

AGENDA

DES MOINES CITY COUNCIL
REGULAR MEETING
City Council Chambers
21630 11th Avenue South, Des Moines

November 6, 2014 – 7:00 p.m.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

CORRESPONDENCE

COMMENTS FROM THE PUBLIC

EXECUTIVE SESSION

BOARD AND COMMITTEE REPORTS/COUNCILMEMBER COMMENTS

PRESIDING OFFICER'S REPORT

ADMINISTRATION REPORT

- Item 1: EMERGING ISSUES
 - o SALTWATER STATE PARK BRIDGE CLOSURE

CONSENT AGENDA

Page 1 Item 1: UTILITY TAX INCREASE

Draft Ordinance No. 14-226:

First Motion is to suspend Rule 26(a) in order to enact Draft Ordinance No. 14-226 on first reading.

Second Motion is to enact Draft Ordinance No. 14-226 relating to surface water management utility tax increase on gross surface water management utility rates as assessed by the Surface Water Management Utility in the amount of two percent (2%) for a total utility tax of eight percent (8%) on first reading.

Draft Ordinance No. 14-228:

First Motion is to suspend Rule 26(a) in order to enact Draft Ordinance No. 14-228 on first reading.

Second Motion is to enact Draft Ordinance No. 14-228 relating to the utility occupation tax increase for cable providers assessed on the gross income received in the amount of two percent (2%) for a total utility occupation tax of eight percent (8%) on first reading.

Draft Ordinance No. 14-229:

First Motion is to suspend Rule 26(a) in order to enact Draft Ordinance No. 14-229 on first reading.

Second Motion is to enact Draft Ordinance No. 14-229 relating to utility occupation tax increase for solid waste collection providers assessed on the gross income received in the amount of two percent (2%) for a total utility occupation tax of eight percent (8%) on first reading.

Page 15 Item 2: ONE-TIME REVENUES - PHASED-IN EXPENDITURE REQUIREMENTS
First Motion is to suspend Rule 26(a) in order to enact Draft Ordinance No. 14-227 on first reading.

Second Motion is to enact Draft Ordinance No. 14-227 amending DMMC 3.100.020 to allow for the waiver of DMMC provisions regarding the phasing in and expenditure of one-time revenues.

Page 21 Item 3: COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY OF DES MOINES AND THE PUBLIC, PROFESSIONAL AND OFFICE-CLERICAL EMPLOYEES AND DRIVERS LOCAL UNION NO. 763 (TEAMSTERS)
Motion is to approve the 2014-2016 Collective Bargaining Agreement between the City of Des Moines and the Public, Professional and Office-Clerical employees and Drivers Local Union No. 763 (Teamsters), representing the City's Public Works, Parks, Surface Water, and Marina maintenance employees, substantially in form as submitted.

OLD BUSINESS

Page 61 Item 1: REDONDO PARKING MANAGEMENT PLAN-OCTOBER 15TH OPEN HOUSE BRIEFING
Staff Presentation: Associate Transportation Engineer Andrew Merges

Page 73 Item 2: 2015 BUDGET – GENERAL AND STREET FUNDS BUDGET BALANCING STRATEGIES, CONTINUED
Staff Presentation: Finance Director Paula Henderson

NEW BUSINESS

Page 77 Item 1: 2015-2020 DRAFT MUNICIPAL CAPITAL IMPROVEMENT PLAN (MCI)
Staff Presentation: Parks, Recreation & Senior Services Director Patrice Thorell

NEXT MEETING DATE

November 13, 2014

ADJOURNMENT

A G E N D A I T E M

BUSINESS OF THE CITY COUNCIL City of Des Moines, WA

SUBJECT: Utility Tax Increase

ATTACHMENTS:

1. Draft Ordinance No. 14-226
2. Draft Ordinance No. 14-228
3. Draft Ordinance No. 14-229

FOR AGENDA OF: November 6, 2014

DEPT. OF ORIGIN: Administration

DATE SUBMITTED: October 30, 2014

CLEARANCES:

☒ Legal JB

☒ Finance ph

☐ Marina N/A

☐ Parks, Recreation & Senior Services N/A

☐ Planning, Building & Public Works N/A

☐ Police N/A

☐ Courts N/A

APPROVED BY CITY MANAGER
FOR SUBMITTAL 

Purpose and Recommendation

The purpose of this Agenda Item is to recommend passage of Draft Ordinance Nos. 14-226, 14-228, and 14-229 to add two percent to the following utilities: Surface Water Management Utility, pursuant to chapter 3.92 DMMC; Utility Occupation tax on cable services, pursuant to DMMC 3.68.060(5) and solid waste collection, pursuant to DMMC 3.68.060(4).

Suggested Motions

Draft Ordinance No. 14-226:

FIRST MOTION: "To suspend Rule 26(a) in order to enact Draft Ordinance No. 14-226 on first reading.

SECOND MOTION: "To enact Draft Ordinance No. 14-226 relating to surface water management utility tax increase on gross surface water management utility rates as assessed by the Surface Water Management Utility in the amount of two percent 2% for a total utility tax of eight percent on first reading."

Draft Ordinance No. 14-228:

FIRST MOTION: “To suspend Rule 26(a) in order to enact Draft Ordinance No. 14-228 on first reading.”

SECOND MOTION: “To enact Draft Ordinance No. 14-228 relating to the utility occupation tax increase for cable providers assessed on the gross income received in the amount of two percent 2% for a total utility occupation tax of eight percent on first reading.”

Draft Ordinance No. 14-229:

FIRST MOTION: “To suspend Rule 26(a) in order to enact Draft Ordinance No. 14-229 on first reading.”

SECOND MOTION: “To enact Draft Ordinance No. 14-229 relating to utility occupation tax increase for solid waste collection providers assessed on the gross income received in the amount of two percent 2% for a total utility occupation tax of eight percent on first reading.”

Background

As part of the City’s budget balancing strategies for the 2015 budget the City Council directed that the utility occupation taxes on the Surface Water Management utility, solid waste collection, and cable providers be increased two percentage points to eight percent.

Discussion

Pursuant to RCW 35A.82.020, cities have authority to raise utility occupation taxes on their own utilities, cable, and solid waste collection above the six percent limit imposed on electricity, telephone, and gas, the caveat with regards to utility occupation tax increases is that increases to cable providers cannot be disproportionate to similar utility occupation taxes on City-owned utilities. The tax increase to be considered by the Council would provide a uniform two percent increase to the City’s utility occupation tax for these utilities.

The City Council has also requested a five-year sunset provision be included in the Draft Ordinance to allow the Council to reconsider the tax increase for the 2020 budget.

Financial Impact

The passages of the draft ordinances could potentially increase revenues to the City for the year 2015 in the amount of \$300,000.

Recommendation or Conclusion

The staff recommends passage of the three draft ordinances as presented.

CITY ATTORNEY'S FIRST DRAFT 10/27/2014

DRAFT ORDINANCE NO. 14-226

AN ORDINANCE OF THE CITY OF DES MOINES, WASHINGTON relating to revenue and finance, amending chapter 3.92 DMMC by increasing the City's SWM utility tax rate by two percent (2%), and adding a sunset provision.

WHEREAS, the City Council has determined that there will be a deficit balance in the City's General Fund in 2015, and

WHEREAS, the basic City service levels would be greatly reduced without a new source of revenue, and

WHEREAS, the City Council has determined that the public interest is best served by implementing an increased SWM Utility Tax, and

WHEREAS, the City Council finds that the amendments contained in this Ordinance are appropriate and necessary for the preservation of the public health and welfare; now therefore,

THE CITY COUNCIL OF THE CITY OF DES MOINES ORDAINS AS FOLLOWS:

Sec. 1. DMMC 3.92.020 and section 2 of Ordinance No. 1441 are amended to read as follows:

Imposition of SWM utility tax. There is hereby created a tax in the amount of ~~six~~-eight percent per year, chargeable monthly, against and upon the gross surface water management utility rates as assessed by the SWM utility of the City

Sec. 2. DMMC 3.92.030 and section 3 of Ordinance No. 1441 are amended to read as follows:

Levy and collection. There is levied a tax of eight ~~six~~-eight percent on the surface water management utility of the city of Des Moines, which tax shall be levied upon and collected from the assessed surface water utility rates of the surface water management utility. The Des Moines finance

Ordinance No. ____
Page 2 of 3

director is directed to deposit the moneys collected into the Des Moines general fund for funding of city services or capital requirements as the council shall direct through its annual budget process. [Ord. 1441 § 3, 2008.]

Sec. 3. DMMC 3.92.050 and section 5 of Ordinance No. 1441 are amended to read as follows:

Tax year. The assessment of the tax shall commence on January 1, 2009~~15~~. The tax year for purposes of this chapter shall commence on January 1st and end December 31st of each year the tax remains in effect.

NEW SECTION. Sec. 4. A new section is added to chapter 3.92 DMMC to read as follows:

Sunset Provision. Unless renewed by City Council action, this Ordinance shall automatically expire and terminate five (5) years after its effective date.

NEW SECTION. Sec. 5. Severability - Construction.

(1) If a section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

(2) If the provisions of this ordinance are found to be inconsistent with other provisions of the Des Moines Municipal Code, this ordinance is deemed to control.

NEW SECTION. Sec. 6. Effective date. This ordinance shall take effect and be in full force five (5) days after its passage, approval, and publication in accordance with law.

PASSED BY the City Council of the City of Des Moines this ____ day of ____, 2014 and signed in authentication thereof this ____ day of ____, 2014.

Ordinance No. _____
Page 3 of 3

M A Y O R

APPROVED AS TO FORM:

City Attorney

ATTEST:

City Clerk

Published: _____

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CITY ATTORNEY'S FIRST DRAFT 10/27/2014**DRAFT ORDINANCE NO. 14-228**

AN ORDINANCE OF THE CITY OF DES MOINES, WASHINGTON relating to utility occupation tax rates, amending DMMC 3.68.060(5) to increase the utility occupation tax levied on businesses transmitting television or audio services by cable or wire by two percent, and adding a sunset provision.

WHEREAS, the City Council has determined that there will be a deficit balance in the City's General Fund in 2015, and

WHEREAS, the basic City service levels would be greatly reduced without a new source of revenue, and

WHEREAS, the City Council has determined that the public interest is best served by implementing an increased SWM Utility Tax, and

WHEREAS, the City Council finds that the amendments contained in this Ordinance are appropriate and necessary for the preservation of the public health and welfare; now therefore,

THE CITY COUNCIL OF THE CITY OF DES MOINES ORDAINS AS FOLLOWS:

Sec. 1. DMMC 3.68.060 (part) (formerly DMMC 3.61.060) and section 6 of Ordinance No. 916 as amended by section 1 of Ordinance No. 1004 as amended by sections 1, 2 of Ordinance No. 1005 as amended by section 1 of Ordinance No. 1023 as amended by section 2 of Ordinance No. 1118 as amended by section 63(11) of Ordinance No. 1144 as amended by section 1 of Ordinance No. 1249 are amended to read as follows:

Occupations subject to tax - Amount. There is levied upon, and shall be collected from a person because of certain business activities engaged in or carried on in the City, license fees or occupation taxes in the amount to be determined by the application of rates given against gross income as follows:

Ordinance No. ____
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(5) Upon a person engaged in or carrying on the business of transmitting television or audio services by cable or wire, a fee or tax equal to ~~six~~eight percent of the total gross income from such business in the City during the period for which the fee or tax is due;

...

NEW SECTION. **Sec. 2.** A new subsection 5(a) is added to DMMC 3.68.060(5) to read as follows:

Sunset provision. Unless renewed by City Council action, this Ordinance shall automatically expire and terminate five (5) years after its effective date.

NEW SECTION. **Sec. 3. Severability - Construction.**

(1) If a section, subsection, paragraph, sentence, clause, or phrase of this Ordinance is declared unconstitutional or invalid for any reason by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance.

(2) If the provisions of this Ordinance are found to be inconsistent with other provisions of the Des Moines Municipal Code, this Ordinance is deemed to control.

NEW SECTION. **Sec. 4. Effective date.** This ordinance shall take effect and be in full force five (5) days after its passage, approval, and publication in accordance with law.

PASSED BY the City Council of the City of Des Moines this ____ day of ____, 2014 and signed in authentication thereof this ____ day of ____, 2014.

M A Y O R

APPROVED AS TO FORM:

Ordinance No. ____
Page 3 of 3

City Attorney

ATTEST:

City Clerk

Published: _____

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CITY ATTORNEY'S FIRST DRAFT 10/27/2014

DRAFT ORDINANCE NO. 14-229

AN ORDINANCE OF THE CITY OF DES MOINES, WASHINGTON relating to utility occupation tax rates, amending DMMC 3.68.060(4) to increase the utility occupation tax levied on business of solid waste by two percent, and adding a sunset provision.

WHEREAS, the City Council has determined that there will be a deficit balance in the City's General Fund in 2015, and

WHEREAS, the basic City service levels would be greatly reduced without a new source of revenue, and

WHEREAS, the City Council has determined that the public interest is best served by implementing an increased utility tax on the business of solid waste, and

WHEREAS, the City Council finds that the amendments contained in this Ordinance are appropriate and necessary for the preservation of the public health and welfare; now therefore,

THE CITY COUNCIL OF THE CITY OF DES MOINES ORDAINS AS FOLLOWS:

Sec. 1. DMMC 3.68.060 (part) (formerly DMMC 3.61.060) and section 6 of Ordinance No. 916 as amended by section 1 of Ordinance No. 1004 as amended by sections 1, 2 of Ordinance No. 1005 as amended by section 1 of Ordinance No. 1023 as amended by section 2 of Ordinance No. 1118 as amended by section 63(11) of Ordinance No. 1144 as amended by section 1 of Ordinance No. 1249 are amended to read as follows:

Occupations subject to tax - Amount. There is levied upon, and shall be collected from a person because of certain business activities engaged in or carried on in the City, license fees or occupation taxes in the amount to be determined by the application of rates given against gross income as follows:

Ordinance No. ____
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...

(4) Upon a person engaged in or carrying on the business of solid waste collection, a fee or tax equal to ~~six~~-eight percent of the total gross income from such business in the city during the period for which the license fee or tax is due;

...

NEW SECTION. **Sec. 2.** A new subsection (a) is added to DMMC 3.68.060(4) to read as follows:

Sunset provision. Unless renewed by City Council action, this Ordinance shall automatically expire and terminate five (5) years after its effective date.

NEW SECTION. **Sec. 3. Severability - Construction.**

(1) If a section, subsection, paragraph, sentence, clause, or phrase of this Ordinance is declared unconstitutional or invalid for any reason by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance.

(2) If the provisions of this Ordinance are found to be inconsistent with other provisions of the Des Moines Municipal Code, this Ordinance is deemed to control.

NEW SECTION. **Sec. 4. Effective date.** This ordinance shall take effect and be in full force five (5) days after its passage, approval, and publication in accordance with law.

PASSED BY the City Council of the City of Des Moines this ____ day of ____, 2014 and signed in authentication thereof this ____ day of ____, 2014.

M A Y O R

Ordinance No. ____
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APPROVED AS TO FORM:

City Attorney

ATTEST:

City Clerk

Published: _____

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A G E N D A I T E M

BUSINESS OF THE CITY COUNCIL City of Des Moines, WA

SUBJECT: One-Time Revenues – Phased-In
Expenditure Requirements

ATTACHMENTS:

1. Draft Ordinance No. 14-227

FOR AGENDA OF: November 6, 2014

DEPT. OF ORIGIN: Administration

DATE SUBMITTED: October 28, 2014

CLEARANCES:

☒ Legal pg

☒ Finance pk

☐ Marina N/A

☐ Parks, Recreation & Senior Services N/A

☐ Planning, Building & Public Works N/A

☐ Police N/A

☐ Courts N/A

APPROVED BY CITY MANAGER
FOR SUBMITTAL [Signature]

Purpose and Recommendation

The purpose of this agenda item is to consider Draft Ordinance No. 14-227 to allow for the waiver of DMMC provisions regarding the phasing in and expenditure of one-time revenues for the calendar year 2015.

Suggested Motions

FIRST MOTION: “To suspend Rule 26(a) in order to enact Draft Ordinance No. 14-227 on first reading.”

SECOND MOTION: “To enact Draft Ordinance No. 14-227” amending DMMC 3.100.020 to allow for the waiver of DMMC provisions regarding the phasing in and expenditure of one-time revenues.

Background

On December 13, 2012 the City Council enacted Ordinance 1561 adding a new chapter to Title 3 to establish a policy for the expenditure of One-Time Revenue transfers to the General Fund. The budget issues for 2015 has forced the City to consider waiving the provisions of the One Time Revenue

Ordinance subsection for 2015 to allow for more than 50% of one time revenues to be transferred to the General Fund.

Financial Impact

The financial impact would be to allow the City Council to consider more than a 50% transfers from the One-Time Revenue Fund to the General Fund as a budget balancing strategy in an amount to be determined by the City Council for the calendar year 2015.

Recommendation or Conclusion

The staff recommends the passage of Draft Ordinance 14-227.

CITY ATTORNEY'S FIRST DRAFT 10/27/2014

DRAFT ORDINANCE NO. 14-227

AN ORDINANCE OF THE CITY OF DES MOINES, WASHINGTON regarding one-time revenues, amending the 2015 phased-in expenditure requirements provided in DMMC 3.100.

WHEREAS, Ordinance No. 1561 was enacted by the City Council on December 13, 2012, defining one-time revenue, creating phased-in expenditure requirements, and codifying a new chapter in Title 3 DMMC, and

WHEREAS, budget issues for 2015 have forced the City to consider waiving the provisions of DMMC 3.100.020(2) (subsection 2 of Ordinance No. 1561) for 2015 to allow for more than 50% of one-time revenues to be transferred to the General Fund, and

WHEREAS, the City Council finds that the amendments contained in this Ordinance are appropriate and necessary for the preservation of the public health and welfare; now therefore,

THE CITY COUNCIL OF THE CITY OF DES MOINES ORDAINS AS FOLLOWS:

Sec. 1. DMMC 3.100.020 and section 1 (part) of Ordinance No. 1561 are amended to read as follows:

3.100.020. Phased-in expenditure requirements created.

(1) For the calendar year of 2014, the total amount of one-time revenues to be used to fund the 2014 general fund budget shall not exceed 75 percent of the total one-time revenues received by the City.

~~(2) For the calendar year of 2015, the total amount of one-time revenues to be used to fund the 2015 general fund budget shall not exceed 50 percent of the total one-time revenues received by the City.~~

Ordinance No. ____
Page 2 of 3

(32) For the calendar year of 2016, the total amount of one-time revenues to be used to fund the 2016 general fund budget shall not exceed 25 percent of the total one-time revenues received by the City.

(43) For the calendar year of 2017 and beyond, no one-time revenues shall be used to fund the general fund budget.

NEW SECTION. Sec. 3. Severability - Construction.

(1) If a section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

(2) If the provisions of this ordinance are found to be inconsistent with other provisions of the Des Moines Municipal Code, this ordinance is deemed to control.

NEW SECTION. Sec. 4. Effective date. This ordinance shall take effect and be in full force five (5) days after its passage, approval, and publication in accordance with law.

PASSED BY the City Council of the City of Des Moines this ____ day of ____, 2014 and signed in authentication thereof this ____ day of ____, 2014.

M A Y O R

APPROVED AS TO FORM:

City Attorney

ATTEST:

Ordinance No. ____
Page 3 of 3

City Clerk

Published: _____

Effective Date: _____

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A G E N D A I T E M

BUSINESS OF THE CITY COUNCIL City of Des Moines, WA

SUBJECT: Collective Bargaining Agreement
between the City of Des Moines and the Public,
Professional & Office-Clerical employees and
Drivers Local Union No. 763 (Teamsters)

ATTACHMENTS:

1. Proposed Collective Bargaining Agreement

FOR AGENDA OF:

DEPT. OF ORIGIN:

DATE SUBMITTED:

CLEARANCES:

- ☐ Legal _____
- ☐ Finance _____
- ☐ Marina _____
- ☐ Parks, Recreation & Senior Services _____
- ☐ Planning, Building & Public Works _____
- ☐ Police _____
- ☐ Courts _____

APPROVED BY CITY MANAGER
FOR SUBMITTAL: _____

Purpose and Recommendation

The purpose of this report is to seek City Council approval of the proposed 2014-2016 Collective Bargaining Agreement between the City of Des Moines and the Public, Professional & Office-Clerical employees and Drivers Local Union No. 763 (Teamsters), representing the City's Public Works, Parks, Surface Water, and Marina maintenance employees.

Suggested Motion

I move to approve the 2014-2016 Collective Bargaining Agreement between the City of Des Moines and the Public, Professional & Office-Clerical employees and Drivers Local Union No. 763 (Teamsters), representing the City's Public Works, Parks, Surface Water, and Marina maintenance employees, substantially in form as submitted.

Background

The City's Public Works, Parks, Surface Water, and Marina maintenance employees have been formally recognized as a bargaining unit since 2000. They have been affiliated with the Professional & Office-

Clerical employees and Drivers Local Union No. 763, also known as the Teamsters, since that time. The collective bargaining agreement (CBA) between the City and the Teamsters expired on December 31, 2013. The City and the Teamsters have been negotiating a new CBA since August 2013.

Discussion

The attached proposed CBA is the culmination of many bargaining sessions between the City and the Teamsters. Council has been brief on this ongoing process on numerous occasions. The proposed agreement reflects the direction of the Council and contains those changes and compromises that Council authorized the City's bargaining team to make and agree to.

Alternatives

Council may reject the proposed CBA and direct staff to continue negotiating with the Teamsters on some or all of the changes that are proposed.

Financial Impact

The proposed CBA contains provisions for a cost of living adjustment for all three years of the agreement along with modest additional market adjustments to base salaries. It also calls for employees to begin paying a higher share of the premiums for their medical insurance beginning in 2015.

Recommendation

Staff recommends approval of the proposed CBA as it contains only those changes and compromises authorized by the Council.

AGREEMENT

By and Between

CITY OF DES MOINES, WASHINGTON

and

PUBLIC, PROFESSIONAL & OFFICE-CLERICAL EMPLOYEES AND DRIVERS
LOCAL UNION NO. 763
(Representing the Public Works, Parks and Marina Employees)

January 1, ~~2008~~ 2014 – December 31, ~~2009~~ 2016

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AGREEMENT
by and between
CITY OF DESMOINES, WASHINGTON
and
PUBLIC, PROFESSIONAL & OFFICE-CLERICAL EMPLOYEES AND DRIVERS
LOCAL UNION NO. 763
(Representing the Public Works, Parks and Marina Employees)

January 1, ~~2008~~ 2014 – December 31, ~~2009~~ 2016

THIS AGREEMENT is made and entered into by and between the CITY OF DES MOINES, WASHINGTON, hereinafter referred to as the Employer, and PUBLIC, PROFESSIONAL & OFFICE-CLERICAL EMPLOYEES AND DRIVERS LOCAL UNION NO. 763, affiliated with the International Brotherhood of Teamsters, hereinafter referred to as the Union.

