



GENERAL FUND



GENERAL FUND

FY 2012-2013 BUDGET

	ACTUAL FY 2009-10	ACTUAL FY 2010-11	BUDGET FY 2011-12	BUDGET FY 2012-13	INC(DEC) FY 2012-13 OVER FY 2011-12	% INC (DEC)
REVENUES						
Operating Revenues						
Property Taxes	\$29,474,179	\$31,061,913	\$31,237,394	\$30,358,552	(\$878,842)	(2.81%)
Other City Taxes	3,149,929	3,307,885	3,278,473	3,319,553	41,080	1.25%
Licenses and Permits	1,017,767	1,023,653	818,050	871,800	53,750	6.57%
Use of Money and Property	105,277	120,111	219,400	75,800	(143,600)	(65.45%)
Intergovernmental	3,671,993	4,257,667	3,830,766	3,408,513	(422,253)	(11.02%)
Charges for Services	3,738,293	4,271,071	3,649,996	4,194,231	544,235	14.91%
Miscellaneous	739,341	648,884	607,008	704,075	97,067	15.99%
Sub-total Operating Revenues	\$41,896,779	\$44,691,184	\$43,641,087	\$42,932,524	(\$708,563)	(1.62%)
Other Financing Sources						
Sale of Surplus Assets & Equipment	\$23,633	\$13,316	\$5,000	\$6,000	\$1,000	20.00%
Proceeds of Long Term Debt		499,399				
Transfers In	13,789,575	10,301,614	12,483,235	11,485,636	(997,599)	(7.99%)
Sub-total Other Financing Sources	\$13,813,208	\$10,814,329	\$12,488,235	\$11,491,636	(\$996,599)	(7.98%)
TOTAL REVENUES & OTHER SOURCES	\$55,709,987	\$55,505,513	\$56,129,322	\$54,424,160	(\$1,705,162)	(3.04%)
EXPENDITURES						
Operating Expenditures						
Personal Services	\$31,826,546	\$31,229,871	\$34,856,130	\$33,948,731	\$907,399	(2.60%)
Supplies and Services	9,163,086	9,674,148	10,382,329	10,237,376	(144,953)	(1.40%)
Universal Commodities	2,662,960	2,660,436	2,829,094	2,860,362	31,268	1.11%
Non-Recurring/Non-Capital	655,392	548,149	529,444	551,907	22,463	4.24%
Capital	991,249	1,493,649	826,068	629,868	(196,200)	(23.75%)
Sub-total Operating Expenditures	\$45,299,233	\$45,606,253	\$49,423,065	\$48,228,244	(\$1,194,821)	(2.42%)
Lease/Purchase or Installment Contract Expenditures	23,908	42,876	140,000	137,750	(2,250)	(1.61%)
Total Expenditures	\$45,323,141	\$45,649,129	\$49,563,065	\$48,365,994	(\$1,197,071)	(2.42%)
Transfers Out	\$11,448,339	\$7,466,962	\$6,557,853	\$6,012,857	(\$544,996)	(8.31%)
TOTAL EXPENDITURES/TRANSFERS OUT	\$56,771,480	\$53,116,091	\$56,120,918	\$54,378,851	(\$1,742,067)	(3.10%)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(\$1,061,493)	\$2,389,422	\$8,404	\$45,309	\$36,905	n/a
BEGINNING FUND BALANCE	\$15,454,619	\$14,393,126	\$16,782,548	\$16,790,952	\$8,404	n/a
ENDING FUND BALANCE	\$14,393,126	\$16,782,548	\$16,790,952	\$16,836,261	\$45,309	n/a
IPERS COMMITTED	\$600,000	\$600,000	\$400,000	\$400,000		
TAX STABILIZATION	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000		
UNCOMMITTED FUND BALANCE	\$12,293,126	\$14,682,548	\$14,890,952	\$14,936,261	\$45,309	n/a
Uncommitted Fund Balance as % of Exp	27.12%	32.16%	30.04%	30.88%		

