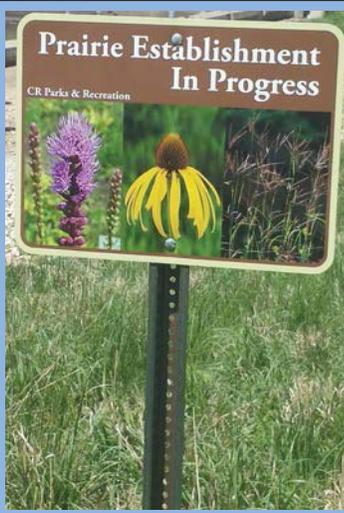


GENERAL FUND

Fund Description

The General Fund is the primary operating fund of the City that accounts for all financial resources and expenditures, except those required to be accounted for by other funds.





General Fund Highlights



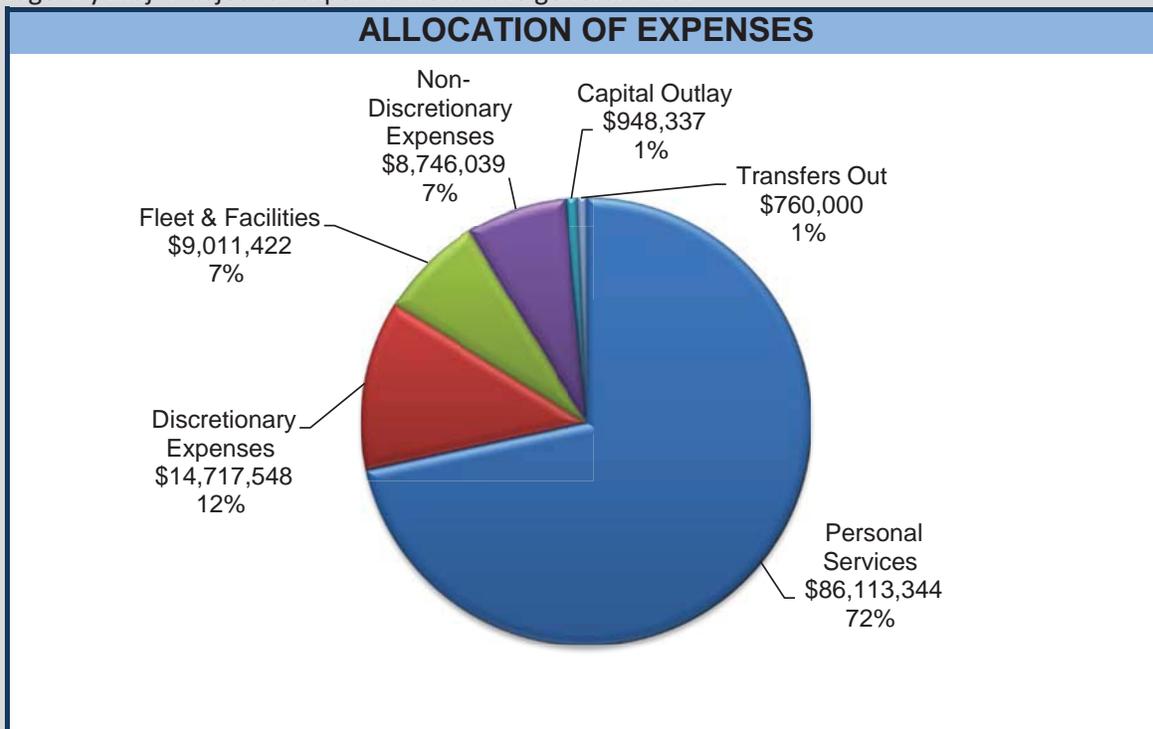
As in FY 2016, the FY 2017 general fund budget is balanced, meaning revenue sources equal expenditures.

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	131,476,467	116,721,889	120,296,689	3,574,800	3%
Expenditures					
Personal Services	79,206,655	82,521,461	86,113,344	3,591,883	
Discretionary	16,401,192	13,936,795	14,717,548	780,752	
Fleet & Facilities	7,793,469	8,569,952	9,011,422	441,470	
Non-Discretionary	17,022,486	9,794,660	8,746,039	(1,048,622)	
Capital Outlay	672,426	904,575	948,337	43,762	
Debt Service	-	-	-	-	
Transfers Out	8,729,771	994,445	760,000	(234,445)	
	129,825,998	116,721,889	120,296,689	3,574,800	3%
Net	1,650,469	-	-	0	

Summary of FTEs				
FY 2016 Adjusted	Non-Flood FY 2017 Budget	Flood FY 2017 Budget	Total FY 2017 Budget	Change From FY 2016
934.90	928.87	2.00	930.87	(4.03)

Revenues and Expenditures

The total FY 2017 general fund revenue and expenditure budget is \$120.3M. The chart below details the FY 2017 budget by major object of expenditure for the general fund.

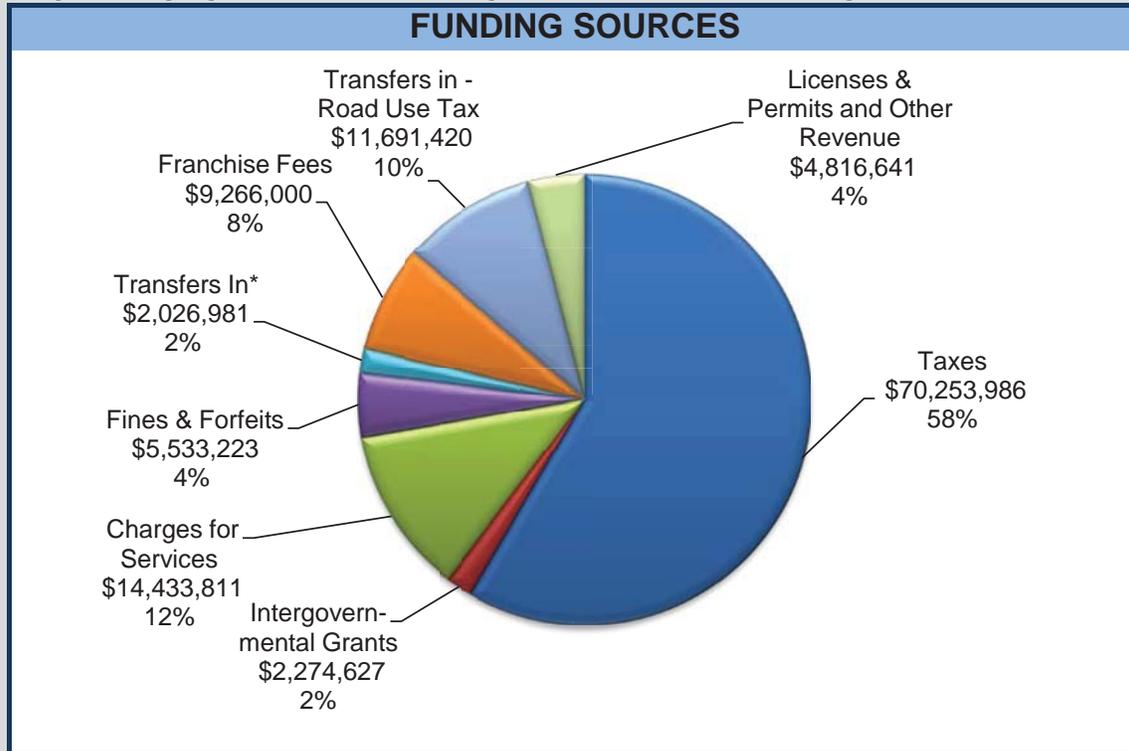




General Fund Highlights



The following chart highlights the FY 2017 funding sources used to balance the general fund.



Compared to FY 2016, the total FY 2017 general fund revenue and expenditure budget is increasing \$3.6M. The majority of the expenditure increase relates to personal service increases for wages and benefits of \$3.6M. The budget includes reductions in fuel and liability, property, & vehicle insurance. The fuel budget is decreasing based on historical and projected per gallon fuel rates. Liability and property fund expenses are decreasing due to decreased premiums for property insurance coverage and a decrease in property loss expenditures and the limited liability loss risks.

The personal services budget includes a \$1.7M reduction in personal services for anticipated vacancies during the year based on historical information and projections. Also incorporated is a decrease in the City's contribution to the Municipal Fire and Police Retirement System of Iowa (MFPRSI) from 27.77% to 25.92%. The FY 2017 budget includes a decrease of 4.03 FTEs to 930.87 FTEs. The FTE changes include:

- Eliminating 1 2008 flood position from the Public Works Department and 1 2008 flood position from the City Manager Department.
- Eliminating 1 Executive Administrator of Development Services FTE from the Development Services Department.
- Eliminating 1 Planner II FTE from the Community Development Department.
- Eliminating .03 seasonal FTEs from the Parks and Recreation Department.

Funding Increases

The budget contains the following funding increases:

- \$170K reduction in Parks and Recreation revenue based on historical information and trends.
- \$177K for Information Technology Department related maintenance costs for new systems such as Energov.
- Up to \$47K for Information Technology Department system maintenance costs.
- \$75K for contracted custodial services and \$110K for other operating expenses relating to the NW Recreation Center.
- \$9K for Civil Rights Department building rent.



General Fund Highlights



- Wage adjustments to overtime of \$14K for Police and \$14K for Fire.
- \$75K to Public Works for median maintenance.
- One time funding of \$50K for the zoning code handbook and implementation materials.
- One time funding of \$20K gateway sign design.
- One time funding of \$20K for maintaining the Knutson Building.
- One time funding of \$75K for comprehensive plans (budget was reallocated between departments, no overall increase to the general fund).
- \$349K for Library operations.

Library

From FY 2014 – FY 2016 the adopted budget included one-time funding requests for the Downtown and Ladd Libraries. When comparing FY 2013 to FY 2016 adopted budget, Library expenditures increased \$1.1M and revenues increased \$320K. After wage and benefit adjustments for positions existing prior to FY 2014, the net increase to the general fund over this 3 year period was \$700K in one-time funding.

Included in the FY 2017 budget is a long term funding plan that eliminates the one-time funding revenue source of \$700K. To eliminate the one-time funding gap in the FY 2017 budget the City has increased its funding to the library by \$349K and the remainder of the funding gap will come from a combination of increased revenues and decreased operating expenses still being finalized by the Library as of the creation of this document. The library will have the remaining funding gap addressed prior to the start of FY 2017. The FY 2017 budget does reflect the library operating budget without one-time funding. When the library's plan is finalized the FY 2017 line item budget will be adjusted to reflect any changes, but the overall budget number will not change.

Police Community Action Team

In FY 2016, \$380K was budgeted under the category non-discretionary expenses for a police community action team. The intent was to reallocate budget between general ledger accounts as the program was finalized and reflect the final allocation in the FY 2017 budget. With the expenses finalized, the FY 2017 program budget has been reallocated from non-discretionary expenses to personal services (\$363K for the hiring of 4 officers and promotion of a sergeant and \$17K to discretionary expenses).

Urban Core Maintenance Program

In FY 2016, \$127K was budgeted under the category non-discretionary expenses for an urban core maintenance program. The intent was to reallocate budget between general ledger accounts as the program was finalized and reflect the final allocation in the FY 2017 budget. With the expenses finalized, the FY 2017 program budget has been reallocated from non-discretionary expenses to personal services.

The key revenue changes in the FY 2017 budget include:

- An increase of 1% to 3% for both the gas franchise and the electricity franchise fees. The cable franchise fee remains at 5%. Revenue is budgeted to increase \$2.3M to \$9.3M based on the fee increase and historical trends.
- Interest revenue budget is increasing \$524K to \$900K based on historical and projected revenue.
- Revenue from internal charges between departments for the cost of services provided is increasing \$888K to \$9.2M.
- Property tax revenue, including transfers of property tax revenue from trust and agency funds, is increasing \$300K to \$70.3 based on no change in the property tax levy rate and a small increase in valuations.
- State backfill revenue, including transfers of state backfill revenue from trust and agency funds, is decreasing \$239K to \$2.7M.
- \$57K in revenue to Parks and Recreation from Solid Waste and Recycling for support of the leaf collection program.



General Fund Highlights



- Various revenue increases/decreases based on historical information.

Other Items Included in the Budget

- \$876K revenue and expenditure budget for the Amphitheater, with a small profit projected. This is a decrease in revenue of \$154K and expenses of \$145K based on Parks and Recreation Department and the management company projections.
- \$596K for convention center and arena operating deficits.
- \$260K for golf operating deficit.
- \$250K for economic development.
- \$250K for veterans stadium projects (includes \$100K from Veterans Memorial).
- \$350K for City Manager and City Council discretionary spending.
- A \$3.2M contribution from the Police and Fire Departments to fund the Joint Communications Department operating budget. The general fund finances 89% of the Joint Communications operating budget.
- \$462K in revenue, \$33K in discretionary expenses, and 7 School Resource Officers based on approved agreements with school districts.
- An increase of \$270K to \$2.8M for Fleet lease charges mainly relates to an overall increase in the replacement of fleet equipment and vehicles.
- \$50K for fire truck corrosion repairs.
- \$49K for aquatics capital equipment to be funded with prior year pool local option sales tax revenue.
- \$870K for other capital equipment purchases to be funded mainly with property tax revenue (increase of \$80K from FY 2016).
- \$11.7M of road use tax revenue (includes a minimal increase from FY 2016).
- Reduction in Community Development revenue offset by previously mentioned elimination of a Planner II.

Allocation of General Fund Budget

The total FY 2017 budget by general fund department is detailed below. The largest expenditures relate to public safety, public works, park and recreational activities, library, information technology.

	FY 2017 Expenditure Budget (Net of Transfers)	% of General Fund Budget		FY 2017 Expenditure Budget (Net of Transfers)	% of General Fund Budget
Police	35,892,180	30%	Attorney	822,775	1%
Public Works	19,338,932	16%	Contingent	822,344	1%
Fire	18,603,556	16%	Council & Mayor	641,448	1%
Parks and Recreation	12,260,586	10%	City Clerk	588,302	<1%
Library	5,916,528	5%	Civil Rights	537,052	<1%
Information Technology	5,705,893	5%	Purchasing	480,014	<1%
Finance Department	4,498,450	4%	Downtown	189,800	<1%
Building Services	3,165,330	3%	Capital Replacement	120,000	<1%
Street Lighting	2,056,000	2%	Band	104,367	<1%
City Manager	1,955,488	2%	School Crossing Guards	62,830	<1%
Human Resources	1,617,061	1%	Building Demolition	60,000	<1%
Development Services	1,393,068	1%	Bridge Maintenance	48,770	<1%
Community Development	1,382,141	1%	Gateway Maintenance	30,075	<1%
Memorial	1,224,279	1%	Ag Lands	19,423	<1%
			Total General Fund	119,536,689	100%

General Fund - Fund Balance

The City of Cedar Rapids maintains prudent general fund balances, which protect the City's financial integrity. At this time, City staff projects the City's unassigned general fund balance on June 30, 2016 will be 31.8% (\$38.3M) of FY 2017 annual operating budget of \$120M. The City's general fund reserve will decrease due to the negative



unrestricted fund balance of the Golf fund which as of June 30, 2015 is \$2.5M. This reduces the general fund reserve balance to \$35.8M or 29.7%.

General Fund Reports

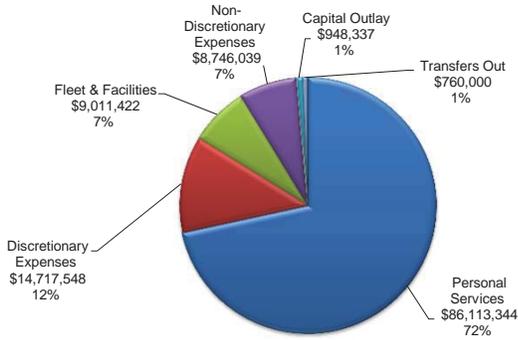
On the subsequent pages is the detail of the general fund by account as well as information by department. General fund departments with expenditures in excess of revenues are considered subsidized by the overall general fund. The subsidy is the amount of support from funding sources such as property taxes or franchise fees.

When reviewing actual revenue and expenditures of general fund departments, internal department charges from general fund departments to general fund departments are included in actuals to show the cost of service provided. These revenues and expenditures are not included in the adopted budget, but rather are adjusted for during budget amendment.

Revenue from internal charges and transfers can fluctuate year to year due to staffing changes and personal service changes. To avoid repeat commentary, such changes that are immaterial to the overall general fund budget are excluded from the "Highlight of Budget Changes" on department pages.

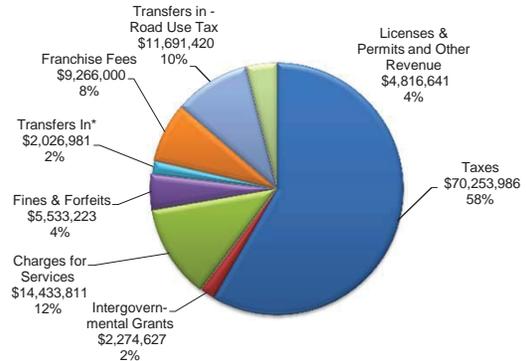
GENERAL FUND

ALLOCATION OF EXPENSES



FY 2017 FINANCIAL DETAIL

FUNDING SOURCES



*Transfers in includes \$610K of backfill transferred from Trust and Agency Funds

Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016	
Revenues								
Taxes								
Prop Tax Levy - Current	401100	48,086,273	48,884,849	49,286,064	50,636,050	50,923,222	287,172	
Property Tax Levy - Delinquent	401101	39,374	69,713	54,233	-	-	-	
Franchise Tax	401106	3,940,424	6,962,603	6,666,465	6,963,000	9,266,000	2,303,000	
Total Taxes		52,066,071	55,917,166	56,006,762	57,599,050	60,189,222	2,590,172	4%
Licenses & Permits								
Liquor Licenses	411001	180,738	173,316	197,094	142,385	170,000	27,615	
Cigarette Licenses	411002	12,200	11,975	11,700	9,500	10,500	1,000	
Plumbing Licenses	411005	2,047	55	-	-	-	-	
Mechanical Licenses	411006	-	545	-	-	-	-	
Building Permits	411007	1,744,818	1,563,749	1,509,114	1,607,379	1,552,809	(54,570)	
Plumbing Permits	411008	138,651	171,648	159,536	140,000	164,000	24,000	
Electrical Permits	411009	275,456	262,779	240,023	200,000	252,000	52,000	
Sign Permits	411010	20,829	17,468	20,053	21,000	19,000	(2,000)	
Right of Way Permits	411011	73,082	76,272	122,570	68,300	68,000	(300)	
Mechanical Permits	411012	136,452	130,120	138,085	145,000	134,000	(11,000)	
Other Licenses	411013	37,929	36,648	32,977	26,550	30,000	3,450	
Other Permits	411014	34,784	44,153	51,713	49,000	48,000	(1,000)	
Total Licenses & Permits		2,656,985	2,488,728	2,482,865	2,409,114	2,448,309	39,195	2%
Intergovernmental Grants								
Federal Operating	421001	179,468	362,195	456,006	-	-	-	
State Operating	422001	32,702	1,231	46,549	80,702	80,702	-	
State Capital	422002	-	-	13,885	-	-	-	
State Comm Indus Backfill	422104	-	-	1,524,260	2,286,897	2,101,425	(185,472)	
Local Govt Grants	423000	94,473	94,549	127,030	93,700	92,500	(1,200)	
Community Credits	423001	24,089	48,391	47,874	-	-	-	
Total Intergovernmental Grants		330,732	506,366	2,215,603	2,461,299	2,274,627	(186,672)	-8%
Charges for Services								
Court Cost, Fees, & Charges	431001	700	-	304	1,500	-	(1,500)	
Recording Fees	431002	2,357	7,552	3,529	2,000	2,070	70	
Laboratory Fees	431003	-	88	-	-	-	-	
Zoning & Subdivision Fees	431004	42,930	34,009	30,293	46,800	31,500	(15,300)	
Sale of Maps / Publications	431005	5,638	2,426	2,595	4,286	4,030	(256)	
Printing & Duplicating of Form	431006	35,094	47,985	54,915	41,700	45,500	3,800	
Admin Charges - City Mgr Depts	431007	13,604,116	15,728,138	16,728,964	8,317,514	9,196,050	878,535	
Other Charges for Services	431010	168,703	186,745	774,670	155,638	155,638	-	
Admin Charges - Commissions	431011	174,924	246,710	246,996	112,129	120,173	8,043	
Admin Charges - External	431012	543,042	640,607	936,479	772,454	1,081,759	309,305	
Special Police Services	431101	133,820	161,268	169,876	105,424	157,924	52,500	
Special Fire Services	431102	399,771	392,670	339,884	298,000	320,000	22,000	
Protective Inspection Fees	431103	712,672	717,859	749,302	765,000	743,000	(22,000)	
Burglar Alarm Line Charges	431104	138,410	146,400	115,750	122,500	115,000	(7,500)	
Towing Fees	431106	132,655	121,020	97,560	138,000	95,000	(43,000)	
Library User Fees - Not Fines	431201	1,501	-	95	600	600	-	
Vending Sales	431301	33,511	27,733	26,639	24,650	27,650	3,000	
Concession Sales	431302	286,911	355,863	275,278	661,252	623,802	(37,450)	
Registration Fees	431303	441,642	430,301	516,850	510,995	491,995	(19,000)	
Admission Fees	431305	336,580	298,878	301,900	516,953	410,566	(106,387)	
League Fees	431306	91,857	89,855	126,283	92,085	110,085	18,000	
Tournament Fees	431307	11,791	12,000	5,020	23,000	5,000	(18,000)	
School Fees	431308	768	555	402	-	-	-	
Special Fees	431309	37,663	37,071	37,752	37,650	40,650	3,000	
Pass Fees	431311	466,223	419,790	416,535	515,518	434,321	(81,197)	
Gift Certificate Sales	431312	(515)	136	(140)	-	-	-	
Will Call Fees	431313	-	23,617	107	-	-	-	
Advertising Income	431314	44,500	43,950	49,875	229,827	74,000	(155,827)	
Animal Control & Shelter Fees	431401	148,505	142,330	140,767	145,000	140,000	(5,000)	
Snow/Weed Abatements	431502	41,850	65,271	61,501	74,700	5,000	(69,700)	
Weed Cleaning/Removal Charges	431503	-	-	(350)	-	-	-	
Inspection Fees	431601	1,676	475	425	1,500	500	(1,000)	
Sale of Recycleable	432002	17,909	21,977	12,619	-	2,000	2,000	
Total Charges for Services		18,057,202	20,403,278	22,222,674	13,716,675	14,433,811	717,136	5%

Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016	
Fines & Forfeits								
Court Fines	441000	94,398	91,738	68,988	110,000	92,500	(17,500)	
Library Fines	441001	79,982	130,327	153,983	115,000	125,000	10,000	
Other Fines & Forfeits	441002	7,361,460	7,830,650	9,429,499	5,312,298	5,315,723	3,425	
Total Fines & Forfeits		7,535,840	8,052,714	9,652,470	5,537,298	5,533,223	(4,075)	0%
Transfers In								
Operating Transfer In - Inter	483001	31,152,885	31,627,758	32,141,476	32,981,242	33,049,165	67,924	
Operating Transfer In - Intra	483002	3,823,264	4,678,552	4,202,865	-	-	-	
Total Transfers In		34,976,149	36,306,310	36,344,341	32,981,242	33,049,165	67,924	0%
Other Revenue								
Interest/Div - Nonproprietary	451000	18,274	(415,939)	898,092	376,000	900,000	524,000	
Penalties	451001	1,770	1,860	1,590	-	-	-	
Gain (Loss) on Sale of Invest	451002	3,099	-	-	-	-	-	
Land Rental	461000	134,148	154,348	160,851	140,679	140,724	45	
Building Rental	461001	88,782	239,493	373,519	404,554	333,514	(71,040)	
Other Rental	461002	112,889	183,400	117,907	225,739	339,064	113,325	
Air Rights	461005	15,121	9,613	2,944	-	-	-	
Vacating Streets & Alleys	461006	6,112	5,994	4,631	-	900	900	
Postage / Handling	471001	9	-	8	-	-	-	
Contributions & Donations	471002	57,117	393,016	335,246	446,850	86,850	(360,000)	
Sale of Inventory	471003	19,781	21,427	20,214	13,000	12,300	(700)	
Damage Recoveries	471004	43,403	76,829	45,924	16,250	33,000	16,750	
Other Miscellaneous Revenue	471005	112,278	211,426	215,141	230,940	286,980	56,040	
Insurance Premiums	471006	(40)	-	-	-	-	-	
Cash Over (Under)	471007	490	337	(143)	-	-	-	
Special Assessment Charges	471008	-	89,126	91,876	43,200	60,000	16,800	
Settlement Reimbursement	481002	-	6,829	-	-	-	-	
Sale of Fixed Assets	482001	188,121	192,346	283,954	120,000	175,000	55,000	
Total Other Revenue		801,352	1,170,105	2,551,753	2,017,212	2,368,332	351,120	17%
Total Revenues		116,424,331	124,844,667	131,476,467	116,721,889	120,296,689	3,574,800	3%
Expenditures								
Personal Services								
Total Personal Services		73,039,639	76,478,455	79,206,655	82,521,461	86,113,344	3,591,883	4%
Discretionary Expenses								
Advertising & Marketing	521100	171,437	114,888	90,252	225,287	160,142	(65,145)	
Auditing & Accounting Services	521102	92,115	91,843	87,202	108,000	108,000	-	
Consulting Services	521103	41,356	3,050	5,000	11,450	11,450	-	
Consulting & Technical Service	521104	99,905	78,497	-	48,917	49,617	700	
External Contracted Labor	521105	248,851	396,453	1,059,494	741,355	743,377	2,022	
Health Services	521106	338,011	417,634	551,119	325,764	325,139	(625)	
Legal Services	521107	104,545	41,078	178,558	21,138	21,338	200	
Other Professional Services	521108	2,444,167	2,710,148	2,831,756	2,558,020	2,571,898	13,878	
External Banking/Financial Fee	521109	308,379	343,272	340,346	329,760	332,025	2,265	
Security Services	521110	22,118	32,736	16,576	31,396	26,716	(4,680)	
Management Services	521111	-	35,982	51,236	51,337	55,500	4,163	
Collection Agency Services	521112	72,967	77,224	64,864	-	-	-	
Computer Hardware	522100	77,638	154,735	147,630	230,770	253,450	22,680	
Computer Software Maintenance	522101	715,111	1,049,918	1,210,477	1,431,075	1,604,595	173,520	
IT Services - External	522102	264,641	192,114	237,660	226,545	227,545	1,000	
Radio Maintenance	522103	29,225	17,269	41,493	12,425	12,425	-	
Building & Grounds Services	522104	228,686	243,862	228,057	346,960	362,735	15,775	
Furniture, Equip, Fixture Serv	522105	65,398	96,371	210,797	95,920	102,810	6,890	
Vehicles & Rolling Equip Serv	522106	32,124	12,856	17,463	10,221	10,221	-	
NonCapitalized Project Expense	522110	104	16	-	-	-	-	
Fiber Optic Network	523101	175	-	966	-	-	-	
Landfill Fees	523102	99,730	98,281	125,680	100,730	100,730	-	
Recycling Fees	523104	4,308	4,043	2,607	8,435	5,435	(3,000)	
Sewer Services	523105	504	-	-	-	-	-	
Phone Services	523107	417,076	514,742	436,160	478,888	470,124	(8,764)	
Water	523108	-	66	2,023	-	-	-	
Rental of Equip & Vehicles	524101	58,389	52,308	34,211	278,473	288,527	10,054	
Appraisal, Recording, Abstract	525100	-	2,128	3,000	971	971	-	
Feeding/Boarding Prisoners	525101	15,800	9,100	6,600	16,000	16,000	-	
Printing, Binding, & Duplicate	525102	194,457	331,578	343,573	162,796	305,669	142,873	
Other Insurance	525105	5,006	9,405	9,726	131,948	91,044	(40,904)	
Other Purchased Services	525106	16,416	45,083	23,418	24,000	20,250	(3,750)	
Ammunition, Targets, & Firearm	531100	55,391	93,897	72,188	99,784	99,784	-	
Animal Supplies	531101	54,667	54,899	56,093	56,900	56,900	-	
Awards & Recognition	531102	16,433	13,463	11,233	19,710	21,009	1,299	
Books & Subscriptions	531103	30,047	46,228	339,201	197,175	97,141	(100,034)	
Chemical Supplies	531104	964,856	1,016,340	469,804	878,813	878,613	(200)	
Cleaning & Janitorial Supplies	531105	35,759	61,027	43,394	68,530	56,030	(12,500)	
Computer Supplies	531106	38,050	46,908	39,478	64,814	59,814	(5,000)	
Concession Supplies	531107	158,364	128,984	130,518	148,500	148,500	-	
Engineering Supplies	531108	1,150	1,820	1,550	2,000	2,000	-	
Equipment/Furniture/Fixtures	531109	619,343	562,629	389,466	421,660	424,359	2,699	
Photography Supplies	531110	3,113	7,119	4,204	5,271	5,271	-	
Lab Supplies	531111	897	10,427	16,602	16,500	16,500	-	
Landscaping Materials	531112	41,379	52,273	41,868	52,255	51,880	(375)	
Cost of Goods Sold	531113	9,733	28,795	13,020	99,816	79,192	(20,624)	
Miscellaneous Supplies	531114	4,015	7,168	6,316	9,664	9,764	100	
Musical & Instruments	531115	1,907	1,541	1,097	1,700	1,700	-	
Office Supplies	531116	164,405	164,233	156,206	186,388	191,388	5,000	

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	\$ Change	% Change
	Account	Actual	Actual	Actual	Adopted Budget	Budget	From FY 2016 Incr / (Decr)	From FY 2016
Paint Supplies	531117	42,842	70,746	73,446	85,026	83,326	(1,700)	
Program Supplies	531118	126,035	144,699	191,507	135,113	145,913	10,800	
Shop Supplies	531119	91,070	61,288	50,682	77,136	76,386	(750)	
Sign & Signal Supplies	531120	58,757	77,573	60,448	127,073	128,373	1,300	
Street & Sewer Materials	531121	1,153,520	1,042,490	939,337	1,217,958	1,217,958	-	
Meters	531122	332	-	-	-	-	-	
Uniforms	531123	145,810	145,235	122,416	183,760	185,252	1,492	
Personal Protective Gear	531124	300,041	142,371	98,559	81,830	98,780	16,950	
Kerosene	532102	18	144	1,471	-	-	-	
LP Gas	532103	4,688	6,300	12,651	5,525	5,525	-	
Oil	532104	2,083	2,294	3,447	2,660	2,660	-	
Other Lubricants	532106	1,792	2,320	2,271	2,650	2,550	(100)	
Building & Grounds Supplies	533100	88,707	91,063	101,584	97,638	91,338	(6,300)	
Furniture, Equipment, Fixtures	533101	82,514	101,336	118,498	91,238	98,838	7,600	
Vehicle & Rolling Equip Parts	533102	78,499	80,423	93,200	22,052	21,552	(500)	
Tires & Tubes	533103	136	184	89	1,060	1,060	-	
Moving Costs	541104	-	-	1,130	-	-	-	
Grants	541105	103,223	11,187	79,622	-	-	-	
Grants & Contributions	541106	677,321	662,957	600,809	611,165	1,209,709	598,544	
Operating Subsidy	541107	-	38,000	-	-	-	-	
Animals	542100	225	150	-	-	-	-	
Conferences, Training, Travel	542102	382,395	509,698	573,297	486,722	508,158	21,436	
Dues & Memberships	542103	120,378	148,156	136,642	168,100	167,100	(1,000)	
Entertainment Expense	542104	12,042	6,371	1,782	1,500	1,500	-	
Settlement	542105	6,291	1,175	1,607	3,000	3,000	-	
Licensing Fees	542106	7,694	9,506	6,059	3,620	4,220	600	
Miscellaneous Costs	542107	8,057	55,867	2,033	48,349	38,749	(9,600)	
Postage & Freight	542108	72,519	85,482	98,256	93,715	93,979	264	
Property Tax	542109	79,170	-	-	-	-	-	
Recording/Filing Fees/Permits	542110	37,873	20,603	14,009	16,105	17,405	1,300	
Mileage Reimbursement	542111	18,566	16,276	9,850	33,841	34,741	900	
Talent Fee Expense	542113	1,825	1,425	1,845	1,900	1,900	-	
Bad Debt Expense	542114	1,526,953	560,000	2,854,466	-	-	-	
Total Discretionary Expenses		13,599,527	13,569,747	16,401,192	13,936,795	14,717,548	780,752	6%
Fleet & Facilities								
City Facility Maint Services	522107	855,562	986,718	1,120,758	1,155,125	1,266,322	111,197	
City Fleet Services	522108	2,163,121	2,454,378	2,445,660	2,853,009	2,886,925	33,917	
Rental of Land & Buildings	524100	2,237,940	2,345,525	1,998,963	2,067,868	2,093,996	26,128	
City Fleet Rental Charges	524102	1,527,072	1,738,184	2,228,088	2,493,951	2,764,179	270,228	
Total Fleet & Facilities		6,783,694	7,524,805	7,793,469	8,569,952	9,011,422	441,470	5%
Non-Discretionary Expenses								
City Accounting Services	521113	1,885,028	1,823,895	1,865,133	50,694	45,000	(5,694)	
City Inter Department Charges	521114	5,833,105	6,898,701	6,963,932	3,886,827	3,372,645	(514,182)	
City Information Tech Services	522109	2,475,476	2,895,674	3,078,657	6,941	13,038	6,097	
Electricity	523100	2,477,478	2,875,876	2,615,254	2,963,109	2,927,809	(35,300)	
Natural Gas	523103	153,447	272,757	194,578	199,900	194,900	(5,000)	
Liability Insurance	525104	501,140	597,436	618,174	691,128	479,289	(211,839)	
Property Insurance	525107	142,650	412,184	367,862	352,922	328,144	(24,778)	
Vehicle Insurance	525108	244,416	322,443	311,760	350,542	347,816	(2,726)	
Diesel Fuel	532100	570,141	643,938	476,446	571,092	428,055	(143,037)	
Gasoline Fuel	532101	780,148	728,297	530,691	721,506	609,343	(112,163)	
Total Non-Discretionary Expenses		15,063,027	17,471,202	17,022,486	9,794,660	8,746,039	(1,048,622)	-11%
Capital Outlay								
Buildings	552000	87,940	-	95,719	-	20,000	20,000	
Improvements Other than Bldgs	553000	154,186	-	67,816	-	-	-	
Vehicles, Equipment, Software	554000	298,915	357,161	232,808	838,779	881,279	42,500	
Controlled assets	556000	205,739	268,826	276,083	65,796	47,058	(18,738)	
Total Capital Outlay		746,780	625,987	672,426	904,575	948,337	43,762	5%
Transfers Out								
Transfer Out-Inter	571100	2,083,906	3,935,088	4,526,906	994,445	760,000	(234,445)	
Transfer Out-Intra	571200	3,823,264	4,678,552	4,202,865	-	-	-	
Total Transfers Out		5,907,170	8,613,640	8,729,771	994,445	760,000	(234,445)	-24%
Total Expenditures		115,139,837	124,283,835	129,825,998	116,721,889	120,296,689	3,574,800	3%
Net Revenues over/(under) Expenditures		1,284,495	560,832	1,650,469	-	-	0	



Police Department Sections

- Patrol
- Criminal Investigative
- Training
- Animal Care and Control
- Administration



The Chief of Police is responsible for the Police Department.

Department Description

The Cedar Rapids Police Department is the primary full service law enforcement agency within the corporate limits of the City of Cedar Rapids.

- Office of the Chief of Police or Police **Administration** provides planning, research and development, accreditation, public information, fiscal management, and professional standards.
- **Patrol** consists of all police personnel specifically assigned to perform uniformed services of handling calls for service, responding to emergencies, and providing for the safety and needs of the citizens through community policing.
- **Criminal Investigative** consists of detectives and investigators assigned to the investigation of crimes occurring within the City.
- **Training** manages the recruitment of new police officers and the operation of the Cedar Rapids Police Academy. Training manages and conducts the in-service training program required to maintain the police officers' state certifications.
- Cedar Rapids **Animal Care and Control** provides animal control services and sheltering for the City of Cedar Rapids and provides sheltering for the City of Marion.