ARTICLE I RECOGNITION, UNION MEMBERSHIP AND PAYROLL DEDUCTION

1.1 Recognition - The Employer recognizes the Union as the sole and exclusive collective bargaining representative for all regular full-time and regular part-time maintenance and operations employees within the City of Des Moines Public Works Maintenance Division, Park Maintenance Division, and the Marina excluding supervisors, confidential employees, clerical employees, seasonal and temporary employees and all other employees.

1.1.1 For the purposes of this Agreement, "temporary employee" or "seasonal employee" shall mean an individual appointed to a position for a period of time less than nine (9) months, absent a declaration by the City of emergency need. Should a temporary or seasonal employee be employed in the same position for more than twelve (12) months, the temporary or seasonal employee shall be considered a regular full-time or regular part-time employee. All benefits normally provided regular employees shall begin as of the date the employee changes status from temporary or seasonal to regular.

1.2 Union Membership - It shall be a condition of employment that all employees of the Employer covered by this Agreement shall become members in good standing and those who are not members in good standing on the effective date of this Agreement shall, on the thirty-first (31st) day following the effective date of this Agreement, become and remain members in good standing in the Union or pay a representation service fee to the Union equal to ninety percent (90%) of the dues uniformly levied for Union members or pay an amount of money equivalent to Union dues and initiation fee to a non-religious charity or to another charitable organization agreed upon by the employee and the Union. It shall also be a condition of employment that all employees covered by this Agreement hired on or after its effective date shall, on the thirty-first (31st) day following the beginning of such employment, become and remain members in good standing in the Union or pay a representation service fee to the Union equal to ninety percent (90%) of the dues uniformly levied for Union members or pay an amount of money equivalent to Union dues and initiation fee to a non-religious charity or to another charitable organization agreed upon by the employee and the Union. If the employee and the Union do not reach agreement on such matters, the Public Employment Relations Commission (PERC) shall designate the charitable organization.

- 1.2.1 As provided in R.C.W. 41.56.122, the right of non-association of employees based on bona fide religious tenets or teachings of a church or religious body of which an employee is a member shall be recognized. Such employee shall pay an amount of money equivalent to regular Union dues and initiation fee to a non-religious charity or to another charitable organization mutually agreed upon by the employee and the Union. The employee shall furnish written proof each month to the Union that such payment has been made or initiate and maintain a payroll deduction with the Employer. If the employee and the Union do not reach agreement on such matters, the Commission shall designate the charitable organization.
- 1.3 Payroll Deduction - The Employer shall deduct from the paycheck of each employee who has so authorized in writing the regular initiation fee and regular monthly dues uniformly required of members of the Union. The amounts deducted shall be transmitted monthly to the Union on behalf of the employees involved. Any employee who wishes to cancel the written authorization for dues deduction, must notify the Employer and Union in writing, at which time the Employer will discontinue the deduction.
- 1.3.1 The Union agrees to hold the Employer harmless from any liability whatsoever that might ensue as a result of actions taken to enforce the provisions of this Article. The Union shall defend and hold the Employer harmless against any and all claims, demands, suits, or other forms of liability that shall arise out of or by reason of action taken or not taken by the employer for the purpose of complying with any of the provisions of this Article.
- 1.4 Union Officials Time-Off - An employee who holds a Union position (Shop Steward and/or member of the Negotiating Committee) may be granted time-off while conducting business vital to the employees in the bargaining unit provided:
- They notify the Employer in writing at least forty-eight (48) hours prior to the time-off period;
 - The Employer is able to properly staff the employee's job duties during the time-off period;
 - The wage cost to the Employer is no greater than the cost that would have been incurred had the employee not taken time-off; and
 - Employees shall not transact Union business while working on shift, except up to three designated representatives may participate in contract negotiation meetings with the employer.
- 1.4.1 A shop steward shall be granted reasonable time to participate in grievance meetings with the Employer and/or to accompany an employee in an investigatory interview.
- 1.5 Union Notification - Within thirty (30) days from the date of hire of a new bargaining unit employee, the Employer shall forward to the Union the name, address, and telephone number of the new employee. The Employer shall promptly notify the Union of all bargaining unit employees leaving its employment.
- 1.6 Bulletin Boards - The Employer shall provide suitable space for two (2) bulletin boards, one at the maintenance facility and one at the Marina. Postings by the Union on the

bulletin boards shall be confined to official business of the Union; provided such notices shall not be derogatory of the Employer, its elected officials or other personnel.

- 1.7 Union Visitation – An authorized representative of the Union shall have access to the City's workplace at reasonable times for the purpose of investigation of grievances, adjusting disputes and ascertaining that the Agreement is being adhered to, provided that such visit shall not interfere with the work process or cause undue interruption of the employees' work schedule.

ARTICLE II NON-DISCRIMINATION

- 2.1 Neither the Employer, the Union nor any employee shall in any manner whatsoever discriminate against any employee or applicant for employment on the basis of race; color; religion; creed; sex; marital status; national origin; age; or sensory, mental or physical disabilities. Nothing shall prevent the City from establishing bona fide occupational qualifications (BFOQ).
- 2.2 No employee shall be discriminated against because of membership or non-membership or lawful activity in the Union, provided such activity is not carried on so as to interfere with the normal work process.

ARTICLE III MANAGEMENT RIGHTS

- 3.1 The Employer retains and reserves all powers and authority to manage its operations in an effective manner with the sole and unquestioned right and prerogative in accordance with applicable laws, regulations, and City ordinances and policies whether or not specifically mentioned in this agreement and whether or not previously exercised, subject only to the limitations expressly stated in this Agreement. Such management rights shall include but not be limited to the following:
- 1) To plan, direct, control and determine all operations, functions, and policies of the City and to modify such operations, functions and policies as they may affect employees in the Bargaining Unit;
 - 2) To establish and administer a personnel system that provides for all types of personnel transactions, including determining procedures, standards for hiring, promotion, transfer, assignment, layoff, discipline, and classification of positions.
 - 3) To determine job descriptions and job content, with the understanding that job descriptions do not and cannot detail each and every minor or incidental duty employees are expected to perform; nevertheless, employees are expected and required to perform all such duties;
 - 4) To supervise and direct the workforce, to establish the qualifications for employment and to employ employees;
 - 5) To schedule and assign work;
 - 6) To establish reasonable work and performance standards and, from time to time,

to change those standards. Such standards may be used to determine acceptable performance levels, prepare work schedules, and measure the performance and productivity of employees;

- 7) To assign overtime or not. The City has the right to schedule overtime work as required in a manner most advantageous to the City and consistent with the requirements of municipal employment and the public interest;
- 8) To determine the methods, means, organization and number of personnel by which operations and services shall be made or purchased; to subcontract work with either public or private sector agencies or assign work to other City non-bargaining unit personnel in accordance with Article 18;
- 9) To make and enforce rules and regulations, including but not limited to safety rules, operational policies and procedures, and rules of conduct;
- 10) To discipline or discharge for cause.
- 11) To layoff employees for lack of work, funds, or the occurrence of conditions beyond the control of the employer or where such condition of work would be wasteful and unproductive;
- 12) To change or eliminate existing methods, equipment or facilities, including past practices;
- 13) To lawfully inspect lockers, other spaces assigned to Employees, and City vehicles without consent provided that the Employee has a right to be present;

3.2 Probationary employment with the City is at will and the City expressly reserves the right to discharge probationary employees with cause or without cause or advanced notice and without compensation except for time actually worked.

3.3 The City's Personnel Manual shall apply to members of this bargaining unit. However, in the event of a conflict between a specific provision of this Agreement and any guideline, regulation, or rule of the City, the provision of this Agreement shall control. In addition, the parties agree that the City has the sole right to amend, modify, adopt, or change any such personnel policies, provided that the Union is given fifteen (15) days advance notice and an opportunity to comment.

3.4 The City has the right at any time to require an employee to provide evidence of a valid Washington State driver's license if the employee has or will at any time drive a City vehicle and CDL endorsement if such is required by the classification. Such requirement may include having the employee sign a release of driving record; payment of fee is to be paid by the employee.

3.5 The exercise of any management prerogative, function, or right which is not specifically modified by this Agreement is not subject to any grievance procedure or to bargaining during the term of this Agreement, except where such exercise is in violation of the express written terms of this Agreement.

ARTICLE IV HOURS OF WORK

- 4.1 Work Schedule – The normal work schedule for full-time employees shall be five (5) consecutive days of eight (8) hours of work exclusive of the lunch period, Monday through Friday, unless an alternate work schedule is scheduled by the City and fourteen (14) days notice is provided to the employee. Management will ~~offer to~~ discuss with the Union any changes to the regular work schedule longer than thirty (30) days in duration.
- 4.1.1 The Employer shall continue its current practice relative to the work schedule for Marina employees except meal periods shall be unpaid throughout the year.
- 4.2 Shift Change – Each employee shall be assigned to a regular shift starting time which shall not normally be changed without forty-eight (48) hours notice, exclusive of emergencies, e.g. snow, ice, flood, earthquake, etc. In the event an employee's regular shift starting time is changed with less than forty-eight (48) hours notice, the employee shall be paid at the overtime rate up to the first sixteen ~~(16)~~ hours worked outside of the employee's regular shift hours during the remainder of the employee's scheduled work week.
- 4.3 Rest Periods – Employees shall receive a rest period of fifteen (15) minutes on the Employer's time for each four (4) hours of working time ~~exclusive of emergencies. Rest periods and~~ shall be scheduled as near as possible to the midpoint of each four (4) hour work period. No employee shall be required to work more than three (3) hours without a rest period. By mutual agreement between the employee and the Employer, the rest periods may be taken at a time other than stated above.
- 4.4 Meal Periods – Employees shall receive a meal period of thirty (30) minutes which shall be on the employee's own time and which shall commence no less than three (3) nor more than five (5) hours from the beginning of the shift, ~~exclusive of emergencies~~. By mutual agreement between the employee and the employer, the meal period may be taken at a time other than stated above. An employee who works more than three (3) hours longer than his normal workday may, at the option of the employee, receive an additional unpaid meal period before or during their overtime.

ARTICLE V OVERTIME, CALLBACK, AND STANDBY

- 5.1 Overtime - All hours worked in excess of the employee's regular schedule in a day, with an eight (8) hour minimum, or forty (40) hours in a week shall constitute overtime. Vacation and holiday time shall be considered hours of work for the purposes of calculating overtime. Overtime shall be paid at the rate of one and one-half (1-1/2) times the employee's regular straight-time hourly rate of pay.
- 5.1.1 Overtime shall be paid for in increments of fifteen (15) minutes with the major portion ~~(eight (8) or more minutes)~~ of each fifteen (15) minute increment being paid as fifteen (15) minutes. All work related calls to an employee who is off-duty shall be paid at a fifteen minute minimum.
- ~~5.1.2 Deductions shall be made for tardiness in increments of fifteen (15) minutes with the major portion of each fifteen (15) minute increment being deducted as fifteen (15) minutes.~~

- 5.1.3 2 Scheduled overtime work shall be offered to qualified employees who have designated the preference to work overtime by rotation when feasible. If ~~no one agrees or if~~ an insufficient number of employees agree sign up to work the scheduled overtime, then employees will be assigned the overtime, by ~~rotation~~ least senior to most senior employee, even if they have indicated they prefer not to work overtime. provided that no employee shall be mandated to be on standby duty more than one (1) time per quarter. Once an employee has been mandated to be on standby duty one (1) time per quarter, the next least senior employee shall be assigned standby duty when an insufficient number of employees sign up to be on standby.
- 5.1.4 In lieu of overtime pay, compensatory time-off may be accrued upon the request of the employee and the approval of the employer. Scheduling of compensatory time-off shall be subject to the approval of the employee's supervisor. Compensatory time-off shall be taken at the rate of one and one-half (1 ½) times the hours worked. The maximum number of hours that can be accumulated is forty (40) hours.
- 5.1.5 Employees shall not accrue additional leave (sick leave or vacation), health or other insurance benefits while on overtime.
- 5.2 Callback - An employee who has left work and is called back to work after completion of a regular day's shift, is called in to work before the beginning of the employee's shift or is called in on the employee's day-off shall be paid a minimum of three (3) hours at one and one-half (1½) times the employee's regular straight-time hourly rate of pay starting at the time the employee is contacted and reports for the assignment; provided however, if the employee's regular shift starts less than three (3-0) hours from the time the employee started work on the callback, the employee shall receive one and one-half (1½) times the employee's regular straight-time hourly rate of pay only for such time as occurs prior to the commencement of the employee's regular shift.
- 5.2.1 Employees called back to work, as provided in Section 5.2, shall receive one-half (1/2) hour paid travel time to the shop, beginning at the time the call out is made and one-half (1/2) hour paid travel time from the city shop upon completion of the job. If the employee completes the call out assignment within the three (3) hours, including travel time, the employee shall receive the three (3) hour minimum at the appropriate overtime rate of pay (i.e. – travel time to shop thirty (30) minutes assignment takes one (1) hour forty-five (45) minutes and return travel time thirty (30) minutes equals two (2) hours forty-five (45) minutes, the employee would receive the three (3) hour minimum or if it takes the employee two and one half (2 ½) hours to complete the call out the employee would then receive three and one half (3½ hours of pay).
- 5.3 Standby - Employees may be placed on "Standby" status when it is anticipated that they may be called back to duty after going off shift. When placed on standby status, employees will remain near a telephone and will leave a number where they can be reached (unless equipped with a pager, cell phone or other communication device, in which case the employee shall remain within communication distance and within one and one-half 1½ hours or ninety (90 minutes) travel time to the City). It is the intent that standby status shall not preclude an employee from using the time for personal pursuits. While on standby duty, it is the employee's responsibility to be ready and able to work if called (for example: be able to get to work and not be impaired by drugs or

alcohol).

- 5.3.1** Employees on Standby and called back to work, as provided in Section 5.2, shall receive one-half (1/2) hour paid travel time to the shop, beginning at the time the call out is made and one-half (1/2) hour paid travel time from the city shop upon completion of the job. If the employee completes the call out assignment within the three (3) hours, including travel time, the employee shall receive the three (3) hour minimum at the appropriate overtime rate of pay (i.e. – travel time to shop thirty (30) minutes assignment takes one (1) hour forty-five (45) minutes and return travel time thirty (30) minutes equals two (2) hours forty-five (45) minutes, the employee would receive the three (3) hour minimum or if it takes the employee two and one half (2 ½) hours to complete the call out the employee would then receive three and one half (3½ hours of pay).
- ~~5.3.1~~ **5.3.2** Employees shall be paid **one dollar (\$1.00)** or an additional **five percent (5%)** of base pay, whichever is greater, per non-working hour of standby time and overtime pay for the number of hours worked if called in to work, subject to the callback provisions of ~~Article 4.2~~ **Section 5.2**. Standby Duty shall not be counted as hours worked for the purposes of computing overtime or eligibility to receive fringe benefits.
- 5.3.2 3** Standby Duty shall be rotated amongst those eligible bargaining unit employees who have designated their preference to work Standby Duty. If no one volunteers or if an insufficient number of volunteers sign up for Standby Duty, then it shall be assigned to other employees by rotation, provided that no employee shall be mandated to be on standby duty more than one (1) time per quarter. Once an employee has been mandated to be on standby duty one (1) time per quarter, the next least senior employee shall be assigned standby duty when an insufficient number of employees sign up to be on standby.
- ~~5.3.2~~ ~~Standby Duty shall be rotated amongst those eligible bargaining unit employees who have designated their preference to work Standby Duty. If no one volunteers or if an insufficient number of volunteers sign up for Standby Duty, then it shall be assigned to other employees by rotation.~~
- 5.4 4** Higher Classification - In the event an employee is assigned by management to work out-of-class in a higher classification within the bargaining unit, then the employee shall be paid at the first step of the higher pay range or may receive a one-step pay increase, whichever is higher, for the period the employee works as a lead worker in a higher classification within the bargaining unit, provided the employee has worked for a period of not less than three (3) consecutive workdays in the higher classification, retroactive to the first day worked in the higher classification.
- ~~5.5 5~~ Pyramiding of Compensation - No pyramiding or double application of Sections and/or Articles is permitted. Compensation shall not be paid more than once for the same hours under any provision or **S** section of this Article or Agreement, unless expressly stated in each Section or Article. On-call changes shall be approved in advance by the City so as not to require unnecessary overtime costs. The workdays and work periods specified herein shall not constitute guaranteed hours of work.

ARTICLE VI SENIORITY, LAYOFF, RECALL and JOB VACANCIES

- 6.1 ~~Seniority - Except when positions are funded by state or federal funds under Article 6.1.1 below,~~ Seniority shall be the amount of continuous service within a regular bargaining unit position. Seniority shall date back to the employee's date of hire, in a regular status in the bargaining unit, but shall not be established until completion of the employee's "probationary period". An employee may be disciplined and/or discharged during his probationary period without recourse to the grievance procedure contained herein.
- 6.1.1 ~~Employees whose positions are funded by state or federal funds shall be accorded seniority in accordance with this Article unless otherwise specified by the provisions of a specific state or federal program. Each calendar year, upon the request of the Union, the Employer shall provide the Union with a seniority list showing the name, present classification, first date of compensated work in the bargaining unit and the employee's initial date of hire for each employee in the bargaining unit.~~
- 6.2 An employee's seniority shall be broken so that no prior period of employment shall be counted and ~~his~~ their seniority shall cease upon:
1. Retirement;
 2. Voluntary termination or job abandonment;
 3. Discharge;
 4. Failure of the employee to notify the employer of his willingness to return to work upon recall from a layoff within ten calendar days after mailing a written notice from the employer to the employee's last known address appearing on the employer's records;
 5. Failure to return to work promptly after an authorized leave of absence;
 6. Layoff exceeding fifteen (15) months; or
 7. Unauthorized leave from work beyond three working days.
- 6.2.1 The period of layoff or unpaid leave of absence will not count toward the computation of the amount of "continuous time in service".
- 6.3 ~~Each calendar year, upon the request of the Union, the Employer shall provide the Union with a seniority list showing the name, present classification, first date of compensated work in the bargaining unit and the employee's initial date of hire for each employee in the bargaining unit.~~
- 6.4 3 ~~2~~ Layoff - Layoff shall be by classification. In case of a layoff, employees shall be retained on the basis of job performance. When job performance is relatively equal, the employee with the shortest length of continuous service shall be laid off first. Relative job performance shall be determined on the basis of qualifications, past job performance evaluations and current job evaluations. Qualifications shall be determined by the knowledge, abilities and skills required for the affected position, as stated in the classification descriptions, and the employee's ability to perform the remaining work without further training.
- 6.3.1 The employer shall use no less than the last three (3) job performance evaluations in the determination of which employee is to be laid off. However, if an employee has less than three years of work in any of the classifications (can be cumulative) then those job performance evaluations shall be utilized.

~~6.4.1~~ **3.2** Such person designated for layoff may bump an employee in a lower bargaining unit job classification the employee has previously held and/ for which the employee is qualified (skills and ability) to hold. The employee to be bumped and laid off from the lower classification shall be selected through the process described in this Article.

~~6.5~~ **4** Recall - In the case of recall, those employees laid off last shall be recalled first. An employee on layoff shall keep both the Employer and the Union informed of the address and telephone number where he can be contacted. Failure of the employee to notify the Employer of his willingness to return to work upon recall from layoff within ten (10) calendar days after mailing of written notice from the Employer to the employee's last known address appearing on the Employer's records shall cause the Employer's obligation to recall the employee to cease.

~~6.5~~ **4.1** The Employer shall have no obligation to recall an employee after he has been on continuous layoff for a period of fifteen (15) months.

~~6.5~~ **4.2** During a period of lay-off recall, no temporary or seasonal employees may be hired until laid off bargaining unit members have been offered the position. The declination or acceptance of a temporary or seasonal position will not affect the recall status of the individual.

~~6.6~~ **5** Job Vacancies - Job Vacancies - Opportunities for promotion **All job vacancies, whether existing positions or newly created positions,** shall be posted on the all work site bulletin board for not less than seven (7) calendar days, during which time employees **who desire consideration for such openings shall notify the Employer in writing during the period the notice is posted. Bargaining unit employees who meet the minimum qualifications for the position and have completed their probation period shall be given first consideration for positions in the bargaining unit.**

~~6.5.1~~ Posted job opportunities shall contain ~~an adequate a current~~ description of the job duties and the rate of pay. It is the intent of the parties to provide qualified employees with opportunities to help meet the needs of both the employee and the City. ~~for promotion; provided however, the Employer shall determine who is the best qualified person for the job.~~

~~6.5.2~~ **Employees who are recalled from layoff shall have their sick leave balances restored to the number of hours that were in their sick leave banks at the time of layoff, less any amounts that were cashed out at separation.**

ARTICLE VII SICK LEAVE, SHARED LEAVE, LIGHT DUTY, AND BEREAVEMENT LEAVE

7.1 Sick Leave - All full-time employees shall accrue sick leave benefits at the rate of eight (8) hours for each calendar month of continuous employment. Employees shall accrue one-half of their monthly sick leave accrual at the end of the first pay period of the month and the second half at the end of the second pay period. Part-time employees shall accrue sick leave benefits on a pro rata basis according to hours worked.

7.1.1 Sick leave benefits are earned from the date of employment, and may be utilized from date of employment. Employees do not earn sick leave benefits during a leave without

pay. Employees do not earn sick leave benefits, and may not use any earned but unused sick leave benefits, during a suspension without pay. Employees continue to earn sick leave and vacation time while on paid sick leave.

- 7.1.2 Sick leave benefits not used during the calendar year in which they are earned may be carried over and used during succeeding calendar years. Such benefits may be carried over into successive calendar years so long as the employee remains employed by the City. Employees who transfer to another department retain any accumulated sick leave benefits after transfer to their new position.
- 7.1.3 Sick leave benefits may be used by eligible employees for any absence due to personal injury, bereavement, illness or temporary disability which keeps the employee from performing the employee's regular duties, paternity leave for ten days after the birth or adoption of a child under the age of six, medical and dental appointments, absences of reasonable duration occasioned by the illness or injury of a minor child or spouse, or the need to accompany a minor child to a medical or dental appointment, provide care for a child with a health condition, provide care for a spouse, parent, parent-in-law, or grandparent of the employee who has a serious health condition or emergency condition, exposure to a contagious disease where on-the-job presence of the employee would jeopardize the health of others, or use of prescription drug which impairs job performance or safety. Sick leave benefits may be used for actual periods of temporary disability associated with pregnancy or childbirth during which the employee is physically unable to perform her duties as certified by a licensed physician. For the purposes of this section, "child" is defined by RCW 49.12.265. "Health condition", "serious health condition", "emergency condition" and "mental or physical disability" are defined by WAC 296-130-020(10-14).
- 7.1.4 In the event an employee exhausts his or her accrued sick leave, the employee has the option to use accrued vacation leave or compensatory time.
- 7.1.5 Employees injured on the job shall not simultaneously collect sick, vacation or compensatory leave and Worker's Compensation payments greater than the employee's regular pay. If the job related injury or illness requires the employee to be absent from work, the employee may elect to accept L&I time loss payments only or to accept L&I time loss payments and apply accrued sick leave to the remaining balance. At the option of the employee, when and if the employee's sick leave is exhausted, compensatory time or accrued vacation leave may be used. In any event, the Employer shall pay only up to the maximum of the difference between the payment received under Worker's Compensation by such employee and the employee's regular straight-time rate of compensation that the employee would have received from the Employer if able to work. Such payment by the Employer shall be limited to the period of time that such employee has accumulated paid leave credits. The foregoing shall be accomplished by the employee "buying back" sick and vacation leave used with the time loss money from Worker's Compensation by turning the check over to the Employer. Once the employee has bought back all available sick and vacation leave, the employee shall no longer accrue paid leave benefits and shall not be required to surrender the time loss payments from Worker's Compensation to the Employer.
- 7.1.6 Payment of sick leave benefits is conditioned upon the employee notifying the supervisor or Department Director, or designee, of the employee's absence(s) as outlined in Section 4.H Attendance and Tardiness/Absenteeism of the Personnel Manual. Failure to give the

required notice may result in no payment of sick leave benefits or other compensation for such absence(s).

