker Room Update	TBD	Building	-	-	250,000	250,000
179	South Jordan Creek Parkway Parallel Trunk Sewer	TBD	Sewer	-	-	250,000	250,000
180	Jordan Creek - Meadowview Park Drainage Improvements	TBD	Stormwater	-	-	250,000	250,000
181	Fire/EMS Station #17 - Generator Replacement	TBD	Building	-	-	245,000	245,000
182	Fire/EMS Station #22 - Generator Replacement	TBD	Building	-	-	245,000	245,000
183	Blue Creek - Basin 5	TBD	Stormwater	-	-	185,000	185,000
184	HAWK Beacon - S. 35th Street & Mills Civic Parkway	TBD	Streets	-	-	185,000	185,000
185	Fire/EMS Station #17 - Exhaust Hood Replacement	TBD	Building	-	-	100,000	100,000
186	Valley Junction - Raised Platform at 5th & Maple Intersection	TBD	Neighborhood	-	-	95,000	95,000
187	Fire/EMS Station #21 - Kitchen Update	TBD	Building	-	-	80,000	80,000

City of West Des Moines

Proposed CIP - FY 22 Budget

	Project Name	Funding Source	Category	21-22	22-23	24, 25, 26	Total
188	Valley Junction - Intersection & Mid-Block Bumpouts on 5th Street	TBD	Neighborhood	-	-	80,000	80,000
189	Fire/EMS Station #22 - ERU Replacement	TBD	Building	-	-	55,000	55,000
190	Fire/EMS Station #22 - Sewer Rehabilitation	TBD	Building	-	-	25,000	25,000
191	Public Services Facility (Existing) - Heater Replacement in Sign Shop	TBD	Building	-	-	20,000	20,000
192	Five Waters - Great Western Trail Connection (construction)	TBD	Parks			3,000,000	3,000,000
193	Five Waters - Raccoon River East Ped Bridge (second 1/2 const)	TBD	Parks			3,000,000	3,000,000
194	Valley View ParkShelters, Restrooms and Inclusive Playground	TBD	Parks			3,000,000	3,000,000
195	Five Waters - Raccoon River Greenway - Trails (design and construction)	TBD	Parks			2,000,000	2,000,000
196	Valley View Park - Central site grading, utilities, north roadway (second 1/2 construction)	TBD	Parks			2,000,000	2,000,000
197	Five Waters - Sugar Creek Greenway Trail Phase 3	TBD	Parks			900,000	900,000
198	Five Waters - Sugar Creek Greenway Trail Phase 4	TBD	Parks			900,000	900,000
199	Five Waters - Sugar Creek Greenway Trail (construction phase 2)	TBD	Parks			800,000	800,000
200	Five Waters - Raccoon River West Ped Bridge (design)	TBD	Parks			800,000	800,000
201	Five Waters - Great Western Trail Connection (design and land acquisition)	TBD	Parks			500,000	500,000
202	Crossroads Park - Shelter/restroom replacement	TBD	Parks			400,000	400,000
203	Holiday Park - Baseball Phase 7 - Fields 3 & 4 (second 1/2 construction)	TBD	Parks			375,000	375,000
204	Five Waters - Raccoon River Greenway - 1st St Access (second 1/2 of construction)	TBD	Parks			300,000	300,000
205	Five Waters - Raccoon River Greenway - Raccoon River Dr Access (construction)	TBD	Parks			300,000	300,000
206	Brown's Woods Hollow Park - Site planning and initial grading	TBD	Parks			250,000	250,000
207	Kiwanis Park - Play equipment replacement	TBD	Parks			250,000	250,000
208	Meadowview Park - Play equipment replacement	TBD	Parks			250,000	250,000
209	Raccoon River Park - Replace Playground at Softball Complex	TBD	Parks			250,000	250,000
210	Wild Rose Park - Play equipment replacement	TBD	Parks			250,000	250,000
211	Wilson Park - Play equipment replacement	TBD	Parks			250,000	250,000
212	Fox Creek Greenway - Trail construction from Whisper Point Park to EP True Parkway (second 1/2 construction)	TBD	Parks			200,000	200,000
213	Holiday Park - New Playground at Softball Complex	TBD	Parks			200,000	200,000
214	Quail Cove Park - Play equipment replacement	TBD	Parks			200,000	200,000
215	Trails - Windsor Heights trail connection	TBD	Parks			200,000	200,000
216	Wilson Park - Shelter Replacement	TBD	Parks			200,000	200,000
217	Scenic Valley Park - Tennis court or dedicated pickleball	TBD	Parks			160,000	160,000
218	Wild Rose Park - Tennis or Pickleball Court	TBD	Parks			160,000	160,000
219	Whisper Point Park - Tennis or Pickleball Court, Overlook	TBD	Parks			150,000	150,000
		TBD Total		2,510,000	18,815,000	122,910,000	144,235,000