Statistics – Did you know?

- Animal Care and Control's current adoption and rescue rate is significantly higher than the national average at 84% of dogs and 50% of cats being adopted or returned to their owners. The national adoption rate is a 25% for dogs and 24% for cats. Animal Control reunites 65% of dogs and 3% of cats with their owners compared to the national norm of 15% of dogs and 2% of cats.
- Animal Control and Care conducted 4 microchip and rabies vaccination clinics over the past year, which resulted in 214 rabies vaccinations and 65 microchips.
- Patrol units cover 73.1 miles with over 1K miles of paved streets and were dispatched to over 142K calls for service during calendar year 2014. As of August 31, 2015 calls for service are down .38% but officer self-initiated calls are up 11.02%.
- The Police Department's clearance rate for part one crimes in 2014 was 34.1%. The average clearance rate for benchmark cities, that we are a member of, is 26.6%. (Part one crimes are serious crimes that occur in all areas of the city and are likely to be reported, consisting of criminal homicide, forcible rape, robbery, aggravated assault, burglary (breaking or entering), larceny theft, motor vehicle theft, and arson.)



Recent Accomplishments

- From January 2015 through August 2015, the Safe Streets Taskforce secured 20 indictments on federal gun crimes. The Patrol Division alone has removed 66 illegally possessed guns from the street.
- The department secured a \$30K grant for the purchase 2 license plate recognition units for use by Police Community Action Team, Criminal Investigative Division, and Traffic Units (2015).
- 2 new School Resource Officers to assist in 6 of the Cedar Rapids Community School District middle schools (August 2015).
- SAFE CR has assisted 378 landlords with over 3K prospective tenant back ground checks since the program's inception. In 2015, 219 landlords ordered almost 2K background checks. 42% of those screened yielded at least one chargeable offense in their criminal history.

Future Challenges & Opportunities

- Trialing and testing officer-worn body cameras.
- Continue to identify funding sources in an effort to upgrade the police outdoor firing range.
- Maximize workforce efficiency and identify gaps.
- Continue to reduce gun-related violence in neighborhoods in high-risk areas.
- Animal Control and Care continue to meet the growing needs of the public by ensuring public safety from stray and aggressive animals, while improving public outreach pertaining to responsible pet ownership.
- Implement the Police Community Action Team. The selection process has begun and the team is expected to be actively working in the community by early spring 2016.

Goals, Objectives, Measures

City Goal - PROTECT CR - Provide quality services to increase neighborhood safety and keep moving forward with flood mitigation system.

Department Goal	Obtain CALEA accreditation.				
Department Objective	To develop a comprehensive, uniform set of written directives in order to make informed management decisions, to improve our department's relationship with the community, and to reduce department liability.				
Objective Time Frame	Intend to meet the target/goal by the end of the budget year				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
Compliance of required standards	100%	25%	50%	75%	100%

City Goal - PROTECT CR - Provide quality services to increase neighborhood safety and keep moving forward with flood mitigation system.

Department Goal	Reduce the number of gun related crimes of violence incidents that occur in Cedar Rapids.				
Department Objective	To carry out a comprehensive strategy through zero tolerance efforts, community outreach programs, and crime stoppers, which will deter offenders from committing violent gun crimes.				
Objective Time Frame	Working to meet the target/goal in a future budget year				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
Reduce the number of shootings	60 or fewer incidents	99 Calendar Year 2014	100 Calendar Year to Date	75 Calendar Year 2016	65 Calendar Year 2017



	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	13,486,084	9,015,571	9,266,519	250,949	3%
Expenditures					
Personal Services	26,250,696	26,607,569	27,551,963	944,394	
Discretionary	5,577,429	2,874,227	2,923,879	49,652	
Fleet & Facilities	1,735,435	2,021,919	1,989,201	(32,718)	
Non-Discretionary	5,419,245	3,953,645	3,427,137	(526,508)	
Capital Outlay	49,391	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	-	-	-	-	
	39,032,195	35,457,360	35,892,180	434,820	1%
Net	(25,546,111)	(26,441,790)	(26,625,661)	(183,871)	

Summary of FTEs				
FY 2016 Adjusted	Non-Flood FY 2017 Budget	Flood FY 2017 Budget	Total FY 2017 Budget	Change From FY 2016
254.00	254.00	0.00	254.00	0.00

Highlight of Budget Changes

Revenues

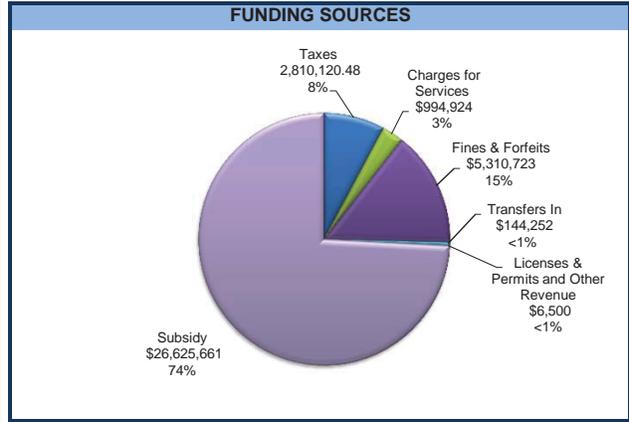
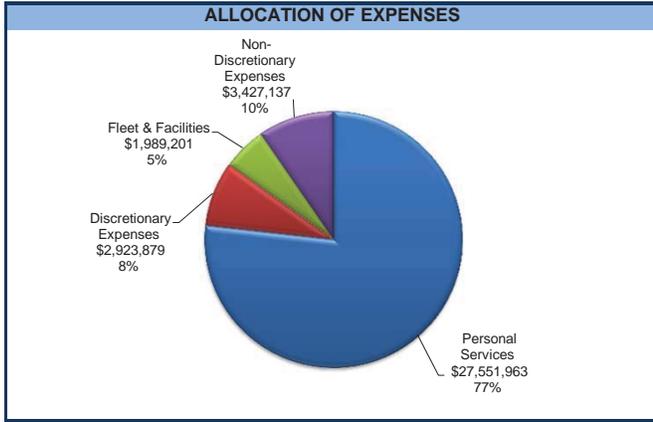
External charges for revenue increased \$229K in association with approved School Resource Officer agreements; based on approved agreements, \$462K is included in the budget for funding from school districts for the 7 School Resource Officers.

Expenditures

- \$14K is included in the budget as a funding increase for overtime to account for wage adjustments.
- \$33K is included in discretionary expenses associated with approved School Resource Officer agreements.
- In FY 2016, \$380K was budgeted for a police community action team. With the expenses finalized, the budget in FY 2017 has been reallocated from non-discretionary expenses to personal services (\$363K for the hiring of 4 officers and promotion of a sergeant and \$17K to discretionary expenses.)

POLICE

FY 2017 FINANCIAL DETAIL



Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016	
Revenues								
Licenses & Permits								
Other Licenses	411013	10	25	40	-	-	-	
Other Permits	411014	3,295	4,205	5,497	-	4,000	4,000	
Total Licenses & Permits		3,305	4,230	5,537	-	4,000	100%	
Intergovernmental Grants								
Federal Operating	421001	133,758	362,195	313,620	-	-	-	
State Operating	422001	-	-	101	-	-	-	
Total Intergovernmental Grants		133,758	362,195	313,721	-	-	0%	
Charges for Services								
Court Cost, Fees, & Charges	431001	10	-	304	-	-	-	
Printing & Duplicating of Form	431006	24,243	28,930	29,846	26,000	25,000	(1,000)	
Admin Charges - External	431012	148,238	213,179	343,757	233,425	462,000	228,575	
Special Police Services	431101	133,820	161,238	169,876	105,424	157,924	52,500	
Burglar Alarm Line Charges	431104	138,410	146,400	115,750	122,500	115,000	(7,500)	
Towing Fees	431106	132,655	121,020	97,560	138,000	95,000	(43,000)	
Admission Fees	431305	35	-	-	-	-	-	
Animal Control & Shelter Fees	431401	148,505	142,330	140,767	145,000	140,000	(5,000)	
Sale of Recycleable	432002	1,755	2,461	208	-	-	-	
Total Charges for Services		727,671	815,557	898,068	770,349	994,924	224,575	29%
Fines & Forfeits								
Court Fines	441000	201	-	338	-	-	-	
Other Fines & Forfeits	441002	5,855,210	7,293,545	9,421,149	5,310,723	5,310,723	-	
Total Fines & Forfeits		5,855,411	7,293,545	9,421,487	5,310,723	5,310,723	-	0%
Transfers In								
Operating Transfer In - Inter	483001	2,586,790	3,020,001	2,815,269	2,931,999	2,954,372	22,374	
Total Transfers In		2,586,790	3,020,001	2,815,269	2,931,999	2,954,372	22,374	1%
Other Revenue								
Contributions & Donations	471002	-	1,300	0	-	-	-	
Damage Recoveries	471004	-	4,581	8,478	-	-	-	
Other Miscellaneous Revenue	471005	2,302	1,134	4,635	2,500	2,500	-	
Insurance Premiums	471006	(40)	-	-	-	-	-	
Cash Over (Under)	471007	1	(84)	90	-	-	-	
Special Assessment Charges	471008	-	8,740	18,244	-	-	-	
Settlement Reimbursement	481002	-	6,829	-	-	-	-	
Sale of Fixed Assets	482001	-	-	554	-	-	-	
Total Other Revenue		2,263	22,500	32,002	2,500	2,500	-	0%
Total Revenues		9,309,198	11,518,028	13,486,084	9,015,571	9,266,519	250,949	3%
Expenditures								
Personal Services								
Total Personal Services		23,433,358	24,961,916	26,250,696	26,607,569	27,551,963	944,394	4%
Discretionary Expenses								
Advertising & Marketing	521100	2,680	2,270	1,674	3,700	3,700	-	
Consulting Services	521103	8,503	-	-	-	-	-	
Health Services	521106	212,745	261,265	324,759	200,400	200,400	-	
Legal Services	521107	5,638	5,638	5,638	5,638	5,638	-	
Other Professional Services	521108	2,128,977	2,034,188	2,186,196	1,755,373	1,755,373	-	
External Banking/Financial Fee	521109	627	2,440	2,503	-	-	-	
Security Services	521110	516	706	870	916	916	-	
Collection Agency Services	521112	72,950	77,224	64,864	-	-	-	
Computer Hardware	522100	45,956	8,647	19,231	43,500	43,500	-	
Computer Software Maintenance	522101	44,541	56,449	34,082	95,200	95,200	-	
IT Services - External	522102	13,600	10,327	10,056	12,000	12,000	-	
Radio Maintenance	522103	-	-	-	3,500	3,500	-	
Building & Grounds Services	522104	18,027	15,077	3,211	19,000	19,000	-	
Furniture, Equip, Fixture Serv	522105	7,924	9,962	131,732	9,400	9,400	-	
Vehicles & Rolling Equip Serv	522106	7,882	7,794	12,363	8,000	8,000	-	

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	\$ Change	% Change
	Account	Actual	Actual	Actual	Adopted Budget	Budget	From FY 2016 Incr / (Decr)	From FY 2016
Landfill Fees	523102	9	1,209	155	-	-	-	-
Recycling Fees	523104	394	137	-	1,860	1,860	-	-
Phone Services	523107	127,217	126,627	129,394	84,756	84,756	-	-
Rental of Equip & Vehicles	524101	(208)	-	128	-	100	-	-
Feeding/Boarding Prisoners	525101	15,800	9,100	6,600	16,000	16,000	-	-
Printing, Binding, & Duplicate	525102	18,730	26,643	32,755	20,525	20,525	-	-
Ammunition, Targets, & Firearm	531100	55,391	93,897	72,188	98,784	98,784	-	-
Animal Supplies	531101	45,982	47,307	48,298	49,500	49,500	-	-
Awards & Recognition	531102	5,701	4,115	5,742	7,100	7,100	-	-
Books & Subscriptions	531103	5,205	2,496	1,383	8,596	8,596	-	-
Cleaning & Janitorial Supplies	531105	10,324	12,629	14,199	18,071	18,071	-	-
Computer Supplies	531106	2,519	1,747	4,031	5,200	5,200	-	-
Equipment/Furniture/Fixtures	531109	104,701	70,297	42,434	88,042	88,042	-	-
Photography Supplies	531110	1,246	5,320	3,008	2,200	2,200	-	-
Lab Supplies	531111	897	10,427	16,602	16,500	16,500	-	-
Landscaping Materials	531112	-	305	-	-	-	-	-
Cost of Goods Sold	531113	-	-	1,576	-	-	-	-
Miscellaneous Supplies	531114	1,249	5,303	211	3,415	3,415	-	-
Office Supplies	531116	32,076	24,037	19,657	33,850	33,850	-	-
Paint Supplies	531117	12	-	-	1,500	1,500	-	-
Program Supplies	531118	1,541	6,133	4,130	2,000	12,500	10,500	-
Shop Supplies	531119	29,584	3,683	1,478	7,600	7,600	-	-
Sign & Signal Supplies	531120	465	352	-	-	-	-	-
Uniforms	531123	109,868	106,736	84,450	111,350	133,702	22,352	-
Personal Protective Gear	531124	221,524	85,661	40,379	12,800	29,600	16,800	-
LP Gas	532103	804	881	2,627	1,000	1,000	-	-
Building & Grounds Supplies	533100	696	198	67	5,000	5,000	-	-
Furniture, Equipment, Fixtures	533101	2,547	7,883	12,004	3,400	3,400	-	-
Vehicle & Rolling Equip Parts	533102	1,443	5,744	647	2,200	2,200	-	-
Conferences, Training, Travel	542102	108,994	146,956	210,277	103,388	103,388	-	-
Dues & Memberships	542103	2,890	3,815	4,645	4,105	4,105	-	-
Entertainment Expense	542104	9,006	-	111	1,500	1,500	-	-
Licensing Fees	542106	2,625	1,351	1,515	530	530	-	-
Miscellaneous Costs	542107	1,137	53,466	1,362	268	268	-	-
Postage & Freight	542108	3,854	7,659	6,363	5,460	5,460	-	-
Recording/Filing Fees/Permits	542110	100	100	25	-	-	-	-
Mileage Reimbursement	542111	261	80	-	1,000	1,000	-	-
Bad Debt Expense	542114	525	27,995	2,011,810	-	-	-	-
Total Discretionary Expenses		3,495,669	3,392,279	5,577,429	2,874,227	2,923,879	49,652	2%
Fleet & Facilities								
City Facility Maint Services	522107	467,011	422,330	478,364	499,250	495,249	(4,001)	-
City Fleet Services	522108	491,524	596,022	609,168	507,342	544,281	36,939	-
Rental of Land & Buildings	524100	22,636	25,196	18,757	24,147	24,147	-	-
City Fleet Rental Charges	524102	464,481	511,806	629,147	991,180	925,524	(65,656)	-
Total Fleet & Facilities		1,445,652	1,555,355	1,735,435	2,021,919	1,989,201	(32,718)	-2%
Non-Discretionary Expenses								
City Accounting Services	521113	508,506	473,200	452,625	-	-	-	-
City Inter Department Charges	521114	2,969,923	3,439,995	3,446,854	2,794,629	2,427,559	(367,071)	-
City Information Tech Services	522109	621,103	735,512	509,059	-	-	-	-
Electricity	523100	123,119	149,925	155,226	159,000	171,000	12,000	-
Natural Gas	523103	36,766	69,918	55,305	64,000	65,000	1,000	-
Liability Insurance	525104	174,266	193,150	207,909	236,274	145,711	(90,563)	-
Property Insurance	525107	22,098	128,855	139,542	145,155	120,718	(24,437)	-
Vehicle Insurance	525108	78,458	84,881	100,656	82,789	98,836	16,047	-
Diesel Fuel	532100	4,392	984	2,522	2,891	2,168	(723)	-
Gasoline Fuel	532101	500,827	472,428	349,546	468,907	396,145	(72,762)	-
Total Non-Discretionary Expenses		5,039,459	5,748,850	5,419,245	3,953,645	3,427,137	(526,508)	-13%
Capital Outlay								
Vehicles, Equipment, Software	554000	22,787	55,418	19,658	-	-	-	-
Controlled assets	556000	31,142	26,980	29,733	-	-	-	-
Total Capital Outlay		53,929	82,398	49,391	-	-	-	0%
Transfers Out								
Transfer Out-Inter	571100	1,214	520,000	-	-	-	-	-
Total Transfers Out		1,214	520,000	-	-	-	-	0%
Total Expenditures		33,469,281	36,260,797	39,032,195	35,457,360	35,892,180	434,820	1%
Net Revenues over/(under) Expenditures		(24,160,083)	(24,742,769)	(25,546,111)	(26,441,790)	(26,625,661)	(183,871)	



Fire Department Sections

- Emergency Response
- Employee Training and Preparedness
- Fire Marshal's Office
- Administration



The Fire Chief is responsible for the Fire Department.

Department Description

The Fire Department provides fire suppression, emergency medical services, and fire prevention to citizens, businesses, and visitors to the City of Cedar Rapids.

- The **Emergency Response** section includes fire suppression, emergency medical services, hazardous materials mitigation, and special operations response.
- The **Employee Training and Preparedness** section ensures that all Fire Department employees have adequate training and certifications to provide efficient and effective delivery of fire department programs and emergency services, including emergency medical services, fire suppression, hazardous materials response and mitigation, and technical rescue response.
- The **Fire Marshal's Office** includes fire inspections, fire investigations, and public education. Fire inspection staff provide fire code compliance inspections, acceptance inspections, and pre-fire plans. Fire inspections ensure that all occupants have a safe means of ingress and egress to buildings, apartments, and major events. Public education provides fire and life safety programs to area schools and businesses, as well as a smoke alarm installation program.
- The **Administration** section is responsible for planning, organizing, and directing all operations of the Fire Department, including personnel administration, customer feedback, performance measures, budget, organization management, procurement, and asset management.

Statistics – Did you know?

- The total fire loss for calendar year 2014 was \$5M. However, the total value of properties that had a fire incident was \$42M. The Fire Department preserved over \$62M of property and content value by efficient and effective fire response.
- The Fire Department, which services 73.1 square miles, responded to over 10K incidents in calendar 2014, conducted fire inspections at over 6K businesses and industries, investigated 48 fires, and presented fire prevention and life safety information to the community through more than twenty community education programs.



Recent Accomplishments

- Development of a professional development program through the design and use of task books at each rank in the Fire Department. Task books for the ranks of Firefighter, Captain, and Battalion Chief were developed and finalized in FY 2015 and task books for Assistant Chief and Chief are in the developmental stages.
- Captain Al Brockhohn, Fire Investigator, retired this year after a 40 year career with Department, spending the majority of those years as the lead fire investigator. Fire successfully transitioned Captain Steve Mast into the lead fire investigator role including the addition of Tillie, Fire’s new fire detection canine. This was accomplished via a comprehensive succession plan to ensure a consistent and effective transition. Captain Brockhohn retired in mid-August 2015, with Captain Mast assuming investigation duties at that time. The transition was a multi-year succession plan.

Future Challenges & Opportunities

- Complete Standards of Response Coverage, which are adopted, written policies and procedures that determine distribution, concentration, and reliability of fixed and mobile response forces for fire, emergency management service, hazardous materials, and other forces of technical response.
- Continue pursuit of accreditation through the Center for Public Safety Excellence.
- Finalize the development and begin the biannual review of departmental standard operating guidelines and administrative regulations to ensure consistency in daily activities as well as consistency, accountability, and effectiveness in emergency incident operations across all shifts and divisions.

Goals, Objectives, Measures

City Goal - PROTECT CR - Provide quality services to increase neighborhood safety and keep moving forward with flood mitigation system.

Department Goal	Reduce response time to reduce property loss and risk to civilians.				
Department Objective	Arrive at scene within five minutes from dispatch at 90% of emergency calls, which meets National Fire Protection Association Standards.				
Objective Time Frame	Working to meet the target/goal in a future budget year				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
Percentage of total emergency response calls from dispatch to arrival on scene with a response time of five minutes or less	90%	54.40%	56.91%	65%	70%

City Goal - PROTECT CR - Provide quality services to increase neighborhood safety and keep moving forward with flood mitigation system.

Department Goal	Increase effectiveness of suppression and mitigation of fires.				
Department Objective	Contain fires to the room or object of origin for at least 40% of all residential and commercial fires to meet National Fire Protection Association Standards.				
Objective Time Frame	Target/goal has been met				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
Percentage of fires contained to the room or object of origin	40%	64.60%	62.83%	65%	68%



	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	2,540,916	2,645,997	2,537,863	(108,134)	-4%
Expenditures					
Personal Services	15,933,046	15,875,411	16,247,853	372,442	
Discretionary	800,378	440,138	440,138	-	
Fleet & Facilities	620,653	819,295	761,128	(58,167)	
Non-Discretionary	2,350,764	1,209,894	1,154,437	(55,457)	
Capital Outlay	199,041	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	3,456	-	-	-	
	19,907,338	18,344,738	18,603,556	258,818	1%
Net	(17,366,422)	(15,698,741)	(16,065,693)	(366,952)	

Summary of FTEs				
FY 2016 Adjusted	Non-Flood FY 2017 Budget	Flood FY 2017 Budget	Total FY 2017 Budget	Change From FY 2016
148.54	148.54	0.00	148.54	0.00

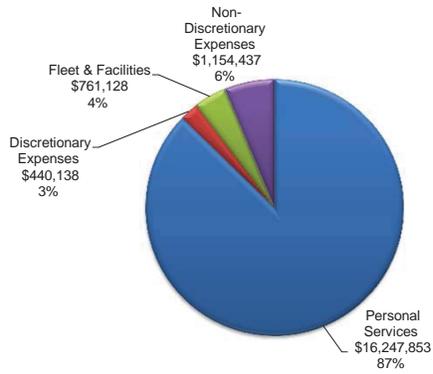
Highlight of Budget Changes

Expenditures

\$14K is included in the budget as a funding increase for overtime to account for wage adjustments.

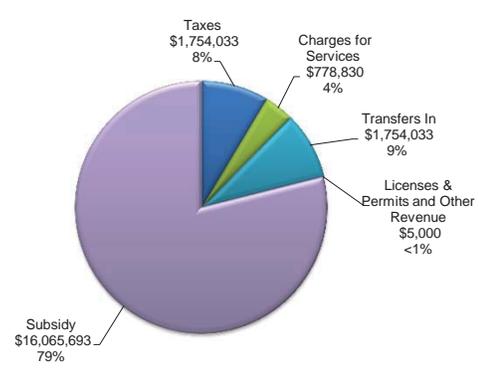
FIRE DEPARTMENT

ALLOCATION OF EXPENSES



FY 2017 FINANCIAL DETAIL

FUNDING SOURCES



Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues							
Licenses & Permits							
Other Licenses	4,000	5,894	-	-	-	-	-
Total Licenses & Permits	4,000	5,894	-	-	-	-	0%
Charges for Services							
Sale of Maps / Publications	60	-	138	330	330	-	-
Printing & Duplicating of Form	500	405	510	500	500	-	-
Admin Charges - City Mgr Depts	-	-	16,870	-	-	-	-
Admin Charges - External	8,303	-	(1,000)	-	-	-	-
Special Fire Services	399,771	392,670	339,884	298,000	320,000	22,000	-
Protective Inspection Fees	393,343	479,685	440,448	480,000	458,000	(22,000)	-
Total Charges for Services	801,976	872,761	796,850	778,830	778,830	-	0%
Transfers In							
Operating Transfer In - Inter	1,618,605	1,195,998	1,734,671	1,862,167	1,754,033	(108,134)	-6%
Total Transfers In	1,618,605	1,195,998	1,734,671	1,862,167	1,754,033	(108,134)	-6%
Other Revenue							
Interest/Div - Nonproprietary	0	-	-	-	-	-	-
Contributions & Donations	-	-	21	-	-	-	-
Sale of Inventory	1,768	1,737	2,122	-	1,500	1,500	-
Damage Recoveries	54	-	-	-	-	-	-
Other Miscellaneous Revenue	5,084	3,717	4,002	5,000	3,500	(1,500)	-
Sale of Fixed Assets	-	2,876	3,250	-	-	-	-
Total Other Revenue	6,907	8,330	9,395	5,000	5,000	-	0%
Total Revenues	2,431,488	2,082,981	2,540,916	2,645,997	2,537,863	(108,134)	-4%
Expenditures							
Personal Services							
Total Personal Services	14,846,290	15,270,953	15,933,046	15,875,411	16,247,853	372,442	2%
Discretionary Expenses							
Advertising & Marketing	1,024	1,670	380	505	505	-	-
Consulting Services	91	2,597	-	250	250	-	-
External Contracted Labor	3,744	-	-	-	-	-	-
Health Services	62,849	85,330	153,462	55,000	55,000	-	-
Other Professional Services	27,949	40,968	29,269	45,000	45,000	-	-
Security Services	70	456	696	-	-	-	-
Computer Hardware	141	-	991	150	150	-	-
Computer Software Maintenance	1,431	-	3,895	500	500	-	-
IT Services - External	9,079	9,175	13,902	-	-	-	-
Radio Maintenance	-	-	1,557	-	-	-	-
Building & Grounds Services	5,895	11,147	12,110	10,000	10,000	-	-
Furniture, Equip, Fixture Serv	15,372	16,570	26,318	6,750	16,750	10,000	-
Vehicles & Rolling Equip Serv	21,838	421	2,940	-	-	-	-
Fiber Optic Network	16	-	-	-	-	-	-
Landfill Fees	-	118	30	-	-	-	-
Phone Services	19,470	18,699	20,577	30,960	20,960	(10,000)	-
Water	-	66	-	-	-	-	-
Rental of Equip & Vehicles	25	150	-	1,000	1,000	-	-
Printing, Binding, & Duplicate	6,174	9,015	9,531	7,530	7,530	-	-
Ammunition, Targets, & Firearm	-	-	-	1,000	1,000	-	-
Animal Supplies	491	479	918	600	600	-	-
Awards & Recognition	1,190	942	1,258	800	800	-	-
Books & Subscriptions	4,887	5,502	7,734	4,529	4,529	-	-
Chemical Supplies	-	15	116	-	-	-	-
Cleaning & Janitorial Supplies	246	1,499	936	1,000	1,000	-	-
Computer Supplies	3,114	2,710	1,817	14,909	14,909	-	-
Equipment/Furniture/Fixtures	36,333	62,742	48,045	36,739	36,739	-	-
Photography Supplies	-	-	-	291	291	-	-
Cost of Goods Sold	1,475	1,876	1,153	-	-	-	-
Miscellaneous Supplies	476	270	376	2,500	2,500	-	-
Office Supplies	9,769	14,134	15,124	9,981	9,981	-	-

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	\$ Change	% Change
	Account	Actual	Actual	Actual	Adopted Budget	Budget	From FY 2016	From
							Incr / (Decr)	FY 2016
Paint Supplies	531117	71	65	91	-	-	-	-
Program Supplies	531118	13,662	20,965	21,687	22,000	22,000	-	-
Shop Supplies	531119	2,700	4,253	1,796	1,500	1,500	-	-
Sign & Signal Supplies	531120	-	183	-	-	-	-	-
Uniforms	531123	23,372	27,026	25,002	50,000	35,000	(15,000)	-
Personal Protective Gear	531124	29,894	21,245	29,303	38,000	38,000	-	-
Kerosene	532102	-	-	24	-	-	-	-
LP Gas	532103	178	106	44	-	-	-	-
Oil	532104	-	-	109	-	-	-	-
Other Lubricants	532106	-	15	-	-	-	-	-
Building & Grounds Supplies	533100	2,318	743	1,213	9,480	9,480	-	-
Furniture, Equipment, Fixtures	533101	6,440	7,433	7,177	10,000	10,000	-	-
Vehicle & Rolling Equip Parts	533102	-	5	-	-	-	-	-
Grants & Contributions	541106	3,226	-	-	-	-	-	-
Conferences, Training, Travel	542102	65,190	79,533	92,781	70,000	85,000	15,000	-
Dues & Memberships	542103	2,711	3,676	11,347	2,910	2,910	-	-
Entertainment Expense	542104	-	1,115	-	-	-	-	-
Licensing Fees	542106	30	60	88	-	-	-	-
Miscellaneous Costs	542107	-	25	-	413	413	-	-
Postage & Freight	542108	2,654	2,625	3,321	2,000	2,000	-	-
Recording/Filing Fees/Permits	542110	12,543	490	464	-	-	-	-
Mileage Reimbursement	542111	2,984	2,382	1,880	3,841	3,841	-	-
Bad Debt Expense	542114	1,175	-	250,917	-	-	-	-
Total Discretionary Expenses		402,298	458,498	800,378	440,138	440,138	-	0%
Fleet & Facilities								
City Facility Maint Services	522107	61,103	101,603	108,056	147,500	154,826	7,326	-
City Fleet Services	522108	370,528	429,266	427,219	575,417	494,175	(81,242)	-
Rental of Land & Buildings	524100	-	1,300	-	-	-	-	-
City Fleet Rental Charges	524102	67,871	73,898	85,377	96,378	112,127	15,749	-
Total Fleet & Facilities		499,502	606,067	620,653	819,295	761,128	(58,167)	-7%
Non-Discretionary Expenses								
City Accounting Services	521113	214,752	202,600	199,155	-	-	-	-
City Inter Department Charges	521114	1,245,182	1,448,479	1,463,917	793,969	809,186	15,217	-
City Information Tech Services	522109	254,310	292,179	327,017	-	-	-	-
Electricity	523100	32,414	89,639	87,101	95,000	95,000	-	-
Natural Gas	523103	13,914	21,494	17,079	24,200	24,200	-	-
Liability Insurance	525104	71,666	112,907	113,170	127,065	82,821	(44,244)	-
Property Insurance	525107	13,570	30,484	14,562	18,786	17,831	(955)	-
Vehicle Insurance	525108	17,517	28,626	34,608	36,161	37,257	1,096	-
Diesel Fuel	532100	92,829	93,612	75,640	92,516	69,387	(23,128)	-
Gasoline Fuel	532101	28,415	24,859	18,515	22,198	18,755	(3,443)	-
Total Non-Discretionary Expenses		1,984,568	2,344,878	2,350,764	1,209,894	1,154,437	(55,457)	-5%
Capital Outlay								
Vehicles, Equipment, Software	554000	-	58,404	89,687	-	-	-	-
Controlled assets	556000	121,421	141,449	109,354	-	-	-	-
Total Capital Outlay		121,421	199,853	199,041	-	-	-	0%
Transfers Out								
Transfer Out-Inter	571100	-	-	3,456	-	-	-	-
Total Transfers Out		-	-	3,456	-	-	-	0%
Total Expenditures		17,854,079	18,880,250	19,907,338	18,344,738	18,603,556	258,818	1%
Net Revenues over/(under) Expenditures		(15,422,591)	(16,797,269)	(17,366,422)	(15,698,741)	(16,065,693)	(366,952)	



Building Services Department Sections

- Housing Inspections
- Building and Trades
- Zoning
- Nuisance
- Administration



The Building Services Director is responsible for the Building Services Department.

Department Description

The Building Services Department assists builders and the general public with construction codes and other regulations.

- The **Housing Inspections** section is responsible for inspections of all residential rental properties within Cedar Rapids' limits, as well as rental property complaints.
- The **Building and Trades** section provides code inspection for all construction work permitted in Cedar Rapids, including building, plumbing, electrical, and mechanical permits.
- The **Zoning** section enforces requirements set forth in the text of chapter 32 of the municipal code. The Zoning ordinance is adopted with the purpose of improving health, safety, and general welfare of the neighborhoods in our community.
- The **Nuisance** section investigates nuisance complaints and works with property owners and other responsible parties to abate the nuisance in a timely manner. The nuisance ordinance, as set forth in the text of chapters 22, 25, and 29 of the municipal code, governs the abatement of nuisance in our community.
- The **Administration** section is responsible for personnel administration, customer service, training and certification, budget, purchasing, and asset management.

Statistics – Did you know?

- Building Services reviewed over 274 single-family dwelling plans in FY 2015.
- Building Services performed 25K inspections in FY 2015.
- The reported value for all construction reported in FY 2015 was over \$237M.
- Building Services performs 3K dwelling unit inspections annually in enforcement of the City housing code.



Recent Accomplishments

- In cooperation with our internal and external stakeholders, reviewed the 2015 family of codes. This review included the preparation of local amendments. The review started in December of 2014 and culminated in unanimous passage in July of 2015 by the Cedar Rapids City Council.
- Updated the City of Cedar Rapids Housing Code, which includes a new a subchapter addressing vacant and neglected properties. This code update was accomplished in cooperation with focus groups which was made up of stakeholders in our community. This review started in March of 2014 and continued through March of 2015. The process culminated in the unanimous passage in July of 2015 by the Cedar Rapids City Council.
- In 2015, the department completed the final phase of tablet technology for our inspectors in the field. This effort is ongoing and will continue to improve communication with our customers.

Future Challenges & Opportunities

- Enhance customer service by providing training programs for our construction and development community. This program is being done in conjunction with the 2015 code implementation.
- Continue to provide landlord business training annually as required by the Housing Code.
- Fully implement the vacant and neglect program as required by the Housing Code.
- Continue to develop improvements with our customer interface through mobile technology, EnerGov, and our inspection teams.

Goals, Objectives, Measures

City Goal - PROTECT CR - Provide quality services to increase neighborhood safety and keep moving forward with flood mitigation system.

Department Goal	Perform a plan review in the benchmark timeframe.				
Department Objective	Provide plan review to meet industry standards.				
Objective Time Frame	Target/goal has been met				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
Plans examination of single family dwelling construction documents should occur within an average of 3 days of plan submission	95%	94%	96%	95%	95%

City Goal - PROTECT CR - Provide quality services to increase neighborhood safety and keep moving forward with flood mitigation system.

Department Goal	Perform an inspection in the benchmark timeframe.				
Department Objective	Perform inspections to meet industry standards.				
Objective Time Frame	In process to meet the target/goal before the start of the budget year				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
Inspections requested from customers should occur in 48 hours of inspection request	95%	94%	94%	95%	95%



	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	2,461,366	2,476,879	2,476,879	-	0%
Expenditures					
Personal Services	2,576,987	3,036,825	2,816,639	(220,187)	
Discretionary	344,277	174,875	174,875	-	
Fleet & Facilities	126,840	126,392	121,639	(4,752)	
Non-Discretionary	532,569	68,413	52,177	(16,237)	
Capital Outlay	-	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	75,000	75,000	-	(75,000)	
	3,655,673	3,481,505	3,165,330	(316,175)	-9%
Net	(1,194,307)	(1,004,626)	(688,451)	316,175	

Summary of FTEs				
FY 2016 Adjusted	Non-Flood FY 2017 Budget	Flood FY 2017 Budget	Total FY 2017 Budget	Change From FY 2016
30.00	30.00	0.00	30.00	0.00

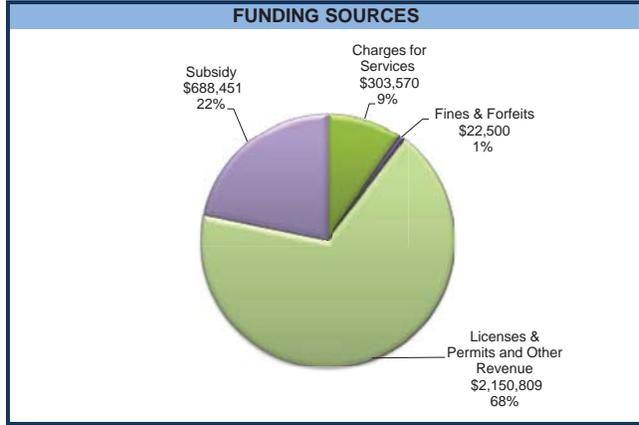
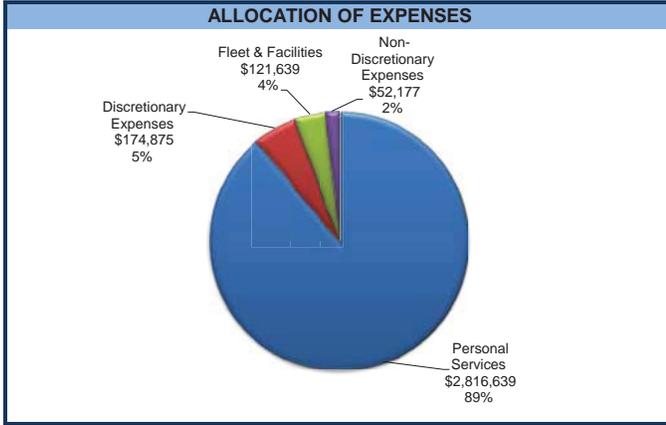
Highlight of Budget Changes

Expenditures

- The decrease in personal services is related to 4 FTEs that were reallocated to the Development Services Department in FY 2015.
- In FY 2016 the budget included a transfer out of \$75K for demolition projects. Based on cash available for projects and planned demolitions, in FY 2017, this amount has been reallocated to other general fund uses. The need for the transfer for demolition projects will be re-assessed in FY 2018.

