

***City Budget***  
***Fiscal Year 2014***

*(July 1, 2013 to June 30, 2014)*

# *Message from the City Administrator*

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February 15, 2013

**To: Honorable Mayor, City Council, and Citizens of Boone**

The city of Boone is entering another year of healthy finances. I am very proud to announce that our reserve fund goals have now been achieved. In fact, the City Council will likely receive a draft policy change to increase our General Fund Reserve Policy within the next few months. Boone is on a strong financial foundation.

## **Revenue Changes**

This year we expect a continuation of modest growth of 2% according to information from the Boone County Auditor and Boone County Assessor. We expect to see little change in Hotel/Motel tax while Local Option Sales Tax (LOST) will see an increase resulting from a new Wal-Mart Supercenter. These funds help support local organizations and special projects. Council has established set-a-side funds for special projects in the upcoming fiscal year. This will help prepare the City in a situation of unique opportunity.

Road Use Tax funds are not expected to increase based on current trends and projections from the Iowa DOT and internal review. However, the recent trend is increasing gas prices. This may have a negative impact on RUT as drivers may become more conservative with driving habits. There is a possibility the State Legislature may implement a gas tax increase. This could impact our finances as early as May of 2014.

For a number of years our water and sewer enterprise funds had not been meeting revenue projections. Staff has modified the budget to balance while also taking action to reduce our water loss percentages. Based on current information, water loss percentages are now improving. The Utility Billing Department, in conjunction with Public Works, has made great strides in updating water meters across the community.

## **Expenditure Changes**

Operating budgets have remained relatively stable with only minor adjustments. Our primary expenditure changes affect the Employee Benefits Levy and Debt Service. The Mayor and Council continue to support maintenance and investment in City infrastructure. City Staff have worked to adjust employee benefits which in-turn provides for additional Debt Service payments.

## **Levies and Debt Service**

The City is entering the third quarter with a new health insurance agent and a new health insurance carrier. The City has taken bold steps to hold down costs for employee benefits; such as partial self-insure, establishment of Health Savings Accounts, and

## Use of Tax Dollars (Summary)

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overall concessions on health insurance benefits from local employee bargaining units. The City will need to continue to be creative in the approach to maintain these costs.

Because of the diligence of the City's efforts to curb health insurance expenses we have been able to shift funding to the Debt Service Levy. A shift occurs when savings from one levy are moved to offset costs in another levy. In this case the City has effectively reduced funds associated with operating expenses (such as health insurance premiums) and directed those dollars to infrastructure repairs. Through this management of property tax revenue, the City has maintained the current tax levy.

***This proposed budget reflects no increase in the total City property tax levy for Fiscal Year 2014.***

***The Boone City Budget is formally submitted.***

***Sincerely,***

  
***Luke Nelson***  
***City Administrator***

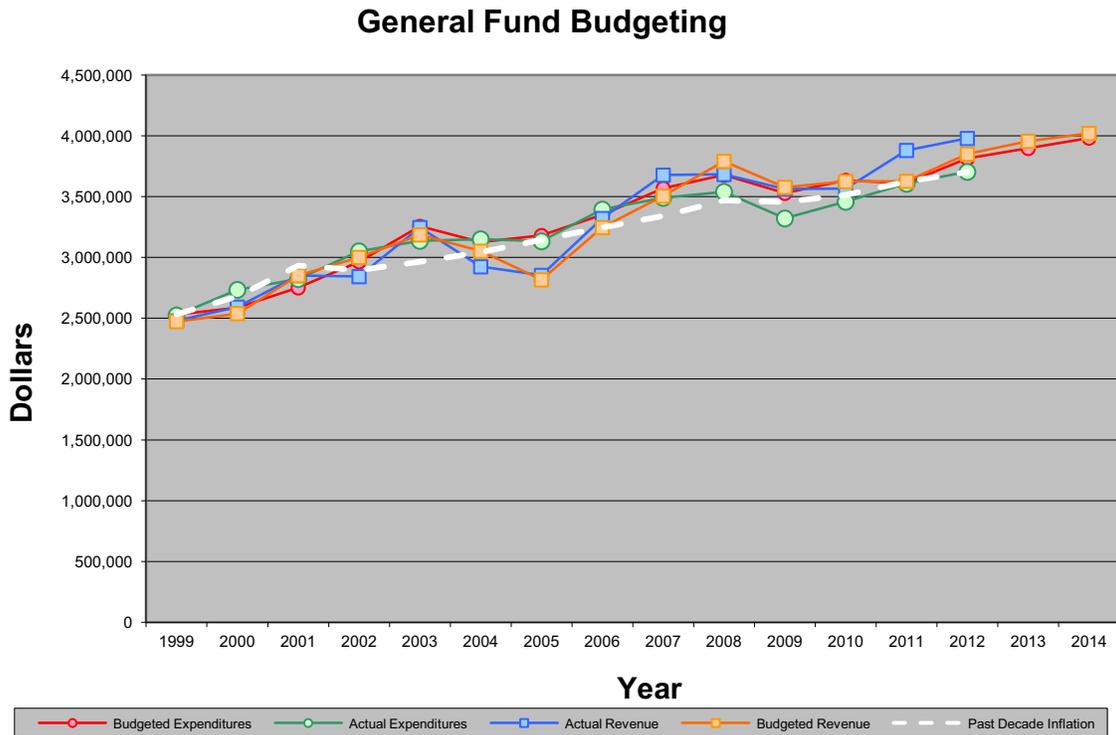
Digital Signature 

# Your tax dollars

This section of the budget outlines various aspects of the Boone City Budget. Each figure is associated with a brief description explaining the content of the associated figure.

One of the primary funds of Boone finances is the General Fund Budget. Below is a graph showing trends of the general fund budget. It is the goal to keep all revenues and expenditures in close proximity with revenues exceeding expenditures for each respective year. The graph below shows some sharp changes in 2004 and 2009. During the 2003 fiscal year the State of Iowa ended the "Property Tax Replacement" program which ultimately eliminated a large portion of our General Fund revenues. During Fiscal Year 2008 a hiring freeze was adopted. The hiring freeze has brought expenditures in-line with revenues.

Figure 1 - General Fund Budget (historic data)

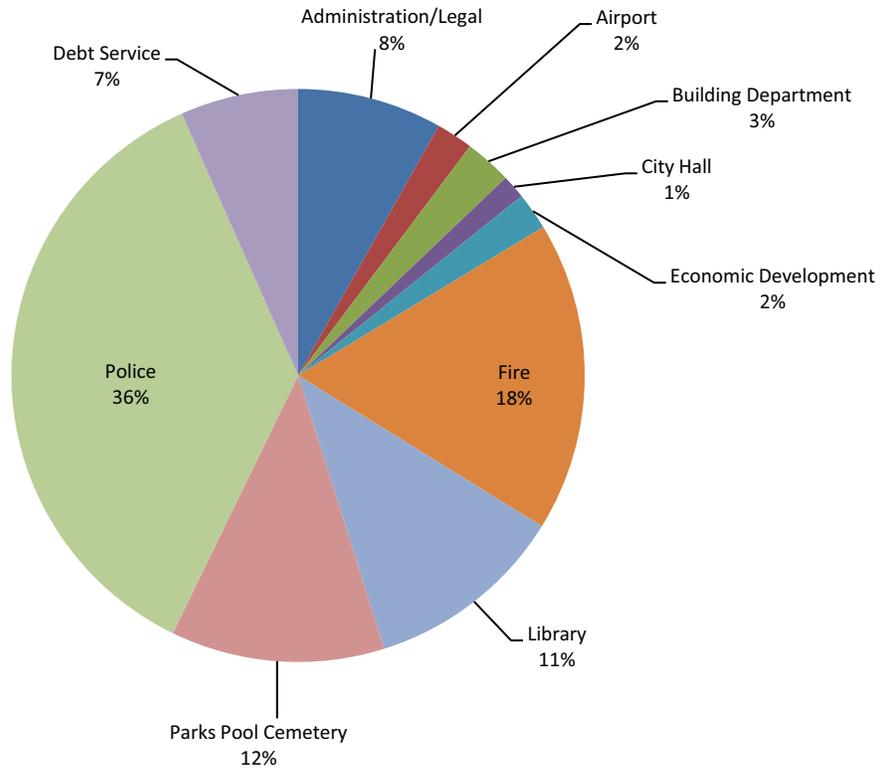


## Use of Tax Dollars (Summary)

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The figure below exhibits how City property taxes are divided among various departments and debt service (the method by which City's pay debt).

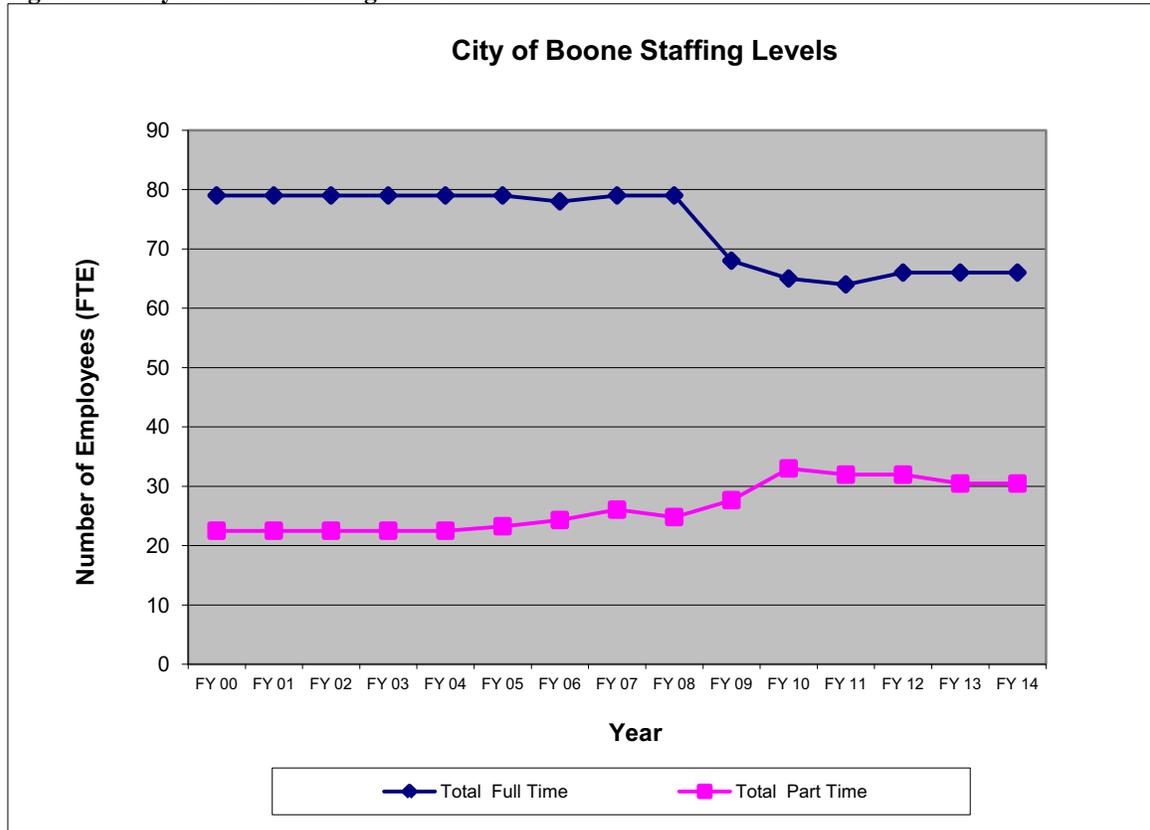
**Figure 2 - Property Taxes**



# Staffing in Boone:

Below is summary information about staffing levels in Boone.

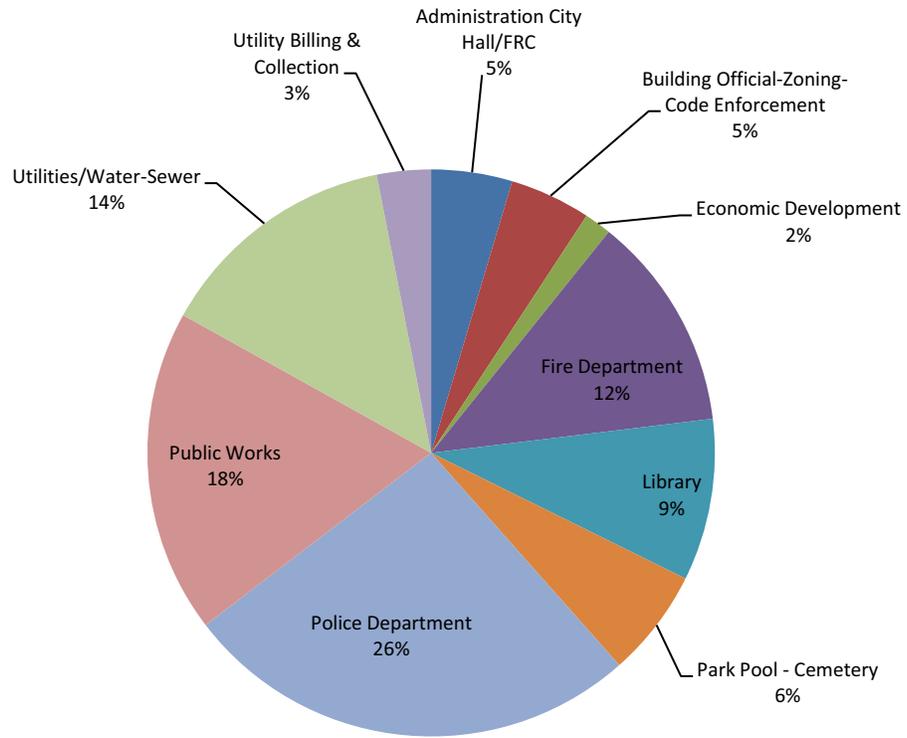
Figure 3 – City of Boone Staffing Levels



# Staffing In Boone

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**Current Full-Time Staffing by Department  
(percent of total)**



**Figure 4 – Current Full-Time Staffing by Department**

## Goals

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# Goals

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Each year City Council and the Mayor conduct a series of work sessions to outline future goals. Goals are discussed in terms of short-term and long-term. Below is the summary of goals adopted by City Council for the upcoming year.

2012	Fund demolitions	Added to FY2013 budget, the ongoing component is to adequately fund property cleanups in the future as well.
2012	Merger of Municipal Infraction and Community Services Officer (this should become a uniformed position)	This is complete. Actual move takes place April 2, 2012
2012	Legal review of ordinances to ensure adequate provisions for effective enforcement of municipal infractions for nuisance abatement	New process being utilized to obtain control of property prior to demolition.
2012	Safety of City Staff while working in the ROW	Improved safety protocol - equipment and clothing
2012	Begin to conceptualize rental code	Alan has a draft document for consideration when Council decides to move forward with adoption of a rental code.
2012	Research liability insurance for downtown demolition in the event of collapse or fire.	Contacted insurance agency 12/19/2011
2012	Park maintenance - discuss the number of parks in the Boone Parks System	We have 15 parks. Park Commission has been discussing the promotion of adopt a park or something along those lines to have citizens take some ownership in the neighborhood parks. If this happens then both maintenance cost will go down and we hope vandalism will reduce also.
2012	Continue tree trimming	Complete
2012	Streetlights - conduct evening scan of streetlights and submit list to Alliant Energy	Completed - 12/19/2011
FY2014	Maintain current tax levy and pursue new bonds (as old bonds retire) directed towards maintenance of infrastructure	

## Goals

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FY2014	<p>Economic development (this was joined with a few other items)</p> <ul style="list-style-type: none"> <li>a. Using additional LOST generated from WalMart, look into downtown building renovation/construction as a partnership with Chamber/County E.D.</li> <li>b. County-wide E.D.</li> <li>c. Do something with RAGBRAI wall at 8th and Story</li> <li>d. Get ahead of potential issue with building on 7th St</li> </ul>	
FY2014	Continued support of demolition projects	
FY2014	New/Renovated Public Works facility (with consideration of Park's Dept needs)	
FY2014	Alley maintenance, which PW is doing great (they encouraged continued maintenance and more gravel)	

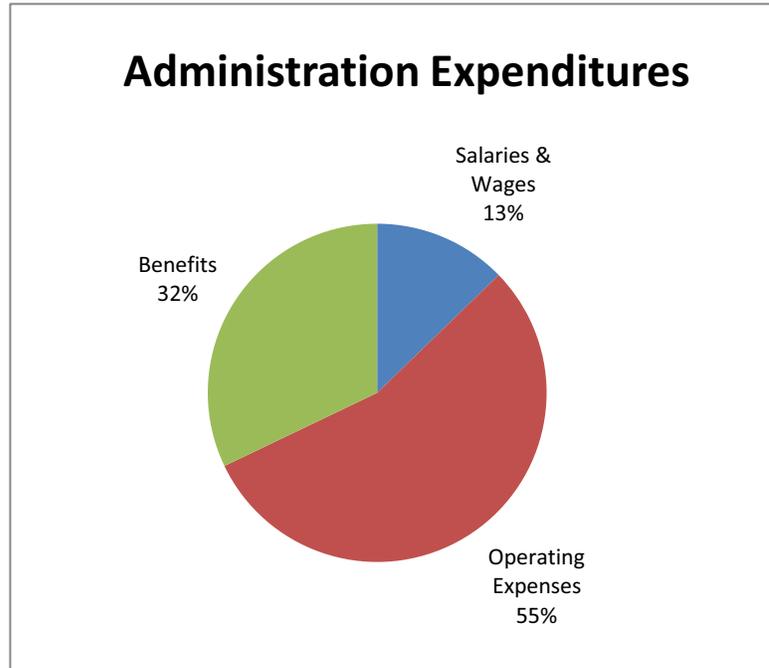
# Administration/City Hall/FRC

## Department Duties:

The Administration Department oversees all general activities of the City. Administration carries out policies and directives of the Mayor and City Council.

## Accomplishments (past FY):

1. Attained reserves as set forth by Council/Mayor policies
2. Human Resource and Management Training
3. Finalized implementation of the Jumpstart Boone program
4. Awarded \$600,000 CDBG Grant for NE Sanitary Sewer Rehabilitation Project
5. First tablet setup for GIS input and tracking of infrastructure
6. Police Department Façade
7. Entrance Sign Project complete along with receiving a grant from Alliant for the signs
8. Transition of municipal infraction to Police Department



## Key priorities for next FY (brief explanation):

1. Industrial Park Road reconstruction – partnership with Industrial Park and Boone County
2. Focus on GIS implementation (utilization of data and maps to assist in infrastructure management)
3. Economic Development
  - a. Determine future of the overpass
  - b. Residential development
4. Successful and safe low-head dam project

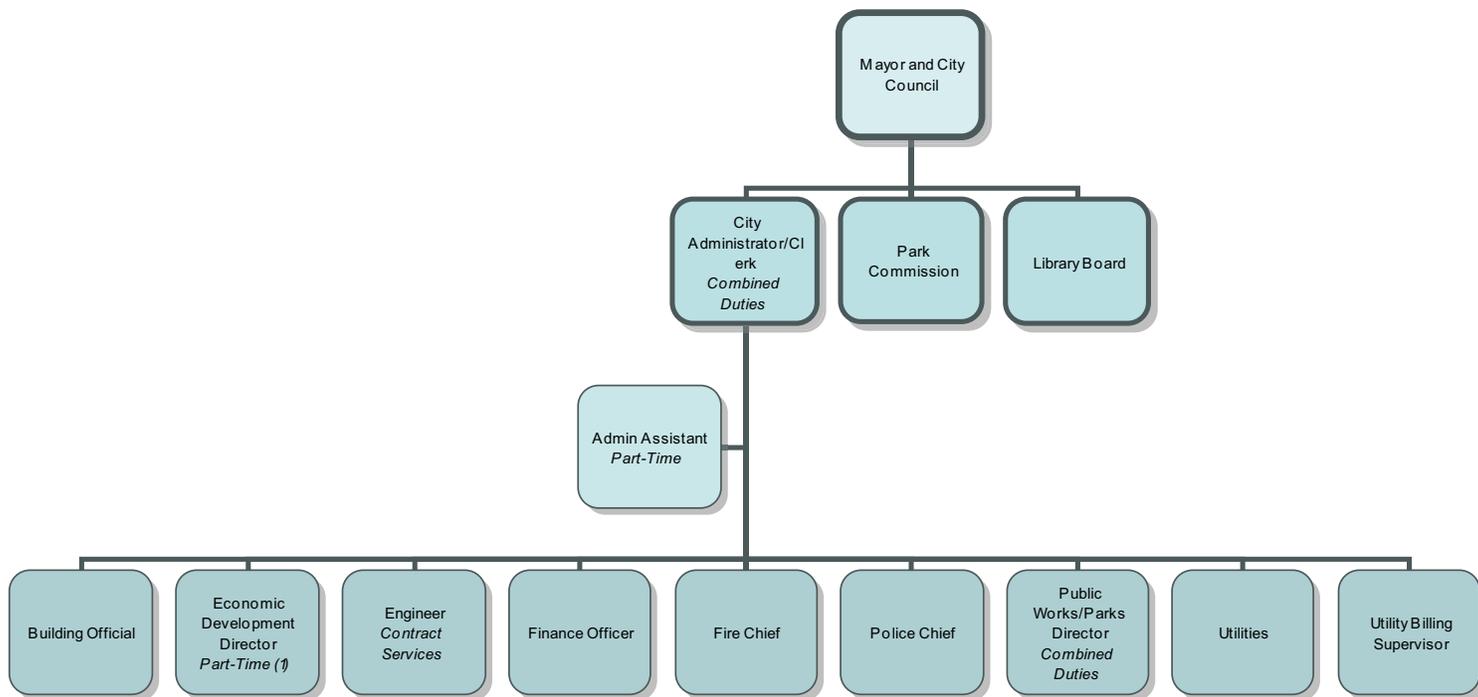
## Future goals (include long-term time line):

1. Adapt to potential commercial property rollback proposal by Governor Branstad
2. Quality of Life (central business district rehabilitation – grants)
3. Nuisance Abatement (improve the appearance of Boone)
4. Continue to work on and maintain document retention and organization
5. Further develop a working relationship with Boone County, Boone’s Future and the Boone Area Chamber

# Administration

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- **Management Structure:**





BUDGET WORKSHEET

CALENDAR 6/2013, FISCAL 12/2013

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
001-620-6414 PUBLICATIONS	8,000.00	7,608.08	8,000.00	5,637.22	10,000.00	5,200.39	8,000.00
001-620-6418 TAXES	500.00	4,917.02	5,000.00	.00	5,000.00	.00	5,000.00
001-620-6419 COMPUTER UPDATE/TRAINING	6,500.00	6,541.20	6,500.00	6,874.54	7,000.00	5,426.05	7,000.00
001-620-6420 ORDINANCE UPDATE	1,000.00	331.25	800.00	86.88	800.00	.00	800.00
001-620-6498 REFUNDS	1,000.00	1,808.75	1,000.00	885.00	1,000.00	845.00	1,000.00
001-620-6506 SUPPLIES/OFFICE	4,000.00	1,873.64	3,500.00	1,556.98	3,500.00	833.48	3,000.00
001-620-6508 POSTAGE	2,000.00	1,326.94	2,000.00	703.76	1,500.00	688.32	1,500.00
001-620-6599 MISC/MAINTENANCE AGREMNT	4,000.00	1,742.66	4,000.00	3,107.92	3,000.00	762.70	3,500.00
003-620-6504 COMPUTER UPDATE	.00	.00	.00	.00	.00	.00	.00
112-620-6150 INSURANCE/ADMINISTRATION	97,000.00	98,148.14	123,000.00	80,619.84	92,000.00	49,630.79	91,000.00
112-620-6152 SELF FUNDED INS	3,000.00	817.60	6,000.00	.00	3,000.00	.00	1,000.00
112-620-6153 HSA CITY SHARE	.00	.00	.00	384.00	1,200.00	455.00	1,200.00
113-620-6110 SS/MEDICARE/ADMINISTRATIN	4,500.00	4,052.27	5,000.00	124,512.98	5,000.00	2,614.13	5,500.00
113-620-6130 IPERS/ICMA/ADMINISTRATION	3,700.00	2,738.55	5,000.00	2,772.99	5,000.00	2,224.50	7,000.00
113-620-6151 DENTAL PAYMENTS	4,800.00	4,404.35	5,500.00	4,841.16	5,000.00	2,939.16	5,100.00
113-620-6160 WORK COMP INS/ADMIN	6,500.00	10,784.00	7,500.00	9,024.00	12,000.00	.00	12,000.00
113-620-6170 UNEMPLOYMENT	600.00	933.52	700.00	1,624.42	1,500.00	892.43	2,000.00







CALENDAR 6/2013, FISCAL 12/2013

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
730-899-6010 SALARIES-FAMILY RESOURCE	.00	.00	.00	.00	.00	.00	.00
730-899-6110 FICA EXPENSE	.00	.00	.00	.00	.00	.00	.00
730-899-6130 IPERS-FAMILY RESOURCE	.00	.00	.00	.00	.00	.00	.00
730-899-6160 WORK COMP INS	.00	476.16	.00	.00	.00	.00	.00
730-899-6371 UTILITIES/FAMILY RESOURCE	37,845.00	37,480.14	39,000.00	31,661.62	39,000.00	18,062.38	39,000.00
730-899-6373 TELEPHONE-FAMILY RESOURCE	200.00	247.35	.00	.00	.00	.00	.00
730-899-6399 FRC-REPAIRS	2,600.00	8,070.16	3,000.00	2,434.21	8,000.00	5,503.52	8,000.00
730-899-6408 LIABILITY INSURANCE	3,700.00	3,662.00	3,700.00	3,286.00	3,700.00	.00	3,700.00
730-899-6409 FRC- JANITORIAL SERVICES	37,852.00	35,919.53	38,609.00	32,012.00	5,000.00	2,995.00	5,000.00
730-899-6499 SERVICES	6,300.00	9,407.03	7,100.00	7,578.58	7,100.00	4,136.89	7,100.00
PEST CONTROL/SNOW/LAWN CARE							
730-899-6599 SUPPLIES	9,000.00	7,389.14	9,000.00	8,118.80	1,000.00	697.40	1,000.00
730-899-6910 TRF OUT	5,320.00	5,320.00	5,320.00	5,320.00	5,320.00	.00	.00
NELSON SALARY							
DIFFERENCE	102,817.00	107,971.51	105,729.00	90,411.21	69,120.00	31,395.19	63,800.00
PROOF	102,817.00	107,971.51	105,729.00	90,411.21	69,120.00	31,395.19	63,800.00







ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
004-290-4300 INTEREST ON INVESTMENTS	.00	.00	.00	.00	.00	.00	.00
004-290-4500 RECEIPTS/LANDFILL	62,500.00	62,481.85	62,500.00	62,254.88	62,500.00	33,995.43	62,500.00
004-290-4530 PENALTIES, LANDFILL	200.00	171.00	150.00	140.00	150.00	93.00	150.00
004-290-4550 MISC CHARGE REVENUE	300.00	212.15	250.00	285.60	200.00	140.80	250.00
Xenia 004-290-4560 SALES TAX REVENUE	.00	.00	.00	.00	.00	.18	.00
DIFFERENCE	63,000.00	62,865.00	62,900.00	62,680.48	62,850.00	34,229.41	62,900.00
PROOF	63,000.00	62,865.00	62,900.00	62,680.48	62,850.00	34,229.41	62,900.00



## Airport Budget

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# *Airport*

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### **Duties:**

To operate the municipal airport to best serve its users, and to seek to improve the service and facilities through grants and other options that are available.