- 7.1.7 The employee may be required to provide certification of illness from a qualified health care provider whenever absent for two (2) or more days or has established a pattern which appears to indicate abuse and is requested by the employee's immediate supervisor or the Department Director, or designee. The employee shall be required to provide a written release to return to work from a qualified health care provider whenever requested by the employee's immediate supervisor or the Department Director, or designee. The City may require any employee returning after an absence to be examined by a second qualified health care provider of the City's choice.
- 7.1.8 Any employee found to have abused sick leave privileges by falsification or misrepresentation shall be subject to corrective action, including but not limited to repayment to the City of any amounts paid to such employee for such periods of absence, or discipline, up to and including discharge.
- 7.1.9 Employees who utilize **twenty-four (24)** hours or less of sick leave in any calendar year shall receive 10 (ten) hours of vacation time. This is calculated per calendar year and is not available for people who work less than a full year. The employees who qualify for this additional vacation time, and the respective Department Director, shall receive a notice of the qualification in January immediately following the completion of the applicable calendar year. The time is immediately available upon notification and the use of this time follows the same guidelines as noted in Section 7.C of the Personnel Manual.
- 7.1.10 ~~Effective January 1, 2008 through December 31, 2009, e~~Employees with a sick leave balance of over two hundred (200) hours shall have one (1) hour of their monthly sick leave accrual of eight (8) hours cashed and deposited into the ICMA-RC 457 Plan. Employees whose balance is over three hundred (300) hours shall have two (2) hours of their monthly sick leave accrual of eight (8) hours cashed and deposited into the ICMA-RC 457 Plan.
- 7.1.10.1 Upon the separation from service of an employee in good standing with at least ten (10) years of service with the City of Des Moines in a position represented by the Union or upon the death of any employee regardless of years of service, the City will cash out 25% of the employee's sick leave balance or 200 hours, whichever is less. For employees with at least twenty (20) years of service, the City will cash out four hundred (400) hours or 50% of the employee's sick leave balance, whichever is less.**
- 7.1.11 Employees who use all their accumulated sick leave and require more time off work due to illness or injury may submit a request to the City Manager for a leave of absence as specified by Section 7.I of the Personnel Manual.
- 7.1.12 Employees may take sick leave for care of family including spousal equivalent under the Washington Family Care Act and the Family Medical Leave Act as currently enacted or as may be amended.
- 7.2 Shared Leave – Employees shall be eligible for shared leave in accordance with the current Employer policy contained in Section 7.J. of the City of Des Moines Personnel Manual with the provision that employees applying for shared leave benefits may bank a

total of forty (40) hours of leave. The Employer reserves the right to change the Shared Leave policy, provided that the Union is offered the opportunity to comment and provide input prior to the change and the change is applied uniformly to all employees covered by Section 7.J.

7.3 Light Duty – Light duty may be provided per Section 4.L of the City of Des Moines Personnel Manual.

7.4 Bereavement – When a death occurs in an employee's immediate family, the employee may take up to two (2) days of paid bereavement leave which is not counted against any other leave. In addition, the employee may use up to eight (8) hours of sick leave for bereavement leave for in-state deaths and up to twenty-four (24) hours of sick leave for out-of-state deaths. The timing of bereavement leave will be by mutual agreement between the employee and the Department Director, or designee. An employee is not paid for any days off if the employee would not otherwise have been entitled to compensation for that day. Bereavement leave pay shall be that amount the employee would have earned had the employee worked his or her regular work schedule during the leave. An employee may be granted a bereavement leave prior to completion of the trial period. "Immediate family" as used in this section is defined as an employee's spouse, spousal equivalent in a cohabitation relationship, parents, grandparents, children, adopted children, foster children, grandchildren, brothers, sisters, first cousins, nephews, nieces, aunts, or uncles, and/or corresponding in-laws and "step" relations. Additional paid bereavement leave using sick leave or other leaves may be approved by the City Manager on a case-by-case basis.

ARTICLE VIII VACATION AND HOLIDAY

8.1 Vacation – Each regular full-time employee shall accrue vacation leave at the following rates:

<u>Years of Employment</u>	<u>Vacation Hours Earned</u>	<u>Carryover Maximum</u>
0-3 years	8 hours/month	240 <u>255</u>
4-6 years	10 hours/month	255 <u>270</u>
7-10 years	12 hours/month	270 <u>285</u>
11- 17 <u>15</u> years	14 hours/month	285 <u>300</u>
18-20 years	15 hours/month	300
21 <u>16</u> + years	16 hours/month	315

8.1.1 Employees accrue one-half of their monthly vacation accrual at the end of the first pay period of the month and the second half at the end of the second pay period. Employees are eligible to use earned vacation leave after six (6) months of employment. The department director can waive the six-month waiting period. Regular part-time employees earn vacation leave on a pro-rated basis.

8.1.2 All vacation must be scheduled with and approved by the department director or designee. Vacations shall be scheduled at such times as the Employer finds most suitable after considering the wishes of the employee and the requirements of the department.

8.1.3 Employees are encouraged to use vacation in the year it is earned. The maximum

vacation hours that any employee can carryover from one year to the next is according to the schedule listed in **Article Section 8.1**. Where City operations make it impractical for an employee to use his/her vacation time, the City Manager may authorize the employee to carryover more hours, provided that the employee submits a request to carryover the additional hours that includes an explanation of why he could not use all the hours over the maximum carryover amount in that year and details a plan to make sure he will not carryover more than the maximum the following year. This request must be endorsed by the department director.

8.1.4 Upon separation from employment, employees shall be paid for all accrued but unused vacation time on their final paycheck at their current straight-time rate. Employees who are retiring are encouraged to use unused vacation time prior to the effective date of their retirement. Retiring employees may be paid for that portion of unused vacation time that does not create a retirement financial liability or obligation for the City on their final paycheck.

8.2 Holidays – An employee is eligible for a paid holiday if he or she is on paid status during the work day before and after the holiday. Employees shall receive the following holidays off with eight (8) hours of compensation at their regular straight-time hourly rate of pay:

New Year's Day	January 1
Martin Luther King Jr.'s Birthday	3rd Monday in January
President's Day	3rd Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	1st Monday in September
Veteran's Day	November 11
Thanksgiving Day	4th Thursday in November
Day after Thanksgiving	Day after Thanksgiving
Christmas Day	December 25
12.5 16 hours of Floating Holiday	As scheduled by employee and approved by supervisor

Des Moines City Hall will close at 12:00 noon on Christmas Eve, December 24.

8.2.1 The above holidays shall be observed on those dates set by State law. Any holiday falling on a Sunday shall be observed on the following Monday. Any holiday falling on a Saturday shall be observed on the preceding Friday.

8.2.2 If a holiday occurs while an employee is on vacation or sick leave, the holiday shall be utilized rather than charged against the employee's accrued vacation or sick leave.

8.2.3 ~~Employees who work on a may receive 1 eight (8) hours of holiday compensation on their next paycheck or, with their supervisor's approval, schedule an alternate day off with eight (8) hours of pay. Employees assigned to work on any of the holidays listed in Section 8.2 shall be paid one and one-half (1 ½) times their regular rate of hourly pay for all hours worked on these days, in addition to their holiday pay. Employees assigned to work Thanksgiving Day, Christmas Day, and Christmas Eve Day after 12:00 p.m. (noon) shall be paid two (2) times their regular~~

rate of hourly pay for all hours work on these days, in addition to their holiday pay. For the purposes of this provision, holidays begin and end at midnight, except Christmas Eve Day, which begins at 12:00 p.m. (noon) and ends at midnight. Employees who are assigned to work on any holiday may choose to receive their eight (8) hours of holiday compensation on their next paycheck or, with their supervisor's approval, add eight (8) hours of time to their floating holiday balance. These hours must be used in the calendar year they are earned and may not be carried over into the next calendar year.

- 8.2.4 In the event the observation of a holiday falls on an employee's regular day off, the employee may receive their eight (8) hours of holiday compensation on their next paycheck or, with their supervisor's approval, schedule an alternate day off with eight (8) hours of pay.
- 8.2.5 Employees are eligible to use their floating holiday after six (6) months of employment. The department director may waive this six-month waiting period. The annual floating holiday does not carryover from one year to the next. It must be used in the calendar year earned or is forfeited. The floating holiday is not compensated in any form upon separation of employment. The City Manager shall have the discretion to designate a particular day during the year as the floating holiday for all eligible employees. The City Manager may take an advisory ballot of all the eligible employees to determine for that year whether the employees wish to leave the floating holiday to individual discretion or to consolidate the floating holiday for one particular citywide day off.

ARTICLE IX GRIEVANCE PROCEDURE

- 9.1 Grievance Definition - A grievance is a complaint by a regular, full or part-time (non-trial period) employee or group of regular employees alleging a violation of a specific provision of this agreement. A complaint by an eligible employee regarding discipline that does not involve a loss of pay or monetary benefits may only be processed through sStep 3 of the grievance procedure herein.
- 9.2 Grievance Procedure Steps - A grievance shall be handled in the following manner:
- 9.2.1 Step 1 - The aggrieved employee or group of employees shall present the grievance orally to the immediate supervisor within five (5) working days of its occurrence (or discovery of occurrence), not including the day of the occurrence. The supervisor shall give an oral reply within five (5) working days of the date of presentation of the grievance, not including the date of the presentation. If the grievance is resolved at Step 1, the supervisor shall prepare a memorandum to the grievant(s) setting forth the terms of the resolution. A copy of this memorandum should be sent to the Department Director and Personnel Director at the time it is sent to the grievant(s).
- 9.2.2 Step 2 - If the grievance is not settled at Step 1 it shall be: (1) reduced to writing, stating the specific section of this agreement that was allegedly violated and describing the remedy, adjustment, or other corrective action sought; (2) dated; (3) signed by the aggrieved employee or group of employees; and (4) presented to the Department Director within five (5) working days after the supervisor's oral reply is given, not including the day the answer is given. The Department Director shall reply in writing to the grievant(s) within five (5) working days of the date of the presentation of the written grievance, not

including the day of the presentation. If the grievance is resolved at Step 2, the Department Director shall prepare a memorandum to the grievant(s) setting forth the terms of this resolution. The Personnel Director should be provided with a copy of this memorandum at the time it is sent to the grievant(s).

9.2.3 Step 3 - If the grievance is not settled at Step 2, the written grievance shall be presented, along with all pertinent correspondence and information to the City Manager within five working days after the Department Director's response is given, with a copy going to the Department Director. The City Manager may meet with the aggrieved employee or group of employees, the immediate supervisory personnel and the Department Director. The City Manager shall reply to the grievant(s) in writing within ten (10) working days of the date of presentation of the written grievance, not including the day of presentation.

9.2.4 Step 4 - If the grievance is not resolved by the City Manager, the grievance may, within fifteen (15) calendar days, be referred to a mediator. The Union or the City Manager shall forward a request to the executive director of the Public Employment Relations Commission (PERC) to assign a mediator from his or her staff. Upon designation of the mediator, the parties will make every attempt to schedule a date for mediation within fifteen (15) days.

- a. Proceedings before the mediator shall be confidential and informal in nature. No transcript or other official record of the mediation conference shall be made.
- b. The mediator shall attempt to ensure that all necessary facts and considerations are revealed. The mediator shall have the authority to meet jointly and/or separately with the parties and gather such evidence as deemed necessary.
- c. The mediator shall not have the authority to compel resolution of the grievance. If the mediator is successful in obtaining agreement between the parties, he/she shall reduce the grievance settlement to writing. Said settlement shall not constitute a precedent unless both parties so agree.
- d. If mediation fails to settle the dispute, the mediator may not serve as an arbitrator in the same matter nor appear as a witness for either party. Nothing said or done in mediation may be referred to or introduced into evidence at any subsequent arbitration hearing.

9.2.5 Step 5 - Arbitration Procedure. If a grievance concerning a violation of a specific provision of this Agreement which shall not include any disciplinary action is not settled in accordance with the foregoing procedures, the Union or Employer may refer the grievance to arbitration within thirty (30) calendar days after the completion of mediation or in the event mediation is bypassed, within thirty (30) calendars days after completion of Step 3. If the request for arbitration is not filed by the Union staff representative or the Employer within thirty (30) calendar days, the Union or Employer waives its right to pursue the grievance through the arbitration procedure. The City and the Union shall attempt to select a sole arbitrator by mutual agreement. In the event the parties are unable to agree upon an arbitrator, either party may request the Public Employment Relations Commission (PERC) to submit a panel of nine (9) arbitrators. Both the City representative and the Union representative shall have the right to strike four (4) names from the panel. The party striking the first name shall be determined by a flip of a coin. The other party shall then strike the next name and so on. The remaining person shall be

the arbitrator. The arbitrator shall be notified of his/her selection by a joint letter from the Employer and the Union requesting that he/she set a time and place subject to the availability of the City and the Union representatives. The arbitrator shall have no right to amend, modify, ignore, add to, or subtract from the provisions of this agreement. He/she shall consider and decide only the specific issue submitted to him/her in writing by the City and the Union, and shall have no authority to make a decision on any other issue not submitted to him/her. The arbitrator shall submit his/her decision in writing within thirty (30) calendar days following the close of the hearing or the submission of briefs by the parties, whichever is later, unless the parties agree to an extension thereof. The decision shall be based solely upon his/her interpretation of the meaning or application of the express terms of this Agreement to the facts of the grievance presented. The decision of the arbitrator shall be final and binding.

9.2.6

Step 5- Arbitration Procedure (Discipline involving loss of pay or monetary benefits). If a grievance concerning discipline involving loss of pay or monetary benefits is not settled in accordance with the foregoing procedures, the Union or Employer may refer the grievance to arbitration within thirty (30) calendar days after the completion of mediation or in the event mediation is bypassed, within thirty (30) calendars days after completion of Step 3. If the request for arbitration is not filed by the Union staff representative or the Employer within thirty (30) calendar days, the Union or Employer waives its right to pursue the grievance through the arbitration procedure. ~~An arbitrator shall be selected by the City from the following permanent panel of three arbitrators:~~

- ~~1.~~
- ~~2.~~
- ~~3.~~

~~The A~~ panel of three arbitrators ~~was will be~~ determined by the Employer and Union representatives starting with a panel of eleven (11) professionally recognized arbitrators selected by the Employer and the Union. The Employer will then deleted four names. The Union will then deleted four names. The remaining three (3) arbitrators will become the panel from which the Employer shall select an arbitrator if necessary during the term of the Agreement. The arbitrator shall be notified of his/her selection by a joint letter from the Employer and the Union requesting that he/she set a time and place subject to the availability of the City and the Union representatives. The arbitrator's authority is limited to either accepting the position of the Employer or accepting the position of the Union. The arbitrator shall submit his/her decision in writing within thirty (30) calendar days following the close of the hearing or the submission of briefs by the parties, whichever is later, unless the parties agree to an extension thereof. The decision shall be based solely upon his/her interpretation of the meaning or application of the express terms of this Agreement to the facts of the grievance presented. The decision of the arbitrator shall be final and binding.

9.3

Special Provisions

- a. The cost of the arbitration shall be borne equally by the parties including the arbitrator's fees and expenses, room rental and cost of record.
- b. Each party shall bear the cost of the preparation and presentation of its own case, including but not limited to witness fees and attorney fees,

- c. The term "Employee" as used in this article shall mean an individual employee, a group of employees, and/or their Union representative.
- d. An aggrieved party shall be granted time off without loss of pay for the purpose of hearing on a grievance.
- e. A grievance may be entertained in, or advanced to, any step in the grievance procedure if the parties so jointly agree.
- f. The time limits within which action must be taken or a decision made as specified in this procedure may be extended by mutual written consent of the parties involved. A statement of the duration of such extension of time must be signed by both parties.
- g. Any grievance shall be considered settled at the completion of any step if the Employee is satisfied or deemed withdrawn if the matter is not appealed within the prescribed period of time.
- h. Grievance claims involving retroactive compensation shall be limited to one hundred twenty (120) days prior to the written submission of the grievance.

9.4 Election of Remedies – It is specifically and expressly understood and agreed that taking a grievance appeal to arbitration constitutes an election of remedies and a waiver of any and all rights by the appealing employee, the Union, and all persons it represents to litigate or otherwise contest the appealed subject matter in any court or other available forum. Likewise, litigation or other contest of the subject matter of the grievance in any court or other available forum shall constitute an election of remedies and a waiver of the right to arbitrate the matter.

9.4.1 The Union, the appealing employee, and any other bargaining unit members do not have a right to bypass the arbitration provisions of this Agreement and resort to litigation or any other forum to appeal a grievance based on rights under this Agreement.

ARTICLE X EQUIPMENT, UNIFORMS, AND TRAINING

10.1 Equipment - The Employer shall provide each employee safety equipment and protective clothing as required by the Employer for the performance of all essential job functions.

10.2 Uniforms – The Employer shall provide each employee a sufficient number of uniforms. The Employer shall also provide laundering services for all uniform items. Following initial uniform issue, replacement of uniform items shall be based on need. The Employer shall have the sole and final authority to determine when items need replacement.

10.2.1 The Employer shall provide each employee with a boot allowance of up to one-hundred and eighty dollars and 39 cents (\$180.39) in 2014 and one-hundred and eighty-three dollars and ninety cents (\$183.90) in 2015 to purchase work boots. The allowance shall increase by one hundred percent (100%) of Seattle CPI-U of June of the previous year for subsequent years. Boots replacement shall be based on need, with the Employer having the sole and final authority to determine when replacement is needed. The boot

allowance amount shall apply each time a pair of boots is replaced.

- 10.3 Training – The Employer shall compensate employees to attend employer required training. Employer required training shall be paid at the employee's regular, straight-time hourly rate of pay unless otherwise required by the Fair Labor Standards Act. The Employer shall reimburse costs reasonably related to such training.
- 10.3.1 Reimbursement for training and other related expenses shall be in accordance with the Employer's policy.
- 10.3.2 The Employer shall not be required to compensate an employee for time spent by the employee outside of regular working hours for acquisition or maintenance of certifications required by county, state, or federal law.

ARTICLE XI HEALTH, WELFARE, and RETIREMENT

- 11.1 Medical Insurance - Regular full-time employees and regular part-time employees budgeted for thirty-two (32) hours or more per week shall be eligible to participate in the City's medical insurance plans. Premiums shall be paid by the City on behalf of all full-time employees and on behalf of all part-time employees budgeted for thirty-two (32) or more per week on a pro rata basis according to the following schedule:
- 1) Effective January 1, ~~2008~~ 2014 through December 31, ~~2008~~ 2014, the City will pay one-hundred percent (100%) of the employee's premium and pay ninety percent (90.0%) of the spouse and dependents' premiums for ~~Regence Blue Shield/Regence Northwest Health—AWC Plan A or AWC Group Health of Puget Sound Co-pay Plan 1~~ the following Association of Washington Cities health insurance plans:
 - i. Healthfirst Plan
 - ii. High Deductible Health Plan
 - iii. Group Health Cooperative Copay Plan 2 - \$10.00 Copay
 - 2) Effective January 1, ~~2008~~ 2015 through December 31, ~~2008~~ 2015, the City will pay ninety-five percent (95%) of the eligible employee's premium ~~ninety percent (90.0%)~~ and eighty-five percent (85%) of the spouse and dependents' premiums for ~~Regence Blue Shield/Regence Northwest Health—AWC Plan A or AWC Group Health of Puget Sound Co-pay Plan 1~~ the following Association of Washington Cities health insurance plans:
 - i. Healthfirst Plan
 - ii. Group Health Cooperative Copay Plan 2 - \$10.00 Copay.
 - 3) Effective January 1, ~~2009~~ 2016 through December 31, ~~2009~~ 2016, the City will pay ~~one-hundred~~ ninety percent (~~100~~ 90%) of the employee's premium and eighty percent (80%) of the spouse and dependents' premiums for ~~Regence Blue Shield/Regence Northwest Health—AWC Plan A or AWC Group Health of Puget Sound Co-pay Plan 1~~ the following Association of Washington Cities health insurance plans:
 - i. Healthfirst Plan
 - ii. Group Health Cooperative Copay Plan 2 - \$10.00 Copay.

- 4) Effective January 1, 2009 through December 31, 2009, the City will pay ninety percent (90%) of the spouse and dependents' premiums for Regence Blue Shield/Regence Northwest Health—AWC Plan A or AWC Group Health of Puget Sound Co pay Plan 1. Effective January 1, 2015, through December 31, 2016, the City will pay one hundred percent (100%) of the eligible employee's premium and ninety percent (90%) of the spouse and dependents' premiums for the Association of Washington Cities High Deductible Health Plans.
- i. Those employees who select a High Deductible Plan for 2015 and 2016, the City will provide a notional Health Reimbursement Arrangement (HRA) of one thousand five hundred dollars (\$1,500) for employee only coverage or three thousand dollars (\$3,000) for any family coverage. The City will fund the notional HRA by preloading a benefits debit card for each employee on an annual basis.
 - ii. Once the deductible has been met and the employee has paid the required coinsurance costs of one thousand five hundred dollars (\$1,500) for the employee only or three thousand dollars (\$3,000) for any family coverage, the City will pay any further coinsurance costs applying to the employee's annual out of pocket limit.
 - iii. The unused balance in the notional HRA will be rolled over into the employee's HRA VEBA account in April of the following year.
- 5) For those employees who select the HealthFirst Plan or the Group Health Copay Plan 2 (\$10 copay), the City will provide a Health Reimbursement Arrangement (HRA) with the following contributions made by the City.
- i. Employee only: five hundred eighty dollars (\$580)
 - ii. Employee plus dependents one thousand one hundred thirty dollars (\$1,130)
- The City will change from the current HRA provider and carry over any balance in the employees current HRA account to the new provider HRA VEBA account.
- 6) Should the City voluntarily agree to a higher HRA or HSA amount with any other group, the Union members covered by this agreement, shall receive the same amount(s). This provision shall not apply to any HRA or HSA amounts imposed on the Employer as a result of any arbitration or court decision.