BUILDING SERVICES

FY 2017 FINANCIAL DETAIL



	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues								
Licenses & Permits								
	Plumbing Licenses	411005	2,047	55	-	-	-	-
	Mechanical Licenses	411006	-	545	-	-	-	-
	Building Permits	411007	1,744,818	1,563,749	1,509,114	1,607,379	(54,570)	
	Plumbing Permits	411008	138,651	171,648	159,536	140,000	24,000	
	Electrical Permits	411009	275,456	262,779	240,023	200,000	52,000	
	Sign Permits	411010	20,829	17,468	20,053	21,000	(2,000)	
	Right of Way Permits	411011	3,682	2,067	1,825	2,300	(300)	
	Mechanical Permits	411012	136,452	130,120	138,085	145,000	(11,000)	
	Other Licenses	411013	1,350	3,671	2,463	2,500	500	
	Other Permits	411014	16,065	17,765	22,555	27,500	(5,000)	
	Total Licenses & Permits		2,339,349	2,169,868	2,093,654	2,145,679	3,630	0%
Charges for Services								
	Court Cost, Fees, & Charges	431001	690	-	-	1,500	(1,500)	
	Recording Fees	431002	-	72	65	-	70	
	Zoning & Subdivision Fees	431004	27,250	18,261	15,455	31,000	(14,500)	
	Printing & Duplicating of Form	431006	66	1	-	200	(200)	
	Admin Charges - External	431012	35	-	8,600	-	-	
	Special Police Services	431101	-	30	-	-	-	
	Protective Inspection Fees	431103	319,329	238,174	308,854	285,000	285,000	
	Registration Fees	431303	400	325	3,863	500	1,000	
	Inspection Fees	431601	1,676	475	425	1,500	(1,000)	
	Total Charges for Services		349,446	257,338	337,262	319,700	(16,130)	-5%
Fines & Forfeits								
	Court Fines	441000	14,693	23,732	25,311	10,000	22,500	12,500
	Library Fines	441001	50	-	-	-	-	-
	Total Fines & Forfeits		14,743	23,732	25,311	10,000	22,500	125%
Transfers In								
	Operating Transfer In - Inter	483001	8,720	12,184	-	-	-	-
	Total Transfers In		8,720	12,184	-	-	-	0%
Other Revenue								
	Interest/Div - Nonproprietary	451000	16	(6)	21	-	-	-
	Damage Recoveries	471004	168	442	58	-	-	-
	Other Miscellaneous Revenue	471005	2,386	2,880	5,060	1,500	1,500	-
	Cash Over (Under)	471007	-	40	1	-	-	-
	Total Other Revenue		2,570	3,356	5,139	1,500	-	0%
	Total Revenues		2,714,828	2,466,478	2,461,366	2,476,879	-	0%
Expenditures								
Personal Services								
	Total Personal Services		2,394,612	2,582,960	2,576,987	3,036,825	(220,187)	-7%
Discretionary Expenses								
	Advertising & Marketing	521100	706	532	203	1,500	1,500	-
	Consulting Services	521103	-	-	-	1,200	1,200	-
	Consulting & Technical Service	521104	-	-	-	250	250	-
	External Contracted Labor	521105	-	10,777	-	-	-	-
	Health Services	521106	424	372	516	800	800	-
	Legal Services	521107	30	35	-	250	250	-
	Other Professional Services	521108	4,286	10,373	7,268	4,850	4,850	-
	External Banking/Financial Fee	521109	52,180	62,492	27,183	55,000	55,000	-
	Computer Hardware	522100	-	-	-	1,000	1,000	-
	Computer Software Maintenance	522101	-	-	-	2,000	2,000	-
	IT Services - External	522102	5,586	5,339	11,817	17,300	17,300	-
	Building & Grounds Services	522104	-	-	-	1,200	1,200	-
	Furniture, Equip, Fixture Serv	522105	-	50	-	400	400	-
	Vehicles & Rolling Equip Serv	522106	-	132	180	-	-	-

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	\$ Change	% Change
	Account	Actual	Actual	Actual	Adopted Budget	Budget	From FY 2016	From
							Incr / (Decr)	FY 2016
Phone Services	523107	11,843	10,196	8,250	15,000	15,000	-	-
Rental of Equip & Vehicles	524101	-	-	77	-	-	-	-
Printing, Binding, & Duplicate	525102	7,397	7,553	8,089	9,750	9,750	-	-
Other Purchased Services	525106	-	-	-	250	250	-	-
Awards & Recognition	531102	-	-	-	500	500	-	-
Books & Subscriptions	531103	3,998	2,802	4,876	6,000	6,000	-	-
Chemical Supplies	531104	42	-	-	-	-	-	-
Computer Supplies	531106	175	101	103	1,300	1,300	-	-
Equipment/Furniture/Fixtures	531109	891	5,803	2,626	5,000	5,000	-	-
Miscellaneous Supplies	531114	-	-	111	-	-	-	-
Office Supplies	531116	6,045	6,684	4,448	7,500	7,500	-	-
Shop Supplies	531119	45	36	-	-	-	-	-
Uniforms	531123	-	606	434	600	600	-	-
Personal Protective Gear	531124	338	84	97	900	900	-	-
Conferences, Training, Travel	542102	6,264	19,539	10,889	26,000	26,000	-	-
Dues & Memberships	542103	2,802	2,281	2,008	4,250	4,250	-	-
Entertainment Expense	542104	557	-	-	-	-	-	-
Licensing Fees	542106	255	90	60	1,175	1,175	-	-
Miscellaneous Costs	542107	-	100	-	-	-	-	-
Postage & Freight	542108	6,085	6,385	9,340	8,000	8,000	-	-
Recording/Filing Fees/Permits	542110	395	244	755	400	400	-	-
Mileage Reimbursement	542111	253	470	126	2,500	2,500	-	-
Bad Debt Expense	542114	-	-	244,819	-	-	-	-
Total Discretionary Expenses		110,597	153,075	344,277	174,875	174,875	-	0%
Fleet & Facilities								
City Fleet Services	522108	20,195	11,796	20,157	22,512	22,763	252	
Rental of Land & Buildings	524100	53,400	53,400	56,603	53,536	48,532	(5,004)	
City Fleet Rental Charges	524102	45,082	49,366	50,080	50,344	50,344	-	
Total Fleet & Facilities		118,677	114,562	126,840	126,392	121,639	(4,752)	-4%
Non-Discretionary Expenses								
City Accounting Services	521113	184,089	119,937	126,736	-	-	-	
City Inter Department Charges	521114	120,323	141,538	147,018	-	-	-	
City Information Tech Services	522109	139,738	166,104	222,620	-	-	-	
Electricity	523100	6,697	9,707	-	-	-	-	
Liability Insurance	525104	29,935	6,779	6,996	22,585	16,166	(6,419)	
Vehicle Insurance	525108	6,038	11,524	13,359	22,135	15,994	(6,141)	
Gasoline Fuel	532101	23,437	21,187	15,840	23,693	20,017	(3,677)	
Total Non-Discretionary Expenses		510,257	476,776	532,569	68,413	52,177	(16,237)	-24%
Transfers Out								
Transfer Out-Inter	571100	185,048	125,000	75,000	75,000	-	(75,000)	
Total Transfers Out		185,048	125,000	75,000	75,000	-	(75,000)	-100%
Total Expenditures		3,319,192	3,452,373	3,655,673	3,481,505	3,165,330	(316,175)	-9%
Net Revenues over/(under) Expenditures		(604,364)	(985,895)	(1,194,307)	(1,004,626)	(688,451)	316,175	



The Building Services Director is responsible for the Building Demolition department ID. Building Demolition is the only section of this department ID.

Department Description

The **Building Demolition** department ID of the General Fund uses this department ID to track revenues and expenditures for assessed demolitions.

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	73,943	43,200	60,000	16,800	39%
Expenditures					
Personal Services	-	-	-	-	
Discretionary	92,320	43,200	60,000	16,800	
Fleet & Facilities	-	-	-	-	
Non-Discretionary	-	-	-	-	
Capital Outlay	-	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	-	-	-	-	
	92,320	43,200	60,000	16,800	39%
Net	(18,378)	-	-	-	

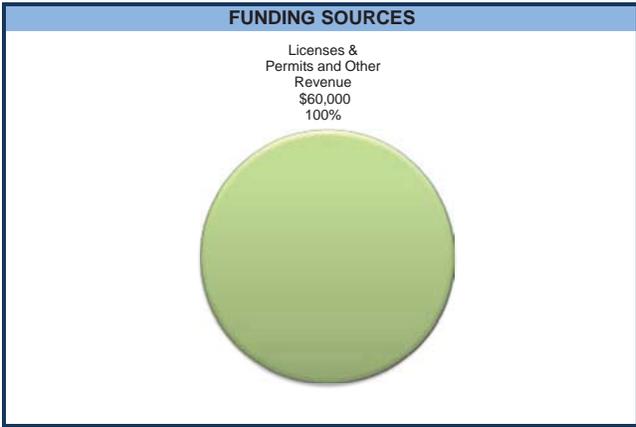
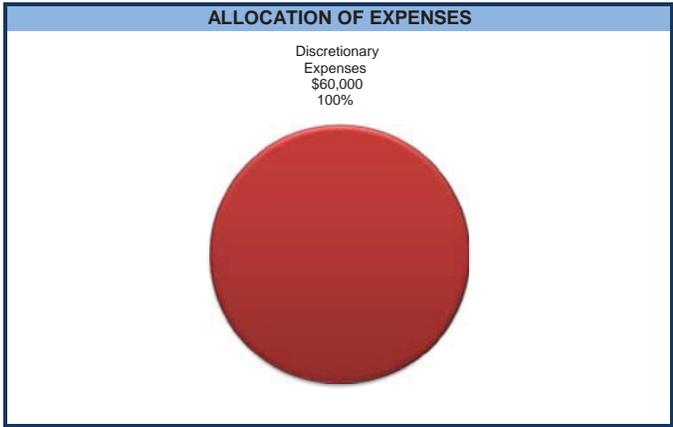
Highlight of Budget Changes

Revenues & Expenditures

Revenues and expenditures increased to \$60K based on historical information.

BUILDING DEMOLITION

FY 2017 FINANCIAL DETAIL



	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues								
Other Revenue								
Other Miscellaneous Revenue	471005	-	-	311	-	-	-	
Special Assessment Charges	471008	-	80,385	73,631	43,200	60,000	16,800	
Total Other Revenue		-	80,385	73,943	43,200	60,000	16,800	39%
Total Revenues		-	80,385	73,943	43,200	60,000	16,800	39%
Expenditures								
Discretionary Expenses								
Other Professional Services	521108	-	60,110	67,447	37,555	54,355	16,800	
Appraisal, Recording, Abstract	525100	-	-	-	821	821	-	
Cost of Goods Sold	531113	-	75	-	-	-	-	
Miscellaneous Supplies	531114	-	8	-	-	-	-	
Miscellaneous Costs	542107	-	-	-	4,824	4,824	-	
Bad Debt Expense	542114	-	-	24,874	-	-	-	
Total Discretionary Expenses		-	60,193	92,320	43,200	60,000	16,800	39%
Total Expenditures		-	60,193	92,320	43,200	60,000	16,800	39%
Net Revenues over/(under) Expenditures		-	20,193	(18,378)	-	-	-	



Public Works Department Sections

- Engineering
- Traffic Engineering
- Streets
- Traffic Control
- Signals
- Administration



The Public Works Director is responsible for the Public Works Department.

Department Description

The Public Works Department maintains and provides future public works infrastructure for all segments of the City.

- The **Engineering** section is responsible for the design and construction of city and private development projects.
- The **Traffic Engineering** section is responsible for the applications of traffic and transportation engineering principles on projects.
- The **Streets** section is responsible for routine maintenance of streets, sidewalks, and alleys.
- The **Traffic Control** section is responsible for installing and maintaining the proper pavement markings and signage to improve safety within the public right of way.
- The **Signals** section is responsible for the maintenance of traffic signals.
- The **Administration** section supports services to all Public Works sections.

Statistics – Did you know?

- In FY 2015, the City maintained over 620 center line street miles (over 1600 lane miles).
- When brine is applied to roadways prior to a snow or ice event, 16K gallons are typically used city-wide.
- During a normal winter which averages 32 inches of snow, 9K tons of salt are used to improve roadway conditions during snow and ice events.
- In FY 2015, 200 signs were replaced and 1.4M linear feet of pavement markings were painted.
- The City maintained more than 200 signals, flashers, and other electronic traffic control devices in FY 2015.

Recent Accomplishments

- All medians were swept of debris, sprayed for weeds and freshly painted during the summer of 2015.
- Contract agreements with local contractors were put in place to replant and maintain planted medians in FY 2015.
- Over 14 miles of seal coat were applied in 2015 using 6K tons of coated chips.
- Bid out 67 separate projects at a total construction cost of \$52M. Of those projects 13 were part of the Paving for Progress Program. Additionally, 22 Paving for Progress projects were completed by streets personnel in 2015.



Future Challenges & Opportunities

- Effectively manage and communicate the local option sales tax funded, Paving for Progress Program, which addresses the challenge of fixing a street system where 34% of City pavements are in poor or fair condition.
- Implementing the recommendations of the department performance review that was completed in 2014.
- Maintaining current service levels with 16% more square miles when material costs have increased over 50% and the miles per frontline staff is 40% higher since 2000.
- Effectively manage and communicate systems to develop flood protection on both sides of the river.

Goals, Objectives, Measures

City Goal - CONNECT CR - Create a culture that enhances transportation options for pedestrians and cyclists through complete streets, trails, and public transportation.

Department Goal	Enhance pedestrian connectivity throughout the city and continue the City's Blue Zone initiative.				
Department Objective	Install 2600 lineal feet of sidewalk per year.				
Objective Time Frame	In process to meet the target/goal before the start of the budget year				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
Lineal feet of sidewalk added	2600	N/A	N/A	2600	2600

City Goal - PROTECT CR - Provide quality services to increase neighborhood safety and keep moving forward with flood mitigation system.

Department Goal	Enhance safety for all users of the City's transportation network.				
Department Objective	To have 5 or fewer intersections listed in the Top 200 Statewide Improvement Candidate Locations - Intersections.				
Objective Time Frame	Working to meet the target/goal in a future budget year				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
Intersections in Top 200	5 or fewer	5	7	5	6



	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	14,774,498	14,908,320	13,784,533	(1,123,788)	-8%
Expenditures					
Personal Services	12,153,339	14,104,870	13,115,997	(988,873)	
Discretionary	2,194,012	2,620,195	2,596,615	(23,580)	
Fleet & Facilities	2,787,820	3,131,066	3,027,624	(103,442)	
Non-Discretionary	2,345,587	860,632	598,696	(261,936)	
Capital Outlay	48,093	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	40,635	-	-	-	
	19,569,486	20,716,763	19,338,932	(1,377,831)	-7%
Net	(4,794,988)	(5,808,443)	(5,554,400)	254,043	

Summary of FTEs				
FY 2016 Adjusted	Non-Flood FY 2017 Budget	Flood FY 2017 Budget	Total FY 2017 Budget	Change From FY 2016
136.09	133.09	2.00	135.09	(1.00)

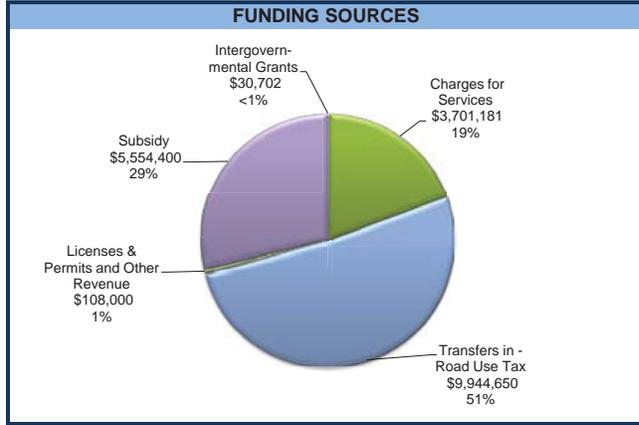
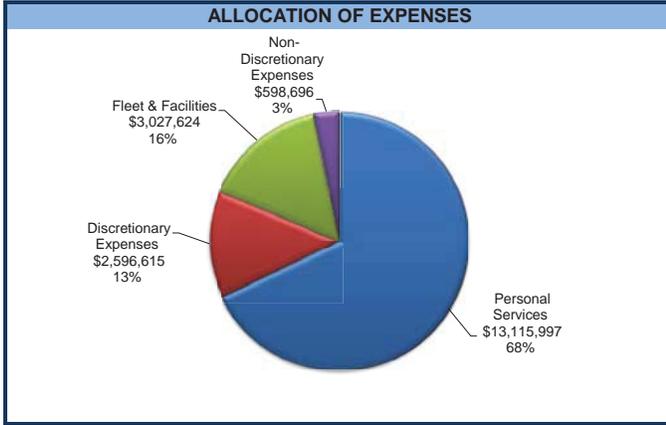
Highlight of Budget Changes

Revenues & Expenditures

- \$75K is included in the budget as a funding increase for maintenance of medians.
- In FY 2015 the forestry and mowing programs transitioned to the Parks and Recreation Department; also the weed nuisance abatement program transitioned to the Solid Waste Department. As a result the following budget was reallocated to Parks and Recreation or Solid Waste.
 - 13.25 forestry FTEs and 11 mowing FTEs including \$17K in overtime
 - \$99K in discretionary expenses, and associated fleet, facility, and fuel budget
 - \$84K in revenue associated with charges for services and \$1.7M of road use tax revenue
- The FY 2017 budget includes the elimination 1 vacant flood Construction Contract Specialist FTE due to reduction in flood recovery workload activities.
- There is a \$16K increase in damage recovery revenue based on historical information.
- Included is \$3M to fund staff time on capital improvement projects with funding sources such as bonds, enterprise funds, tax increment financing, streets LOST, and growth reinvestment initiative funds. The majority of the increase in admin charge revenue is associated with adding new paving for progress and flood control positions in calendar 2015. To date to support these programs, 7 paving for progress and 2 flood control FTEs have been added.

PUBLIC WORKS

FY 2017 FINANCIAL DETAIL



Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues							
Licenses & Permits							
Liquor Licenses	411001	-	-	(50)	-	-	-
Right of Way Permits	411011	69,400	74,205	120,745	66,000	66,000	-
Other Permits	411014	200	300	500	500	500	-
Total Licenses & Permits		69,600	74,505	121,195	66,500	66,500	- 0%
Intergovernmental Grants							
Federal Operating	421001	-	-	117,752	-	-	-
State Operating	422001	30,702	-	46,402	30,702	30,702	-
Local Govt Grants	423000	-	2,508	4,503	-	-	-
Community Credits	423001	17,403	36,849	40,007	-	-	-
Total Intergovernmental Grants		48,105	39,356	208,664	30,702	30,702	- 0%
Charges for Services							
Recording Fees	431002	991	1,317	1,189	1,000	1,000	-
Sale of Maps / Publications	431005	41	19	12	-	-	-
Printing & Duplicating of Form	431006	14	-	189	-	-	-
Admin Charges - City Mgr Depts	431007	2,126,730	2,446,346	2,807,169	3,042,318	3,671,181	628,862
Admin Charges - Commissions	431011	-	319	-	-	-	-
Admin Charges - External	431012	30,119	40,744	66,180	23,700	22,000	(1,700)
Snow/Weed Abatements	431502	41,850	65,271	61,501	74,700	5,000	(69,700)
Weed Cleaning/Removal Charges	431503	-	-	(315)	-	-	-
Sale of Recycleable	432002	6,855	14,323	3,358	-	2,000	2,000
Total Charges for Services		2,206,600	2,568,338	2,939,283	3,141,718	3,701,181	559,462 18%
Transfers In							
Operating Transfer In - Inter	483001	11,855,776	11,909,457	11,458,614	11,642,650	9,944,650	(1,698,000)
Total Transfers In		11,855,776	11,909,457	11,458,614	11,642,650	9,944,650	(1,698,000) -15%
Other Revenue							
Interest/Div - Nonproprietary	451000	3	0	-	-	-	-
Land Rental	461000	1,588	614	614	-	-	-
Air Rights	461005	15,101	9,573	2,944	-	-	-
Vacating Streets & Alleys	461006	5,112	3,744	893	-	-	-
Sale of Inventory	471003	10,620	7,902	4,745	10,500	8,500	(2,000)
Damage Recoveries	471004	38,078	36,573	35,438	16,250	33,000	16,750
Other Miscellaneous Revenue	471005	39	17,970	308	-	-	-
Sale of Fixed Assets	482001	-	-	1,800	-	-	-
Total Other Revenue		70,541	76,375	46,742	26,750	41,500	14,750 55%
Total Revenues		14,250,622	14,668,032	14,774,498	14,908,320	13,784,533	(1,123,788) -8%
Expenditures							
Personal Services							
Total Personal Services		12,343,718	13,011,592	12,153,339	14,104,870	13,115,997	(988,873) -7%
Discretionary Expenses							
Advertising & Marketing	521100	1,208	429	4,738	550	550	-
External Contracted Labor	521105	-	10,777	26,746	-	-	-
Health Services	521106	1,412	1,460	1,888	1,700	1,500	(200)
Other Professional Services	521108	9,353	21,732	55,279	25,697	98,697	73,000
Computer Hardware	522100	306	(5)	4	750	750	-
Computer Software Maintenance	522101	28,073	11,520	10,216	38,500	33,100	(5,400)
IT Services - External	522102	1,087	3,801	5,456	-	-	-
Radio Maintenance	522103	25,431	20,871	17,492	-	-	-
Building & Grounds Services	522104	27,669	18,099	23,727	-	-	-
Furniture, Equip, Fixture Serv	522105	6,164	29,061	9,453	9,900	8,810	(1,090)
Vehicles & Rolling Equip Serv	522106	1,789	3,466	339	-	-	-
Fiber Optic Network	523101	-	-	966	-	-	-
Landfill Fees	523102	84,493	76,467	91,958	88,000	49,000	(39,000)
Phone Services	523107	19,784	22,822	22,794	21,095	21,095	-
Rental of Equip & Vehicles	524101	258	567	2,272	3,000	600	(2,400)

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	\$ Change	% Change
	Account	Actual	Actual	Actual	Adopted Budget	Budget	From FY 2016	From FY 2016
							Incr / (Decr)	
Appraisal, Recording, Abstract	525100	-	-	3,000	-	-	-	-
Printing, Binding, & Duplicate	525102	11,726	17,645	19,671	13,000	13,000	-	-
Awards & Recognition	531102	-	23	30	-	-	-	-
Books & Subscriptions	531103	1,807	966	1,220	3,200	3,000	(200)	-
Chemical Supplies	531104	880,955	905,169	381,867	782,675	781,675	(1,000)	-
Cleaning & Janitorial Supplies	531105	202	1,238	2,030	225	225	-	-
Computer Supplies	531106	115	311	2,204	2,600	600	(2,000)	-
Engineering Supplies	531108	1,150	756	1,550	2,000	2,000	-	-
Equipment/Furniture/Fixtures	531109	32,992	31,795	45,274	43,200	31,200	(12,000)	-
Photography Supplies	531110	-	-	-	980	930	(50)	-
Landscaping Materials	531112	5,661	995	1,989	6,875	-	(6,875)	-
Miscellaneous Supplies	531114	-	103	26	-	-	-	-
Office Supplies	531116	14,178	11,984	14,184	15,677	15,377	(300)	-
Paint Supplies	531117	29,654	62,364	59,439	70,250	68,500	(1,750)	-
Program Supplies	531118	-	-	56	-	-	-	-
Shop Supplies	531119	39,058	29,861	27,995	40,000	36,000	(4,000)	-
Sign & Signal Supplies	531120	50,612	55,366	44,643	117,834	117,834	-	-
Street & Sewer Materials	531121	1,153,471	1,042,364	939,337	1,217,958	1,217,958	-	-
Uniforms	531123	6,019	2,589	2,466	16,500	8,390	(8,110)	-
Personal Protective Gear	531124	22,012	13,966	14,341	17,950	14,450	(3,500)	-
LP Gas	532103	993	493	1,174	-	-	-	-
Oil	532104	1,633	1,430	3,029	1,830	490	(1,340)	-
Other Lubricants	532106	1,029	736	799	1,150	800	(350)	-
Building & Grounds Supplies	533100	-	2,324	1,030	2,500	2,500	-	-
Furniture, Equipment, Fixtures	533101	10,021	11,204	24,046	14,200	11,000	(3,200)	-
Vehicle & Rolling Equip Parts	533102	60,113	55,600	77,452	-	-	-	-
Grants & Contributions	541106	1,375	-	52,132	-	-	-	-
Conferences, Training, Travel	542102	24,261	18,588	28,849	39,336	35,736	(3,600)	-
Dues & Memberships	542103	5,288	2,958	4,732	5,700	5,500	(200)	-
Settlement	542105	1,256	1,175	1,607	3,000	3,000	-	-
Licensing Fees	542106	670	1,410	1,550	1,115	1,100	(15)	-
Miscellaneous Costs	542107	-	(4,608)	475	-	-	-	-
Postage & Freight	542108	3,708	3,262	4,178	6,500	6,500	-	-
Recording/Filing Fees/Permits	542110	2,473	2,325	1,992	2,950	2,950	-	-
Mileage Reimbursement	542111	598	703	733	1,800	1,800	-	-
Bad Debt Expense	542114	19,285	-	155,589	-	-	-	-
Total Discretionary Expenses		2,589,342	2,496,161	2,194,012	2,620,195	2,596,615	(23,580)	-1%
Fleet & Facilities								
City Facility Maint Services	522107	10,717	6,186	6,228	-	-	-	-
City Fleet Services	522108	1,051,436	1,142,972	1,021,589	1,478,838	1,280,600	(198,238)	-
Rental of Land & Buildings	524100	1,057,504	1,174,128	599,430	566,398	620,500	54,102	-
City Fleet Rental Charges	524102	715,235	847,762	1,160,573	1,085,830	1,126,524	40,694	-
Total Fleet & Facilities		2,834,892	3,171,048	2,787,820	3,131,066	3,027,624	(103,442)	-3%
Non-Discretionary Expenses								
City Accounting Services	521113	286,548	333,200	343,995	-	-	-	-
City Inter Department Charges	521114	611,081	714,451	748,778	26,000	25,900	(100)	-
City Information Tech Services	522109	410,822	534,204	624,475	-	-	-	-
Electricity	523100	71,322	130,551	(2,949)	3,000	5,000	2,000	-
Natural Gas	523103	4,902	13,150	30	7,000	-	(7,000)	-
Liability Insurance	525104	123,721	104,431	123,252	138,938	103,667	(35,271)	-
Property Insurance	525107	758	910	-	-	-	-	-
Vehicle Insurance	525108	92,684	129,393	111,787	155,700	121,455	(34,245)	-
Diesel Fuel	532100	405,380	471,434	324,406	407,855	269,141	(138,714)	-
Gasoline Fuel	532101	109,970	110,655	71,813	122,139	73,533	(48,606)	-
Total Non-Discretionary Expenses		2,117,188	2,542,378	2,345,587	860,632	598,696	(261,936)	-30%
Capital Outlay								
Vehicles, Equipment, Software	554000	193,296	67,165	24,601	-	-	-	-
Controlled assets	556000	13,474	36,976	23,492	-	-	-	-
Total Capital Outlay		206,770	104,141	48,093	-	-	-	0%
Transfers Out								
Transfer Out-Inter	571100	46,236	243,363	40,635	-	-	-	-
Total Transfers Out		46,236	243,363	40,635	-	-	-	0%
Total Expenditures		20,138,145	21,568,683	19,569,486	20,716,763	19,338,932	(1,377,831)	-7%
Net Revenues over/(under) Expenditures		(5,887,524)	(6,900,651)	(4,794,988)	(5,808,443)	(5,554,400)	254,043	



The Public Works Director is responsible for the Street Lighting department ID.
Street Lighting is the only section of this department ID.

Department Description

The **Street Lighting** department ID of the General Fund uses this department ID to track revenues and expenditures associated with the installation and maintenance of street lights which includes the associated electricity cost. The decorative street lights located in the downtown and Czech Village area are maintained by the Signal section of the Public Works Department.

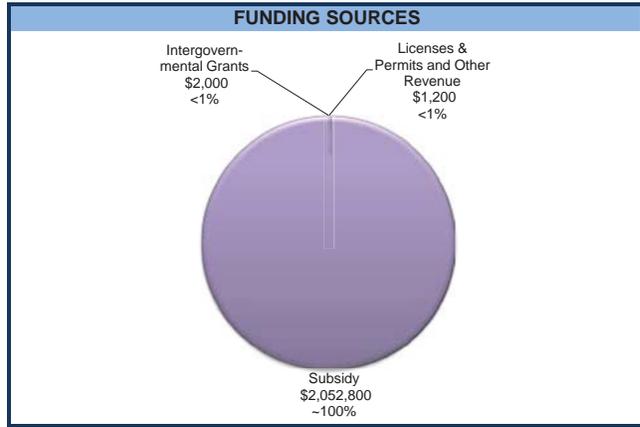
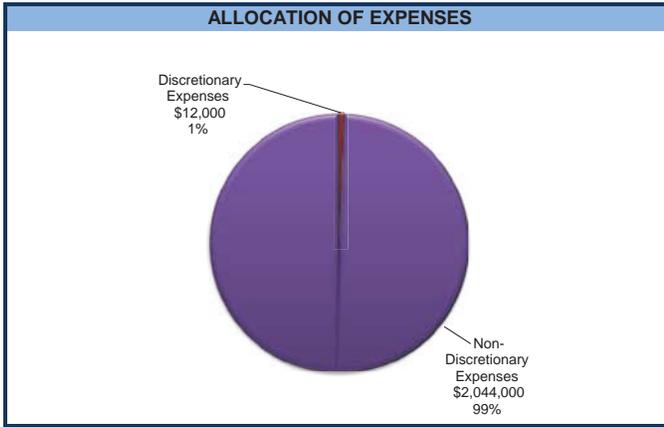
	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	7,859	3,200	3,200	-	0%
Expenditures					
Personal Services	-	-	-	-	
Discretionary	19,792	12,000	12,000	-	
Fleet & Facilities	-	-	-	-	
Non-Discretionary	1,856,664	2,044,000	2,044,000	-	
Capital Outlay	-	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	-	-	-	-	
	1,876,456	2,056,000	2,056,000	-	0%
Net	(1,868,597)	(2,052,800)	(2,052,800)	-	

Highlight of Budget Changes

No changes.

STREET LIGHTING

FY 2017 FINANCIAL DETAIL



	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues								
Intergovernmental Grants								
Local Govt Grants	423000	-	2,186	1,389	3,200	2,000	(1,200)	
Total Intergovernmental Grants		-	2,186	1,389	3,200	2,000	(1,200)	-38%
Charges for Services								
Admin Charges - External	431012	-	472	-	-	-	-	0%
Total Charges for Services		-	472	-	-	-	-	0%
Transfers In								
Operating Transfer In - Inter	483001	-	-	5,179	-	-	-	0%
Total Transfers In		-	-	5,179	-	-	-	0%
Other Revenue								
Other Miscellaneous Revenue	471005	-	3,354	1,291	-	1,200	1,200	100%
Total Other Revenue		-	3,354	1,291	-	1,200	1,200	100%
Total Revenues		-	6,012	7,859	3,200	3,200	-	0%
Expenditures								
Discretionary Expenses								
Other Professional Services	521108	-	-	127	-	-	-	
Building & Grounds Services	522104	1,972	-	-	-	-	-	
Furniture, Equip, Fixture Serv	522105	12,578	12,000	5,726	-	-	-	
Furniture, Equipment, Fixtures	533101	-	-	13,524	12,000	12,000	-	
Bad Debt Expense	542114	-	-	415	-	-	-	
Total Discretionary Expenses		14,550	12,000	19,792	12,000	12,000	-	0%
Non-Discretionary Expenses								
Electricity	523100	1,861,610	1,927,844	1,856,664	2,044,000	2,044,000	-	0%
Total Non-Discretionary Expenses		1,861,610	1,927,844	1,856,664	2,044,000	2,044,000	-	0%
Total Expenditures		1,876,160	1,939,844	1,876,456	2,056,000	2,056,000	-	0%
Net Revenues over/(under) Expenditures		(1,876,160)	(1,933,832)	(1,868,597)	(2,052,800)	(2,052,800)	-	



The Public Works Director is responsible for the School Crossing Guard department ID.
School Crossing Guard is the only section of this department ID.

Department Description

The **School Crossing Guards** department ID of the General Fund uses this department ID to track cost sharing expenses with the Cedar Rapids Community School District for crossing guards at cross walks near schools.

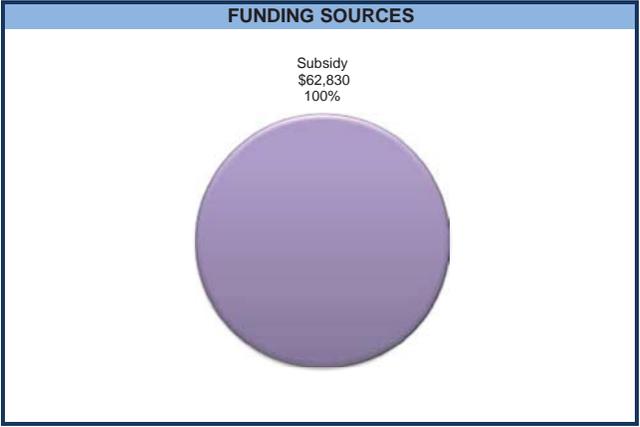
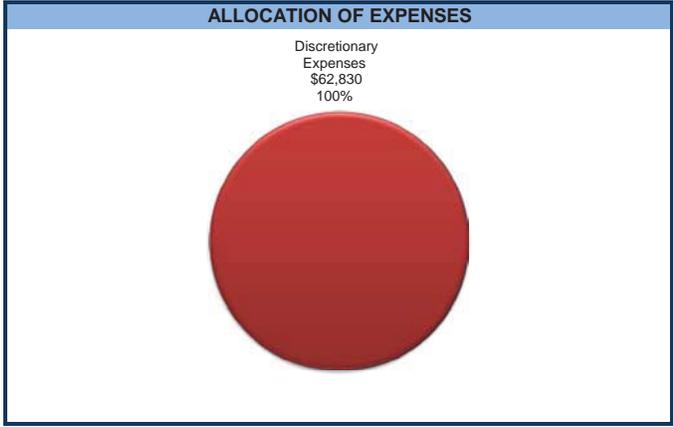
	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	-	-	-	-	0%
Expenditures					
Personal Services	-	-	-	-	
Discretionary	50,976	62,830	62,830	-	
Fleet & Facilities	-	-	-	-	
Non-Discretionary	-	-	-	-	
Capital Outlay	-	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	-	-	-	-	
	50,976	62,830	62,830	-	0%
Net	(50,976)	(62,830)	(62,830)	-	

Highlight of Budget Changes

No changes.