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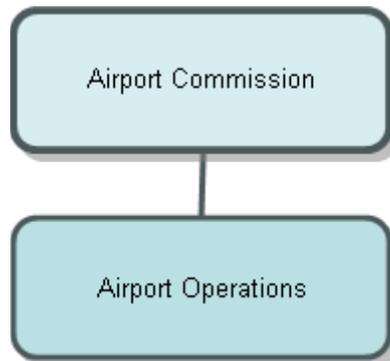
### **Accomplishments (past FY):**

1. Various runway improvements funded through Federal Grants.
  2. Improvement of drainage in and around the airport.
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### **Key priorities for next FY**

1. Continue expansion and promote use of the municipal airport.
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### **Management Structure:**



CALENDAR 6/2013, FISCAL 12/2013

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
001-280-4310 AIRPORT HANGAR/BASE RENT	12,000.00	12,470.08	12,000.00	12,290.25	16,700.00	8,313.75	16,700.00
Hanger sub-lease for CY 4,200							
001-280-4311 AIRPORT RENT/FARM LAND	15,600.00	18,556.24	20,800.00	21,045.25	18,500.00	10,763.75	18,500.00
001-280-4340 AIRPORT/MISCELLANEOUS	12,450.00	6,033.95	400.00	1,633.61	1,000.00	2,392.55	1,000.00
Fuel Flow Fee							
301-280-4400 GRANTS/FEDERAL	.00	.00	.00	.00	.00	.00	.00
301-280-4440 GRANTS/STATE	.00	.00	.00	.00	.00	.00	.00
301-280-4500 MISC	.00	.00	.00	.00	.00	.00	.00
336-280-4820 BOND PROCEEDS	.00	.00	.00	.00	.00	.00	.00
344-280-4400 AIRPORT TAXIWAY FED GRANT	.00	65,424.00	.00	29,083.00	.00	.00	.00
348-280-4400 FEDERAL GRANT APRON RECONST	598,512.00	629,271.00	550,960.00	632,768.00	.00	.00	.00
348-280-4401 FAA GRANT IV 3-19-0009-13	.00	.00	.00	.00	550,958.00	.00	550,958.00
348-280-4705 ADVANCE HANGER RENT	.00	1,194.21	.00	.00	.00	.00	.00
348-280-4830 TRF IN FROM LOST	31,501.00	29,000.00	29,000.00	29,000.00	29,000.00	.00	.00
PHASE IV TRANSFER FY 2013 29,000							
365-280-4400 AWOS III EQUIPMENT GRANT	.00	.00	.00	.00	155,000.00	.00	.00
366-280-4440 T-HANGAR GRANT	.00	.00	.00	.00	165,000.00	20,000.00	.00
366-280-4820 T-HANGAR REV BOND PROCEEDS	.00	.00	.00	.00	165,000.00	.00	.00
DIFFERENCE	670,063.00	761,949.48	613,160.00	725,820.11	1,101,158.00	41,470.05	587,158.00



BUDGET WORKSHEET  
CALENDAR 6/2013, FISCAL 12/2013

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
001-280-6240 TRAVEL/CONFERENCE EXPENSE	150.00	150.00	150.00	150.00	150.00	.00	150.00
IA PUBLIC AIRPORT MEMBERSHIP \$150/YR							
001-280-6310 REPAIRS/BUILDINGS/GROUNDS	7,000.00	19,831.93	7,000.00	19,280.82	7,000.00	5,055.55	11,000.00
001-280-6312 STATE GRANT	.00	.00	.00	.00	.00	.00	.00
001-280-6320 MOWING/SNOW REMOVAL	26,500.00	26,903.88	26,900.00	16,203.95	26,900.00	11,522.40	27,900.00
001-280-6350 EQUIPMENT MAINTENANCE	750.00	285.32	750.00	2,548.63	500.00	189.63	500.00
001-280-6351 SERVICE/HOMER	1,600.00	1,277.73	1,600.00	1,295.09	1,600.00	625.94	1,600.00
001-280-6371 UTILITIES	9,000.00	10,412.03	9,000.00	8,562.46	9,500.00	4,091.67	9,500.00
001-280-6373 TELEPHONE	150.00	214.42	150.00	140.93	250.00	115.69	250.00
001-280-6399 RUNWAY REPAIRS	.00	.00	.00	.00	.00	.00	.00
001-280-6408 INSURANCE/LIABILITY	3,900.00	4,795.00	3,900.00	3,150.00	5,000.00	3,150.00	5,000.00
001-280-6411 AIRPORT/LEGAL FEES	1,200.00	881.63	1,200.00	894.46	1,000.00	4,331.07	1,000.00
001-280-6430 FBO PAYMENT	23,396.00	23,396.00	24,000.00	24,000.00	28,680.00	14,675.87	28,680.00
FBO 24,480 Reimb for Hangar sub-lease payment 4,200							
001-280-6470 SERVICE/TANK PERMITS & REPAIRS	6,500.00	2,106.11	6,500.00	4,923.66	5,000.00	1,389.49	5,000.00
001-280-6499 CONSTRUCTION	.00	.00	.00	.00	.00	.00	.00
001-280-6508 POSTAGE	100.00	177.03	100.00	109.33	200.00	144.12	200.00
001-280-6599 SUPPLIES	100.00	362.21	100.00	175.74	350.00	.00	350.00





# *Attorney*

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**Duties:**

To provide essential legal services to the City of Boone.

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**Accomplishments (past FY):**

1. City contracted with a new City Attorney, Jim Robbins.
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**Key priorities for next FY**

1. As the new City Attorney begins to familiarize himself with City operations he will formulate ideas and concepts for priorities in the upcoming years.
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**Management Structure:**



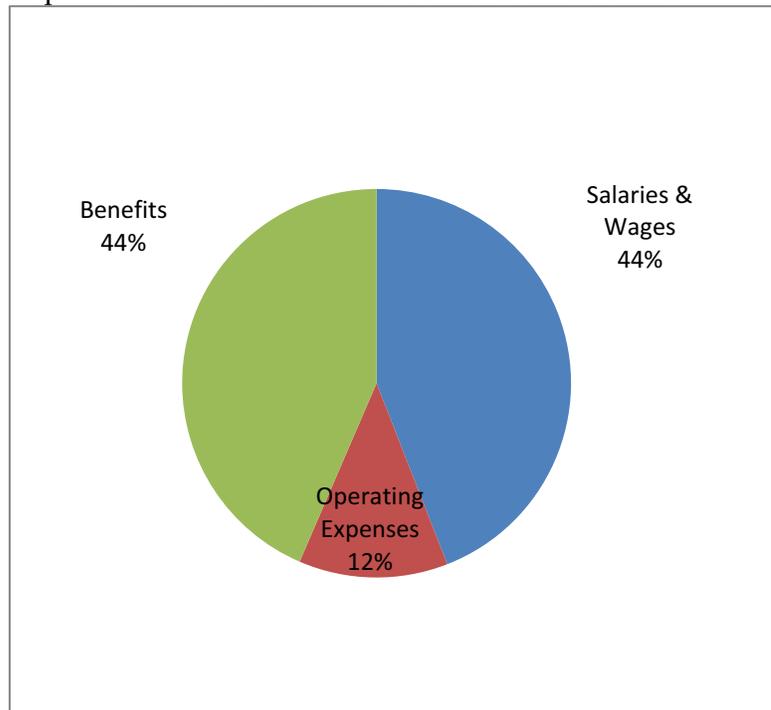
# *Building Official - Zoning*

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## **Department Duties:**

The Building Department;

1. The Building Official, under general direction of the City Administrator, oversees all activities in the Building Department.
2. The Building Department inspects new or remodeled construction to enforce the City's Municipal Code. Performs Public Right of Way Administrator duties.
3. The Building Department performs Zoning Administration duties, plans all Planning & Zoning and Zoning Board of Adjustment meetings and organizes the meeting agendas (which includes the preparation of all materials to be included).
4. The Building Department administers trade licenses to contractors, tracks licensing, acts as secretary to the trade exam boards.
5. The Building Official assists the Economic Development director with tracking applications for the Commercial Revitalization and Commercial Property Tax Rebate program's.
6. The Building Official assist's with the CDBG housing rehabilitation grant process.



## ***Accomplishments (past FY):***

1. Adoption of the 2012 National Electrical Code, 2009 Uniform Plumbing Code and 2009 International Mechanical Code
2. CDBG Housing Grant/Housing Rehabilitation
3. Property Protection Program
4. Sidewalk rebate/repair program
5. Purchase of new inspection vehicle/snow plow
6. City Hall Building Maintenance (new boilers/sidewalk replacement)
7. Tax Abatement for Residential, Commercial and Industrial Property Improvements

## Building Official – Zoning – Code Enforcement

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8. CEU training

### ***Key priorities for next FY (brief explanation):***

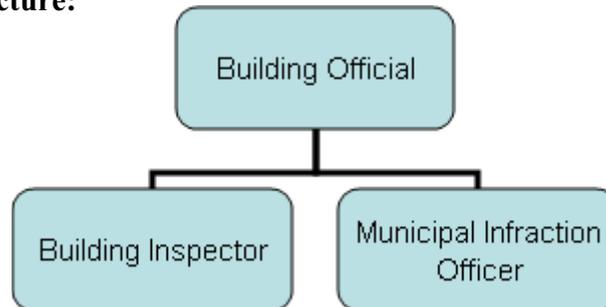
1. Utilization of TreeSites
2. Continue to adequately fund the Property Protection Program
3. ADA sidewalk program
4. Cataloging of all large format plans (site plans and building plans). This may require additional large format filing cabinets. Another option is to purchase a new plotter, with scanning abilities and save the plans electronically.
5. Complete State Certification for State Electrical Inspector requirements – The state will require all municipalities that do their own electrical inspections, to certify all local electrical inspectors, prior 2014.

### ***Future goals (include long-term time line):***

1. Continue to work with the Iowa Association of Code Enforcement - ongoing
2. Management Training - ongoing
3. Continuing Education training - ongoing
4. Educate the public on the new FEMA Flood Plain zones – ongoing
1. Continue City hall maintenance/building upgrades – i.e. window replacement, sidewalk replacement

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### **Management Structure:**





BUDGET WORKSHEET

CALENDAR 6/2013, FISCAL 12/2013

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
001-170-6010 SALARIES/BLD OFFICIAL	78,662.00	143,216.36	80,400.00	87,249.75	50,000.00	27,335.26	51,000.00
001-170-6181 CLOTHING ALLOWANCE/SHOES	340.00	823.75	765.00	686.50	400.00	249.75	450.00
001-170-6220 MEMBERSHIPS/SUBSCRIPTIONS	550.00	569.00	550.00	729.65	550.00	311.00	550.00
001-170-6230 EXAMS/ADMINISTRATION	50.00	.00	50.00	.00	50.00	.00	.00
001-170-6240 TRAVEL/CONFERENCE EXPENSE	1,750.00	1,104.29	1,750.00	945.96	1,500.00	208.80	1,000.00
001-170-6320 YARD REPAIR	1,000.00	.00	750.00	.00	500.00	.00	500.00
001-170-6331 GAS & OIL	1,600.00	2,011.52	1,700.00	2,375.07	1,700.00	682.44	1,700.00
001-170-6332 VEHICLE EXPENSE	300.00	613.40	300.00	431.49	300.00	.00	300.00
001-170-6373 TELEPHONE	2,000.00	1,944.46	2,000.00	2,114.16	2,000.00	1,006.45	2,000.00
001-170-6490 APPRAISALS/LEGAL FEES	1,000.00	375.00	4,500.00	3,382.00	1,200.00	375.00	1,200.00
001-170-6496 REFUNDS	200.00	.00	200.00	95.00	200.00	.00	200.00
001-170-6497 NUISANCE ABATEMENT	1,000.00	2,679.80	6,000.00	4,406.88	.00	.00	.00
001-170-6498 WEED/SNOW	11,300.00	10,331.84	6,000.00	5,416.00	.00	.00	.00
001-170-6499 SIDEWALK INSTALLATIONS	.00	.00	.00	.00	.00	.00	.00
001-170-6504 GIS	800.00	800.00	800.00	800.00	800.00	800.00	800.00
001-170-6506 SUPPLIES/OFFICE	2,500.00	1,990.82	2,500.00	1,636.94	2,500.00	665.25	1,500.00
001-170-6508 POSTAGE	1,600.00	1,608.28	1,800.00	2,172.98	1,500.00	374.58	1,000.00



# *Capital Improvement Plan*

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## **Vision – Boone, Iowa**

It is the vision of Boone City Government to utilize taxpayer dollars wisely. Advance planning and scheduling of community facilities may avoid costly mistakes. Focusing on community needs and capabilities aid in a systematic approach to commit tax dollars for the most effective and necessary projects. Below is a summary of the critical components of Boone's vision:

1. Use taxpayer dollars wisely.
2. Focus on community needs and capabilities.
3. Encourage community involvement and seek support from citizens.
4. Encourage economic development.
5. Increase efficiency of administration.
6. Maintain a stable financial status.
7. Position Boone to take advantage of federal and state grant/loan programs.

## **The Process**

1. Identify the needs for facilities, the timing, costs and means of financing for each project;
2. Preparing a financial analysis of the jurisdiction's capacity to pay for new facilities;
3. Setting priorities among the proposals;
4. Seeking review and comment by the public on the recommended projects and priorities;
5. Preparing a final CIP showing projects, priorities, schedule of completion and methods of funding each project;
6. Adopting the CIP by the governing body and adopting first year's projects as a capital budget as part of annual budget; and
7. Reviewing the CIP annually.

## **CIP Procedures**

1. Appoint a CIP Coordinator and other participants and define responsibilities.
2. Inform citizens
3. Set rules/policies
4. Develop a priority system (Matrix or other point system)
5. Prepare inventory list (age, condition, replacement dates, etc.)
6. Prepare a project list in priority order
7. Review projects and develop project summary lists
8. Establish finances (revenues/expenditures)
9. Final report, adoption and implementation
10. Review and modify the CIP annually

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**Please go to Appendix A for the full CIP.**

## ***Economic Development***

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### **Department Duties:**

The Economic Development Department coordinates all economic development incentive programs. This department is the primary contact for residential and commercial development proposals.

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### **Accomplishments (past FY):**

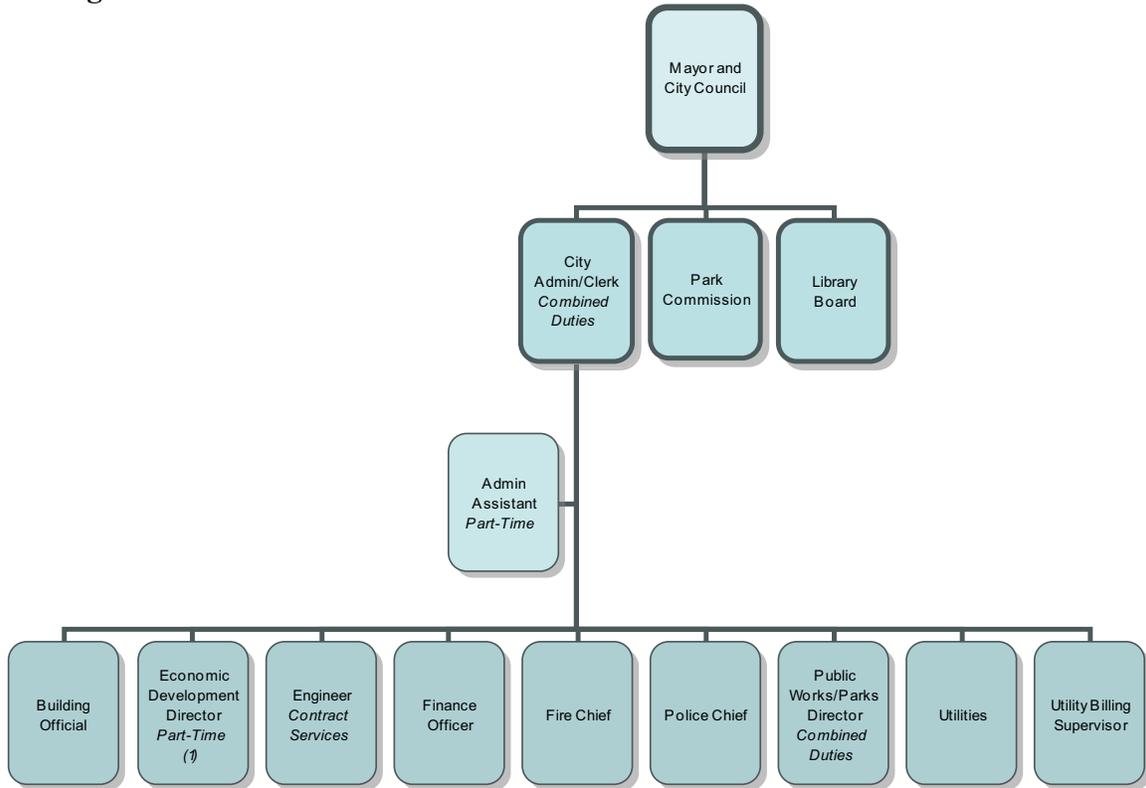
1. Economic Development is in a transition based on Goals established by the City Council and Mayor
- 

### **Key priorities for next FY**

1. Priorities in the upcoming years will be to research the ability to create a county-wide economic development entity.

# Economic Development Budget

## Management Structure:





CALENDAR 6/2013, FISCAL 12/2013

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
001-520-6010 SALARIES/ECON DEVELOPMENT	24,600.00	13,318.89	20,000.00	19,792.48	21,000.00	4,762.72	15,000.00
001-520-6240 CONF/CAR ALLOW	5,000.00	1,131.65	7,000.00	503.02	7,000.00	.00	7,000.00
001-520-6411 LEGAL FEES	9,500.00	6,033.17	8,000.00	6,594.43	8,000.00	.00	10,000.00
001-520-6490 ANNEXATION	68,000.00	66,049.37	67,000.00	59,727.02	15,000.00	.00	.00
001-520-6499 CONTRACT SERVICES	.00	2,500.00	14,000.00	9,083.26	.00	.00	13,000.00
001-520-6598 EXPO EXPENSES	.00	.00	.00	.00	.00	.00	.00
001-520-6599 MISC/SUPPLIES	300.00	2,237.54	1,500.00	487.06	3,500.00	990.01	3,500.00
=====							
DIFFERENCE	107,400.00	91,270.62	117,500.00	96,187.27	54,500.00	5,752.73	48,500.00
=====							
=====							
PROOF	107,400.00	91,270.62	117,500.00	96,187.27	54,500.00	5,752.73	48,500.00
=====							

# Engineering

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### **Department Duties:**

The Engineering Department is a consultant for City requested services. The Engineer provides advice and technical expertise to assist elected and appointed officials in understanding key issues and priorities. The Engineer reviews development plans, maintains design and construction specifications, conducts field inspections of construction, and insures all work conforms to City codes to provide quality developments and projects for growth consistent with our long-term commitment to quality development.

### **Accomplishments (past FY):**

- Continued sanitary sewer improvements to work toward satisfying IDNR Consent Order (NE Sanitary Sewer Rehab)
- Performed sanitary sewer flow monitoring study in the NE area of Boone
- Continued assistance to other City departments with Engineering needs

### **Key priorities for next FY (brief explanation):**

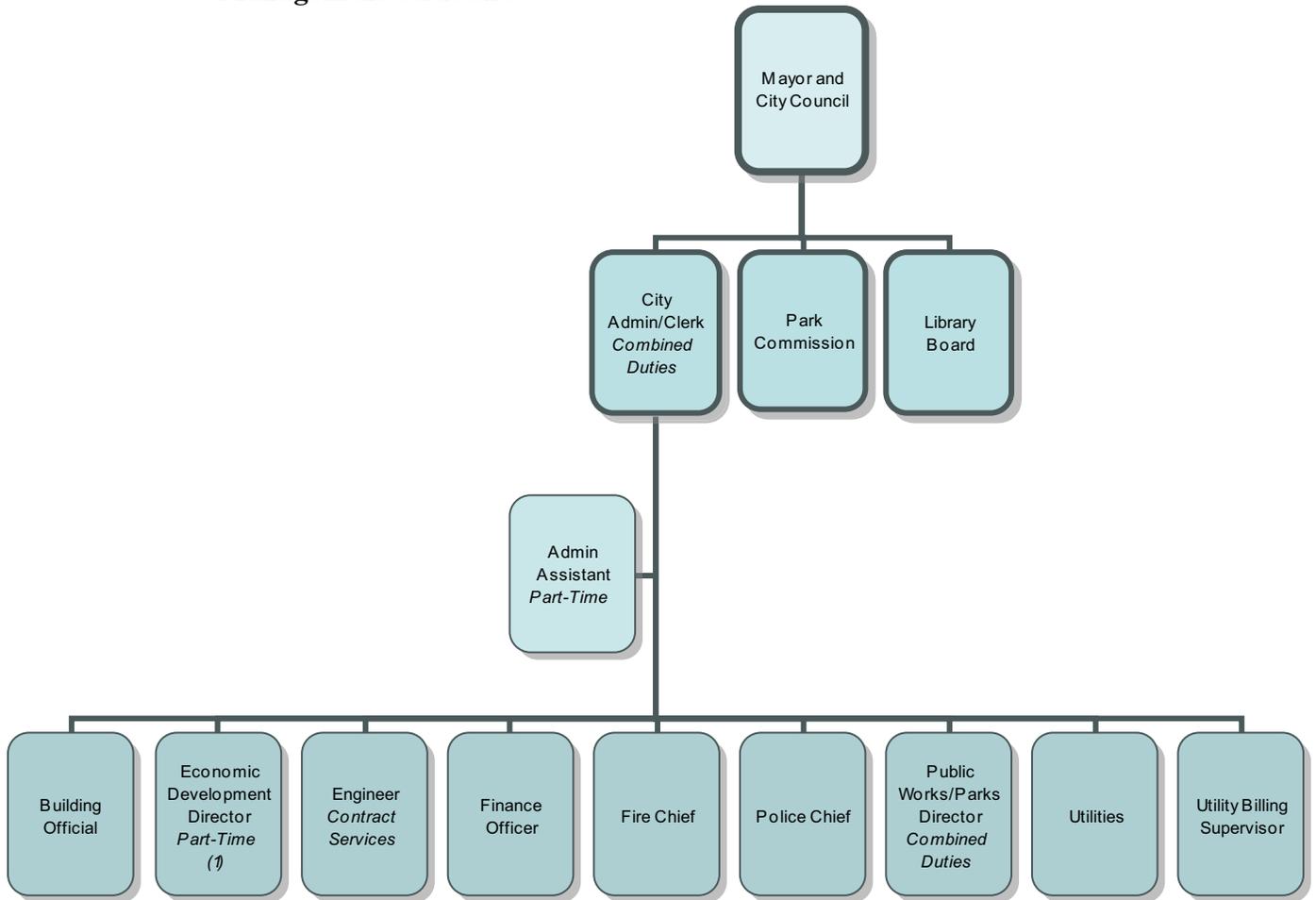
- Complete sanitary sewer I/I removal project in NE Boone to satisfy IDNR Consent Order
- Continue CMOM program for sanitary sewer system.
  - Flow monitoring, televising, cleaning, root cutting, spot repairs
- Complete construction of S. Marshall Street Reconstruction – 1<sup>st</sup> St. to Prairie Ave.
- Continue using TreeSites program and GIS for inventory and maintenance of trees and municipal utilities.

### **Future goals (include long-term time line):**

- Continue to work with City staff to meet engineering needs
- Work with Administrator and Council to develop long term plan for City Engineer role.

# Engineering

- **Management Structure:**



## Engineering

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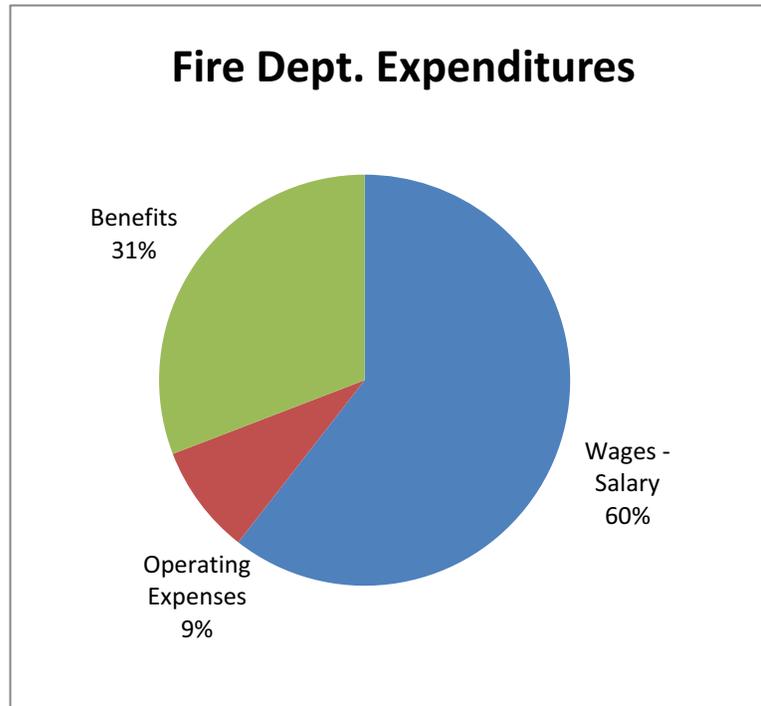
### **Budget Summary:**

The Engineering Budget is a component of all other department budgets as each department uses the services of Foth Engineering.

# Fire Department

## Department Duties:

The Boone Fire Department's responsibilities include the delivery of fire suppression, code enforcement, building plan review, fire prevention and education, technical rescue and emergency medical services. The department provides these services to the citizens and visitors of the City of Boone, communities of Luther and Fraser and all or part of five townships. Our service area is approximately 160 square miles with a population of 17,000 (+/-) residents. Additional responsibilities include maintenance of our facilities including cleaning, painting, minor repair and minor remodeling. We also perform preventative maintenance on all of our fire apparatus and equipment.



## Accomplishments (past FY):

1. Completed a 3<sup>rd</sup> recruit class for POC Firefighters
2. Received a \$5,000 grant from the Boone County Endowment Fund for partial funding of a new Thermal Imaging Camera
3. Received \$109,500 grant from Assistance to Firefighters Grant program through FEMA, to assist in the cost of new communications equipment
4. Continued to work with Federal Mandate of a communications upgrade for Public Safety (System has been purchased waiting on installation)
5. Started a community box fan drive to assist the less fortunate with a box fan during this past summer's extreme heat wave. The community donated 86 Fans in which we gave out 66.
6. Shift Captains and Chief attended Leadership training
7. Continued annual Smoke Detector Battery replacement drive with Firefighters Union.
8. Continue training with existing POC and Cross-trained Firefighters

## Key priorities for next FY (brief explanation):

1. Continue recruiting efforts to strengthen the POC Division

## Fire

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2. Purchase/Replace Fire Department Suburban with a Utility vehicle (4x4, ¾ Ton Pick-up) to assist in transporting POC firefighters to and from scene along with the vehicle being able to pull the JD Gator to Wildland fires
3. Update members EMS certifications required by Bureau of EMS by 3/31/2014
4. Continue to explore the integration of Mobile Data Terminals in Fire Apparatus
5. Continue to grow the fire prevention/education programs throughout the community
6. Continue to utilize part-time firefighters to maintain staffing levels
7. Developing a formalized physical fitness program

### **Future goals (include long-term time line):**

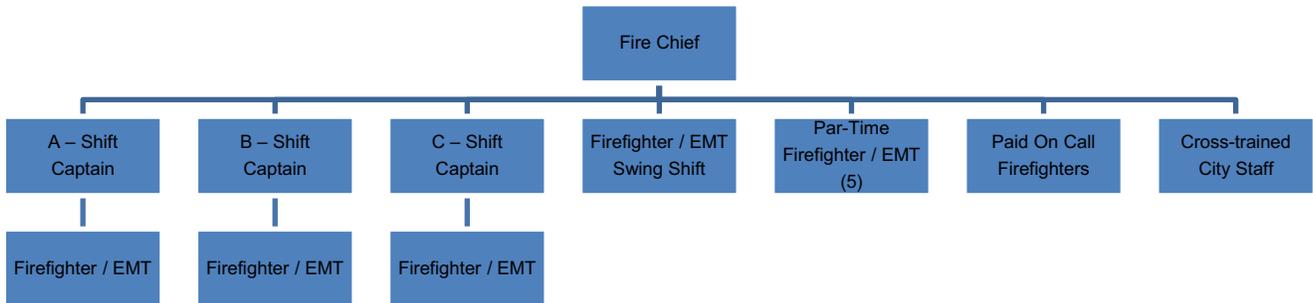
1. Meeting the demands of training with improving training facilities  
Maintain the condition of the Fire Department facility. The addition was built in 1979 and is showing some aging.