11.2 Dental Insurance - For regular full-time employees and regular part-time employees whose positions are budgeted for thirty-two (32) or more hours per week, the City shall pay each month one-hundred percent (100%) of the premium necessary for the purchase of employee coverage and dependent coverage under the Association of Washington Cities (AWC) Washington Dental Service Plan F and Plan II Orthodontia.

11.3 Vision Insurance - For regular full-time employees and regular part-time employees

whose positions are budgeted for thirty-two (32) or more hours per week, the City shall pay each month one-hundred percent (100%) of the premium necessary for the purchase of employee coverage and dependent coverage under the Association of Washington Cities (AWC) Vision Service Plan (VSP), Full Family \$25 Deductible.

11.4 Long-term Disability (LTD), Term Life, Accidental Death and Dismemberment (AD&D), and Survivor's Income Benefit (SIB) Insurance - As the City of Des Moines has withdrawn from the Social Security System, the Employer will provide a package of benefits that is intended to replicate the benefits that employees would be eligible for under Social Security. For regular full-time employees and regular part-time employees whose positions are budgeted for twenty-one (21) or more hours per week, the Employer shall pay each month one-hundred percent (100%) of the premium necessary for the purchase of employee coverage for LTD, Term Life, AD&D, and SIB coverage. The Employer will pay into the Social Security System for employees not eligible for these benefits.

- i) In addition to the current LTD SIB and Term Life Insurance (\$5,000 and \$10,000 AD&D) coverage the City provides, the City will contribute an additional point three five three percent (0.353%) for each employee, covered by the Teamsters Collective Bargaining Agreement, to their 457(a) account from the savings realized by the City from the LTD and SIB Programs.
- ii) The City will modify the terms of the 401(a) Social Security Replacement and 457 Deferred Compensation Plans it purchases from ICMARC to allow retired employees represented by the Union to annually withdraw, tax free, the maximum amount allowed by law to pay for health insurance premiums, when federal law or regulation is changed to allow such withdrawals.

11.5 Payment of Premiums - The Employer will pay premiums for the coverages described in this Article for eligible employees if the employee is on paid status during the first ten (10) working days of the month.

11.6 The Employer reserves the right to select other insurance plans and carriers or to self-insure to provide the benefits outlined in Article 11, provided that the benefits are comparable with those currently offered. The Teamsters agree to accept externally imposed benefit changes.

11.7 Public Employees Retirement System (PERS) - The Employer and eligible employees shall contribute to the PERS system as required by State law.

11.8 Social Security - The City of Des Moines does not participate in the Social Security System. In lieu of the retirement benefit of Social Security, the City has a 401(a) Defined Contribution Plan through the International City/County Management Associations Retirement Corporation (ICMA-RC). For regular full-time employees and regular part-time employees whose positions are budgeted for twenty-one (21) or more hours per week, the Employer shall contribute an amount equal to five percent (5%) of base pay and employees shall contribute an amount equal to six and two-tenths percent (6.2%) of base pay. Vesting of the City's share of the 401(a) plan is as follows: after two years of service - 25%, after three years of service - 50%, after four years of service - 75%, and

after five years of service - 100%.

- 11.9 The Employer shall pay into the Labor and Industries system as required by law for all employees covered by this agreement.
- 11.10 Part 125 Plan - Effective January 1, 2008 through December 31, 2009, the City shall allow an employee to participate in a Part 125 Plan if he/she so desires.
- 11.11 Teamsters Pension Plan - In the event employees elect to join the Teamsters Pension Plan, the City agrees to withhold from their salary each month the amount necessary for their participation in the plan and to remit such amounts to the Plan on a monthly basis provided administration costs are the only cost to the City.

ARTICLE XII LABOR-MANAGEMENT CONFERENCE COMMITTEE

- 12.1 Labor-Management Conference Committee - The Employer and the Union shall establish a Joint Labor-Management Conference Committee which shall be comprised of participants from both the Employer and the Union. The function of the Committee shall be to meet periodically to discuss issues of general interest and/or concern, as opposed to individual complaints, for the purpose of establishing a harmonious working relationship between the employees, the Employer and the Union. It is not the purpose of the Committee to reopen collective bargaining negotiations or to change the terms of this Agreement. Either the Employer or the Union may request a meeting of the Committee. The party requesting the meeting shall do so in writing listing the issues they wish to discuss.

ARTICLE XIII COMPENSATION

- 13.1 Base Wage - ~~Effective January 1, 2008 base wage amount shall increase by an amount equal to Seattle CPI-U for June 2007 (3.5%), and an additional 2.0 % for a total 2008 base wage increase of 5.5% (Appendix A).~~ **The classifications of work and monthly rates of pay for employees covered by this Agreement shall be set forth within Appendix "A" to this Agreement which by this reference shall be incorporated herein as if set forth in full.**
- 13.2 ~~For 2009, the base wage shall increase by 2.0%, plus an amount equal to one hundred percent (100%) of the percentage change in the CPI-U for Seattle as measured for the twelve month period ending in 2008, with a minimum of 2% and a maximum of 5%.~~
- 13.32 Military Paid Leave of Absence - An employee who is a member of the reserves or any branch of the uniformed service, who is ordered to involuntary active duty by the United States government, thus requiring a leave of absence from his or her City position, and who has exhausted annual military leave as provided by RCW 38.40.060 will be granted a paid leave of absence from their City position at their regular base rate of pay less the amount of military pay to which they are entitled.

ARTICLE XIV PERFORMANCE OF DUTY

- 14.1 Employees shall perform their assigned duties to the best of their abilities. The Union

and the Employer agree that there shall be no strikes, walk outs, slow downs, stoppages of work, "sick outs", or any interference with the efficient operation of the departments.

ARTICLE XV SAVINGS

- 15.1 Should any provision of this Agreement be rendered invalid by reason of any existing or subsequently enacted legislation or by any decree of a court of competent jurisdiction, such invalidation shall not invalidate the remaining portions of this Agreement, and the remaining portions shall remain in full force and effect.

ARTICLE XVI SAFETY

- 16.1 Safety – The Employer agrees to provide a work environment that complies with all applicable state and federal laws to insure worker safety.
- 16.2 Drug and Alcohol Testing – The parties have agreed to implement the Department of Transportation requirements for CDL drug and alcohol testing and the City's Drug and Alcohol Testing Policy and Procedures.

ARTICLE XVII EMPLOYEE RIGHTS

- 17.1 The Employer recognizes and agrees that employees covered by this Agreement are entitled to all rights and privileges accorded ordinary citizens under all applicable provisions of the United States and State Constitutions as well as the rights and privileges granted by any and all applicable laws and this Agreement. If a meeting is called for disciplinary action, and employee may request a Union Representative to be present.
- 17.2 Employees shall have the right to review their personnel file on break time, lunchtime, or leave status, and request in writing amendments of any statements in their file. Any Employer's decision regarding a proposed amendment shall be in writing. If amendment is refused, the employee shall be entitled to have a rebuttal statement placed in the file. All performance evaluations shall be reviewed with the employee before being included in their personnel file. Employees shall sign the evaluation as evidence that it has been reviewed with them. An employee's signature does not necessarily indicate agreement.

ARTICLE XVIII SUBCONTRACTING

- 18.1 At least ninety (90) days prior to the implementation of contracting out to public or private agencies, the City shall meet with the Union to:
- 1) Provide the City's reasons and goals for contracting out or reassignment of the work,
 - 2) Discuss alternatives to contracting out or reassignment that would meet the City's goals, and
 - 3) If the implementation should result in a reduction of the workforce, bargain the impacts of such contracting out or reassignment.

ARTICLE XIX COMPLETE AGREEMENT

- 19.1 All matters not specifically covered in this Agreement shall be deemed to have been raised and disposed of as if specifically covered herein. It is agreed that this document contains the full and complete agreement on all bargainable issues between the parties hereto and for all for whose benefit this Agreement is made, and no party shall be required during the term of this Agreement to negotiate or bargain upon any issue unless mutually agreed otherwise.
- 19.2 Any and all agreements, written and verbal, previously entered into between the parties hereto are mutually canceled and superseded by this Agreement.

ARTICLE XX TERM OF AGREEMENT

- 20.1 This Agreement shall be effective ~~the first day of the month after the Agreement is ratified by the parties and shall remain in full force and effect to and including the 31st day of December 2009~~ January 01, 2014 and shall remain in full force and effect through December 31, 2016. Either party may upon written notice to the other no later than ninety (90) days prior to the expiration of the Agreement of their intent to meet and negotiate a successor agreement.
- 20.2 ~~Requests from the Union for changes in wages, hours and terms and conditions of employment shall be submitted to the Personnel Director no later than (120) calendar days before expiration of the current agreement.~~ Notwithstanding the provisions of Section 20.1, this Agreement and all of its terms and provisions shall continue to remain in full force and effect during the course of negotiations on a new Labor Agreement until such time as the terms of a new Agreement have been reached or an impasse has been reached and declared by the Employer and/or the Union, whichever is the sooner; provided however, in no event shall an impasse be declared earlier than one (1) year following the expiration date of this Agreement.

ARTICLE XXI - MISCELLANEOUS

- 21.1 Deductions shall be made for tardiness in increments of fifteen (15) minutes with the major portion (eight (8) or more minutes) of each fifteen (15) minute increment being deducted as fifteen (15) minutes.
- 21.2 Should the Mayor, City Manager or a Designee close City Hall, due to inclement weather or related conditions and releases non-essential personnel on administrative leave during regular City Hall business hours, then the City shall add an equal amount of time to the vacation balances of each employee covered under this agreement who is assigned to work during the normal City Hall business hours while City Hall is closed.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement this _____ day of _____, ~~2008~~ 2014.

PUBLIC, PROFESSIONAL & OFFICE-
CLERICAL EMPLOYEES AND DRIVERS
LOCAL UNION NO. 763, affiliated with the
International Brotherhood of Teamsters

CITY OF DES MOINES,
WASHINGTON

By _____	By _____
David A. Grage <u>Scott A. Sullivan</u>	Anthony A. Piasecki
Secretary-Treasurer	City Manager

Date _____	Date _____
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APPENDIX A

~~City of Des Moines Teamsters Pay Schedule 2008~~
 (Monetary amounts reflect ~~3.5%~~ June 2007 Seattle CPI-U, plus 2%)

<u>RANGE</u>	<u>POSITION</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>
T15	<i>Maintenance Worker Harbor Attendant</i>	\$3481	\$3655	\$3838	\$4030	\$4232
T17	Facilities Worker	\$3765	\$3953	\$4151	\$4359	\$4577
T18	Sr. Maintenance Worker (Lead)	\$3916	\$4112	\$4318	\$4534	\$4761

~~City of Des Moines Teamsters Pay Schedule 2009~~
 (Monetary amounts reflect ~~5.0%~~ June 2008 Seattle CPI-U, plus 2%)

<u>RANGE</u>	<u>POSITION</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>
T15	Maintenance Worker Harbor Attendant	\$3726	\$3912	\$4108	\$4313	\$4529
T17	Facilities Worker	\$4030	\$4232	\$4444	\$4666	\$4899
T18	Sr. Maintenance Worker (Lead)	\$4191	\$4401	\$4621	\$4852	\$5095

APPENDIX "A"
to the
AGREEMENT
by and between
CITY OF DES MOINES, WASHINGTON
and
PUBLIC, PROFESSIONAL & OFFICE-CLERICAL EMPLOYEES AND DRIVERS
LOCAL UNION NO. 763
(Representing the Public Works, Parks and Marina Employees)

January 01, 2014 through December 31, 2016

THIS APPENDIX is supplemental to the AGREEMENT by and between the CITY OF DES MOINES, WASHINGTON, hereinafter referred to as the Employer, and PUBLIC, PROFESSIONAL & OFFICE-CLERICAL EMPLOYEES AND DRIVERS LOCAL UNION NO. 763, affiliated with the International Brotherhood of Teamsters, hereinafter referred to as the Union.

A.1 Effective January 1, 2014, the base wage rates in effect December 31, 2013, shall be increased by an amount equal to one-hundred percent (100%) of the Seattle CPI-U for June 2012 to June 2013 [one point four percent (1.4%)], plus point five percent (0.5%) market adjustment, with a minimum of zero percent (0.0%).

~~City of Des Moines Teamsters Pay Schedule JULY 2013~~

RANGE	POSITION	A	B	C	D	E
T15	Maintenance Worker Harbor Attendant	\$4002	\$4202	\$4412	\$4633	\$4865
T16	Traffic Control Specialist	\$4163	\$4371	\$4590	\$4820	\$5061
T17	Facilities Worker	\$4329	\$4545	\$4772	\$5011	\$5262
T18	Sr. Maintenance Worker (Lead)	\$4502	\$4727	\$4963	\$5211	\$5472
<u>RANGE</u>	<u>POSITION</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>
<u>T15</u>	<u>Maintenance Worker Harbor Attendant</u>	<u>\$4,079</u>	<u>\$4,283</u>	<u>\$4,497</u>	<u>\$4,722</u>	<u>\$4,958</u>
<u>T16</u>	<u>Traffic Control Specialist</u>	<u>\$4,242</u>	<u>\$4,454</u>	<u>\$4,677</u>	<u>\$4,911</u>	<u>\$5,157</u>
<u>T17</u>	<u>Facilities Worker</u>	<u>\$4,412</u>	<u>\$4,633</u>	<u>\$4,865</u>	<u>\$5,108</u>	<u>\$5,363</u>

<u>T18</u>	<u>Sr.</u> <u>Maintenance</u> <u>Worker (Lead)</u>	<u>\$4,588</u>	<u>\$4,817</u>	<u>\$5,058</u>	<u>\$5,311</u>	<u>\$5,577</u>
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A.2 Effective January 1, 2015, the base wage rates in effect December 31, 2014, shall be increased by an amount equal to one-hundred percent (100%) of the Seattle CPI-U for June 2013 to June 2014 [two percent (2.0%)], plus point five percent (0.5%) market adjustment, with a minimum of zero percent (0.0%).

<u>RANGE</u>	<u>POSITION</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>
<u>T15</u>	<u>Maintenance</u> <u>Worker</u> <u>Harbor</u> <u>Attendant</u>	<u>\$4,181</u>	<u>\$4,390</u>	<u>\$4,610</u>	<u>\$4,841</u>	<u>\$5,083</u>
<u>T16</u>	<u>Traffic Control</u> <u>Specialist</u>	<u>\$4,348</u>	<u>\$4,565</u>	<u>\$4,793</u>	<u>\$5,033</u>	<u>\$5,285</u>
<u>T17</u>	<u>Facilities</u> <u>Worker</u>	<u>\$4,522</u>	<u>\$4,748</u>	<u>\$4,985</u>	<u>\$5,234</u>	<u>\$5,496</u>
<u>T18</u>	<u>Sr.</u> <u>Maintenance</u> <u>Worker (Lead)</u>	<u>\$4,703</u>	<u>\$4,938</u>	<u>\$5,185</u>	<u>\$5,444</u>	<u>\$5,716</u>

A.3 Effective January 1, 2016, the base wage rates in effect December 31, 2015, shall be increased by an amount equal to one-hundred percent (100%) of the Seattle CPI-U for June 2014 to June 2015 [TBD], plus one percent (1.0%) market adjustment, with a minimum of zero percent (0.0%).

A.4 The rates of pay provided for in APPENDIX "A" of this Agreement are contract minimums. Nothing herein shall prohibit the Employer from paying an employee in excess of the minimum amounts.

MEMORANDUM OF UNDERSTANDING

by and between

CITY OF DES MOINES, WASHINGTON

And

PUBLIC, PROFESSIONAL & OFFICE CLERICAL EMPLOYEES AND DRIVERS
LOCAL UNION NO. 763

(Representing the Public Works, Parks and Marina Employees)

February, 2009 through December 31, 2011

~~THIS MEMORANDUM OF UNDERSTANDING is supplemental to the AGREEMENT by and between the CITY OF DES MOINES, WASHINGTON, hereinafter referred to as the Employer, and PUBLIC, PROFESSIONAL & OFFICE CLERICAL EMPLOYEES AND DRIVERS LOCAL UNION NO. 763, affiliated with the International Brotherhood of Teamsters, hereinafter referred to as the Union.~~

~~WHEREAS~~ the City is facing a difficult budget year, and;

~~WHEREAS~~ substantially shutting down all but essential City services for five days would produce significant savings, and;

~~WHEREAS~~ the parties will through this agreement help to preserve essential services and reduce layoffs necessary during the remainder of 2009;

~~NOW THEREFORE~~, the parties agree:

- ~~1. The City will substantially shut down most of its facilities on the following days during the remainder of 2009:~~
 - ~~Friday, May 22, 2009~~
 - ~~Friday, June 19, 2009~~
 - ~~Monday, July 6, 2009~~
 - ~~Friday, September 4, 2009~~
 - ~~Monday, October 12, 2009~~
- ~~2. Employees that regularly work 80 hours in a two week pay period will take the above-referenced days off, unpaid to the extent that they are regularly scheduled to work on those days. If one or more of the above-referenced days fall on a regularly scheduled day off, the affected employee will schedule alternate furlough day(s) such that the amount of the furlough equates to a 40 hour furlough.~~
- ~~3. The union and marina management will meet to discuss and implement the mandatory leave days for Marina employees with the goal that all eligible employees will serve equitable mandatory leave days.~~
- ~~4. Employees may not perform City work while on a mandated leave day or work additional hours during the workweek to make up for the mandated leave time.~~
- ~~5. Vacation and sick leave accruals will continue during mandated leave days and medical,~~

~~dental, vision and other insured benefits will be unaffected by the mandated leave.~~

- ~~6. Mandatory unpaid leave will not count as a break in service and shall not affect seniority or step advancement. Probationary periods will not be impacted in that mandatory leave days will not add to the length of the probations.~~
- ~~7. The city will certify that these furloughs will meet the requirements for reduced compensation as outlined in SB6157.~~
- ~~8. The parties acknowledge that all parties have fulfilled their obligations to engage in collective bargaining over the subjects contained in this agreement.~~

MEMORANDUM OF UNDERSTANDING
by and between
CITY OF DES MOINES, WASHINGTON
and
PUBLIC, PROFESSIONAL & OFFICE CLERICAL EMPLOYEES AND DRIVERS
LOCAL UNION NO. 763
(Representing the Public Works, Parks, and Marina Employees)

January 1, 2012 through December 31, 2013

~~THIS MEMORANDUM OF UNDERSTANDING is supplemental to the AGREEMENT by and between the CITY OF DES MOINES, WASHINGTON, hereinafter referred to as the Employer, and PUBLIC, PROFESSIONAL & OFFICE CLERICAL EMPLOYEES AND DRIVERS LOCAL UNION NO. 763, affiliated with the International Brotherhood of Teamsters, hereinafter referred to as the Union.~~

~~WHEREAS the City received two potential rate increases for its medical insurance, one at 13% if the City continues to obtain insurance on its own and one at 6.42% if it obtains insurance as part of the Employer's Health Coalition of Washington, and;~~

~~WHEREAS the HSA plan under the Employer's Health Coalition of Washington does not cover as much of the cost of health care once the deductible is met as the plan the City currently has, and;~~

~~WHEREAS the Union is willing to have the City obtain medical insurance through the Employer's Health Coalition of Washington so the cost increase is only 6.4% rather than 13%~~

~~NOW THEREFORE, the parties agree:~~

~~1. ARTICLE 11.1 shall be amended as follows:~~

- ~~a. Effective January 1, 2012 through December 31, 2013, the City will pay one hundred percent (100%) of the employee's premium for the Group Health Cooperative POS plan or HSA Plan as provided through the Employer's Health Coalition of Washington proposal from ClearPoint dated November 21, 2011.~~
- ~~b. Effective January 1, 2012 through December 31, 2013, the City will pay ninety percent (90%) of the spouse and dependents' premium for the Group Health Cooperative POS plan or HSA Plan as provided through the Employer's Health Coalition of Washington proposal from ClearPoint dated November 21, 2011.~~

~~2. ARTICLE 11.2 shall be amended to change the Dental Insurance plan to the Washington Dental Service (WDS) Incentive Plan as provided through the Employer's Health Coalition of Washington proposal from ClearPoint dated November 21, 2011.~~

~~3. Article 11.3 shall be amended to change the Vision Insurance plan from the Association of Washington Cities (AWC) Vision Service Plan, Full Family \$25 Deductible to the Employers Health Cooperative of Washington (EHCWa) Plan B — 25/0 from VSP as provided through the Employer's Health Coalition of Washington proposal from ClearPoint dated November 21, 2011.~~

4. ~~The City will pay one hundred percent (100%) of the premium for orthodontia services for children required to be covered by dental plans at a level of \$1,000 lifetime coverage as provided through the Employer's Health Coalition of Washington proposal from ClearPoint dated November 21, 2011.~~
5. ~~To each employee who selects the POS plan, the City shall provide a Health Reimbursement Account (HRA) with an annual City contribution for 2012, and 2013 as follows:~~
 - a. ~~Employee only: One half of the potential out of pocket limit for an individual, with the current potential out of pocket limit being \$1,100, resulting in an HRA contribution by the City of \$550.~~
 - b. ~~Employee plus dependent(s): One half of the potential out of pocket limit for a family with the current potential out of pocket limit being \$2,200, resulting in an HRA contribution by the City of \$1,100.~~
6. ~~To each employee who selects the HSA plan, the City shall provide a Health Savings Account (HSA) with an annual City contribution for 2012 and 2013 as follows:~~
 - a. ~~Employee only: \$2,250 annually~~
 - b. ~~Employee plus one or more dependent: \$4,500 annually~~
7. ~~If the Employer voluntarily agrees to higher HRA or HSA amount with any other employee group, the Union members shall receive the same amounts. This provision shall not apply to any HRA or HSA amounts imposed on the Employer as a result of any arbitration or court decision.~~

MEMORANDUM OF UNDERSTANDING
by and between
CITY OF DES MOINES, WASHINGTON
and
PUBLIC, PROFESSIONAL & OFFICE CLERICAL EMPLOYEES AND DRIVERS
LOCAL UNION NO. 763
(Representing the Public Works, Parks and Marina Employees)

February, 2009 through December 31, 2011

~~THIS MEMORANDUM OF UNDERSTANDING is supplemental to the AGREEMENT by and between the CITY OF DES MOINES, WASHINGTON, hereinafter referred to as the Employer, and PUBLIC, PROFESSIONAL & OFFICE CLERICAL EMPLOYEES AND DRIVERS LOCAL UNION NO. 763, affiliated with the International Brotherhood of Teamsters, hereinafter referred to as the Union.~~

~~WHEREAS the City is facing a difficult budget year, and;~~

~~WHEREAS the Union members desire to assist the City in these difficult times, and;~~

~~WHEREAS the agreement between the Union and the City expires on 12/31/2009~~

~~NOW THEREFORE, the parties agree:~~

- ~~1. The total wage increase for 2009 shall be 5% rather than 7% effective 1/1/2009~~
- ~~2. The COLA formula for 2010 and 2011, shall be an amount equal to one hundred percent (100%) of the percentage change in the CPI-U for Seattle-Tacoma-Bremerton as measured for the twelve month period ending in the preceding months of June, plus 1%, with a minimum adjustment of two (2%) percent and a maximum of six percent (6%)~~

~~As an example, the parties agree that if the CPI-U is one (1%) percent or less the COLA will be two (2%) percent. If the CPI-U is one point five (1.5%) percent one (1%) percent would be added for a total of a two point five (2.5%) percent COLA. If CPI-U is two (2%) percent one (1%) percent would be added for a total of three (3%) percent COLA. Adjustments would be similar until the CPI-U reaches five (5%) percent. If CPI-U reaches (5%) percent or above the COLA will be six (6%) which is the maximum and~~

- ~~3. For the two pay periods in January that the employees received a (7%) percent wage increase, the overpayment shall be returned to the City through two payroll withdrawals from the two pay periods in February 2009.~~
- ~~4. ARTICLE XX shall be amended to read:~~

~~This Agreement shall be effective after signing and shall remain in full force and effect to and including the 31st day of December 2011.~~

MEMORANDUM OF UNDERSTANDING
by and between
CITY OF DES MOINES, WASHINGTON
and
PUBLIC, PROFESSIONAL & OFFICE CLERICAL EMPLOYEES AND DRIVERS
LOCAL UNION NO. 763
(Representing the Public Works, Parks, and Marina Employees)
July 1, 2011, through December 31, 2013

THIS MEMORANDUM OF UNDERSTANDING is supplemental to the AGREEMENT by and between the CITY OF DES MOINES, WASHINGTON, hereinafter referred to as the Employer, and PUBLIC, PROFESSIONAL & OFFICE CLERICAL EMPLOYEES AND DRIVERS LOCAL UNION NO. 763, affiliated with the International Brotherhood of Teamsters, hereinafter referred to as the Union.