SCHOOL CROSSING GUARDS

FY 2017 FINANCIAL DETAIL



	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues								
Charges for Services								
Admin Charges - External	431012	-	32	-	-	-	-	0%
Total Charges for Services		-	32	-	-	-	-	0%
Total Revenues		-	32	-	-	-	-	0%
Expenditures								
Discretionary Expenses								
Personal Protective Gear	531124	-	64	-	-	-	-	
Grants & Contributions	541106	62,549	51,482	50,976	62,830	62,830	-	0%
Total Discretionary Expenses		62,549	51,546	50,976	62,830	62,830	-	0%
Total Expenditures		62,549	51,546	50,976	62,830	62,830	-	0%
Net Revenues over/(under) Expenditures		(62,549)	(51,514)	(50,976)	(62,830)	(62,830)	-	



The Public Works Director is responsible for the Bridge Maintenance department ID. Bridge Maintenance is the only section of this department ID.

Department Description

The **Bridge Maintenance** department ID of the General Fund uses this department ID to track revenues and expenditures associated with the inspection of the bridges of the City. Minor bridge maintenance repairs within the capability and capacity of Public Works Department are performed by the Streets section. More significant repairs, modifications, or modernizations are funded through capital improvement projects.

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	48,450	48,450	48,770	320	1%
Expenditures					
Personal Services	-	-	-	-	
Discretionary	51,480	48,450	48,450	-	
Fleet & Facilities	-	-	-	-	
Non-Discretionary	290	310	320	10	
Capital Outlay	-	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	-	-	-	-	
	51,770	48,760	48,770	10	0%
Net	(3,320)	(310)	-	310	

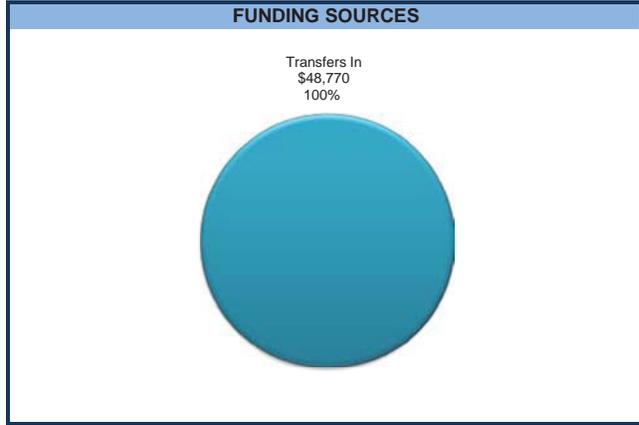
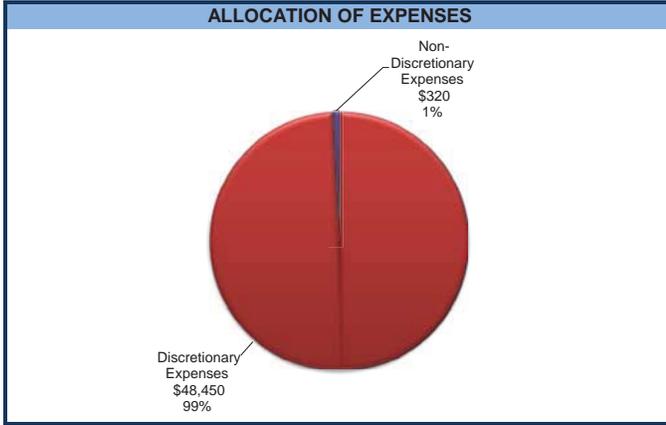
Highlight of Budget Changes

Revenues and Expenditures

Included is a minor increase to the electricity budget. Bridge maintenance expenses are funded 100% from road use tax revenues.

BRIDGE MAINTENANCE

FY 2017 FINANCIAL DETAIL



	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues								
Transfers In								
Operating Transfer In - Inter	483001	48,450	62,450	48,450	48,450	48,770	320	
Total Transfers In		48,450	62,450	48,450	48,450	48,770	320	1%
Total Revenues		48,450	62,450	48,450	48,450	48,770	320	1%
Expenditures								
Discretionary Expenses								
Consulting & Technical Service	521104	99,905	78,452	-	48,450	48,450	-	
Other Professional Services	521108	-	-	51,480	-	-	-	
Total Discretionary Expenses		99,905	78,452	51,480	48,450	48,450	-	0%
Non-Discretionary Expenses								
City Accounting Services	521113	674	-	-	-	-	-	
Electricity	523100	282	295	290	310	320	10	
Total Non-Discretionary Expenses		956	295	290	310	320	10	3%
Total Expenditures		100,861	78,747	51,770	48,760	48,770	10	0%
Net Revenues over/(under) Expenditures		(52,411)	(16,297)	(3,320)	(310)	-	310	



Community Development Department Sections

- Planning Services
- Economic Development Services
- Housing Services
- Metropolitan Transportation Planning



The Community Development Director is responsible for the Community Development Department.

Department Description

The Community Development Department is responsible for promoting economic vitality, affordable housing, regional connectivity, and sustainable development.

- **Planning Services** provides planning to create healthy and vibrant neighborhoods, with a focus on the cross-departmental implementation of those plans to achieve results.
- **Economic Development Services** leverage community resources and financial incentives to promote business growth, private sector investment, and redevelopment of City-owned properties, while protecting the public's interest.
- **Housing Services** provides coordination and oversight of the federal housing and community development funds awarded by the United States Department of Housing and Urban Development, including inspections, rent payment, rehabilitation, and creation of new housing.
- **Metropolitan Transportation Planning** performs regional transportation planning and distributes federal funds for transportation projects such as roads, trails, and transit.

Statistics – Did you know?

- In FY 2015, the Economic Development Programs leveraged nearly \$170M in private investment, over twice the amount leveraged in FY 2014.
- In FY 2015, replacement housing programs leveraged \$143M in private investment (single/multi-family).
- Single Family New Construction properties increased in value from \$8M pre-flood to \$24M in 2015, an increase of \$14M from FY 2014.
- Over 1K families (over half elderly or disabled) were served through Section 8 housing programs with \$5M in rental assistance paid directly to Linn and Benton county landlords during FY 2015.



Recent Accomplishments

- Completion of 4 EnvisionCR initiatives, since the City’s new comprehensive plan was adopted January 2015.
- Created new one-page application for the City’s Economic Development Programs and adopted updates, including the new Local Match and Green Building Programs (February 2015).
- Six of nine active Neighborhood Associations attained Neighborhood Certification and one new Neighborhood Association was created in the Westdale area (June 2015).
- Hosted Solar Readiness Workshop for local jurisdictions to identify ways of making permitting and installation more cost efficient (June 2015).
- Metropolitan Transportation Planning staff worked with jurisdictions to update Connection 2040, the long-range plans which guides investment of federal transportation funding in the metro area (July 2015).

Future Challenges & Opportunities

- Implement Historic Preservation Plan, with revised City codes and policies to protect historic resources.
- Work together with local developers, consultants, and residents on a new Zoning Code with strong focus on design, compatibility, and intensity.
- Develop a Neighborhood Action Plan for the Northwest Neighborhood which builds on the Greenway and Viable Business Corridor plans.
- Work with property owners along Mount Vernon Road on a comprehensive Corridor Action Plan.
- State and Regional presentations on the City’s Historic Preservation Program’s connection to sustainability.
- Implement #CRYOUth Program for youth perspective on annual EnvisionCR updates.

Goals, Objectives, Measures

City Goal - INVEST CR - Make Cedar Rapids a desirable place for businesses to start, move, and grow by leveraging resources to invest in business districts and amenities that keep and attract a skilled workforce.

Department Goal	Encourage economic vitality.				
Department Objective	Provide economic development programs to encourage projects that benefit the community with jobs, property tax base, or quality of life amenities.				
Objective Time Frame	Target/goal has been met				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
Amount of private investment	\$100M	\$78.296M	\$170M	\$100M	\$100M
Number of jobs created/retained	300+ jobs annually	100	356	300	300

City Goal - STRENGTHEN CR - Make bold moves in community planning to retain the character of neighborhoods and corridors.

Department Goal	Provide wide range of quality affordable housing options.				
Department Objective	Workforce housing in core neighborhoods to support businesses and create 24 hours a day 7 days a week vitality.				
Objective Time Frame	Target/goal has been met				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
Construction of new dwelling units (rental and owner occupied)	125 units annually	141	317	135	230



	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	323,137	309,877	489,942	180,065	58%
Expenditures					
Personal Services	790,521	1,041,589	1,241,116	199,527	
Discretionary	47,598	73,517	73,517	-	
Fleet & Facilities	65,144	69,725	65,192	(4,533)	
Non-Discretionary	406,615	2,905	2,316	(589)	
Capital Outlay	2,639	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	-	-	-	-	
	1,312,517	1,187,736	1,382,141	194,405	16%
Net	(989,380)	(877,859)	(892,199)	(14,339)	

Summary of FTEs				
FY 2016 Adjusted	Non-Flood FY 2017 Budget	Flood FY 2017 Budget	Total FY 2017 Budget	Change From FY 2016
14.60	13.60	0.00	13.60	(1.00)

Highlight of Budget Changes

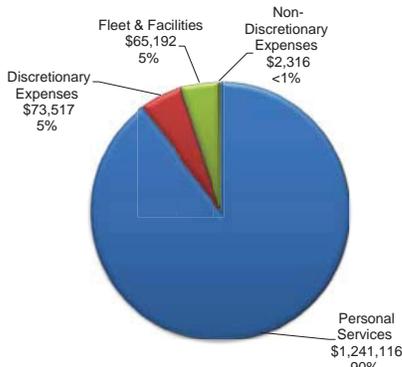
Revenues and Expenditures

- The increase in personal services is related to 3 FTEs that were added to the department in calendar 2015. This includes 2 Metropolitan Planning Organization funded FTEs and 1 Economic Development Analyst FTE funded from economic development funds.
- The FY 2017 budget includes the elimination 1 vacant Planner II FTE. With the addition of new Metropolitan Planning Organization funded staff in calendar 2015, existing department staff will now take on more non-Metropolitan Planning Organization related duties allowing for this position to be eliminated.
- The changes in revenue are associated with the fore mentioned changes in positions.

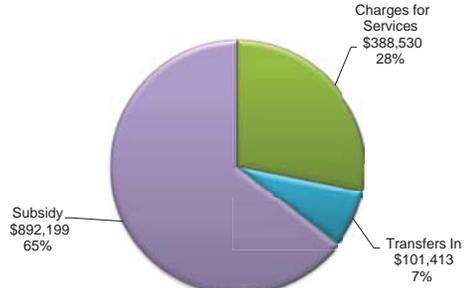
COMMUNITY DEVELOPMENT

FY 2017 FINANCIAL DETAIL

ALLOCATION OF EXPENSES



FUNDING SOURCES



Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues							
Intergovernmental Grants							
Federal Operating 421001	45,710	-	4,290	-	-	-	
Total Intergovernmental Grants	45,710	-	4,290	-	-	-	0%
Charges for Services							
Recording Fees 431002	268	154	106	-	-	-	
Printing & Duplicating of Form 431006	1	-	-	-	-	-	
Admin Charges - City Mgr Depts 431007	69,130	72,928	79,678	95,091	77,855	(17,236)	
Admin Charges - External 431012	139,537	151,589	239,048	214,786	310,675	95,889	
Total Charges for Services	208,936	224,671	318,833	309,877	388,530	78,653	25%
Transfers In							
Operating Transfer In - Inter 483001	17,623	-	-	-	101,413	101,413	
Total Transfers In	17,623	-	-	-	101,413	101,413	100%
Other Revenue							
Other Miscellaneous Revenue 471005	-	-	14	-	-	-	
Total Other Revenue	-	-	14	-	-	-	0%
Total Revenues	272,269	224,671	323,137	309,877	489,942	180,065	58%
Expenditures							
Personal Services							
Total Personal Services	733,845	698,348	790,521	1,041,589	1,241,116	199,527	19%
Discretionary Expenses							
Advertising & Marketing 521100	3,713	5,991	2,836	5,295	4,500	(795)	
External Contracted Labor 521105	6,000	4,500	1,192	-	1,000	1,000	
Health Services 521106	36	72	88	-	-	-	
Legal Services 521107	328	-	-	-	-	-	
Other Professional Services 521108	-	694	82	5,000	5,000	-	
Computer Software Maintenance 522101	-	-	663	-	-	-	
IT Services - External 522102	849	-	668	-	-	-	
Furniture, Equip, Fixture Serv 522105	-	-	658	3,020	2,000	(1,020)	
Phone Services 523107	2,222	1,711	1,445	1,800	1,800	-	
Rental of Equip & Vehicles 524101	125	-	-	-	-	-	
Printing, Binding, & Duplicate 525102	10,270	7,178	9,297	11,360	11,000	(360)	
Awards & Recognition 531102	-	25	-	-	-	-	
Books & Subscriptions 531103	99	9	397	1,000	1,000	-	
Computer Supplies 531106	93	65	383	2,000	2,000	-	
Equipment/Furniture/Fixtures 531109	-	40	2,744	3,000	3,000	-	
Miscellaneous Supplies 531114	57	-	22	444	444	-	
Office Supplies 531116	2,997	2,176	3,620	11,000	7,000	(4,000)	
Program Supplies 531118	-	-	35	-	-	-	
Sign & Signal Supplies 531120	89	244	-	-	-	-	
Uniforms 531123	301	74	-	-	-	-	
Personal Protective Gear 531124	129	94	58	-	-	-	
Conferences, Training, Travel 542102	20,089	26,982	13,551	20,462	26,073	5,611	
Dues & Memberships 542103	2,043	2,568	2,916	5,000	4,000	(1,000)	
Entertainment Expense 542104	-	299	1,292	-	-	-	
Licensing Fees 542106	-	-	30	-	-	-	
Postage & Freight 542108	2,213	2,896	2,181	3,636	2,600	(1,036)	
Recording/Filing Fees/Permits 542110	1,289	1,619	1,690	500	1,500	1,000	
Mileage Reimbursement 542111	303	1,703	202	-	600	600	
Bad Debt Expense 542114	-	-	1,549	-	-	-	
Total Discretionary Expenses	53,244	58,939	47,598	73,517	73,517	-	0%
Fleet & Facilities							
City Fleet Services 522108	-	-	68	-	-	-	
Rental of Land & Buildings 524100	-	63,329	65,026	69,725	65,192	(4,533)	
City Fleet Rental Charges 524102	25	275	50	-	-	-	
Total Fleet & Facilities	25	63,604	65,144	69,725	65,192	(4,533)	-7%

		FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Non-Discretionary Expenses								
	City Accounting Services	521113	66,640	51,250	58,157	-	-	-
	City Inter Department Charges	521114	39,788	50,953	47,046	-	-	-
	City Information Tech Services	522109	202,808	246,407	295,307	-	-	-
	Liability Insurance	525104	3,629	2,686	2,374	2,905	2,316	(589)
	Property Insurance	525107	612	-	3,006	-	-	-
	Gasoline Fuel	532101	167	173	725	-	-	-
	Total Non-Discretionary Expenses		313,644	351,469	406,615	2,905	2,316	(589) -20%
Capital Outlay								
	Vehicles, Equipment, Software	554000	17,617	-	-	-	-	-
	Controlled assets	556000	-	-	2,639	-	-	-
	Total Capital Outlay		17,617	-	2,639	-	-	0%
Total Expenditures			1,118,375	1,172,360	1,312,517	1,187,736	1,382,141	194,405 16%
Net Revenues over/(under) Expenditures			(846,106)	(947,690)	(989,380)	(877,859)	(892,199)	(14,339)



Development Services Department Sections

- Development Services
- Administration



The Assistant City Manager - Development Services is responsible for the Development Services Department.

Department Description

The **Development Services** Department provides land and economic development services to the community. The Development Services project team provides comprehensive reviews of new development and re-development projects submitted to the City, ensuring responsive and efficient service to the development community.

Through **Administration**, the Development Services project team coordinates closely with these city departments also serving land development functions: Public Works, Community Development, Building Services, and Utilities.

Statistics – Did you know?

- The Development Services Department received nearly 1K commercial building permit requests in FY 2015 equating to a total valuation over \$168M. This includes commercial remodels and new construction projects.
- The City of Cedar Rapids received 256 applications for new site development projects in FY 2015.

Recent Accomplishments

- In 2015, the Development Services Department added key staff and job responsibilities to more efficiently and effectively meet the needs of local developers while promoting higher quality and more sustainable land development projects.
- The Development Services Department worked with the private sector to commence construction in 2015 on the redevelopment of several large, under-utilized commercial properties including Westdale Mall, the former Kmart West site, the former Nash Finch site on Blairs Ferry Road NE, and the new CRST Headquarters located downtown.

Future Challenges & Opportunities

- Work to further simplify and streamline the land development process through the use of new technology, applicant feedback sessions, and customer service training.
- Continue to develop the Department to serve as an innovator in the public sector’s contribution and service to economic development.



Goals, Objectives, Measures

City Goal - INVEST CR - Make Cedar Rapids a desirable place for businesses to start, move, and grow by leveraging resources to invest in business districts and amenities that keep and attract a skilled workforce.

Department Goal	Provide for ease and continuity in the development process.				
Department Objective	Efficiently manage applications to assist development projects and avoid unnecessary delays.				
Objective Time Frame	Intend to meet the target/goal by the end of the budget year				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
# of days for final site plan approval	30 or less	43	39	35	30

City Goal - INVEST CR - Make Cedar Rapids a desirable place for businesses to start, move, and grow by leveraging resources to invest in business districts and amenities that keep and attract a skilled workforce.

Department Goal	Create an environment for private investment				
Department Objective	Cultivate a confidence in the future of Cedar Rapids and continue the momentum of redevelopment and recovery.				
Objective Time Frame	Target/goal has been met				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
Valuation of commercial building permits	\$150M	\$148M	\$168M	\$160M	\$165M



	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	1,118,500	532,121	441,456	(90,666)	-17%
Expenditures					
Personal Services	1,137,848	1,257,388	1,353,469	96,081	
Discretionary	24,605	34,500	32,000	(2,500)	
Fleet & Facilities	2,579	2,409	2,137	(272)	
Non-Discretionary	111,621	6,550	5,462	(1,088)	
Capital Outlay	-	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	-	-	-	-	
	1,276,653	1,300,847	1,393,068	92,221	7%
Net	(158,153)	(768,726)	(951,612)	(182,886)	

Summary of FTEs				
FY 2016 Adjusted	Non-Flood FY 2017 Budget	Flood FY 2017 Budget	Total FY 2017 Budget	Change From FY 2016
14.00	13.00	0.00	13.00	(1.00)

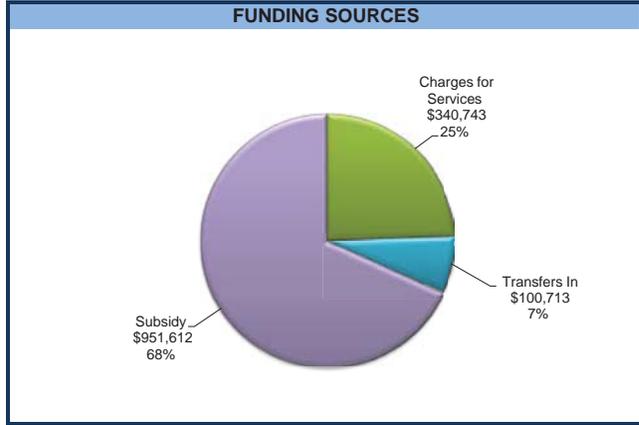
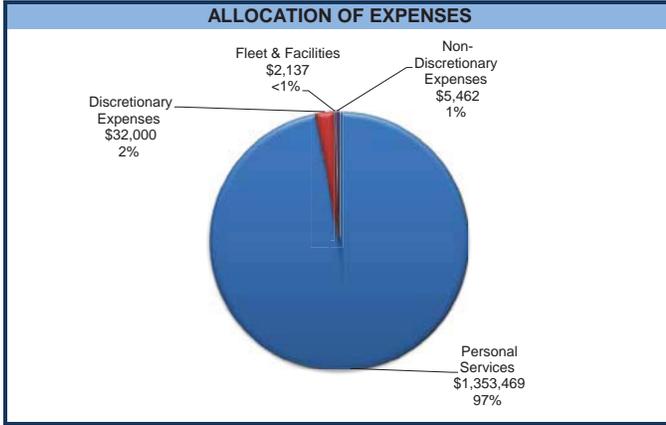
Highlight of Budget Changes

Revenues & Expenditures

- The increase in personal services is mainly related to 4 FTEs that were reallocated from Building Services Department in FY 2015. Also in FY 2015, 1 FTE transferred to the City Manager Department from the Development Services Department. Associated discretionary budget of \$2500 and revenue was reallocated as well.
- The FY 2017 budget includes the elimination 1 vacant Executive Administrator of Development Services FTE. With the reorganization of the Assistant City Manager position this position is no longer needed.

DEVELOPMENT SERVICES

FY 2017 FINANCIAL DETAIL



	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues								
Charges for Services								
Recording Fees	431002	-	-	164	-	-	-	-
Admin Charges - City Mgr Depts	431007	-	812,219	914,485	330,835	340,743	9,908	
Admin Charges - Commissions	431011	-	3,262	3,977	-	-	-	
Admin Charges - External	431012	-	954	550	-	-	-	
Total Charges for Services		-	816,435	919,176	330,835	340,743	9,908	3%
Transfers In								
Operating Transfer In - Inter	483001	54,742	154,570	199,324	201,286	100,713	(100,574)	
Total Transfers In		54,742	154,570	199,324	201,286	100,713	(100,574)	-50%
Total Revenues		54,742	971,005	1,118,500	532,121	441,456	(90,666)	-17%
Expenditures								
Personal Services								
Total Personal Services		527,433	965,203	1,137,848	1,257,388	1,353,469	96,081	8%
Discretionary Expenses								
Advertising & Marketing	521100	-	20	392	-	-	-	
Health Services	521106	-	68	180	-	-	-	
Other Professional Services	521108	-	1,522	-	5,000	5,000	-	
Phone Services	523107	602	1,419	636	1,000	1,000	-	
Rental of Equip & Vehicles	524101	-	-	90	-	-	-	
Appraisal, Recording, Abstract	525100	-	128	-	-	-	-	
Printing, Binding, & Duplicate	525102	855	1,416	2,373	2,000	2,000	-	
Awards & Recognition	531102	-	-	8	-	-	-	
Books & Subscriptions	531103	44	59	743	1,000	1,000	-	
Computer Supplies	531106	-	1,036	-	1,000	1,000	-	
Equipment/Furniture/Fixtures	531109	-	1,507	643	1,500	1,500	-	
Photography Supplies	531110	120	-	-	-	-	-	
Office Supplies	531116	375	717	376	2,000	2,000	-	
Uniforms	531123	-	19	-	-	-	-	
Personal Protective Gear	531124	136	-	3	-	-	-	
Conferences, Training, Travel	542102	1,969	14,924	16,801	16,500	14,000	(2,500)	
Dues & Memberships	542103	300	1,164	2,066	3,000	3,000	-	
Licensing Fees	542106	-	100	-	-	-	-	
Postage & Freight	542108	-	950	48	-	-	-	
Recording/Filing Fees/Permits	542110	32	108	218	-	-	-	
Mileage Reimbursement	542111	261	215	30	1,500	1,500	-	
Total Discretionary Expenses		4,694	25,371	24,605	34,500	32,000	(2,500)	-7%
Fleet & Facilities								
Rental of Land & Buildings	524100	-	-	2,554	2,409	2,137	(272)	
City Fleet Rental Charges	524102	-	100	25	-	-	-	
Total Fleet & Facilities		-	100	2,579	2,409	2,137	(272)	-11%
Non-Discretionary Expenses								
City Accounting Services	521113	6,335	16,317	18,105	-	-	-	
City Inter Department Charges	521114	180	56,268	34,206	-	-	-	
City Information Tech Services	522109	-	-	54,071	-	-	-	
Liability Insurance	525104	-	-	5,076	6,075	5,060	(1,015)	
Gasoline Fuel	532101	54	188	163	475	402	(73)	
Total Non-Discretionary Expenses		6,569	72,773	111,621	6,550	5,462	(1,088)	-17%
Transfers Out								
Transfer Out-Inter	571100	-	5,054	-	-	-	-	
Total Transfers Out		-	5,054	-	-	-	-	0%
Total Expenditures		538,696	1,068,501	1,276,653	1,300,847	1,393,068	92,221	7%
Net Revenues over/(under) Expenditures		(483,954)	(97,496)	(158,153)	(768,726)	(951,612)	(182,886)	



Parks and Recreation Department Sections

- Parks
- Forestry
- Recreation
- Aquatics



The Parks and Recreation Director is responsible for the Parks and Recreation Department.

Department Description

The Parks and Recreation Department is responsible for providing, managing, and maintaining parks and recreation facilities and programs that offer environmental, leisure, and health benefits to the citizens of Cedar Rapids.

- The **Parks** section is responsible for managing and maintaining city owned property including formally named parks, public land held in trust for watershed or wildlife management, and right of way maintenance. The department is responsible for the construction and maintenance of park infrastructure and facilities including recreational buildings, pools, sport complexes, greenhouse operations, trails, and pavilions.
- The **Forestry** section is responsible for the maintenance and care of right-of-way trees.
- The **Recreation** section is responsible for operating programs, activities, and facilities emphasizing personal leisure experiences and focusing on the overall quality of life of citizens of Cedar Rapids and the surrounding area. Specific areas include youth and adult sports and activities, cultural arts, special populations, Ushers Ferry Historical Village, along with managing reservation of pavilions, harbor slips, and garden plots.
- The **Aquatics** section is responsible for staffing, programming, and maintenance of three neighborhood swimming pools, two large aquatic centers, and an indoor swimming pool. Swimming lessons, water safety, exercise, and leisure programs are offered.

Statistics – Did you know?

- More than 149K people visited the 5 outdoor pools during the 9-week 2015 summer season.
- Park pavilion rentals average over 1K rentals in 24 pavilions hosting about 55K individuals each year.
- Park operations currently maintains over 3K acres including 96 named parks and 23.3 miles of trails.
- 28K hours were worked by volunteers for parks and recreation services in the past year.
- The Noelridge Greenhouse grows over 65K plants for beautification of City properties each year.
- The Usher’s Ferry Lodge had 5K people use it since opening October 2014.
- Over 870 acres of right-of-way mowed were in FY 2015.
- Over 50K individuals “played ball” on the City’s baseball/softball diamonds in 2015.



Recent Accomplishments

- Construction of Northwest Recreation Center is underway and joint use agreement with Cedar Rapids Community School District is in place (Summer 2015).
- Renovation of Greene Square Park completed Fall 2015.
- Reorganizing of forestry and right-of-way mowing to Parks from Public Works in Spring 2015.
- Construction of Seminole Valley cross county course completed Fall 2015.

Future Challenges & Opportunities

- Implementation of Americans with Disability Act facility requirements.
- Trail maintenance and funding for future and existing segments.
- Strategic conversion of park turf with warm season native prairie or forest restoration.
- Local option sales tax aquatic funds to be spent in 1 year while maintenance and upgrades continue.
- Determine the funding and phasing of greenway park improvements.

Goals, Objectives, Measures

City Goal - GREEN CR - Buffer & connect existing parks, trails, and streams to build a natural network in addition to regional collaborations and individual efforts to improve stormwater management, water quality, wildlife habitat, and outdoor recreation.

Department Goal	Develop and foster an engaged community.				
Department Objective	Serve as many people as possible with facilities and programs.				
Objective Time Frame	Target/goal has been met				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
Number of people served	1M or more	1,022,554	1,386,608	1,500,000	1,800,000

City Goal - GREEN CR - Buffer & connect existing parks, trails, and streams to build a natural network in addition to regional collaborations and individual efforts to improve stormwater management, water quality, wildlife habitat, and outdoor recreation.

Department Goal	Develop and foster an engaged community.				
Department Objective	Optimize the utilization of volunteers by increasing hours annually over prior year.				
Objective Time Frame	Target/goal has been met				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
Number of volunteer hours	30K or more	27,817	30,891	31,500	34K



	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	3,217,763	3,572,334	4,983,630	1,411,296	40%
Expenditures					
Personal Services	5,609,137	5,331,391	8,009,809	2,678,418	
Discretionary	2,060,799	1,985,197	1,981,560	(3,637)	
Fleet & Facilities	1,054,789	843,976	1,383,628	539,652	
Non-Discretionary	1,964,680	797,261	827,531	30,270	
Capital Outlay	152,197	114,296	58,058	(56,238)	
Debt Service	-	-	-	-	
Transfers Out	-	-	-	-	
	10,841,602	9,072,121	12,260,586	3,188,465	35%
Net	(7,623,840)	(5,499,787)	(7,276,956)	(1,777,168)	

Summary of FTEs				
FY 2016 Adjusted	Non-Flood FY 2017 Budget	Flood FY 2017 Budget	Total FY 2017 Budget	Change From FY 2016
138.27	138.24	0.00	138.24	(0.03)

Highlight of Budget Changes

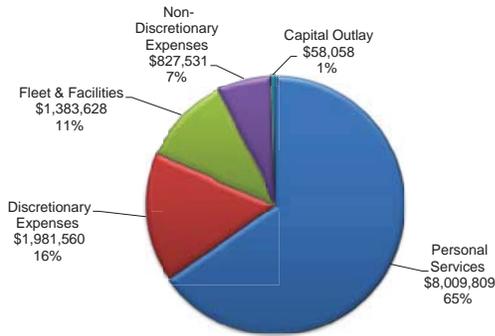
Revenues & Expenditures

- Aquatics revenue was reduced \$170K based on historical trends (funding request).
- The revenue budget was increased by \$57K for support provided to Solid Waste & Recycling for the leaf collection program.
- FY 2017 will be the first fiscal year with operational budget for the NW recreation center. \$75K has been allocated to fund custodial services and \$110K for other operational costs (funding request). The \$110K is the net of revenues and expenditures that will be added to the budget for NW recreation center programming along with reductions related to the closing of the Ambroz facility.
- In FY 2015 the forestry and mowing programs transitioned to the Parks and Recreation Department. As a result the following budget was reallocated to Parks and Recreation.
 - 13.25 forestry FTEs and 11 mowing FTEs including \$17K in overtime
 - \$78K in discretionary expenses, and associated fleet, facility, and fuel budget
 - \$15K in revenue associated with charges for services and \$1.7M of road use tax revenue
- The budget includes a decrease for amphitheater revenue (\$154K) and expenses (\$145K) to \$876K annual budget based on projections provided by the department. A small profit is projected.
- In FY 2016, \$127K was budgeted for an urban core maintenance program. With the expenses finalized, the budget in FY 2017 has been reallocated from non-discretionary expenses to personal services.
- Minor changes were made to seasonal FTES resulting in a net decrease of .03 FTEs in order to remain within the budget allocated.
- Included in the budget is a \$5600 decrease in discretionary budget to offset a FY 2015 position change.
- Transfers in and capital outlay includes funding from prior year aquatics pool LOST revenue for capital equipment purchases (\$49K).

