



# General Fund

	ACTUAL FY 2016-17	ACTUAL FY 2017-18	REVISED BUDGET FY 2018-19	BUDGET FY 2019-20	INC (DEC) FY 2019-20 OVER FY 2018-19	% INC (DEC)
<b>REVENUES</b>						
<b>Operating Revenues</b>						
Property Taxes	\$36,360,406	\$37,775,427	\$39,430,144	\$43,488,400	\$4,058,256	10.29%
Other City Taxes	4,878,795	4,883,932	4,996,176	5,223,729	227,553	4.55%
Licenses and Permits	1,980,884	1,904,626	1,703,300	1,755,800	52,500	3.08%
Use of Money and Property	283,574	1,079,882	709,50	942,200	233,150	32.88%
Intergovernmental	7,114,087	7,111,277	6,112,345	4,529,935	(1,581,410)	(25.89%)
Charges for Services	5,850,765	6,036,636	5,618,706	5,717,000	98,794	1.76%
Miscellaneous	882,639	1,033,472	923,400	828,200	(95,200)	(10.31%)
<b>Sub-total Operating Revenues</b>	<b>\$57,351,150</b>	<b>\$59,825,252</b>	<b>\$59,493,121</b>	<b>\$62,485,764</b>	<b>\$2,992,643</b>	<b>5.03%</b>
<b>Other Financing Sources</b>						
Sale of Surplus Assets & Equipment	\$71,011	\$55,304	\$49,425	\$25,000	(\$24,425)	(49.42%)
Transfer In (Local Option Sales Tax)			1,012,682	1,200,000	187,318	18.50%
Transfers In	8,760,419	11,821,264	11,194,817	8,929,997	(2,264,840)	(20.23%)
<b>Sub-total Other Financing Sources</b>	<b>\$8,831,430</b>	<b>\$11,876,568</b>	<b>\$12,256,924</b>	<b>\$10,154,977</b>	<b>(\$2,101,947)</b>	<b>(17.15%)</b>
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$66,182,580</b>	<b>\$71,701,820</b>	<b>\$71,750,045</b>	<b>\$72,640,741</b>	<b>\$890,696</b>	<b>1.24%</b>
<b>EXPENDITURES</b>						
<b>Operating Expenditures</b>						
Personal Services	\$38,271,202	\$39,659,806	\$42,405,757	\$44,714,858	\$2,309,101	5.45%
Supplies and Services	14,977,438	15,141,120	20,142,024	20,029,858	(112,166)	(0.56%)
Universal Commodities	1,468,157	1,491,808	2,056,750	2,109,210	52,460	2.55%
Capital	1,437,589	1,320,104	3,683,4201	1,687,691	(1,955,510)	(54.18%)
<b>Sub-total Operating Expenditures</b>	<b>\$56,154,386</b>	<b>\$57,612,838</b>	<b>\$68,287,732</b>	<b>\$68,541,617</b>	<b>\$253,885</b>	<b>0.37%</b>
Lease/Purchase or Installment Contract Expenditures						
<b>Total Expenditures</b>	<b>\$56,154,386</b>	<b>\$57,612,838</b>	<b>\$68,287,732</b>	<b>\$68,541,617</b>	<b>\$253,885</b>	<b>0.37%</b>
Transfers Out	\$4,870,788	\$9,745,199	\$10,821,728	\$5,386,531	(\$5,435,197)	(50.22%)
Transfers Out (Major Capital)			1,724,250	6,757,708	5,033,458	291.92%
<b>TOTAL EXPENDITURES/TRANSFERS OUT</b>	<b>\$61,025,174</b>	<b>\$67,358,037</b>	<b>\$80,883,710</b>	<b>\$80,685,856</b>	<b>(\$147,854)</b>	<b>(0.18%)</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<b>\$5,157,406</b>	<b>\$4,343,783</b>	<b>(\$9,083,665)</b>	<b>(\$8,045,115)</b>	<b>\$1,038,550</b>	<b>N/A</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$31,555,460</b>	<b>\$36,712,866</b>	<b>\$41,056,649</b>	<b>\$31,972,984</b>	<b>(\$9,083,665)</b>	<b>N/A</b>
<b>ENDING FUND BALANCE</b>	<b>\$36,712,866</b>	<b>\$41,056,649</b>	<b>\$31,972,984</b>	<b>\$23,927,869</b>	<b>(\$8,045,115)</b>	<b>N/A</b>
<b>IPERS COMMITTED</b>	<b>\$600,000</b>	<b>\$600,000</b>	<b>\$600,000</b>	<b>\$600,000</b>		
<b>TAX STABILIZATION</b>	<b>\$1,500,000</b>	<b>\$1,500,000</b>	<b>\$1,500,000</b>	<b>\$1,500,000</b>		
<b>UNCOMMITTED FUND BALANCE</b>	<b>\$34,612,866</b>	<b>\$38,956,649</b>	<b>\$29,872,984</b>	<b>\$21,827,869</b>		<b>n/a</b>
<b>Uncommitted Fund Balance as % of Exp</b>	<b>61.64%</b>	<b>67.62%</b>	<b>43.75%</b>	<b>31.85%</b>		