~~WHEREAS~~ the City continues to face a difficult financial situation in 2011, and;

~~WHEREAS~~ the Union members desire to assist the City in these difficult times, and;

~~WHEREAS~~ the current agreement between the Union and the City expires on 12/31/2011

~~NOW THEREFORE~~, the parties agree:

1. ~~ARTICLE 11.1 shall be amended as follows:~~
 - ~~a.~~ 1) Effective July 1, 2011 through December 31, 2013, the City will pay one hundred percent (100%) of the employee's premium for the Group Health Cooperative POS plan or HSA Plan as provided in the ClearPoint proposal CODM Prop 8-04011
 - ~~b.~~ 2) Effective July 1, 2011 through December 31, 2013, the City will pay ninety percent (90%) of the spouse and dependents' premium for the Group Health Cooperative POS plan or HSA Plan as provided in the ClearPoint proposal CODM Prop 8-04011.
 - ~~c.~~ 11.1 3) and 11.1 4) shall be deleted
2. ~~ARTICLE 11.2 shall be amended to change the Dental Insurance plan from the Association of Washington Cities (AWC) Washington Dental Service Plan F to the Washington Dental Service (WDS) Incentive Plan (Option #4) as provided in the ClearPoint proposal CODM Prop 10-06011.~~
3. ~~Article 11.3 shall be amended to change the Vision Insurance plan from the Association of Washington Cities (AWC) Vision Service Plan, Full Family \$25 Deductible to the Employers Health Cooperative of Washington (EHCWa) Plan B—25/0 from VSP as provided in the ClearPoint proposal CODM Prop 10-06011.~~
4. To each employee who selects the POS plan, the City shall provide a Health Reimbursement Account (HRA) with an annual City contribution for 2011, 2012, and 2013 as follows:
 - ~~a.~~ Employee only: \$100 annually
 - ~~b.~~ Employee plus one dependent: \$200 annually
 - ~~c.~~ Employee plus two or more dependents: \$300 annually

5. ~~To each employee who selects the HSA plan, the City shall provide a Health Savings Account (HSA) with an annual City contribution for 2011, 2012 and 2013 as follows:~~
 - ~~a. Employee only: \$2000 annually~~
 - ~~b. Employee plus one or more dependent: \$4000 annually~~
6. ~~If the Employer voluntarily agrees to higher HRA or HSA amount with any other employee group, the Union members shall receive the same amounts. This provision shall not apply to any HRA or HSA amounts imposed on the Employer as a result of any arbitration or court decision.~~
7. ~~ARTICLE 8.2 of the Collective Bargaining Agreement shall be amended to add 3.5 hours of Floating Holiday hour, increasing the total number of hours from 12.5 to 16.~~
8. ~~ARTICLE 13.1 shall be amended to read: Base Wage—Effective January 1, 2012, the base wage amount shall increase by an amount equal to one hundred percent (100%) of the Seattle CPI-U for June 2011, with a minimum of zero percent (0.0%).~~
9. ~~ARTICLE 13.2 shall be amended to read: Base Wage—Effective January 1, 2013, the base wage amount shall increase by an amount equal to one hundred percent (100%) of the Seattle CPI-U for June 2012, with a minimum of zero percent (0.0%).~~
10. ~~ARTICLE 20.1 shall be amended to read: This Agreement shall be effective July 1, 2011, and shall remain in full force and effect to and including the 31st day of December 2013.~~

MEMORANDUM OF UNDERSTANDING
by and between
CITY OF DES MOINES, WASHINGTON
and
PUBLIC, PROFESSIONAL & OFFICE CLERICAL EMPLOYEES AND DRIVERS
LOCAL UNION NO. 763
(Representing the Public Works, Parks, and Marina Employees)

THIS MEMORANDUM OF UNDERSTANDING is supplemental to the AGREEMENT by and between the CITY OF DES MOINES, WASHINGTON, hereinafter referred to as the Employer, and PUBLIC, PROFESSIONAL & OFFICE CLERICAL EMPLOYEES AND DRIVERS LOCAL UNION NO. 763, affiliated with the International Brotherhood of Teamsters, hereinafter referred to as the Union.

~~WHEREAS~~, the City changed the provider of Long Term Disability (LTD), Survivors Income Benefit (SIB), Term Life Insurance and Accidental Death and Dismemberment (AD&D) insurance from Assurant (Fortis) to the Standard in 2011; and

~~WHEREAS~~, the City realized a savings in costs to provide this coverage to Union members from the Standard equal to approximately 0.65% of salary; and

~~WHEREAS~~, this results in the City's costs to replicate the benefits of Social Security going down from a cost totaling 6.24% of salary to 5.59% of salary; and

~~WHEREAS~~, this results in a savings of 0.61% of salary compared to the 6.2% of salary the City would pay if it were still in Social Security; and

~~WHEREAS~~, the City is facing a difficult budget year in 2013; and;

~~WHEREAS~~ the Union members desire to assist the City in these difficult times; and;

~~WHEREAS~~ in 2007, the City extended the eligibility criteria for health insurance benefits to include most domestic partners; and;

~~WHEREAS~~ on December 6, 2012, the City changed the criteria to allow only spouses and couples with one person being over age 62 who are domestic partners registered with the State of Washington to receive health insurance benefits paid for by the City, effective June 1, 2013,

~~NOW THEREFORE~~, the parties agree as follows:

- ~~1.~~ In addition to the current LTD, SIB and Term Life Insurance (\$5,000 and \$10,000 AD&D) coverage the City provides, the City will contribute an additional point three five three percent (0.353%) for each employee, covered by the Teamsters Collective Bargaining Agreement, to their 457(a) account from the savings realized by the City from the LTD and SIB Programs.
- ~~2.~~ The City will modify the terms of the 401(a) Social Security Replacement and 457 Deferred Compensation Plans it purchases from ICMARC to allow retired employees represented by the Union to annually withdraw, tax free, the maximum amount allowed by law to pay for health insurance premiums; when federal law or regulation is changed to allow such withdrawals.

- ~~3. Employees who are recalled from layoff per Article VI of the Collective Bargaining Agreement between the City of Des Moines and the Union shall have their sick leave balances restored to the number of hours that were in their sick leave banks at the time of layoff.~~
- ~~4. The Cost of Living Adjustment (COLA) formula for 2013 shall be as follows:~~
- ~~a. One percent (1.0%) on January 1, 2013;~~
 - ~~b. An additional one percent (1.0%) on July 1, 2013; and~~
 - ~~c. An additional seven tenths of one percent (0.7%) on November 1, 2013; provided that the General and Street Fund revenues are projected to exceed the budgeted figure of \$16,739,381 by at least one percent (1.0%), excluding one time revenues (permitting, sales tax and B&O tax) associated with the Artemis Hotel Project grant revenue, and operating transfers (except transfers the General Fund receives from the Marina and Surface Water Management Funds shall be included).~~
 - ~~d. If General and Street Fund revenues as described in section 4.c. are projected to be less than one hundred and one percent (101%) of budget, all employees shall receive a one time accrual of an additional eight (8) hours of vacation time at the first pay period in December 2013. If the City meets or exceeds this number (\$16,739,381) then the point seven percent (0.7%) shall be applied to the base salaries and the aforementioned vacation accrual is null and void.~~
- ~~5. The six month time frame between the date of the criteria change and the effective date of the implementation provides adequate mitigation for the impacts of the new criteria that provides health insurance benefits to employees' spouses and domestic partners registered with the State of Washington when one of the partners is 62 years of age or older only, as of June 1, 2013.~~
- ~~6. If the any other City of Des Moines employee group, represented or not, agrees to a longer time from that provided in section 1, the union shall have the option to have the different time frame apply to the Union.~~
- ~~7. If any other City of Des Moines employee group, represented or not, does not agree to change the current criteria, the Union has the option to not agree to the change to the current criteria.~~
- ~~8. Effective January 1, 2013, the Vacation Leave accruals and carryover maximums contained in Article 8.1 shall be modified as follows:~~
- | <u>Years of Service</u> | <u>Monthly Accrual</u> | <u>Annual Carryover</u> |
|-------------------------|-------------------------------|-------------------------|
| 0-3 Years | 8 hours per month | 255 hours |
| 4-6 Years | 10 hours per month | 270 hours |
| 7-10 Years | 12 hours per month | 285 hours |
| 11-15 Years | 14 hours per month | 300 hours |
| 16+ Years | 16 hours per month | 315 hours |
- ~~9. If I-74 is overturned by any process, the City will offer health insurance benefits to all domestic partners registered with the State of Washington if such registry is re-established for all domestic partnerships or to the current criteria if such registry is not re-established.~~
- ~~10. Upon the separation from service of an employee in good standing with at least ten (10) years of service with the City of Des Moines in a position represented by the Union or upon the death of any employee regardless of years of service, the City will cash out 25% of the employee's sick leave balance or 200 hours, whichever is less. For employees with at least twenty (20) years of service, the City will cash out four hundred (400) hours or 50% of the employee's sick leave balance, whichever is less.~~

Except as provided herein, nothing in this MOU is meant to modify or alter any terms or conditions of the collective bargaining agreement between the City and the Union.

AGENDA ITEM

BUSINESS OF THE CITY COUNCIL City of Des Moines, WA

SUBJECT: Redondo Parking Management Plan
October 15th Open-House Briefing

ATTACHMENTS:

Attachment 1 – Open House Visual Boards

AGENDA OF: November 6, 2014

DEPT. OF ORIGIN: Planning, Building & Public Works

DATE SUBMITTED: October 30, 2014

CLEARANCES:

☐ Legal _____

☐ Finance _____

☐ Marina N/A

☐ Parks, Recreation & Senior Services N/A

☒ Planning, Building & Public Works DJB

☐ Police N/A

APPROVED BY CITY MANAGER
FOR SUBMITTAL: 

Purpose:

The purpose of this agenda item is to provide the City Council an update on the current status of the Redondo Parking Management Plan, and a briefing on the recent open-house.

Background:

The City staff and project consultant, Parametrix, conducted a project open-house on October 15th, 2014 at Woodmont Elementary with more than 50 residents and business representatives in attendance. The event was very successful in allowing the Redondo community to engage in and become part of the project. The informal setting, comment and feedback solicitation, and awareness of future next steps all contributed to this success.

Discussion:

Open-House Format

The informal open-house format was particularly useful. It allowed not only for one-on-one conversation between participants and project staff, but also an opportunity for participants to engage with each other as one community.

Key elements of the open-house included:

- Project description – Why we are conducting a study.
- Project status – Where we are in the process.
- Data gathered during peak use – With what context do we discuss issues.
- Presentation of a “tool kit” of ideas – What investment strategies are common in this situation.
- Alternative comment/feedback methods – How do we document concern.

Solicitation for Comment

The solicitation for comments provided an opportunity for participants to not only write and document their concerns, but also to allow the project team to formally acknowledge those received. The solicitation consisted of the prioritization of mitigation strategies/ideas as well as a forum for comment documentation. The majority of comments were focused on the following three groupings:

Parking Demand Management

- Blocking Driveways (12 Comments)
- Appropriate Pricing (10 Comments)

Infrastructure/Signage Improvements

- Pedestrian Improvements (12 Comments)
- Crosswalk Improvements (8 Comments)

Vehicle/Street Improvements

- Signage (5 Comments)
- Sight Distance (5 Comments)

Crime/Enforcement

- Need for Improved Lighting (8 Comments)
- Speeding (11 Comments)
- Unlawful Activity (10 Comments)

Next Steps

The project team anticipates completion of the Redondo Parking Management Plan early 2015. Specific elements will include:

- Supplemental off-peak season data collection.
- Preparation of the Draft Redondo Parking Management Plan.
- 2nd and final open-house late January/early February.
- Finalization of parking management plan.

WELCOME

STATION

1

What is this project about?

- Data Collection to Understand **Existing Conditions**
- Improving Pedestrian **Safety**
- Enhancing **Mobility and Access**
- Evaluating **Parking**

Your input will identify opportunities and concerns.



REDONDO BEACH

PROCESS

STATION 2

STEP 1: Obtain & Compile Data

- Stakeholder Interviews
- Traffic Volumes
- Traffic Speed
- Parking Occupancy
- Pedestrian Counts

STEP 2: Public Open House #1

We are here!

STEP 3: Costs & Implementation

- Parking
- Pedestrian Facilities
- Traffic Circulation & Operation
- Costs

STEP 4: Public Open House #2

STEP 5: Prepare Recommendations and Finalize Report



REDONDO BEACH

PROJECT STUDY AREA

STATION
3

Parking Occupancy Study Location

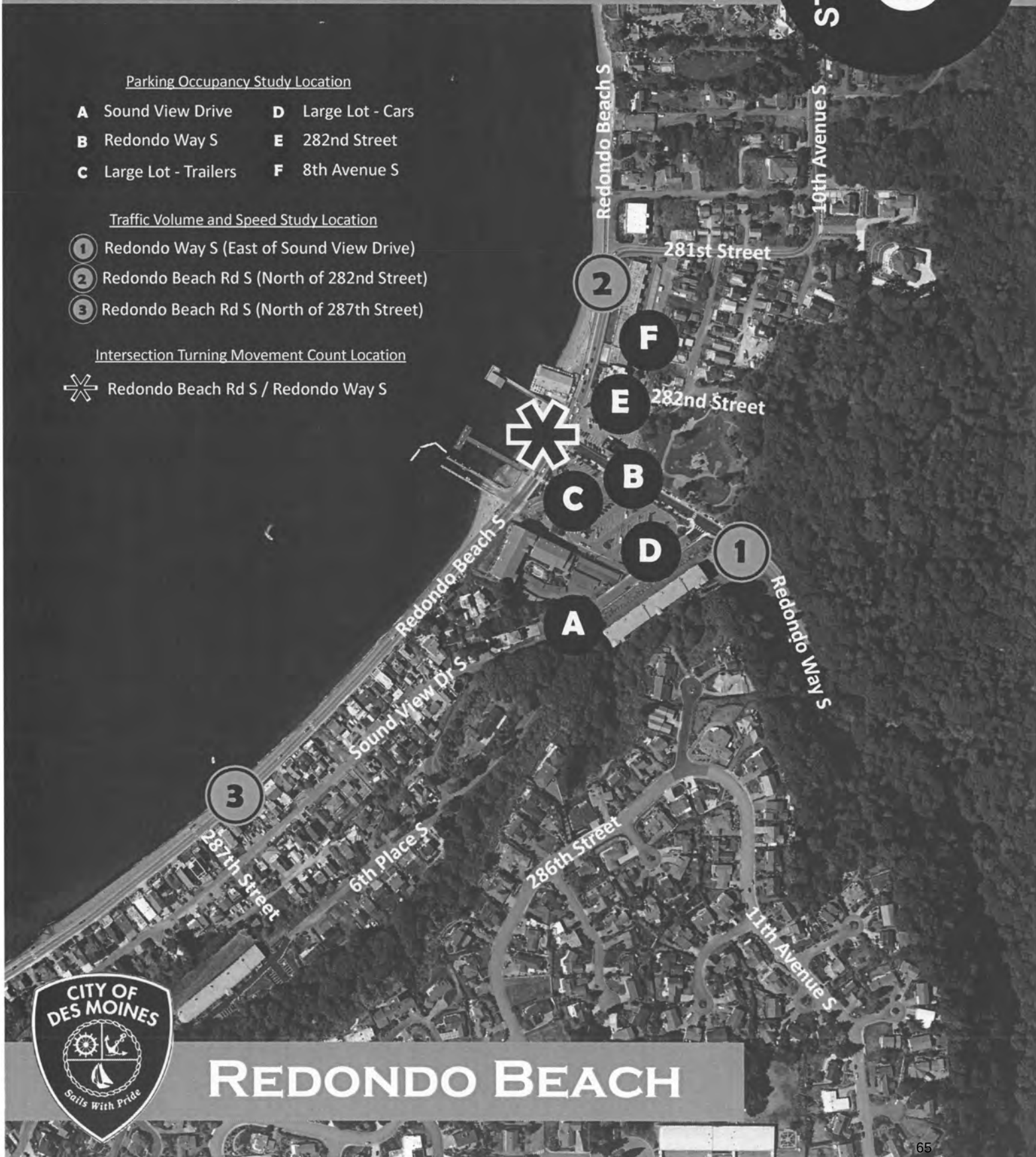
- | | |
|-------------------------------|---------------------------|
| A Sound View Drive | D Large Lot - Cars |
| B Redondo Way S | E 282nd Street |
| C Large Lot - Trailers | F 8th Avenue S |

Traffic Volume and Speed Study Location

- 1** Redondo Way S (East of Sound View Drive)
- 2** Redondo Beach Rd S (North of 282nd Street)
- 3** Redondo Beach Rd S (North of 287th Street)

Intersection Turning Movement Count Location

-  Redondo Beach Rd S / Redondo Way S

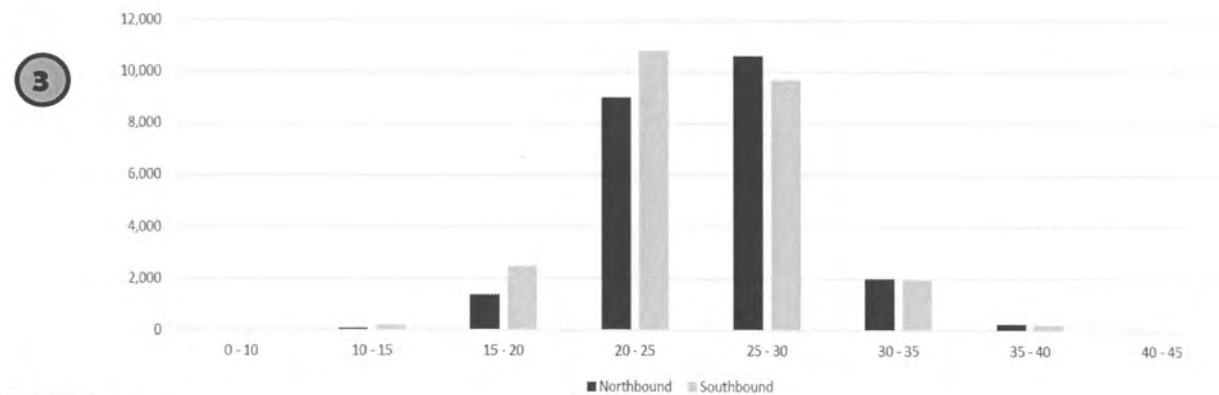
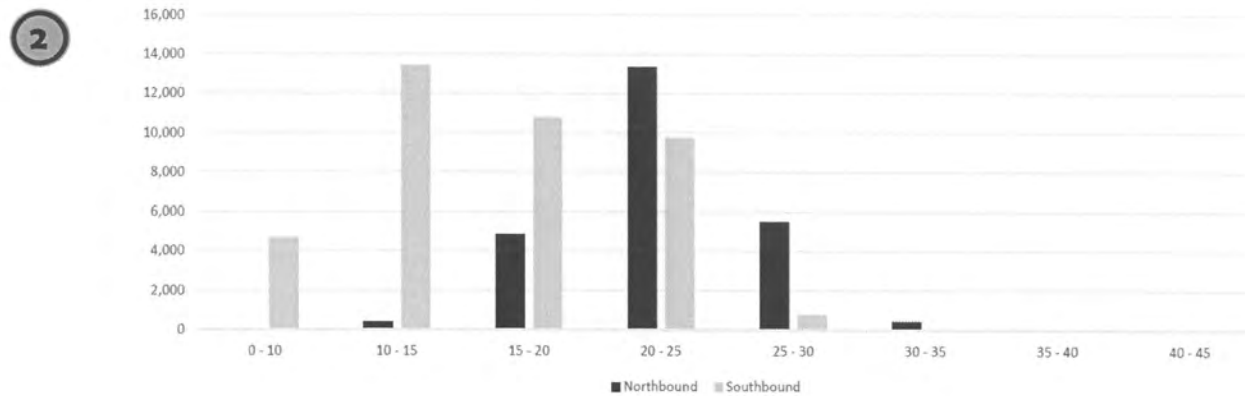
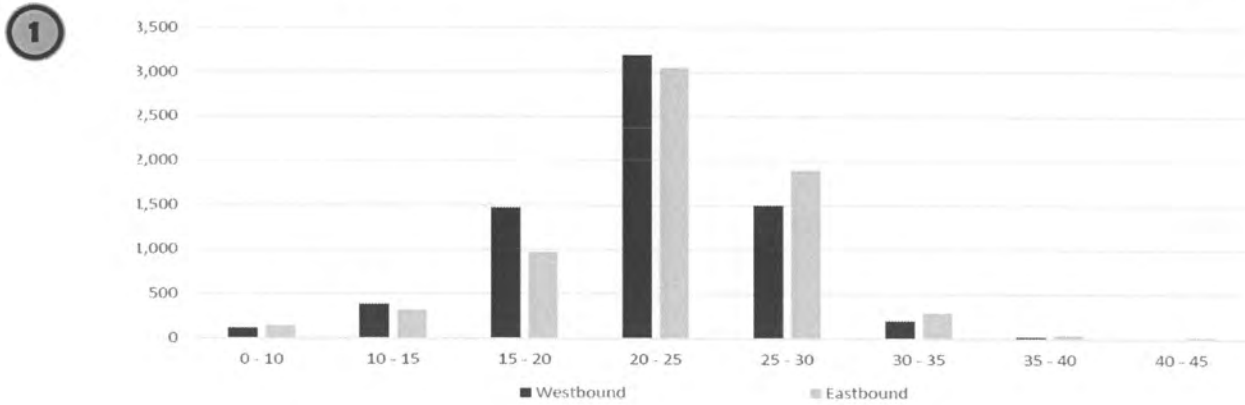