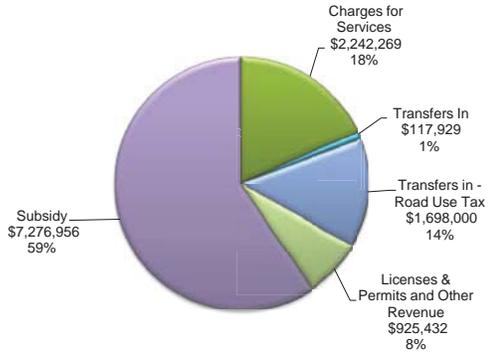
PARKS AND RECREATION

FY 2017 FINANCIAL DETAIL

ALLOCATION OF EXPENSES



FUNDING SOURCES



	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues								
Licenses & Permits								
Other Permits	411014	15,024	21,583	23,161	21,000	21,000	-	
Total Licenses & Permits		15,024	21,583	23,161	21,000	21,000	-	0%
Intergovernmental Grants								
State Operating	422001	2,000	1,231	-	-	-	-	
Local Govt Grants	423000	5,919	2,244	3,793	-	-	-	
Community Credits	423001	6,686	11,542	7,866	-	-	-	
Total Intergovernmental Grants		14,604	15,017	11,659	-	-	-	0%
Charges for Services								
Admin Charges - City Mgr Depts	431007	15,627	17,781	25,308	4,000	74,000	70,000	
Other Charges for Services	431010	-	20,103	673,317	-	-	-	
Admin Charges - Commissions	431011	-	12,000	12,000	-	-	-	
Admin Charges - External	431012	10,550	1,873	1,130	-	1,700	1,700	
Vending Sales	431301	32,634	27,487	26,530	24,650	27,650	3,000	
Concession Sales	431302	286,911	355,863	275,243	661,252	623,802	(37,450)	
Registration Fees	431303	441,242	429,976	512,987	510,495	490,495	(20,000)	
Admission Fees	431305	336,545	298,878	301,900	516,953	410,566	(106,387)	
League Fees	431306	91,857	89,855	126,283	92,085	110,085	18,000	
Tournament Fees	431307	11,791	12,000	5,020	23,000	5,000	(18,000)	
School Fees	431308	768	555	402	-	-	-	
Special Fees	431309	37,663	37,071	37,752	37,650	40,650	3,000	
Pass Fees	431311	466,223	419,790	416,535	515,518	434,321	(81,197)	
Gift Certificate Sales	431312	(515)	136	(140)	-	-	-	
Will Call Fees	431313	-	23,617	107	-	-	-	
Advertising Income	431314	-	-	-	121,000	24,000	(97,000)	
Sale of Recycleable	432002	4,770	4,500	7,580	-	-	-	
Total Charges for Services		1,736,065	1,751,483	2,421,954	2,506,603	2,242,269	(264,334)	-11%
Transfers In								
Operating Transfer In - Inter	483001	142,577	202,783	298,619	152,469	1,815,929	1,663,460	
Total Transfers In		142,577	202,783	298,619	152,469	1,815,929	1,663,460	1091%
Other Revenue								
Land Rental	461000	132,560	153,734	160,237	140,679	140,724	45	
Building Rental	461001	85,283	128,881	150,216	290,554	209,514	(81,040)	
Other Rental	461002	112,889	183,400	117,907	225,739	339,064	113,325	
Contributions & Donations	471002	16,238	21,550	22,928	16,850	16,850	-	
Sale of Inventory	471003	4,087	2,877	2,848	-	-	-	
Damage Recoveries	471004	5,102	216	1,950	-	-	-	
Other Miscellaneous Revenue	471005	6,060	68,090	6,518	218,440	198,280	(20,160)	
Cash Over (Under)	471007	498	411	(234)	-	-	-	
Sale of Fixed Assets	482001	67	1,355	-	-	-	-	
Total Other Revenue		362,783	560,514	462,370	892,262	904,432	12,170	1%
Total Revenues		2,271,054	2,552,244	3,217,763	3,572,334	4,983,630	1,411,296	40%
Expenditures								
Personal Services								
Total Personal Services		5,093,490	5,022,715	5,609,137	5,331,391	8,009,809	2,678,418	50%
Discretionary Expenses								
Advertising & Marketing	521100	6,242	30,190	14,610	151,037	77,787	(73,250)	
Consulting & Technical Service	521104	-	-	-	217	217	-	
External Contracted Labor	521105	5,683	13,575	613,283	424,394	429,819	5,426	
Health Services	521106	528	352	751	1,200	575	(625)	
Other Professional Services	521108	34,007	31,379	18,910	23,295	24,198	903	
External Banking/Financial Fee	521109	26,499	26,518	25,935	25,560	27,825	2,265	
Security Services	521110	7,680	18,537	14,292	16,980	12,300	(4,680)	
Management Services	521111	-	35,982	51,236	51,337	55,500	4,163	
Collection Agency Services	521112	18	-	-	-	-	-	

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	\$ Change	% Change
	Account	Actual	Actual	Actual	Adopted Budget	Budget	From FY 2016	From
							Incr / (Decr)	FY 2016
Computer Software Maintenance	522101	9,445	7,493	9,179	8,925	8,925	-	
IT Services - External	522102	10,915	4,561	3,206	1,450	1,450	-	
Radio Maintenance	522103	3,794	(4,007)	20,716	7,925	7,925	-	
Building & Grounds Services	522104	63,840	56,760	59,210	70,760	65,160	(5,600)	
Furniture, Equip, Fixture Serv	522105	9,951	15,594	12,842	16,150	16,650	500	
Vehicles & Rolling Equip Serv	522106	418	1,043	1,641	1,221	1,221	-	
Fiber Optic Network	523101	159	-	-	-	-	-	
Landfill Fees	523102	15,228	20,313	33,531	12,230	51,230	39,000	
Recycling Fees	523104	899	-	-	3,000	-	(3,000)	
Sewer Services	523105	504	-	-	-	-	-	
Phone Services	523107	31,753	32,374	33,502	34,851	35,887	1,036	
Water	523108	-	-	2,023	-	-	-	
Rental of Equip & Vehicles	524101	12,605	33,575	20,949	262,673	273,227	10,554	
Appraisal, Recording, Abstract	525100	-	2,000	-	-	-	-	
Printing, Binding, & Duplicate	525102	12,687	11,417	13,444	13,847	14,457	610	
Other Insurance	525105	-	4,598	4,181	9,180	19,696	10,516	
Other Purchased Services	525106	-	33,684	-	3,750	-	(3,750)	
Animal Supplies	531101	8,195	7,113	6,876	6,800	6,800	-	
Awards & Recognition	531102	-	30	-	60	259	199	
Books & Subscriptions	531103	175	1,523	917	2,900	3,566	666	
Chemical Supplies	531104	83,780	111,134	87,821	95,638	96,438	800	
Cleaning & Janitorial Supplies	531105	19,323	37,932	22,950	43,234	31,984	(11,250)	
Computer Supplies	531106	-	171	138	-	-	-	
Concession Supplies	531107	158,364	128,984	130,518	148,500	148,500	-	
Equipment/Furniture/Fixtures	531109	60,230	69,436	76,000	57,987	70,987	13,000	
Photography Supplies	531110	42	944	20	700	750	50	
Landscaping Materials	531112	35,699	49,024	39,867	43,005	51,880	8,875	
Cost of Goods Sold	531113	8,258	26,844	10,291	99,816	79,192	(20,624)	
Miscellaneous Supplies	531114	-	-	-	505	505	-	
Office Supplies	531116	15,117	11,850	23,522	14,190	14,190	-	
Paint Supplies	531117	9,671	8,186	13,211	11,776	11,826	50	
Program Supplies	531118	59,239	69,864	115,641	72,213	72,213	-	
Shop Supplies	531119	15,794	14,747	11,714	21,036	25,036	4,000	
Sign & Signal Supplies	531120	4,415	7,032	7,959	8,989	8,989	-	
Street & Sewer Materials	531121	49	126	-	-	-	-	
Uniforms	531123	5,903	5,146	8,495	4,810	7,060	2,250	
Personal Protective Gear	531124	10,385	13,550	12,880	8,775	12,325	3,550	
Kerosene	532102	18	144	1,447	-	-	-	
LP Gas	532103	2,713	4,820	8,807	4,525	4,525	-	
Oil	532104	450	864	309	830	2,170	1,340	
Other Lubricants	532106	763	1,570	1,472	1,500	1,750	250	
Building & Grounds Supplies	533100	63,116	84,980	83,490	75,608	69,308	(6,300)	
Furniture, Equipment, Fixtures	533101	57,477	64,893	52,584	46,638	57,438	10,800	
Vehicle & Rolling Equip Parts	533102	16,929	19,074	15,101	18,752	18,752	-	
Tires & Tubes	533103	136	184	89	960	960	-	
Grants & Contributions	541106	285,171	284,318	291,855	-	-	-	
Operating Subsidy	541107	-	38,000	-	-	-	-	
Animals	542100	-	150	-	-	-	-	
Conferences, Training, Travel	542102	16,277	23,731	23,124	23,949	28,374	4,425	
Dues & Memberships	542103	3,264	4,400	5,631	7,020	7,220	200	
Entertainment Expense	542104	2,240	4,108	-	-	-	-	
Settlement	542105	5,000	-	-	-	-	-	
Licensing Fees	542106	417	2,268	435	250	265	15	
Miscellaneous Costs	542107	-	5,472	60	200	200	-	
Postage & Freight	542108	4,148	4,646	5,676	11,919	11,919	-	
Recording/Filing Fees/Permits	542110	9,608	8,493	6,400	8,330	8,330	-	
Mileage Reimbursement	542111	23	864	-	1,900	1,900	-	
Talent Fee Expense	542113	1,825	1,425	1,845	1,900	1,900	-	
Bad Debt Expense	542114	5,908	-	40,212	-	-	-	
Total Discretionary Expenses		1,222,974	1,493,978	2,060,799	1,985,197	1,981,560	(3,637)	0%
Fleet & Facilities								
City Facility Maint Services	522107	211,792	238,877	319,381	294,750	356,952	62,202	
City Fleet Services	522108	212,920	274,056	367,111	218,900	395,106	176,206	
Rental of Land & Buildings	524100	300	667	66,483	60,931	82,734	21,803	
City Fleet Rental Charges	524102	227,718	254,068	301,815	269,395	548,836	279,441	
Total Fleet & Facilities		652,730	767,668	1,054,789	843,976	1,383,628	539,652	64%
Non-Discretionary Expenses								
City Accounting Services	521113	397,752	412,100	416,415	-	-	-	
City Inter Department Charges	521114	423,213	504,121	520,718	127,416	110,000	(17,416)	
City Information Tech Services	522109	247,925	288,733	351,703	-	-	-	
Electricity	523100	220,047	248,623	241,821	261,000	258,000	(3,000)	
Natural Gas	523103	58,635	80,629	65,614	65,000	71,000	6,000	
Liability Insurance	525104	27,808	47,694	72,937	60,432	51,179	(9,253)	
Property Insurance	525107	48,173	86,119	99,060	81,538	78,035	(3,503)	
Vehicle Insurance	525108	48,219	65,713	49,026	52,107	73,074	20,967	
Diesel Fuel	532100	58,958	77,882	73,817	67,831	87,359	19,528	
Gasoline Fuel	532101	104,490	97,763	73,569	81,937	98,884	16,947	
Total Non-Discretionary Expenses		1,635,219	1,909,377	1,964,680	797,261	827,531	30,270	4%
Capital Outlay								
Vehicles, Equipment, Software	554000	7,980	40,594	53,086	48,500	11,000	(37,500)	
Controlled assets	556000	27,126	55,209	99,111	65,796	47,058	(18,738)	
Total Capital Outlay		35,106	95,803	152,197	114,296	58,058	(56,238)	-49%
Transfers Out								
Transfer Out-Inter	571100	1,308	-	-	-	-	-	

Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Total Transfers Out	1,308	-	-	-	-	-	0%
Total Expenditures	8,640,828	9,289,541	10,841,602	9,072,121	12,260,586	3,188,465	35%
Net Revenues over/(under) Expenditures	(6,369,774)	(6,737,296)	(7,623,840)	(5,499,787)	(7,276,956)	(1,777,168)	



Information Technology Department Sections

- Enterprise Application Solutions
- Customer Support
- Geographic Information Systems
- Infrastructure
- Information Security/Program Management



The Chief Information Officer is responsible for the Information Technology Department.

Department Description

The Information Technology Department is responsible for strategy, design, transition, operation, and improvement of services related to technology and its use within the City.

- The **Customer Support** section serves as the customer facing element between City departments and all information technology sections. They are the front line interface for computer, mobility devices, new user setup, and software applications, including EnerGov and voice services.
- The **Enterprise Application Solutions** section develops and supports a vast array of software and database systems that are used both citywide and specific to departments within the City.
- The **Geographic Information Systems** section is responsible for a comprehensive database of geographical, topological, and statistical information for use in the major development and capital projects of the City. The section also serves as a community resource.
- The **Infrastructure** section is responsible for maintaining the collection of servers, network equipment and connections for voice and data services resulting in high continuity of electronic communications between City facilities. This group maintains data backups and service continuity planning.
- The **Information Security /Program Management** Office section is a function as part of the office of the Chief Information Officer. Information Security coordinates and independently audits security of systems. Program Management Office is responsible for enforcement and change management processes.

Statistics – Did you know?

- Customer support division currently services over 3K computers, phones, and laptops/tablets.
- Information Technology received 7K calls and completed 9K customer service tickets last year.
- Enterprise Application staff supports over 125 applications and manages 3M documents each year.
- Each year Geographic Information Systems division handles over 21K utility locates; maintains over 50 data layers, 101K address points, and 14K street segments supporting Linn County regional 911 system each year. Biannually they update imagery from the 1930's.
- The department added 224 reports and updated 171 reports in FY 2015.



Recent Accomplishments

- Rollout of EnerGov Asset Management for Traffic Engineering (July 2015) and Sewer Maintenance Departments (October 2015).
- Since July 2015, non-public safety departments can review their radio inventory in asset management software.
- Implemented a council agenda management system and security system consolidation (May 2015).
- Replaced Cedar Rapids Police Department video recording system (May 2015) and replaced 20 squad car mobile computers (June 2015).
- Geographic Information System published over 14 interactive web applications with the majority operational on mobile devices (July 2015).
- Upgraded wireless network across all City facilities (May 2015).

Future Challenges & Opportunities

- Energov Asset Management implementation for remaining City departments.
- Implement new Time and Attendance system.
- Implement new City website.
- Migration to new Records Management System for the Police department.
- Implementation of police body cameras.
- Water Department’s Customer Care and Billing application upgrade.
- Elimination of User Roaming Profiles mainly for Public Safety to enhance performance for staff that use multiple computers.
- Security assessment to reach goal of a global external security audit.

Goals, Objectives, Measures

City Goal - CONNECT CR - Create a culture that enhances transportation options for pedestrians and cyclists through complete streets, trails, and public transportation.

Department Goal	Maximum uptime of the City core network.				
Department Objective	Meet or exceed industry standards.				
Objective Time Frame	Working to meet the target/goal in a future budget year				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
Minimize unintended and unscheduled downtime of City core network	99.999% uptime	99.942% (5 hours, 12 minutes)	99.988% (5 hours, 1 minutes)	99.988%	99.990%

City Goal - INVEST CR - Make Cedar Rapids a desirable place for businesses to start, move, and grow by leveraging resources to invest in business districts and amenities that keep and attract a skilled workforce.

Department Goal	Resolve maximum number of calls to service desk on the initial call.				
Department Objective	Meet or exceed industry standards.				
Objective Time Frame	Working to meet the target/goal in a future budget year				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
Service desk calls resolved within one day	80% or higher	76% of 10,065	66% of 8,520	67%	68%



	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	4,886,998	1,862,422	1,848,821	(13,601)	-1%
Expenditures					
Personal Services	3,143,303	3,360,389	3,477,480	117,091	
Discretionary	1,687,185	1,748,807	1,908,944	160,137	
Fleet & Facilities	305,839	316,930	311,998	(4,932)	
Non-Discretionary	211,103	9,231	7,471	(1,760)	
Capital Outlay	55,625	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	-	-	-	-	
	5,403,054	5,435,357	5,705,893	270,536	5%
Net	(516,057)	(3,572,935)	(3,857,072)	(284,137)	

Summary of FTEs				
FY 2016 Adjusted	Non-Flood FY 2017 Budget	Flood FY 2017 Budget	Total FY 2017 Budget	Change From FY 2016
34.00	34.00	0.00	34.00	0.00

Highlight of Budget Changes

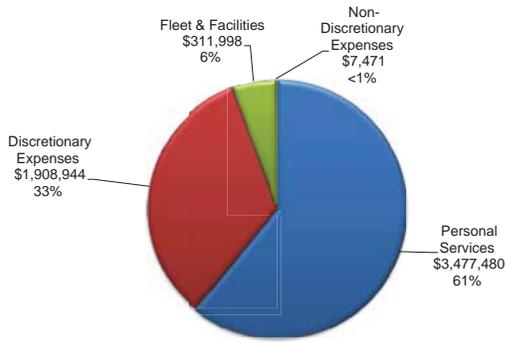
Revenues & Expenditures

- \$177K is included in the budget as a funding increase for maintenance costs of new systems such as Energov.
- Included in the budget is a \$17K decrease in discretionary budget to offset calendar year 2015 position changes.
- The \$14K decrease in revenue is a result of changes in personal services in calendar 2015 and the associated charges for services.

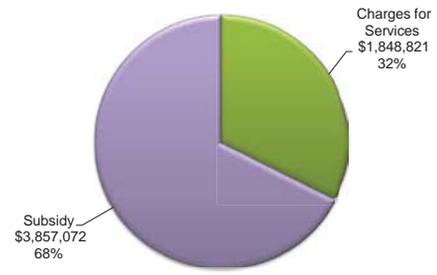
INFORMATION TECHNOLOGY

FY 2017 FINANCIAL DETAIL

ALLOCATION OF EXPENSES



FUNDING SOURCES



Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016	
Revenues								
Charges for Services								
Sale of Maps / Publications	431005	3,169	1,549	1,936	3,200	-		
Admin Charges - City Mgr Depts	431007	3,505,157	4,043,152	4,695,531	1,689,024	1,688,325	(698)	
Admin Charges - Commissions	431011	39,781	58,009	61,033	13,841	16,098	2,257	
Admin Charges - External	431012	72,962	88,915	122,269	156,357	141,198	(15,159)	
Vending Sales	431301	150	172	-	-	-	-	
Total Charges for Services		3,621,219	4,191,798	4,880,769	1,862,422	1,848,821	(13,601)	-1%
Transfers In								
Operating Transfer In - Inter	483001	8,000	-	-	-	-	-	0%
Total Transfers In		8,000	-	-	-	-	-	0%
Other Revenue								
Interest/Div - Nonproprietary	451000	69	2	2	-	-	-	
Damage Recoveries	471004	-	35,018	-	-	-	-	
Other Miscellaneous Revenue	471005	2,000	407	226	-	-	-	
Sale of Fixed Assets	482001	-	-	6,000	-	-	-	
Total Other Revenue		2,069	35,427	6,229	-	-	-	0%
Total Revenues		3,631,287	4,227,225	4,886,998	1,862,422	1,848,821	(13,601)	-1%
Expenditures								
Personal Services								
Total Personal Services		2,607,098	2,874,625	3,143,303	3,360,389	3,477,480	117,091	3%
Discretionary Expenses								
Advertising & Marketing	521100	205	-	425	500	500	-	
Health Services	521106	592	544	4,203	500	500	-	
Other Professional Services	521108	56,643	141,953	78,474	150,000	132,737	(17,263)	
Computer Hardware	522100	31,018	110,410	107,825	100,000	147,680	47,680	
Computer Software Maintenance	522101	557,250	767,693	959,618	940,000	1,069,720	129,720	
IT Services - External	522102	167,141	111,551	174,971	164,395	164,395	-	
Radio Maintenance	522103	-	405	1,728	1,000	1,000	-	
Building & Grounds Services	522104	631	700	-	-	-	-	
Furniture, Equip, Fixture Serv	522105	20	2,096	-	1,500	1,500	-	
Recycling Fees	523104	37	114	63	-	-	-	
Phone Services	523107	184,167	264,226	183,290	250,000	250,000	-	
Rental of Equip & Vehicles	524101	33,602	540	-	1,000	1,000	-	
Printing, Binding, & Duplicate	525102	5,260	1,886	2,001	2,500	2,500	-	
Books & Subscriptions	531103	141	406	52	750	750	-	
Computer Supplies	531106	20,148	23,891	18,486	25,000	25,000	-	
Equipment/Furniture/Fixtures	531109	21,535	25,082	33,651	23,000	23,000	-	
Miscellaneous Supplies	531114	(13)	-	-	-	-	-	
Office Supplies	531116	7,110	7,569	4,364	7,500	7,500	-	
Shop Supplies	531119	56	-	33	-	-	-	
Sign & Signal Supplies	531120	808	-	-	-	-	-	
Personal Protective Gear	531124	365	36	25	-	-	-	
Building & Grounds Supplies	533100	-	95	-	-	-	-	
Furniture, Equipment, Fixtures	533101	65	-	-	-	-	-	
Conferences, Training, Travel	542102	63,833	70,500	65,285	73,412	73,412	-	
Dues & Memberships	542103	262	267	339	750	750	-	
Miscellaneous Costs	542107	538	-	-	500	500	-	
Postage & Freight	542108	265	179	3,455	500	500	-	
Recording/Filing Fees/Permits	542110	-	-	308	-	-	-	
Mileage Reimbursement	542111	8,312	5,579	2,886	6,000	6,000	-	
Bad Debt Expense	542114	-	-	45,704	-	-	-	
Total Discretionary Expenses		1,159,993	1,535,722	1,687,185	1,748,807	1,908,944	160,137	9%
Fleet & Facilities								
City Facility Maint Services	522107	26,006	5,803	-	-	-	-	
City Fleet Services	522108	330	-	-	-	-	-	
Rental of Land & Buildings	524100	208,447	215,949	305,651	316,930	311,998	(4,932)	

	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
City Fleet Rental Charges	524102	-	100	188	-	-	-	
Total Fleet & Facilities		234,783	221,852	305,839	316,930	311,998	(4,932)	-2%
Non-Discretionary Expenses								
City Accounting Services	521113	69,300	56,432	54,315	-	-	-	
City Inter Department Charges	521114	112,127	135,875	147,018	-	-	-	
Electricity	523100	14,797	11,060	895	-	-	-	
Natural Gas	523103	811	1,947	31	-	-	-	
Liability Insurance	525104	11,627	6,731	7,961	9,150	7,402	(1,748)	
Property Insurance	525107	-	873	864	-	-	-	
Vehicle Insurance	525108	300	-	-	-	-	-	
Diesel Fuel	532100	-	27	-	-	-	-	
Gasoline Fuel	532101	10	174	19	81	69	(12)	
Total Non-Discretionary Expenses		208,973	213,119	211,103	9,231	7,471	(1,760)	-19%
Capital Outlay								
Vehicles, Equipment, Software	554000	31,335	135,580	45,775	-	-	-	
Controlled assets	556000	17,875	5,200	9,850	-	-	-	
Total Capital Outlay		49,210	140,780	55,625	-	-	-	0%
Transfers Out								
Transfer Out-Inter	571100	-	38,854	-	-	-	-	
Total Transfers Out		-	38,854	-	-	-	-	0%
Total Expenditures		4,260,056	5,024,952	5,403,054	5,435,357	5,705,893	270,536	5%
Net Revenues over/(under) Expenditures		(628,769)	(797,727)	(516,057)	(3,572,935)	(3,857,072)	(284,137)	



Finance Department Sections

- Finance Operations
- Analyst
- Risk Management
- Contract Management



The Finance Director is responsible for the Finance Department.

Department Description

The Finance Department is responsible for the accurate and timely recording of all financial transactions of the City and safeguarding the City's assets and financial resources.

- The **Finance Operations** section manages accounts payable, accounts receivable, general ledger, payroll functions, and treasury operations including project management for the financial and payroll system. This section ensures the accuracy of the general ledger, prepares the annual financial report and other state mandated reports, manages the annual audit, maintains capital assets, and manages grant reporting. In addition, is responsible for the City's cash and debt management functions.
- The **Analyst** section provides monthly analysis and reporting of financial conditions, prepares annual budget and budget amendment reports and presentations, prepares the City's annual financial plan, creates cost of service models, and monitors cash flows and debt compliance.
- The **Risk Management** section protects the City's assets, handles claims against the City, and checks certificates of insurance received by the City to ensure they meet the City's requirements.
- The **Contract Management** section develops, writes, implements, and maintains citywide contractual policies and procedures for the full lifecycle of contracting activities.

Statistics – Did you know?

- City policy is to maintain a minimum of 25% of the next year's general fund operating expenditure budget in reserves. At the end of FY 2015, the City was maintaining 35% in general fund reserves.
- The State of Iowa limits the amount of debt a City can incur to 5% of assessed value. At the end of FY 2015, the City was using 65% of its debt limit.
- The City's investment program earned over \$1M in FY2015.
- General Accounting managed 105 active grants in FY2015 while generating 956 grant reimbursements totaling \$80M.
- Accounts Payable transactions totaling 98K in FY2015.
- Finance issued 14K accounts payable payments, 41K payroll advices, and 61K accounts receivable invoices during FY2015.



Recent Accomplishments

- Moody’s Investors Services has rated the City Aa1 for general obligation bonds, in May 2015.
- Moody’s Investors Services has rated the City Aa2 for revenue bonds, in May 2015.
- Received Certificate of Achievement in Financial Reporting for FY 2014, in June 2015.
- Received Certificate of Achievement in Budget for FY 2016.

Future Challenges & Opportunities

- Implementation of Time and Attendance system.
- Legislative issues that impact the level of City funding.
- Maintain financial stability while implementing a flood management system and paving for progress program while continuing to provide funding for services being delivered to citizens.
- Implementation of Risk Management software system.

Goals, Objectives, Measures

City Goal - INVEST CR - Make Cedar Rapids a desirable place for businesses to start, move, and grow by leveraging resources to invest in business districts and amenities that keep and attract a skilled workforce.

Department Goal	Maintain 25% or greater general fund reserve balance.				
Department Objective	General fund operations does not impact 25% reserve balance.				
Objective Time Frame	Target/goal has been met				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
25% or greater general fund reserve	25% or greater	35.1%	34.9%	33.2%	31.6%

City Goal - INVEST CR - Make Cedar Rapids a desirable place for businesses to start, move, and grow by leveraging resources to invest in business districts and amenities that keep and attract a skilled workforce.

Department Goal	Maintain debt at 80% or less of allowable state debt limit.				
Department Objective	Issue debt at level that will not significantly impact tax rate on an annual basis.				
Objective Time Frame	Target/goal has been met				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
Debt limit of 80% or less of allowable state debt limit	80% or less	70.72%	65.34%	62.98%	59.99%



	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	3,759,674	1,664,249	1,896,555	232,306	14%
Expenditures					
Personal Services	2,878,909	3,460,393	3,600,064	139,670	
Discretionary	499,617	673,614	673,614	-	
Fleet & Facilities	218,986	234,899	217,990	(16,909)	
Non-Discretionary	446,455	10,562	6,782	(3,780)	
Capital Outlay	-	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	238,482	-	-	-	
	4,282,448	4,379,468	4,498,450	118,981	3%
Net	(522,775)	(2,715,219)	(2,601,895)	113,324	

Summary of FTEs				
FY 2016 Adjusted	Non-Flood FY 2017 Budget	Flood FY 2017 Budget	Total FY 2017 Budget	Change From FY 2016
39.00	39.00	0.00	39.00	0.00

Highlight of Budget Changes

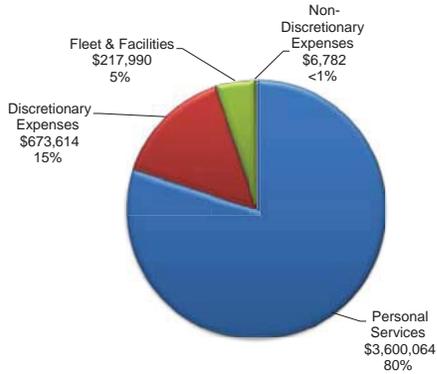
Revenues

Miscellaneous revenue increased \$72K based on historical information for pcard rebates.

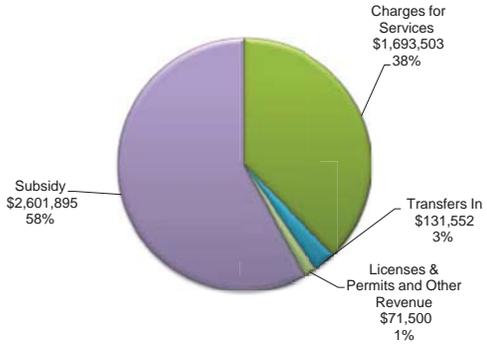
FINANCE

FY 2017 FINANCIAL DETAIL

ALLOCATION OF EXPENSES



FUNDING SOURCES



	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues								
Intergovernmental Grants								
Federal Operating	421001	-	-	343	-	-	-	
State Operating	422001	-	-	46	-	-	-	
Total Intergovernmental Grants		-	-	389	-	-	-	0%
Charges for Services								
Printing & Duplicating of Form	431006	99	32	290	-	-	-	
Admin Charges - City Mgr Depts	431007	3,219,343	3,491,443	3,345,963	1,448,783	1,603,555	154,773	
Other Charges for Services	431010	33,628	26,950	9,570	-	-	-	
Admin Charges - Commissions	431011	149,386	114,794	130,026	84,162	89,948	5,786	
Admin Charges - External	431012	-	100	-	-	-	-	
Total Charges for Services		3,402,456	3,633,318	3,485,849	1,532,945	1,693,503	160,559	10%
Transfers In								
Operating Transfer In - Inter	483001	136,062	127,554	125,143	131,305	131,552	247	
Total Transfers In		136,062	127,554	125,143	131,305	131,552	247	0%
Other Revenue								
Penalties	451001	1,770	1,860	1,590	-	-	-	
Other Miscellaneous Revenue	471005	73,240	71,418	146,703	-	71,500	71,500	
Cash Over (Under)	471007	0	-	-	-	-	-	
Total Other Revenue		75,011	73,278	148,293	-	71,500	71,500	100%
Total Revenues		3,613,529	3,834,151	3,759,674	1,664,249	1,896,555	232,306	14%
Expenditures								
Personal Services								
Total Personal Services		2,865,748	2,809,764	2,878,909	3,460,393	3,600,064	139,670	4%
Discretionary Expenses								
Advertising & Marketing	521100	14,709	13,735	12,496	15,250	15,250	-	
Auditing & Accounting Services	521102	92,115	90,950	87,202	108,000	108,000	-	
Health Services	521106	716	464	712	464	464	-	
Legal Services	521107	6,050	2,422	13,066	3,750	3,750	-	
Other Professional Services	521108	1,589	-	-	-	-	-	
External Banking/Financial Fee	521109	214,138	229,700	253,051	230,500	230,500	-	
Computer Hardware	522100	77	(6,519)	-	1,500	1,500	-	
Computer Software Maintenance	522101	77,970	44,843	60,063	200,000	200,000	-	
IT Services - External	522102	155	65	-	-	-	-	
Furniture, Equip, Fixture Serv	522105	1,791	1,021	2,309	2,500	2,500	-	
Phone Services	523107	612	829	608	1,000	1,000	-	
Printing, Binding, & Duplicate	525102	17,548	17,003	14,474	19,500	19,500	-	
Books & Subscriptions	531103	-	69	399	1,750	1,750	-	
Computer Supplies	531106	4,125	1,220	2,959	1,500	1,500	-	
Equipment/Furniture/Fixtures	531109	2,002	915	212	3,000	3,000	-	
Office Supplies	531116	12,658	23,996	11,073	26,850	26,850	-	
Personal Protective Gear	531124	371	38	52	255	255	-	
Furniture, Equipment, Fixtures	533101	-	-	-	2,000	2,000	-	
Conferences, Training, Travel	542102	2,574	5,671	2,766	20,000	20,000	-	
Dues & Memberships	542103	1,969	1,483	1,829	2,300	2,300	-	
Settlement	542105	35	-	-	-	-	-	
Licensing Fees	542106	60	60	30	-	-	-	
Miscellaneous Costs	542107	6,382	853	136	1,420	1,420	-	
Postage & Freight	542108	26,467	25,930	34,180	30,350	30,350	-	
Recording/Filing Fees/Permits	542110	-	725	42	725	725	-	
Mileage Reimbursement	542111	230	271	151	1,000	1,000	-	
Bad Debt Expense	542114	-	-	1,808	-	-	-	
Total Discretionary Expenses		484,342	455,742	499,617	673,614	673,614	-	0%
Fleet & Facilities								
Rental of Land & Buildings	524100	-	197,757	218,912	234,899	217,990	(16,909)	
City Fleet Rental Charges	524102	-	-	74	-	-	-	

	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Total Fleet & Facilities		-	197,757	218,986	234,899	217,990	(16,909)	-7%
Non-Discretionary Expenses								
City Accounting Services	521113	51	-	-	-	-	-	
City Inter Department Charges	521114	150,055	181,169	188,183	-	-	-	
City Information Tech Services	522109	166,992	191,195	248,464	-	-	-	
Liability Insurance	525104	14,223	8,895	9,808	10,562	6,782	(3,780)	
Total Non-Discretionary Expenses		331,321	381,259	446,455	10,562	6,782	(3,780)	-36%
Transfers Out								
Transfer Out-Inter	571100	200,000	-	238,482	-	-	-	
Total Transfers Out		200,000	-	238,482	-	-	-	0%
Total Expenditures		3,881,411	3,844,521	4,282,448	4,379,468	4,498,450	118,981	3%
Net Revenues over/(under) Expenditures		(267,883)	(10,370)	(522,775)	(2,715,219)	(2,601,895)	113,324	



Purchasing Department Sections

- Purchasing Services



The Finance Director is responsible for the Purchasing Department.

Department Description

The **Purchasing Services** Department of the Finance Department provides procurement services using open and fair competition in accordance with the City's operational purchasing procedures, state and federal regulations, laws, rules, policies, and procedures. The department is also responsible for the disposal and/or reassignment of all City-owned surplus property.

Statistics – *Did you know?*

- Total bids issued for goods and services in FY 2015 were 264.
- During FY 2015, the online auction net revenue from the sale of City surplus property was \$446K.

Recent Accomplishments

- The division was awarded the Sterling Agency Award by The Institute for Government Procurement for the seventh consecutive year for achieving and maintaining certified staff members in June 2015.
- In FY 2015, the department dedicated staff member time to participate in the I-Green committee; which promotes stewardship of the environment and implements practices that increase the economic, social, and environmental sustainability of our community.

Future Challenges & Opportunities

- Preparing bids and contracts in a timely manner due to increased workload.
- Completing the revision of the City's Procurement Manual.



Goals, Objectives, Measures

City Goal - INVEST CR - Make Cedar Rapids a desirable place for businesses to start, move, and grow by leveraging resources to invest in business districts and amenities that keep and attract a skilled workforce.

Department Goal	To encourage and promote competition for city bid projects.				
Department Objective	To receive an average of 3 bid submittals for each project.				
Objective Time Frame	Working to meet the target/goal in a future budget year				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
To receive an average of 3 submittals for 80% of projects	80%	67.00%	52.81%	60%	60%

City Goal - INVEST CR - Make Cedar Rapids a desirable place for businesses to start, move, and grow by leveraging resources to invest in business districts and amenities that keep and attract a skilled workforce.

Department Goal	To encourage and promote competition for city bid projects.				
Department Objective	To issue at least 200 bids/proposals.				
Objective Time Frame	Target/goal has been met				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
To issue 200 bids in the fiscal year	200	227	264	220	220



	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	448,580	155,549	164,448	8,899	6%
Expenditures					
Personal Services	374,978	391,857	405,837	13,980	
Discretionary	34,382	52,110	52,110	-	
Fleet & Facilities	20,715	22,482	21,021	(1,461)	
Non-Discretionary	89,211	1,227	1,046	(181)	
Capital Outlay	-	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	-	-	-	-	
	519,286	467,676	480,014	12,338	3%
Net	(70,707)	(312,127)	(315,566)	(3,439)	

Summary of FTEs				
FY 2016 Adjusted	Non-Flood FY 2017 Budget	Flood FY 2017 Budget	Total FY 2017 Budget	Change From FY 2016
4.75	4.75	0.00	4.75	0.00

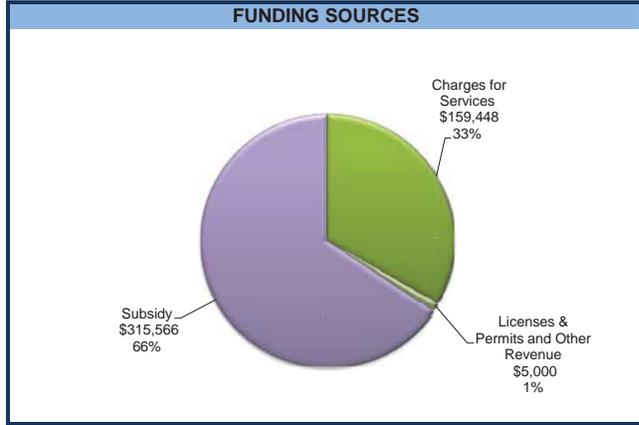
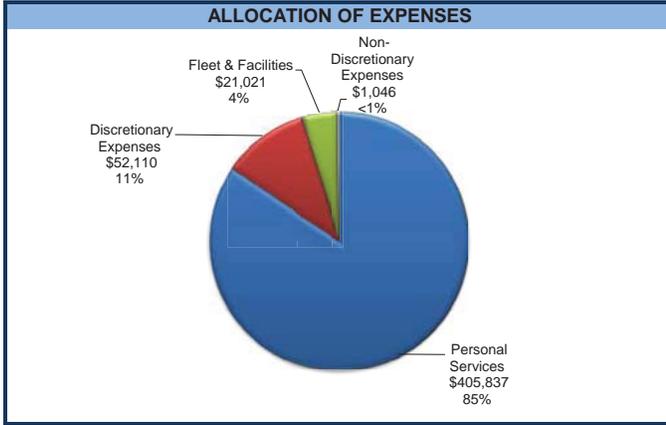
Highlight of Budget Changes

Revenues

Miscellaneous revenue increased \$5K based on historical information.

PURCHASING

FY 2017 FINANCIAL DETAIL



Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues							
Charges for Services							
Printing & Duplicating of Form	431006	-	133	-	-	-	-
Admin Charges - City Mgr Depts	431007	455,925	463,942	440,486	155,549	159,448	3,899
Admin Charges - Commissions	431011	1,778	1,870	1,776	-	-	-
Total Charges for Services		457,703	465,945	442,262	155,549	159,448	3,899
Transfers In							
Operating Transfer In - Inter	483001	-	64,773	-	-	-	-
Total Transfers In		-	64,773	-	-	-	0%
Other Revenue							
Other Miscellaneous Revenue	471005	9,299	4,971	6,318	-	5,000	5,000
Total Other Revenue		9,299	4,971	6,318	-	5,000	100%
Total Revenues		467,002	535,689	448,580	155,549	164,448	8,899
Expenditures							
Personal Services							
Total Personal Services		362,151	366,654	374,978	391,857	405,837	13,980
Discretionary Expenses							
Advertising & Marketing	521100	16	66	-	250	250	-
External Contracted Labor	521105	20,725	20,519	17,349	22,000	22,000	-
Health Services	521106	168	132	156	100	100	-
Other Professional Services	521108	-	-	3,585	-	-	-
IT Services - External	522102	-	32	8	-	-	-
Furniture, Equip, Fixture Serv	522105	-	-	-	700	700	-
NonCapitalized Project Expense	522110	-	16	-	-	-	-
Phone Services	523107	-	-	120	200	200	-
Printing, Binding, & Duplicate	525102	4,725	2,452	2,732	5,260	5,260	-
Books & Subscriptions	531103	-	-	93	250	250	-
Equipment/Furniture/Fixtures	531109	(39)	380	637	1,000	1,000	-
Office Supplies	531116	8,655	10,246	4,472	11,900	11,900	-
Personal Protective Gear	531124	47	1	1	-	-	-
Conferences, Training, Travel	542102	5,323	5,114	3,086	6,250	6,250	-
Dues & Memberships	542103	1,060	1,030	655	1,050	1,050	-
Postage & Freight	542108	1,524	779	652	1,500	1,500	-
Mileage Reimbursement	542111	170	60	72	1,650	1,650	-
Bad Debt Expense	542114	-	-	764	-	-	-
Total Discretionary Expenses		42,373	40,827	34,382	52,110	52,110	-
Fleet & Facilities							
Rental of Land & Buildings	524100	-	20,420	20,715	22,482	21,021	(1,461)
Total Fleet & Facilities		-	20,420	20,715	22,482	21,021	(1,461)
Non-Discretionary Expenses							
City Accounting Services	521113	9,967	9,400	18,105	-	-	-
City Inter Department Charges	521114	15,492	20,774	21,746	-	-	-
City Information Tech Services	522109	28,061	31,960	48,360	-	-	-
Liability Insurance	525104	1,459	966	1,000	1,227	1,046	(181)
Total Non-Discretionary Expenses		54,978	63,100	89,211	1,227	1,046	(181)
Capital Outlay							
Controlled assets	556000	-	1,566	-	-	-	-
Total Capital Outlay		-	1,566	-	-	-	0%
Total Expenditures		459,502	492,568	519,286	467,676	480,014	12,338
Net Revenues over/(under) Expenditures		7,500	43,121	(70,707)	(312,127)	(315,566)	(3,439)



Human Resources Department Sections

- Compensation and Benefits
- Organization Development
- Employee and Labor Relations
- Safety and Wellness
- Recruiting
- Administration



The Human Resources Director is responsible for the Human Resources Department.