	General Fund	Metro Home Improvement Program Fund	WestPet Fund	Iowa EMS Alliance Fund
<b>REVENUES</b>				
<b>Operating Revenues</b>				
Property Taxes	\$41,518,171			
TIF Revenues				
Other City Taxes	653,820			
Licenses and Permits	1,655,800		100,000	
Use of Money and Property	942,200			
Intergovernmental	4,025,250	61,896	230,189	5,000
Charges for Services	2,310,000			3,407,500
Special Assessments				
Miscellaneous	418,200	160,000		250,000
<b>Sub-total Operating Revenues</b>	<b>\$51,523,441</b>	<b>\$221,896</b>	<b>\$330,189</b>	<b>\$3,662,500</b>
<b>Other Financing Sources</b>				
Sale of Surplus Assets	\$25,000			
Proceeds of Long Term Debt				
Transfers In (LOST)	1,200,000			
Transfers In	6,624,634	7,740	163,294	2,134,309
<b>Sub-total Other Financing Sources</b>	<b>\$7,849,634</b>	<b>\$7,740</b>	<b>\$163,294</b>	<b>\$2,134,309</b>
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$59,373,075</b>	<b>\$229,636</b>	<b>\$493,483</b>	<b>\$5,796,809</b>
<b>EXPENDITURES</b>				
<b>Operating Expenditures</b>				
Personal Services	\$39,432,595	\$61,328	\$332,982	\$4,887,953
Supplies and Services	15,111,668	321,000	148,540	677,800
Universal Commodities	2,048,193		10,961	50,056
Capital	1,625,691		1,000	61,000
<b>Sub-total Operating Expenditures</b>	<b>\$58,218,147</b>	<b>\$382,328</b>	<b>\$493,483</b>	<b>\$5,676,809</b>
<b>Debt Service Expenditures</b>				
<b>Capital Improvement Expenditures</b>				
<b>Total Expenditures</b>	<b>\$58,218,147</b>	<b>\$382,328</b>	<b>\$493,483</b>	<b>\$5,676,809</b>
<b>Transfers Out</b>	<b>\$9,068,001</b>			<b>\$120,000</b>
<b>TOTAL EXPENDITURES/TRANSFERS OUT</b>	<b>\$67,286,148</b>	<b>\$382,328</b>	<b>\$493,483</b>	<b>\$5,796,809</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<b>(\$7,913,073)</b>	<b>(\$152,692)</b>		
<b>BEGINNING FUND BALANCE</b>	<b>\$30,490,051</b>	<b>\$195,145</b>	<b>\$208,594</b>	<b>(\$111,655)</b>
<b>ENDING FUND BALANCE</b>	<b>\$22,576,978</b>	<b>\$42,453</b>	<b>\$208,594</b>	<b>(\$111,655)</b>
<b>FUND BALANCE% OF EXPENDITURES</b>	<b>38.78%</b>	<b>11.10%</b>	<b>42.27%</b>	<b>(1.97%)</b>



	Metro Salt Storage Fund	Insurance Levy Fund	Hotel/Motel Tax Fund	Emergency Tax Levy Fund	BUDGET FY 2019-20
<b>REVENUES</b>					
<b>Operating Revenues</b>					
Property Taxes		\$586,965		\$1,383,264	\$43,488,400
TIF Revenues					
Other City Taxes		5,948	4,550,000	13,961	5,223,729
Licenses and Permits					1,755,800
Use of Money and Property					942,200
Intergovernmental	25,000	117,587		65,013	4,529,935
Charges for Services					5,717,500
Special Assessments					
Miscellaneous					828,200
<b>Sub-total Operating Revenues</b>	<b>\$25,000</b>	<b>\$710,500</b>	<b>\$4,550,000</b>	<b>\$1,462,238</b>	<b>\$62,485,764</b>
<b>Other Financing Sources</b>					
Sale of Surplus Assets					\$25,000
Proceeds of Long Term Debt					
Transfers In LOST					1,200,000
Transfers In					8,929,977
<b>Sub-total Other Financing Sources</b>					<b>\$10,154,977</b>
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>		<b>\$710,500</b>	<b>\$4,550,000</b>	<b>\$1,462,238</b>	<b>\$72,640,741</b>
<b>EXPENDITURES</b>					
<b>Operating Expenditures</b>					
Personal Services					\$44,714,858
Supplies and Services	4,350	710,500	3,056,000		20,029,858
Universal Commodities					2,109,210
Capital					1,687,691
<b>Sub-total Operating Expenditures</b>	<b>\$4,350</b>	<b>\$710,500</b>	<b>\$3,055,500</b>		<b>\$68,541,617</b>
<b>Debt Service Expenditures</b>					
<b>Capital Improvement Expenditures</b>					
<b>Total Expenditures</b>	<b>\$4,350</b>	<b>\$710,500</b>	<b>\$3,055,500</b>		<b>\$68,541,617</b>
<b>Transfers Out</b>			<b>\$1,494,500</b>	<b>\$1,462,238</b>	<b>\$12,144,239</b>
<b>TOTAL EXPENDITURES/TRANSFERS OUT</b>	<b>\$4,350</b>		<b>\$4,550,000</b>		<b>\$80,685,856</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<b>\$20,650</b>				<b>(\$8,045,115)</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$65,617</b>	<b>(\$49,616)</b>	<b>\$1,135,823</b>	<b>\$3,025</b>	<b>\$31,972,984</b>
<b>ENDING FUND BALANCE</b>	<b>\$86,267</b>	<b>(\$49,616)</b>	<b>\$1,135,823</b>	<b>\$3,025</b>	<b>\$23,927,869</b>
<b>FUND BALANCE % OF EXPENDITURES</b>	<b>1,983.14%</b>	<b>(6.98%)</b>	<b>37.17%</b>		<b>34.91%</b>



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 19-20 operating budget projects property tax revenue to increase by 10.29% from the amount budgeted in the previous year. Valuations of property increased from the previous year due to the release of valuation used for TIF funds, 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.