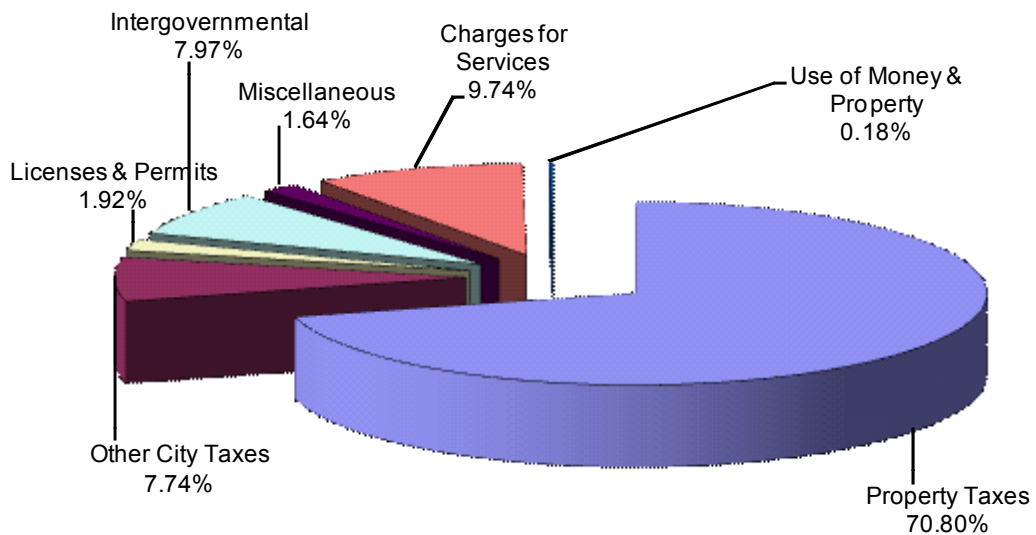


The general fund functions as the chief operating fund for the City. All financial transactions of the City which pertain to general operations and the provision of services to the citizens are recorded in this fund, except those specifically required to be accounted for elsewhere (i.e., legal restrictions). 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 12-13 operating budget projects property tax revenue to decrease by 2.85% from the amount budgeted in the previous year. While West Des Moines has certainly seen more robust growth than other Iowa cities in the past several years, the downturn in the overall economy has resulted in an overall decrease to property tax valuations. Much of the most recent growth of the City is captured within various Tax Increment Financing (TIF) districts. TIF districts are a valuable economic development tool, but the tax revenues generated in those areas do not contribute to general fund property taxes until after the district expires (generally three to twenty years after its creation). The various TIF areas of the City saw an overall valuation increase of \$43 million from the previous year, while the remainder of the City saw a \$100 million decrease over the same period resulting in the overall decrease noted above.

General Fund Revenues



Property Taxes

Of the City's 365 full time equivalent positions, 98% of the City's personnel costs 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 70.10% 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 on the following page.



General Fund Levies

The City of West Des Moines currently has two operational levies that are levied within the general fund. These are the General Levy and Tort Liability 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. The City's combined rate for the General and Tort Liability levies is projected to be \$8.17251 per \$1,000 of taxable property valuation for FY 12-13. 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, as well as ambulance services
- 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 - \$2.00 per \$1,000 of taxable property valuation
- Emergency Levy - \$0.27 per \$1,000 of taxable property valuation
- Other Employee Benefits - \$1.0822 per \$1,000 of taxable property valuation
- Police & Fire Pension - \$0.52529 per \$1,000 of taxable property valuation



Analysis of Property Tax Levy

Property tax revenue is projected to decrease by 2.85% in FY 12-13 as a result of the following factors:

- In FY 12-13 the taxable valuations subject to operating levies decreases by 0.71%
- In FY 12-13 the Tort Liability Levy was reduced \$0.1775 per \$1,000 of taxable property valuation.
- In FY 12-13 the residential rollback percentage increased the amount of property valuations that are taxable in comparison to the FY 11-12 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	Commercial
2002-03	51.67%	97.77%
2003-04	51.39%	100.00%
2004-05	48.46%	99.26%
2005-06	47.96%	100.00%
2006-07	45.99%	99.15%
2007-08	45.56%	100.00%
2008-09	44.08%	99.73%
2009-10	45.59%	100.00%
2010-11	46.91%	100.00%
2011-12	48.53%	100.00%
2012-13	50.75%	100.00%