Department Description

The Human Resources Department supports departments to positively impact the quality of services of the City organization.

- The **Compensation and Benefits** section is focused on managing a competitive wage and benefit package and is responsible for developing and implementing benefits and compensation plans as well as compliance reporting.
- The **Organization Development** section creates and provides employee and leadership training, manages the annual employee survey, and is responsible for initiatives that create a positive workplace culture.
- The **Employee and Labor Relations** section provides support to managers and supervisors in order to comply with employment laws, regulations, City personnel policies, and collective bargaining agreements including administration of the bargaining contracts.
- The **Safety and Wellness** section partners with departments to ensure the workplace is safe and complies with safety and health requirements. This section also is responsible for creating a culture of wellness in our organization.
- The **Recruiting** section recruits for open City positions both internally and externally and ensures that all hiring and promotion decisions are made according to objective, job related criteria.
- The **Administration** section is responsible for employee records and other required recordkeeping.

Statistics – Did you know?

- 63% of employees who were in the high risk category for the 2013 wellness screening, improved their risk status in 2015.
- 88% of City employees are satisfied or very satisfied with their jobs based on the 2014 employee survey.

Recent Accomplishments

- Employee satisfaction of City employees has risen every year for the past 8 years. Employee satisfaction has a direct positive correlation to excellent customer service and employee productivity.



Future Challenges & Opportunities

- Implementing health care reform.
- Continuing to implement process improvements in order to provide services more efficiently.
- Increase the diversity of the City organization in order to maximize creative problem solving.
- Partner with other government and private entities to implement the principles of Blue Zone Healthy Community's initiative.

Goals, Objectives, Measures

City Goal - INVEST CR - Make Cedar Rapids a desirable place for businesses to start, move, and grow by leveraging resources to invest in business districts and amenities that keep and attract a skilled workforce.

Department Goal	Minimize employee injuries.				
Department Objective	Achieve an injury rate below local government average.				
Objective Time Frame	Working to meet the target/goal in a future budget year				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
Days away, restricted, transferred rate	2.5	4.39	5.97	5.5	4.5

City Goal - INVEST CR - Make Cedar Rapids a desirable place for businesses to start, move, and grow by leveraging resources to invest in business districts and amenities that keep and attract a skilled workforce.

Department Goal	City is staffed with well-trained, competent employees.				
Department Objective	Employees rate training as increasing effectiveness on the job.				
Objective Time Frame	Target/goal has been met				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
Average rating of training effectiveness on a scale of 1-5 with 5 being most effective	3.5	4.11	4.36	4.25	4.25



	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	1,506,673	675,951	688,490	12,539	2%
Expenditures					
Personal Services	1,237,855	1,347,929	1,388,314	40,385	
Discretionary	113,845	174,727	144,727	(30,000)	
Fleet & Facilities	78,859	82,631	76,643	(5,988)	
Non-Discretionary	224,437	16,890	7,377	(9,513)	
Capital Outlay	-	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	-	-	-	-	
	1,654,996	1,622,177	1,617,061	(5,116)	0%
Net	(148,324)	(946,226)	(928,571)	17,655	

Summary of FTEs				
FY 2016 Adjusted	Non-Flood FY 2017 Budget	Flood FY 2017 Budget	Total FY 2017 Budget	Change From FY 2016
15.00	15.00	0.00	15.00	0.00

Highlight of Budget Changes

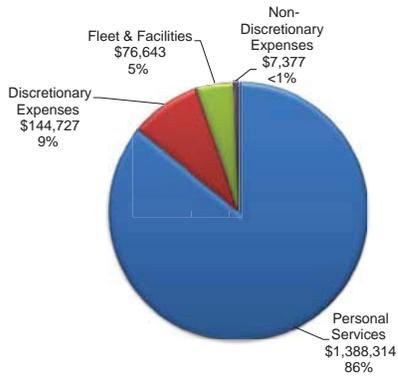
Expenditures

Included in the FY 2016 budget was a one-time increase of \$30K for planned contract negotiations. This was removed from the FY 2017 budget.

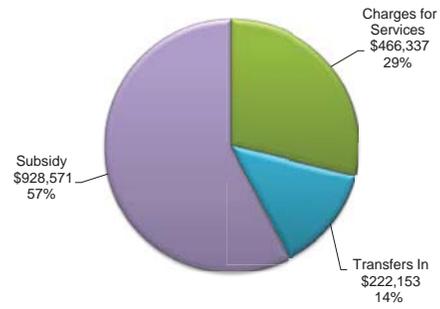
HUMAN RESOURCES

FY 2017 FINANCIAL DETAIL

ALLOCATION OF EXPENSES



FUNDING SOURCES



Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016	
Revenues								
Charges for Services								
Laboratory Fees	431003	-	88	-	-	-	-	
Sale of Maps / Publications	431005	131	-	-	-	-	-	
Printing & Duplicating of Form	431006	411	-	-	-	-	-	
Admin Charges - City Mgr Depts	431007	1,163,486	1,240,669	1,282,867	453,168	459,037	5,869	
Admin Charges - Commissions	431011	(38,609)	37,369	6,202	3,500	3,500	-	
Admin Charges - External	431012	9,874	9,809	9,163	3,800	3,800	-	
Total Charges for Services		1,135,294	1,287,935	1,298,232	460,468	466,337	5,869	1%
Transfers In								
Operating Transfer In - Inter	483001	211,271	202,097	207,360	215,483	222,153	6,670	
Total Transfers In		211,271	202,097	207,360	215,483	222,153	6,670	3%
Other Revenue								
Other Miscellaneous Revenue	471005	870	-	1,080	-	-	-	
Total Other Revenue		870	-	1,080	-	-	-	0%
Total Revenues		1,347,435	1,490,031	1,506,673	675,951	688,490	12,539	2%
Expenditures								
Personal Services								
Total Personal Services		1,188,474	1,274,901	1,237,855	1,347,929	1,388,314	40,385	3%
Discretionary Expenses								
Advertising & Marketing	521100	2,495	956	712	9,000	9,000	-	
Consulting & Technical Service	521104	-	45	-	-	-	-	
Health Services	521106	57,120	66,439	62,936	65,000	65,000	-	
Legal Services	521107	63,655	27,402	-	10,000	10,000	-	
Other Professional Services	521108	720	3,647	5,969	35,000	5,000	(30,000)	
Security Services	521110	70	-	-	-	-	-	
Computer Hardware	522100	-	-	-	1,600	1,600	-	
Computer Software Maintenance	522101	3,850	1,872	136	4,000	4,000	-	
IT Services - External	522102	403	215	2	2,000	2,000	-	
Building & Grounds Services	522104	105	35	-	-	-	-	
Furniture, Equip, Fixture Serv	522105	-	1,105	899	500	500	-	
Vehicles & Rolling Equip Serv	522106	(16)	-	-	-	-	-	
Recycling Fees	523104	-	-	-	375	375	-	
Phone Services	523107	971	1,303	1,518	1,750	1,750	-	
Rental of Equip & Vehicles	524101	-	-	-	300	300	-	
Printing, Binding, & Duplicate	525102	3,832	4,271	3,566	4,980	4,980	-	
Awards & Recognition	531102	7,655	5,377	3,199	11,000	11,000	-	
Books & Subscriptions	531103	-	2,421	579	500	500	-	
Computer Supplies	531106	-	31	-	1,000	1,000	-	
Equipment/Furniture/Fixtures	531109	87	644	4,364	1,322	1,322	-	
Miscellaneous Supplies	531114	83	-	-	500	500	-	
Office Supplies	531116	4,365	2,496	2,261	4,500	4,500	-	
Program Supplies	531118	3,635	8,564	6,667	5,900	5,900	-	
Shop Supplies	531119	177	45	-	-	-	-	
Personal Protective Gear	531124	13,585	7,030	1,109	3,000	3,000	-	
Furniture, Equipment, Fixtures	533101	-	224	10	-	-	-	
Conferences, Training, Travel	542102	9,303	4,454	8,496	7,000	7,000	-	
Dues & Memberships	542103	930	934	1,397	1,200	1,200	-	
Licensing Fees	542106	30	-	-	-	-	-	
Miscellaneous Costs	542107	-	-	-	300	300	-	
Postage & Freight	542108	931	1,715	825	1,500	1,500	-	
Mileage Reimbursement	542111	996	907	612	2,500	2,500	-	
Bad Debt Expense	542114	-	-	8,587	-	-	-	
Total Discretionary Expenses		174,981	142,131	113,845	174,727	144,727	(30,000)	-17%
Fleet & Facilities								
Rental of Land & Buildings	524100	-	56,890	78,859	82,631	76,643	(5,988)	
Total Fleet & Facilities		-	56,890	78,859	82,631	76,643	(5,988)	-7%

	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Non-Discretionary Expenses								
	City Accounting Services	521113	24,464	27,700	36,210	-	-	-
	City Inter Department Charges	521114	42,437	52,926	55,033	-	-	-
	City Information Tech Services	522109	116,115	138,098	117,744	-	-	-
	Liability Insurance	525104	8,338	17,193	15,450	16,890	7,377	(9,513)
	Total Non-Discretionary Expenses		191,354	235,917	224,437	16,890	7,377	(9,513) -56%
Capital Outlay								
	Controlled assets	556000	-	1,446	-	-	-	-
	Total Capital Outlay		-	1,446	-	-	-	0%
Total Expenditures			1,554,809	1,711,285	1,654,996	1,622,177	1,617,061	(5,116) 0%
Net Revenues over/(under) Expenditures			(207,374)	(221,254)	(148,324)	(946,226)	(928,571)	17,655



Attorney Department Sections

- City Attorney
- Administration



The City Attorney is responsible for the Attorney Department.

Department Description

The Attorney Department objective is to maintain the level and quality of legal services provided to the City.

- The **City Attorney** section represents the City in judicial and administrative proceedings and attends City Council and other meetings as necessary to address legal issues that arise.
- The **Administration** section is responsible for all aspects of legal services to the Mayor, City Council, City Manager, and appointed boards and commissions. These services include providing legal advice and counsel and also include drafting of opinions, contracts, and the review of ordinances, resolutions, and agreements.

Statistics – Did you know?

- The department averages over 1K deliveries of legal services per year.
- Currently the department obtains conviction in 95% of the misdemeanor prosecutions and code enforcement cases.
- Except in unusual cases, currently the City Attorney’s office handles all litigation “in house”. Rarely is it necessary to retain outside legal counsel.

Recent Accomplishments

- Continue to provide effective legal services to support key economic development and flood recovery projects including Westdale Mall redevelopment (March 2015).
- Successfully defended the City’s automated traffic camera program (July 2015).
- Concluded Americans with Disabilities Act settlement with U.S. Department of Justice (July 2015).

Future Challenges & Opportunities

- Finding new ways by which delivery of legal services can facilitate quality of life initiatives.
- Getting harder to handle “big” cases in-house.
- Increased leveraging of work performed for one department or area to others.



Goals, Objectives, Measures

City Goal - PROTECT CR - Provide quality services to increase neighborhood safety and keep moving forward with flood mitigation system.

Department Goal	Successful code enforcement casework.				
Department Objective	Achieve a court order validating enforcement of at least 75%.				
Objective Time Frame	Target/goal has been met				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
Percentage	75% or greater	96%	95%	75%	75%

City Goal - PROTECT CR - Provide quality services to increase neighborhood safety and keep moving forward with flood mitigation system.

Department Goal	Prompt, thorough, and effective responses to requests for legal services.				
Department Objective	Turnaround requests for legal services within 5 business days unless different expectations are communicated to requestor.				
Objective Time Frame	Target/goal has been met				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
Percentage	80%	96%	95%	80%	80%



	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	751,697	451,558	459,892	8,334	2%
Expenditures					
Personal Services	713,203	736,595	763,463	26,868	
Discretionary	23,260	24,983	24,983	-	
Fleet & Facilities	31,632	34,331	32,099	(2,232)	
Non-Discretionary	101,506	2,352	2,230	(122)	
Capital Outlay	-	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	-	-	-	-	
	869,602	798,261	822,775	24,514	3%
Net	(117,905)	(346,703)	(362,883)	(16,180)	

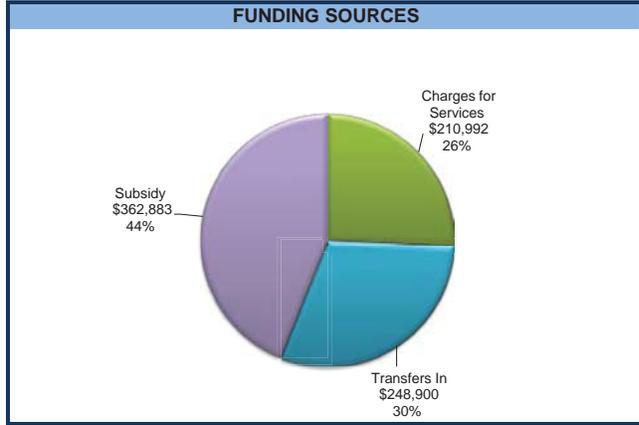
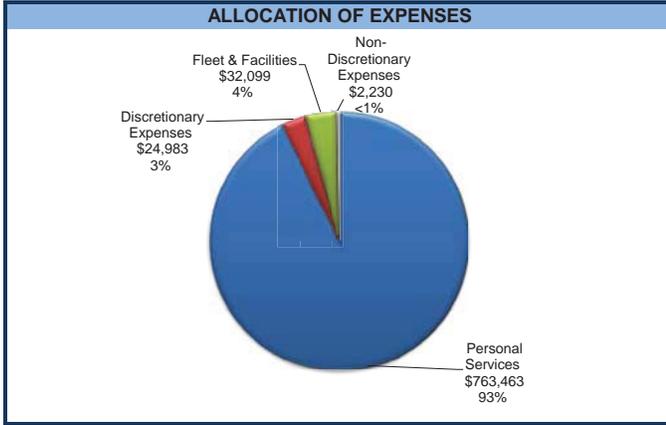
Summary of FTEs				
FY 2016 Adjusted	Non-Flood FY 2017 Budget	Flood FY 2017 Budget	Total FY 2017 Budget	Change From FY 2016
6.00	6.00	0.00	6.00	0.00

Highlight of Budget Changes

No changes.

ATTORNEY

FY 2017 FINANCIAL DETAIL



	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues								
Charges for Services								
Admin Charges - City Mgr Depts	431007	476,164	495,094	457,760	168,008	176,342	8,334	
Other Charges for Services	431010	5,638	-	5,638	5,638	5,638	-	
Admin Charges - Commissions	431011	12,649	8,556	21,014	10,627	10,627	-	
Admin Charges - External	431012	17,500	17,938	18,386	18,386	18,386	-	
Total Charges for Services		511,950	521,587	502,797	202,658	210,992	8,334	4%
Transfers In								
Operating Transfer In - Inter	483001	248,900	248,900	248,900	248,900	248,900	-	
Total Transfers In		248,900	248,900	248,900	248,900	248,900	-	0%
Total Revenues		760,850	770,487	751,697	451,558	459,892	8,334	2%
Expenditures								
Personal Services								
Total Personal Services		675,397	688,245	713,203	736,595	763,463	26,868	4%
Discretionary Expenses								
Advertising & Marketing	521100	265	-	-	-	-	-	
Health Services	521106	192	112	104	200	200	-	
Legal Services	521107	-	-	1,279	-	-	-	
Other Professional Services	521108	41	3	3	-	-	-	
Computer Hardware	522100	-	-	-	250	250	-	
Computer Software Maintenance	522101	-	75	-	-	-	-	
Phone Services	523107	-	-	-	1,100	1,100	-	
Appraisal, Recording, Abstract	525100	-	-	-	150	150	-	
Printing, Binding, & Duplicate	525102	2,583	2,061	2,533	3,133	3,133	-	
Books & Subscriptions	531103	8,324	8,320	9,275	10,300	10,300	-	
Computer Supplies	531106	-	-	-	250	250	-	
Equipment/Furniture/Fixtures	531109	290	559	180	250	250	-	
Office Supplies	531116	303	420	543	1,200	1,200	-	
Personal Protective Gear	531124	56	2	-	-	-	-	
Conferences, Training, Travel	542102	2,825	5,086	1,759	4,700	4,700	-	
Dues & Memberships	542103	1,265	1,335	1,425	1,300	1,300	-	
Licensing Fees	542106	30	-	-	-	-	-	
Postage & Freight	542108	676	579	660	650	650	-	
Mileage Reimbursement	542111	-	13	-	1,500	1,500	-	
Bad Debt Expense	542114	-	-	5,500	-	-	-	
Total Discretionary Expenses		16,849	18,565	23,260	24,983	24,983	-	0%
Fleet & Facilities								
Rental of Land & Buildings	524100	-	31,182	31,632	34,331	32,099	(2,232)	
Total Fleet & Facilities		-	31,182	31,632	34,331	32,099	(2,232)	-7%
Non-Discretionary Expenses								
City Accounting Services	521113	10,191	10,627	18,105	-	-	-	
City Inter Department Charges	521114	19,774	25,837	27,095	-	-	-	
City Information Tech Services	522109	34,394	39,025	53,758	-	-	-	
Liability Insurance	525104	3,311	1,968	2,548	2,352	2,230	(122)	
Total Non-Discretionary Expenses		67,670	77,456	101,506	2,352	2,230	(122)	-5%
Total Expenditures		759,916	815,448	869,602	798,261	822,775	24,514	3%
Net Revenues over/(under) Expenditures		934	(44,961)	(117,905)	(346,703)	(362,883)	(16,180)	



The City Manager is responsible for the City Manager Department.
The City Manager is the only section of this department ID.

Department Description

The **City Manager's** Office serves the Cedar Rapids City Council, all City Departments reporting to the City Manager, and the community. The City Manager administers local government projects and programs on behalf of the City Council. The City Manager prepares a recommended budget for the Council's consideration, recruits, hires, and supervises City employees, and carries out the Council's policies.

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	1,261,522	680,400	802,413	122,013	18%
Expenditures					
Personal Services	1,221,475	1,342,002	1,585,652	243,650	
Discretionary	312,883	386,150	289,823	(96,327)	
Fleet & Facilities	75,258	81,625	76,318	(5,307)	
Non-Discretionary	177,312	7,336	3,695	(3,641)	
Capital Outlay	-	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	-	-	-	-	
	1,786,928	1,817,113	1,955,488	138,375	8%
Net	(525,407)	(1,136,712)	(1,153,075)	(16,363)	

Summary of FTEs				
FY 2016 Adjusted	Non-Flood FY 2017 Budget	Flood FY 2017 Budget	Total FY 2017 Budget	Change From FY 2016
14.00	13.00	0.00	13.00	(1.00)

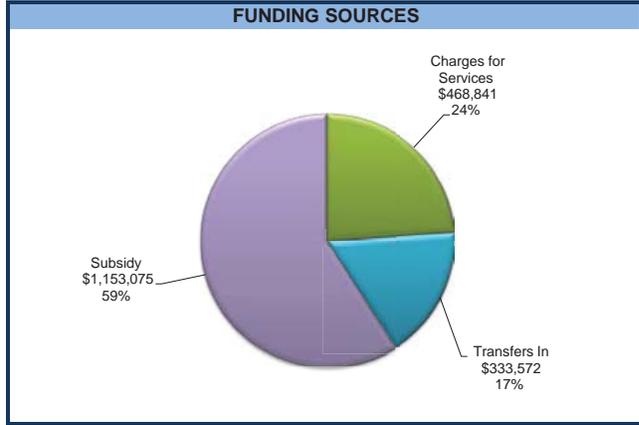
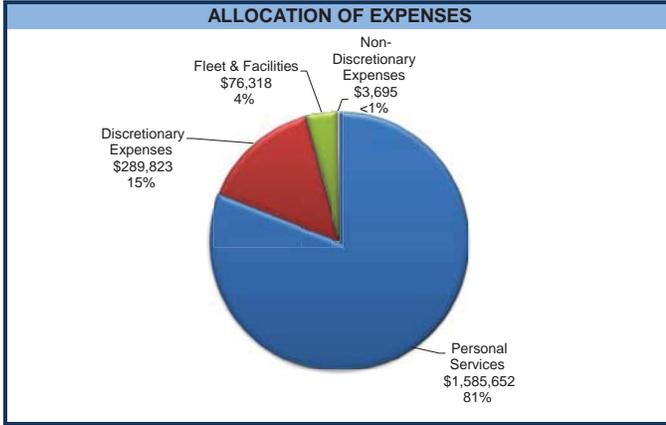
Highlight of Budget Changes

Expenditures

- The FY 2017 budget includes the elimination 1 flood Recovery Program Coordinator due to a reduction in flood recovery workload activities.
- The increase in personal services is partially a result of staffing changes. In calendar 2015 1 FTE transferred from the Development Services Department. Associated discretionary budget of \$2500 and revenue was reallocated as well. Also 1 Graphic Design Specialist FTE was added. The position is funded by utilities and changes in the City Manager department's discretionary and city newsletter budget. The city newsletter will continue to be produced quarterly.

CITY MANAGER

FY 2017 FINANCIAL DETAIL



Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues							
Charges for Services							
Admin Charges - City Mgr Depts	431007	1,112,782	910,434	1,103,899	389,200	418,841	29,641
Admin Charges - Commissions	431011	4,355	3,708	4,483	-	-	-
Admin Charges - External	431012	-	50	-	-	-	-
Advertising Income	431314	44,500	43,950	49,875	108,827	50,000	(58,827)
Total Charges for Services		1,161,637	958,142	1,158,257	498,027	468,841	(29,186) -6%
Transfers In							
Operating Transfer In - Inter	483001	36,454	43,250	103,265	182,373	333,572	151,199
Total Transfers In		36,454	43,250	103,265	182,373	333,572	151,199 83%
Other Revenue							
Other Miscellaneous Revenue	471005	-	5	-	-	-	-
Total Other Revenue		-	5	-	-	-	- 0%
Total Revenues		1,198,091	1,001,397	1,261,522	680,400	802,413	122,013 18%
Expenditures							
Personal Services							
Total Personal Services		837,001	1,025,900	1,221,475	1,342,002	1,585,652	243,650 18%
Discretionary Expenses							
Advertising & Marketing	521100	96,484	6,299	8,152	-	8,900	8,900
Consulting Services	521103	1,567	454	-	-	-	-
Consulting & Technical Service	521104	-	-	-	-	700	700
External Contracted Labor	521105	9,603	24,528	3,681	-	11,400	11,400
Health Services	521106	216	240	320	-	200	200
Legal Services	521107	-	567	-	-	200	200
Other Professional Services	521108	97,770	45,661	36,515	320,000	42,650	(277,350)
Computer Software Maintenance	522101	960	4,674	13,573	-	1,600	1,600
IT Services - External	522102	1,589	926	1,465	-	1,000	1,000
Furniture, Equip, Fixture Serv	522105	-	-	-	1,500	-	(1,500)
Phone Services	523107	3,424	2,605	2,580	3,000	3,200	200
Rental of Equip & Vehicles	524101	1,988	1,811	2,040	-	1,900	1,900
Printing, Binding, & Duplicate	525102	58,752	173,133	191,110	6,450	154,073	147,623
Other Insurance	525105	201	-	-	-	-	-
Awards & Recognition	531102	725	2,721	951	-	1,100	1,100
Books & Subscriptions	531103	133	1,224	636	2,000	1,500	(500)
Computer Supplies	531106	139	-	209	1,000	-	(1,000)
Equipment/Furniture/Fixtures	531109	629	506	2,467	1,000	500	(500)
Photography Supplies	531110	478	675	379	-	500	500
Miscellaneous Supplies	531114	203	40	-	-	100	100
Office Supplies	531116	1,885	690	1,579	2,000	1,300	(700)
Program Supplies	531118	150	392	555	-	300	300
Sign & Signal Supplies	531120	828	2,495	5,057	-	1,300	1,300
Uniforms	531123	22	83	68	-	-	-
Personal Protective Gear	531124	174	13	50	-	100	100
Building & Grounds Supplies	533100	-	-	14	-	-	-
Furniture, Equipment, Fixtures	533101	32	-	-	-	-	-
Grants & Contributions	541106	5,000	500	500	-	2,700	2,700
Conferences, Training, Travel	542102	12,083	27,874	29,935	38,000	40,500	2,500
Dues & Memberships	542103	8,922	9,901	5,470	10,000	10,000	-
Licensing Fees	542106	78	860	963	-	600	600
Miscellaneous Costs	542107	-	1,150	-	-	400	400
Postage & Freight	542108	2,871	2,628	2,861	1,200	2,500	1,300
Recording/Filing Fees/Permits	542110	-	1,000	-	-	300	300
Mileage Reimbursement	542111	(48)	655	1,814	-	300	300
Bad Debt Expense	542114	-	-	(61)	-	-	-
Total Discretionary Expenses		306,857	314,304	312,883	386,150	289,823	(96,327) -25%
Fleet & Facilities							
Rental of Land & Buildings	524100	-	74,137	75,208	81,625	76,318	(5,307)

	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
City Fleet Rental Charges	524102	1,090	125	50	-	-	-	
Total Fleet & Facilities		1,090	74,262	75,258	81,625	76,318	(5,307)	-7%
Non-Discretionary Expenses								
City Accounting Services	521113	16,540	15,900	18,105	-	-	-	
City Inter Department Charges	521114	27,535	66,283	52,361	-	-	-	
City Information Tech Services	522109	96,106	116,113	103,097	-	-	-	
Liability Insurance	525104	5,323	4,758	3,686	7,336	3,695	(3,641)	
Gasoline Fuel	532101	176	207	63	-	-	-	
Total Non-Discretionary Expenses		145,680	203,261	177,312	7,336	3,695	(3,641)	-50%
Total Expenditures		1,290,629	1,617,727	1,786,928	1,817,113	1,955,488	138,375	8%
Net Revenues over/(under) Expenditures		(92,538)	(616,330)	(525,407)	(1,136,712)	(1,153,075)	(16,363)	



The Mayor and City Council are responsible for the Mayor and Council Department.
Mayor and City Council is the only section of this department ID.

Department Description

The Cedar Rapids **City Council** consists of eight council members plus the Mayor. The Mayor and three council members are elected at large. The remaining five council members are elected by voters in each of the five districts. The General Fund uses this department ID to record the revenue and expenditures associated with City Council such as dues and memberships and travel.

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	558,346	188,030	206,419	18,389	10%
Expenditures					
Personal Services	189,403	208,514	210,063	1,549	
Discretionary	444,664	353,365	353,365	-	
Fleet & Facilities	45,919	49,874	46,644	(3,230)	
Non-Discretionary	97,226	32,112	31,376	(736)	
Capital Outlay	-	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	-	-	-	-	
	777,213	643,865	641,448	(2,417)	0%
Net	(218,867)	(455,835)	(435,029)	20,806	

Summary of FTEs				
FY 2016 Adjusted	Non-Flood FY 2017 Budget	Flood FY 2017 Budget	Total FY 2017 Budget	Change From FY 2016
3.33	3.33	0.00	3.33	0.00

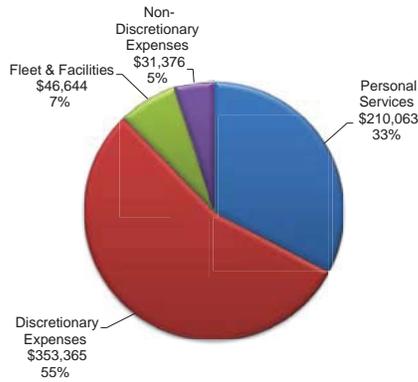
Highlight of Budget Changes

No changes.

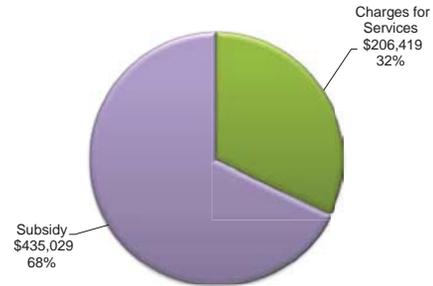
COUNCIL & MAYOR

FY 2017 FINANCIAL DETAIL

ALLOCATION OF EXPENSES



FUNDING SOURCES



Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues							
Charges for Services							
Admin Charges - City Mgr Depts 431007	602,042	685,584	535,213	188,030	206,419	18,389	
Admin Charges - Commissions 431011	2,346	2,761	2,155	-	-	-	
Total Charges for Services	604,388	688,345	537,368	188,030	206,419	18,389	10%
Transfers In							
Operating Transfer In - Inter 483001	-	-	20,967	-	-	-	
Total Transfers In	-	-	20,967	-	-	-	0%
Other Revenue							
Interest/Div - Nonproprietary 451000	0	-	-	-	-	-	
Other Miscellaneous Revenue 471005	845	-	11	-	-	-	
Total Other Revenue	845	-	11	-	-	-	0%
Total Revenues	605,233	688,345	558,346	188,030	206,419	18,389	10%
Expenditures							
Personal Services							
Total Personal Services	240,582	190,610	189,403	208,514	210,063	1,549	1%
Discretionary Expenses							
Advertising & Marketing 521100	364	4,189	461	-	-	-	
External Contracted Labor 521105	-	514	-	-	-	-	
Legal Services 521107	-	-	156,356	-	-	-	
Other Professional Services 521108	832	182	17,500	50,000	50,000	-	
IT Services - External 522102	2,366	657	1,278	5,500	5,500	-	
Furniture, Equip, Fixture Serv 522105	-	-	-	1,000	1,000	-	
Phone Services 523107	1,956	2,942	2,699	7,000	7,000	-	
Printing, Binding, & Duplicate 525102	3,227	2,323	1,973	3,640	3,640	-	
Awards & Recognition 531102	1,162	224	30	-	-	-	
Books & Subscriptions 531103	603	497	697	1,000	1,000	-	
Equipment/Furniture/Fixtures 531109	149	59	636	1,000	1,000	-	
Miscellaneous Supplies 531114	69	-	-	-	-	-	
Office Supplies 531116	783	470	283	2,000	2,000	-	
Uniforms 531123	55	228	-	-	-	-	
Personal Protective Gear 531124	93	41	2	-	-	-	
Grants & Contributions 541106	161,343	145,000	140,000	148,335	148,335	-	
Conferences, Training, Travel 542102	10,261	24,218	32,471	16,625	16,625	-	
Dues & Memberships 542103	83,312	100,092	90,064	115,965	115,965	-	
Entertainment Expense 542104	-	-	10	-	-	-	
Postage & Freight 542108	119	70	175	300	300	-	
Mileage Reimbursement 542111	351	-	-	1,000	1,000	-	
Bad Debt Expense 542114	-	-	27	-	-	-	
Total Discretionary Expenses	267,044	281,704	444,664	353,365	353,365	-	0%
Fleet & Facilities							
Rental of Land & Buildings 524100	-	45,117	45,769	49,674	46,444	(3,230)	
City Fleet Rental Charges 524102	50	200	150	200	200	-	
Total Fleet & Facilities	50	45,317	45,919	49,874	46,644	(3,230)	-6%
Non-Discretionary Expenses							
City Accounting Services 521113	8,340	12,500	18,105	-	-	-	
City Inter Department Charges 521114	13,631	14,911	16,024	-	-	-	
City Information Tech Services 522109	23,254	28,311	30,309	-	-	-	
Liability Insurance 525104	4,858	77,083	32,771	32,112	31,376	(736)	
Gasoline Fuel 532101	-	-	18	-	-	-	
Total Non-Discretionary Expenses	50,083	132,805	97,226	32,112	31,376	(736)	-2%
Total Expenditures	557,759	650,436	777,213	643,865	641,448	(2,417)	0%
Net Revenues over/(under) Expenditures	47,474	37,909	(218,867)	(455,835)	(435,029)	20,806	



City Clerk Department Sections

- Council Proceedings
- Minutes and Ordinance Codification
- Licenses and Permits
- Archival
- Boards and Commissions
- Election Information and Voter Registration



The City Clerk is responsible for the City Clerk Department.

Department Description

The City Clerk’s office administers the City government’s documentation.

- **Council Proceedings** – Prepares the City Council agenda and council packet (consisting of various documents related to agenda items) and posts on the website for the media and citizens to view. The Clerk’s Office processes all documents related to the agenda such as resolutions, ordinances, contracts/agreements, deeds, bonds and insurance, as well as petitions and reports.
- **Minutes and Ordinance Codification** – The City Clerk attends, transcribes, and publishes minutes of all Council meetings and special sessions, including budget meetings. The department oversees codification of City Ordinances (Municipal Code Book).
- **Licensing and Permits** – 23 different licenses and permits are processed through the City Clerk’s Office.
- **Archival** – The City Clerk secures and is responsible for the overall management of official City records and administers the retrieval and archival of various documents.
- The City Clerk’s Office maintains the official files for appointments to City **Boards and Commissions**.
- **Election Information and Voter Registration** - The City Clerk’s Office can register citizens to vote and is involved with the processing of election documents regarding the municipal election process and certain special elections.

Statistics – Did you know?

In FY 2015, the following documents were processed in the City Clerk’s Office:

- Over 1K resolutions, 82 ordinances, 356 motions, 89 public improvement projects, and 270 letters/petitions.
- 124 cigarette permits, 472 beer/liquor/wine permits, and 855 miscellaneous licenses.
- Over 10K documents entered into the OnBase document management system.
- 146 board and commission applications/resolutions for appointments, reappointments and votes of thanks.

Recent Accomplishments

- Implementation of agenda management system (including integration with existing document management system). Software is utilized citywide and has streamlined several steps of Council meeting preparation and finalization. Agendas, Council packets, and minutes are created in a more efficient manner resulting in a significant time savings and reduced paper and printing costs (May 2015).
- Council packets are now viewed electronically by City Council members on Surface 3 tablets saving time and resources (May 2015).



Future Challenges & Opportunities

- Implementation of OnBase Citizen Access Module which will allow citizens instant access to various documents and information online.
- Implementation of online licensing module within EnerGov Land Systems Management software.
- Continue to update sections of the Cedar Rapids Municipal Code pertaining to licenses/permits the City Clerk’s Office is responsible for.

Goals, Objectives, Measures

City Goal - PROMOTE CR - Lead regionally, think Cedar Rapids first by telling our story strategically, emphasizing intergovernmental relations, and branding and marketing the City of Cedar Rapids.

Department Goal	Efficiently process City Council proceedings and related documents (agendas, minutes, resolutions, ordinances, contracts, and agreements).				
Department Objective	Process council proceedings and related documents with 90% accuracy.				
Objective Time Frame	Target/goal has been met				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
Accuracy percentage	90% of the time	94%	95%	95%	95%

City Goal - PROMOTE CR - Lead regionally, think Cedar Rapids first by telling our story strategically, emphasizing intergovernmental relations, and branding and marketing the City of Cedar Rapids.