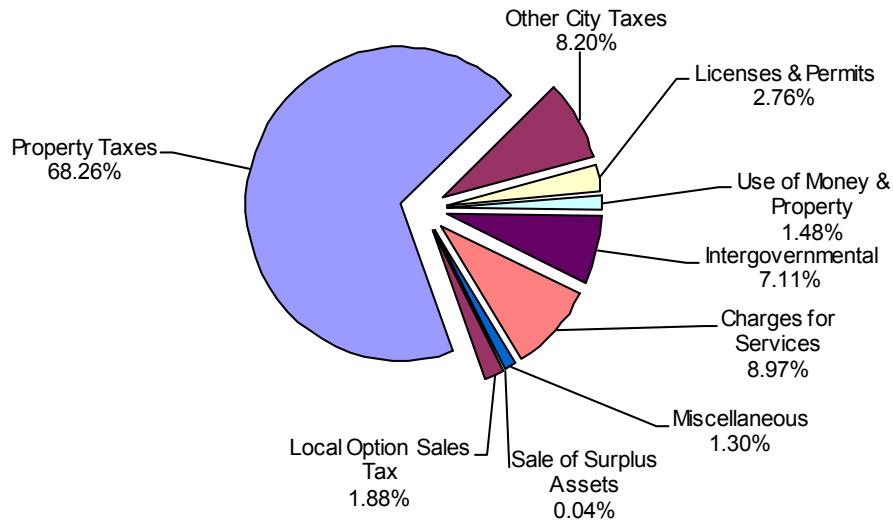
While the property tax rollback system remains in place, several major changes were made during the 2013 legislative session. For each assessment year beginning in 2013, residential and agricultural property value growth will now be capped at 3%, or whichever is lowest between the two classes. Commercial, 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 471.25 full time equivalent positions, 89% 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 68.32% 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 19-20 the emergency levy will be \$0.27, this is an increase of \$0.21 from FY 18-19, due to the decrease in special revenue levies that resulted from increase taxable valuation from TIF valuation being released. The City's combined rate for the General, Tort Liability, and Emergency levies is projected to be \$8.48457 per \$1,000 of taxable property valuation for FY 19-20. 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:

- Judgements against the city, except those authorised 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 2019-20 Debt Service levy is \$1.95 per \$1,000 of taxable property valuation, no change from Fiscal Year 18-19

**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 2019-20 Other Employee Benefits levy is \$0.15112 per \$1,000 of taxable property valuation, a decrease of \$0.85005 from the Fiscal Year 18-19 levy of \$1.00117

**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 2019-20 Police & Fire Retirement levy is \$0.40431 per \$1,000 of taxable property valuation, a decrease of \$0.10974 from the Fiscal Year 18-19 levy of \$0.51405



## Analysis of Property Tax Levy

Property tax revenue is projected to increase by 10.29% in FY 19-20 as a result of the following factors:

- In FY 19-20 the taxable valuations subject to operating levies increases by 8.13%
- In FY 19-20 taxable valuation that was being captured by tax increment financing funds was released to the general fund for the Jordan Creek and Woodland Hills urban renewal ares.
- In FY 19-20 the Tort Liability Levy was decreased \$0.05021 per \$1,000 of taxable property valuation.
- In FY 19-20 the Emergency Tax Levy was increased \$0.21 per \$1,000 of taxable property valuation.
- In FY 19-20 the multi-residential rollback percentage decreased the amount of multi-residential property valuations that are taxable in comparison to the FY 18-19 state rollback percentage. In previous years this property was considered commercial and subject to a higher 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 19-20 the residential rollback percentage increased the amount of residential property valuations that are taxable in comparison to the FY 18-19 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
2009-10	45.59%		100.00%
2010-11	46.91%		100.00%
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%
<b>2019-20</b>	<b>56.13%</b>	<b>75.00%</b>	<b>90.00%</b>