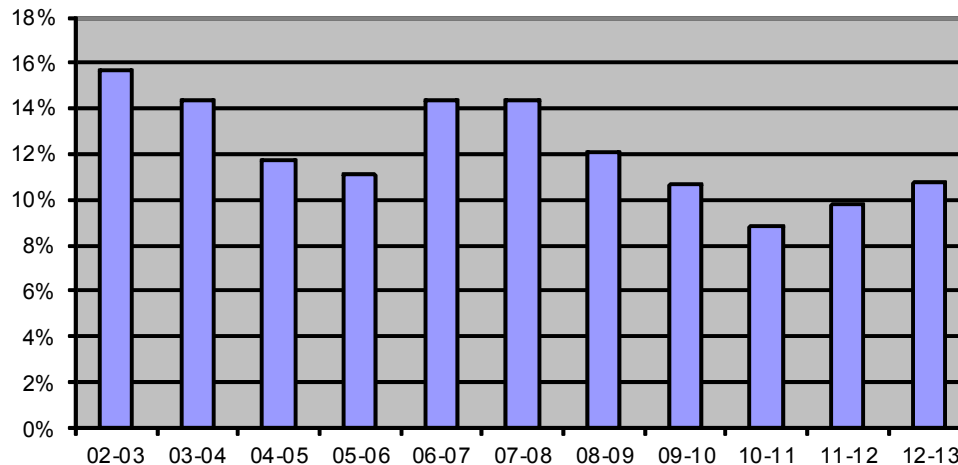


• In FY 12-13 the percentage of the property tax levy that is allocated to the general fund levy remains steady. The chart below is a ten-year comparison of the distribution of the property tax levy for City operations and debt service.

	Property Tax Rate	General Funds	% of Levy	Special Revenue Funds	% of Levy	Debt Service Fund	% of Levy	Total Levy
FY 02-03	\$11.60	\$18,459,986	71.20%	\$1,950,000	7.52%	\$5,516,588	21.28%	\$25,926,574
FY 03-04	\$11.60	\$19,287,254	70.54%	\$2,165,000	7.92%	\$5,890,000	21.54%	\$27,342,254
FY 04-05	\$11.73	\$21,463,280	71.08%	\$2,644,100	8.76%	\$6,086,514	20.16%	\$30,193,894
FY 05-06	\$11.73	\$22,079,583	70.22%	\$3,021,100	9.61%	\$6,340,796	20.17%	\$31,441,478
FY 06-07	\$11.95	\$23,582,677	67.06%	\$4,679,250	13.31%	\$6,905,976	19.64%	\$35,167,903
FY 07-08	\$12.05	\$25,224,154	66.22%	\$5,688,850	14.93%	\$7,179,591	18.85%	\$38,092,595
FY 08-09	\$12.05	\$28,171,950	68.12%	\$5,547,500	13.41%	\$7,636,863	18.47%	\$41,356,313
FY 09-10	\$12.05	\$29,917,286	68.52%	\$5,787,770	13.26%	\$7,955,388	18.22%	\$43,660,445
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	\$31,640,867	68.07%	\$6,439,291	13.85%	\$8,403,530	18.08%	\$46,483,688
FY 12-13	\$12.05	\$30,748,105	66.49%	\$7,060,779	15.27%	\$8,433,881	18.24%	\$46,242,765

• The percentage of the overall City property base included in TIF districts increased from the previous year, to slightly over 10% of the total. This percentage increased primarily due to pockets of growth occurring with the TIF districts while the City's overall tax valuations decreased over the same period. The percentage of TIF valuations for West Des Moines remains fairly low compared to comparable cities. Below is a ten-year history of T.I.F. 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 12-13 hotel/motel revenue is expected to be approximately \$2,650,000. City Council action designated discretionary revenues in excess of \$2,550,000 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), and the Iowa Events Center. 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 would 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 2009-10	ACTUAL FY 2010-11	BUDGET FY 2011-12	BUDGET FY 2012-13	INC(DEC) FY 2012-13 OVER FY 2011-12	% INC (DEC)
Other City Taxes						
Utility Tax Replacement	\$399,148	\$191,518	\$403,473	\$389,553	(\$13,920)	(3.45%)
Cable Television Commission	300,198	300,979	275,000	280,000	5,000	1.82%
Hotel/Motel Taxes	2,450,583	2,815,388	2,600,000	2,650,000	50,000	1.92%
Total Other City Taxes	\$3,149,929	\$3,307,885	\$3,278,473	\$3,319,553	\$41,080	1.25%



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. With the current state of the economy, building and construction related permits are projected to be lower than previous years. Additionally, as of July 1, 2008, legislation went into effect which requires plumbers and mechanical professionals to have a state-issued license.