# Fire

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## Management Structure:

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BUDGET WORKSHEET  
CALENDAR 6/2013, FISCAL 12/2013

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
001-150-6010 SALARIES/FIRE	488,000.00	428,461.07	456,000.00	454,775.39	466,000.00	242,209.03	478,000.00
001-150-6020 FIRE-PART TIME	60,000.00	90,844.95	70,000.00	94,740.75	85,000.00	66,742.88	85,000.00
001-150-6030 POC HRLY WAGE	.00	15,340.00	27,000.00	19,770.00	27,000.00	9,465.00	27,000.00
001-150-6040 OVERTIME/FIRE	45,000.00	27,891.45	45,000.00	25,051.45	30,000.00	14,025.33	32,000.00
001-150-6181 CLOTHING ALLOWANCE	5,750.00	5,629.59	5,750.00	5,533.42	5,750.00	4,272.54	5,750.00
001-150-6230 STIPEN	27,000.00	4,066.34	44,500.00	30,260.00	44,500.00	30,000.00	44,500.00
1200 Stipen							
001-150-6240 TRAVEL/CONF/TRAINING EXP	10,000.00	9,842.55	10,000.00	9,552.00	10,000.00	4,530.21	10,000.00
001-150-6310 BUILDING MAINTENANCE	2,000.00	1,337.79	3,000.00	2,972.04	3,000.00	792.20	3,000.00
001-150-6331 GAS & OIL	7,500.00	9,637.32	7,500.00	11,029.54	8,500.00	6,400.17	12,000.00
001-150-6332 REPAIRS	5,500.00	8,029.04	7,000.00	6,545.97	7,000.00	5,478.27	8,000.00
001-150-6373 TELEPHONE,RADIO REPAIR	3,500.00	2,739.38	3,500.00	4,032.02	3,750.00	2,218.52	3,750.00
001-150-6399 LAUNDRY	600.00	649.91	800.00	650.00	800.00	400.00	800.00
001-150-6411 FIRE/LEGAL FEES	600.00	440.76	600.00	1,027.28	600.00	1,845.54	800.00
001-150-6504 EQUIPMENT	2,000.00	1,595.22	2,000.00	2,140.53	2,000.00	621.81	2,000.00
001-150-6506 SUPPLIES/OFFICE	.00	115.47	.00	384.87	500.00	.00	500.00
001-150-6508 POSTAGE	400.00	213.76	400.00	189.93	400.00	149.77	400.00

CALENDAR 6/2013, FISCAL 12/2013

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
001-150-6599 MISC/SUPPLIES	3,500.00	2,960.24	3,500.00	4,710.84	3,500.00	2,151.01	3,500.00
001-150-6725 EQUIPMENT/OFFICE	500.00	762.23	500.00	.00	500.00	121.98	500.00
112-150-6150 GROUP INSURANCE/FIRE	175,000.00	147,496.19	168,000.00	111,299.40	140,000.00	65,240.94	130,000.00
112-150-6152 SELF FUNDED INS	5,000.00	2,243.80	5,000.00	.00	5,000.00	.00	2,000.00
112-150-6153 HSA CITY SHARE	.00	.00	.00	2,400.00	2,400.00	1,412.49	10,800.00
113-150-6110 MEDICARE/FIRE	14,000.00	14,672.80	12,000.00	16,019.12	19,000.00	11,623.12	19,500.00
113-150-6130 IPERS/PT FIRE	8,100.00	10,565.45	15,000.00	11,416.78	13,000.00	8,291.43	15,000.00
113-150-6131 ICMA BENEFIT	.00	.00	.00	187.50	400.00	412.54	450.00
113-150-6141 RETIREMENT BENEFIT / FIRE	99,000.00	90,466.71	113,000.00	118,758.78	122,000.00	68,690.34	145,000.00
113-150-6151 DENTAL INSURANCE/FIRE	8,500.00	8,519.79	10,100.00	8,686.72	9,500.00	4,879.11	9,500.00
113-150-6160 WORK COMP INS/FIRE	.00	.00	800.00	.00	800.00	2,423.00	23,500.00
113-150-6170 UNEMPLOYMENT/FIRE	3,500.00	2,053.76	3,500.00	3,573.74	3,500.00	1,963.36	4,000.00
114-150-6199 UNFUNDED LIABILITY-FIRE	.00	3,905.28	.00	1,798.22	.00	41,737.18	.00
119-150-6725 FIRE EQUIPMENT	.00	.00	.00	.00	.00	.00	.00
121-150-6504 FIRE/MISC	81,000.00	113,239.87	42,000.00	41,000.34	62,800.00	.00	15,000.00
POC EQUIPMENT 12,000 ATV LEASE 3,000							
121-150-6710 FIRE TRUCK/LOT	32,000.00	.00	.00	.00	.00	.00	40,000.00
Brush Truck/POC Vehicle							



## ***Hotel/Motel Tax***

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**Use of Revenue:**

At least fifty percent (50%) of the revenue generated by Hotel/Motel Tax shall be used for recreation, convention, cultural, or entertainment facilities; or for the promotion and encouragement of tourist and convention business in the City and surrounding areas.

The remaining revenues may be spent by the City for any City operation authorized by law as a proper purpose for the expenditures within statutory limitations of City revenues derived from ad valorem taxes including but not limited to economic development and property tax relief.

The City may pledge, irrevocably, an amount of the revenues derived therefrom, for each of the years the bonds remain outstanding, to the payment of bonds which the City may issue for one or more of the purposes set forth above.

This year the City Council reduced revenues to align with a projected reduction of hotel stays.

<b>HOTEL/MOTEL TAX BREAKOUT</b>						
<i>Estimated Revenue</i>	\$100,000	\$100,000	\$107,000	\$120,000	\$ 120,000.00	
<i>Actual Revenue</i>	\$118,000					
	<b>FY2011</b>	<b>FY2012</b>	<b>FY2013</b>	<b>FY2014</b>	<b>FY2014</b>	
	<b>Approved</b>	<b>Approved</b>	<b>Approved</b>	<b>Requested</b>	<b>Awarded</b>	
Boone's Future	5,000.00	7,500.00	7,500.00	7,500.00	\$ 7,500.00	
Boone County Agricultural Association				10,000.00	\$ 7,500.00	
*Boone County Historical/Mamie	7,000.00	8,000.00	8,000.00	11,000.00	\$ 9,000.00	
*Boone Babe Ruth	1,000.00	1,000.00	2,000.00			
*Iowa Arboretum						
*Boone Community Theater	1,000.00					
*YSS-Kids Club						
*Boone City Parks Foundation			5,000.00	7,500.00	\$ 2,000.00	
*Convention & Visitors Bureau	30,000.00	32,000.00	45,000.00	62,200.00	\$ 55,000.00	
*Y Camp	3,000.00		3,000.00			
Boone County Homeless Prevention				5,000.00	\$ -	Human Service
Boone Pioneer Center/Senior Center			1,000.00			
Boone County Transportation				5,000.00	\$ -	Human Service
*YMCA			1,500.00			
Boone County Philanthropy & Entrep.						
*Fourth of July	2,867.00	4,000.00	4,000.00	6,000.00	\$ 6,000.00	
Economic Development Transfer	30,133.00	15,000.00	20,000.00	15,000.00	\$ 15,000.00	
*Central Iowa Expo	20,000.00	20,000.00	0.00			
*Pufferbilly Days - Downtown						
<b>TOTAL</b>	<b>100,000.00</b>	<b>87,500.00</b>	<b>97,000.00</b>	<b>129,200.00</b>	<b>102,000.00</b>	
<b>Difference</b>	0.00	12,500.00	10,000.00	-9,200.00	18,000.00	
* Items that meet the 50% requirement (60,000)						

# Library

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## Department Duties:

The Ericson Public Library provides the residents of Boone and the surrounding areas with library materials, programs and services to meet community needs for information, education, culture and recreation. The library promotes reading and supports community activities. The library encourages young readers, stimulates the imagination and supplies information to support informed decisions.

## *Accomplishments (past FY):*

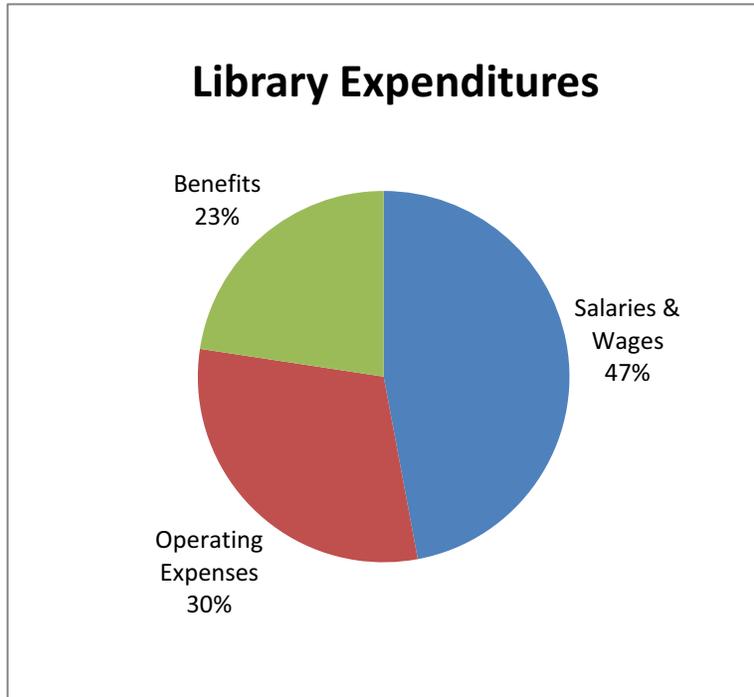
1. Achieved Tier 3 accreditation by the State Library of Iowa.
2. Placed library mechanical equipment on a service contract.
3. Increased the building maintenance service contract by six hours a week.
4. Digitize Boone-News Republican newspaper.

## *Key priorities for next FY (brief explanation):*

1. Add more electronic/online collections.
2. Provide a more convenient way for users to pay fines and fees.
3. Continue to offer and increase technology programs and workshops.
4. Digitize newspaper scrapbooks to increase browse-ability of obits, marriage and birth announcements.

## *Future goals (include long-term time line):*

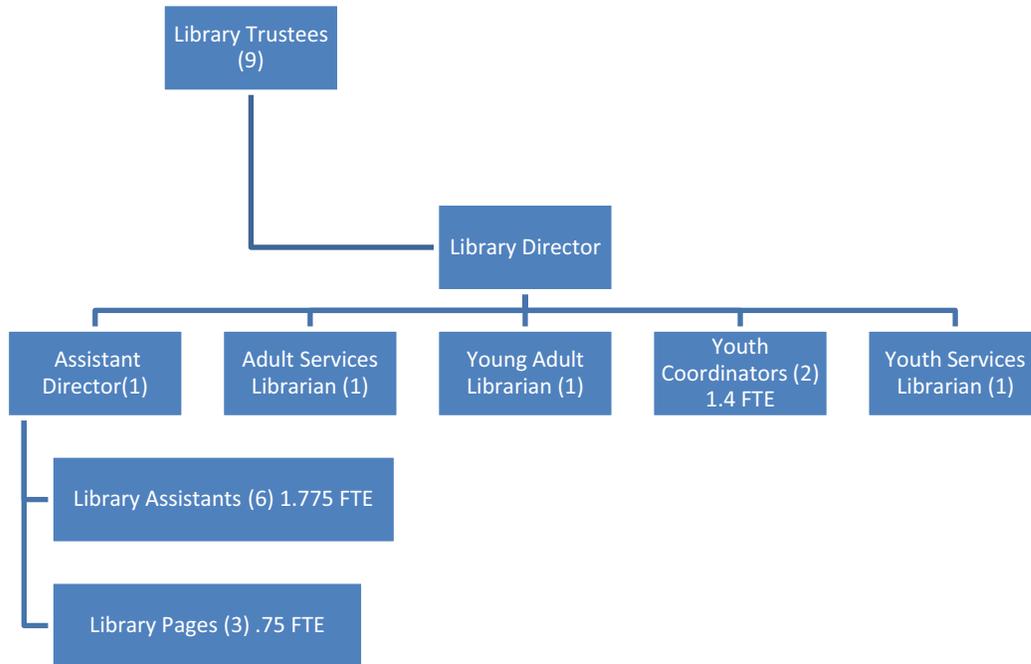
1. Increase materials budget.
2. Promote fundraising/bequests with the Friends of the Library.
3. Market and promote library services throughout community.
4. Add a drive-up book drop to the building.



# Library

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## Management Structure:





CALENDAR 6/2013, FISCAL 12/2013

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
001-410-6010 SALARIES/LIBRARY	197,707.00	178,925.39	200,673.00	203,474.87	207,746.00	154,196.44	223,000.00
001-410-6020 SALARIES/PARTTIME/LIBRARY	72,000.00	70,476.12	75,125.00	57,488.22	73,567.00	29,958.95	65,500.00
001-410-6230 LIBRARY PROGRAMS	400.00	289.55	500.00	135.77	400.00	133.09	400.00
001-410-6240 TRAVEL/CONFERENCE/EXPENSE	1,500.00	1,914.07	2,000.00	1,348.10	2,000.00	2,030.72	2,100.00
001-410-6321 BUILDING/GROUNDS REPAIRS	5,000.00	12,671.23	6,000.00	18,317.87	7,000.00	5,914.02	8,000.00
001-410-6340 REPAIRS-OFFICE	6,500.00	17,513.70	3,300.00	1,055.48	3,300.00	41.70	3,000.00
001-410-6371 UTILITIES	46,800.00	46,966.77	42,000.00	46,876.17	47,000.00	25,077.40	48,000.00
001-410-6373 TELEPHONE	3,750.00	2,341.47	3,000.00	1,806.63	3,000.00	1,107.00	2,500.00
001-410-6409 CONTRACT SERVICES	35,000.00	31,857.74	35,000.00	34,383.35	47,000.00	24,657.00	51,000.00
Cleaning Janitorial Service Johnson Control Contract							
001-410-6414 COPIER PRINTING/MAINTENANCE	1,750.00	2,432.90	1,750.00	3,300.83	1,750.00	793.77	1,750.00
001-410-6419 DATA PROCESSING	6,200.00	5,942.64	6,000.00	5,945.52	6,000.00	3,343.35	6,000.00
001-410-6496 BOOK REFUNDS	.00	67.00	100.00	100.50	100.00	43.50	100.00
001-410-6499 COMPUTERS/TECHNOLOGY	13,800.00	12,457.00	16,200.00	17,176.03	16,200.00	14,808.85	16,800.00
001-410-6502 BOOKS/LIBRARY MATERIALS	30,000.00	35,719.78	32,000.00	34,024.43	36,000.00	21,480.42	40,000.00
001-410-6506 SUPPLIES/OFFICE/BINDING	15,250.00	9,443.91	14,250.00	9,802.74	13,250.00	3,460.79	13,250.00
001-410-6508 POSTAGE	3,600.00	3,514.08	3,500.00	3,807.59	3,500.00	1,973.97	3,500.00





## ***Local Option Sales Tax***

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**Purpose:**

In 1990 a vote of the citizens of Boone granted approval of a one percent (1%) sales and service tax. The revenue generated from this one percent (1%) of sales can be used in the following manner:

- Twenty percent (20%) of such receipts shall be used directly for property tax relief and for no other purpose;
- Five percent (5%) of such receipts shall be used for Human Services;
- Seventy-five percent (75%) of such receipts shall be used for Capital Improvements and Capital Equipment.

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**Accomplishments (past FY):**

1. Various projects completed in conformance with the required percentages noted above.

## Local Options Sales Tax

### LOCAL OPTION TAX

Council Action  
1/22/2013

Resources  
Available

\$765,000

DEPARTMENT	DESCRIPTION	REQUEST	Total Approved	
<b>PARK</b>	Equipment Lease	27,000.00	27,000.00	<i>Bond</i>
	Park Cold Storage Building	22,000.00		
<b>TOTAL Park</b>	<b>49,000.00</b>			<i>27,000</i>
<b>Family Resource Ctr.</b>	Repairs	10,000.00	10,000.00	
<b>TOTAL FRC</b>	<b>10,000.00</b>			<i>10,000</i>
<b>CEMETERY</b>	Columbarium	30,000.00		<i>Bond</i>
	Equipment Lease	14,000.00	14,000.00	
<b>TOTAL Cemetery</b>	<b>44,000.00</b>			<i>14,000</i>
<b>POOL</b>				
<b>TOTAL Pool</b>	<b>0.00</b>			<i>0</i>
<b>LIBRARY</b>	Computers	3,000.00	3,000.00	<i>Bond</i>
	Concrete Work	2,000.00	2,000.00	
	Materials		5,000.00	
	Equip for On-line Payments	3,000.00	3,000.00	
<b>TOTAL Library</b>	<b>8,000.00</b>			<i>13,000</i>
<b>FIRE</b>	POC Equipment	12,000.00	12,000.00	<i>Bond</i>
	Brush Truck/POC Vehicle	40,000.00	40,000.00	
	Building improvements		35,000.00	
	ATV Lease	3,000.00	3,000.00	
<b>TOTAL Fire</b>	<b>55,000.00</b>			<i>90,000</i>
<b>Building</b>	Plotter	15,000.00		<i>Bond</i>
<b>TOTAL Building</b>	<b>15,000.00</b>			<i>0</i>
<b>CITY HALL</b>	Boiler Replacement	60,000.00	60,000.00	<i>Bond</i>
	Sidewalk	10,000.00	10,000.00	
<b>TOTAL City Hall</b>	<b>70,000.00</b>			<i>70,000</i>

## Local Options Sales Tax

<b>POLICE</b>	Sirens	15,000.00	15,000.00	<i>FY16 Bond</i>
	Computers	5,000.00	5,000.00	
	Equipment	5,000.00	5,000.00	
	Roof	10,000.00		
	Traffic Speed Equip	4,000.00	4,000.00	
	Firearm Buyback	2,500.00	2,500.00	
	Patrol Car	30,000.00	30,000.00	
<b>TOTAL Police</b>		<b>71,500.00</b>		<i>61,500</i>
<b>AIRPORT</b>	Carpet/Other Improvements	5,000.00	5,000.00	
	Insulation	5,000.00	5,000.00	
	Card Reader for Gas Pump	20,000.00		
	Joint Sealing/Patch (South End)	30,150.00	30,150.00	
	Federal Grant Match	7,000.00	7,000.00	
<b>TOTAL Airport</b>		<b>67,150.00</b>		<i>47,150</i>
<b>ADMINISTRATION</b>	Computer	1,500.00	1,500.00	
	Tablets	1,500.00	1,500.00	
<b>TOTAL Admin</b>		<b>3,000.00</b>		<i>3,000</i>
<b>Economic Development</b>	County-wide Econ Dev Building Bond payment		no building at this point	
	City owned building improvements			
<b>Total Econ Dev</b>				<i>0</i>
<b>Other</b>				
<b>Total Other</b>		<b>0.00</b>		<i>0</i>
<b>RUT</b>	Sidewalk Reimbursement	10,000.00	10,000.00	<i>Bond</i>
	Large Snow Blower for Maintainer	25,000.00		
	PW Building Renovation	20,000.00	20,000.00	
		<b>55,000.00</b>		
<b>BOND PMT/TRF</b>		357,773.00		<i>30,000</i>
<b>TOTAL Bond Pmt/Trf</b>	<b>357,773</b>		357,773	<i>0</i>
<b>GRAND TOTAL</b>		<b>805,423.00</b>	<b>723,423.00</b>	
<b>Balance</b>			<b>41,577.00</b>	

# Park/Pool/Cemetery

## Department Duties:

The Boone City Park Commission/Department is dedicated to provide facilities and promote ideas that allow all people to enjoy their leisure time in a safe and healthy environment.

**Park Department** - The Park Department staff performs maintenance and upkeep of 15 city parks.

**Pool Department** - The Pool staff performs maintenance and upkeep of the city operated pool.

**Cemetery Department** - The Cemetery staff performs maintenance and upkeep of the city operated perpetual care cemetery.

## Accomplishments (past FY):

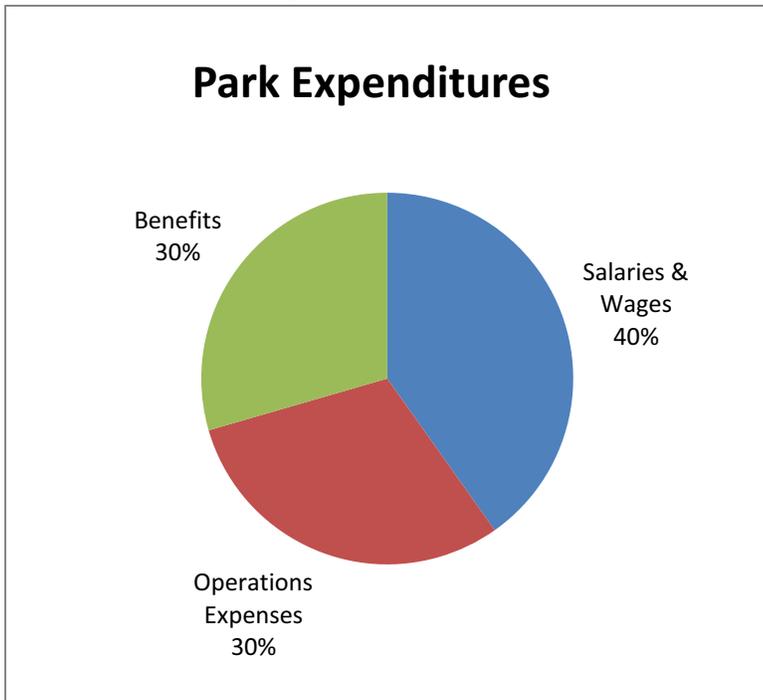
- Johnny Appleseed planting
- Pavement Doctor roads in McHose Park
- New shutters for J.B. McHose Shelter House
- New tee pads, mulched trails and holes for disc golf course
- Received Tree City USA award
- Removed dead trees throughout park system and along city ROW
- Handicap ramps for J.B. McHose Shelter House
- Put white rock on gravel roads
- Put erosion control in washout areas
- Remolded Memorial Park Shelter
- President Obama's visit
- Clear out area for Dog Park
- Complete renovation of Heritage Park's turf
- Hired new employee Kyle Kilstrom

## Key priorities for next FY (brief explanation):

- Get street trees on GIS – "Tree Sites" program
- Complete Dog Park
- Remodel Gutteridge Shelter
- Continue gravel road maintenance

## Future goals (include long-term time line):

- Maintain street tree GIS program – Tree Sites



## Park/Pool/Cemetery

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- Prepare a Adopt a Park program
- Develop a play structure replacement program

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### CEMETERY

#### *Accomplishments (past FY):*

- Repaired vandalism
- Clean-up along recreation trail
- Pavement Doctor roads
- Shop/office improvements

#### *Key priorities for next FY (brief explanation):*

- Put entire cemetery plots on GIS – working with SIMS Program
- Columbarium

#### *Future goals (include long-term time line):*

- Maintain GIS plot records
- Put cemetery records on web site
- Plot out south end of cemetery

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### POOL

#### *Accomplishments (past FY):*

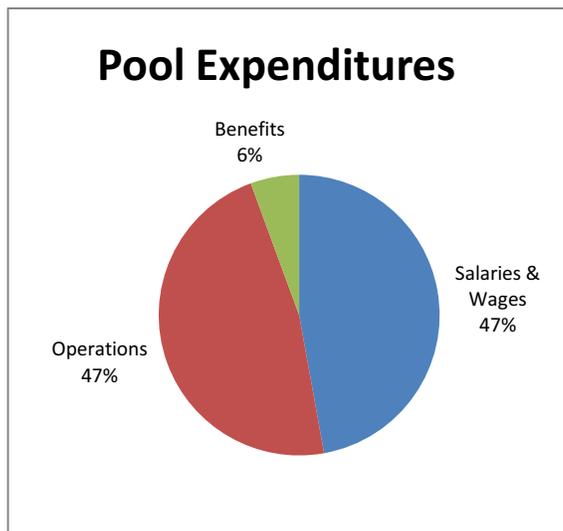
- Paint and caulk all 3 pools
- Painted inside of pool house
- Re-lamped underwater lights
- Repairs to concrete wall, gutter and decking
- 20<sup>th</sup> Anniversary for pool

#### *Key priorities for next FY (brief explanation):*

- Paint water slide structure
- ADA Portable pool access lift – Federal regulation
- Continued maintenance on all aspects of pool operations

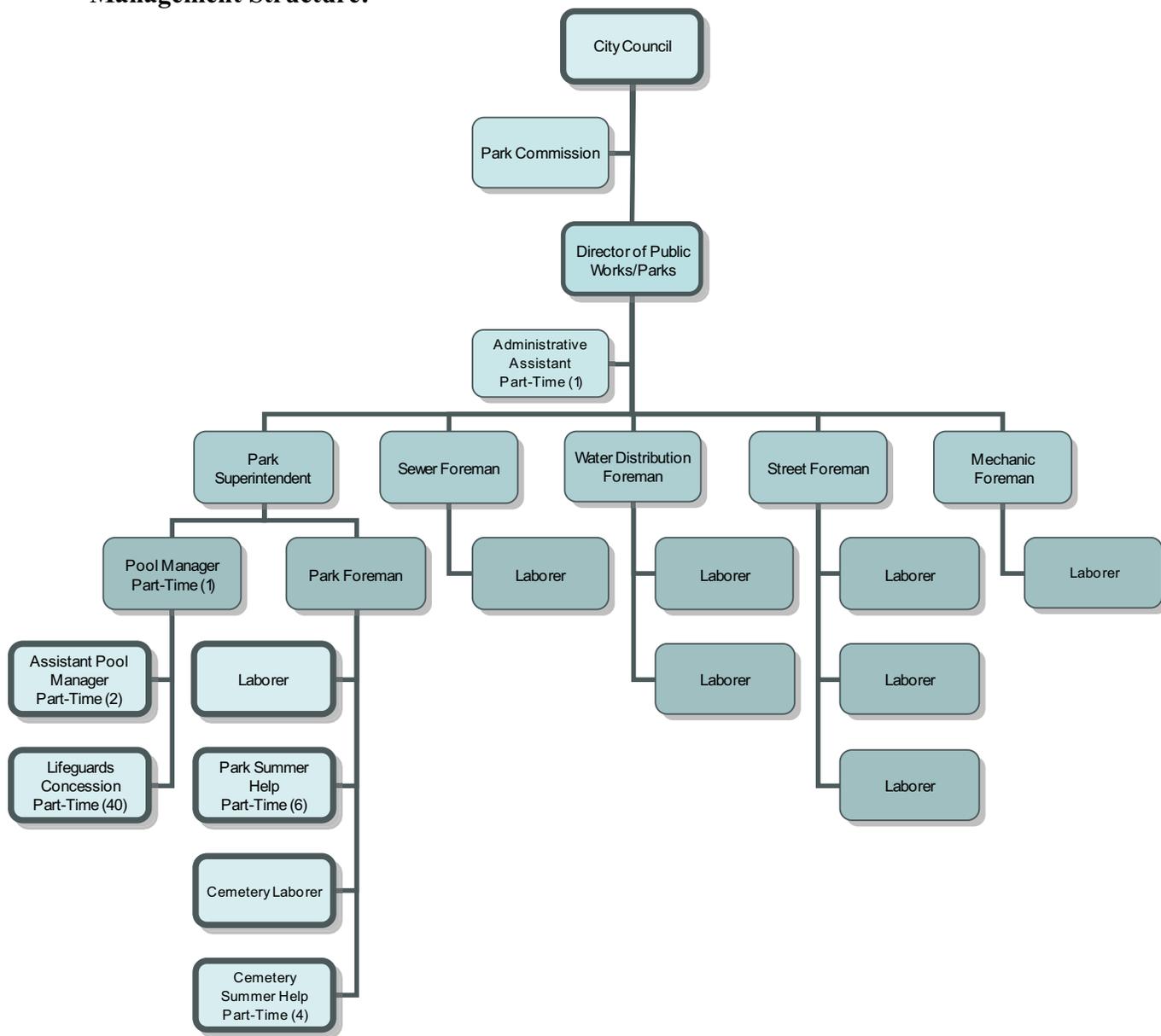
#### *Future goals (include long-term time line):*