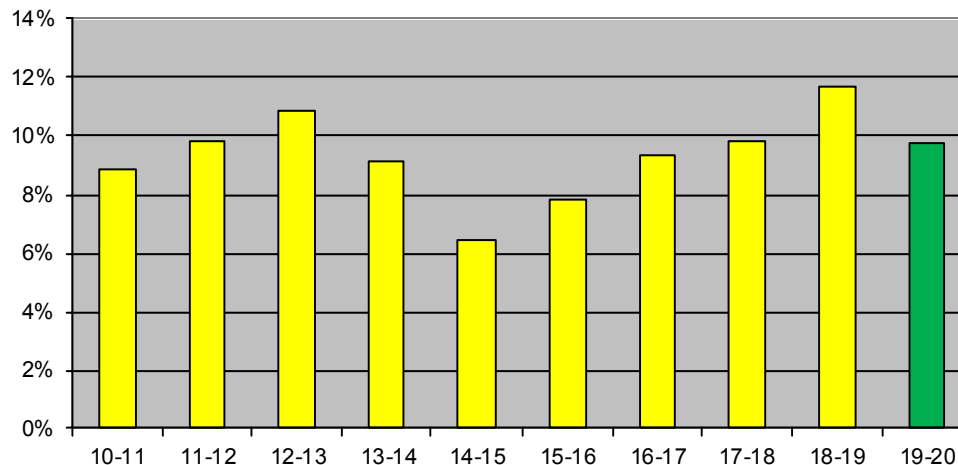


• In FY 19-20 the percentage of the property tax levy that is allocated to the general fund levy increase slightly due to the reduction in the special revenue funds levies as a result of the Local Option Sales and Services Tax passing. The chart below is a ten-year comparison of the distribution of the property tax levy for City operations and debt service.

	<b>Property Tax Rate</b>	<b>General Funds</b>	<b>% of Levy</b>	<b>Special Revenue Funds</b>	<b>% of Levy</b>	<b>Debt Service Fund</b>	<b>% of Levy</b>	<b>Total Levy</b>
FY 10-11	\$12.05	\$31,347,416	68.80%	\$6,054,200	13.29%	\$8,162,218	17.91%	\$45,563,834
FY 11-12	\$12.05	\$32,663,578	70.27%	\$5,416,580	11.65%	\$8,403,530	18.08%	\$46,483,688
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
<b>FY 19-20</b>	<b>\$10.99</b>	<b>\$43,927,129</b>	<b>75.76%</b>	<b>\$2,874,300</b>	<b>4.96%</b>	<b>\$11,177,523</b>	<b>19.28%</b>	<b>\$57,978,952</b>

• The percentage of the overall City property base included in Tax Increment Financing (TIF) districts decreased from the previous year, to 9.71% of the total taxable valuation. This percentage decreased primarily due to release of all valuation in the Jordan Creek and Woodland Hills urban renewal areas. 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**



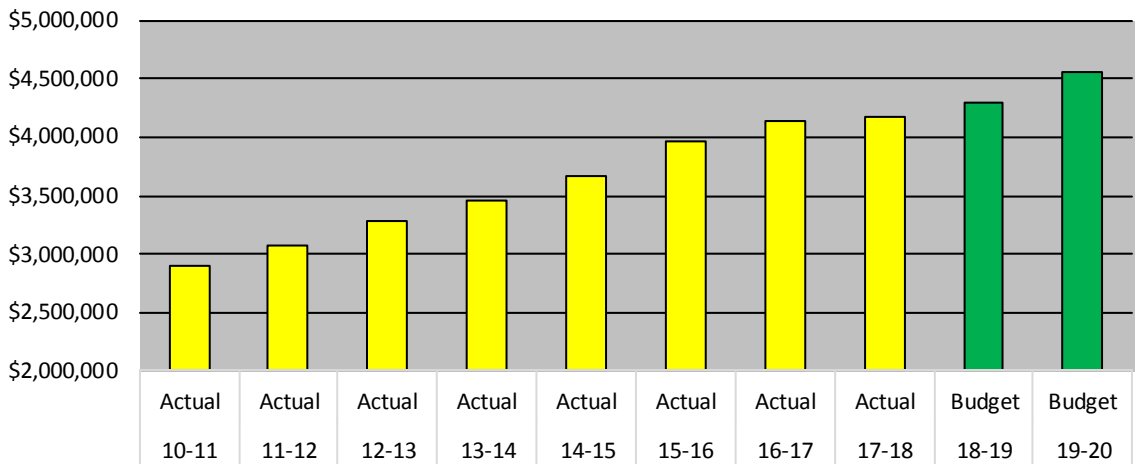
**Other City Taxes**

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. FY 19-20 hotel/motel revenue is expected to be approximately \$4,550,000. 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 2016-17	ACTUAL FY 2017-18	REVISED BUDGET FY 2018-19	BUDGET FY 2019-20	INC (DEC) FY 2019-20 OVER FY 2018-19	% INC (DEC)
<b>Other City Taxes</b>						
Utility Tax Replacement	\$466,471	\$445,755	\$433,176	\$438,729	\$5,553	1.28%
Cable Television Commission	266,724	254,708	263,000	235,000	(28,000)	(10.65%)
Local Options Sales Tax (Warren County)	3,416	3,309				
Hotel/Motel Taxes	4,142,183	4,180,160	4,300,000	4,550,000	250,000	5.81%
<b>Total Other City Taxes</b>	<b>\$4,878,795</b>	<b>\$4,883,932</b>	<b>\$4,996,176</b>	<b>\$5,223,729</b>	<b>\$227,553</b>	<b>4.55%</b>