	ACTUAL FY 2009-110	ACTUAL FY 2010-11	BUDGET FY 2011-12	BUDGET FY 2012-13	INC(DEC) FY 2012-13 OVER FY 2010-11	% INC (DEC)
<u>Licenses and Permits</u>						
Beer/Liquor/Cigarette Licenses	\$85,597	\$97,619	\$89,000	\$89,500	\$500	0.56%
Animal License	22,606	22,327	20,000	30,000	10,000	50.00%
Fire Permits	5,650	5,740	5,200	52,200	47,000	1,003.85%
Building Permits	529,639	570,642	407,250	415,000	7,750	1.90%
Electrical Permits	81,739	75,426	70,500	67,000	(3,500)	(4.96%)
Heating Permits	83,482	53,971	54,000	47,000	(7,000)	(12.96%)
Plumbing Permits	68,897	48,442	44,500	42,000	(2,500)	(5.62%)
Occupancy Permit	20,432	18,960	17,600	17,600		
Miscellaneous License & Permits	18,719	16,022	9,000	10,500	1,500	116.67%
Dog Park Permit	33,330	38,946	42,000	42,000		
Storm Water Erosion Permit	27,710	25,725	24,000	24,000		
Alarm License/Permit	39,966	49,833	35,000	35,000		
Total Licenses and Permits	\$1,017,767	\$1,023,653	\$818,050	\$871,800	\$53,750	6.57%

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 2009-10	ACTUAL FY 2010-11	BUDGET FY 2011-12	BUDGET FY 2012-13	INC(DEC) FY 2012-13 OVER FY 2011-12	% INC (DEC)
<u>Use of Money and Property</u>						
Interest Income	\$59,392	\$72,230	\$175,000	\$29,800	(\$145,200)	(82.97%)
ATM Fees Collected	2,272	1,785	2,000	1,600	(400)	(20.00%)
Payment Processing Rebate		2,993		10,000	10,000	100.00%
Other Land Rental	42,863	40,453	39,900	26,000	(13,900)	(34.84%)
Building/Land Lease Charge	750	2,650	2,500	8,400	5,900	336.00%
Total Use of Money and Property	\$105,277	\$120,111	\$219,400	\$75,800	(143,600)	(65.45%)



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 2009-10	ACTUAL FY 10-11	BUDGET FY 2011-12	BUDGET FY 2012-13	INC(DEC) FY 2012-13 OVER FY 2011-12	% INC (DEC)
Intergovernmental						
Animal Control-Clive	\$18,700	\$18,700	\$18,700	\$19,500	\$800	4.28%
Animal Control-Urbandale		4,750		18,700	18,700	100.00%
Dallas County - Jordan Creek	473,325	401,068	524,000	544,814	20,814	3.97%
Dallas County - MCP	307,875	440,000				
EMS - Dallas County	126,024	96,800	125,000		(125,000)	(100.00%)
EMS - Iowa Health	359,868	140,748	350,000	200,000	(150,000)	(42.86%)
EMS - WestEMS transfer to WDM	101,865	114,958				
FEMA Reimbursement	12,189	510,284				
FEMA - State Portion	9,177	49,726				
Fire - Westside Ambulance Bay -Clive		2,500		5,000	5,000	100.00%
Fire - Westside Fire/EMS - Clive	499,406	605,576	626,827	601,557	(25,270)	(4.03%)
Fire - Regional Fire Training	3,850	1,050	1,000	1,000		
Housing - DCLHTF	3,546		213,602	145,000	(68,602)	(32.12%)
Housing - DCLHTF Transfer to WDM		17,660				
Housing - MHIP	175,928	38,352	160,000	260,000	100,000	62.50%
Housing - Polk City	47,992	101,789	192,500		(192,500)	(100.00%)
Human Services - Polk County Trans	31,191	40,051	42,000	42,000		
Human Services - Red Rock	12,000	13,000	12,000	12,000		
ITS - ITS Service - WDM Water Works	12,000	12,000	12,000	12,000		
Library - Metro Library Contract	4,024	10,854	14,200	10,000	(4,200)	(29.58%)
Library - Polk County	10,328	10,874	100	10,000	9,900	1,000.00%
Parks & Rec - Teen Center - WDM Schools	8,500	8,500	8,500	8,500		
Police - COPS Grant	(175,435)					
Police - Crossing Guards - WDM Schools	57,989	13,434	63,900	63,900		
Police - Liaison Officer - Dowling	46,180	47,880	49,000	50,000	1,000	2.04%
Police - Liaison Officer - WDM Schools	89,688	94,505	94,000	96,000	2,000	2.23%
Police - YJI - WDM Schools	75,592	75,592	77,750	77,750		
Public Safety - Misc Grants	155,769	188,216				
Public Safety - Misc. Federal Cost Share	9,615	9,375				
Public Works - Salt Brine Solution		10,123				
Public Works - Seminar Registrations				10,000	10,000	100.00%
Public Works - Salt Storage Facility		1,993				