REDONDO BEACH

PROJECT STUDY AREA

STATION
3

Traffic Volumes & Speed

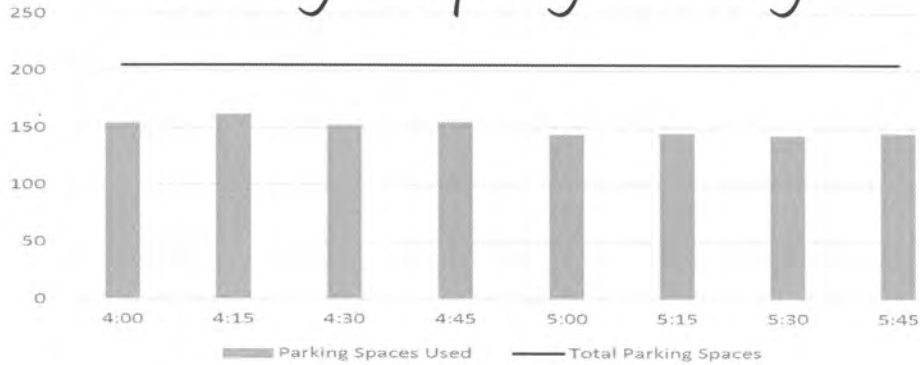


REDONDO BEACH

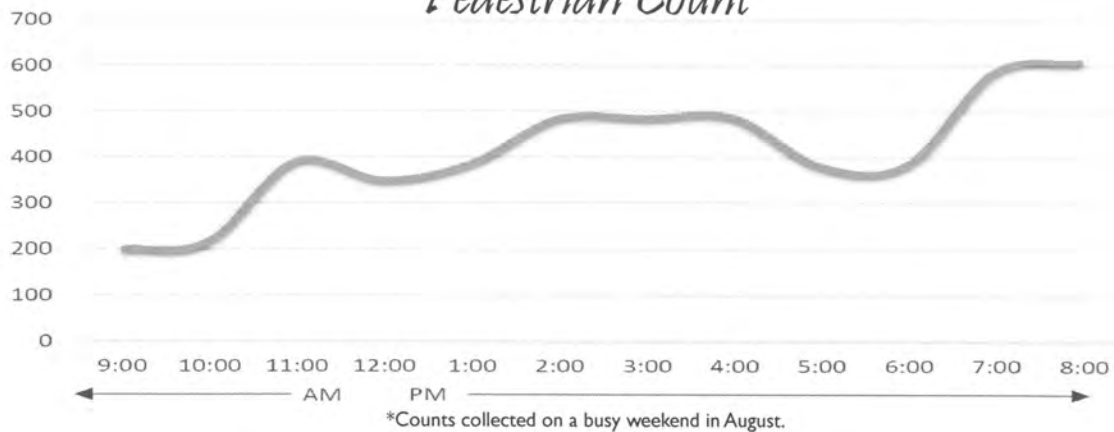
PROJECT STUDY AREA

STATION
3

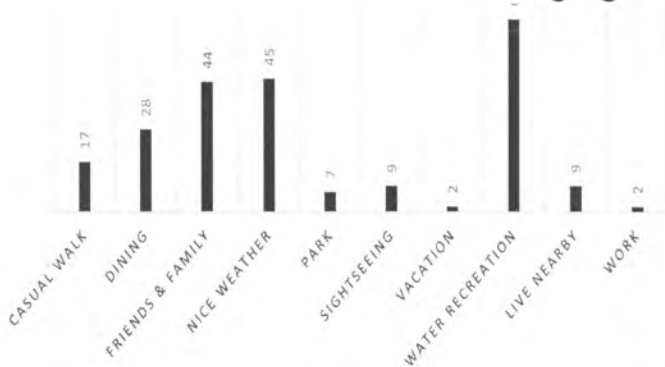
Parking Occupancy - Sunday



Pedestrian Count



What brings you to Redondo Beach



REDONDO BEACH

VISIBILITY & LIGHTING

STATION

3

How Do We Identify the Right Design Solution?

- **Traffic**—How busy is the street? How fast are vehicles moving? How wide is the street?
- **Visibility**—Can drivers see pedestrians? Can pedestrians see approaching cars? Is there adequate lighting?
- **Use**—How many people use the facilities? Is there enough parking?
- **Enhancements**—How to best manage parking? What amenities, such as landscaping, and sidewalks are needed?



REDONDO BEACH

TOOLKIT

STATION 3



Pedestrian Level Lighting



Parking Meter and Zones



Speed Radar Sign



Convert Portion of Park to Parking



Enhanced Pedestrian Crossing with Landscaped Median



Accessible Crossings and Sidewalks



On-Street Parking



Wide Sidewalks



Other?



REDONDO BEACH

MAPPING

STATION

4

What do you think needs improvement?

STEP 1: Identify your location of concern on the map with a **numbered sticker**. Draw an arrow from the sticker to the location if you need to be more specific.

STEP 2: Describe your concern on a worksheet—make sure to remember the sticker number!

Feel free to talk through your concern with a staff member—why is it important? What is needed to improve this location?

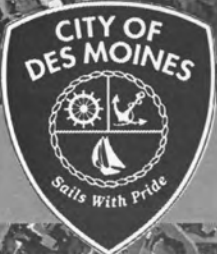
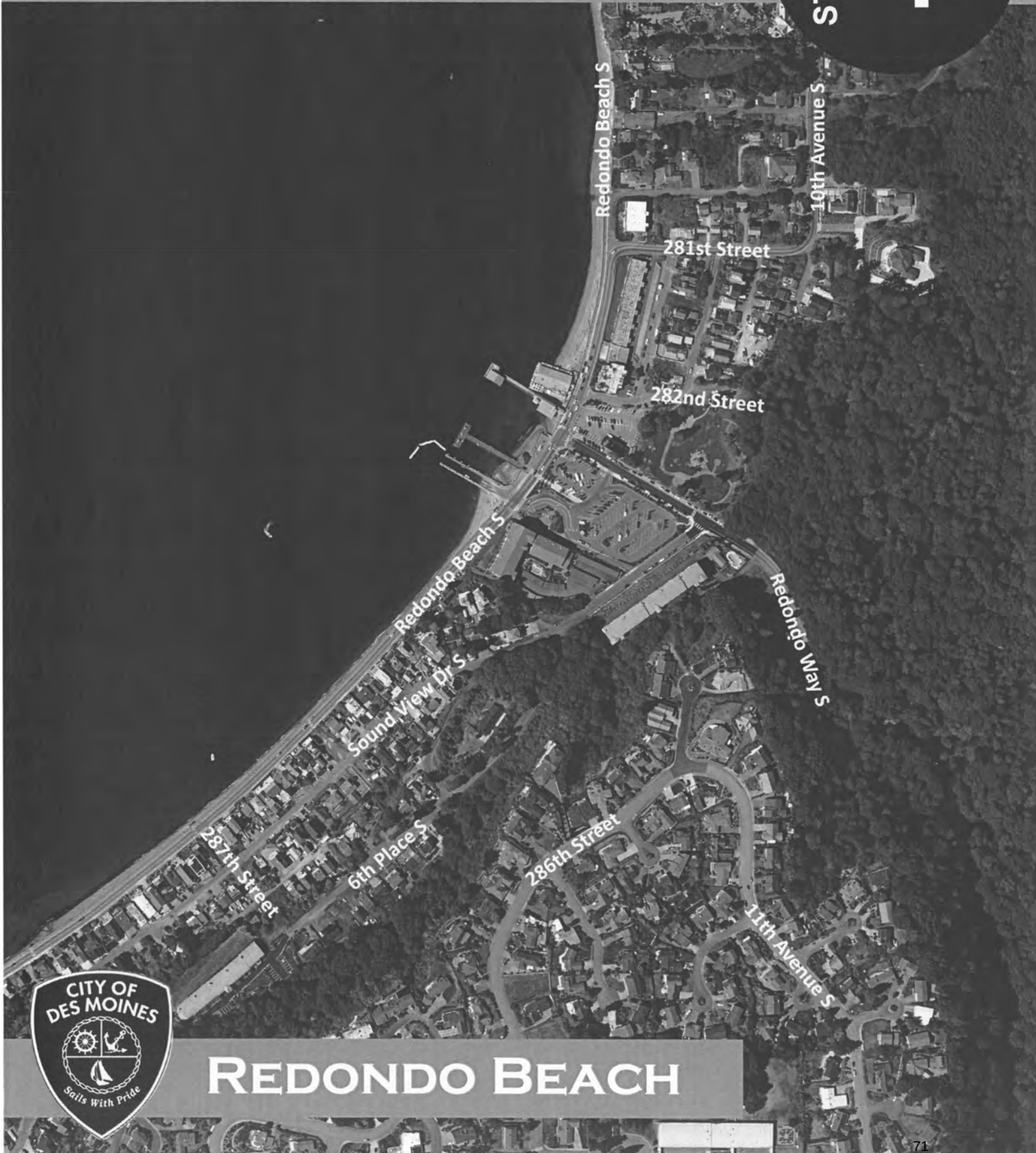


REDONDO BEACH

MAPPING

STATION

4



REDONDO BEACH

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A G E N D A I T E M

BUSINESS OF THE CITY COUNCIL City of Des Moines, WA

SUBJECT:
2015 Budget – General and Street Funds Budget
Balancing Strategies

ATTACHMENTS:
1: 2015 Budget Balancing Strategies

FOR AGENDA OF: November 6, 2014

DEPT. OF ORIGIN: Finance

DATE SUBMITTED: October 30, 2014

CLEARANCES:

☒ Finance pl

APPROVED BY CITY MANAGER
FOR SUBMITTAL: AT

Purpose and Recommendation

This agenda item provides the preliminary 2015 budget balancing strategies for the General and Street Funds.

Background

The General and Street Funds 2015 preliminary base budgets have a combined deficit of \$1,497,347 including 50% one-time revenues of \$380,880 or \$190,440. The City Manager has provided a listing of budget balancing strategies, new revenues, and expenditure cuts that will reduce the budget gap, but not providing sufficient ending fund balances per City policy. The City Council may utilize all of these items to balance the budget, or selectively consider those items that result in less impact to service levels. Staff continues to refine the balancing strategies and will provide additional information regarding these strategies and the currently recommended new expenditure requests at the November 6th meeting.

Alternatives

The City Council may provide alternative budget balancing strategies not considered by the City Manager.

Recommendation

The outcome of these budget discussions by the City Council is to provide direction on finalizing the 2015 budget for the General and Street Funds.

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City of Des Moines
2015 Budget Balancing Strategies

Budget Balancing Strategies:	Amount Available	City Mgr Recomm	Budget Gap
Budget Gap			\$ (1,497,347)
Freeze 2 Vacant Police Officer Positions (Hire Dates: July, 2015)	\$ 230,920	\$ 115,460	
Freeze 2 Vacant Police Officer Positions (Hire Dates: Oct, 2015)	230,920	173,190	
Freeze Vacant Police Sgt Position (S Wieland)	149,416	-	
Freeze Vacant Police Officer Position (W Shepard)	136,847	-	
Defer 100% Computer Replacement Assessment (Required Minimum Assessment Gen & Street Fnds for Financial System: \$25,053)	119,507	94,454	
Defer 100% Equipment Replacement Assessment (Except for New Request PD Vehicles)	916,249	736,245	
Restore Marina Admin Transfer	200,000	-	
One-Time Sales Tax and B & O Tax (50%)	190,440	190,440	
Total	2,174,299	1,309,789	(187,558)
New Revenues/Adjustments:			
Revise Utility Tax and Franchise Fee Revenue Estimates	22,281	22,281	
Increase Cable, Garbage, & SWM Utility Tax Revenues (Councilmanic Action)	302,343	302,343	
Increase in Property Tax per King County revised prelim report	17,401	17,401	
Increase Recreation Program revenue	33,562	33,562	
Increase Events & Facilities revenue	13,630	13,630	
Total	389,217	389,217	201,659
New Expenditure Requests/Adjustments:			
Missing Vacant Police Officer Position (Has Been Filled)	115,460	115,460	
Transfer to MCI Fund (REET used to increase General Fund 2014 Fund Balance)	300,000	300,000	
Police Officer Positions Uniforms, Communication costs if unfrozen	6,640	6,640	
Reduce 911-Call Dispatch Services	(12,610)	(12,610)	
Reduce Equipment Replacement Assessment	(8,655)	(8,655)	
Increase Landscaping Contract (\$7,000 is to be paid by SWM)	3,500	3,500	
Mayor voluntarily reduced his number of council mtgs from 40 to 22	(6,782)	(6,782)	
Economic Development			
Consultant for Retail market Demand Study	40,000		
Finance			
Reclass Acctg Mgr position (-\$148,751 savings) & hire Sr Accountant and Acctg Tech (\$186,368)	37,617	37,617	
Legal			
Hire Domestic Violence Advocate/Paralegal (16 hrs/week @ \$25/hr) for 5 months	9,324		
Police			
Restore Records Specialist frozen position	70,059		
Fund replacement of 1 (2004) Detective vehicle	40,046		
Fund replacement of 6 (2008) Patrol vehicles with in-car video system	139,958		
Add 1 Patrol vehicle for new hires	60,000		
Planning, Building, Public Works			
Code enforcement abatement fund	50,000		
Downtown Improvements Study	35,000		
Consultant service for Sound Transit EIS work	30,000		
Parks & Rec			
I-5 Des Moines Historic District signage	32,000		
Parks, Recreation, & Senior Services Master Plan	50,000	50,000	
Increase temp Recreation attendant hours by 1080 to increase program	13,630	13,630	
Add Temp 0.52 FTE & 0.25 FTE facility rental attendants for the Dining Hall	33,562	33,562	
Non-Departmental			
Total	1,038,749	532,362	(330,703)
Expenditure Cuts:			
Total	\$ -	\$	(330,703)
Reconcile to Recap:			
		\$	(330,703)

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A G E N D A I T E M

BUSINESS OF THE CITY COUNCIL City of Des Moines, WA

SUBJECT: 2015-2020 Draft Municipal Capital Improvements (MCI) Plan

FOR AGENDA OF: October 23, 2014

DEPT. OF ORIGIN: Finance

ATTACHMENTS:

1. Municipal Capital Improvements (MCI) Fund Summary

DATE SUBMITTED: October 16, 2014

CLEARANCES:

- ☐ Legal _____
- ☒ Finance PL
- ☐ Marina _____
- ☒ Parks, Recreation & Senior Services _____
- ☒ Planning, Building & Public Works DTB
- ☐ Police N/A
- ☐ Courts N/A

APPROVED BY CITY MANAGER
FOR SUBMITTAL: AS

Purpose and Recommendation

The purpose of this agenda item is to present to the City Council the 2015- 2020 Draft Capital Improvement Plan for the Municipal Capital Improvements Fund.

Background

The Capital Improvement Plan provides a multi-year list of proposed capital expenditures for the City. The growth management act of 1990 requires communities to adopt comprehensive plans to guide the orderly development of growth. Also, the Plan focuses the community's and Council's attention on prioritizing projects.

Tonight's briefing will present the 2015-2020 Capital Improvement Plan for the Municipal Capital Improvements Fund.

Recommendation

None.

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2015 - 2020 CAPITAL IMPROVEMENT PLAN
Municipal Capital Improvement

2015 - 2020 PROPOSED CIP										
	2014 Est	2014 Amd	2015	2016	2017	2018	2019	2020	2015-2020 6 - YEAR TOTAL	
BEGINNING FUND BALANCE										
LOCAL REVENUES										
Interest Earnings	500	1,100	800	3,500	6,700	7,700	14,200	15,500	48,400	
Real Estate Excise Tax	915,850	915,850	650,000	650,000	750,000	750,000	750,000	750,000	4,300,000	
Contributions (Landmark Dev Park))	-	-	-	-	-	-	-	-	-	
Park In Lieu Fees	18,706	18,000	10,000	47,500	50,000	50,000	50,000	50,000	257,500	
Impact Fees	-	-	-	-	-	-	-	50,000	50,000	
Transfer-in from General Fund	-	-	300,000	-	-	-	-	-	300,000	
South DM Park Acquisition	-	-	-	-	-	-	-	-	-	
Capital Contributions	-	-	-	-	-	-	-	-	-	
Transfer-in from General Fund (One-Time Sales & B&O Taxes) (2014-25%, 2015-50%, 2016-75%, 2017-100%)	41,712	41,712	\$190,440	200,000	200,000	150,000	150,000	150,000	1,082,152	
TOTAL LOCAL REVENUES	\$ 976,768	\$ 976,662	\$ 1,151,240	\$ 901,000	\$ 1,006,700	\$ 957,700	\$ 964,200	\$ 1,015,500	\$ 6,038,052	
PROJECT REVENUES										
WA State Heritage Funds (Confirmed)	28,820	-	-	-	-	-	-	-	-	
WA State Heritage Funds (Confirmed)	78,230	131,262	692,738	-	-	-	-	-	692,738	
4-Culture Arts Grant (Confirmed)	-	12,000	-	-	-	-	-	-	-	
King County Landmarks (4Culture Grant)	-	60,000	-	-	-	-	-	-	-	
4-Culture Arts Grant (Unconfirmed)	-	-	-	25,000	-	-	-	-	-	
WA State Heritage Funds (Unconfirmed) *	-	-	-	200,952	-	-	-	-	-	
RCO	-	-	291,399	-	-	-	-	-	-	
WCIA Insurance Recovery	-	-	129,975	-	-	-	-	-	-	
King County Parks Levy	-	-	55,000	55,000	55,000	55,000	55,000	-	275,000	
RCO (unconfirmed)	-	-	-	100,000	100,000	-	-	-	100,000	
KC Youth Park Facilities (Unconfirmed)	-	-	-	75,000	-	-	-	-	75,000	
CDBG (Confirmed)	-	-	395,000	-	-	-	-	-	395,000	
DOE (Confirmed)	-	-	119,499	-	-	-	-	-	119,499	
CDBG	-	-	-	-	-	-	-	-	-	
Bond Proceeds	-	-	-	-	-	-	-	500,000	500,000	
RCO (unconfirmed)	-	-	-	-	-	-	-	3,019,250	3,019,250	
RCO (unconfirmed)	-	-	-	-	-	-	500,000	-	500,000	
KC Youth Park Facilities	-	-	-	-	-	-	-	1,000,000	1,000,000	
RCO	-	-	70,088	67,588	-	75,000	75,000	75,000	362,676	
Park Lifecycle Repair & Repl	-	-	70,087	-	117,200	-	-	-	187,287	
TOTAL PROJECT REVENUES	\$ 159,430	\$ 258,262	\$ 1,823,786	\$ 348,540	\$ 347,200	\$ 130,000	\$ 630,000	\$ 4,594,250	\$ 7,873,776	

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2015 - 2020 CAPITAL IMPROVEMENT PLAN **Municipal Capital Improvement**

2015 - 2020 PROPOSED CIP										2015-2020 6 - YEAR TOTAL
2014 Est	2014 Amd	2015	2016	2017	2018	2019	2020			
\$ 123,750	\$ 123,750	\$ 119,550	\$ 125,088	\$ 125,200	\$ -	\$ -	\$ -	\$ -	\$ 369,838	
50,000	50,000	-	-	-	-	-	-	-	-	
300,000	300,000	-	-	-	-	-	-	-	-	
20,856	20,856	95,220	100,000	100,000	75,000	75,000	75,000	75,000	520,220	
250,000	250,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000	
744,606	744,606	514,770	525,088	525,200	375,000	375,000	375,000	375,000	2,690,050	
\$ 1,032,594	\$ 1,519,221	\$ 3,002,742	\$ 2,898,050	\$ 1,172,791	\$ 511,650	\$ 3,798,190	\$ 7,693,900	\$ 19,077,323	\$ 19,077,323	
\$ 616,867	\$ 222,366	\$ 782,093	\$ 556,843	\$ 682,952	\$ 1,204,002	\$ 586,294	\$ 906,794	\$ 948,506	\$ 948,506	
\$ 31,166	\$ 30,460	\$ 41,166	\$ 47,666	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	
40,199	42,819	40,199	-	-	-	48,442	48,442	48,442	48,442	
\$ 71,365	\$ 73,279	\$ 81,365	\$ 47,666	\$ -	\$ 50,000	\$ 48,442	\$ 98,442	\$ 98,442	\$ 98,442	
\$ 545,503	\$ 149,088	\$ 700,729	\$ 509,177	\$ 682,952	\$ 1,154,002	\$ 517,852	\$ 808,352	\$ 850,064	\$ 850,064	
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ 50,000	
-	-	-	-	-	-	50,000	-	-	50,000	
-	-	-	41,000	-	-	-	-	-	41,000	
-	-	-	-	97,666	-	-	-	-	97,666	
\$ -	\$ -	\$ -	\$ 41,000	\$ 97,666	\$ -	\$ 100,000	\$ -	\$ -	\$ 238,666	
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	
\$ 50,583	\$ 347,953	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
-	-	-	7,801	-	-	-	-	-	7,801	
-	-	104,597	-	-	-	-	-	-	104,597	
-	-	-	-	-	-	997,000	-	-	997,000	
-	-	-	-	25,775	-	-	-	-	25,775	
18,139	20,000	-	93,062	117,200	61,650	-	-	-	271,912	
-	-	-	-	-	-	40,000	-	-	40,000	
-	-	-	-	-	-	50,000	-	-	50,000	
2,054	2,054	22,946	-	-	-	-	-	-	22,946	
-	-	176,000	-	-	-	-	-	-	176,000	
-	-	-	-	-	-	-	-	-	-	
123,750	123,750	119,550	125,088	125,200	-	-	250,000	-	250,000	
50,000	50,000	-	-	-	-	-	-	-	-	
300,000	300,000	-	-	-	-	-	-	-	-	
250,000	250,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000	
\$ 794,526	\$ 1,093,757	\$ 723,093	\$ 525,951	\$ 568,175	\$ 361,650	\$ 1,387,000	\$ 550,000	\$ 4,115,869	\$ 4,115,869	