**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.

	<b>ACTUAL FY 2016-17</b>	<b>ACTUAL FY 2017-18</b>	<b>REVISED BUDGET FY 2018-19</b>	<b>BUDGET FY 2019-20</b>	<b>INC(DEC) FY 2018-19 OVER FY 2018-19</b>	<b>% INC (DEC)</b>
<b><u>Licenses and Permits</u></b>						
<b><u>Public Safety</u></b>						
Animal Licenses-WDM	101,218	82,103	105,000	\$100,000	(\$5,000)	(4.76%)
Animal Licenses-Clive	27,123	231				
Animal Licenses-Urbandale	67,204	1,029				
Building & Occupancy Permits	1,554,586	1,557,237	1,380,550	1,430,550	50,000	3.62%
Fire - Permits & Licenses	31,951	25,503	32,000	32,000		
Police -Alarm Licenses & Permits	1,425	2,147	2,000	2,000		
<b><u>Public Works</u></b>						
Sidewalk Permits	6,005	29,046	4,000	4,000		
Utility/Fiber Optic/Excavation Permits	11,500	11,340	7,750	9,750	2,000	25.81%
<b><u>Culture &amp; Recreation</u></b>						
Archery Facility Permit	9,270	10,440	10,000	10,000		
Dog Park Permit	29,590	32,107	29,000	29,000		
Special Event Permits	5,203	7,025	8,000	8,000		
<b><u>General Government</u></b>						
Beer/Liquor/Cigarette Licenses	118,599	122,113	115,000	113,000	(2,000)	(1.74%)
Miscellaneous License & Permits	17,210	24,305	10,000	17,500	7,500	75.00%
<b>Total Licenses and Permits</b>	<b>\$1,980,884</b>	<b>\$1,904,626</b>	<b>\$1,703,300</b>	<b>\$1,755,800</b>	<b>\$52,500</b>	<b>3.08%</b>

**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.

	<b>ACTUAL FY 2016-17</b>	<b>ACTUAL FY 2017-18</b>	<b>REVISED BUDGET FY 2018-19</b>	<b>BUDGET FY 2019-20</b>	<b>INC(DEC) FY 2019-20 OVER FY 2018-19</b>	<b>% INC (DEC)</b>
<b><u>Use of Money and Property</u></b>						
Interest Income	\$163,942	\$914,929	\$580,000	\$802,000	\$222,000	38.28%
Payment Processing Rebate	75,912	95,554	75,000	75,000		
Parks & Recreation Concessions		23,304	8,050	19,200	11,150	138.51%
Other Land Rental	40,760	40,760	40,000	40,000		
Building/Land Lease	2,960	5,335	6,000	6,000		
<b>Total Use of Money and Property</b>	<b>\$283,574</b>	<b>\$1,079,882</b>	<b>\$709,050</b>	<b>\$942,200</b>	<b>\$233,150</b>	<b>32.88%</b>



**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 2016-17	ACTUAL FY 17-18	REVISED BUDGET FY 2018-19	BUDGET FY 2019-20	INC (DEC) FY 2019-20 OVER FY 2018-19	% INC (DEC)
<b>Intergovernmental</b>						
<b>Federal</b>						
Police - COPS Grant	\$34,799	\$41,682				
Police - Misc. Cost Share	101,243	102,993				
Police - Misc. Grants	58,473	24,434	17,300		(17,300)	(100.00%)
EMS - Misc. Grants	19,212		5,000	5,000		
Human Services - Red Rock	12,000	12,000	12,000	12,000		
<b>State</b>						
Commercial & Industrial Replacement	1,919,899	1,815,800	1,901,936	2,042,985	141,049	7.42%
Police - Misc. Grants			33,000		(33,000)	(100.00%)
Westcom - Misc. Grants	735					
<b>Counties</b>						
Dallas County - Jordan Creek	923,511	1,591,993	1,590,234		(1,590,234)	(100.00%)
Dallas County - Mills Civic Parkway	440,000	440,000	440,000	132,125	(307,875)	(69.97%)
Polk County - Police MINE Task Force	877	868				
Polk County - Human Services Grants	41,292	37,179	42,938	5,000	(37,938)	(88.36%)
<b>Cities</b>						
Fire - Regional Fire Training		4,400	2,500	1,500	(1,000)	(40.00%)
Fire - Westside Station -Clive	736,046	702,633	807,779	875,399	67,620	8.37%
EMS - Billing Service - Clive	36,534	31,285	30,000		(30,000)	(100.00%)
Housing - Metro Home Improvement	243,126	51,058	220,686	61,896	(158,790)	(71.95%)
Public Services - Salt Storage Facility	24,405	25,491	25,000	25,000		
Public Services - Traffic Signals	38,158	5,111	3,000	3,000		
WestPet - Clive	20,251	32,389	51,772	65,064	13,292	25.67%
WestPet - Urbandale	38,837	68,109	126,957	165,125	38,168	30.06%
Westcom Dispatch - Clive	406,751	343,030				
Westcom Dispatch - Norwalk	230,715	208,374				
Westcom Dispatch - Urbandale	1,028,894	836,230				
Westcom Dispatch - Waukee	442,308	377,554				