	ACTUAL FY 2009-10	ACTUAL FY 10-11	BUDGET FY 2011-12	BUDGET FY 2012-13	INC(DEC) FY 2012-13 OVER FY 2011-12	% INC (DEC)
<u>Intergovernmental Continued</u>						
Traffic Signals-Clive	1,719	3,741	2,500	2,500		
Traffic Signals-Des Moines		476	1,000	400	(600)	(60.00%)
Traffic Signals-Waukee		71	250	100	(150)	(60.00%)
WestCom - Joint Dispatch - Clive	302,418	325,494	354,700	336,800	(17,900)	(5.05%)
WestCom - Joint Dispatch - Urbandale	633,346	583,552	688,535	568,635	(119,900)	(17.41%)
Westcom - Misc Grants	1,493	5,134				
Westcom - Norwalk - Calls For Service				113,857	113,857	100.00%
Wesctom - Norwalk - User Fees				18,000	18,000	100.00%
WestCom - Trf to WDM	245,330	248,341	188,202	170,000	(18,202)	(9.67%)
Westcom - 800 mHZ WDM Schools	10,500	10,500	10,500	10,500		
Total Intergovernmental	\$3,671,993	\$4,257,667	\$3,830,766	\$3,408,513	(\$422,253)	(11.02%)



Charges for Services

Several city departments charge fees for some 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 2009-10	ACTUAL FY 2010-11	BUDGET FY 2011-12	BUDGET FY 2012-13	INC(DEC) FY 2012-13 OVER FY 2011-12	% INC (DEC)
Charges for Services						
Ambulance Charges	\$2,003,113	\$2,276,930	\$2,100,000	\$2,500,000	\$400,000	19.05%
Animal Impoundment	7,963	8,352	7,500	7,500		
Cemetery Charges	9,250	11,000	8,000	8,000		
City Hall Rental		190				
Community Center Rental	27,258	8,212	27,000	27,000		
Construction Inspection- Dev Services	167,764	215,100	90,000	100,000	10,000	11.11%
Construction Inspection - Public Works	54,845	70,185	20,000	25,000	5,000	25.00%
CPR Class Charges	30,776	31,363	20,000	30,000	10,000	50.00%
False Alarm Charges	13,200	15,105	15,000	14,000	(1,000)	(6.67%)
Fire Charges	25,185	22,518	11,000	15,000	4,000	36.36%
Fire Plan Review Fees	7,351	7,129	4,500	13,750	9,250	205.55%
Housing Inspection	76,292	114,141	50,000	60,000	10,000	20.00%
Miscellaneous Development Charges	36,474	38,406	31,515	30,500	(1,015)	(3.22%)
Nuisance Abatement Charges	32,480	36,097	18,000	30,000	12,000	66.67%
Parks Future Rentals (Unearned)	(10,804)	193				
Police Charges	10,470	10,920	9,000	9,000		
Pool Admission	556,931	597,876	604,356	643,356	39,000	6.45%
Recreation Fees	352,663	332,192	365,744	375,744	10,000	2.73%
RRP Nature Lodge	96,874	97,945	93,232	93,232		
RRP Softball	144,542	174,815	145,149	166,149	21,000	14.47%
Shelter Rentals	25,015	26,360	20,000	27,000	7,000	35.00%
Special Events	57,729	107,049				
Teen Center Fee				9,000	9,000	100.00%
Traffic Studies	12,917	68,993	10,000	10,000		
Total Charges for Services	\$3,738,293	\$4,271,071	\$3,649,996	\$4,194,231	\$544,235	14.91%