2015 - 2020 CAPITAL IMPROVEMENT PLAN **Municipal Capital Improvement**

2015 - 2020 PROPOSED CIP										
	2014 Est	2014 Amd	2015	2016	2017	2018	2019	2020	2015-2020 6 - YEAR TOTAL	
PORTION OF PROJECTS FUNDED BY GRANTS & CONTRIBUTIONS										
WA ST Heritage Funds (Confirmed)	\$ 28,820	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
DMBP-Rehab/Dining Hall	78,230	131,262	692,738	-	-	-	-	-	692,738	
WA ST Heritage Funds (Confirmed)	-	12,000	-	-	-	-	-	-	-	
4Culture Arts Capital Grant (unconfirmed)	-	60,000	-	-	-	-	-	-	-	
King County Landmarks	-	-	-	-	-	-	-	-	-	
WA State Heritage/TBD *	-	-	-	200,952	-	-	-	-	200,952	
4Culture Arts Capital Grant (unconfirmed)	-	-	-	25,000	-	-	-	-	25,000	
King County Parks Levy (2014-2019)	-	-	-	40,199	-	-	-	-	40,199	
DMBP-Rehab/Sun Home Lodge	-	-	-	-	-	-	-	-	-	
DMBP-Rehab/Sun Home Lodge	12,181	12,181	-	-	-	-	-	-	-	
DM Urban Trail Impv (Tsf to Trans CIP)	-	-	-	-	-	-	-	-	-	
DM Beach Park Rehab-Picnic Shelter/Restroom Bldg	-	-	55,000	55,000	55,000	55,000	6,558	-	226,558	
DM Beach Park Rehab-Picnic Shelter/Restroom Bldg	-	-	291,399	-	-	-	-	-	291,399	
DM Beach Park Rehab-Picnic Shelter/Restroom Bldg	-	-	129,975	-	-	-	-	-	129,975	
DM Beach Park Rehab-Picnic Shelter/Restroom Bldg	-	-	70,088	67,588	-	75,000	75,000	75,000	362,676	
Park Lifecycle Repair & Repl Projects	-	-	-	-	117,200	-	-	-	187,287	
Park Lifecycle Repair & Repl Projects	-	-	-	-	100,000	-	-	-	100,000	
Beach Park Playground Repair and Repl	-	-	-	-	75,000	-	-	-	75,000	
Beach Park Playground Repair and Repl	-	-	-	-	-	-	-	-	-	
Parkside Park Playground Repair & Repl	-	-	395,000	-	-	-	-	-	395,000	
Parkside Park Playground Repair & Repl	-	-	119,499	-	-	-	-	-	119,499	
Activity Center Expansion	-	-	-	-	-	-	-	-	-	
Activity Center Expansion	-	-	-	-	-	-	-	-	-	
SJU Park C-4 Soccer Field	-	-	-	-	-	-	500,000	-	500,000	
South DM Park Acquisition	-	-	-	-	-	-	-	1,000,000	1,000,000	
TOTAL AMOUNT FUNDED BY GRANTS	\$ 119,231	\$ 215,443	\$ 1,823,786	\$ 388,739	\$ 347,200	\$ 130,000	\$ 581,558	\$ 4,594,250	\$ 7,865,533	
PORTION OF PROJECTS FUNDED BY FUND BALANCE (MCI)										
Des Moines Beach Park Rehab-Dining Hall	\$ -	\$ 48,670	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Steven J. Underwood Memorial Park C-3 Parking Lot	-	-	-	-	-	-	88,350	-	88,350	
Keyless Entry Systems (CH/PWSC/PW Engineering)	53,060	53,060	-	-	-	-	-	-	-	
City Hall Generator	-	-	-	245,500	-	-	-	-	245,500	
Activity Center Generator	18,435	18,435	93,585	-	-	-	-	-	93,585	
Manita District Banners and Civic Readerboards	6,384	16,000	9,616	-	-	-	-	-	9,616	
Transfer to Transportation CIP Fund	20,856	20,856	95,220	100,000	100,000	75,000	75,000	75,000	520,220	
Beach Park Pay Parking Stations	-	-	40,000	-	-	-	-	-	40,000	
Beach Park Jan 09 Mudslide	502	-	-	-	-	-	-	-	-	
New Roof at Field House	-	-	-	110,000	-	-	-	-	110,000	
City Hall Canopy Repair	-	-	-	-	49,000	-	-	-	49,000	
TOTAL AMOUNT FUNDED BY FUND BALANCE	99,237	197,021	262,921	519,100	214,750	75,000	163,350	75,000	1,310,121	



2015 - 2020 CAPITAL IMPROVEMENT PLAN
Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310.050-01
PROJECT	Des Moines Beach Park (DMBP) Dining Hall Rehabilitation	PROJECT STATUS:	Preliminary Estimate Plans in Preparation P.S.E. Complete
LOCATION	22030 Cliff Avenue South		

DESCRIPTION: Rehabilitation of the Dining Hall includes lifting the building, constructing a new foundation spanning the creek (completed in 2008), ADA access and decking (completed in 2011). This project has funding support from Washington State and shares a portion of the cost to make creek modifications to reduce park flooding and improve environmental conditions. 2013: Provides funds for code related improvements to reopen the building such as: repairs to structure and roof, building interior and exterior rehabilitation work, new utilities (electrical and gas, phone, cable, water, sewer, surface water), fire suppression and grease trap. 2014: Provides funds for window replacement and door repairs.

EXPENDITURE SCHEDULE												
COST ELEMENTS	TOTAL*	Prior Years	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
ADMINISTRATION	\$ 54,277	\$ 15,238	\$ 479	\$ 267	\$ 18,293	\$ 5,000	\$ 20,000					
CIP PROJ MGT 5%	55,658	16,689		4,096		8,500	34,873					
DESIGN/ENGINEERING/PERMITS	232,740	117,365	11,189	20,641	83,545	103,438						
SURVEY (Archeology)	9,987	9,987										
Creek Hydrology Design/Permit	122,710	117,572		600	4,538							
FEMA Reports	-											
BUILDINGS	1,661,318	1,228,540			745	411,441	432,033					
UTILITIES IMPROV/CREEK	-											
Construction Obs/Engineer	67,515	33,822	11,905				21,788					
CONTINGENCY/PERMITS	151,362				31,362		120,000					
SALES TAX	68,136	27,092				41,043	41,044					
LEAD & ASBESTOS ABATEMENT	18,423				18,423							
TESTING	40,024	37,024				9,263	3,000					
EQUIPMENT	87,992	67,493	498				20,000					
PERMITS	2,188	671	790		727	21,200						
TOTAL	\$ 2,572,329	\$ 1,671,492	\$ 24,862	\$ 25,604	\$ 157,633	\$ 599,885	\$ 692,738	\$ -	\$ -	\$ -	\$ -	\$ -

FUNDING SOURCES	TOTAL*	Prior Years	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
REET	\$ 779,430	\$ 771,826	\$ -	\$ -	\$ 7,604	\$ 180,225						
REET (2013 Tsf from Auditorium Roof Proj.)	(48,220)	(99,321)		8,122	42,979	42,274						
REET (2013-14 Tsf from BP Interim Repairs.)	-	-				125,454						
4Culture Arts Capital Grant (confirmed)	-	-				12,000						
Park In-lieu	-	-										
MCI	-	175,692	(93,932)	(81,760)		48,670						
King County Landmarks	-	-				60,000						
4Culture	12,850	12,850										
WA State Heritage Funds (confirm)	980,000	733,144	118,794	99,242	28,820	-						
WA State Heritage Funds (confirm.)	770,968				78,230	131,262	692,738					
Miscellaneous (Ins Recoveries)	77,301	77,301										
TSF-IN FROM GENERAL FUND	-	-										
TOTAL	\$ 2,572,329	\$ 1,671,492	\$ 24,862	\$ 25,604	\$ 157,633	\$ 599,885	\$ 692,738	\$ -	\$ -	\$ -	\$ -	\$ -

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN
Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY General Government
PROJECT Des Moines Beach Park (DMBP) Dining Hall Rehabilitation
LOCATION 22030 Cliff Avenue South

DESCRIPTION: Rehabilitation of the Dining Hall includes lifting the building, constructing a new foundation spanning the creek (completed in 2008), ADA access and decking (completed in 2011). This project has funding support from Washington State and shares a portion of the cost to make creek modifications to reduce park flooding and improve environmental conditions. **2013:** Provides funds for code related improvements to reopen the building such as: repairs to structure and roof, building interior and exterior rehabilitation work, new utilities (electrical and gas, phone, cable, water, sewer, surface water), fire suppression and grease trap. **2014:** Provides funds for window replacement and door repairs.

JUSTIFICATION:

Des Moines Beach Park is listed on the State and National Historic Register. Expert analysis was completed in 2004 regarding prioritized and phased rehabilitation of the park's assets. Rehabilitation of the following buildings is proposed: Auditorium (1957), Dining Hall (1934), Picnic Shelter (1924), Sun Home Lodge (1934), Caretaker's Cabin (1935), Workshop/Bath House (1945), and Founder's Lodge (1970). The Sun Home Lodge is in desperate need of life and safety repairs for its continued use as a recreation facility. Funds are not available at this time to provide for the rehabilitation work necessary for public use.



2015 - 2020 CAPITAL IMPROVEMENT PLAN
Municipal Capital Improvement

**CAPITAL IMPROVEMENT PLAN
REQUEST FORM**

CATEGORY	General Government	PROJECT NO.	310,050-03
PROJECT	Des Moines Beach Park (DMBP) Sun Home Lodge Rehab	PROJECT STATUS:	
		Preliminary Estimate	X
		Plans in Preparation	
		P.S.E. Complete	

LOCATION 22030 Cliff Avenue South

DESCRIPTION: Rehabilitation of the Sun Home Lodge for its continued use as a recreation facility includes lifting the building and constructing a new foundation and decking with ADA access improvements, installing new utilities (electrical and gas, phone, cable, water, sewer), building exterior rehabilitation and minimal interior remodel work to be completed when funds are available.

EXPENDITURE SCHEDULE												
COST ELEMENTS	TOTAL*	Prior Yrs	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
ADMINISTRATION	\$ 4,058	\$ 108						\$ 3,950				
CIP PROJ MGT 5%	19,737							19,737				
DESIGN / ENGINEERING	89,712	28,106						61,606				
LAND	-											
BUILDINGS	394,741							394,741				
Soils Testing	5,375	375						5,000				
INSPECTION/CONST. MGT.	39,470							39,470				
CONTINGENCY/PERMITTING	78,948							78,948				
SALES TAX	37,500							37,500				
OTHER	-											
EQUIPMENT	-											
TOTAL	\$ 669,541	\$ 28,589	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 640,952	\$ -	\$ -	\$ -	\$ -

FUNDING SOURCES	TOTAL	Prior Yrs	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
REET	\$ 36,390	\$ 28,589						\$ 7,801				
MCI	-											
To Be Determined	367,000							367,000				
King City Park Levy	40,199							40,199				
Park In-Lieu	-											
King City 4Culture (Unconfirmed)	25,000							25,000				
WA State Heritage (Unconfirmed)	200,952							200,952				
TOTAL	\$ 669,541	\$ 28,589	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 640,952	\$ -	\$ -	\$ -	\$ -

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO	310.050-03
PROJECT	Des Moines Beach Park (DMBP) Sun Home Lodge Rehab	PROJECT STATUS:	
		Preliminary Estimate	X
		Plans in Preparation	
		P.S.E. Complete	
LOCATION	22030 Cliff Avenue South		

JUSTIFICATION:

Des Moines Beach Park is listed on the State and National Historic Register. Expert analysis was completed in 2004 regarding prioritized and phased rehabilitation of the park's assets. Rehabilitation of the following buildings is proposed: Auditorium (1957), Dining Hall (1934), Picnic Shelter (1924), Sun Home Lodge (1934), Caretaker's Cabin (1935), Workshop/Bath House (1945), and Founder's Lodge (1970). The Sun Home Lodge is in desperate need of life and safety repairs for its continued use as a recreation facility. Funds are not available at this time to provide for the rehabilitation work necessary for public use.



2015 - 2020 CAPITAL IMPROVEMENT PLAN Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310.061
PROJECT	Des Moines Beach Park (DMBP) Picnic Shelter and Restroom Building Rehabilitation	PROJECT STATUS:	Preliminary Estimate
LOCATION			Plans in Preparation
DESCRIPTION:	Rehabilitation of the Picnic Shelter and Restroom includes building a new stem wall, update mechanical, electrical and plumbing systems, fixtures, interior and exterior finishes and drainage to serve the high volume Beach Park and Des Moines Creek Trail park users.		

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
ADMINISTRATION	\$ 10,000					\$ 10,000					
CIP PROJ MANAGEMENT	-										
DESIGN / ENGINEERING	74,426					74,426					
SOILS/CULTURAL SURVEY	2,500					2,500					
BUILDINGS	485,604					485,604					
BERM IMPROVEMENTS	-										
PROJECT ADMIN. (CONST.)	33,274					33,274					
CONTINGENCY	61,466					61,466					
SALES TAX	36,850					36,850					
PERMITS & OTHERS	48,409					48,409					
EQUIPMENT	-										
TOTAL	\$ 752,529					\$ 752,529	\$ -	\$ -	\$ -	\$ -	\$ -

FUNDING SOURCES	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
REET	\$ 104,597					\$ 104,597	\$ -	\$ -	\$ -	\$ -	\$ -
RCO (Confirmed on funding list)	291,399					291,399					
MCI	-										
King County Levy 2015-2019=275K	226,558					55,000	55,000	55,000	55,000	6,558	
To Be Determined	-					171,558	(55,000)	(55,000)	(55,000)	(6,558)	
WCIA INSURANCE CLAIM	129,975					129,975					
TOTAL	\$ 752,529					\$ 752,529	\$ -	\$ -	\$ -	\$ -	\$ -

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310.061
PROJECT	Des Moines Beach Park (DMBP) Picnic Shelter and Restroom Building Rehabilitation	PROJECT STATUS:	
LOCATION		Preliminary Estimate	
		Plans in Preparation	
		P.S.E. Complete	

JUSTIFICATION:

Des Moines Beach Park is listed on the State and National Historic Register. Expert analysis was completed in 2004 regarding prioritized and phased rehabilitation of the park's assets. Rehabilitation of the following buildings is proposed: Auditorium (1957), Dining Hall (1934), Picnic Shelter (1924), Sun Home Lodge (1934), Caretaker's Cabin (1935), Workshop/Bath House (1945), and Founder's Lodge (1970). The Sun Home Lodge is in desperate need of life and safety repairs for its continued use as a recreation facility. Funds are not available at this time to provide for the rehabilitation work necessary for public use.



2015 - 2020 CAPITAL IMPROVEMENT PLAN

Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310.XXX
PROJECT	Beach Park Founders Lodge Repairs	PROJECT STATUS:	
		Preliminary Estimate	
		Plans in Preparation	
		P.S.E. Complete	

LOCATION

DESCRIPTION: This project is to renovate the the Founders Lodge to maximize its use as a rental facility. Updates to the building include: replacement of building windows and doors; flooring; paint; restroom plumbing and fixtures; kitchen fixtures, surfaces and appliances and balcony and meeting space remodel work.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
ADMINISTRATION	\$ 6,000										\$ 6,000	
CIP PROJ MANAGEMENT	33,160										33,160	
DESIGN / ENGINEERING	90,852										90,852	
SURVEY	-											
PERMITS	-											
BUILDINGS	-											
IMPROVEMENTS	605,682										605,682	
INSPECTION	-											
PROJECT ADMIN. (CONST.)	33,160										33,160	
CONTINGENCY/PERMITTING	120,606										120,606	
SALES TAX	57,540										57,540	
OTHER	50,000										50,000	
TOTAL	\$ 997,000					\$ -	\$ -	\$ -	\$ -	\$ -	\$ 997,000	\$ -

FUNDING SOURCES	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
REET	\$ 997,000										\$ 997,000	
To Be Determined	-										-	
Bonds												
MCI	-											
Park In-Lieu	-											
TOTAL	\$ 997,000					\$ -	\$ -	\$ -	\$ -	\$ -	\$ 997,000	\$ -

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310.XXX
PROJECT	Beach Park Founders Lodge Repairs	PROJECT STATUS:	
		Preliminary Estimate	
		Plans in Preparation	
		P.S.E. Complete	

LOCATION

JUSTIFICATION:

This project is needed to update the Founders Lodge to maximize its use as a rental facility and revenue generation capacity.

SCOPE OF WORK:

Updates to the building include: replacement of building windows and doors; flooring; paint; restroom plumbing and fixtures; kitchen fixtures, surfaces and appliances and balcony and meeting space remodel work.



2015 - 2020 CAPITAL IMPROVEMENT PLAN **Municipal Capital Improvement**

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310.047-XX
PROJECT	Play Area Equipment/Sculpture at Beach Park	PROJECT STATUS:	Preliminary Estimate Plans in Preparation P.S.E. Complete
LOCATION	22030 Cliff Ave. S.		
DESCRIPTION:	Beach Park Play Area: Install play area that is integrated into the Beach Park site. Work to be completed when funding is available.		

EXPENDITURE SCHEDULE											
COST ELEMENTS	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
ADMINISTRATION	\$ 2,900							\$ 2,900			
CIP PROJ MGT 1.5	10,800							10,800			
DESIGN / ENGINEERING	25,000							25,000			
LAND	-										
BUILDINGS	40,000							40,000			
IMPROVEMENTS	170,000							170,000			
INSPECTION / PROJ. MGT.	-										
CONTINGENCY/PERMITTING	29,746							29,746			
SALES TAX	19,995							19,995			
OTHER/PERMITS	-										
TOTAL	\$ 298,441			\$ -	\$ -	\$ -	\$ -	\$ 298,441	\$ -	\$ -	\$ -

FUNDING SOURCES	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
REET	\$ 25,775							\$ 25,775			
MCI	-										
RCO (unconfirmed)	100,000							100,000			
KCY/SF (unconfirmed)	75,000							75,000			
Park In Lieu	97,666							97,666			
TOTAL	\$ 298,441			\$ -	\$ -	\$ -	\$ -	\$ 298,441	\$ -	\$ -	\$ -

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310.047-XX
PROJECT	Play Area Equipment/Sculpture at Beach Park	PROJECT STATUS:	
		Preliminary Estimate	X
		Plans in Preparation	
		P.S.E. Complete	
LOCATION	22030 Cliff Ave. S.		

JUSTIFICATION:

Beach Park play equipment was removed due to poor location in flood plain and construction area. Des Moines citizens have told City Council that this is a high priority. A new location and project funding must be identified to complete this project.



2015 - 2020 CAPITAL IMPROVEMENT PLAN **Municipal Capital Improvement**

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310.047-594
PROJECT	Park Lifecycle Repair & Replacement Projects	PROJECT STATUS:	
		Preliminary Estimate	X
		Plans in Preparation	
		P.S.E. Complete	

LOCATION City of Des Moines

DESCRIPTION: This project will provide necessary funds to replace play equipment, picnic tables, drinking fountains, lighting fixtures, shelters, benches, pathways, signage and other park amenities as needed due to age, safety regulations, deterioration and/or vandalism. 2014- Steven J Underwood: light bulbs replacement; Field House Park: Resurface Tennis Court. Improve Drainage and Replace Site Furnishings; 2015- Wootton Park: Play Equipment Replacement, Gazebo Replacement; 2016- Provide SJUMP Play Equipment; 2017- Field House Park: Repair Skate Park. This project makes necessary repairs and other improvements to existing parks and playgrounds by providing an ongoing lifecycle fund for equipment and amenity replacement based on priorities from the 2010 Master Plan for Parks, Recreation and Senior Services. Improvements are proposed at Steven J Memorial Park, Beach Park, Wootton Park and Field House Park.

PROPOSED IMPROVEMENTS: Replacement of park system play equipment, picnic tables, drinking fountains, lighting fixtures, shelters, benches, pathways, signage and other park amenities as needed due to age, safety regulations, deterioration and/or vandalism.

EXPENDITURE SCHEDULE												
COST ELEMENTS	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20	
ADMINISTRATION	\$ 15,230			\$ -	\$ -	\$ 1,700	\$ 4,540	\$ 3,790	\$ 1,300	\$ 1,900	\$ 1,900	
PROJ MGT	44,310					7,350	10,110	8,850	6,000	6,000	6,000	
DESIGN/ENG	81,000					12,000	12,000	25,000	10,000	12,000	10,000	
IMPROVEMENTS	923,089			18,139	20,000	113,950	200,000	221,000	100,000	150,000	120,000	
CONTINGENCY	87,275					16,440	17,000	16,485	7,350	15,000	15,000	
SALES TAX	88,760					10,735	19,000	21,025	9,500	14,250	14,250	
PERMITS	16,500					2,500	2,500	4,000	2,500	2,500	2,500	
TOTAL	\$ 1,256,164			\$ 18,139	\$ 20,000	\$ 164,675	\$ 265,250	\$ 300,150	\$ 136,650	\$ 201,650	\$ 169,650	

FUNDING SOURCE	TOTAL	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20	
REET	\$ 290,051			\$ 18,139	\$ 20,000	\$ -	\$ 93,062	\$ 117,200	\$ 61,650	\$ -	\$ -	
Park In Lieu	41,000					-	41,000					
MCI	153,850					24,500	63,600	65,750				
KC Youth Sports	362,676					70,088	67,588		75,000	75,000	75,000	
RCO	187,287					70,087		117,200				
To Be Determined	221,300									126,650	94,650	
TOTAL	\$ 1,256,164			\$ 18,139	\$ 20,000	\$ 164,675	\$ 265,250	\$ 300,150	\$ 136,650	\$ 201,650	\$ 169,650	

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310.047-594
PROJECT	Park Lifecycle Repair & Replacement Projects	PROJECT STATUS:	
		Preliminary Estimate	X
		Plans in Preparation	
		P S.E. Complete	

LOCATION City of Des Moines

JUSTIFICATION:

This project will provide necessary funds to replace play equipment, picnic tables, drinking fountains, shelters, benches, pathways, signage and other park amenities as needed due to age, safety regulations, deterioration and/or vandalism. Staff will provide City Council with the list of required replacement items annually based on most urgent need. 2015- Field House Park: Renovate Tennis Court/Sports Court and install fountains, 2016- Cecil Powell Park Play Area Equipment Replacement and Westwood Park Play Area Equipment repair with ADA access; 2017- Provide SJUMP Play Area Equipment; 2018- Field House Park with ADA Access. Repair Skate Park; 2019- Wootton Park Play Area Equipment Replacement with ADA access and Gazebo Replacement and 2020- Kiddy Park Play Area Equipment Replacement with ADA access. This project makes necessary repairs and other improvements to existing parks and playgrounds by providing an ongoing lifecycle fund for equipment and amenity replacement based on priorities from the 2010 Master Plan for Parks, Recreation and Senior Services. Improvements are proposed at Steven J Memorial Park, Beach Park, Wootton Park and Field House Park.