- Purchase new sand filter system
- New roof for shower house



# Park/Pool/Cemetery

## Management Structure:





BUDGET WORKSHEET

CALENDAR 6/2013, FISCAL 12/2013

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
001-430-6010 SALARIES/PARK	102,150.00	101,231.24	103,000.00	109,635.01	112,000.00	53,645.02	108,500.00
001-430-6020 SALARIES/PARTTIME/PARK	25,000.00	32,848.78	46,000.00	42,465.82	30,000.00	31,116.38	30,000.00
001-430-6050 SALARIES/PARK COMMISSION	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00	1,040.00	1,300.00
001-430-6181 CLOTHING ALLOWANCE	1,200.00	594.00	1,200.00	1,104.96	1,200.00	870.97	1,200.00
001-430-6240 TRAVEL/CONFERENCE EXPENSE	2,100.00	1,319.92	2,100.00	2,900.28	2,100.00	828.90	2,100.00
001-430-6320 REPAIRS/HOUSE/SHOP	2,000.00	63.78	2,000.00	126.80	1,000.00	344.55	1,000.00
001-430-6321 BUILDINGS & GROUNDS	10,000.00	14,560.73	11,000.00	12,380.21	6,000.00	7,931.79	7,000.00
001-430-6322 VANDALISM	.00	.00	.00	.00	5,000.00	23.46	5,000.00
001-430-6331 GAS & OIL	13,000.00	10,764.53	13,000.00	13,544.17	12,000.00	8,925.11	15,000.00
001-430-6350 REPAIRS/EQUIPMENT MAINT	4,000.00	6,114.44	4,000.00	4,009.13	4,000.00	3,912.70	4,000.00
001-430-6371 UTILITIES	25,000.00	23,962.83	28,000.00	27,235.20	30,000.00	14,098.44	30,000.00
001-430-6373 TELEPHONE	2,000.00	1,121.82	2,000.00	973.10	1,500.00	583.78	2,000.00
	\$19.00/CELL 3X19X12=\$684.00						
001-430-6411 LEGAL FEES-PARKS	500.00	440.76	500.00	447.28	500.00	345.54	650.00
001-430-6417 STREET MAINTENANCE	1,000.00	.00	1,000.00	.00	1,000.00	.00	1,000.00
001-430-6490 REFUNDS/DEPOSITS	.00	70.00	100.00	135.00	100.00	.00	100.00
001-430-6499 URBAN FORESTRY	2,500.00	3,105.05	2,500.00	2,647.94	2,500.00	1,520.08	2,500.00
001-430-6504 EQUIPMENT	1,000.00	1,575.54	1,500.00	491.32	1,000.00	114.96	1,000.00



CALENDAR 6/2013, FISCAL 12/2013

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
121-430-6725 PARK EQUIPMENT	16,830.00	16,830.00	20,000.00	25,000.00	38,000.00	34,353.57	27,000.00
EQUIPMENT LEASE 25,000							
121-430-6727 PARK/TRAIL & PLAY EQUIPMENT	.00	.00	32,000.00	.00	.00	.00	.00
121-430-6730 PARK LAND	.00	.00	.00	.00	.00	.00	.00
166-430-6799 PARK PROJECTS	.00	.00	51,000.00	51,000.00	.00	.00	.00
RESTORATION HERMAN PARK PRAVILION 51,000							
170-430-6499 PARK/TREES	.00	1,066.82	.00	.00	.00	.00	.00
170-430-6599 PARK TRUST FUND	10,000.00	9,036.96	52,000.00	15,703.01	10,000.00	43.55	.00
302-430-6499 MCHOSE PARK BIKE PATH	.00	.00	.00	.00	.00	.00	.00
952-430-6599 JOHNNY APPLESEED/CHAMBER	12,000.00	12,022.96	12,000.00	3,901.66	12,000.00	299.00	8,000.00
990-430-6399 PARK/TRAIL EQUIPMENT	.00	.00	.00	.00	.00	.00	.00
990-430-6499 SKATE PARK	.00	.00	.00	.00	.00	.00	.00
=====							
DIFFERENCE	345,880.00	348,671.93	514,200.00	426,322.23	401,100.00	215,387.73	381,750.00
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=====							
PROOF	345,880.00	348,671.93	514,200.00	426,322.23	401,100.00	215,387.73	381,750.00
=====							





CALENDAR 6/2013, FISCAL 12/2013

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
112-450-6150 GROUP INSURANCE/CEMETERY	28,000.00	24,015.74	30,000.00	21,761.35	25,000.00	11,293.94	35,000.00
112-450-6152 SELF FUNDED INSUR	2,000.00	583.36	2,000.00	.00	2,000.00	.00	1,000.00
112-450-6153 HSA CITY SHARE	.00	.00	.00	.00	.00	20.00	120.00
113-450-6110 SOCIAL SECURITY/CEMETERY	7,500.00	7,368.25	7,500.00	7,818.76	8,000.00	3,272.77	8,000.00
113-450-6130 IPERS/CEMETERY	6,500.00	5,736.18	8,000.00	5,835.37	8,500.00	2,286.45	8,500.00
113-450-6151 DENTAL INSURANCE/CEMETERY	1,400.00	1,106.05	1,300.00	1,122.48	1,300.00	609.44	1,900.00
113-450-6160 WORK COMP INS/CEMETERY	4,000.00	5,376.00	5,000.00	6,242.00	6,000.00	.00	6,500.00
113-450-6170 UNEMPLOYMENT/CEMETERY	3,000.00	3,734.10	3,000.00	6,497.70	4,000.00	3,569.75	7,000.00
119-450-6504 CEMETERY LOCATOR	.00	.00	.00	.00	.00	.00	.00
121-450-6499 CEMETERY/IMPRV & EQUIP	9,500.00	9,500.00	21,000.00	11,000.00	16,000.00	11,000.00	14,000.00
EQUIPMENT LEASE							
990-450-6399 CEMETARY REPAIRS	.00	.00	.00	.00	.00	.00	.00
DIFFERENCE	178,350.00	169,316.54	204,650.00	182,292.25	191,650.00	82,785.22	180,870.00
PROOF	178,350.00	169,316.54	204,650.00	182,292.25	191,650.00	82,785.22	180,870.00



BUDGET WORKSHEET

CALENDAR 6/2013, FISCAL 12/2013

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
001-435-6010 SALARIES/MAINTENANCE	8,800.00	8,756.84	9,500.00	9,038.85	9,500.00	2,035.55	16,500.00
001-435-6030 SALARIES/POOL	80,000.00	60,163.64	65,000.00	64,499.95	64,000.00	51,587.26	64,000.00
001-435-6350 REPAIRS	2,500.00	957.80	12,500.00	8,424.32	27,500.00	9,117.56	22,500.00
001-435-6371 UTILITIES	25,000.00	14,600.02	25,000.00	15,448.13	20,000.00	12,901.33	20,000.00
001-435-6373 TELEPHONE	750.00	1,140.96	750.00	1,095.01	750.00	386.56	750.00
001-435-6418 SALES TAX	6,200.00	5,017.00	6,200.00	7,746.00	5,000.00	3,226.79	5,000.00
001-435-6490 LAB TESTS	200.00	.00	200.00	84.00	200.00	132.00	200.00
001-435-6499 SERVICES	6,500.00	5,843.00	6,500.00	5,063.08	6,500.00	5,599.00	6,500.00
001-435-6501 CHEMICALS	6,000.00	4,777.73	6,000.00	5,904.03	5,000.00	4,286.64	5,000.00
001-435-6503 POOL CONCESSION SUPPLIES	14,000.00	11,964.61	14,000.00	15,330.68	14,000.00	11,906.22	14,000.00
001-435-6504 EQUIPMENT/TOOLS	300.00	352.44	400.00	36.99	400.00	369.73	400.00
001-435-6508 POSTAGE	75.00	49.35	75.00	51.05	75.00	99.72	75.00
001-435-6599 SUPPLIES	3,000.00	2,871.86	3,000.00	2,700.79	3,000.00	1,682.93	3,000.00
112-435-6153 HSA CITY SHARE	.00	.00	.00	.00	.00	.00	.00
113-435-6110 SOCIAL SECURITY/POOL	7,000.00	5,248.42	6,800.00	5,620.21	6,500.00	4,102.02	7,000.00
113-435-6130 IPERS/POOL	700.00	608.64	850.00	705.10	900.00	176.53	2,000.00
113-435-6170 UNEMPLOYMENT/POOL	1,200.00	933.52	1,200.00	1,624.42	1,200.00	892.43	2,000.00



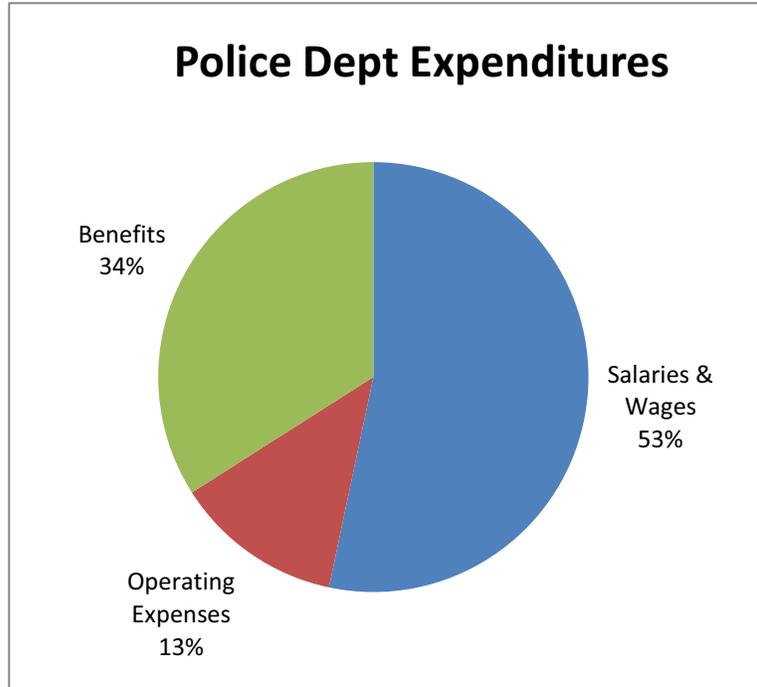




# Police

## Department Duties:

Description: The Boone Police provide a number of services to its citizens and visitors. The main task is protection to the community. In addition the officers of the Boone Police Department perform various duties such as; traffic enforcement, parking enforcement, security checks, directed patrol, criminal investigations, educational programs in identity theft, bank robbery, tobacco and alcohol compliance, child safety and driving safety. The police department has specialized areas such as bike patrol, K-9, and ERT and Community Service Officer.



## Accomplishments (past FY):

- Successful Youth Police Academy
- MDT's in all front line vehicles
- Completion of BPD construction on new façade

## Key priorities for next FY (brief explanation):

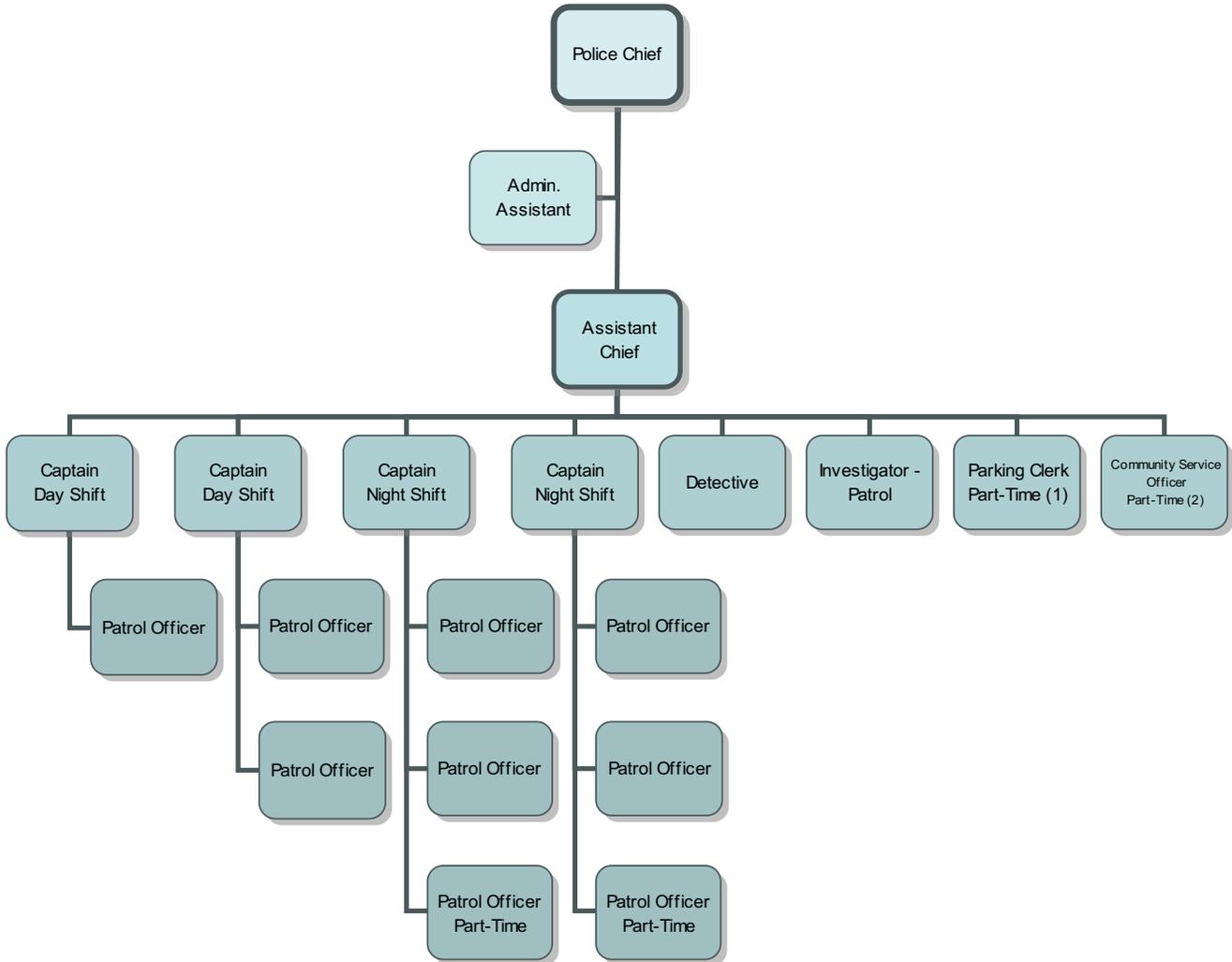
- Maintain current levels of service
- Demolish 3-5 properties/continue aggressive Nuisance Abatement Program
- Initiate a Reserve Officer Program to address future budget considerations

## Future goals (include long-term time line):

- Initiate a National Night Out program in Boone
- Initiate a Neighborhood Watch Program in Boone

# Police

## Management Structure:





BUDGET WORKSHEET

CALENDAR 6/2013, FISCAL 12/2013

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
001-110-6010 SALARIES/POLICE	924,000.00	963,626.04	990,700.00	930,505.64	970,500.00	530,773.56	998,000.00
001-110-6020 SALARIES/OTHER/POLICE	45,400.00	28,387.40	71,500.00	62,588.44	108,720.00	44,109.33	115,300.00
001-110-6040 OVERTIME/POLICE	83,200.00	75,138.03	83,200.00	100,392.16	127,500.00	55,379.31	130,000.00
001-110-6065 ON-CALL PAY	1,900.00	.00	1,900.00	.00	.00	.00	.00
001-110-6181 CLOTHING ALLOWANCE	11,500.00	8,518.29	12,000.00	8,708.94	12,000.00	4,863.32	12,500.00
001-110-6240 TRAVEL/CONF/TRAINING EXP	11,000.00	7,349.95	15,000.00	17,738.97	15,000.00	2,707.35	16,000.00
001-110-6331 GAS & OIL	36,000.00	32,359.71	36,000.00	37,943.18	36,000.00	23,121.41	41,000.00
001-110-6332 REPAIRS/CARS	5,000.00	8,876.16	7,000.00	4,985.56	7,000.00	2,093.97	7,300.00
001-110-6350 REPAIRS/RADIO/SIRENS	3,500.00	1,840.75	3,500.00	2,143.50	3,500.00	850.00	3,500.00
001-110-6371 UTILITIES	12,000.00	11,558.35	12,000.00	10,563.42	12,000.00	6,785.89	12,000.00
001-110-6373 TELEPHONE	9,500.00	8,356.24	9,500.00	8,846.94	9,500.00	5,507.52	12,500.00
001-110-6399 BUILDING MAINT/REPAIR	3,000.00	2,930.56	4,000.00	3,698.54	4,000.00	2,040.39	4,000.00
001-110-6411 LEGAL FEES/POLICE	7,575.00	6,329.78	7,575.00	7,056.93	7,500.00	7,491.44	8,000.00
001-110-6419 SERVICES & COMPUTER SUPPORT	7,500.00	6,657.99	7,500.00	8,785.98	8,100.00	5,531.93	9,500.00
001-110-6490 DISPATCH/CONTRACT SERVICES	139,000.00	110,991.86	144,600.00	104,972.92	150,400.00	64,617.20	151,000.00
001-110-6499 PRISONER CARE	.00	.00	.00	.00	.00	.00	.00
001-110-6506 SUPPLIES/OFFICE	4,500.00	3,312.61	4,500.00	3,720.09	4,500.00	1,059.71	5,000.00

BUDGET WORKSHEET

CALENDAR 6/2013, FISCAL 12/2013

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
001-110-6508 POSTAGE	2,000.00	1,325.04	2,000.00	1,440.33	3,500.00	3,025.21	4,800.00
001-110-6599 POLICE EQUIP/SUPPLIES	7,500.00	6,247.31	7,500.00	7,036.83	7,500.00	3,086.80	7,500.00
001-110-6710 EQUIPMENT/CAR	.00	.00	.00	.00	.00	498.98	.00
112-110-6150 GROUP INSURANCE/POLICE	310,000.00	265,448.30	372,000.00	249,122.61	314,500.00	159,356.63	316,000.00
112-110-6152 SELF FUNDED INS	5,000.00	6,840.25	8,000.00	.00	8,000.00	.00	2,000.00
112-110-6153 HSA CITY SHARE	.00	.00	.00	4,800.00	4,800.00	3,207.97	4,800.00
113-110-6110 SS/MEDICARE/POLICE	22,500.00	19,754.33	22,500.00	21,358.88	25,000.00	12,100.69	27,000.00
113-110-6130 IPERS/POLICE/OTHER	6,000.00	4,035.57	6,000.00	5,203.73	10,000.00	3,947.65	12,000.00
113-110-6141 RETIREMENT BENEFIT / POLICE	178,000.00	182,360.47	248,000.00	225,674.66	253,500.00	137,015.79	301,000.00
113-110-6151 DENTAL INSURANCE/POLICE	16,000.00	15,362.25	20,000.00	16,482.47	20,200.00	10,256.78	17,000.00
113-110-6160 WORK COMP INS/POLICE	850.00	806.00	900.00	1,216.00	950.00	.00	950.00
113-110-6170 UNEMPLOYMENT/POLICE	3,800.00	2,053.76	3,800.00	3,573.74	3,800.00	1,963.36	4,000.00
113-110-6199 DISPATCH BENEFITS	49,000.00	57,177.64	51,000.00	54,076.96	53,000.00	27,693.20	55,000.00
114-110-6199 UNFUNDED LIABILITY PD	47,000.00	43,995.55	9,000.00	8,800.08	.00	.00	.00
119-110-6710 POLICE CARS	.00	.00	.00	.00	.00	.00	.00
119-110-6725 POLICE EQUIPMENT	.00	.00	.00	.00	.00	.00	.00
121-110-6504 POLICE/MISC	33,000.00	33,000.00	24,500.00	22,981.63	20,500.00	15,637.56	38,000.00















CALENDAR 6/2013, FISCAL 12/2013

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
001-190-6498 EUTHANASIA/VET CLINIC	2,000.00	.00	2,000.00	.00	2,000.00	.00	1,000.00
001-190-6499 CONTRACT SERVICES	68,000.00	67,744.54	70,000.00	76,106.33	70,000.00	35,125.98	72,000.00
Boone Area Humane Society							
001-190-6599 MOSQUITO/PEST CONTROL	15,100.00	12,068.22	15,000.00	16,732.93	15,000.00	13,320.67	15,000.00
DIFFERENCE	85,100.00	79,812.76	87,000.00	92,839.26	87,000.00	48,446.65	88,000.00
PROOF	85,100.00	79,812.76	87,000.00	92,839.26	87,000.00	48,446.65	88,000.00

# Public Works/Road Use Tax

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## Department Duties:

The Public Works Department manages the basic infrastructure of streets, water, and sewer. The Department also performs the following duties-

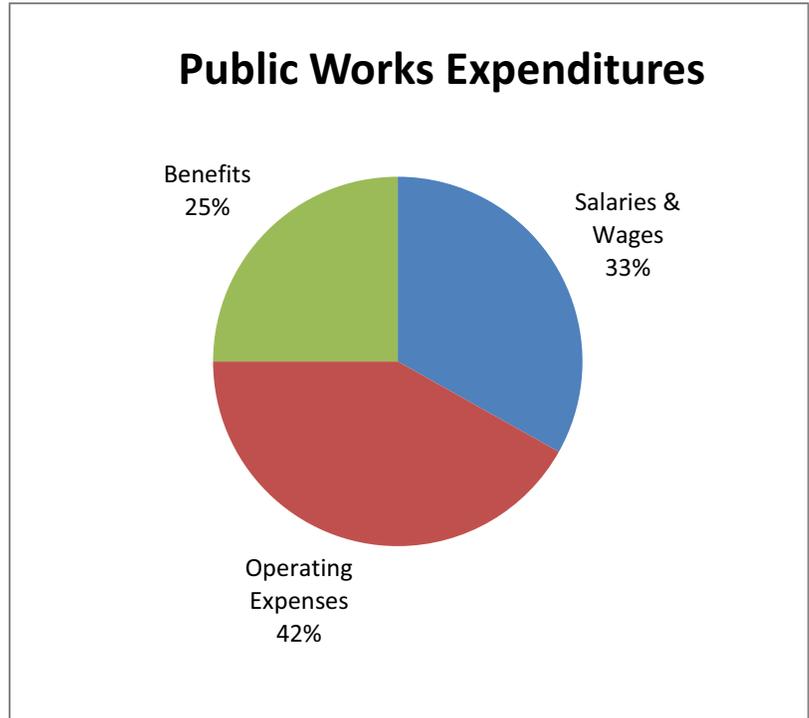
- Street Maintenance
- Snow Plowing
- Sidewalk Maintenance
- Sanitary & Storm Sewer Maintenance
- Water Main installation & repair
- Brush Collection
- Leaf Collection
- Tree Trimming
- Street Cleaning
- Water Meter Reading
- Maintain Signs and Traffic Signals
- City-Wide Clean-up

## Accomplishments (past FY):

- Extensive road repairs/patch work
- Snow/ice control
- City wide clean-up
- Crack sealing of roads (I-Jobs funds)
- Montana & Mamie intersection repairs
- Replaced 12 Yield & 122 Stop sign – Small Town Sign Replacement Program IDOT
- President Obama’s visit
- Pavement Doctor Industrial Park Road
- Reconditioned shoulders of Mamie from Ringgold to Montana to improve drainage
- Repair and regular maintenance on all department vehicles/equipment
- Maintain computer records on all maintenance of city vehicles/equipment
- Maintenance on city shed

## Key priorities for next FY (brief explanation):

- Continue road repair/patch work
- Implement street management program
- South Marshall St improvements
- Continue to paint streets, parking lots and school crossings
- Maintenance/repair shop (depends on funding)
- Replace regulatory signs (Fed Retro-reflectivity Mandate)
- Incorporate all improvements/repairs on to GIS



## Public Works/Road Use Tax

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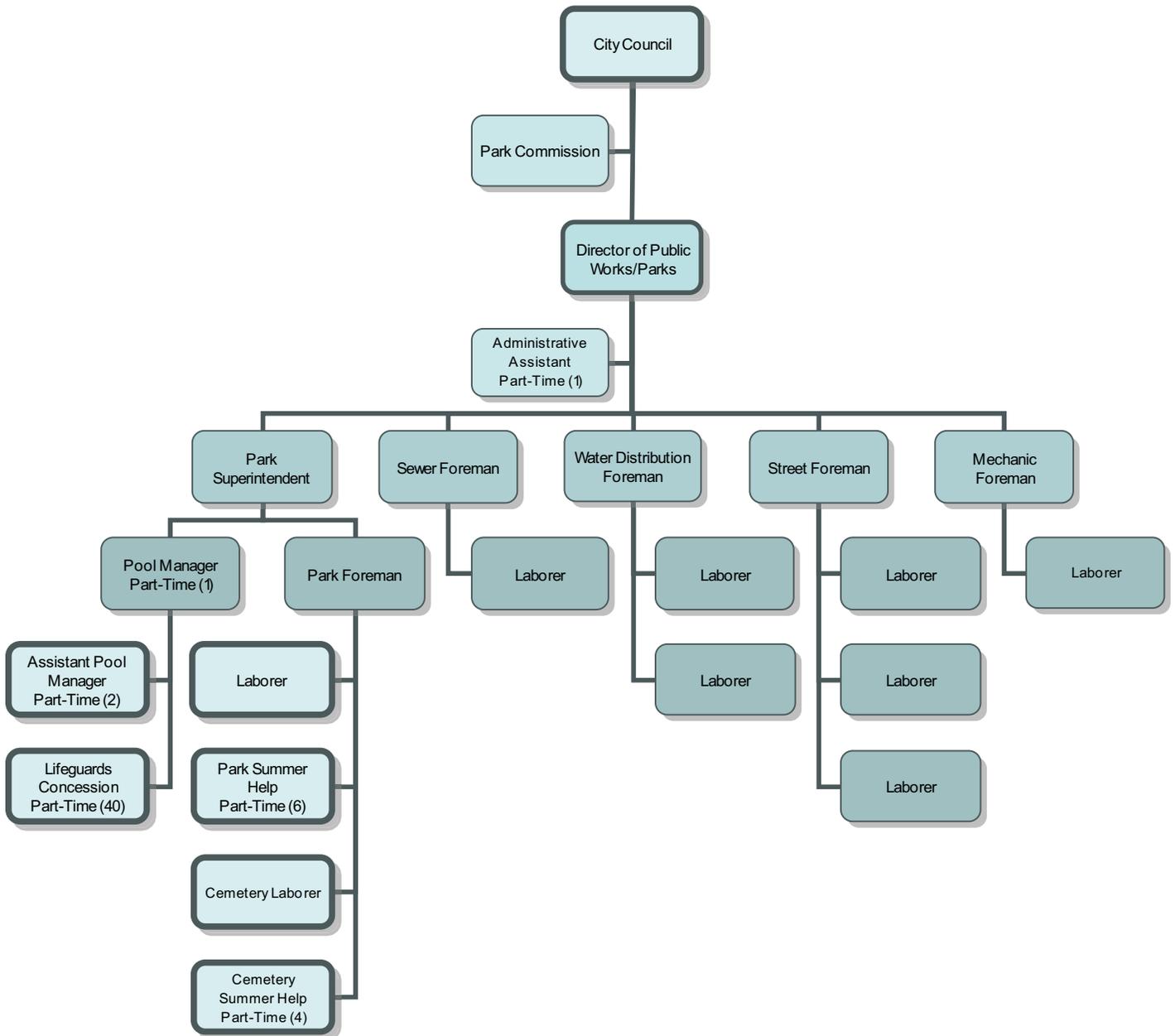
- Continue maintenance on all departments vehicles/equipment
- Maintain computer records on all maintenance of city vehicles/equipment

### *Future goals (include long-term time line)*

- Continue street management program
- Continue recording all repairs/improvements on to GIS
- Continue regulatory sign replacement program
- Continue building repairs (depends on funding)

# Public Works/Road Use Tax

## Management Structure:







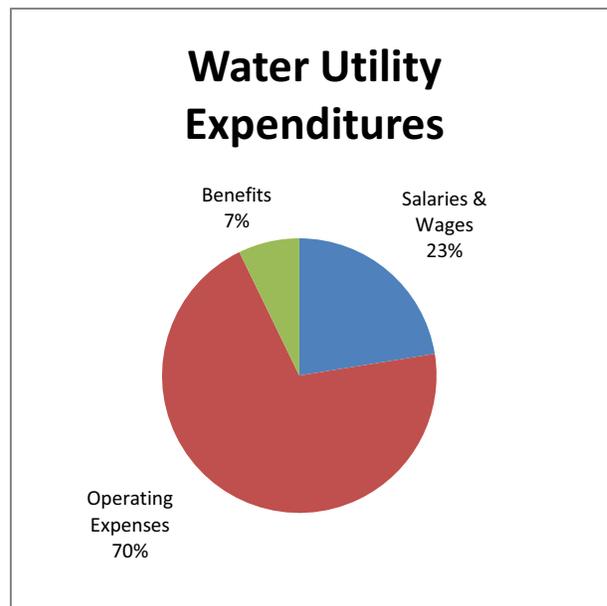
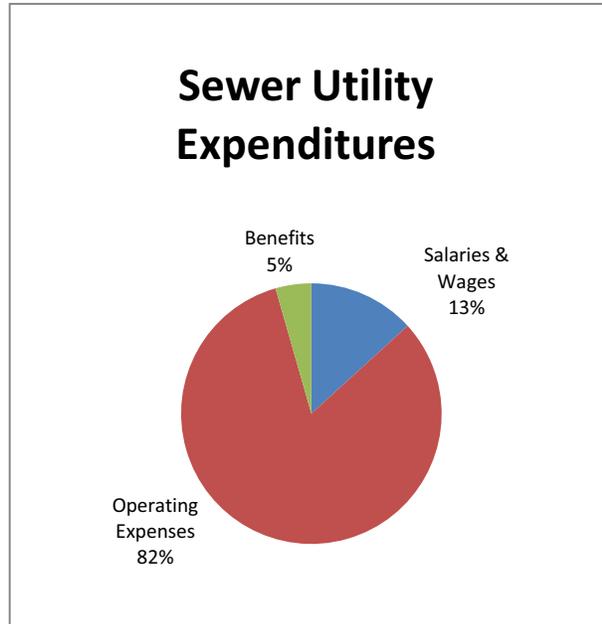
# Utilities/Water-Sewer

## Department Duties:

The Utility Department provides water and wastewater treatment to local citizens and some areas beyond corporate limits.