Department Goal	Efficiently process licenses and permits.				
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Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
Accuracy percentage	90% of the time	94%	95%	95%	95%



	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	552,434	299,131	341,982	42,851	14%
Expenditures					
Personal Services	435,947	447,143	472,286	25,143	
Discretionary	37,102	44,455	44,455	-	
Fleet & Facilities	69,563	75,498	70,589	(4,909)	
Non-Discretionary	87,736	1,311	972	(339)	
Capital Outlay	-	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	-	-	-	-	
	630,348	568,407	588,302	19,895	4%
Net	(77,914)	(269,275)	(246,320)	22,956	

Summary of FTEs				
FY 2016 Adjusted	Non-Flood FY 2017 Budget	Flood FY 2017 Budget	Total FY 2017 Budget	Change From FY 2016
5.50	5.50	0.00	5.50	0.00

Highlight of Budget Changes

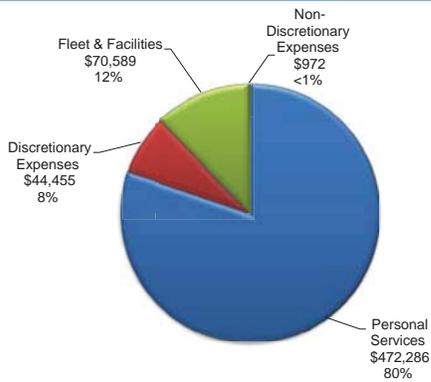
Revenues

Excluding internal admin charges for services, revenue increased \$35K based on historical information.

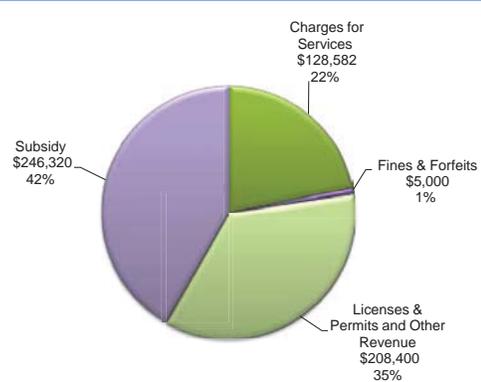
CITY CLERK

FY 2017 FINANCIAL DETAIL

ALLOCATION OF EXPENSES



FUNDING SOURCES



	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues								
Licenses & Permits								
Liquor Licenses	411001	180,738	173,316	197,144	142,385	170,000	27,615	
Cigarette Licenses	411002	12,200	11,975	11,700	9,500	10,500	1,000	
Other Licenses	411013	32,569	27,059	30,474	24,050	27,000	2,950	
Other Permits	411014	200	300	-	-	-	-	
Total Licenses & Permits		225,707	212,649	239,318	175,935	207,500	31,565	18%
Charges for Services								
Recording Fees	431002	1,098	6,009	1,978	1,000	1,000	-	
Zoning & Subdivision Fees	431004	15,680	15,748	14,838	15,800	15,000	(800)	
Sale of Maps / Publications	431005	2,238	858	509	756	500	(256)	
Printing & Duplicating of Form	431006	8	75	17	-	-	-	
Admin Charges - City Mgr Depts	431007	287,095	272,285	283,206	104,066	112,082	8,016	
Admin Charges - Commissions	431011	1,117	1,097	1,364	-	-	-	
Admin Charges - External	431012	10	15	150	-	-	-	
Total Charges for Services		307,246	296,086	302,062	121,622	128,582	6,960	6%
Fines & Forfeits								
Other Fines & Forfeits	441002	6,250	5,100	8,350	1,575	5,000	3,425	
Total Fines & Forfeits		6,250	5,100	8,350	1,575	5,000	3,425	217%
Transfers In								
Operating Transfer In - Inter	483001	5,533	-	-	-	-	-	
Total Transfers In		5,533	-	-	-	-	-	0%
Other Revenue								
Vacating Streets & Alleys	461006	1,000	1,200	1,000	-	900	900	
Postage / Handling	471001	9	-	8	-	-	-	
Other Miscellaneous Revenue	471005	5	35	1,696	-	-	-	
Cash Over (Under)	471007	-	(30)	-	-	-	-	
Total Other Revenue		1,014	1,205	2,704	-	900	900	100%
Total Revenues		545,749	515,040	552,434	299,131	341,982	42,851	14%
Expenditures								
Personal Services								
Total Personal Services		403,378	397,344	435,947	447,143	472,286	25,143	6%
Discretionary Expenses								
Advertising & Marketing	521100	6,205	6,865	7,817	11,500	11,500	-	
Consulting Services	521103	-	-	5,000	-	-	-	
Health Services	521106	144	132	156	250	250	-	
Other Professional Services	521108	-	8	5,000	-	-	-	
External Banking/Financial Fee	521109	-	-	80	-	-	-	
IT Services - External	522102	550	-	-	-	-	-	
Furniture, Equip, Fixture Serv	522105	724	85	-	1,300	1,300	-	
Phone Services	523107	-	88	(24)	1,000	1,000	-	
Printing, Binding, & Duplicate	525102	8,756	10,076	10,747	11,310	11,310	-	
Books & Subscriptions	531103	241	237	276	2,600	2,600	-	
Computer Supplies	531106	1,080	48	-	705	705	-	
Equipment/Furniture/Fixtures	531109	729	95	-	2,500	2,500	-	
Miscellaneous Supplies	531114	5	-	-	-	-	-	
Office Supplies	531116	1,531	1,463	796	3,240	3,240	-	
Personal Protective Gear	531124	65	11	-	100	100	-	
Conferences, Training, Travel	542102	1,451	3,127	2,179	4,200	4,200	-	
Dues & Memberships	542103	285	285	320	300	300	-	
Licensing Fees	542106	175	60	30	250	250	-	
Miscellaneous Costs	542107	-	30	-	-	-	-	
Postage & Freight	542108	622	586	656	2,000	2,000	-	
Recording/Filing Fees/Permits	542110	1,207	2,440	1,310	3,200	3,200	-	
Mileage Reimbursement	542111	3	8	-	-	-	-	
Bad Debt Expense	542114	60	-	2,760	-	-	-	

	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Total Discretionary Expenses		23,832	25,643	37,102	44,455	44,455	-	0%
Fleet & Facilities								
Rental of Land & Buildings	524100	-	68,572	69,563	75,498	70,589	(4,909)	
Total Fleet & Facilities		-	68,572	69,563	75,498	70,589	(4,909)	-7%
Non-Discretionary Expenses								
City Accounting Services	521113	18,225	16,600	18,105	-	-	-	
City Inter Department Charges	521114	20,362	21,547	22,383	-	-	-	
City Information Tech Services	522109	36,993	42,550	46,074	-	-	-	
Liability Insurance	525104	1,853	1,045	1,174	1,311	972	(339)	
Total Non-Discretionary Expenses		77,434	81,742	87,736	1,311	972	(339)	-26%
Capital Outlay								
Vehicles, Equipment, Software	554000	5,299	-	-	-	-	-	
Controlled assets	556000	(5,299)	-	-	-	-	-	
Total Capital Outlay		-	-	-	-	-	-	0%
Transfers Out								
Transfer Out-Inter	571100	-	5,533	-	-	-	-	
Total Transfers Out		-	5,533	-	-	-	-	0%
Total Expenditures		504,644	578,834	630,348	568,407	588,302	19,895	4%
Net Revenues over/(under) Expenditures		41,104	(63,794)	(77,914)	(269,275)	(246,320)	22,956	



The Library Director is responsible for the Library department ID.
Library is the only section of this department ID.

Department Description

The **Library** is owned by the City of Cedar Rapids and is governed and operated by the Cedar Rapids Library Board of Trustees. The Library board is a policy-making body deriving their power from specific grants in Chapter 6.02 of the municipal code. The City Council allocates funds to the Library’s annual operating budget.

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	5,159,046	1,076,413	700,274	(376,139)	-35%
Expenditures					
Personal Services	3,754,920	4,625,802	4,409,490	(216,312)	
Discretionary	1,003,937	914,063	779,063	(135,000)	
Fleet & Facilities	411,746	465,000	478,066	13,066	
Non-Discretionary	270,734	304,715	249,910	(54,805)	
Capital Outlay	1,905	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	-	-	-	-	
	5,443,242	6,309,580	5,916,528	(393,052)	-6%
Net	(284,196)	(5,233,167)	(5,216,254)	16,913	

Summary of FTEs				
FY 2016 Adjusted	Non-Flood FY 2017 Budget	Flood FY 2017 Budget	Total FY 2017 Budget	Change From FY 2016
63.41	63.41	0.00	63.41	0.00

Highlight of Budget Changes

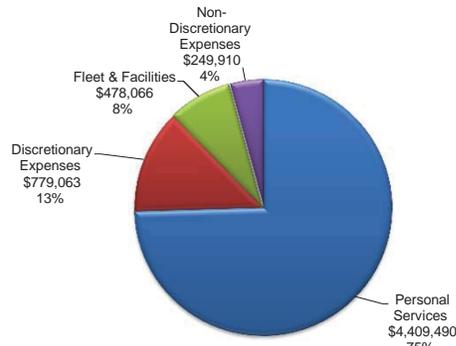
From FY 2014 – FY 2016 the adopted budget included one-time funding requests for the Downtown and Ladd Libraries. When comparing FY 2013 to FY 2016 adopted budget, Library expenditures increased \$1.1M and revenues increased \$320K. After wage and benefit adjustments for positions existing prior to FY 2014, the net increase to the general fund over this 3 year period was \$700K in one-time funding.

Included in the FY 2017 budget is a long term funding plan that eliminates the one-time funding revenue source of \$700K. To eliminate the one-time funding gap in the FY 2017 budget the City has increased its funding to the library by \$349K and the remainder of the funding gap will come from a combination of increased revenues and decreased operating expenses still being finalized by the Library as of the creation of this document. The library will have the remaining funding gap addressed prior to the start of FY 2017. The FY 2017 budget does reflect the library operating budget without one-time funding. When the library’s plan is finalized the FY 2017 line item budget will be adjusted to reflect any changes, but the overall budget number will not change.

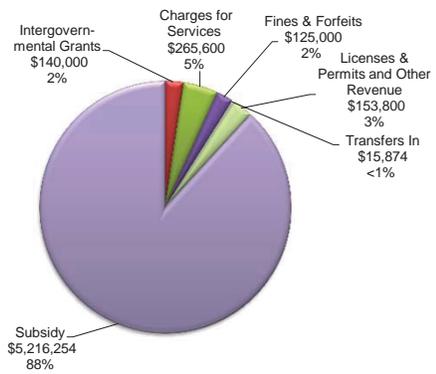
LIBRARY

FY 2017 FINANCIAL DETAIL

ALLOCATION OF EXPENSES



FUNDING SOURCES



Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues							
Intergovernmental Grants							
State Operating	-	-	-	50,000	50,000	-	-
Local Govt Grants	88,555	84,461	107,821	90,000	90,000	-	-
Total Intergovernmental Grants	88,555	84,461	107,821	140,000	140,000	-	0%
Charges for Services							
Printing & Duplicating of Form	9,751	18,410	24,009	15,000	20,000	5,000	
Admin Charges - City Mgr Depts	558	37,634	-	40,000	-	(40,000)	
Other Charges for Services	129,437	139,692	86,145	150,000	150,000	-	
Admin Charges - External	90,714	101,833	105,582	95,000	95,000	-	
Library User Fees - Not Fines	1,501	-	95	600	600	-	
Vending Sales	3	11	109	-	-	-	
Total Charges for Services	231,963	297,581	215,940	300,600	265,600	(35,000)	-12%
Fines & Forfeits							
Library Fines	79,932	130,327	153,983	115,000	125,000	10,000	
Total Fines & Forfeits	79,932	130,327	153,983	115,000	125,000	10,000	9%
Transfers In							
Operating Transfer In - Inter	-	26,574	30,560	16,813	15,874	(939)	
Operating Transfer In - Intra	3,823,264	4,678,552	4,202,865	-	-	-	
Total Transfers In	3,823,264	4,705,126	4,233,425	16,813	15,874	(939)	-6%
Other Revenue							
Building Rental	3,499	80,311	110,015	68,000	78,000	10,000	
Contributions & Donations	38,829	272,662	309,217	430,000	70,000	(360,000)	
Sale of Inventory	3,306	8,911	10,498	2,500	2,300	(200)	
Other Miscellaneous Revenue	8,073	645	3,147	3,500	3,500	-	
Cash Over (Under)	(9)	-	-	-	-	-	
Sale of Fixed Assets	-	-	15,000	-	-	-	
Total Other Revenue	53,699	362,529	447,877	504,000	153,800	(350,200)	-69%
Total Revenues	4,277,413	5,580,024	5,159,046	1,076,413	700,274	(376,139)	-35%
Expenditures							
Personal Services							
Total Personal Services	3,137,132	3,695,173	3,754,920	4,625,802	4,409,490	(216,312)	-5%
Discretionary Expenses							
Advertising & Marketing	34,194	9,645	19,444	25,000	25,000	-	
Auditing & Accounting Services	-	893	-	-	-	-	
Consulting Services	31,196	-	-	10,000	10,000	-	
External Contracted Labor	2,556	101,414	191,332	63,000	63,000	-	
Health Services	556	448	611	-	-	-	
Other Professional Services	57,253	89,518	42,999	30,250	30,250	-	
External Banking/Financial Fee	14,929	21,135	30,250	17,700	17,700	-	
Security Services	11,995	11,356	430	11,500	11,500	-	
Computer Hardware	140	42,202	19,580	82,020	57,020	(25,000)	
Computer Software Maintenance	(8,533)	155,300	118,662	141,200	141,200	-	
IT Services - External	47,188	42,004	11,445	20,500	20,500	-	
Building & Grounds Services	19,877	44,024	30,696	152,000	152,000	-	
Furniture, Equip, Fixture Serv	10,875	2,291	5,221	4,000	4,000	-	
Vehicles & Rolling Equip Serv	214	-	-	1,000	1,000	-	
NonCapitalized Project Expense	104	-	-	-	-	-	
Landfill Fees	-	169	-	-	-	-	
Recycling Fees	2,978	3,774	2,502	3,200	3,200	-	
Phone Services	9,844	27,811	27,409	20,000	20,000	-	
Rental of Equip & Vehicles	1,694	1,160	235	1,000	1,000	-	
Printing, Binding, & Duplicate	17,227	31,433	10,732	20,000	15,000	(5,000)	
Awards & Recognition	-	8	8	-	-	-	
Books & Subscriptions	3,987	18,992	309,318	150,000	50,000	(100,000)	
Cleaning & Janitorial Supplies	4,021	1,218	1,217	3,000	1,750	(1,250)	
Computer Supplies	6,525	15,579	5,049	7,000	5,000	(2,000)	
Engineering Supplies	-	20	-	-	-	-	

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	\$ Change	% Change
	Account	Actual	Actual	Actual	Adopted Budget	Budget	From FY 2016	From
							Incr / (Decr)	FY 2016
Equipment/Furniture/Fixtures	531109	265,730	142,064	33,633	11,500	11,500	-	
Photography Supplies	531110	1,227	179	298	1,000	500	(500)	
Landscaping Materials	531112	19	1,949	-	-	-	-	
Miscellaneous Supplies	531114	532	439	1,617	2,000	2,000	-	
Office Supplies	531116	44,156	41,004	43,403	30,000	40,000	10,000	
Paint Supplies	531117	12	-	-	-	-	-	
Program Supplies	531118	47,807	38,424	42,686	32,000	32,000	-	
Shop Supplies	531119	434	(11)	53	1,000	250	(750)	
Sign & Signal Supplies	531120	869	8,572	2,789	-	-	-	
Uniforms	531123	19	1,859	476	-	-	-	
Personal Protective Gear	531124	603	506	222	-	-	-	
Building & Grounds Supplies	533100	18,273	-	2,048	2,000	2,000	-	
Furniture, Equipment, Fixtures	533101	2,480	49	63	-	-	-	
Vehicle & Rolling Equip Parts	533102	14	-	-	500	-	(500)	
Animals	542100	225	-	-	-	-	-	
Conferences, Training, Travel	542102	29,080	25,182	24,983	9,000	9,000	-	
Dues & Memberships	542103	1,762	937	1,634	2,500	2,500	-	
Entertainment Expense	542104	240	848	205	-	-	-	
Licensing Fees	542106	1,625	837	30	-	-	-	
Miscellaneous Costs	542107	-	-	-	40,193	30,193	(10,000)	
Postage & Freight	542108	14,390	21,963	19,588	15,000	15,000	-	
Property Tax	542109	79,170	-	-	-	-	-	
Recording/Filing Fees/Permits	542110	10,181	2,394	275	-	-	-	
Mileage Reimbursement	542111	3,556	2,297	1,231	5,000	5,000	-	
Bad Debt Expense	542114	-	-	1,564	-	-	-	
Total Discretionary Expenses		791,224	909,886	1,003,937	914,063	779,063	(135,000)	-15%
Fleet & Facilities								
City Facility Maint Services	522107	39,747	152,078	192,454	195,000	228,066	33,066	
City Fleet Services	522108	598	214	271	-	-	-	
Rental of Land & Buildings	524100	63,674	184,527	219,022	270,000	250,000	(20,000)	
Total Fleet & Facilities		104,020	336,819	411,746	465,000	478,066	13,066	3%
Non-Discretionary Expenses								
City Accounting Services	521113	45,000	54,333	50,694	50,694	45,000	(5,694)	
City Inter Department Charges	521114	-	591	-	-	-	-	
City Information Tech Services	522109	6,626	7,389	7,234	6,941	8,238	1,297	
Electricity	523100	22,994	146,087	147,538	180,300	150,300	(30,000)	
Natural Gas	523103	9,954	7,910	4,716	10,000	5,000	(5,000)	
Liability Insurance	525104	17,270	10,059	10,848	13,746	10,206	(3,540)	
Property Insurance	525107	6,528	32,360	47,708	40,397	29,566	(10,831)	
Vehicle Insurance	525108	900	1,306	1,824	1,100	600	(500)	
Gasoline Fuel	532101	431	370	172	1,537	1,000	(537)	
Total Non-Discretionary Expenses		109,703	260,405	270,734	304,715	249,910	(54,805)	-18%
Capital Outlay								
Vehicles, Equipment, Software	554000	20,602	-	-	-	-	-	
Controlled assets	556000	-	-	1,905	-	-	-	
Total Capital Outlay		20,602	-	1,905	-	-	-	0%
Transfers Out								
Transfer Out-Inter	571100	336,261	3,085	-	-	-	-	
Total Transfers Out		336,261	3,085	-	-	-	-	0%
Total Expenditures		4,498,941	5,205,368	5,443,242	6,309,580	5,916,528	(393,052)	-6%
Net Revenues over/(under) Expenditures		(221,528)	374,656	(284,196)	(5,233,167)	(5,216,254)	16,913	



The City Manager, Mayor, City Council, and Finance Director are responsible for the Contingent department ID. Contingent is the only section of this department ID.

Department Description

The **Contingent** department ID of the General Fund uses this department ID to set aside funds to cover costs, that at the time the budget is prepared, are typically not known. The department ID is used to record revenue from the tort property tax levy, general obligation bonds for capital equipment purchases, and revenue from non-general fund areas to fund a portion of contingent expenses when appropriate.

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	1,491,374	1,073,364	1,075,298	1,934	0%
Expenditures					
Personal Services	14,541,479	(1,740,386)	(1,700,000)	40,386	
Discretionary	358,377	460,000	1,370,232	910,232	
Fleet & Facilities	121,419	172,400	272,400	100,000	
Non-Discretionary	2,120	170,607	9,433	(161,174)	
Capital Outlay	95,719	790,279	870,279	80,000	
Debt Service	-	-	-	-	
Transfers Out	4,069,312	819,445	660,000	(159,445)	
	19,188,426	672,345	1,482,344	809,999	120%
Net	(17,697,053)	401,019	(407,046)	(808,065)	

Highlight of Budget Changes

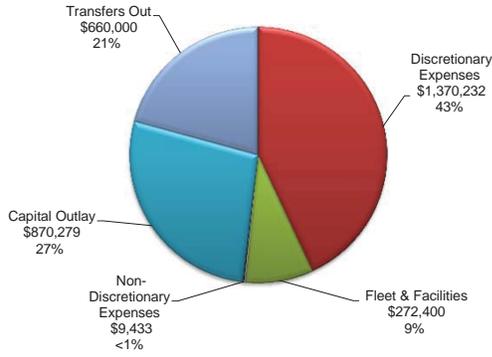
Expenditures

Included in the budget is:

- \$1.7M reduction in personal services for anticipated vacancies during the year based on historical information.
- State lobbyists \$60K.
- One-time funding of \$50K for the zoning code handbook and implementation materials.
- One-time funding of \$75K for comprehensive plans including trails and the Moundview area.
- One-time funding of \$20K for maintaining the Knutson Building.
- \$47,600 is included in the budget as a funding increase for system maintenance for the Information Technology Department.
- Enterprise deficits \$596K.
- Special duty police \$50K.
- Mayor, Council, and City Manager discretionary spending \$350K.
- Parking for City employees at Mays Island \$122K.
- Fire truck corrosion repair \$50K.
- Capital equipment \$870K.
- Includes transfers out of \$150K for vets stadium capital improvement projects and \$250K for economic development. After FY 2017, the City will have 3 years remaining in the agreement to fund \$150K per year for veterans stadium capital improvement projects. Transfer out of \$260K to partially fund the golf operating deficit.

CONTINGENT

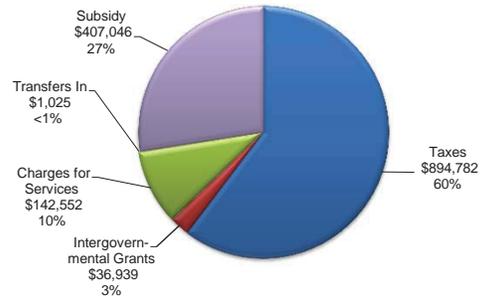
ALLOCATION OF EXPENSES



Excludes amount budgeted for vacant positions

FY 2017 FINANCIAL DETAIL

FUNDING SOURCES



Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues							
Taxes							
Prop Tax Levy - Current	401100	844,369	858,337	866,287	889,773	894,782	5,009
Property Tax Levy - Delinquent	401101	691	1,224	532	-	-	-
Total Taxes		845,060	859,562	866,818	889,773	894,782	5,009
Intergovernmental Grants							
Federal Operating	421001	-	-	20,000	-	-	-
State Capital	422002	-	-	13,885	-	-	-
State Comm Indus Backfill	422104	-	-	26,797	40,199	36,939	(3,260)
Total Intergovernmental Grants				60,682	40,199	36,939	(3,260)
Charges for Services							
Printing & Duplicating of Form	431006	-	-	55	-	-	-
Admin Charges - City Mgr Depts	431007	357,443	549,586	549,912	143,392	142,552	(840)
Admin Charges - Commissions	431011	1,388	2,207	2,208	-	-	-
Vending Sales	431301	723	64	-	-	-	-
Total Charges for Services		359,554	551,857	552,175	143,392	142,552	(840)
Fines & Forfeits							
Other Fines & Forfeits	441002	1,500,000	532,005	-	-	-	-
Total Fines & Forfeits		1,500,000	532,005	-	-	-	0%
Transfers In							
Operating Transfer In - Inter	483001	81,232	95,787	-	-	1,025	1,025
Total Transfers In		81,232	95,787	-	-	1,025	100%
Other Revenue							
Contributions & Donations	471002	-	93,369	1,021	-	-	-
Other Miscellaneous Revenue	471005	-	26,532	10,678	-	-	-
Cash Over (Under)	471007	(0)	(0)	(0)	-	-	-
Total Other Revenue		(0)	119,901	11,699	-	-	0%
Total Revenues		2,785,846	2,159,112	1,491,374	1,073,364	1,075,298	1,934
Expenditures							
Personal Services							
Total Personal Services		21,525	37,016	14,541,479	(1,740,386)	(1,700,000)	40,386
Discretionary Expenses							
Advertising & Marketing	521100	-	30,817	14,618	-	-	-
Legal Services	521107	28,845	5,015	-	-	-	-
Other Professional Services	521108	1,685	212,598	189,320	60,000	306,788	246,788
Computer Software Maintenance	522101	-	-	-	-	47,600	47,600
Building & Grounds Services	522104	-	-	-	-	20,000	20,000
Rental of Equip & Vehicles	524101	-	350	-	-	-	-
Printing, Binding, & Duplicate	525102	-	415	2,174	-	-	-
Equipment/Furniture/Fixtures	531109	-	177	-	-	-	-
Office Supplies	531116	-	843	-	-	-	-
Uniforms	531123	-	-	1,026	-	-	-
Building & Grounds Supplies	533100	-	-	13	-	-	-
Grants	541105	103,223	11,187	79,622	-	-	-
Grants & Contributions	541106	158,657	181,657	65,347	400,000	995,844	595,844
Conferences, Training, Travel	542102	-	3,237	5,339	-	-	-
Dues & Memberships	542103	318	10,800	-	-	-	-
Entertainment Expense	542104	-	-	165	-	-	-
Licensing Fees	542106	1,549	2,360	854	-	-	-
Miscellaneous Costs	542107	-	(621)	-	-	-	-
Bad Debt Expense	542114	1,500,000	532,005	(99)	-	-	-
Total Discretionary Expenses		1,794,277	990,840	358,377	460,000	1,370,232	910,232
Fleet & Facilities							
City Facility Maint Services	522107	37,093	50,077	-	-	-	-
City Fleet Services	522108	-	-	-	50,000	150,000	100,000
Rental of Land & Buildings	524100	733,054	131,890	121,419	122,400	122,400	-

	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
City Fleet Rental Charges	524102	-	25	-	-	-	-	
Total Fleet & Facilities		770,147	181,992	121,419	172,400	272,400	100,000	58%
Non-Discretionary Expenses								
City Inter Department Charges	521114	3,916	-	-	144,812	-	(144,812)	
Electricity	523100	-	-	-	23,749	7,439	(16,310)	
Property Insurance	525107	8,790	78,583	2,120	2,046	1,994	(52)	
Total Non-Discretionary Expenses		12,706	78,583	2,120	170,607	9,433	(161,174)	-94%
Capital Outlay								
Buildings	552000	87,940	-	95,719	-	-	-	
Vehicles, Equipment, Software	554000	-	-	-	790,279	870,279	80,000	
Total Capital Outlay		87,940	-	95,719	790,279	870,279	80,000	10%
Transfers Out								
Transfer Out-Inter	571100	800,000	2,572,476	4,069,312	819,445	660,000	(159,445)	
Total Transfers Out		800,000	2,572,476	4,069,312	819,445	660,000	(159,445)	-19%
Total Expenditures		3,486,596	3,860,906	19,188,426	672,345	1,482,344	809,999	120%
Net Revenues over/(under) Expenditures		(700,750)	(1,701,795)	(17,697,053)	401,019	(407,046)	(808,065)	



The Civil Rights Director is responsible for the Civil Rights department ID. Investigation and Enforcement, Outreach and Education, and Partnership Efforts are the sections of this department ID.

Department Description

The Cedar Rapids Civil Rights Commission is a local administrative law agency responsible to secure all individuals within the City of Cedar Rapids from discrimination because of age, color, creed, disability, family status, gender identity, marital status, national origin, race, religion, sex or sexual orientation in connection with employment, public accommodations, housing, credit, and education.

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	27,916	6,500	6,500	-	0%
Expenditures					
Personal Services	374,663	418,500	474,769	56,269	
Discretionary	37,096	52,000	36,000	(16,000)	
Fleet & Facilities	3,008	-	25,000	25,000	
Non-Discretionary	82,689	2,168	1,283	(885)	
Capital Outlay	-	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	-	-	-	-	
	497,457	472,668	537,052	64,384	14%
Net	(469,541)	(466,168)	(530,552)	(64,384)	

Summary of FTEs				
FY 2016 Adjusted	Non-Flood FY 2017 Budget	Flood FY 2017 Budget	Total FY 2017 Budget	Change From FY 2016
5.00	5.00	0.00	5.00	0.00

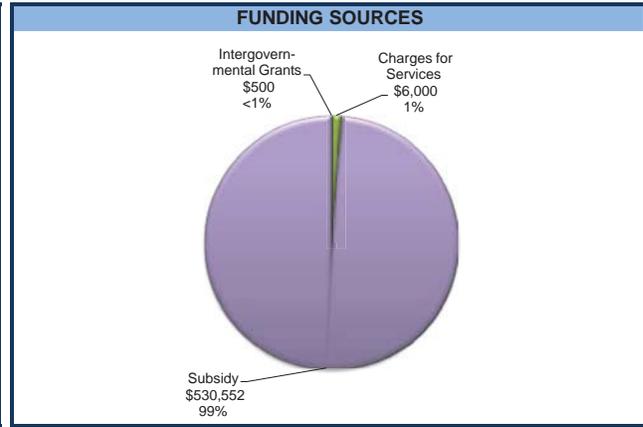
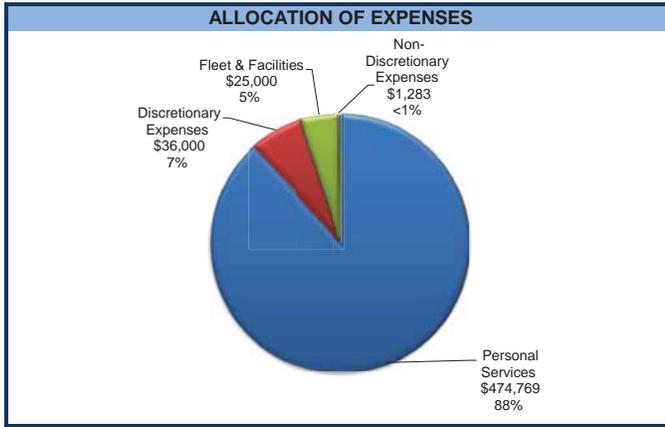
Highlight of Budget Changes

Expenditures

- The increase in personal services is partially a result of calendar year 2015 staffing changes.
- The budget includes a funding increase of \$9K for building rental.

CIVIL RIGHTS

FY 2017 FINANCIAL DETAIL



	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues								
Intergovernmental Grants								
Local Govt Grants	423000	-	3,150	9,525	500	500	-	
Total Intergovernmental Grants		-	3,150	9,525	500	500	-	0%
Charges for Services								
Admin Charges - External	431012	10,100	6,400	14,391	6,000	6,000	-	
Total Charges for Services		10,100	6,400	14,391	6,000	6,000	-	0%
Other Revenue								
Sale of Fixed Assets	482001	-	-	4,000	-	-	-	
Total Other Revenue		-	-	4,000	-	-	-	0%
Total Revenues		10,100	9,550	27,916	6,500	6,500	-	0%
Expenditures								
Personal Services								
Total Personal Services		392,587	346,695	374,663	418,500	474,769	56,269	13%
Discretionary Expenses								
Advertising & Marketing	521100	663	930	768	1,200	1,200	-	
External Contracted Labor	521105	125	129	1,550	17,300	1,300	(16,000)	
Health Services	521106	96	116	160	150	150	-	
Legal Services	521107	-	-	2,220	1,500	1,500	-	
Other Professional Services	521108	19	200	6,644	1,000	1,000	-	
External Banking/Financial Fee	521109	-	988	1,345	1,000	1,000	-	
Security Services	521110	1,375	1,392	-	1,500	1,500	-	
Computer Software Maintenance	522101	124	-	390	750	750	-	
IT Services - External	522102	3,361	3,128	2,779	3,400	3,400	-	
Building & Grounds Services	522104	4,800	4,808	220	1,000	1,000	-	
Furniture, Equip, Fixture Serv	522105	-	110	-	500	500	-	
Phone Services	523107	2,175	1,089	1,363	2,500	2,500	-	
Rental of Equip & Vehicles	524101	-	-	100	-	-	-	
Printing, Binding, & Duplicate	525102	3,457	4,055	3,748	4,250	4,250	-	
Other Purchased Services	525106	-	-	57	-	-	-	
Awards & Recognition	531102	-	-	-	50	50	-	
Books & Subscriptions	531103	168	430	331	500	500	-	
Computer Supplies	531106	17	-	4,101	1,000	1,000	-	
Equipment/Furniture/Fixtures	531109	-	-	1,977	1,500	1,500	-	
Miscellaneous Supplies	531114	304	216	80	300	300	-	
Office Supplies	531116	1,842	2,204	3,860	2,500	2,500	-	
Program Supplies	531118	-	-	-	500	500	-	
Shop Supplies	531119	-	-	8	-	-	-	
Personal Protective Gear	531124	56	29	19	50	50	-	
Building & Grounds Supplies	533100	26	4	-	50	50	-	
Moving Costs	541104	-	-	1,130	-	-	-	
Conferences, Training, Travel	542102	2,102	3,447	359	5,500	5,500	-	
Dues & Memberships	542103	994	180	-	750	750	-	
Postage & Freight	542108	1,921	2,556	3,843	3,000	3,000	-	
Mileage Reimbursement	542111	-	-	44	250	250	-	
Bad Debt Expense	542114	-	-	2	-	-	-	
Total Discretionary Expenses		23,625	26,011	37,096	52,000	36,000	(16,000)	-31%
Fleet & Facilities								
City Fleet Services	522108	-	-	25	-	-	-	
Rental of Land & Buildings	524100	333	-	2,983	-	25,000	25,000	100%
Total Fleet & Facilities		333	-	3,008	-	25,000	25,000	100%
Non-Discretionary Expenses								
City Accounting Services	521113	10,490	11,800	18,202	-	-	-	
City Inter Department Charges	521114	18,086	22,982	23,861	-	-	-	
City Information Tech Services	522109	33,155	37,894	39,366	-	-	-	
Liability Insurance	525104	1,853	1,091	1,213	2,168	1,283	(885)	

	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Gasoline Fuel	532101	-	-	48	-	-	-	-
Total Non-Discretionary Expenses		63,584	73,767	82,689	2,168	1,283	(885)	-41%
Transfers Out								
Transfer Out-Inter	571100	-	76,765	-	-	-	-	-
Total Transfers Out		-	76,765	-	-	-	-	0%
Total Expenditures		480,128	523,238	497,457	472,668	537,052	64,384	14%
Net Revenues over/(under) Expenditures		(470,028)	(513,688)	(469,541)	(466,168)	(530,552)	(64,384)	



The City Manager is responsible for the Gateways department ID.
Gateways is the only section of this department ID.

Department Description

The **Gateways** department ID of the General Fund uses this department ID to track the associated expenditures used to enhance the appearance of various entry points into the City. Expenses may include new signs or maintenance of gateways. This allows the City to address issues at entry points to the City which are the first impressions visitors have of our City.