City of West Des Moines
Proposed CIP - FY 22 Budget

	Project Name	Funding Source	Category	21-22	22-23	24, 25, 26	Total
220	Water Tower (?)	Urban Renewal (Alluvion)	Neighborhood	8,000,000	-	-	8,000,000
221	SE County Line Road - SE Soteria Avenue to Veterans Parkway	Urban Renewal (Alluvion)	Streets	7,000,000	5,545,000	-	12,545,000
222	SE Salix Street - Veterans Parkway to SE 1st Street (Veterans BP)	Urban Renewal (Alluvion)	Streets	2,300,000	-	-	2,300,000
223	SE 1st Street & SE Willow Creek Drive Watermain (Veterans BP)	Urban Renewal (Alluvion)	Streets	190,000	-	-	190,000
224	Fire Department - New SE Station & Training Center (design)	Urban Renewal (Alluvion)	Building	-	510,000	-	510,000
225	SE County Line Road - Veterans Parkway to SE Orilla Road	Urban Renewal (Alluvion)	Streets	-	250,000	1,415,000	1,665,000
226	Fire Department - New SE Station & Training Center (construction)	Urban Renewal (Alluvion)	Building	-	-	4,740,000	4,740,000
		Urban Renewal (Alluvion) Total		17,490,000	6,305,000	6,155,000	29,950,000
227	Ashworth Road Reconstruction - 88th Street (S) to 88th Street (N) w/ Bridge	Urban Renewal (Ashworth)	Streets	8,050,000	-	-	8,050,000
228	Traffic Signal Installation - New Signals (88th Street & Ashworth Road)	Urban Renewal (Ashworth)	Streets	350,000	-	-	350,000
		Urban Renewal (Ashworth) Total		8,400,000	-	-	8,400,000
229	Booneville Road Reconstruction - West of S. 100th Street to S. 115th Street	Urban Renewal (GPP)	Streets	10,600,000	-	-	10,600,000
230	Grand Avenue - West of S. 88th Street to S. Grand Prairie Parkway	Urban Renewal (GPP)	Streets	10,000,000	6,980,000	-	16,980,000
231	S. Grand Prairie Parkway - Mills Civic Parkway to Stagecoach Drive	Urban Renewal (GPP)	Streets	6,000,000	-	-	6,000,000
232	Grand Avenue - S. Grand Prairie Parkway to S. 115th Street	Urban Renewal (GPP)	Streets	5,000,000	5,670,000	-	10,670,000
233	S. Grand Prairie Parkway - Stagecoach Drive to Booneville Road	Urban Renewal (GPP)	Streets	5,000,000	5,030,000	-	10,030,000
234	S. Grand Prairie Parkway - Booneville Road to Grand Avenue	Urban Renewal (GPP)	Streets	5,000,000	2,060,000	-	7,060,000
235	Sugar Creek - Conveyance Phase 3 (Upstream to Grand Avenue)	Urban Renewal (GPP)	Stormwater	2,700,000	-	-	2,700,000
236	Johnson Creek - Conveyance Phase 1B (Raccoon River Drive)	Urban Renewal (GPP)	Stormwater	2,255,000	-	-	2,255,000
237	S. Grand Prairie Parkway - Grand Avenue to Raccoon River	Urban Renewal (GPP)	Streets	1,500,000	10,000,000	4,750,000	16,250,000
238	S. 115th Street - Booneville Road to Grand Avenue	Urban Renewal (GPP)	Streets	1,000,000	6,140,000	-	7,140,000
239	Johnson Creek - Conveyance Phase 2 (Upstream)	Urban Renewal (GPP)	Stormwater	1,000,000	-	-	1,000,000
240	Johnson Creek - Conveyance Phase 1A (Railroad)	Urban Renewal (GPP)	Stormwater	790,000	-	-	790,000
241	Booneville Road Reconstruction - S. Jordan Creek Parkway to S. 88th Street	Urban Renewal (GPP)	Streets	485,000	3,615,000	-	4,100,000
		Urban Renewal (GPP) Total		51,330,000	39,495,000	4,750,000	95,575,000
242	Booneville Road Reconstruction - DMACC to Grand Avenue	Urban Renewal (Mills 9)	Streets	2,790,000	-	-	2,790,000
		Urban Renewal (Mills 9) Total		2,790,000	-	-	2,790,000
243	Traffic Signal Installation - New Signals (S. 88th Street & Cascade Avenue)	Urban Renewal (Woodland Hills)	Streets	400,000	-	-	400,000
		Urban Renewal (Woodland Hills) Total		400,000	-	-	400,000
		Grand Total		124,940,000	110,615,000	175,120,000	410,675,000