## Accomplishments (past FY):

- Continued meter replacement program
- Replaced old Xenia meters
- Computerized meter replacement scheduled
- Continued leak detection
- Up-dated agreements with Logansport and Rolling Meadows water districts
- Assist H&W and Keller with the installation of the new sewer line (valve work, locates, shut off water for main breaks, etc.)
- Repair water main breaks
- Repair/replace fire hydrants
- Storm sewer repairs
- Sanitary sewer repairs
- Repair/clean storm sewer intakes
- Clean sanitary/storm sewers (complaint driven)
- Leak detection
- Continued to work with CMOM program N.E. District (video and cleaning)
- Start video and cleaning Quinn's District (next district for CMOM program)
- Repair drainage tile between Little League Park and Division St.
- Start to put maps on computer



## Key priorities for next FY (brief explanation):

- Continue meter replacement program
- Continue leak detection

## Utilities

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- Maintain computerized records of meter replacement and incorporate that info into GIS
- Continue leak detection/repairs of water mains and fire hydrants
- Continue to correct maps and install on computer/GIS
- Record improvements on computer/GIS
- Improve drainage in the 300 block of Webster St

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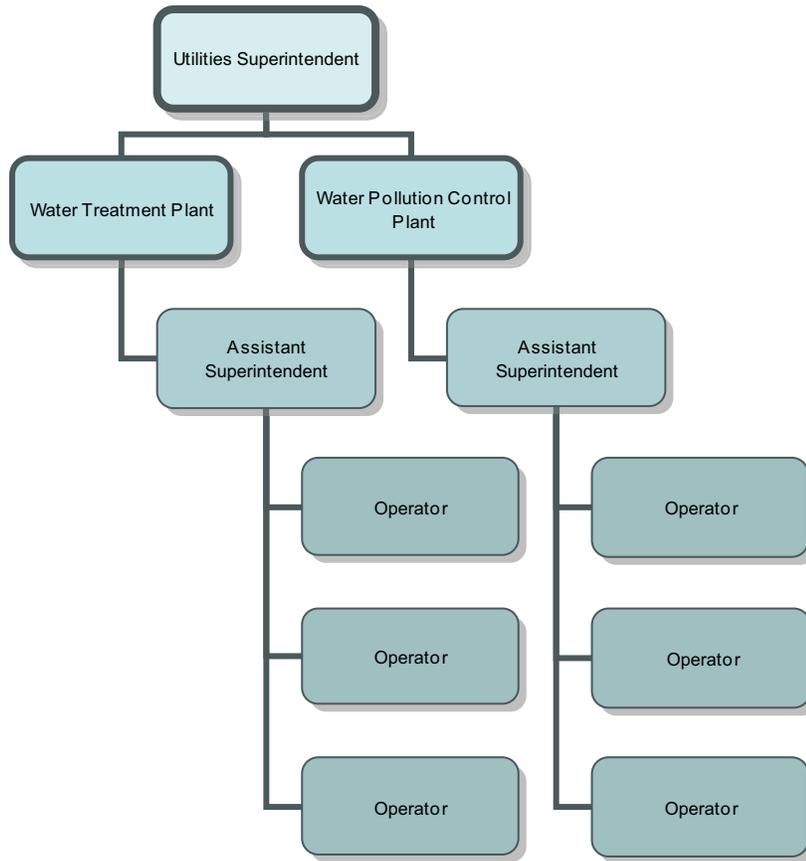
***Future goals (include long-term time line):***

- Continue to maintain computer and GIS records
- Continue to be proactive in meter replacement program
- Continue CMOM program
- Implement a water valve exercise/repair replacement program
- Continue leak detection/repair of water mains and fire hydrants

# Utilities

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## Management Structure:





BUDGET WORKSHEET  
CALENDAR 6/2013, FISCAL 12/2013

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
600-710-6801 WATER REV BOND PRINCIPAL	445,000.00	3,390,000.00	458,520.00	411,000.00	411,000.00	.00	306,000.00
118,000 of Bond Payments will be covered thru Debt Service to repay Water for the Interfund loan to the General Fund made in FY's 2006-2008. Total Interfund loan \$267,894							
600-710-6851 WATER REVENUE BOND INTEREST	270,000.00	186,898.24	178,560.00	98,391.45	92,230.00	93,786.67	83,330.00
600-710-6899 WATER BOND FEES	1,000.00	12,392.41	1,460.00	1,187.65	933.00	885.78	900.00
600-810-6010 SALARIES/WATER	387,500.00	367,693.67	413,000.00	384,832.42	406,400.00	197,961.66	385,000.00
600-810-6011 SALARY/ADMINISTRATION	117,100.00	115,382.32	121,000.00	115,702.61	123,000.00	64,577.72	125,000.00
600-810-6020 SALARIES/PT	.00	.00	7,500.00	13,324.50	7,500.00	5,094.00	5,000.00
600-810-6040 OVERTIME SALARIES/WATER	60,000.00	54,054.49	55,000.00	47,794.90	55,000.00	28,367.92	28,000.00
600-810-6110 SOCIAL SECURITY/WATER	44,000.00	40,801.06	46,500.00	41,423.76	45,500.00	22,462.55	43,500.00
600-810-6130 IPERS/ICMA/WATER	40,000.00	38,191.33	49,000.00	44,641.19	51,500.00	25,868.66	52,000.00
600-810-6150 GROUP INSURANCE/WATER	82,000.00	66,867.87	82,000.00	67,850.04	78,000.00	48,587.04	87,000.00
600-810-6151 DENTAL INSURANCE/WATER	3,100.00	2,916.79	3,200.00	3,368.40	3,400.00	2,247.57	3,400.00
600-810-6152 SELF FUNDED INS	2,000.00	4,488.57	2,000.00	.00	2,000.00	.00	.00
600-810-6153 HSA CITY SHARE	.00	.00	.00	504.00	1,200.00	259.72	10,800.00
600-810-6160 WORKER COMP INS	8,300.00	8,089.00	8,300.00	7,632.50	8,300.00	.00	8,300.00
600-810-6170 UNEMPLOYMENT/WATER	1,100.00	933.57	1,100.00	1,624.40	1,100.00	892.44	2,000.00
600-810-6181 CLOTHING ALLOWANCE	100.00	.00	100.00	.00	100.00	22.75	100.00

BUDGET WORKSHEET  
CALENDAR 6/2013, FISCAL 12/2013

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
600-810-6210 MEMBERSHIP DUES	1,300.00	876.75	1,300.00	.00	1,000.00	.00	1,000.00
IA League of Cities							
600-810-6240 TRAVEL/CONFERENCE EXPENSE	1,350.00	2,146.05	1,400.00	3,160.73	2,200.00	1,303.60	2,200.00
Nelson Car Allowance 50.00/mo							
600-810-6340 REPAIRS	200.00	.00	200.00	161.51	200.00	.00	200.00
600-810-6401 AUDIT	7,000.00	5,207.50	6,500.00	5,331.25	6,500.00	1,250.00	6,500.00
600-810-6407 WATER GENERAL ENGINEERING	25,500.00	20,193.78	20,000.00	20,538.91	20,000.00	9,485.63	31,000.00
600-810-6408 INSURANCE/LIABILITY	27,000.00	24,954.50	28,000.00	27,252.50	28,000.00	.00	30,000.00
600-810-6411 LEGAL FEES	1,100.00	881.63	1,100.00	894.46	1,000.00	691.07	1,300.00
600-810-6414 PUBLICATIONS	3,500.00	3,450.46	3,500.00	3,515.10	.00	328.02	350.00
600-810-6418 SALES TAX/WATER	114,000.00	117,365.60	115,000.00	115,874.87	125,000.00	76,886.16	125,000.00
600-810-6419 COMPUTER UPDATE	21,750.00	7,724.20	8,000.00	8,408.34	8,000.00	6,757.30	8,000.00
PLAN IT SOFTWARE SUMMIT ANNUAL FEES COMPUTER SERVICE CONTRACT							
600-810-6420 ORDINANCE UPDATE	800.00	331.25	800.00	86.88	800.00	.00	100.00
600-810-6490 WATER DEPOSIT REFUNDS	10,000.00	6,816.61	8,000.00	9,425.99	8,000.00	5,711.73	8,000.00
600-810-6499 UB OUTSOURCING	.00	.00	.00	.00	.00	.00	10,000.00
600-810-6505 EQUIPMENT/OFFICE	3,000.00	4,210.48	7,600.00	3,730.20	5,000.00	1,865.05	3,000.00
COPIER/MAILSORTER CONTRACT							
600-810-6506 SUPPLIES/OFFICE	7,000.00	5,396.52	6,000.00	6,814.45	6,000.00	1,776.36	3,000.00

BUDGET WORKSHEET  
CALENDAR 6/2013, FISCAL 12/2013

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
600-810-6508 POSTAGE	15,000.00	14,896.15	15,000.00	13,051.43	15,000.00	9,038.20	5,000.00
600-810-6599 MISCELLANEOUS	41,000.00	42,100.90	14,000.00	9,097.03	8,000.00	3,500.82	8,000.00
600-810-6650 CAPITAL IMP FUND/FUTURE	.00	.00	.00	.00	.00	.00	.00
600-810-6910 UNFUNDED LIABILITY	.00	.00	.00	.00	.00	.00	.00
600-811-6181 CLOTHING ALLOWANCE	2,800.00	1,914.10	2,800.00	1,876.50	2,800.00	1,725.25	1,800.00
600-811-6210 MEMBERSHIP DUES	2,000.00	2,251.16	2,000.00	1,562.05	2,000.00	1,567.31	1,600.00
600-811-6240 TRAVEL/CONFERENCE EXPENSE	5,200.00	2,190.52	4,000.00	2,534.82	4,000.00	1,567.35	3,000.00
MARTIN CAR ALLOWANCE 1200 ROUSE 600							
600-811-6310 BUILDING & GROUNDS	20,000.00	24,693.93	8,500.00	5,013.53	4,000.00	3,354.36	3,500.00
600-811-6320 WELL FIELD MAINTENANCE	20,000.00	31,976.36	15,000.00	26,081.05	15,000.00	.00	15,000.00
600-811-6331 GAS AND OIL	8,000.00	3,403.50	6,000.00	2,465.28	6,000.00	3,970.90	4,000.00
600-811-6350 REPAIRS	45,000.00	38,708.28	20,000.00	25,698.47	20,000.00	20,523.65	20,000.00
600-811-6371 UTILITIES	195,000.00	179,025.76	175,000.00	144,404.23	175,000.00	94,962.27	170,000.00
600-811-6372 LANDFILL/USERS FEES	2,500.00	1,495.00	1,800.00	1,665.95	1,800.00	832.00	1,700.00
600-811-6373 TELEPHONE	4,000.00	3,382.48	4,000.00	3,813.20	4,000.00	2,038.40	4,000.00
600-811-6379 PROPANE	45,000.00	41,683.77	50,000.00	50,095.35	45,000.00	11,821.10	40,000.00
600-811-6399 DAM MAINTENANCE	40,000.00	.00	5,000.00	5,056.22	.00	10,762.29	1,000.00

BUDGET WORKSHEET  
CALENDAR 6/2013, FISCAL 12/2013

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
600-811-6407 WATER OPERATION ENGINEERING	5,000.00	3,078.00	7,000.00	.00	2,000.00	1,200.00	1,200.00
600-811-6419 SCADA UPDATES	10,000.00	572.25	2,000.00	.00	.00	.00	500.00
600-811-6470 PERMITS/STATE	3,500.00	1,681.88	3,500.00	3,895.84	3,500.00	4,479.07	4,500.00
600-811-6490 LAB ANALYSIS - STATE	10,000.00	9,365.41	8,000.00	9,628.06	8,000.00	5,510.14	9,000.00
600-811-6498 LIME DISPOSAL	40,000.00	14,004.60	5,000.00	32,128.00	5,000.00	29,944.00	.00
600-811-6499 ROAD MAINTENANCE	3,000.00	4,394.45	3,000.00	.00	1,000.00	450.00	1,000.00
600-811-6501 CHEMICALS	140,000.00	125,696.15	120,000.00	114,798.69	120,000.00	70,435.22	120,000.00
\$350/DAY X 365 DAYS							
600-811-6504 EQUIPMENT	22,000.00	4,574.56	12,000.00	10,468.38	8,000.00	8,666.60	10,000.00
LAWN EQUIP RENTAL 8,000							
SHOP EQUIP 4,000							
600-811-6506 SUPPLIES/OFFICE	2,000.00	1,567.02	2,000.00	1,683.25	1,500.00	640.19	1,000.00
600-811-6599 MISCELLANEOUS	3,000.00	1,879.01	2,000.00	868.85	1,500.00	1,197.25	1,500.00
600-812-6181 CLOTHING ALLOWANCE	2,100.00	1,246.45	2,100.00	1,253.00	2,100.00	1,225.70	2,100.00
600-812-6240 TRAVEL/CONFERENCE EXPENSE	3,500.00	2,953.02	3,500.00	4,385.61	4,000.00	1,987.87	4,000.00
600-812-6331 GAS & OIL	7,000.00	5,976.45	6,000.00	7,428.90	6,000.00	3,825.36	7,500.00
600-812-6350 MAIN & VALVE WORK	60,000.00	50,634.39	20,000.00	2,305.08	15,000.00	3,636.24	10,000.00
600-812-6351 HYDRANTS	5,000.00	925.15	5,000.00	16,400.16	5,000.00	4,342.28	5,000.00

BUDGET WORKSHEET  
CALENDAR 6/2013, FISCAL 12/2013

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
600-812-6407 DISTRIBUTION ENGINEERING	65,000.00	52,358.20	10,000.00	2,167.30	.00	.00	2,000.00
600-812-6490 LAB ANALYSIS/STATE	6,000.00	7,341.43	5,000.00	5,970.40	2,500.00	3,108.38	3,000.00
600-812-6492 SERVICE/METER READERS	.00	.00	.00	.00	.00	.00	.00
600-812-6498 REPAIRS	25,000.00	21,706.34	30,000.00	38,092.52	20,000.00	16,841.65	20,000.00
600-812-6499 WATER TOWER MAINTENANCE	18,000.00	18,629.45	15,000.00	5,406.96	10,000.00	2,643.75	5,000.00
600-812-6504 EQUIPMENT	8,000.00	10,149.15	22,000.00	10,104.02	5,000.00	1,631.67	3,500.00
600-812-6599 SUPPLIES	3,000.00	3,723.07	4,000.00	5,528.82	4,000.00	2,667.48	4,000.00
600-812-6727 METERS	.00	108,282.44	60,000.00	62,739.78	50,000.00	17,491.70	40,000.00
600-812-6780 WEST BOONE WATER TOWER PRJ	28,000.00	8,732.00	5,000.00	24,472.90	1,000.00	.00	500.00
600-812-6781 WATER MAIN IMPROVEMENTS	.00	.00	.00	.00	.00	.00	.00
600-812-6782 SNEDDEN DRIVE WATER MAIN	.00	.00	.00	.00	.00	.00	.00
600-812-6783 EAST WATER MAIN CONSTRUCT	.00	.00	.00	.00	.00	.00	.00
600-910-6910 TRANSFERS OUT	53,418.38	331,297.78	210,544.00	210,544.00	341,854.00	.00	345,872.00
DEBT SERVICE							
600-910-6911 DEPREATION FUND TRF	.00	.00	.00	.00	.00	.00	.00
600-910-6920 INTERFUND LOAN TO GENERAL	.00	.00	.00	.00	.00	.00	.00
DIFFERENCE	2,652,718.38	5,666,755.21	2,520,384.00	2,307,158.64	2,418,417.00	944,657.85	2,249,752.00





BUDGET WORKSHEET  
CALENDAR 6/2013, FISCAL 12/2013

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
610-710-6801 SEWER BOND/PRINCIPAL	1,055,000.00	1,086,000.00	5,623,000.00	5,692,000.00	1,168,000.00	.00	1,240,000.00
610-710-6851 INTEREST/BOND PAYMENT	528,325.00	410,000.55	605,761.00	401,592.21	500,704.00	199,916.98	410,744.00
610-710-6899 SEWER BOND/FEES	37,100.00	40,546.50	36,785.00	113,496.93	36,659.00	635.78	22,240.00
610-815-6010 SALARIES/SEWER	342,600.00	328,812.69	365,000.00	361,328.63	358,000.00	190,707.43	338,000.00
610-815-6011 SALARY/ADMINISTRATION	124,000.00	129,563.11	125,000.00	120,426.92	127,000.00	64,577.41	125,000.00
610-815-6020 SALARIES/PT	.00	.00	7,500.00	5,795.00	7,500.00	209.10	5,000.00
610-815-6040 OVERTIME SALARIES/SEWER	30,000.00	23,803.30	30,000.00	18,543.07	25,000.00	8,963.73	18,000.00
610-815-6110 SOCIAL SECURITY/SEWER	40,000.00	36,644.45	41,000.00	37,631.43	41,500.00	20,212.75	38,000.00
610-815-6130 IPERS/ICMA/SEWER	36,000.00	34,995.00	43,000.00	40,589.27	47,000.00	23,928.66	46,000.00
610-815-6150 GROUP INSURANCE/SEWER	75,500.00	66,801.50	81,000.00	52,344.84	60,000.00	32,638.55	64,000.00
610-815-6151 DENTAL INSURANCE/SEWER	3,500.00	3,200.23	3,600.00	3,256.32	3,500.00	2,006.70	3,500.00
610-815-6152 SELF FUNDED INS	2,000.00	3,496.17	2,000.00	.00	2,000.00	.00	.00
610-815-6153 HSA CITY SHARE	.00	.00	.00	768.00	1,200.00	349.48	14,400.00
610-815-6160 WORKER COMP INS	8,500.00	8,089.00	8,000.00	7,632.50	8,500.00	.00	8,500.00
610-815-6170 UNEMPLOYMENT/SEWER	1,000.00	746.82	800.00	1,299.55	1,000.00	713.94	1,500.00
610-815-6181 CLOTHING ALLOWANCE	100.00	.00	100.00	.00	100.00	22.75	100.00
610-815-6210 MEMBERSHIP DUES	1,300.00	941.75	1,300.00	.00	1,100.00	.00	1,100.00

BUDGET WORKSHEET  
CALENDAR 6/2013, FISCAL 12/2013

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
610-815-6230 SAFETY TRAINING	100.00	.00	.00	.00	.00	.00	.00
610-815-6240 TRAVEL/CONF ADMIN	1,350.00	1,086.85	1,350.00	1,956.65	2,200.00	462.35	2,200.00
610-815-6350 REPAIRS	.00	.00	.00	.00	.00	.00	.00
610-815-6401 AUDIT	7,000.00	5,207.50	6,000.00	5,331.25	6,000.00	1,250.00	6,000.00
610-815-6407 GENERAL ENGINEERING	25,500.00	20,193.78	20,000.00	20,538.91	20,000.00	9,491.41	31,000.00
610-815-6408 INSURANCE/LIABILITY	27,000.00	24,954.50	29,000.00	27,252.50	29,000.00	.00	29,000.00
610-815-6411 LEGAL FEES	1,360.00	13,379.42	1,360.00	894.46	1,000.00	691.07	1,300.00
610-815-6414 PUBLICATIONS	3,500.00	3,262.32	4,000.00	3,342.75	.00	.00	.00
610-815-6418 SALES TAX/SEWER	40,000.00	31,734.52	45,000.00	34,709.05	35,000.00	18,311.84	33,000.00
610-815-6419 COMPUTER UPDATE	21,750.00	6,749.06	10,000.00	8,390.35	7,000.00	5,257.31	7,000.00
PLAN IT SOFTWARE COMPUTER SERVICE CONTRACT SUMMIT ANNUAL FEE ANTI-VIRUS LICENSE							
610-815-6420 ORDINANCE UPDATE	800.00	331.25	800.00	86.88	800.00	.00	100.00
610-815-6499 UB OUTSOURCING	.00	.00	.00	.00	.00	.00	10,000.00
610-815-6505 EQUIPMENT/OFFICE	3,700.00	4,210.48	6,000.00	3,891.71	5,000.00	1,865.15	3,000.00
COPIER AGREEMENT MAILSORTER QTRLY LEASE							
610-815-6506 SUPPLIES/OFFICE	7,000.00	5,363.32	6,000.00	6,841.33	6,000.00	1,776.33	3,000.00
610-815-6508 POSTAGE	15,000.00	13,434.97	15,000.00	13,081.49	15,000.00	9,038.24	5,000.00

BUDGET WORKSHEET  
CALENDAR 6/2013, FISCAL 12/2013

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
610-815-6599 NSF/REFUNDS	10,000.00	14,856.28	15,000.00	9,030.51	15,000.00	3,500.82	10,000.00
610-815-6781 WW TREATMENT PLANT BRIDGE	.00	.00	.00	.00	.00	.00	.00
610-815-6910 UNFUNDED LIABILITY	.00	.00	.00	.00	.00	.00	.00
610-816-6181 CLOTHING ALLOWANCE	2,500.00	1,840.50	2,500.00	1,838.50	2,500.00	1,681.25	2,500.00
610-816-6240 TRAVEL/CONFERENCE EXPENSE	4,000.00	2,775.06	3,000.00	3,210.78	3,000.00	1,970.94	3,000.00
Roy Car Allowance 1200							
610-816-6310 BUILDING & GROUNDS	35,000.00	17,807.12	10,000.00	7,352.59	5,000.00	3,948.45	5,000.00
610-816-6331 GAS/OIL	7,000.00	3,704.39	5,000.00	4,552.61	5,000.00	2,647.54	5,000.00
610-816-6350 REPAIRS	60,000.00	47,868.57	40,000.00	37,041.16	35,000.00	12,454.76	35,000.00
610-816-6371 UTILITIES	240,000.00	184,210.95	210,000.00	156,740.29	190,000.00	78,038.30	170,000.00
610-816-6372 LANDFILL/USERS FEES	5,000.00	2,985.42	4,000.00	3,210.02	4,000.00	1,642.20	4,000.00
610-816-6373 TELEPHONE	5,000.00	4,288.67	4,500.00	4,762.93	5,000.00	2,676.93	5,000.00
610-816-6379 LANDFILL/SLUDGE	28,000.00	10,970.72	24,000.00	15,139.00	25,000.00	1,149.98	50,000.00
THOMPSON AGREEMENT 8,000							
LAB TESTS 4,000							
SPREADERS CARRY-OVER 12,000							
LEASE 2 TRACTORS 11,000							
LEASE END LOADER 10,000							
610-816-6399 LIFT STATION REPAIR	20,000.00	762.77	8,000.00	1,815.64	4,000.00	7,428.63	4,000.00
610-816-6407 OPERATIONS ENGINEERING	7,000.00	4,152.50	6,000.00	3,177.36	3,000.00	.00	3,000.00

BUDGET WORKSHEET

CALENDAR 6/2013, FISCAL 12/2013

ACCOUNT NUMBER ACCOUNT TITLE	2YRS AGO BUD	2YRS AGO EXP	LYR BUDGET	LYR EXPENDED	CUR BUDGET	EXPENDED YTD	NEWBUDGET
610-816-6419 SCADA UPDATES	65,000.00	4,695.60	7,000.00	3,433.07	.00	.00	.00
610-816-6490 LAB TESTS	14,000.00	11,015.48	10,000.00	14,204.91	8,000.00	9,334.54	12,000.00
610-816-6491 SERVICE/STATE LICENSES	4,000.00	1,275.00	3,000.00	5,417.00	5,000.00	1,342.00	4,000.00
610-816-6495 SERVICE/PEST CONTROL	1,000.00	942.00	1,000.00	896.50	1,000.00	570.50	1,000.00
610-816-6501 CHEMICALS	32,000.00	13,226.23	18,000.00	17,192.58	14,000.00	9,674.53	14,000.00
610-816-6505 EQUIPMENT	70,000.00	38,240.12	30,000.00	44,258.83	30,000.00	26,700.12	30,000.00
2 DUMP TRUCK LEASE PMT 16,700							
MISC 5,300							
LAWN EQUIP LEASE 8,000							
610-816-6599 MISCELLANEOUS	4,000.00	4,052.14	4,000.00	3,261.03	4,000.00	2,638.37	4,000.00
610-817-6181 CLOTHING ALLOWANCE	2,000.00	821.50	2,000.00	810.00	2,000.00	810.00	2,000.00
610-817-6240 TRAVEL/CONFERENCE EXPENSE	3,500.00	1,484.84	3,500.00	1,968.38	3,000.00	497.36	3,000.00
610-817-6331 GAS AND OIL	7,000.00	4,637.54	6,000.00	6,415.34	6,000.00	3,403.84	7,000.00
610-817-6399 SEWER CLEANING/REPAIRS	17,500.00	12,605.77	10,000.00	9,131.62	10,000.00	7,654.21	10,000.00
610-817-6407 COLLECTION-ENGINEERING	20,000.00	15,318.52	5,000.00	.00	5,000.00	.00	5,000.00
610-817-6492 SERVICE/METER READERS	.00	.00	.00	.00	.00	.00	.00
610-817-6494 SEWER/TELEVISION	2,500.00	262.14	5,000.00	146.04	3,000.00	24.49	2,000.00
610-817-6498 SANITARY SEWER EXTENSIONS	.00	.00	.00	.00	.00	.00	.00
610-817-6499 I AND I PROJECT	100,000.00	35,822.16	100,000.00	62,291.00	.00	.00	.00









## *Utility Billing and Collection*

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### **Department Duties:**

The Utility Billing Department collects all revenues associated with water/sewer/sanitary sewer utilities.

### **Accomplishments (past FY):**

1. Updated most of our office manuals.
2. Scanned items to Laser fiche to reorganize and maintain file cabinets.
3. All current reports scanned to Laser fiche.