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	-	-	-	-	0%
Expenditures					
Personal Services	-	-	-	-	
Discretionary	2,291	2,375	2,375	-	
Fleet & Facilities	5,412	7,625	7,700	75	
Non-Discretionary	-	-	-	-	
Capital Outlay	67,816	-	20,000	20,000	
Debt Service	-	-	-	-	
Transfers Out	-	-	-	-	
	75,519	10,000	30,075	20,075	201%
Net	(75,519)	(10,000)	(30,075)	(20,075)	

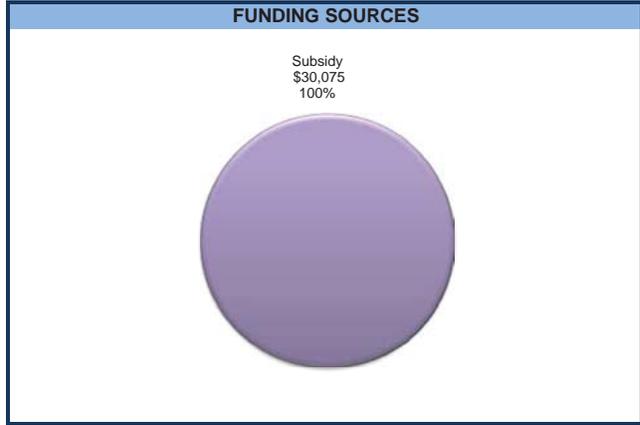
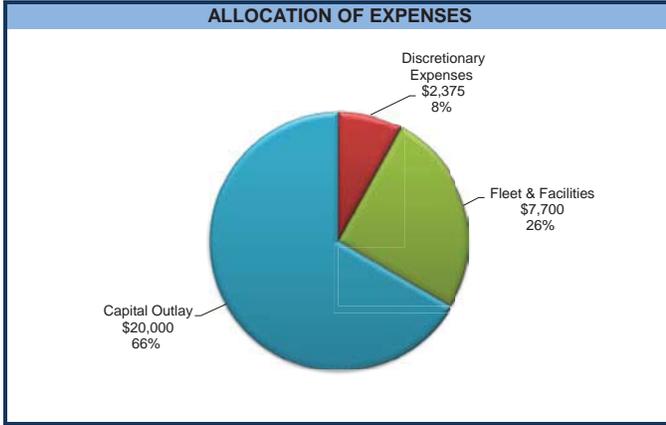
Highlight of Budget Changes

Expenditures

A one-time funding request of \$20K was added to the FY 2017 budget for design of a gateway sign.

GATEWAYS

FY 2017 FINANCIAL DETAIL



	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues								
Other Revenue								
Contributions & Donations	471002	-	1,365	-	-	-	-	0%
Total Other Revenue		-	1,365	-	-	-	-	0%
Total Revenues		-	1,365	-	-	-	-	0%
Expenditures								
Discretionary Expenses								
Advertising & Marketing	521100	-	-	91	-	-	-	
Other Professional Services	521108	-	5,995	1,000	-	1,000	1,000	
Building & Grounds Services	522104	-	5,212	1,200	-	1,375	1,375	
Landscaping Materials	531112	-	-	-	2,375	-	(2,375)	
Sign & Signal Supplies	531120	-	3,328	-	-	-	-	
Total Discretionary Expenses		-	14,535	2,291	2,375	2,375	-	0%
Fleet & Facilities								
City Facility Maint Services	522107	-	240	5,412	7,625	7,700	75	1%
Total Fleet & Facilities		-	240	5,412	7,625	7,700	75	1%
Capital Outlay								
Buildings	552000	-	-	-	-	20,000	20,000	
Improvements Other than Bldgs	553000	154,186	-	67,816	-	-	-	
Total Capital Outlay		154,186	-	67,816	-	20,000	20,000	100%
Debt Service								
Total Expenditures		154,186	14,775	75,519	10,000	30,075	20,075	201%
Net Revenues over/(under) Expenditures		(154,186)	(13,410)	(75,519)	(10,000)	(30,075)	(20,075)	



The Finance Director is responsible for the Downtown District department ID.
Downtown District is the only section of this department ID.

Department Description

The **Downtown District** department ID of the General Fund uses this department ID to track the associated revenues and expenditures as per the agreement that was signed with the Self Supported Municipal Improvement District (SSMID) commission in 2007. This agreement extends to June 30, 2017 and it requires the City to be responsible for certain expenditures in the Downtown area such as replacing trash receptacles, repairing street lights, electricity costs, and funding annual maintenance costs performed by the Cedar Rapids Downtown District.

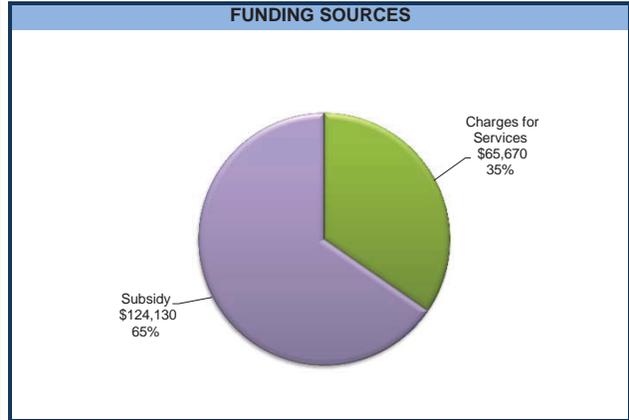
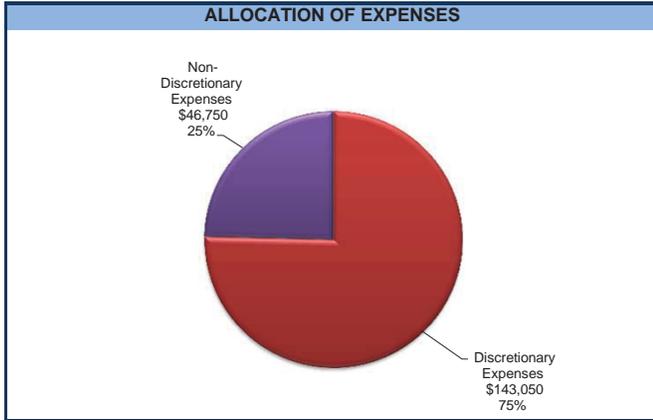
	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	189,800	66,051	65,670	(381)	-1%
Expenditures					
Personal Services	-	-	-	-	
Discretionary	119,879	143,050	143,050	-	
Fleet & Facilities	-	-	-	-	
Non-Discretionary	38,329	46,750	46,750	-	
Capital Outlay	-	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	-	-	-	-	
	158,208	189,800	189,800	-	0%
Net	31,592	(123,749)	(124,130)	(381)	

Highlight of Budget Changes

No changes.

DOWNTOWN DISTRICT

FY 2017 FINANCIAL DETAIL



Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues							
Charges for Services							
Admin Charges - City Mgr Depts 431007	189,066	189,041	189,041	66,051	65,670	(381)	
Admin Charges - Commissions 431011	734	759	759	-	-	-	
Total Charges for Services	189,800	189,800	189,800	66,051	65,670	(381)	-1%
Total Revenues	189,800	189,800	189,800	66,051	65,670	(381)	-1%
Expenditures							
Discretionary Expenses							
External Contracted Labor 521105	118,979	118,979	118,979	128,749	128,749	-	
Other Professional Services 521108	895	-	-	-	-	-	
Cleaning & Janitorial Supplies 531105	16	-	-	-	-	-	
Equipment/Furniture/Fixtures 531109	19,729	19,531	900	14,301	14,301	-	
Paint Supplies 531117	2,496	-	-	-	-	-	
Sign & Signal Supplies 531120	672	-	-	-	-	-	
Furniture, Equipment, Fixtures 533101	81	-	-	-	-	-	
Total Discretionary Expenses	142,867	138,509	119,879	143,050	143,050	-	0%
Non-Discretionary Expenses							
Electricity 523100	42,538	46,498	38,329	46,750	46,750	-	
Total Non-Discretionary Expenses	42,538	46,498	38,329	46,750	46,750	-	0%
Total Expenditures	185,405	185,007	158,208	189,800	189,800	-	0%
Net Revenues over/(under) Expenditures	4,395	4,793	31,592	(123,749)	(124,130)	(381)	



The Chief Information Officer is responsible for the Capital Replacement department ID.
Capital Replacement is the only section of this department ID.

Department Description

The **Capital Replacement** department ID of the General Fund uses this department ID to track the associated expenditures for the replacement of computers for general fund departments. These expenditures are funded with revenues from selling general fund assets through the internet site GovDeals.

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	255,520	120,000	175,000	55,000	46%
Expenditures					
Personal Services	-	-	-	-	
Discretionary	83,300	120,000	120,000	-	
Fleet & Facilities	-	-	-	-	
Non-Discretionary	-	-	-	-	
Capital Outlay	-	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	-	-	-	-	
	83,300	120,000	120,000	-	0%
Net	172,220	-	55,000	55,000	

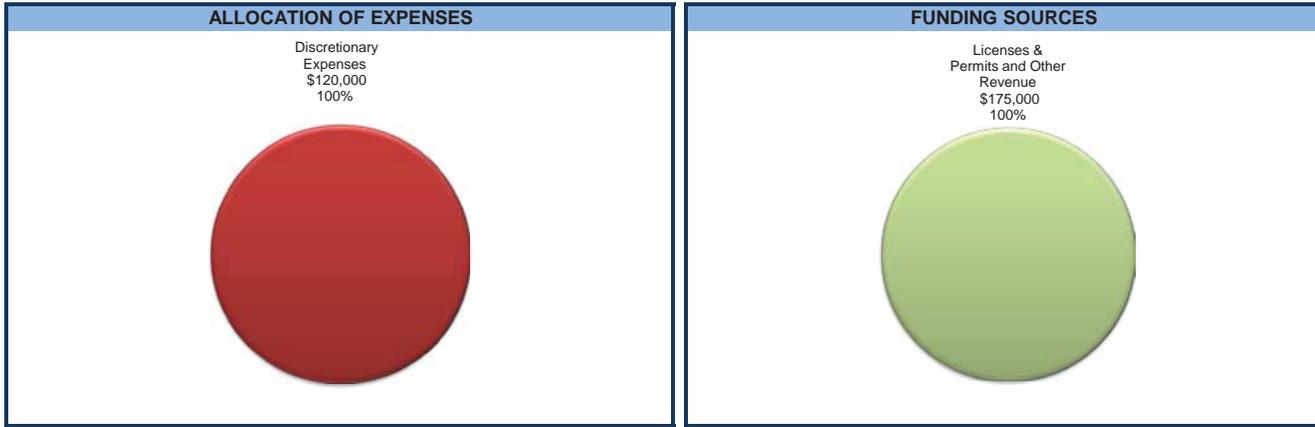
Highlight of Budget Changes

Revenue

Revenue increased \$55K based on historical information and projections.

CAPITAL REPLACEMENT

FY 2017 FINANCIAL DETAIL



	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues								
Charges for Services								
Admin Charges - City Mgr Depts	431007	23,568	-	1,577	-	-	-	
Admin Charges - External	431012	-	1,204	-	-	-	-	
Total Charges for Services		23,568	1,204	1,577	-	-	-	0%
Other Revenue								
Other Miscellaneous Revenue	471005	2,075	1,608	594	-	-	-	
Sale of Fixed Assets	482001	188,054	188,116	253,350	120,000	175,000	55,000	46%
Total Other Revenue		190,130	189,724	253,943	120,000	175,000	55,000	46%
Total Revenues		213,698	190,928	255,520	120,000	175,000	55,000	46%
Expenditures								
Discretionary Expenses								
Other Purchased Services	525106	16,416	11,399	23,361	20,000	20,000	-	
Equipment/Furniture/Fixtures	531109	49,222	82,879	59,939	100,000	100,000	-	
Total Discretionary Expenses		65,638	94,278	83,300	120,000	120,000	-	0%
Non-Discretionary Expenses								
City Accounting Services	521113	721	-	-	-	-	-	
Total Non-Discretionary Expenses		721	-	-	-	-	-	0%
Total Expenditures		66,359	94,278	83,300	120,000	120,000	-	0%
Net Revenues over/(under) Expenditures		147,339	96,650	172,220	-	55,000	55,000	



The Finance Director is responsible for the Pooled Revenues department ID.
Pooled Revenues is the only section of this department ID.

Department Description

The **Pooled Revenues** department ID of the General Fund uses this department ID to record property tax revenue either directly or via transfers from 8.10 levy, benefit levy, and IPERS and FICA levy for the general fund. Franchise revenue, court fines, state property tax backfill revenue, and interest revenues are also recorded to this department ID. All of these revenues offset unfunded costs of general fund departments.

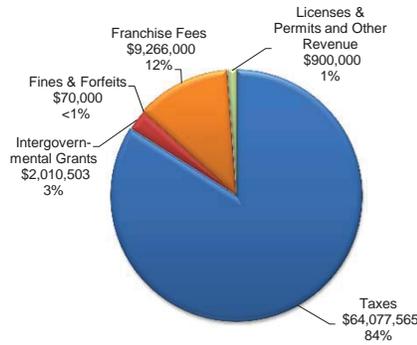
	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	70,891,006	73,403,010	76,324,068	2,921,058	4%
Expenditures					
Personal Services	-	-	-	-	
Discretionary	8,457	-	-	-	
Fleet & Facilities	-	-	-	-	
Non-Discretionary	-	-	-	-	
Capital Outlay	-	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	4,202,865	-	-	-	
	4,211,322	-	-	-	0%
Net	66,679,684	73,403,010	76,324,068	2,921,058	

Highlight of Budget Changes

Revenue

- Interest revenue is budgeted to increase by \$524K to \$900K based on historical and projected revenue.
- Included in the budget is an increase in electricity and gas franchise fees of 1% to 3% each. Based on FY 2015 actual revenue and planned fee increases, revenue is expected to increase \$2.3M. The total budget for all franchise fees in FY 2017 is \$9.3M.

FUNDING SOURCES



Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues							
Taxes							
Prop Tax Levy - Current	401100	45,992,604	46,755,848	47,131,780	48,428,713	272,642	
Property Tax Levy - Delinquent	401101	37,673	66,700	52,744	-	-	
Franchise Tax	401106	3,940,424	6,962,603	6,666,465	6,963,000	2,303,000	
Total Taxes		49,970,701	53,785,152	53,850,989	55,391,713	2,575,642	5%
Intergovernmental Grants							
State Comm Indus Backfill	422104	-	-	1,458,311	2,187,950	2,010,503	(177,447)
Total Intergovernmental Grants		-	-	1,458,311	2,187,950	2,010,503	(177,447)
Charges for Services							
Recording Fees	431002	-	-	27	-	-	
Total Charges for Services		-	-	27	-	-	0%
Fines & Forfeits							
Court Fines	441000	79,503	67,141	43,340	100,000	70,000	(30,000)
Total Fines & Forfeits		79,503	67,141	43,340	100,000	70,000	(30,000)
Transfers In							
Operating Transfer In - Inter	483001	14,095,847	14,261,381	14,845,156	15,347,347	15,376,210	28,863
Total Transfers In		14,095,847	14,261,381	14,845,156	15,347,347	15,376,210	28,863
Other Revenue							
Interest/Div - Nonproprietary	451000	(18,645)	(437,181)	682,603	376,000	900,000	524,000
Gain (Loss) on Sale of Invest	451002	3,096	-	-	-	-	-
Air Rights	461005	20	40	-	-	-	-
Vacating Streets & Alleys	461006	-	1,050	2,738	-	-	-
Other Miscellaneous Revenue	471005	-	-	7,843	-	-	-
Total Other Revenue		(15,529)	(436,091)	693,184	376,000	900,000	524,000
Total Revenues		64,130,522	67,677,584	70,891,006	73,403,010	76,324,068	2,921,058
Expenditures							
Discretionary Expenses							
Bad Debt Expense	542114	-	-	8,457	-	-	
Total Discretionary Expenses		-	-	8,457	-	-	0%
Transfers Out							
Transfer Out-Intra	571200	3,823,264	4,678,552	4,202,865	-	-	
Total Transfers Out		3,823,264	4,678,552	4,202,865	-	-	0%
Total Expenditures		3,823,264	4,678,552	4,211,322	-	-	0%
Net Revenues over/(under) Expenditures		60,307,258	62,999,032	66,679,684	73,403,010	76,324,068	2,921,058



The Finance Director is responsible for the Investment Earning department ID.
Investment Earnings is the only section of this department ID.

Department Description

The **Investment Earnings** department ID of the General Fund uses this department ID to initially record interest revenue that is later allocated to specific funds.

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	215,399	-	-	-	0%
Expenditures					
Personal Services	-	-	-	-	
Discretionary	5,520	-	-	-	
Fleet & Facilities	-	-	-	-	
Non-Discretionary	-	-	-	-	
Capital Outlay	-	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	20	-	-	-	
	5,540	-	-	-	0%
Net	209,859	-	-	-	

Highlight of Budget Changes

No changes.

INVESTMENT EARNINGS

FY 2017 FINANCIAL DETAIL

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	\$ Change	% Change
Account		Actual	Actual	Actual	Adopted Budget	Budget	From FY 2016	From FY 2016
							Incr / (Decr)	
Revenues								
Other Revenue								
Interest/Div - Nonproprietary	451000	36,753	21,303	215,283	-	-	-	
Other Miscellaneous Revenue	471005	-	-	116	-	-	-	
Total Other Revenue		36,753	21,303	215,399	-	-	-	0%
Total Revenues		36,753	21,303	215,399	-	-	-	0%
Expenditures								
Discretionary Expenses								
Bad Debt Expense	542114	-	-	5,520	-	-	-	
Total Discretionary Expenses		-	-	5,520	-	-	-	0%
Transfers Out								
Transfer Out-Inter	571100	-	-	20	-	-	-	
Total Transfers Out		-	-	20	-	-	-	0%
Total Expenditures		-	-	5,540	-	-	-	0%
Net Revenues over/(under) Expenditures		36,753	21,303	209,859	-	-	-	



The Executive Director is responsible for the Memorial department ID.

Veterans Memorial Building, All Veterans Memorial Park, Veterans Memorial Stadium are the sections of this department ID.

Department Description

The **Memorial Department** is responsible for the management, development, operations, and maintenance of the Veterans Memorial Building, Veterans Memorial Stadium, and the All Veterans Memorial Park. The Memorial Department expenditures are funded through the Memorial Building property tax levy.

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	1,323,645	1,321,918	1,324,279	2,361	0%
Expenditures					
Personal Services	621,356	667,681	689,083	21,402	
Discretionary	227,253	296,825	245,405	(51,420)	
Fleet & Facilities	11,475	11,624	24,153	12,529	
Non-Discretionary	205,592	245,788	265,638	19,850	
Capital Outlay	-	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	100,000	100,000	100,000	-	
	1,165,676	1,321,918	1,324,279	2,361	0%
Net	157,969	-	-	(0)	

Summary of FTEs				
FY 2016 Adjusted	Non-Flood FY 2017 Budget	Flood FY 2017 Budget	Total FY 2017 Budget	Change From FY 2016
9.41	9.41	0.00	9.41	0.00

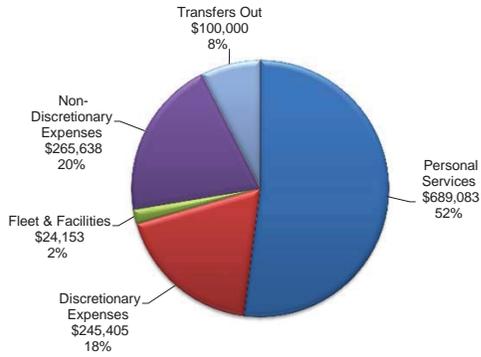
Highlight of Budget Changes

The Memorial Department is mainly funded through the memorial building property tax levy. The levy rate will remain unchanged at \$0.20082/1000 of taxable valuation. The levy rate will produce \$1.2M in property tax revenue in FY 2017.

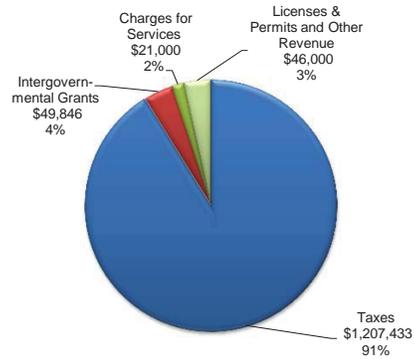
MEMORIAL

FY 2017 FINANCIAL DETAIL

ALLOCATION OF EXPENSES



FUNDING SOURCES



Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues							
Taxes							
Prop Tax Levy - Current	401100	1,139,406	1,158,255	1,168,899	1,200,673	1,207,433	6,760
Property Tax Levy - Delinquent	401101	933	1,653	691	-	-	-
Total Taxes		<u>1,140,339</u>	<u>1,159,907</u>	<u>1,169,590</u>	<u>1,200,673</u>	<u>1,207,433</u>	<u>6,760</u> 1%
Intergovernmental Grants							
State Comm Indus Backfill	422104	-	-	36,154	54,245	49,846	(4,399)
Total Intergovernmental Grants		<u>-</u>	<u>-</u>	<u>36,154</u>	<u>54,245</u>	<u>49,846</u>	<u>(4,399)</u> -8%
Charges for Services							
Admin Charges - External	431012	-	-	2,772	21,000	21,000	-
Concession Sales	431302	-	-	35	-	-	-
Sale of Recycleable	432002	4,529	693	1,472	-	-	-
Total Charges for Services		<u>4,529</u>	<u>693</u>	<u>4,278</u>	<u>21,000</u>	<u>21,000</u>	<u>-</u> 0%
Other Revenue							
Building Rental	461001	-	30,301	113,288	46,000	46,000	-
Contributions & Donations	471002	-	120	335	-	-	-
Other Miscellaneous Revenue	471005	-	8,659	-	-	-	-
Total Other Revenue		<u>-</u>	<u>39,079</u>	<u>113,622</u>	<u>46,000</u>	<u>46,000</u>	<u>-</u> 0%
Total Revenues		<u>1,144,867</u>	<u>1,199,680</u>	<u>1,323,645</u>	<u>1,321,918</u>	<u>1,324,279</u>	<u>2,361</u> 0%
Expenditures							
Personal Services							
Total Personal Services		<u>559,157</u>	<u>592,233</u>	<u>621,356</u>	<u>667,681</u>	<u>689,083</u>	<u>21,402</u> 3%
Discretionary Expenses							
Advertising & Marketing	521100	200	-	-	-	-	-
External Contracted Labor	521105	-	879	97	250	250	-
Health Services	521106	104	88	116	-	-	-
Other Professional Services	521108	21,468	7,876	28,691	10,000	10,000	-
Security Services	521110	412	288	288	500	500	-
IT Services - External	522102	772	333	606	-	-	-
Building & Grounds Services	522104	85,869	88,000	97,682	93,000	93,000	-
Furniture, Equip, Fixture Serv	522105	-	6,427	15,614	36,500	36,500	-
Landfill Fees	523102	-	5	5	500	500	-
Recycling Fees	523104	-	18	42	-	-	-
Phone Services	523107	-	-	(1)	1,476	1,476	-
Rental of Equip & Vehicles	524101	26	-	151	200	200	-
Printing, Binding, & Duplicate	525102	119	790	1,577	200	200	-
Other Insurance	525105	4,805	4,807	5,545	122,768	71,348	(51,420)
Awards & Recognition	531102	-	-	8	-	-	-
Books & Subscriptions	531103	237	276	276	300	300	-
Chemical Supplies	531104	79	21	-	500	500	-
Cleaning & Janitorial Supplies	531105	1,627	6,511	2,062	3,000	3,000	-
Computer Supplies	531106	-	-	-	350	350	-
Equipment/Furniture/Fixtures	531109	24,062	47,769	35,019	6,000	6,000	-
Photography Supplies	531110	-	-	-	100	100	-
Landscaping Materials	531112	-	-	12	-	-	-
Miscellaneous Supplies	531114	1,050	788	3,872	-	-	-
Musical & Instruments	531115	-	31	-	-	-	-
Office Supplies	531116	511	1,250	2,639	500	500	-
Paint Supplies	531117	927	130	705	1,500	1,500	-
Program Supplies	531118	-	-	-	500	500	-
Shop Supplies	531119	3,222	8,673	7,605	6,000	6,000	-
Sign & Signal Supplies	531120	-	-	-	250	250	-
Meters	531122	332	-	-	-	-	-
Uniforms	531123	-	871	-	500	500	-
Personal Protective Gear	531124	162	2	19	-	-	-
Building & Grounds Supplies	533100	4,277	2,719	13,708	3,000	3,000	-
Furniture, Equipment, Fixtures	533101	3,370	9,651	9,092	3,000	3,000	-
Vehicle & Rolling Equip Parts	533102	-	-	-	600	600	-
Tires & Tubes	533103	-	-	-	100	100	-

	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Conferences, Training, Travel	542102	517	1,534	369	2,400	2,400	-	
Dues & Memberships	542103	-	50	165	-	-	-	
Licensing Fees	542106	-	50	475	-	-	-	
Miscellaneous Costs	542107	-	-	-	231	231	-	
Postage & Freight	542108	62	76	213	200	200	-	
Recording/Filing Fees/Permits	542110	45	665	530	-	-	-	
Mileage Reimbursement	542111	309	69	70	2,400	2,400	-	
Bad Debt Expense	542114	-	-	2	-	-	-	
Total Discretionary Expenses		154,567	190,644	227,253	296,825	245,405	(51,420)	-17%
Fleet & Facilities								
City Facility Maint Services	522107	2,091	9,524	10,863	11,000	23,529	12,529	
City Fleet Services	522108	138	51	51	-	-	-	
Rental of Land & Buildings	524100	-	1,064	-	-	-	-	
City Fleet Rental Charges	524102	350	459	561	624	624	-	
Total Fleet & Facilities		2,579	11,098	11,475	11,624	24,153	12,529	108%
Non-Discretionary Expenses								
City Inter Department Charges	521114	-	-	1,691	-	-	-	
City Information Tech Services	522109	-	-	-	-	4,800	4,800	
Electricity	523100	73,929	115,648	90,339	150,000	150,000	-	
Natural Gas	523103	28,465	77,709	51,802	29,700	29,700	-	
Property Insurance	525107	42,000	54,000	61,000	65,000	80,000	15,000	
Vehicle Insurance	525108	300	1,000	500	550	600	50	
Diesel Fuel	532100	-	-	61	-	-	-	
Gasoline Fuel	532101	337	293	199	538	538	-	
Total Non-Discretionary Expenses		145,031	248,650	205,592	245,788	265,638	19,850	8%
Transfers Out								
Transfer Out-Inter	571100	513,839	344,958	100,000	100,000	100,000	-	
Total Transfers Out		513,839	344,958	100,000	100,000	100,000	-	0%
Total Expenditures		1,375,174	1,387,584	1,165,676	1,321,918	1,324,279	2,361	0%
Net Revenues over/(under) Expenditures		(230,306)	(187,904)	157,969	-	-	(0)	



The Parks & Recreation Director is responsible for the Agricultural Lands department ID.
Agricultural Lands is the only section of this department ID.

Department Description

The **Agricultural Lands** department ID of the General Fund uses this department ID to track the equipment and discretionary expenditures used for road side vegetation control that are funded through the Ag Land property tax levy.

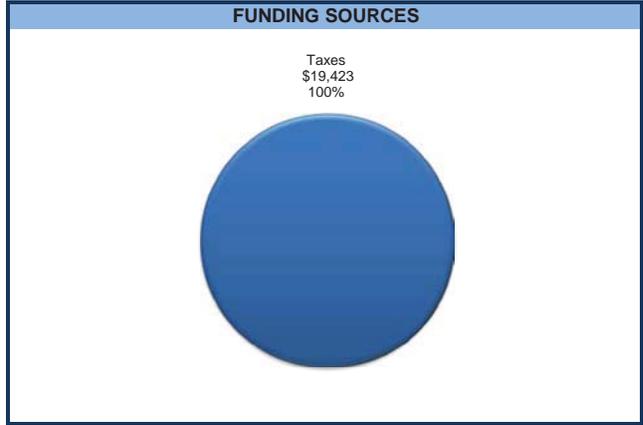
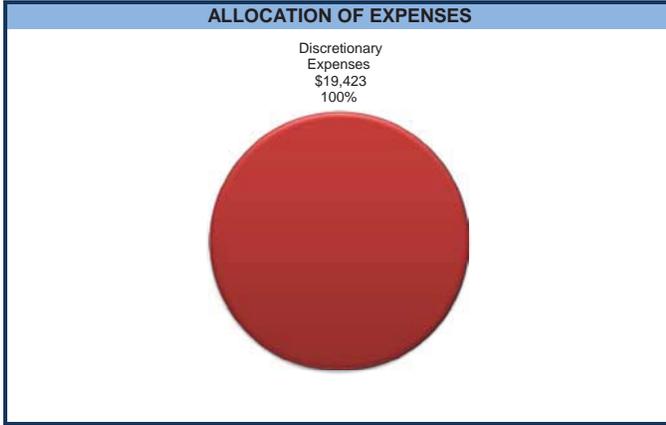
	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	22,218	17,224	19,423	2,199	13%
Expenditures					
Personal Services	-	-	-	-	
Discretionary	-	17,224	19,423	2,199	
Fleet & Facilities	-	-	-	-	
Non-Discretionary	-	-	-	-	
Capital Outlay	-	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	-	-	-	-	
	-	17,224	19,423	2,199	13%
Net	22,218	-	-	-	

Highlight of Budget Changes

Agricultural Lands are funded 100% through the ag land property tax levy. The levy rate will produce \$19,423 in property tax revenue in FY 2017.

AG LANDS

FY 2017 FINANCIAL DETAIL



	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues								
Taxes								
Prop Tax Levy - Current	401100	15,315	16,265	21,879	17,224	19,423	2,199	
Property Tax Levy - Delinquent	401101	-	0	157	-	-	-	
Total Taxes		15,315	16,265	22,036	17,224	19,423	2,199	13%
Other Revenue								
Interest/Div - Nonproprietary	451000	79	(58)	182	-	-	-	
Gain (Loss) on Sale of Invest	451002	3	-	-	-	-	-	
Total Other Revenue		81	(58)	182	-	-	-	0%
Total Revenues		15,397	16,207	22,218	17,224	19,423	2,199	13%
Expenditures								
Discretionary Expenses								
External Banking/Financial Fee	521109	7	-	-	-	-	-	
Equipment/Furniture/Fixtures	531109	-	-	-	17,224	19,423	2,199	
Total Discretionary Expenses		7	-	-	17,224	19,423	2,199	13%
Total Expenditures		7	-	-	17,224	19,423	2,199	13%
Net Revenues over/(under) Expenditures		15,390	16,207	22,218	-	-	-	



The Band Director is responsible for the Band department ID.
Band is the only section of this department ID.

Department Description

The **Band** department ID of the General Fund uses this department ID to track the associated revenues & expenditures of the Cedar Rapids Municipal Band. The Band has traditionally been funded through the Iowa Band Law, a tax collected in the property taxes of citizens. The expenditure budget is used for the salaries of the contracted performers, the staff, and the conductor as well as the purchase of music and general supplies for performances.

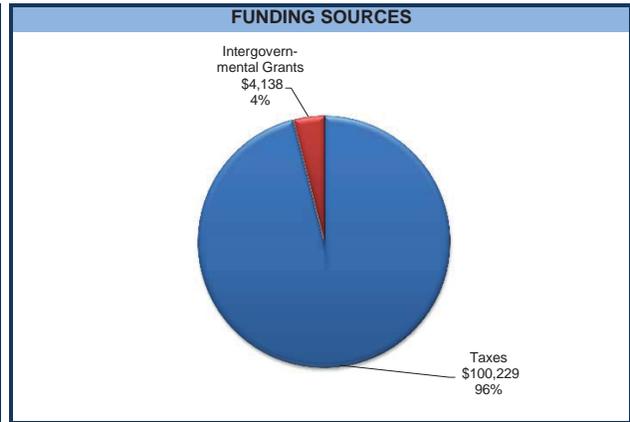
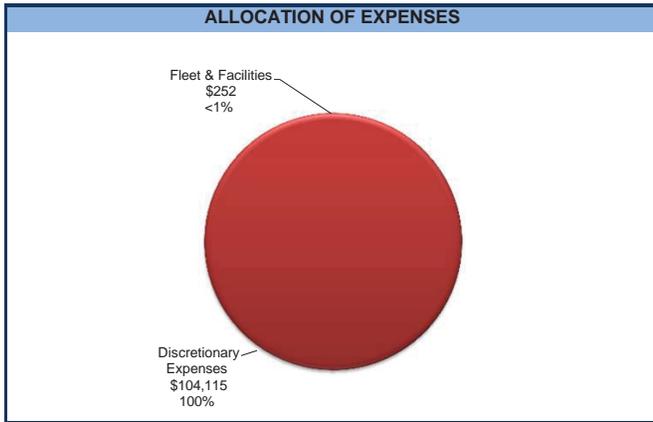
	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	107,552	104,170	104,367	197	0%
Expenditures					
Personal Services	-	-	-	-	
Discretionary	96,646	103,918	104,115	197	
Fleet & Facilities	377	252	252	-	
Non-Discretionary	-	-	-	-	
Capital Outlay	-	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	-	-	-	-	
	97,023	104,170	104,367	197	0%
Net	10,529	-	-	(0)	

Highlight of Budget Changes

Band is funded 100% through the band property tax levy and backfill from the state. The levy rate will remain unchanged at \$0.01667/1000 of taxable valuation. The levy rate will produce \$100K in property tax revenue in FY 2017.

BAND

FY 2017 FINANCIAL DETAIL



Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues							
Taxes							
Prop Tax Levy - Current	401100	94,579	96,144	97,219	99,667	100,229	562
Property Tax Levy - Delinquent	401101	77	136	109	-	-	-
Total Taxes		<u>94,655</u>	<u>96,280</u>	<u>97,328</u>	<u>99,667</u>	<u>100,229</u>	<u>562</u> 1%
Intergovernmental Grants							
State Comm Indus Backfill	422104	-	-	2,999	4,503	4,138	(365)
Total Intergovernmental Grants		<u>-</u>	<u>-</u>	<u>2,999</u>	<u>4,503</u>	<u>4,138</u>	<u>(365)</u> -8%
Charges for Services							
Admin Charges - External	431012	5,100	5,500	5,500	-	-	-
Total Charges for Services		<u>5,100</u>	<u>5,500</u>	<u>5,500</u>	<u>-</u>	<u>-</u>	<u>-</u> 0%
Other Revenue							
Contributions & Donations	471002	2,050	2,650	1,725	-	-	-
Total Other Revenue		<u>2,050</u>	<u>2,650</u>	<u>1,725</u>	<u>-</u>	<u>-</u>	<u>-</u> 0%
Total Revenues		<u>101,805</u>	<u>104,430</u>	<u>107,552</u>	<u>104,170</u>	<u>104,367</u>	<u>197</u> 0%
Expenditures							
Personal Services							
Total Personal Services		<u>(638)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u> 0%
Discretionary Expenses							
Advertising & Marketing	521100	65	285	435	-	-	-
External Contracted Labor	521105	81,436	89,863	85,285	85,662	85,859	197
Other Professional Services	521108	680	1,540	-	-	-	-
Furniture, Equip, Fixture Serv	522105	-	-	25	300	300	-
Phone Services	523107	-	-	-	400	400	-
Rental of Equip & Vehicles	524101	8,275	14,155	8,168	9,200	9,200	-
Printing, Binding, & Duplicate	525102	1,010	810	1,046	3,561	3,561	-
Awards & Recognition	531102	-	-	-	200	200	-
Engineering Supplies	531108	-	1,043	-	-	-	-
Equipment/Furniture/Fixtures	531109	73	350	-	2,595	2,595	-
Photography Supplies	531110	-	-	500	-	-	-
Musical & Instruments	531115	1,907	1,510	1,097	1,700	1,700	-
Office Supplies	531116	50	-	-	-	-	-
Program Supplies	531118	-	357	50	-	-	-
Licensing Fees	542106	150	-	-	300	300	-
Postage & Freight	542108	9	-	39	-	-	-
Total Discretionary Expenses		<u>93,654</u>	<u>109,913</u>	<u>96,646</u>	<u>103,918</u>	<u>104,115</u>	<u>197</u> 0%
Fleet & Facilities							
Rental of Land & Buildings	524100	-	-	377	252	252	-
Total Fleet & Facilities		<u>-</u>	<u>-</u>	<u>377</u>	<u>252</u>	<u>252</u>	<u>-</u> 0%
Non-Discretionary Expenses							
Property Insurance	525107	121	-	-	-	-	-
Total Non-Discretionary Expenses		<u>121</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u> 0%
Total Expenditures		<u>93,137</u>	<u>109,913</u>	<u>97,023</u>	<u>104,170</u>	<u>104,367</u>	<u>197</u> 0%
Net Revenues over/(under) Expenditures		<u>8,668</u>	<u>(5,483)</u>	<u>10,529</u>	<u>-</u>	<u>-</u>	<u>(0)</u>