Miscellaneous

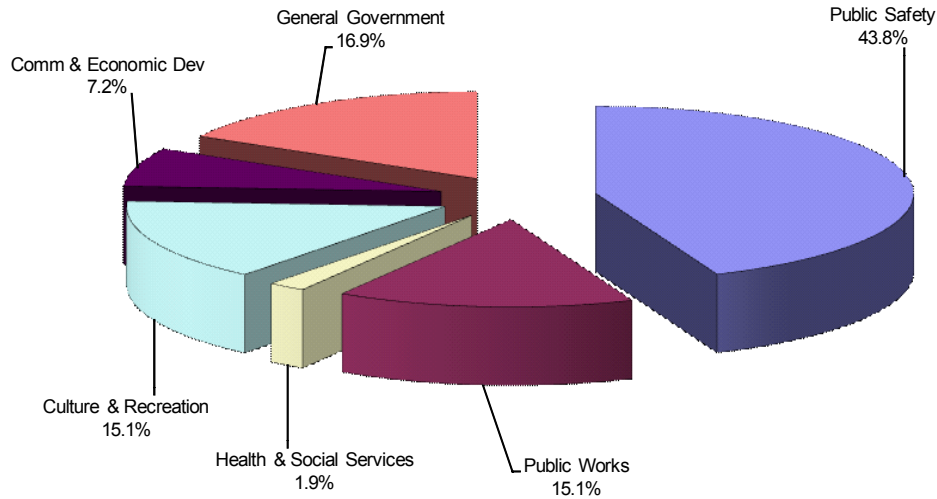
State regulations require that revenue be placed in one of the revenue categories specified above; if there is not a perfect fit to one of the categories listed, the revenue is then placed in a miscellaneous category.

	ACTUAL FY 2009-10	ACTUAL FY 2010-11	BUDGET FY 2011-12	BUDGET FY 2012-13	INC(DEC) FY 2012-13 OVER FY 2011-12	% INC (DEC)
Miscellaneous						
Fire - Reports/Signs/Inspection Tags	\$4,412	\$4,348	\$3,000	\$3,000		
Housing - Contributions	178,657	96,053	218,353	302,220	83,867	38.41%
Human Services - Handyman & Transportation Donations	14,134	6,313	8,000	4,500	(3,500)	(43.75%)
Library -Miscellaneous	81,909	81,170	80,700	86,700	6,000	7.43%
Parks & Rec - Event Sponsorship	26,583	10,000	20,000	20,000		
Police- Accident Reports	15,304	16,031	15,000	15,000		
Police - Cigarette Fines	600	5,700	1,000	500	(500)	(50.00%)
Police- Liquor Fines	6,000	8,000	10,000	10,000		
Police - OWI Restitution	2,759	2,712	1,000	1,500	500	50.00%
Public Safety - Contributions	21,902	26,052	17,155	17,155		
Public Safety - Parking Violations/Fines	39,121	35,952	30,000	30,000		
Sale of Magazine Ads	24,800	37,281	28,000	28,000		
Sale of Scrap	1,906	3,252	1,000	2,500	1,500	250.00%
Sales Tax Refunds	150,596	56,539	48,000	48,000		
Traffic/Court Fines	126,509	210,263	105,000	115,000	10,000	9.52%
Unanticipated/Miscellaneous	44,149	49,218	20,800	20,000	(800)	(3.85%)
Total Miscellaneous	\$739,341	\$648,884	\$607,008	\$704,075	\$97,067	15.99%

Expenditure Highlights

General Fund operating expenditures for FY 12-13 are projected to decrease by approximately 2.57% over FY 11-12. The primary reason for this decrease is the projected decrease in personnel services. This decrease includes the pay increases for existing staff as well as minor modifications to staffing levels approved by the Mayor and City Council.

**General Fund Operating Expenditures
\$48,290,574**



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 12-13 budget continues the City's longstanding tradition of providing public safety services that are second to none. Public Safety represents the largest appropriations category, accounting for over 43% of the General Fund budget. Included in this category are appropriations for Police, Fire, Emergency Medical Services and WestCom.

The Emergency Medical and Communication Services department has been allocated a total of \$63,300 for supplemental requests. Proposed uses are as follows:

- Cardiac Monitor Replacement
- Video Laryngoscopes
- City AED Replacement

The Fire department has been allocated \$106,000 for supplemental requests. Proposed uses are as follows:

- POD Unite for Trench/Confined Space Rescue
- SCBA & Bottle Replacement
- Specialized Rescue Equipment



The Police department has been allocated a total of \$232,000 for supplemental requests. Proposed uses are as follows:

- Patrol Vehicle Replacement (5)

Public Works

The Department of Public Works provides services through two internal divisions: Operations and Engineering. The Operations Division 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 Engineering Division is responsible for designing CIP projects and construction plans, reviewing and commenting on private development plans as well as developing maintenance system schedules for pavement management and sewer management. Their mission is to provide first class operations, maintenance, repair, engineering, and construction services for all City public infrastructure and improvements. Public Works constitutes over 15% of the General Fund budget.