### **Key priorities for next FY (brief explanation):**

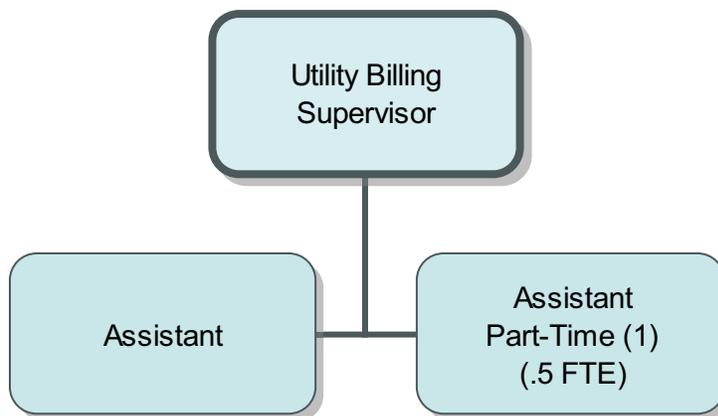
1. Re-organize division of duties within our office to make the best use of any time we will gain by out-sourcing bills and remittance.
2. Implement out-sourcing of bills and remittance.
3. Become adept with Laser fiche and train others in our office to make better use of Laser fiche.
4. Continue to update office manuals.
5. Continue cross training.

### **Future goals (include long-term time line):**

1. Online payments
2. Continue to work with meter department to continually change out meters on schedule.

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### **Management Structure:**



## Utility Billing Department

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### **Budget Summary:**

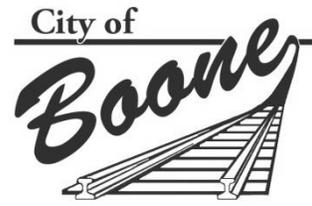
The Utility Billing and Collection Department is included with the Utility Budget.

*A Glossary of Spending Categories  
can be obtained from the City Clerk.*

# *Appendix A – Capital Improvement Plan*

*FY2014 Boone Capital  
Improvements Program (CIP)*

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**Document Contents -**

- *CIP Program Overview*
- *Projects and Funding Sources by Department*
- *Projects by Funding Source*
- *All Projects – Project Descriptions*

**Prepared by:  
Boone City Staff  
CIP Committee**

**Public Hearing by the Boone City Council: 2/18/2013**

# CIP Program Overview

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## Capital Improvement Program (CIP)

The CIP serves a number of important functions for the City of Boone. Some of the most basic functions include the CIP as a formal mechanism for decision making, a link to the long-range goals of the community, a financial management tool, and a reporting tool for communicating financial goals to citizens.

An important aspect of developing the capital improvement program is balancing Boone's needs with our ability to pay for those needs. The process focuses attention on the financial capability of Boone City Government over the long term. Consistency of projects with community goals provides a way to select among competing projects for the limited financial resources available to our City Government.

Below is a detailed outline of the policies that structure the Boone CIP.

## Capital Expenditure Defined

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The City of Boone defines a "capital expenditure" as –

1. The project is of a nonrecurring nature
2. Minimum cost of \$12,000
3. Estimated service life of at least 10 years

*Examples:*

1. *The CIP is not intended to include such items as painting and sealing a parking lot; however, it would include the repaving of parking lots.*
2. *The CIP includes the installation of a new roofing surface, but would not include spot patching of a roof.*
3. *The CIP is intended to exclude such items as light poles or playground equipment whose individual replacement costs would be less than \$12,000 but when aggregated would cost more than \$12,000. The exception to that \$12,000 would be when the total of all replacement items is sizeable (i.e., \$40,000 or more). If such items are part of a larger project (e.g. rebuilding a park which includes a playground), then all such items which individually do not qualify as capital, would be considered as capital when presented as a single project.*
4. *Major renovations of existing facilities that cost more than \$12,000 may be submitted for consideration as a capital project. Maintenance of existing facilities, however, should not be included in capital requests. Requests for the funding of maintenance projects should be included in the appropriate operating budget.*

The CIP of Boone shall cover a **FIVE** year time period. The CIP will be reviewed once a year and another year will be added to the program.

## **Priority Classification**

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*The City of Boone will utilize the following to prioritize projects included in the CIP.*

### **CIP Rating Procedure**

- Mandates (legislative/legal/contractual requirements)
- The basics (provide required services, health, safety, general welfare)
- Achieve goals (community growth, new attractions, etc.)

#### 1. Service Level Priority Classification

- a. Critical - Protects life, health or safety
- b. Maintenance - Allows continuation of existing service at same level, or finishes partially complete project.
- c. Enhancement - Improves services or facilities when obsolete or inadequate.
- d. New Service - Expands scope of existing public service or introduces an entirely new service.

#### 2. Policy Priority Classification

- a. Legal Requirement - Legislative/legal or contractual obligation.
- b. Safety / Correction - Protects life, health or safety.
- c. Infrastructure - Public domain fixed assets such as roads, bridges, drainage systems, and similar assets that are immovable and of value only to the government unit.
- d. Other - Other than listed above

3. Expected Useful Life - How long until replacement necessary?

4. Effect on operating and maintenance costs - Salaries, repairs, etc.

5. Effect on Revenue Sources - How does this affect City revenues?

6. Grant Reimbursement - Is it available? What match percentage?

## **Budget Policies**

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### **Capital Improvement Budget Policies-**

1. The city will determine the least costly financing method for all new projects.
2. The city will identify the estimated costs and potential funding sources for each capital project proposal before it is submitted to council for approval.

### **Debt Policies-**

1. The city will confine long-term borrowing to capital improvements that cannot be financed from current revenues.
2. When the city finances capital projects by issuing bonds, it will pay back the bonds within a period not to exceed the expected useful life of the project.

3. The city will try to keep the average maturity of GO Bonds at or below 10 years.
4. On all debt-financed projects, the city will make a down payment of at least 5 percent of total project cost from current revenues. The city will maintain a goal of increasing this percentage.
5. Total debt service for general obligation debt will not exceed state allowed total annual locally generated operating revenue.
6. Total general-obligation debt will not exceed 5 percent of the assessed valuation of taxable property.
7. Where possible, the city will use special assessment, revenue, or other self-supporting bonds instead of general obligation bonds.
8. The city will maintain good communications with bond rating agencies about its financial condition. The city will follow a policy of full disclosure on every financial report and bond prospectus.

***Revenue Policies-***

1. The city will try to maintain a diversified and stable revenue system to shelter it from short-run fluctuations in any one revenue source.
2. The city will estimate its annual revenues by an objective, analytical process.
3. The city will project revenues for the next **five years** and will update this projection annually. Each existing and potential revenue source will be reexamined annually.
4. The city will establish user charges and fees at a level related to the cost of providing the services.
5. The city will periodically recalculate the full costs of activities supported by fees and adjust accordingly (considering such factors as inflation).
6. The city will try to set fees for other user activities, such as recreational services, at a level to support a majority of the direct and indirect cost of the activity.

# Capital Improvement Plan- Summary

*Active projects summarized by department*

City of Boone, IA

*Boone CIP*

FY '14 thru FY '18

**PROJECTS BY DEPARTMENT**

Department	Project#	Priority	FY '14	FY '15	FY '16	FY '17	FY '18	Total
<b>Airport</b>								
Apron Reconstruction and Expansion - Phase IV	09AIR-005	2		448,000				448,000
Joint Sealing and Patching - South End	12AIR-001	3	301,500					301,500
<b>Airport Total</b>			<b>301,500</b>	<b>448,000</b>				<b>749,500</b>
<b>Cemetery</b>								
Columbarium	12CEM-001	3	30,000					30,000
<b>Cemetery Total</b>			<b>30,000</b>					<b>30,000</b>
<b>City Hall</b>								
City Hall Window Replacements	08CHL-002	3		20,000	20,000			40,000
<b>City Hall Total</b>				<b>20,000</b>	<b>20,000</b>			<b>40,000</b>
<b>Economic Development</b>								
CDBG - Housing Rehabilitation	09ED-001	1	100,000					100,000
<b>Economic Development Total</b>			<b>100,000</b>					<b>100,000</b>
<b>Fire</b>								
Fire Engine	11BFD-003	4			400,000			400,000
POC Transport Utility Vehicle	12BFD-001	1	40,000					40,000
<b>Fire Total</b>			<b>40,000</b>		<b>400,000</b>			<b>440,000</b>
<b>Library</b>								
Library Roof Replacement	12LIB-001	3			60,000			60,000
<b>Library Total</b>					<b>60,000</b>			<b>60,000</b>
<b>Parks and Recreation</b>								
Park Cold Storage Building	11PRK-001	2	100,000					100,000
<b>Parks and Recreation Total</b>			<b>100,000</b>					<b>100,000</b>
<b>Police</b>								
Emergency Siren Replacement Program	10BPD-001	1	15,000	16,000				31,000
South Roof Replacement - Boone Police Dept.	10BPD-002	3			40,000			40,000
<b>Police Total</b>			<b>15,000</b>	<b>16,000</b>	<b>40,000</b>			<b>71,000</b>

Department	Project#	Priority	FY '14	FY '15	FY '16	FY '17	FY '18	Total
<b>Public Works</b>								
South Marion & West Park Paving	04STR-010	3			115,000	1,355,000		1,470,000
Sidewalk Replacement Program	04STR-016	1	10,000	10,000	10,000			30,000
Handicap Ramp Replacement Program	04STR-017	1	22,500	22,500	22,500			67,500
Sanitary Sewer Management Program (CMOM)	08SWR-001	1	40,000					40,000
Roadway Management Program	09STR-051	1	30,000					30,000
Pavement Recycling at W 12th Storage Site	10STR-006	4			80,000			80,000
Sewer Maintenance Pickup Truck	11SAN-005	1	30,000					30,000
2013 Quinns Area Sanitary Sewer Rehabilitation	11SAN-008	2			420,000			420,000
Polecat Creek Manhole Rehab	11SAN-009	2		70,000				70,000
Dump Truck with Snow Plow	11STR-001	2	180,000					180,000
Large snow blower for maintainer	11STR-002	2	100,000					100,000
Public Works Building Renovation	11STR-003	2	40,000		1,500,000			1,540,000
South Marshall Street Reconstruction	11STR-011	1	381,390					381,390
W Mamie from Ringold to Montana	11STR-012	3		7,000	85,000			92,000
Marion Street from 10th to 12th	11STR-013	2		75,000				75,000
Stormwater Ditching Improvements	12STE-001	2	15,000					15,000
Upgrade Traffic Control Boxes	12STR-002	2	50,000					50,000
End Loader	12STR-003	3				225,000		225,000
US Highway 30 Corridor Study	12STR-004	3	50,000					50,000
<b>Public Works Total</b>			<b>948,890</b>	<b>184,500</b>	<b>2,232,500</b>	<b>1,580,000</b>		<b>4,945,890</b>
<b>Utilities Department</b>								
West Boone Water Tower	04WTR-001	3			180,000	1,760,000		1,940,000
Park Ave. Lift Station	09SWR-002	2			550,000			550,000
SCADA System Updates	09WWF-001	2	289,000					289,000
Lime Feed System Improvements	10WWF-001	2			90,000			90,000
UV Disinfection at WPCP	10WWF-002	4			939,000			939,000
Grit Removal System Improvements	10WWF-003	1	74,100					74,100
Water Tower Painting and Repairs	12WTF-003	2	314,000					314,000
Lime Residual Disposal	12WTR-002	1	330,000					330,000
<b>Utilities Department Total</b>			<b>1,007,100</b>		<b>1,759,000</b>	<b>1,760,000</b>		<b>4,526,100</b>
<b>GRAND TOTAL</b>			<b>2,542,490</b>	<b>668,500</b>	<b>4,511,500</b>	<b>3,340,000</b>		<b>11,062,490</b>

# Capital Improvement Plan- Summary

*Active projects summarized by funding source*

City of Boone, IA

Boone CIP

FY '14 thru FY '18

**PROJECTS BY FUNDING SOURCE**

Source	Project#	Priority	FY '14	FY '15	FY '16	FY '17	FY '18	Total
<b>Bond (Levy)</b>								
South Marion & West Park Paving	04STR-010	3			23,000	271,000		294,000
West Boone Water Tower	04WTR-001	3			180,000			180,000
Park Ave. Lift Station	09SWR-002	2			550,000			550,000
Pavement Recycling at W 12th Storage Site	10STR-006	4			80,000			80,000
Lime Feed System Improvements	10WWF-001	2			90,000			90,000
UV Disinfection at WPCP	10WWF-002	4			939,000			939,000
Fire Engine	11BFD-003	4			400,000			400,000
Park Cold Storage Building	11PRK-001	2	100,000					100,000
Sewer Maintenance Pickup Truck	11SAN-005	1	30,000					30,000
2013 Quinns Area Sanitary Sewer Rehabilitation	11SAN-008	2			420,000			420,000
Dump Truck with Snow Plow	11STR-001	2	180,000					180,000
Large snow blower for maintainer	11STR-002	2	100,000					100,000
Public Works Building Renovation	11STR-003	2			1,500,000			1,500,000
W Mamie from Ringold to Montana	11STR-012	3			85,000			85,000
Marion Street from 10th to 12th	11STR-013	2			75,000			75,000
Columbarium	12CEM-001	3	30,000					30,000
End Loader	12STR-003	3				225,000		225,000
Water Tower Painting and Repairs	12WTF-003	2	314,000					314,000
Lime Residual Disposal	12WTR-002	1	330,000					330,000
<b>Bond (Levy) Total</b>			<b>1,084,000</b>	<b>403,200</b>	<b>4,342,000</b>	<b>496,000</b>		<b>5,922,000</b>
<b>Grant</b>								
Apron Reconstruction and Expansion - Phase IV	09AIR-005	2		403,200				403,200
CDBG - Housing Rehabilitation	09ED-001	1	75,000					75,000
Joint Sealing and Patching - South End	12AIR-001	3	271,350					271,350
US Highway 30 Corridor Study	12STR-004	3	50,000					50,000
<b>Grant Total</b>			<b>396,350</b>	<b>403,200</b>				<b>799,550</b>
<b>Grant (STP)</b>								
South Marion & West Park Paving	04STR-010	3			92,000	1,084,000		1,176,000
South Marshall Street Reconstruction	11STR-011	1	291,512					291,512
<b>Grant (STP) Total</b>			<b>291,512</b>		<b>92,000</b>	<b>1,084,000</b>		<b>1,467,512</b>
<b>Local Option Sales Tax (LOST)</b>								
Sidewalk Replacement Program	04STR-016	1	10,000	10,000	10,000			30,000
City Hall Window Replacements	08CHL-002	3		20,000	20,000			40,000
Apron Reconstruction and Expansion - Phase IV	09AIR-005	2		44,800				44,800
Emergency Siren Replacement Program	10BPD-001	1	15,000	16,000				31,000
South Roof Replacement - Boone Police Dept.	10BPD-002	3			40,000			40,000

Source	Project#	Priority	FY '14	FY '15	FY '16	FY '17	FY '18	Total
Boiler Replacement	11CHL-001	1	60,000					60,000
Public Works Building Renovation	11STR-003	2	20,000					20,000
Joint Sealing and Patching - South End	12AIR-001	3	30,150					30,150
POC Transport Utility Vehicle	12BFD-001	1	40,000					40,000
Library Roof Replacement	12LIB-001	3			60,000			60,000
<b>Local Option Sales Tax (LOST) Total</b>			<b>175,150</b>	<b>90,800</b>	<b>130,000</b>			<b>395,950</b>
<b>Road Use Tax (RUT)</b>								
Handicap Ramp Replacement Program	04STR-017	1	22,500	22,500	22,500			67,500
Roadway Management Program	09STR-051	1	30,000					30,000
Public Works Building Renovation	11STR-003	2	20,000					20,000
South Marshall Street Reconstruction	11STR-011	1	89,878					89,878
W Mamie from Ringold to Montana	11STR-012	3		7,000				7,000
Upgrade Traffic Control Boxes	12STR-002	2	25,000	2,000				27,000
<b>Road Use Tax (RUT) Total</b>			<b>187,378</b>	<b>31,500</b>	<b>22,500</b>			<b>241,378</b>
<b>Sanitary Sewer Receipts</b>								
Polecat Creek Manhole Rehab	11SAN-009	2		70,000				70,000
<b>Sanitary Sewer Receipts Total</b>				<b>70,000</b>				<b>70,000</b>
<b>Storm Sewer Receipts</b>								
Sanitary Sewer Management Program (CMOM)	08SWR-001	1	40,000					40,000
Stormwater Ditching Improvements	12STE-001	2	15,000					15,000
<b>Storm Sewer Receipts Total</b>			<b>55,000</b>					<b>55,000</b>
<b>Tax Increment Financing (TIF)</b>								
CDBG - Housing Rehabilitation	09ED-001	1	25,000					25,000
<b>Tax Increment Financing (TIF) Total</b>			<b>25,000</b>					<b>25,000</b>
<b>Water Receipts</b>								
West Boone Water Tower	04WTR-001	3				60,000		60,000
<b>Water Receipts Total</b>						<b>60,000</b>		<b>60,000</b>
<b>Water Revenue Bond</b>								
West Boone Water Tower	04WTR-001	3				1,700,000		1,700,000
<b>Water Revenue Bond Total</b>						<b>1,700,000</b>		<b>1,700,000</b>
<b>GRAND TOTAL</b>			<b>2,214,390</b>	<b>595,500</b>	<b>4,586,500</b>	<b>3,340,000</b>		<b>10,736,390</b>

# Capital Improvement Plan-

## Active Projects

*Descriptions*

*Funding*

*Recommendations*

The following includes all projects identified as “Active.” This indicates the project will take place in the next fiscal year (or another year as indicated in the plan).

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Airport Commission

**Department** Airport

**Project #** 09AIR-005  
**Project Name** Apron Reconstruction and Expansion - Phase IV

**Type** Improvement

**Useful Life** 40 years

**Category** Special Projects

**Priority** 2 Critical

**Account #**

**Estimated Cost**

**Actual Cost**

**Total Project Cost** \$448,000

**Description**

Apron Reconstruction

**Justification**

This project can yield substantial improvements with only a minor amount of local matching funds.

**Boone CIP**FY '14 *thru* FY '18**City of Boone, IA****Contact** Airport Commission**Department** Airport

<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Construction/Maintenance		448,000				448,000
<b>Total</b>		<b>448,000</b>				<b>448,000</b>

<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Grant		403,200				403,200
Local Option Sales Tax (LOST)		44,800				44,800
<b>Total</b>		<b>448,000</b>				<b>448,000</b>

**Operational Impact/Other**

2009:

CIP Committee has not reviewed this request. The Airport Commission submitted CIP proposals after the final CIP meeting.

Administrator Recommendation 11-9-2010

Numbers were updated from Jim Hughes on 11/9/2010. Minor local input results in substantial improvements of great value at the Municipal Airport. Recommendation - this project remain active.

CIP Committee 11/16/2010:

Remain active.

Administrator Recommendation (11/1/2011):

Remain active.

Notes on 3/9/2012 - Met with Mike Lauritsen and discussed the timing of projects. The Airport Commission should separate out costs for engineering/construction/study/planning and design so that projects can be accurately planned across multiple fiscal years.

Administrator Recommendation (12/7/2012):

Project moved back one year. Also, local match increased from \$22K to \$44K. Remain active

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Airport Commission  
**Department** Airport

**Project #** 12AIR-001  
**Project Name** Joint Sealing and Patching - South End

**Type** Maintenance  
**Useful Life** 20 years  
**Category** Street Reconstruction  
**Priority** 3 Very Important

**Account #** **Estimated Cost**  
**Actual Cost**

**Total Project Cost** \$301,500

**Description**

Joint sealing and maintenance of runway.

**Justification**

General maintenance will prolong the life of current pavement.



**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Airport Commission

**Department** Airport

<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Construction/Maintenance	301,500					301,500
<b>Total</b>	<b>301,500</b>					<b>301,500</b>

<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Grant	271,350					271,350
Local Option Sales Tax (LOST)	30,150					30,150
<b>Total</b>	<b>301,500</b>					<b>301,500</b>

**Operational Impact/Other**

Administrator Recommendation (12/7/2012):

This is a 10% match for federal funds for general maintenance of airport infrastructure. Recommend project be active.

# Boone CIP

FY '14 *thru* FY '18

## City of Boone, IA

**Contact** Parks Director

**Department** Cemetery

**Type** Improvement

**Useful Life** 50 years

**Category** Buildings

**Priority** 3 Very Important

**Project #** 12CEM-001

**Project Name** Columbarium

**Account #**

**Estimated Cost**

**Actual Cost**

**Total Project Cost** \$30,000

### Description

A columbarium is a place for the respectful and usually public storage of cinerary urns (i.e. urns holding a deceased's cremated remains). Today's columbaria can be either free standing units, or part of a mausoleum or another building. Some manufacturers produce columbaria that are built entirely off-site and brought to the cemetery by a large truck.

### Justification

Revenue for a columbarium niche can range from \$2,500 to \$4,000. A columbarium can provide a steady revenue stream for the cemetery and is an added amenity/service for the community.



**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Parks Director

**Department** Cemetery

<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Construction/Maintenance	30,000					30,000
<b>Total</b>	<b>30,000</b>					<b>30,000</b>

<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Bond (Levy)	30,000					30,000
<b>Total</b>	<b>30,000</b>					<b>30,000</b>

**Operational Impact/Other**

Administrator recommendation 11/26/2012:

This concept is a great addition to our local cemetery. I recommend this project be active pending available LOST funds.

CIP Committee 11/29/2012:

Project should be active pending LOST funds.

Administrator Notes 1/11/2013:

Move to 2013 bond issue.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Scott Hull  
**Department** City Hall

**Project #** 08CHL-002  
**Project Name** City Hall Window Replacements

**Type** Improvement  
**Useful Life** 30 years  
**Category** Buildings  
**Priority** 3 Very Important

**Account #**  
**Estimated Cost**  
**Actual Cost**

**Total Project Cost** \$120,000

**Description**  
Many existing windows are old and less efficient.

**Justification**

**Boone CIP****FY '14 thru FY '18****City of Boone, IA****Contact** Scott Hull**Department** City Hall

<b>Prior</b>	<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
80,000	Construction/Maintenance		20,000	20,000			40,000
<b>Total</b>	<b>Total</b>		<b>20,000</b>	<b>20,000</b>			<b>40,000</b>

<b>Prior</b>	<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
80,000	Local Option Sales Tax (LOST)		20,000	20,000			40,000
<b>Total</b>	<b>Total</b>		<b>20,000</b>	<b>20,000</b>			<b>40,000</b>

**Operational Impact/Other**

CIP Committee 11/16/2010:  
Remain active

Administrator Recommendation 10/20/2011:  
Remain active, but postpone to save dollars for Boiler Replacement.

CIP Committee 11/29/2012:  
Project should remain active for next year of spending in FY2015.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Scott Hull

**Department** City Hall

**Type** Improvement

**Useful Life** 30 years

**Category** Equipment: Miscellaneous

**Priority** 1 Mandatory

<b>Project #</b>	<b>11CHL-001</b>
<b>Project Name</b>	<b>Boiler Replacement</b>

**Account #**

**Estimated Cost**

**Actual Cost**

**Total Project Cost** \$120,000

**Description**

City hall has two boilers providing a heat source for City Hall and the Fire Department. This project entails replacement of both boilers.

**Justification**

The Boilers at City Hall are 1977 model and have met their lifespan. The fire tubes are failing and repair costs are increasing.

Hartford Steam Boiler Inspection and Insurance Company, through State inspections, has identified an immediate need to replace the equipment. Pending failure, as noted by the inspector, could lead to freezing tempratures within city hall causing further damage via frozen pipes.

**Boone CIP**  
**City of Boone, IA**

**FY '14 thru FY '18**

**Contact** Scott Hull  
**Department** City Hall

**Prior**

120,000

**Total**

<b>Prior</b>	<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
60,000	Local Option Sales Tax (LOST)	60,000					60,000
<b>Total</b>	<b>Total</b>	<b>60,000</b>					<b>60,000</b>

**Operational Impact/Other**

Administrator Recommendation 10/20/2011:

This project should be active. The budget reflects payment over two fiscal years. This requires extending the life of the current boilers through two more heating seasons. While this is not advised, funding sources are limited.

CIP Committee 11/18/2011:

Project should make active immediately and move forward with installation, use LOST reserves and reimburs with \$65,000 over the next two fiscal years.

CIP Committee 11/29/2012:

Project should remain active.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Building Official

**Department** Economic Development

<b>Project #</b>	<b>09ED-001</b>
<b>Project Name</b>	<b>CDBG - Housing Rehabilitation</b>

**Type** Improvement

**Useful Life** 40 years

**Category** Special Projects

**Priority** 1 Mandatory

**Account #**

**Estimated Cost**

**Actual Cost**

**Total Project Cost** \$500,000

<b>Description</b>
Community Development Block Grant for the rehabilitation of 11 homes in the area: east of Clinton, west of Branard, north of 1st and south of 8th St.

<b>Justification</b>

**Boone CIP**FY '14 *thru* FY '18**City of Boone, IA****Contact** Building Official**Department** Economic Development

<b>Prior</b>	<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
400,000	Construction/Maintenance	100,000					100,000
<b>Total</b>	<b>Total</b>	<b>100,000</b>					<b>100,000</b>

<b>Prior</b>	<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
400,000	Grant	75,000					75,000
	Tax Increment Financing (TIF)	25,000					25,000
<b>Total</b>	<b>Total</b>	<b>100,000</b>					<b>100,000</b>

**Operational Impact/Other**

CIP Committee 11/16/2010:  
Remain active

Administrator Recommendation 10/20/2011:  
Remain active.

CIP Committee 11/29/2012:  
Project should remain active.

# Boone CIP

FY '14 thru FY '18

## City of Boone, IA

**Contact** Fire Chief  
**Department** Fire

**Project #** 11BFD-003  
**Project Name** Fire Engine

**Type** Equipment  
**Useful Life** 20 years  
**Category** Vehicles  
**Priority** 4

**Account #**

**Estimated Cost**

**Actual Cost**

**Total Project Cost** \$400,000

### Description

Custom cab 1st Line Fire Engine. This is typically the first engine to leave for a fire or medical assist call.

### Justification

The age of the current 1st Line Fire Engine is a 1995 model year. While it has held up well it is showing signs of age. NFPA standards suggest moving this 1st line vehicle to a secondary status given the age and condition of the unit. This engine is used every day for a variety of calls (medical, fire, extrication, public education). An updated unit will improve efficiency in daily operations.



**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Fire Chief

**Department** Fire

<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Equip/Vehicles/Furnishings			400,000			400,000
<b>Total</b>			<b>400,000</b>			<b>400,000</b>

<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Bond (Levy)			400,000			400,000
<b>Total</b>			<b>400,000</b>			<b>400,000</b>

**Operational Impact/Other**

Administrator Recommendation 10/21/2011:  
Remain pending and research funding.

Administrator Recommendation 10/31/2012:  
Remain pending.

CIP Committee 11/29/2012:  
Project should remain active.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Fire Chief  
**Department** Fire

**Project #** 12BFD-001  
**Project Name** POC Transport Utility Vehicle

**Type** Equipment  
**Useful Life** 10 years  
**Category** Vehicles  
**Priority** 1 Mandatory

**Account #**  
**Estimated Cost**  
**Actual Cost**

**Total Project Cost** \$40,000

**Description**

Quad cab pickup to replace the current suburban. This vehicle is used to transport equipment and POC fire fighters to and from emergency scenes as well as other general department uses.

**Justification**

Current suburban was brought into the fleet in 1996. The vehicle is showing signs of mechanical failure and becoming less dependable as an emergency vehicle.



**Boone CIP****FY '14 thru FY '18****City of Boone, IA****Contact** Fire Chief**Department** Fire

<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Equip/Vehicles/Furnishings	40,000					40,000
<b>Total</b>	<b>40,000</b>					<b>40,000</b>

<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Local Option Sales Tax (LOST)	40,000					40,000
<b>Total</b>	<b>40,000</b>					<b>40,000</b>

**Operational Impact/Other**

Administrator Recommendation 10/31/2012:

Make active. This is a crucial vehicle for use of Paid-on-call personnel. Council has made it known that the success of the POC program is important.

CIP Committee 11/29/2012:

Project should become active. However, it is helpful if this equipment could be designed to accommodate the needs for a brush truck (11BFD-002).

# Boone CIP

FY '14 thru FY '18

## City of Boone, IA

**Contact** Library Director

**Department** Library

**Project #** 12LIB-001

**Project Name** Library Roof Replacement

**Type** Maintenance

**Useful Life** 20 years

**Category** Buildings

**Priority** 3 Very Important

**Account #**

**Estimated Cost**

**Actual Cost**

**Total Project Cost** \$60,000

### Description

The roof has been inspected and needs replaced within the next five years. The south roof was replaced in 1991 and the north side was installed during renovation in 1994. There is also a need to increase insulation efficiency (increased R-value).