	<b>ACTUAL FY 2016-17</b>	<b>ACTUAL FY 17-18</b>	<b>REVISED BUDGET FY 2018-19</b>	<b>BUDGET FY 2019-20</b>	<b>INC (DEC) FY 2019-20 OVER FY 2018-19</b>	<b>% INC (DEC)</b>
<b><u>Intergovernmental Continued</u></b>						
<b><u>Schools</u></b>						
Police - Crossing Guards	\$16,797	\$65,389	\$52,730	\$65,000	\$12,270	23.27%
Police - Liaison Officers	188,921	189,197	180,000	190,000	10,000	5.56%
Police - Youth Justice Initiative	77,778	77,780	80,113	80,113		
Westcom - Radio Network Usage	20,525	7,423				
<b><u>West Des Moines Water Works</u></b>						
ITS Services	12,000	12,000	12,000		(12,000)	(100.00%)
Insurance - Liability & Property				90,000	90,000	100.00%
Parks & Recreation		6,875				
<b><u>WestCom Dispatch</u></b>						
Administrative Services			260,000	402,228	142,228	54.70%
ITS Services			217,400	225,000	7,600	3.50%
<b><u>WestPet Animal Control</u></b>						
Administrative Services				83,500	83,500	100.00%
<b>Total Intergovernmental</b>	<b>\$7,114,087</b>	<b>\$7,111,277</b>	<b>\$6,112,345</b>	<b>\$4,529,935</b>	<b>(\$1,581,410)</b>	<b>(25.89%)</b>



**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.

	<b>ACTUAL FY 2016-17</b>	<b>ACTUAL FY 2017-18</b>	<b>REVISED BUDGET FY 2018-19</b>	<b>BUDGET FY 2019-20</b>	<b>INC (DEC) FY 2019-20 OVER FY 2018-19</b>	<b>% INC (DEC)</b>
<b><u>Charges for Services</u></b>						
<b><u>Public Safety</u></b>						
Animal Impoundment	3,990					
Ambulance Charges	3,457,965	3,502,107	3,250,000	3,400,000	150,000	4.62%
Building Inspections	151,627	147,469	238,606	175,000	(63,606)	(26.66%)
CPR Class Charges	36,161	62,261	50,000	50,000		
EMS Charges	3,600	1,507	3,000	2,500	(500)	(16.67%)
False Alarm Charges - Fire	2,200		3,000	3,000		
False Alarm Charges - Police	11,000	(2,051)	14,000	10,000	(4,000)	(28.57%)
Fire Charges	5,715	2,009	5,150	150	(5,000)	(97.09%)
Plan Review Fees - Building Inspection	402,215	438,744	350,000	375,000	25,000	7.14%
Plan Review Fees - Fire	61,118	62,561	54,000	54,000		
Police Charges	27,754	41,577	25,000	27,500	2,500	10.00%
Special Events	29,385	50,149	24,250	24,250		
<b><u>Public Works</u></b>						
Inspections - Engineering	68,343	141,923	97,000	100,000	3,000	3.09%
Inspections - Sewers & Drainage	32,074	38,363	10,000	20,000	10,000	100.00%
Nuisance Abatement Charges	27,579	26,534	44,400	30,000	(14,400)	(32.43%)
Salt Brine Solution	4,040	19,714	18,000	5,000	(13,000)	(72.22%)
Traffic Studies	53,894	33,892	40,000	35,000	(5,000)	(12.50%)
<b><u>Culture &amp; Recreation</u></b>						
Cemetery Charges	4,000	19,000	12,000	12,000		
Library - Copy, Fax, Printing	13,656	12,972	14,000	13,000	(1,000)	(7.14%)
Nature Lodge Programs	10,397	10,631	9,000	9,000		
Pools - Admissions	401,117	448,397	435,000	435,000		
Pools - Swimming Lessons	43,424	42,303	50,000	42,800	(7,200)	(14.40%)
Recreation Fees	208,789	368,239	375,500	369,500	(6,000)	(1.60%)
Rentals - Holiday Park Baseball	99,616	84,275	84,000	84,000		
Rentals - City Hall		2,086				
Rentals - Future Unearned	133,800	11,723				
Rentals - Nature Lodge	114,475	107,675	100,000	106,000	6,000	6.00%
Rentals - Shelters	25,527	38,934	40,800	40,800		
Rentals - Valley Junction Activity Center	36,028	37,192	22,000	32,000	10,000	45.45%
Softball	154,255	174,990	170,000	180,000	10,000	5.88%



	<b>ACTUAL FY 2016-17</b>	<b>ACTUAL FY 2017-18</b>	<b>REVISED BUDGET FY 2018-19</b>	<b>BUDGET FY 2019-20</b>	<b>INC (DEC) FY 2019-20 OVER FY 2018-19</b>	<b>% INC (DEC)</b>
<b><u>Community &amp; Economic Development</u></b>						
Board of Adjustment Appeals	200	400	1,000	1,000		
Developer Paid - Publishing Fees	1,402					
Developer Paid - Recordation Fees	1,233	5,110	2,000	2,000		
Public Hearing Fees	8,415	10,285	9,000	9,000		
Site Plan Fees	20,529	22,884	8,500	8,500		
Zoning & Platting Fees	30,448	22,069	12,000	12,000		
Zoning Compliance Letter Fees	5,416	6,300	7,500	7,500		
<b><u>General Government</u></b>						
Administration Fee - EMS Alliance	120,000					
Alarm Monitoring Fee	38,254	44,374	40,000	42,000	2,000	5.00%
Legal Fees	1,123	38				
Rentals - Historic City Hall	1					
<b>Total Charges for Services</b>	<b>\$5,850,765</b>	<b>\$6,036,636</b>	<b>\$5,618,706</b>	<b>\$5,717,500</b>	<b>\$98,794</b>	<b>1.76%</b>