The Public Works department has been allocated \$100,000 for supplemental requests. Proposed uses are as follows:

- AVL / Data Safety System
- DeIcer Pump Valve
- 2-Ton Slide In Hot Box
- Federal Bridge Inspection
- Conflict Monitor
- City Map Printing
- Rental of Inside Storage Space

Health & Social Services

The Department of Human Services strives toward improving the quality of life for all residents of West Des Moines regardless of income, ethnicity, age or physical/mental limitations. Among the services offered to eligible residents are: transportation assistance; emergency food pantry; personal pantry, which stocks personal hygiene items; clothing closet; energy assistance; homeless prevention; transitional housing; emergency assistance; handyman services which provide elderly and disabled residents help with odd jobs, lawn maintenance, snow shoveling, minor home repairs, etc.; holiday assistance; and other seasonal services.

The Human Services department has been allocated a total of \$10,000 for the upgrade of a bus scheduled for replacement in FY 2012-13.

Culture & Recreation

The Parks and Recreation Department operates and maintains just over 1,238 acres of parkland consisting of 36 parks and greenways and nearly 48 miles of 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, and nature lodge. Program areas include adult sports, aquatics, fitness, youth, seniors, and cultural arts.



The Parks and Recreation department has been allocated a total of \$45,000 for supplemental requests. Proposed uses are as follows:

- Sealing of Colored Concrete Pavement & Limestone

The West Des Moines Public Library provides access to informational, educational and recreational resources to the community, and encourages children to develop a lifelong appreciation for the rewards of self directed reading and learning.

Community & Economic Development

The Development Services Department includes two divisions. The Planning/Building Inspection Division strives 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 division also provides on site inspections to help ensure that the actual construction is safe and secure. The Engineering Division is responsible for 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.

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 department has become and will need to continue being more involved with activities that the City had not played a significant role in previously. Such as exhibiting at trade shows, preparation of targeted economic development promotional materials, taking a more proactive role in retail business recruitment and an expanded role in dealing with economic development prospects.

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 citizens' 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.

Supplemental Requests include:

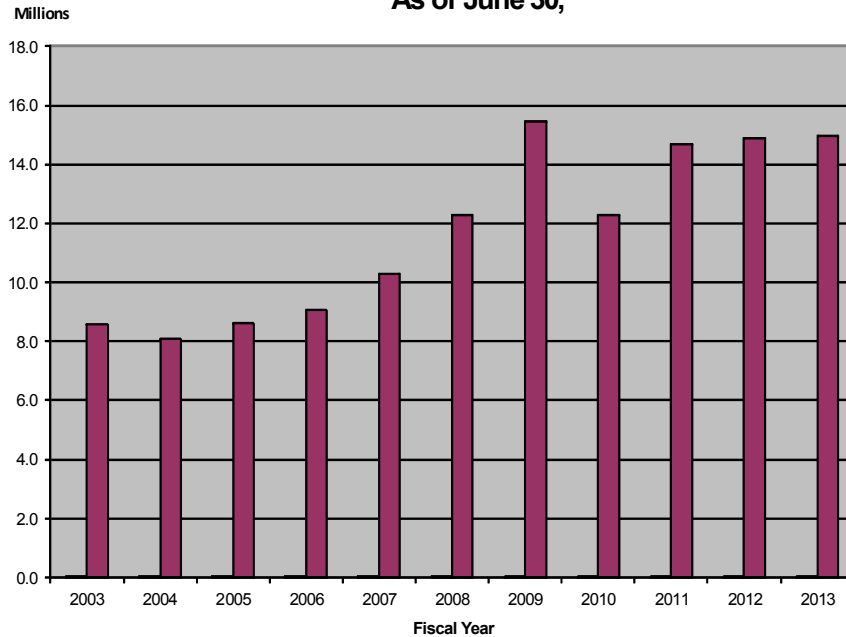
- Phone System / Network Replacement. This will be the second year of a five year lease/purchase. Many components within the old system were no longer supported by the manufacturer.



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 FY12-13 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 \$14,948,854 at June 30, 2013, which is 30.96% of FY 12-13 operating expenditures. ¹

General Fund Balance
As of June 30,



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