### Justification

Leaks were discovered and patched in 2011. The roof currently has limited insulation value. Improving insulation efficiency will improve heating/cooling costs. The cost estimate includes 4% increase over three years.



**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Library Director

**Department** Library

<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Construction/Maintenance			60,000			60,000
<b>Total</b>			<b>60,000</b>			<b>60,000</b>

<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Local Option Sales Tax (LOST)			60,000			60,000
<b>Total</b>			<b>60,000</b>			<b>60,000</b>

**Operational Impact/Other**

Administrator Recommendation 11/5/2012:  
Make active. Maintaining the integrity of a roof is crucial for building longevity.

CIP Committee Recommendation 11/29/2012:  
Make active.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Parks Director

**Department** Parks and Recreation

**Project #** 11PRK-001  
**Project Name** Park Cold Storage Building

**Type** Improvement

**Useful Life** 50 years

**Category** Park Improvements

**Priority** 2 Critical

**Account #**

**Estimated Cost**

**Actual Cost**

**Total Project Cost** \$100,000

**Description**

2,400 sq ft building to house equipment such as aerial truck, tree spade and other important equipment.

**Justification**

To improve longevity of equipment. Iowa weather is damaging to equipment that is left outside. Hydraulic hoses become brittle and are therefore easily damaged. Weather ultimately reduces the useful life of high-cost equipment.



**Boone CIP**FY '14 *thru* FY '18**City of Boone, IA****Contact** Parks Director**Department** Parks and Recreation

<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Planning/Design	10,000					10,000
Construction/Maintenance	90,000					90,000
<b>Total</b>	<b>100,000</b>					<b>100,000</b>

<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Bond (Levy)	100,000					100,000
<b>Total</b>	<b>100,000</b>					<b>100,000</b>

**Operational Impact/Other**

Administrator Recommendation 11/16/2011:

This building is an inexpensive way to house important equipment; however, funding is an issue. Recommend project be active contingent upon LOST funding.

CIP Committee 11/18/2011:

Project should remain pending and become active dependent upon grants.

Administrator Recommendation 11/26/2012:

Remain pending. Explore possibility of utilizing space with Public Works when the City moves forwards with improvements at that facility. An example would be to construct cold storage at public works for temporary use while the Public Works Shed is renovated. Then move equipment back and allow Parks to use the cold storage building.

CIP Committee 11/29/2012:

Project should become active. Park should have access to the building for winter storage. The Committee recommendation is basing this action on funds not previously used for a playground structure (\$22,000 from LOST in FY2012).

Administrator notes 1/11/2013:

Project can be moved to 2013 Bond Issue.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Public Safety Director

**Department** Police

**Type** Maintenance

**Useful Life** 20 years

**Category** Equipment: Miscellaneous

**Priority** 1 Mandatory

<b>Project #</b>	<b>10BPD-001</b>
<b>Project Name</b>	<b>Emergency Siren Replacement Program</b>

**Account #**

**Estimated Cost**

**Actual Cost**

**Total Project Cost** \$70,500

**Description**

Boone has eight emergency sirens used for audio warning notification of severe weather. The replacement program will be a multi-year project, replacing the most critical sirens first. Six of the eight emergency sirens in the City of Boone need to be replaced in the coming years.

The program will involve replacing the siren and the pole at the siren near Boone Glass and the Fairgrounds. Only the siren needs replaced at Franklin school as a new pole was used wh relocated during school construction.

The last three involve replacing the sirens and placing them on poles at DMACC, City Hall and the Courthouse. Currently the sirens are mounted on the buildings. Sirens located in McHose Park and Lowell Park Subdivision do no need replaced at this time.

**Justification**

Current sirens and poles are becoming outdated and thus less reliable. For the safety of the community it is necessary to start this replacement program.



**Boone CIP****FY '14 thru FY '18****City of Boone, IA****Contact** Public Safety Director**Department** Police

<b>Prior</b>	<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
39,500	Construction/Maintenance	15,000	16,000				31,000
<b>Total</b>	<b>Total</b>	<b>15,000</b>	<b>16,000</b>				<b>31,000</b>

<b>Prior</b>	<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
39,500	Local Option Sales Tax (LOST)	15,000	16,000				31,000
<b>Total</b>	<b>Total</b>	<b>15,000</b>	<b>16,000</b>				<b>31,000</b>

**Operational Impact/Other**

Establishing the siren replacement program will assure current functional sirens throughout Boone.

Administrator Recommendation 12/2009:  
Approve.

CIP Committee Action 1/7/2010:  
Seek grant funds through emergency management. Cover any non-grant covered costs with LOST, maximums according to expenditure and funding outlay in the CIP.

CIP Committee 11/16/2010:  
Remain active

Administrator Recommendation 10/20/2011:  
Remain active.

CIP Committee 11/18/2011:  
Project should remain active.

Administrator Recommendation 10/31/2012:  
Remain active. FY2016 should be the last year for replacements. Further replacements should not be necessary for another 20 years.

CIP Committee 11/29/2012:  
Project should remain active.

**Boone CIP**  
**City of Boone, IA**

**FY '14 *thru* FY '18**

**Contact** Public Safety Director  
**Department** Police

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Public Safety Director

**Department** Police

**Project #** 10BPD-002  
**Project Name** South Roof Replacement - Boone Police Dept.

**Type** Maintenance

**Useful Life** 30 years

**Category** Buildings

**Priority** 3 Very Important

**Account #**

**Estimated Cost**

**Actual Cost**

**Total Project Cost** \$40,000

**Description**

The Boone PD has two main roofs. The north roof was replaced in 2007. The south roof is now in need of repair in the coming years.

**Justification**

Current south roof is showing signs of age. Various small leaks have been discovered.

**Boone CIP****FY '14 thru FY '18****City of Boone, IA****Contact** Public Safety Director**Department** Police

<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Construction/Maintenance			40,000			40,000
<b>Total</b>			<b>40,000</b>			<b>40,000</b>

<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Local Option Sales Tax (LOST)			40,000			40,000
<b>Total</b>			<b>40,000</b>			<b>40,000</b>

**Operational Impact/Other**

Administrator Recommendation 11/12/2010:  
Preventative maintenance, recommend making this project active.

CIP Committee 11/16/2010:  
Recommend making project active.

Administrator Recommendation 10/20/2011:  
Remain active. Moved forward one year.

CIP Committee 11/18/2011:  
Project should remain active.

Administrator Recommendation 10/31/2012:  
Remain active. Funding will be from LOST over a three year cycle. Monies are budgeted and planned to go to reserves in the first two years. In year three the roof replacement will take place utilizing a portion of LOST reserves.

CIP Committee 11/29/2012:  
Project should remain active.

# Boone CIP

FY '14 thru FY '18

## City of Boone, IA

**Contact** City Engineer  
**Department** Public Works

**Project #** 04STR-010  
**Project Name** South Marion & West Park Paving

**Type** Improvement  
**Useful Life** 40 years  
**Category** Street Paving  
**Priority** 3 Very Important

**Account #** **Estimated Cost**  
**Actual Cost**

**Total Project Cost** \$1,470,000

### Description

Pave Marion St. from edge of pavement south to West Park Ave. Also pave West Park Ave from edge of pavement, to Marion St. Preliminary Design is complete (original numbers are a 2008 cost estimate).

### Justification

South Marion and West Park Ave are minor arterial streets within the federal road designation system. A gravel arterial is a concern.



**Boone CIP**FY '14 *thru* FY '18**City of Boone, IA****Contact** City Engineer**Department** Public Works

<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Planning/Design			115,000			115,000
Construction/Maintenance				1,355,000		1,355,000
<b>Total</b>			<b>115,000</b>	<b>1,355,000</b>		<b>1,470,000</b>

<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Bond (Levy)			23,000	271,000		294,000
Grant (STP)			92,000	1,084,000		1,176,000
<b>Total</b>			<b>115,000</b>	<b>1,355,000</b>		<b>1,470,000</b>

**Operational Impact/Other**

Reduce maintenance cost due to lack of storm sewer and granular surfacing. Also, this will promote further development in the area.

Administrator Recommendation 12/2009:

Remove this project and make development driven or maintain pending status until development driven.

CIP Committee Action 1/7/2010:

Committee concurs with Administrator recommendation.

Administrator Recommendation 11/9/2010:

Funding for the project qualifies under the Surface Transportation Program (STP). This funding will be available in FY2013 along with some portion from bonds.

CIP Committee 11/16/2010:

Recommend project become active. Future development in the area shall not have driveway access to these new roads. Instead, developer shall create internal roads for access.

Administrator Recommendation 10/20/2011:

Remain pending, this project should be development driven.

CIP Committee 11/18/2011:

Project should remain pending. Development driven. This project should be somewhat related to the west Boone water tower.

Administrator Recommendation 11/5/2012:

Remain pending. Note: engineering is proposed to be funded with STP funds. This requires a consultant selection process.

CIP Committee 11/29/2012:

Project should be active. This project will help encourage residential development within the area. Note: engineering is proposed to be funded with STP funds.

**Boone CIP**  
**City of Boone, IA**

**FY '14 *thru* FY '18**

**Contact** City Engineer  
**Department** Public Works

**Contact** City Engineer

**Department** Public Works

**Type** Maintenance

**Useful Life** 40 years

**Category** Special Projects

**Priority** 1 Mandatory

<b>Project #</b>	<b>04STR-016</b>
<b>Project Name</b>	<b>Sidewalk Replacement Program</b>

**Account #**

**Estimated Cost**

**Actual Cost**

**Total Project Cost** \$172,000

**Description**

The purpose of the Sidewalk Improvement Program is to:

1. Complete the construction of missing sidewalk infrastructure within the City. Priority will be given to the areas with high pedestrian facility needs such as schools, parks and commercial districts.
2. Reconstruct sidewalks that are in the poorest condition.
3. Reconstruct sidewalks in block segments where possible as opposed to spot reconstruction.
4. Evaluate, rate and monitor the condition of all sidewalks in the City.
5. Continue the desire of the City to provide property owners with financial assistance in constructing/reconstructing their sidewalks with type of street, nature of construction, and funding source as the basis for degree of assistance.

Note: Sidewalk construction related to new development is not eligible for this program.

Project portion for 2010 is Story St from UPRR to 10th St. (west side of Story St)

**Justification**

Sidewalks are an integral transportation system for the City of Boone. They provide a safe location for pedestrian traffic for all ages of citizens. School children utilize the sidewalks to travel to and from school. They allow walking and jogging while being safely separated from vehicular traffic. Without sidewalks the intermingling of foot traffic and vehicular traffic would greatly increase the chances for serious injuries to both pedestrian as well as the motorist.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** City Engineer  
**Department** Public Works

<b>Prior</b>	<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
142,000	Construction/Maintenance	10,000	10,000	10,000			30,000
<b>Total</b>	<b>Total</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>			<b>30,000</b>

<b>Prior</b>	<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
142,000	Local Option Sales Tax (LOST)	10,000	10,000	10,000			30,000
<b>Total</b>	<b>Total</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>			<b>30,000</b>

**Operational Impact/Other**

Staff suggests restarting the sidewalk rebate program which offers cost sharing for improvements to sidewalks.

Update 11/5/2010:  
 Building Official is working to reinstate the Sidewalk Replacement Program with a focus on replacement and new construction for residential and the downtown business district. This program will go to Public Safety and Transportation.

11-9-2009:  
 The 2010 portion has not yet been completed due to delays in tree removal and funding limitations (Story St from UP to 10th). Staff is recommending that the City re-institute a previous incentive measure to rebate citizens/businesses a portion of sidewalk repair costs to further encourage sidewalk repairs.

Update 11/16/2010:  
 Building Official is moving forward with a recommendation to Council to rebate \$1.56 per sq. ft. for installation and repair of sidewalks. New forms are available upon Council approval.

CIP Committee 11/16/2010:  
 Remain active.

Administrator Recommendation 10/20/2011:  
 Remain active.

CIP Committee 11/18/2011:  
 Project should remain active.

Administrator Recommendation 10/26/2012:

**Boone CIP**

**FY '14 *thru* FY '18**

**City of Boone, IA**

**Contact** City Engineer

**Department** Public Works

Remain active.

Note: engineering is proposed to be funded with STP funds.

CIP Committee 11/29/2012:  
Project should remain active.

Contact Public Works Director

Department Public Works

Type Improvement

Useful Life 40 years

Category Special Projects

Priority 1 Mandatory

<b>Project #</b>	<b>04STR-017</b>
<b>Project Name</b>	<b>Handicap Ramp Replacement Program</b>

Account #

Estimated Cost

Actual Cost

Total Project Cost \$180,000

**Description**

The project provides for a city-wide program to construct handicap ramps. This project addresses a health or safety need, and maintains service level.

**Justification**

This project addresses a health or safety need, and maintains service level.

**TRANSITION PLAN FOR INSTALLATION OF CURB CUTS**

City of Boone, Iowa - September 2003

Priority 1: Curb cuts will be installed within six months at all locations requested by disabled residents if investigation confirms any existing curb cut and/or ramp is not ADA compliant. The cost of the curb cuts completed under this priority will be funded using the annually allocated amount budgeted for the construction of curb cuts.

Priority 2: Curb cuts will continue to be included on all newly constructed and reconstructed streets as a part of the street project. The cost of the curb cuts completed under this priority will be funded using the monies budgeted for the construction or reconstruction project.

Priority 3: Curb cuts will be included on all rehabilitated and resurfaced streets as a part of the street project. Based on our current street improvement program, many curb cuts will be completed under this priority during the next seven years. The cost of curb cuts completed under this priority will be funded using the monies budgeted for the rehabilitation and resurfacing of streets.

Priority 4: Curb cuts as necessary will be installed during construction of any public sidewalk project completed under the City's existing sidewalk improvement program. This program provides for an allocation for the upgrade of public sidewalks that are assessed to the property owner for payment. The cost of curb cuts completed under this priority will be funded using the annually allocated amount budgeted for the construction of curb cuts if not already depleted under a higher priority.

Priority 5: Any portion of the annual allocation for curb cuts not expended under priorities 1 through 4 will be used to construct curb cuts at various locations throughout the City. Under priority 5 the City will solicit via the local newspaper and e-mail from the web site, for recommended locations from the public. The final determination of curb cut locations will be at the discretion of the Director of Public Works.

Priority 6: Existing curb cuts and ramps that met ADA requirements until July 1, 2001 will be reconstructed using a

**Boone CIP**FY '14 *thru* FY '18**City of Boone, IA****Contact** Public Works Director**Department** Public Works

dimpled surface when streets abutting these ramps are totally reconstructed. The cost of work under this priority will be funded using the monies budgeted for the street re-construction project.

<b>Prior</b>	<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
112,500	Construction/Maintenance	22,500	22,500	22,500			67,500
<b>Total</b>	<b>Total</b>	<b>22,500</b>	<b>22,500</b>	<b>22,500</b>			<b>67,500</b>

<b>Prior</b>	<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
112,500	Road Use Tax (RUT)	22,500	22,500	22,500			67,500
<b>Total</b>	<b>Total</b>	<b>22,500</b>	<b>22,500</b>	<b>22,500</b>			<b>67,500</b>

**Operational Impact/Other**

Committee recommends approval FY2010

Administrator Recommendation 11/5/2010:

Continue funding per DOT agreement. Agreement Attached to this database.

CIP Committee 11/16/2010:

Remain active

## Boone CIP

FY '14 *thru* FY '18

### City of Boone, IA

**Contact** Public Works Director

**Department** Public Works

Administrator Recommendation 10/20/2011:  
Remain active.

CIP Committee 11/18/2011:  
Project should remain active.

Administrator Recommendation 10/26/2012:  
Remain active.

CIP Committee 11/29/2012:  
Project should remain active.

# Boone CIP

FY '14 thru FY '18

## City of Boone, IA

**Contact** Public Works Director

**Department** Public Works

**Type** Maintenance

**Useful Life** 40 years

**Category** Storm Sewer/Drainage

**Priority** 1 Mandatory

**Project #** 08SWR-001

**Project Name** Sanitary Sewer Management Program (CMOM)

**Account #**

**Estimated Cost**

**Actual Cost**

**Total Project Cost** \$453,000

### Description

This Program is intended to provide a management guide for the oversight, management, and maintenance of sanitary sewer infrastructure. The program is ongoing with periodic review of the program to determine effectiveness.

This CIP item is associated with and funds the Property Protection Program. As the PPP subsidizes, more dollars can be directed to sanitary sewer management.

### Justification

The City of Boone is constantly facing maintenance issues related to the sanitary sewer collection system. This program will provide a means for the City to review problem areas and provide funding to repair and maintain our sanitary sewer system in a manner that will prevent emergencies in the future. Furthermore, it is intended that this program will reduce any negative impacts on Boone Citizens by preventing back-ups and other ill effects from an aging sanitary sewer system.



**Boone CIP**FY '14 *thru* FY '18**City of Boone, IA****Contact** Public Works Director**Department** Public Works

<b>Prior</b>	<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
413,000	Construction/Maintenance	40,000					40,000
<b>Total</b>	<b>Total</b>	<b>40,000</b>					<b>40,000</b>

<b>Prior</b>	<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
413,000	Storm Sewer Receipts	40,000					40,000
<b>Total</b>	<b>Total</b>	<b>40,000</b>					<b>40,000</b>

**Operational Impact/Other**

Update 11/9/2010:

CMOM is anticipated in April of 2011. Current funds have been directed to the PPP, which is being managed by the Building Official. A next key step is the purchase of flow monitor equipment. It is our goal to purchase this equipment with monies dedicated for FY2011.

Administratortor Recommendation 11/9/2010:

Sewer management is a crucial component of infrastructure in Boone. I recommend this program remain active.

CIP Committee 11/16/2010:

Remain active

Administrator Recommendation 10/20/2011:

Remain active.

CIP Committee 11/18/2011:

Project should remain active.

Administrator Recommendation 10/26/2012:

Remain active.

CIP Committee 11/29/2012:

Project should remain active. Numbers should be reviewed and updated. Most funds come from Storm Sewer Receipts.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Public Works Director

**Department** Public Works

**Type** Maintenance

**Useful Life** 40 years

**Category** Street Construction

**Priority** 1 Mandatory

<b>Project #</b>	<b>09STR-051</b>
<b>Project Name</b>	<b>Roadway Management Program</b>

**Account #**

**Estimated Cost**

**Actual Cost**

**Total Project Cost** \$403,000

**Description**

The pavement management program is a two-tiered program. The first tier is the review and assessment of pavement (Pavement Management Study). The second tier is actual construction and maintenance of roadway.

The Pavement Management Study is performed on a regular basis to monitor the condition of our streets. Roadware is an entity that actually performs the data collection (via video recording and analysis). They perform the monitoring of "federal aid eligible systems" every other year at an approximate cost estimated in this report.

Street repairs and construction is based upon the analysis. The CIP should reflect dedicated funds for each year and encourage some level of improvement on those most critical street segments.

**Justification**

The street system in Boone is a moving target. Every day of every year our streets are used by local citizens and various travelers. Some roads receive more traffic than others, which then requires a higher level of maintenance. By monitoring condition we can accurately predict when periodic maintenance will be needed. The results are well balanced repair throughout the community.



**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Public Works Director

**Department** Public Works

<b>Prior</b>	<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
373,000	Planning/Design	5,000					5,000
	Construction/Maintenance	25,000					25,000
<b>Total</b>		<b>30,000</b>					<b>30,000</b>

<b>Prior</b>	<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
373,000	Road Use Tax (RUT)	30,000					30,000
<b>Total</b>		<b>30,000</b>					<b>30,000</b>

**Operational Impact/Other**

The Public Works Department performs various "patch" projects across the community. Patching serves a purpose by fixing minor issues until substantial repair is needed. An effective Pavement Management Program will relieve some of the efforts needed for patching.

CIP Committee:

Recommendation to have DOT do analysis to determine critical road segments. Improvements could then be balanced across two fiscal years (start a project at the end of one fiscal year and finish at the beginning of the following fiscal year). This allows two fiscal years of funds to be directed for one project.

Update 11/5/2010:

Received DOT Study, next step involves analysis of DOT study, prioritize improvements, present to Council for action.

-crack sealing on Story St (to continue in other areas)

-key project - Marion St RR crossing

-patching pavement in various areas

Administrator Recommendation 11/5/2010:

Continue program at current funding level.

CIP Committee 11/16/2010:

Remain active. City should consider ways to increase this maintenance.

Administrator Recommendation 10/20/2011:

Remain active.

CIP Committee 11/18/2011:

Project should remain active.

Staff Update 1/10/2012:

Modified funding strategy

Administrator Recommendation 10/26/2012:

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Public Works Director

**Department** Public Works

Remain active.  
CIP Committee 11/29/2012:  
Project should remain active.

**Prior**

**Total**

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Public Works Director

**Department** Public Works

**Type** Maintenance

**Useful Life** 10 years

**Category** Street Reconstruction

**Priority** 4

<b>Project #</b>	<b>10STR-006</b>
<b>Project Name</b>	<b>Pavement Recycling at W 12th Storage Site</b>

**Account #**

**Estimated Cost**

**Actual Cost**

**Total Project Cost** \$80,000

**Description**

Street reconstruction projects often yield a large amount of waste concrete and asphalt. Public Works has a use for this material in a "crushed" form. Crushing waste pavement will provide granular material for use on various projects.

**Justification**

Pavement recycling is a green initiative that will provide savings for both waste pavement hauling and disposal in addition to savings for the granular material produced after crushing.

Public Works has a need for granular material for backfill and misc. surfacing projects. Recycled pavement is an inexpensive alternative to gravel purchased from a quarry.

**Boone CIP****FY '14 thru FY '18****City of Boone, IA****Contact** Public Works Director**Department** Public Works

<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Construction/Maintenance			80,000			80,000
<b>Total</b>			<b>80,000</b>			<b>80,000</b>

<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Bond (Levy)			80,000			80,000
<b>Total</b>			<b>80,000</b>			<b>80,000</b>

**Operational Impact/Other**

CIP Committee 11/16/2010:  
Recommend project go to active status.

Council action 1/12/2011:  
Project to remain pending until available funding sources are identified.

Administrator Recommendation 10/20/2011:  
Remain pending. As dollars are available, this project should move forward.

CIP Committee 11/18/2011:  
Project should remain pending.

Administrator Recommendation 10/26/2012:  
Remain pending.

CIP Committee 11/29/2012:  
Project should become active.

Administrator Notes 1/11/2013:  
This can be funded with 2016 bond issue.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Public Works Director

**Department** Public Works

**Project #** 11SAN-005  
**Project Name** Sewer Maintenance Pickup Truck

**Type** Equipment

**Useful Life** 10 years

**Category** Equipment: PW Equip

**Priority** 1 Mandatory

**Account #**

**Estimated Cost**

**Actual Cost**

**Total Project Cost** \$30,000

**Description**

Truck used for most daily sanitary sewer repair work.

**Justification**

Existing truck is 10 years old. Attached equipment is becoming aged with maintenance as a key issue.

**Boone CIP****FY '14 thru FY '18****City of Boone, IA****Contact** Public Works Director**Department** Public Works

<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Equip/Vehicles/Furnishings	30,000					30,000
<b>Total</b>	<b>30,000</b>					<b>30,000</b>

<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Bond (Levy)	30,000					30,000
<b>Total</b>	<b>30,000</b>					<b>30,000</b>

**Operational Impact/Other**

Administrator Recommendation 10/20/2011:  
Active project if the RUT budget can accommodate the purchase.

CIP Committee 11/18/2011:  
Project should remain active.

Administrator Recommendation 10/26/2012:  
Remain active. Purchase this upcoming FY.

CIP Committee 11/29/2012:  
Project should remain active.

Administrator Notes 1/11/2013:  
This can be funded with 2013 bond issue.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Public Works Director

**Department** Public Works

**Project #** 11SAN-008  
**Project Name** 2013 Quinns Area Sanitary Sewer Rehabilitation

**Type** Improvement

**Useful Life** 40 years

**Category** Sanitary Sewer

**Priority** 2 Critical

**Account #**

**Estimated Cost**

**Actual Cost**

**Total Project Cost** \$420,000

**Description**

Continuing to remove inflow and infiltration from the sanitary sewer system. Primary focus is lining and manhole replacements.

**Justification**

Removing inflow and infiltration will further prevent sanitary sewer backups.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Public Works Director

**Department** Public Works

<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Planning/Design			20,000			20,000
Construction/Maintenance			400,000			400,000
<b>Total</b>			<b>420,000</b>			<b>420,000</b>

<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Bond (Levy)			420,000			420,000
<b>Total</b>			<b>420,000</b>			<b>420,000</b>

**Operational Impact/Other**

CIP Committee 11/18/2011:  
Project should remain pending.

Administrator Recommendation 10/26/2012:  
Remain pending. This area has been cleaned and televised.

CIP Committee 11/29/2012:  
Project should become active.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Public Works Director

**Department** Public Works

**Project #** 11SAN-009  
**Project Name** Polecat Creek Manhole Rehab

**Type** Improvement

**Useful Life** 40 years

**Category** Sanitary Sewer

**Priority** 2 Critical

**Account #**

**Estimated Cost**

**Actual Cost**

**Total Project Cost** \$70,000

**Description**

Raise manholes along Peas Creek to reduce inflow and infiltration into the sanitary sewer system.

**Justification**

During heavy rain events the manholes are inundated with stormwater overwhelming the Park Avenue lift station.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Public Works Director

**Department** Public Works

<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Construction/Maintenance		70,000				70,000
<b>Total</b>		<b>70,000</b>				<b>70,000</b>

<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Sanitary Sewer Receipts		70,000				70,000
<b>Total</b>		<b>70,000</b>				<b>70,000</b>

**Operational Impact/Other**

Administrator Recommendation 10/20/2011:  
Remain pending - budget funding dependent.

CIP Committee 11/18/2011:  
Project should remain pending, funding dependent.

Administrator Recommendation 10/26/2012:  
Remain pending.

CIP Committee 11/29/2012:  
Project should become active.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Public Works Director

**Department** Public Works

**Project #** 11STR-001  
**Project Name** Dump Truck with Snow Plow

**Type** Equipment

**Useful Life** 10 years

**Category** Equipment: PW Equip

**Priority** 2 Critical

**Account #**

**Estimated Cost**

**Actual Cost**

**Total Project Cost** \$180,000

**Description**

New dump truck with snow plow.

**Justification**

Fleet maintenance. Older trucks are becoming costly to maintain.



**Boone CIP****FY '14 thru FY '18****City of Boone, IA****Contact** Public Works Director**Department** Public Works

<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Equip/Vehicles/Furnishings	180,000					180,000
<b>Total</b>	<b>180,000</b>					<b>180,000</b>

<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Bond (Levy)	180,000					180,000
<b>Total</b>	<b>180,000</b>					<b>180,000</b>

**Operational Impact/Other**

Administrator Recommendation 10/20/2011:  
Remain pending.

CIP Committee 11/18/2011:  
Project should remain pending.

Administrator Recommendation 10/26/2012:  
Remain pending. Can wait another year if funding is not available.

CIP Committee 11/29/2012:  
Project should become active. Committee moved it back one year.

Administrator Notes 1/11/2013:  
This can be funded with 2013 bond issue.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Public Works Director

**Department** Public Works

**Project #** 11STR-002  
**Project Name** Large snow blower for maintainer

**Type** Equipment

**Useful Life** 20 years

**Category** Equipment: PW Equip

**Priority** 2 Critical

**Account #**

**Estimated Cost**

**Actual Cost**

**Total Project Cost** \$100,000

**Description**

Large snow blower to remove snow in windrows.

**Justification**

Current equipment requires a large amount of maintenance to keep operational. Removal of downtown windrows are critical for local businesses.

Current snow blower is



**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Public Works Director

**Department** Public Works

<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Equip/Vehicles/Furnishings	100,000					100,000
<b>Total</b>	<b>100,000</b>					<b>100,000</b>

<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Bond (Levy)	100,000					100,000
<b>Total</b>	<b>100,000</b>					<b>100,000</b>

**Operational Impact/Other**

Administrator Recommendation 10/20/2011:  
Address funding and make active.