**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 2016-17	ACTUAL FY 2017-18	REVISED BUDGET FY 2018-19	BUDGET FY 2019-20	INC (DEC) FY 2019-20 OVER FY 2018-19	% INC (DEC)
<b><u>Miscellaneous</u></b>						
<b><u>Public Safety</u></b>						
Donations		\$3,000	\$1,000		(\$1,000)	(100.00%)
Donations - WestPet	(\$7,356)	(\$1,598)				
EMS Contributions - UnityPoint			250,000	250,000		
Fines - Alcohol	7,500	6,000	10,000	10,000		
Fines - OWI- Restitution	3,481	1,565	3,500	3,500		
Fines - Parking	18,246	28,043	30,000	30,000		
Fines - Traffic	140,459	142,109	165,000	165,000		
Fines - Tobacco		300	500	500		
Fire - Signs/Inspection Tags	6,266	6,031	6,000	6,000		
Insurance Reimbursements/Proceeds	6,200					
Westcom - Miscellaneous	5,605	1,335				
Youth Justice Initiative Contributions	75,000	75,016	75,000	75,000		
<b><u>Public Services</u></b>						
Sale of Scrap	8,800	3,220	4,000	3,500	(500)	(12.50%)
<b><u>Health &amp; Social Services</u></b>						
Donations - Handyman	289	293	500	300	(200)	(40.00%)
Donations - Transportation	2,921	1,803	3,200	300	(2,900)	(90.63%)
<b><u>Culture &amp; Recreation</u></b>						
Contributions - Parks & Recreation		8,400	3,000	3,000		
Fines - Library	40,107	38,598	43,900	37,400	(6,500)	(14.81%)
Sale of Scrap	50					
Sale of Trees		12,480		12,000	12,000	100.00%
<b><u>Community &amp; Economic Development</u></b>						
Contributions	41					
Contributions - Housing Programs	112,756	129,787	160,000	160,000		
Loan Repayments - Property Improvement				48,200	48,200	100.00%
Sale of Maps & Supplies	26	35				
<b><u>General Government</u></b>						
Contributions		18,920				
Contributions - Sister Cities		6,080				
Fines - Civil Infractions	85	1,208	11,000	500	(10,500)	(95.45%)
Insurance Reimbursements/Proceeds	148,027	39,950				
Miscellaneous	25,644	5,303	25,000	5,000	(20,000)	(80.00%)
Sale of Logo Merchandise	25					
Sale of Magazine Ads	13,500	19,100	20,000	18,000	(2,000)	(10.00%)
Sales Tax Refunds	274,967	486,494	111,800		(111,800)	(100.00%)
<b>Total Miscellaneous</b>	<b>\$882,639</b>	<b>\$1,033,472</b>	<b>\$923,400</b>	<b>\$828,200</b>	<b>(\$95,200)</b>	<b>(10.31%)</b>

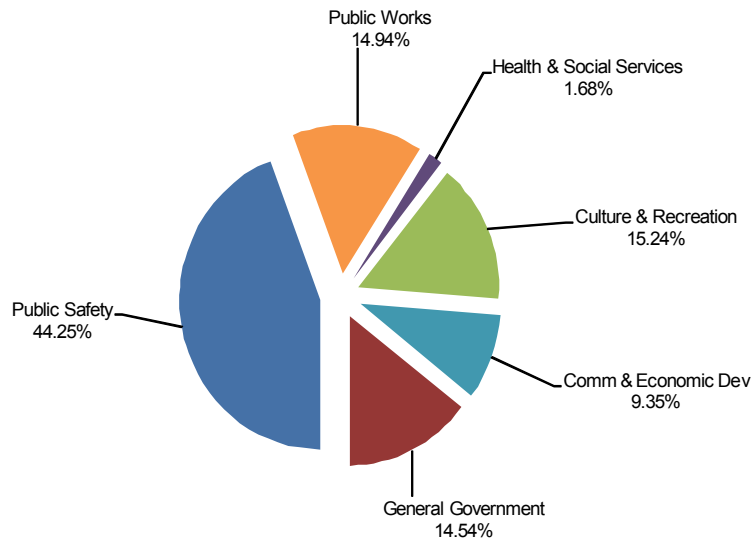




**Expenditure Highlights**

General Fund operating expenditures for FY 19-20 are projected to increase by approximately 0.35% over FY 18-19. The primary reason for this increase is the projected increase in personnel services and the decrease in one time expenses in the FY 18-19 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  
\$68,541,617**



**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 19-20 budget continues the City's longstanding tradition of providing high quality public safety services. Public Safety represents the largest appropriations category, accounting for 44.26% of the General Fund budget. Included in this category are appropriations for Police, Fire, Emergency Medical Services, Building Inspection, Animal Control and WestCom.

The Emergency Medical Services department has been allocated \$45,000 for the purchase of body armor for all responder riding positions.

The Fire department has been allocated \$40,000 for the purchase of body armor for the all responder riding positions, \$10,665 for improvements to the Locution Station Alerting System, and \$15,000 for equipment at the Westside Station, which includes the purchase of body armor.

The Police department has been allocated a total of \$285,000 to replace five 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. \$28,400 has also been allocated for Phase 2 of the Youth Justice Initiative Chapel Ridge Neighborhood Initiative program.

Public Works functions constitutes approximately 15% 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 \$260,000 for the purchase of a single axles snow plow truck, \$100,000 to purchase a tow plow and \$25,000 for the purchase of fleet diagnostic tools for heavy trucks.

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 1,303 acres of parkland consisting of parks, special use facilities, a natural resource area, greenways, and 55 miles of paved multi-purpose 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, and an archery facility. 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 \$6,400 for the purchase of an elevated step guard station at Valley View Aquatic Center, \$10,000 for equipment to be used at Holiday Park Baseball Field, \$5,000 to purchase aqua yoga boards for fitness programs at Valley View Aquatic Center, \$7,540 for partial year operations and maintenance of the Amphitheater which is expected to open in spring of 2020, \$6,000 for partial year operations and maintenance of the Boathouse at Raccoon River Park which is expected to open in spring of 2020, and \$30,000 for the replacement of 325 chairs at the Valley Junction Activity Center.

The Public Services Parks division has been allocated \$190,000 for the purchase of an AEBI 90 HP Tractor this unit will be able to use the existing wide area turf mower, and can be safely used for mowing the levy system. Also included in the budget is \$15,000 for an overseeder, \$7,500 for a 3 point turf aerator, and \$30,000 for replacement of the remaining trash containers in the parks.

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.



## 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 FY 2019-20 budget includes funding for the purchase of software and equipment for electronic plan review.

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, and \$200,000 for a redevelopment study of the University Avenue Corridor (University Avenue to I-235 and 22nd Street to I-35/80).

## 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.



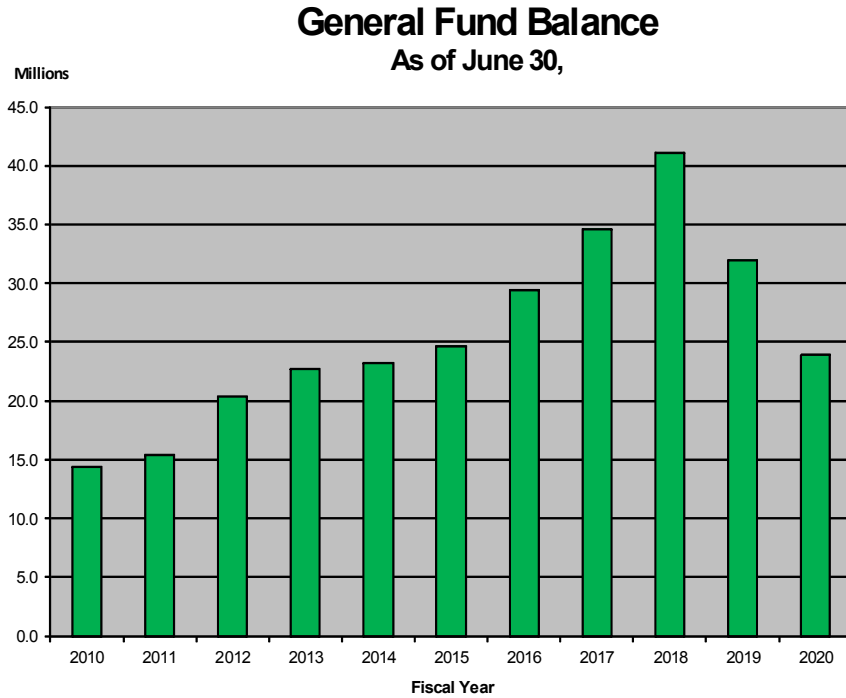
## General Fund Expenditure Summary for FY 2019-2020

	Departmental Expenditures	% of Total
Police	\$11,309,470	16.50%
Fire	9,294,635	13.56%
Emergency Medical Services	5,908,957	8.62%
Westcom Dispatch	1,835,266	2.68%
WestPet Animal Control	493,483	0.72%
Parks & Recreation	4,489,586	6.55%
Library	3,276,541	4.78%
Human Services	1,133,660	1.65%
Human Rights Commission	15,000	0.02%
Public Services	10,414,503	15.19%
Engineering Services	2,521,255	3.68%
Development Services	2,742,179	4.00%
Community & Economic Development	1,740,068	2.54%
Regional Economic Development	135,150	0.20%
Sister Cities Commission	32,000	0.05%
Mayor & Council	110,030	0.16%
City Manager	1,247,945	1.82%
City Clerk	628,455	0.92%
Finance	1,271,859	1.85%
Information Technology Services	3,814,555	5.57%
Human Resources	1,276,054	1.86%
Legal	887,746	1.30%
Leased City Buildings	18,720	0.03%
Risk Management	710,500	1.03%
Hotel/Motel	3,056,000	4.46%
City Contingency	178,000	0.26%
<b>Total</b>	<b>\$68,541,617</b>	<b>100.00%</b>



**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 19-20 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 \$23,938,154, at June 30, 2020, which is 31.87% of FY 19-20 operating expenditures. <sup>1</sup>



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