CIP Committee 11/18/2011:  
Project should be active. The project is balanced over two fiscal years. If the equipment has a major breakdown the blower could be purchased immediately with RUT reserves and reimburse that account according to this funding structure.

Administrator Recommendation 10/26/2012:  
Remain active but push back another year.

CIP Committee 11/29/2012:  
Project should remain active.

Administrator Notes 1/11/2013:  
This can be funded with 2013 bond issue.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Public Works Director

**Department** Public Works

**Project #** 11STR-003  
**Project Name** Public Works Building Renovation

**Type** Equipment

**Useful Life** 30 years

**Category** Equipment: PW Equip

**Priority** 2 Critical

**Account #**

**Estimated Cost**

**Actual Cost**

**Total Project Cost** \$1,540,000

**Description**

The Public Works Building is showing many signs of failure. There are roof leaks, corrosion on I-beam supports, and doors in cold storage are failing. With insulation improvements there would be savings on electricity due to a reduced need to plug in equipment.

This project will be a full renovation of the existing facility.

**Justification**

Current conditions of the building are in critical condition. Repairs are necessary.

**Boone CIP****FY '14 thru FY '18****City of Boone, IA****Contact** Public Works Director**Department** Public Works

<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Planning/Design	40,000					40,000
Construction/Maintenance			1,500,000			1,500,000
<b>Total</b>	<b>40,000</b>		<b>1,500,000</b>			<b>1,540,000</b>

<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Bond (Levy)			1,500,000			1,500,000
Local Option Sales Tax (LOST)	20,000					20,000
Road Use Tax (RUT)	20,000					20,000
<b>Total</b>	<b>40,000</b>		<b>1,500,000</b>			<b>1,540,000</b>

**Operational Impact/Other**

Administrator Recommendation 10/20/2011:  
Organize funding and make pending.

CIP Committee 11/18/2011:  
Project should remain pending. Allow RUT to build reserve and improve in the future.

Administrator Recommendation 10/26/2012:  
Remain pending.

CIP Committee 11/29/2012:  
Project should become active. The City should hire a consultant to design and spec the renovations needed as well as the Cold Storage Building. That consultant will help revise numbers necessary for future construction.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** City Engineer

**Department** Public Works

**Project #** 11STR-011  
**Project Name** South Marshall Street Reconstruction

**Type** Improvement

**Useful Life** 40 years

**Category** Street Paving

**Priority** 1 Mandatory

**Account #**

**Estimated Cost** 1,089,500

**Actual Cost**

**Total Project Cost** \$1,191,190

**Description**

Reconstruct S Marshall St from 1st St to 300-feet south of Prairie Ave. New 26-foot roadway width. Minor water/sewer improvements.

**Justification**

Roadway is deteriorating to the extent that maintenance is insufficient.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** City Engineer

**Department** Public Works

<b>Prior</b>	<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
809,800	Construction/Maintenance	364,390					364,390
<b>Total</b>	Construction Engineering	17,000					17,000
	<b>Total</b>	<b>381,390</b>					<b>381,390</b>

<b>Prior</b>	<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
809,800	Grant (STP)	291,512					291,512
<b>Total</b>	Road Use Tax (RUT)	89,878					89,878
	<b>Total</b>	<b>381,390</b>					<b>381,390</b>

**Operational Impact/Other**

Administrator Recommendation 10/20/2011:  
Make active.

CIP Committee 11/18/2011:

Project should become active as this segment of road is critical for repair. The RUT should be closely analyzed to determine if there are funds available.

Staff Update 1/10/2012:

Staff estimates up to \$70,000 will be available from the RUT budget. The remaining \$60,000 must come from reserves (this achieves a construction schedule of calendar year 2013). This estimate hinges upon final organization of the operating budget.

Staff Update 3/12/2012:

Foth will start design immediately and attempt to bill a portion in FY2012 if RUT can accommodate a portion of those costs. Then remaining engineering costs will be balanced across FY2013 and potentially in FY2014. Utilizing reserves is likely.

Staff Update 10/31/2012:

20% of construction costs must be match dollars from the City. That amount is \$186,334. Currently staff is researching availability of funds from the 2011 Bond Issue. In addition, it is anticipated the NE Sanitary Sewer project will come in under budget also providing some additional available funds to cover the 20% match. All engineering costs must come from local funds, which is currently RUT.

The overall cost of this project has increased from original estimates due to the following: Project was extended 300-feet south to add verticle curb for improved transition to existing roadway. Also added water/sewer improvements. Revised estimate assumes 65% completion in FY 2013.

CIP Committee 11/29/2012:

Project should remain active. It has been confirmed that RUT can accommodate the additional match funds.

Staff Update 1/8/2013:

Ondrea will wait until the end of the sewer project. At that time if there are left-over funds from 2011 sewer bond she will apply those funds to S Marshall St as our local match. Any remaining balance will be paid from RUT reserves.

**Boone CIP**  
**City of Boone, IA**

**FY '14 *thru* FY '18**

**Contact** City Engineer  
**Department** Public Works

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Public Works Director

**Department** Public Works

**Project #** 11STR-012  
**Project Name** W Mamie from Ringold to Montana

**Type** Improvement

**Useful Life** 20 years

**Category** Street Paving

**Priority** 3 Very Important

**Account #**

**Estimated Cost**

**Actual Cost**

**Total Project Cost** \$92,000

**Description**

Cold in-place recycling and overlay. Grind, relay and overlay.

**Justification**

Poor condition of road.

**Boone CIP****FY '14 thru FY '18****City of Boone, IA****Contact** Public Works Director**Department** Public Works

<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Planning/Design		7,000				7,000
Construction/Maintenance			80,000			80,000
Construction Engineering			5,000			5,000
<b>Total</b>		<b>7,000</b>	<b>85,000</b>			<b>92,000</b>

<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Bond (Levy)			85,000			85,000
Road Use Tax (RUT)		7,000				7,000
<b>Total</b>		<b>7,000</b>	<b>85,000</b>			<b>92,000</b>

**Operational Impact/Other**

Administrator Recommendation 10/20/2011:  
Remain pending.

Administrator Recommendation 11/5/2012:

Remain pending. Possibly combine with other projects for one bid letting, such as Marion Street CIP project and Industrial Park Road - Argo to Corp limits.

CIP Committee 11/29/2012:

Project should become active.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** City Engineer  
**Department** Public Works

**Project #** 11STR-013  
**Project Name** Marion Street from 10th to 12th

**Type** Improvement  
**Useful Life** 20 years  
**Category** Street Paving  
**Priority** 2 Critical

**Account #** **Estimated Cost**  
**Actual Cost**

**Total Project Cost** \$75,000

**Description**  
Mill and overlay to improve the road.

**Justification**  
Current street in poor condition.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** City Engineer

**Department** Public Works

<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Planning/Design		5,000				5,000
Construction/Maintenance		70,000				70,000
<b>Total</b>		<b>75,000</b>				<b>75,000</b>

<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Bond (Levy)			75,000			75,000
<b>Total</b>			<b>75,000</b>			<b>75,000</b>

**Operational Impact/Other**

Administrator Recommendation 10/20/2011:

Make project activate to coordinate with County project in the area.

CIP Committee 11/18/2011:

Project should remain pending.

Administrator Recommendation 11/5/2012:

Remain pending. Possibly combine with other projects for one bid letting, such as Industrial Park Road - Argo to Corp limits.

CIP Committee 11/29/2012:

Project should be active. This project should be combined with Mamie project.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** City Engineer  
**Department** Public Works

**Project #** 12STE-001  
**Project Name** Stormwater Ditching Improvements

**Type** Maintenance  
**Useful Life** 10 years  
**Category** Storm Sewer/Drainage  
**Priority** 2 Critical

**Account #** **Estimated Cost**  
**Actual Cost**

**Total Project Cost** \$15,000

**Description**

Ditches without regular maintenance can hinder proper drainage.

**Justification**

Ditches need maintenance as do other stormwater structures.  
Current areas that need attention: Near 22nd and Linn, West Mamie between Ringgold and Montana, South Montana near Xenia project and where sandbags are blocking culvert pipe, Snedden Drive near airport, and NE retention pond.

**Boone CIP**FY '14 *thru* FY '18**City of Boone, IA****Contact** City Engineer**Department** Public Works

<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Construction/Maintenance	15,000					15,000
<b>Total</b>	<b>15,000</b>					<b>15,000</b>

<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Storm Sewer Receipts	15,000					15,000
<b>Total</b>	<b>15,000</b>					<b>15,000</b>

**Operational Impact/Other**

Administrator Recommendation 11/5/2012:  
Make active. This is important maintenance.

CIP Committee 11/29/2012:  
Project should become active. This should be a project balanced with CMOM's expenditure from Storm Sewer Receipts.

Administrator Notes 1/11/2013:  
Funding modified to \$15K to accommodate operations budget. This was a reduction from the original \$30K proposal.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Public Works Director

**Department** Public Works

**Project #** 12STR-002  
**Project Name** Upgrade Traffic Control Boxes

**Type** Equipment

**Useful Life** 10 years

**Category** Equipment: PW Equip

**Priority** 2 Critical

**Account #**

**Estimated Cost** 50000

**Actual Cost**

**Total Project Cost** \$50,000

**Description**

Existing equipment outdated. Finding replacement parts is increasingly difficult.

**Justification**

Current traffic control boxes will be dependable and easier to repair when malfunctions occur.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Public Works Director

**Department** Public Works

<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Equip/Vehicles/Furnishings	50,000					50,000
<b>Total</b>	<b>50,000</b>					<b>50,000</b>

<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Road Use Tax (RUT)	25,000	2,000				27,000
<b>Total</b>	<b>25,000</b>	<b>2,000</b>				<b>27,000</b>

**Operational Impact/Other**

Administrator Recommendation 10-26-2012:  
Make active depending on RUT budget.

CIP Committee 11/29/2012:  
Project should become active.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Public Works Director

**Department** Public Works

**Project #** 12STR-003  
**Project Name** End Loader

**Type** Equipment

**Useful Life** 20 years

**Category** Equipment: PW Equip

**Priority** 3 Very Important

**Account #**

**Estimated Cost**

**Actual Cost**

**Total Project Cost** \$225,000

**Description**

End Loader is used for many duties and among various departments.

**Justification**

Planning for upcoming replacement of current equipment that is showing signs of age.



**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Public Works Director

**Department** Public Works

<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Equip/Vehicles/Furnishings				225,000		225,000
<b>Total</b>				<b>225,000</b>		<b>225,000</b>

<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Bond (Levy)				225,000		225,000
<b>Total</b>				<b>225,000</b>		<b>225,000</b>

**Operational Impact/Other**

Administrator Recommendation 10-26-2012:  
Make active depending on RUT budget.

CIP Committee 11/29/2012:  
Project should become active and made a part of future bonding.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** City Engineer  
**Department** Public Works

**Project #** 12STR-004  
**Project Name** US Highway 30 Corridor Study

**Type** Improvement  
**Useful Life** 40 years  
**Category** Street Construction  
**Priority** 3 Very Important

**Account #** **Estimated Cost**  
**Actual Cost**

**Total Project Cost** \$50,000

**Description**

Perform data collection and analysis, identify problems both now and in the future, identify alternatives, create cost estimates, meet with involved parties, create recommendations and identify funding options.

**Justification**

Continued development along Highway 30 corridor is causing traffic volumes to increase. Changes will be required for safety of travelers.



**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** City Engineer

**Department** Public Works

<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Study (engineering, etc.)	50,000					50,000
<b>Total</b>	<b>50,000</b>					<b>50,000</b>

<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Grant	50,000					50,000
<b>Total</b>	<b>50,000</b>					<b>50,000</b>

**Operational Impact/Other**

Administrator Recommendation 11/5/2012:

Remain pending until funding is secured. This project should become active if City can achieve grant funds through CIRTPA or TSIP grant dollars for "study." These grants are 80/20 and would require City input.

CIP Committee 11/29/2012:

Project should become active depending on grant funding.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Utilities Superintendent

**Department** Utilities Department

**Project #** 04WTR-001  
**Project Name** West Boone Water Tower

**Type** Improvement

**Useful Life** 40 years

**Category** Water

**Priority** 3 Very Important

**Account #**

**Estimated Cost**

**Actual Cost**

**Total Project Cost** \$1,940,000

**Description**

New 1 million gallon water tower south of the intersection of West Park Avenue and Marion Street.

Purchase of land and ROW completed as of August 2012

**Justification**

Construction of this new tower will provide an upgrade to existing service. West Boone currently does not have any storage in the distribution system. The new tower will provide added storage for the system and also provide a buffer to pressure fluctuations in the distribution system.



**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Utilities Superintendent

**Department** Utilities Department

<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Planning/Design			180,000			180,000
Construction/Maintenance				1,760,000		1,760,000
<b>Total</b>			<b>180,000</b>	<b>1,760,000</b>		<b>1,940,000</b>

<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Bond (Levy)			180,000			180,000
Water Receipts				60,000		60,000
Water Revenue Bond				1,700,000		1,700,000
<b>Total</b>			<b>180,000</b>	<b>1,760,000</b>		<b>1,940,000</b>

**Operational Impact/Other**

The tower is not critical to the system. It can be delayed until adequate funding is established.

Administrator Recommendation 12/2009:  
Postpone one year.

CIP Committee Action 1/2009:  
Remain pending.

Administrator Recommendation 11/12/2010:  
Planning and design should be funded in FY2012 and then determine finances of a water revenue bond for FY13.

CIP Committee 11/16/2010:  
Project should be development driven and remain pending.

Administrator Recommendation 10/20/2011:  
Remain pending - should also note the need for 600-feet of water main for connection to Park/Marion water main.

CIP Committee 11/18/2011:  
Project should be development driven and remain pending.

Administrator Recommendation 10/26/2012:  
Remain pending.

CIP Committee 11/29/2012:  
Project should become active.

**Boone CIP**  
**City of Boone, IA**

**FY '14 *thru* FY '18**

**Contact** Utilities Superintendent  
**Department** Utilities Department

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Utilities Superintendent

**Department** Utilities Department

<b>Project #</b>	<b>09SWR-002</b>
<b>Project Name</b>	<b>Park Ave. Lift Station</b>

**Type** Improvement

**Useful Life** 40 years

**Category** Sanitary Sewer

**Priority** 2 Critical

**Account #**

**Estimated Cost**

**Actual Cost**

**Total Project Cost** \$550,000

<b>Description</b>
Complete replacement of the existing lift station including structure, pumps, valves, and force main at the north side of Park Ave near the creek just west of Main St. Demolition of the existing lift station. The new lift station will be located adjacent to the existing lift station.

<b>Justification</b>
The existing electrical control panel and lift station equipment is located in a confined space in the dry pit enclosure of the lift station. This requires the operators to enter confined space to perform maintenance on the lift station. The current lift station is undersized for the inflow and infiltration problem and contributes to sewer capacity problems. The current lift station was installed in 1972.

**Boone CIP**FY '14 *thru* FY '18**City of Boone, IA****Contact** Utilities Superintendent**Department** Utilities Department

<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Planning/Design			50,000			50,000
Construction/Maintenance			450,000			450,000
Study (engineering, etc.)			50,000			50,000
<b>Total</b>			<b>550,000</b>			<b>550,000</b>

<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Bond (Levy)			550,000			550,000
<b>Total</b>			<b>550,000</b>			<b>550,000</b>

**Operational Impact/Other**

The new lift station will be operator friendly and will relieve the confined space entry issues caused by the current lift station. This means a safer work environment for city employees. The new lift station will also be sized adequately for the inflow and infiltration in the sanitary sewer system.

CIP Committee 2008:

This lift station was investigated to be replaced as part of the 2009 Lift Station Replacement project. It was decided by City staff to delay replacement of this lift station until more investigation of possible inflow/infiltration sources within the lift station's collection area can be completed. If inflow/infiltration sources can be eliminated, this could reduce the cost of the lift station significantly.

Administrator Recommendation 12/2009:

Remain pending.

CIP Committee Action 1/2009:

Remain pending

Administrator Recommendation 11/10/2010:

A detailed estimate of replacement is necessary. Two recent lift station projects exceeded estimates. The project should move forward if current funds from Sanitary Sewer Receipts can cover project expenses.

CIP Committee 11/16/2010:

Investigation is crucial. Funding of investigation and associated repair should move forward. If I&I is found this may allow the project to be delayed. Project should become active for research and evaluate at that point.

Council action 1/12/2011:

Project to become pending.

CIP Committee 11/18/2011:

Project should remain pending.

Administrator Recommendation 10/26/2012:

Remain pending unless Roy can find \$50,000 in the budget for research of I&I. Polecat Creek Manhole Project (11SAN-009)

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Utilities Superintendent

**Department** Utilities Department

should be completed prior to this project moving forward.

CIP Committee 11/29/2012:  
Project should become active.

Administrator Notes 1/11/2013:  
This can be funded with 2016 bond issue.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Utilities Superintendent

**Department** Utilities Department

<b>Project #</b>	<b>09WWF-001</b>
<b>Project Name</b>	<b>SCADA System Updates</b>

**Type** Equipment

**Useful Life** 10 years

**Category** Equipment:Software

**Priority** 2 Critical

**Account #**

**Estimated Cost**

**Actual Cost**

**Total Project Cost** \$350,000

**Description**

The SCADA system is a network of software components including computers, programmable logic controllers(PLC's), fiber optic cables, and computer operator interfaces at the water Pollution Control Facility. The SCADA system limits the requires operator attention by operating the wastewater plant in automatic mode.

**Justification**

On 8-30-2010 \$5,400 was approved for SCADA research and planning by Nilles & Associates.

Foth Engineering is working with consultant and will bid project.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Utilities Superintendent

**Department** Utilities Department

<b>Prior</b>	<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
61,000	Software	289,000					289,000
<b>Total</b>	<b>Total</b>	<b>289,000</b>					<b>289,000</b>

**Prior**

350,000

**Total**

**Operational Impact/Other**

Better tracking of the wastewater facility will prevent critical impacts on the system.

CIP Committee:

This is important for managing the system with less staff. Roy will need to update the source of funding. Has the DNR contacted us regarding the status of this system? On 11/3/2010 the DNR was present at the site for an inspection. This will be included in the report.

Administrator Recommendation 12/2009:

Remain pending until funding is secured.

CIP Committee Action 1/2009:

Remain pending

Administrator Recommendation 11/10/2010:

Approve upon securing refinance of bonds while maintaining tax rate.

CIP Committee 11/16/2010:

Project should move forward.

Administrator Recommendation 10/20/2011:

Remain active. Project is in process.

Administrator Recommendation 11/5/2012:

Remain active. Project is currently in process and within budget.

**Boone CIP**  
**City of Boone, IA**

**FY '14 *thru* FY '18**

**Contact** Utilities Superintendent  
**Department** Utilities Department

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Utilities Superintendent

**Department** Utilities Department

<b>Project #</b>	<b>10WWF-001</b>
<b>Project Name</b>	<b>Lime Feed System Improvements</b>

**Type** Improvement

**Useful Life** 20 years

**Category** Wastewater

**Priority** 2 Critical

**Account #**

**Estimated Cost**

**Actual Cost**

**Total Project Cost** \$90,000

**Description**

The Lime Feeder and Pug mill mixer needs to be replaced in the Sludge Handling Building. The lime silo at the plant was painted in FY2010 while other small miscellaneous improvements need to be made to the lime feed system.

**Justification**

The lime feed equipment is approaching 25 years of age and is in need of replacement and upgrading. The maintenance of the equipment is becoming cost prohibitive.

**Boone CIP**FY '14 *thru* FY '18**City of Boone, IA****Contact** Utilities Superintendent**Department** Utilities Department

<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Planning/Design			15,000			15,000
Construction/Maintenance			75,000			75,000
<b>Total</b>			<b>90,000</b>			<b>90,000</b>

<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Bond (Levy)			90,000			90,000
<b>Total</b>			<b>90,000</b>			<b>90,000</b>

**Operational Impact/Other**

These improvements will provide a more operator friendly system with less maintenance requirement.

CIP Committee 2008:

These improvements are a fundability item. This can be delayed.

Administrator Recommendation 12/2009:

Remain pending. Ask Roy to confirm expenditure dates and funding timeframe, they do not match. (this has been corrected as of 11/12/2010)

CIP Committee Action 1/2009:

Remain pending.

Administrator Recommendation 11/12/2010:

Remain pending.

CIP Committee 11/16/2010:

Remain pending.

CIP Committee 11/18/2011:

Project should remain pending.

Administrator Recommendation 10/26/2012:

Remain pending.

CIP Committee 11/29/2012:

Project should become active.

**Boone CIP**  
**City of Boone, IA**

**FY '14 *thru* FY '18**

**Contact** Utilities Superintendent  
**Department** Utilities Department

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Utilities Superintendent

**Department** Utilities Department

<b>Project #</b>	<b>10WWF-002</b>
<b>Project Name</b>	<b>UV Disinfection at WPCP</b>

**Type** Equipment

**Useful Life** 20 years

**Category** Wastewater

**Priority** 4

**Account #**

**Estimated Cost**

**Actual Cost**

**Total Project Cost** \$939,000

<b>Description</b>
Construction of a Ultra-Violet (UV) light disinfection system at the Water Pollution Control Plant.

<b>Justification</b>
The Iowa DNR is in the process of issuing new NPDES discharge permits for wastewater treatment facilities based on new stream assessments throughout the state. The IDNR may require disinfection of the wastewater effluent as part of the re-issued NPDES permit in the near future.  Present permit expired 5/26/2008, as of 10/23/2012 we have not received a renewal permit.

**Boone CIP**FY '14 *thru* FY '18**City of Boone, IA****Contact** Utilities Superintendent**Department** Utilities Department

<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Planning/Design			119,000			119,000
Construction/Maintenance			820,000			820,000
<b>Total</b>			<b>939,000</b>			<b>939,000</b>

<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Bond (Levy)			939,000			939,000
<b>Total</b>			<b>939,000</b>			<b>939,000</b>

**Operational Impact/Other**

The disinfection system will provide a safer wastewater effluent free of bacteria.

CIP Committee 2008:

This project will not have to be completed unless mandated by the IDNR. This project will be on hold until more information is provided by the IDNR.

Administrator Recommendation 12/2009:

Remain pending.

CIP Committee Action 1/2009:

Remain pending.

Administrator Recommendation 11/12/2010:

Remain pending and consider other financing as SRF abilities are limited.

CIP Committee 11/16/2010:

Remain pending

Administrator Recommendation 10/20/2011:

Remain pending.

CIP Committee 11/18/2011:

Project should remain pending.

Staff Update 6/18/2012:

Perry, with Foth Engineering, has reviewed the estimate and provided an updated and itemized estimate.

Administrator Recommendation 10/26/2012:

Remain pending.

CIP Committee 11/29/2012:

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Utilities Superintendent

**Department** Utilities Department

Project should remain active.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Utilities Superintendent

**Department** Utilities Department

<b>Project #</b>	<b>10WWF-003</b>
<b>Project Name</b>	<b>Grit Removal System Improvements</b>

**Type** Improvement

**Useful Life** 20 years

**Category** Wastewater

**Priority** 1 Mandatory

**Account #**

**Estimated Cost**

**Actual Cost**

**Total Project Cost** \$100,000

**Description**

This project involves upgrading the Grit Removal Facilities at the Water Pollution Control Plant with providing additional piping capacity, replacing the grit pumps, replacement of water piping in the Screening an Grit Removal Building, and installing a restroom in the Screening an Grit Removal Building.

**Justification**

The grit removal system at the wastewater plant plugs during high flow. The piping needs to be upsized to allow the grit to pass to the grit pumps. When the grit system plugs, the operators must manually clean the piping to bring it back on line. The grit system can not be operated automatically by the SCADA system due to these issues. There is currently no restroom in the Screening an Grit Removal Building. The nearest restroom is across Honey Creek in the Control Room. The grit pumps need to be upsized. The water piping in the Screening an Grit Removal Building is PVC and periodically fails. When this happens the grit system is not usable since it requires water. Also, cracked piping can lead to flooding the electrical equipment in the basement of the building.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Utilities Superintendent

**Department** Utilities Department

<b>Prior</b>	<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
25,900	Planning/Design	8,000					8,000
<b>Total</b>	Construction/Maintenance	66,100					66,100
	<b>Total</b>	<b>74,100</b>					<b>74,100</b>

**Prior**

100,000

**Total**

**Operational Impact/Other**

The grit system plugs basically every time there is high flow to the plant during rain events.

CIP Committee 2008:

This project should be completed as soon as possible.

CIP Committee Action 1/7/2010:

Committee concurs with Administrator recommendation. This project is dependent upon available depreciation funds. Staff will monitor revenues and modify spending accordingly.

Administrator Recommendation 11/10/10:

This project should be included as part of the 2011 bonds and should move forward.

CIP Committee 11/16/2010:

Project should become active.

Administrator Recommendation 10/20/2011:

Remain active. Project beginning soon.

Administrator Recommendation 11/5/2012:

Remain active.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Utilities Superintendent

**Department** Utilities Department

<b>Project #</b> 12WTF-003
<b>Project Name</b> Water Tower Painting and Repairs

**Type** Maintenance

**Useful Life** 20 years

**Category** Water

**Priority** 2 Critical

**Account #**

**Estimated Cost** 280000

**Actual Cost**

**Total Project Cost** \$314,000

<b>Description</b>	<b>Total Project Cost</b> \$314,000
<p>Industrial Park Rd Tower - built in 1976 and last painted in 1993 - 500,000 gal tank. This tower needs painted soon or will need to be completely sand blasted and painted. That cost today is approximately \$100,000.</p> <p>Greene St Tower - built in 1934 - 350,000 gallon tank and last painted in 1995. This tank needs painting. Estimated cost today is \$130,000.</p> <p>1st St Tower - built in 1946 - last painted in 2001 - needs updates and new entry hatch. Estimated cost today is \$50,000.</p>	

<b>Justification</b>
<p>Paint is the protective coating for the metal tank. Fiscal budgeting has become impossible for big dollar repairs.</p>

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Utilities Superintendent

**Department** Utilities Department

<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Planning/Design	34,000					34,000
Construction/Maintenance	280,000					280,000
<b>Total</b>	<b>314,000</b>					<b>314,000</b>

<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Bond (Levy)	314,000					314,000
<b>Total</b>	<b>314,000</b>					<b>314,000</b>

**Operational Impact/Other**

Administrator Recommendation 11/6/2012:  
Make active pending funding availability.

CIP Committee 11/29/2012:  
Project should become active.

Administrator Notes 1/11/2013:  
This can be funded with 2013 bond issue. All components can be completed in FY2014.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Utilities Superintendent

**Department** Utilities Department

<b>Project #</b>	<b>12WTR-002</b>
<b>Project Name</b>	<b>Lime Residual Disposal</b>

**Type** Maintenance

**Useful Life** 10 years

**Category** Water

**Priority** 1 Mandatory

**Account #**

**Estimated Cost**

**Actual Cost**

**Total Project Cost** \$330,000

**Description**

Boone Water Plant uses lime treatment for hardness reduction and to meet other parameters for safe drinking water. The byproduct is a lime residual that needs disposal after it settles into one of the two ponds.

**Justification**

We are currently budgeting a dollar amount each year to haul lime residuals. This is not keeping up with hauling demand. South pond is drained and full of lime. North pond is in use and filling with lime. Present budget has spent \$30,000 for hauling.

**Boone CIP**

**FY '14 thru FY '18**

**City of Boone, IA**

**Contact** Utilities Superintendent

**Department** Utilities Department

<b>Expenditures</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Construction/Maintenance	330,000					330,000
<b>Total</b>	<b>330,000</b>					<b>330,000</b>

<b>Funding Sources</b>	<b>FY '14</b>	<b>FY '15</b>	<b>FY '16</b>	<b>FY '17</b>	<b>FY '18</b>	<b>Total</b>
Bond (Levy)	330,000					330,000
<b>Total</b>	<b>330,000</b>					<b>330,000</b>

**Operational Impact/Other**

Administrator Recommendation 11/6/2012:

Make project active. Funding will be difficult in the water budget.

CIP Committee 11/29/2012:

Project should remain active.

Administrator Notes 1/11/2013:

This can be funded with 2013 bond issue. All components of this project can happen in FY2014.