2015 - 2020 CAPITAL IMPROVEMENT PLAN Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310.046-07
PROJECT	Steven J. Underwood Memorial Park C-3 Parking Lot	PROJECT STATUS:	
LOCATION	21800 20th Avenue South	Preliminary Estimate	X
DESCRIPTION:	Improvements needed to complete Steven J. Underwood Memorial Park (includes Activity Center site), parking lot design, parking lot construction, drainage and signage.	Plans in Preparation	
		P.S.E. Complete	

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
ADMINISTRATION	\$ 3,790									\$ 3,790	
CIP PROJ MANAGEMENT	19,500									19,500	
DESIGN / ENGINEERING	40,000									40,000	
MASTER PLAN	30,000									30,000	
BUILDINGS	-										
IMPROVEMENTS	250,000									250,000	
INSPECTION / PERMITS	20,000									20,000	
CONTINGENCY	17,000									17,000	
SALES TAX	22,250									22,250	
TOTAL	\$ 402,540					\$ -	\$ -	\$ -	\$ -	\$ 402,540	\$ -

FUNDING SOURCE	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
REET1	\$ 40,000									\$ 40,000	
REET2	-										
RCO	-										
Park-in-Lieu	50,000									50,000	
Donations	-										
MCI	88,350									88,350	
FUNDED:	\$ 178,350			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 178,350	\$ -
UNFUNDED:	-										
To Be Determined	\$ 224,190			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 224,190	\$ -

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN

Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310.046-07
PROJECT	Steven J. Underwood Memorial Park C-3 Parking Lot	PROJECT STATUS:	
LOCATION	21800 20th Avenue South	Preliminary Estimate	X
		Plans in Preparation	
		P.S.E. Complete	

JUSTIFICATION: Completion of Steven J. Underwood Memorial Park is a priority 1 need as identified by the 2010 Parks, Recreation and Senior Services Master Plan to include adequate parking and connection to the Activity Center site with park amenities to include a picnicking and play area.



2015 - 2020 CAPITAL IMPROVEMENT PLAN

Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310.047-0X
PROJECT	Park and Playground Repair & Replacement - Parkside Park	PROJECT STATUS:	Preliminary Estimate ☒ X
		Plans in Preparation	☐
		Budget status:	unfunded

LOCATION 25th Ave. S. & S. 244th St.

DESCRIPTION: Parkside Park Improvements include site grading to improve site access, sightlines, safety and security as identified in the 2010 Parks Master Plan. Play equipment and sports court would be relocated in more visible location. May be partially funded by DOE due to ASARCO issues.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
ADMINISTRATION	\$ 10,000					\$ 10,000					
CIP PROJ MGT 1.5	32,500					32,500					
DESIGN / ENGINEERING	52,400					52,400					
LAND	-										
BUILDINGS	-										
IMPROVEMENTS	345,000					345,000					
INSPECTION / PROJ. MGT.	-										
CONTINGENCY	12,624					12,624					
SALES TAX	32,775					32,775					
PERMITS/KC ENVIRONMENT	29,200					29,200					
TOTAL	\$ 514,499				\$ -	\$ 514,499	\$ -	\$ -	\$ -	\$ -	\$ -

FUNDING SOURCES	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
CDBG (Confirmed)	\$ 395,000					\$ 395,000					
REET	-										
DOE (Confirmed)	119,499					119,499					
To Be Determined	-										
Park In Lieu	-										
TOTAL	\$ 514,499				\$ -	\$ 514,499	\$ -	\$ -	\$ -	\$ -	\$ -

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN

Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310.047-0X
PROJECT	Park and Playground Repair & Replacement - Parkside Park	PROJECT STATUS:	
		Preliminary Estimate	X
		Plans in Preparation	
		Budget status:	unfunded
LOCATION	25th Ave. S. & S. 244th St.		

JUSTIFICATION: ADA-compliant walkways and pathways improvements are needed to meet basic safety and security requirements of the City parks system. The 2010 Parks, Recreation, and Senior Services Master Plan identifies these repairs as a priority 2 need and recommends a six-year timeline to make these repairs.



2015 - 2020 CAPITAL IMPROVEMENT PLAN **Municipal Capital Improvement**

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310.700-XX
PROJECT	City Hall Parking Lot Rebuild	PROJECT STATUS:	
		Preliminary Estimate	☒
		Plans in Preparation	
		Budget status	
LOCATION	21630 11th Ave South		
DESCRIPTION:	Total rebuild of the southern and eastern City Hall parking lots.		

EXPENDITURE SCHEDULE												
COST ELEMENTS	TOTAL*	Prior Years	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
ADMINISTRATION	\$ 7,092	\$ 92					\$ 7,000					
CIP PROJ MANAGEMENT	10,500						10,500					
DESIGN / ENGINEERING	12,000						12,000					
LAND	-											
BUILDINGS	-											
IMPROVEMENTS	135,000						135,000					
INSPECTION / PERMITS	7,000						7,000					
CONTINGENCY	4,500						4,500					
SALES TAX	-											
OTHER	-											
TOTAL	\$ 176,092	\$ 92			\$ -	\$ -	\$ 176,000	\$ -	\$ -	\$ -	\$ -	\$ -

FUNDING SOURCES	TOTAL*	Prior Years	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
MCI	92	92					-					
REET	176,000						176,000					
To Be Determined	-											
TOTAL	\$ 176,092	\$ 92				\$ -	\$ 176,000	\$ -	\$ -	\$ -	\$ -	\$ -

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN

Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310.700-XX
PROJECT	City Hall Parking Lot Rebuild	PROJECT STATUS:	
		Preliminary Estimate	X
		Plans in Preparation	
		Budget status	
LOCATION	21530 11th Ave South		

JUSTIFICATION:

A design for these parking lots was completed in 2007. The results of the design were that an overlay would be insufficient to solve the existing degradation. As a result, a total rebuild of these parking lots needs to take place. In addition to rebuilding the parking lots, the existing southern ecology block wall will have to be rebuilt prior to any parking lot construction work. The western parking lots, as well as the ADA ramp retrofits, will be included as part of the City Hall Customer Service Center Project.

SCOPE OF WORK:

Hire a contractor to rebuild the southern retaining wall, and then rebuild the southern and eastern City Hall parking lots.



2015 - 2020 CAPITAL IMPROVEMENT PLAN

Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310,700-XX
PROJECT	City Hall/Engineering Emergency Generator	PROJECT STATUS:	
		Preliminary Estimate	X
		Plans in Preparation	
		P.S.E. Complete	
LOCATION	21630 11th Ave S		
DESCRIPTION:	Install a new 400 Kw optional standby generator behind City Hall to allow City Hall and Engineering to operate during power outages and emergency situations.		

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
ADMINISTRATION	\$ 5,000						\$ 5,000				
CIP PROJ MANAGEMENT	7,500						7,500				
DESIGN / ENGINEERING	30,000						30,000				
LAND	-										
BUILDINGS	-										
IMPROVEMENTS	178,000						178,000				
INSPECTION / PERMITS	7,500						7,500				
CONTINGENCY	-										
SALES TAX	17,500						17,500				
OTHER	-										
TOTAL	\$ 245,500				\$ -	\$ -	\$ 245,500	\$ -	\$ -	\$ -	\$ -
FUNDING SOURCES	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
To Be Determined	\$ -										
MCI	245,500						245,500				
TOTAL	\$ 245,500				\$ -	\$ -	\$ 245,500	\$ -	\$ -	\$ -	\$ -

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN

Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310,700-XX
PROJECT	City Hall/Engineering Emergency Generator	PROJECT STATUS:	
		Preliminary Estimate	X
		Plans in Preparation	
		P.S.E. Complete	
LOCATION	21630 11th Ave S		

JUSTIFICATION: The 2006 winter storm season was rather severe. City Hall and Engineering were not operational at times. This standby generator will help City staff perform their vital functions during emergency conditions and will keep City Hall open to the public.

SCOPE OF WORK: Hire a contractor to install the new generator and perform the necessary electric panel and wire rerouting modifications.



2015 - 2020 CAPITAL IMPROVEMENT PLAN

Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310,702
PROJECT	Activity Center Emergency Generator	PROJECT STATUS:	Preliminary Estimate Plans in Preparation P.S.E. Complete
LOCATION	2045 S 216th St		
DESCRIPTION:	Install a new 100 Kw optional standby generator outside at the Activity Center to allow operations during power outages and emergency situations.		

EXPENDITURE SCHEDULE											
COST ELEMENTS	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
ADMINISTRATION	\$ 5,500			\$ 2,000	\$ 2,000	\$ 3,500					
CIP PROJ MANAGEMENT	5,250					5,250					
DESIGN / ENGINEERING	29,270			14,635	14,635	14,635					
LAND	-										
BUILDINGS	-										
IMPROVEMENTS	64,100					64,100					
INSPECTION / PERMITS	1,800			1,800	1,800						
CONTINGENCY	-										
SALES TAX	6,100					6,100					
OTHER	-										
TOTAL	\$ 112,020			\$ 18,435	\$ 18,435	\$ 93,585					

FUNDING SOURCES	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
To Be Determined	\$ -			\$ -	-	\$ -					
MCI	112,020			18,435	18,435	93,585					
TOTAL	\$ 112,020			\$ 18,435	\$ 18,435	\$ 93,585					

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN

Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310.702
PROJECT	Activity Center Emergency Generator	PROJECT STATUS:	
		Preliminary Estimate	X
		Plans in Preparation	
		P.S.E. Complete	
LOCATION	2045 S 216th St		

JUSTIFICATION: The 2006 winter storm season was rather severe. The Activity Center was not operational at times. This standby generator will allow activities to continue during emergency conditions, and will keep the building open to the public.

SCOPE OF WORK: Hire a contractor to install the new generator and perform the necessary electric panel and wire rerouting modifications.



2015 - 2020 CAPITAL IMPROVEMENT PLAN **Municipal Capital Improvement**

CAPITAL IMPROVEMENT PLAN **REQUEST FORM**

CATEGORY	General Government	PROJECT NO.	310.XXX
PROJECT	Police Department (PD) Storage Building for Seized Property	PROJECT STATUS:	Preliminary Estimate
LOCATION	21650 11th Ave South		X
DESCRIPTION:	Construction of a new building behind the existing City Shop and Engineering offices to store property seized by police actions.		

EXPENDITURE SCHEDULE											
COST ELEMENTS	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
ADMINISTRATION	\$ -						\$ -				
CIP PROJ MANAGEMENT	-										
DESIGN / ENGINEERING	-										
LAND	-										
BUILDINGS	-										
IMPROVEMENTS	404,000									404,000	
INSPECTION / PERMITS	-										
CONTINGENCY	-										
SALES TAX	-										
OTHER	-										
TOTAL	\$ 404,000				\$ -	\$ -	\$ -	\$ -	\$ -	\$ 404,000	\$ -

FUNDING SOURCES	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
REET	\$ -						\$ -				
To Be Determined	404,000									\$ 404,000	
MCI	-										
TOTAL	\$ 404,000				\$ -	\$ -	\$ -	\$ -	\$ -	\$ 404,000	\$ -

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310.XXX
PROJECT	Police Department (PD) Storage Building for Seized Property	PROJECT STATUS:	
		Preliminary Estimate	
		Plans in Preparation	X
		P.S.E. Complete	

LOCATION 21650 11th Ave South

JUSTIFICATION:

Police currently store their seized property in the warehouse behind the City Shop and Engineering offices. This causes other City equipment to be stored elsewhere. This new building will accommodate the PD needs and will allow for better usage of the existing storage building.

SCOPE OF WORK:

Design and construct a new building to house PD seized property.



2015 - 2020 CAPITAL IMPROVEMENT PLAN

Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310.XXX
PROJECT	Sonju Outbuilding Demos and Landscape Restoration	PROJECT STATUS:	
		Preliminary Estimate	X
		Plans in Preparation	
		P.S.E. Complete	

LOCATION	24728 16th Ave S
DESCRIPTION:	Demolish one existing boarded-up outbuilding, haul debris away, and restore landscaping according to park standards. The area will be used for a community garden per the Sonju Park Master Plan.

EXPENDITURE SCHEDULE											
COST ELEMENTS	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
ADMINISTRATION	\$ 1,250										\$ 1,250
CIP PROJ MANAGEMENT	2,950										2,950
DESIGN / ENGINEERING	-										
LAND	-										
BUILDINGS	-										
IMPROVEMENTS	45,000										45,000
INSPECTION / PERMITS	6,500										6,500
CONTINGENCY	-										
SALES TAX	4,300										4,300
OTHER	-										
TOTAL	\$ 60,000				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000

FUNDING SOURCES	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
MCI	\$ -									\$ -	
To Be Determined	60,000										60,000
TOTAL	\$ 60,000				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310,XXX
PROJECT	Sonju Outbuilding Demos and Landscape Restoration	PROJECT STATUS:	
		Preliminary Estimate	X
		Plans in Preparation	
		P.S.E. Complete	
LOCATION	24728 16th Ave S		

JUSTIFICATION: The existing Sonju property guest house has been boarded up for quite some time, and is attractive to transients and other vandalism activities. A liability to the City, they need to be properly demolished and the debris hauled away. Landscaping will be restored according to park standards.

SCOPE OF WORK: Demolish the guest house, haul away the debris, and restore the landscaping.



2015 - 2020 CAPITAL IMPROVEMENT PLAN **Municipal Capital Improvement**

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310,056
PROJECT	Marina District Banners and Civic Readerboards	PROJECT STATUS:	
		Preliminary Estimate	X
		Plans in Preparation	
		P.S.E. Complete	

LOCATION Kent/Des Moines Road at Pacific Highway, Marina District at MVDS and S. 216th at Activity Center

DESCRIPTION: Civic Readerboards and Marina District Banners to improve citizen communications, create a sense of place and promote Des Moines as a destination. Projects to be supported with sponsorships and grants. 2014- request is for final \$3,500 sign cost and \$3,500 installation cost.

EXPENDITURE SCHEDULE											
COST ELEMENTS	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
ADMINISTRATION	\$ 24		\$ 24		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CIP PROJ MGT	-										
DESIGN/ENGINEERING											
MARINA DISTRICT BANNERS	17,287		2,306	2,981	6,000	6,000	6,000				
CIVIC READERBOARDS-3	73,003			23,003	23,000	25,000	25,000				
IMPROVEMENTS											
INSPECTION/PERMITS	-										
CONTINGENCY	-										
SALES TAX	-										
OTHER	-										
TOTAL	\$ 90,314		\$ 2,330	\$ 25,984	\$ 29,000	\$ 31,000	\$ 31,000	\$ -	\$ -	\$ -	\$ -

FUNDING SOURCES	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
MCI	\$ 18,330		\$ 2,330	\$ 6,384	\$ 16,000	\$ 9,616	\$ -	\$ -	\$ -	\$ -	\$ -
TBD-Outside Funding	71,984			19,600	13,000	21,384	31,000				
TOTAL	\$ 90,314		\$ 2,330	\$ 25,984	\$ 29,000	\$ 31,000	\$ 31,000	\$ -	\$ -	\$ -	\$ -

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN
Municipal Capital Improvement

**CAPITAL IMPROVEMENT PLAN
REQUEST FORM**

CATEGORY	General Government	PROJECT NO.	310.056
PROJECT	Marina District Banners and Civic Readerboards	PROJECT STATUS:	
		Preliminary Estimate	X
		Plans in Preparation	
		P.S.E. Complete	
LOCATION	Kent/Des Moines Road at Pacific Highway, Marina District at MVDS and S. 216th at Activity Center		

JUSTIFICATION: Civic Readerboards and Marina District Banners to improve citizen communications, create a sense of place and promote Des Moines as a destination.



2015 - 2020 CAPITAL IMPROVEMENT PLAN

Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310.701
PROJECT	Keyless Entry Systems	PROJECT STATUS:	
		Preliminary Estimate	X
		Plans in Preparation	
		P.S.E. Complete	

LOCATION City Hall -- 21630 11th Ave S

DESCRIPTION: Install new keyless entry systems at City Hall.

EXPENDITURE SCHEDULE											
COST ELEMENTS	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
ADMINISTRATION	\$ 2,150			\$ 2,150	\$ 2,150						
CIP PROJ MANAGEMENT	3,200			3,200	3,200						
DESIGN / ENGINEERING	-										
LAND	-										
BUILDINGS	-										
IMPROVEMENTS	39,000			39,000	39,000						
INSPECTION / PERMITS	-										
CONTINGENCY	5,000			5,000	5,000						
SALES TAX	3,710			3,710	3,710						
OTHER	-										
TOTAL	\$ 53,060			\$ 53,060	\$ 53,060	\$ -					

FUNDING SOURCES	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
To Be Determined	\$ -			\$ -	\$ -						
MCI	53,060			53,060	53,060						
TOTAL	\$ 53,060			\$ 53,060	\$ 53,060	\$ -					

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN

Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310.701
PROJECT	Keyless Entry Systems	PROJECT STATUS:	
		Preliminary Estimate	X
		Plans in Preparation	
		P.S.E. Complete	
LOCATION	City Hall -- 21630 11th Ave S		

JUSTIFICATION: Security and keying over the years has become unmanageable. There are too many lost, non-returned, or misplaced keys floating around. We need to re-key the buildings to make them more secure, and prevent unwanted entry.

SCOPE OF WORK: Hire a locksmith contractor to install the new keyless entry controllers and associated door hardware within the entire City Hall complex (Suites A-D).



2015 - 2020 CAPITAL IMPROVEMENT PLAN

Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310.703
PROJECT	Activity Center Floor Repair	PROJECT STATUS:	
		Preliminary Estimate	X
		Plans in Preparation	
		P.S.E. Complete	
LOCATION	2045 S 216th St		

DESCRIPTION: Repair the damaged wood floor at the Activity Center, if necessary. Areas of the floor were lifting due to ground moisture. We performed some temporary repairs in 2014, and they appeared to resolve the issue. We are continuing to monitor the floor, and may need to perform repairs in 2015.

EXPENDITURE SCHEDULE											
COST ELEMENTS	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
ADMINISTRATION	\$ -			\$ -	-						
CIP PROJ MANAGEMENT	1,046					1,046					
DESIGN / ENGINEERING	-										
LAND	-										
BUILDINGS	-										
IMPROVEMENTS/REPAIR	21,875			1,875	1,875	20,000					
INSPECTION / PERMITS	-										
CONTINGENCY	-										
SALES TAX	2,079			179	179	1,900					
OTHER	-										
TOTAL	\$ 25,000			\$ 2,054	\$ 2,054	\$ 22,946	\$ -	\$ -	\$ -	\$ -	\$ -

FUNDING SOURCES	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
To Be Determined	\$ -			\$ -	-						
REET	25,000			2,054	2,054	22,946					
MCI	-										
TOTAL	\$ 25,000			\$ 2,054	\$ 2,054	\$ 22,946	\$ -	\$ -	\$ -	\$ -	\$ -

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN
Municipal Capital Improvement

**CAPITAL IMPROVEMENT PLAN
REQUEST FORM**

CATEGORY	General Government	PROJECT NO.	310.703
PROJECT	Activity Center Floor Repair	PROJECT STATUS:	
		Preliminary Estimate	X
		Plans in Preparation	
		P.S.E. Complete	
LOCATION	2045 S 216th St		

JUSTIFICATION: This floor repair will improve facility safety and will keep the building open to the public.

SCOPE OF WORK: Hire a contractor to make floor repairs.



2015 - 2020 CAPITAL IMPROVEMENT PLAN **Municipal Capital Improvement**

CAPITAL IMPROVEMENT PLAN **REQUEST FORM**

CATEGORY	General Government	PROJECT NO.	310.049-01
PROJECT	Activity Center Future Expansion Project	PROJECT STATUS:	
LOCATION	2045 South 216th Street	Preliminary Estimate	X
DESCRIPTION:	This project includes 7,000 sq. ft. expansion for a fitness room, health room, multi-purpose room, restrooms, storage, and office space for recreation staff.	Plans in Preparation	
		P.S.E. Complete	

EXPENDITURE SCHEDULE											
COST ELEMENTS	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est.	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
ADMINISTRATION	\$ 39,000										\$ 39,000
CIP PROJ MGT 1%	39,000										39,000
DESIGN / ENGINEERING	420,000										420,000
BUILDINGS	2,450,000										2,450,000
IMPROVEMENTS	300,000										300,000
Construction Mgt/Proj Mgt	120,000										120,000
CONTINGENCY	300,000										300,000
SALES TAX	261,250										261,250
OTHER-PERMITS	40,000										40,000
Equipment	50,000										50,000
TOTAL	\$ 4,019,250				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,019,250

FUNDING SOURCES	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
MCI	\$ -										\$ -
Bond Proceeds	3,019,250										3,019,250
REET	250,000										250,000
CDBG	500,000										500,000
To Be Determined	250,000										250,000
TOTAL	\$ 4,019,250				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,019,250

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN
Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM	
CATEGORY	General Government
PROJECT	Activity Center Future Expansion Project
LOCATION	2045 South 216th Street
PROJECT NO.	310.049-01
PROJECT STATUS:	
Preliminary Estimate	X
Plans in Preparation	
P.S.E. Complete	

JUSTIFICATION:

Activity Center improvements are needed to provide for basic service needs planned for the Community/Senior Center. Senior Services programs are limited due to available space at the existing 7,000 sq. ft. Activity Center. An addition of approximately 7,000 sq. ft. will provide space for additional senior services, youth after school and community programs as proposed in the first phase of the Community Center project. It is anticipated that with the remodel of the Activity Center, the Community Center project will not be pursued. Project funding is proposed from Bond proceeds, REET, and CDBG funds.



2015 - 2020 CAPITAL IMPROVEMENT PLAN

Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310.XXX-XX
PROJECT	Midway Park Expansion; Land Acquisition & Development	PROJECT STATUS:	Preliminary Estimate Plans in Preparation P.S.E. Complete
LOCATION	2900 S. 221st Street		
DESCRIPTION:	Park Land Acquisition: Acquisition of two of four lots on west side of park and development of park expansion to West. (See Pacific Ridge Prototype Park.)		

EXPENDITURE SCHEDULE											
COST ELEMENTS	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
ADMINISTRATION	\$ 10,000										\$ 10,000
PROJECT MANAGER	10,000										10,000
DESIGN/ENG	-										
LAND	1,000,000										1,000,000
BUILDINGS	-										
IMPROVEMENTS	-										
INSPECTION	-										
CONTINGENCY	-										
SALES TAX	-										
OTHER	-										
TOTAL	\$ 1,020,000				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,020,000

FUNDING SOURCE	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
To Be Determined	\$ 1,020,000										\$ 1,020,000
MCI	-										
Park Fee In Lieu	-										
TOTAL	\$ 1,020,000				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,020,000

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN

Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM		PROJECT NO.	310.XXX-XX
CATEGORY	General Government	PROJECT STATUS:	
PROJECT	Midway Park Expansion, Land Acquisition & Development	Preliminary Estimate	X
LOCATION	2900 S. 221st Street	Plans in Preparation	
		P.S.E. Complete	

JUSTIFICATION: Land acquisition to expand park to the west and improvements as identified in the Parks, Recreation and Senior Services Master Plan (Pacific Ridge Prototype Park): park lighting, pathway improvements, picnicking, play area and parking.



2015 - 2020 CAPITAL IMPROVEMENT PLAN **Municipal Capital Improvement**

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310.046-XX
PROJECT	Steven J. Underwood Memorial Park - PH 4	PROJECT STATUS:	
LOCATION	21800 20th Avenue South	Preliminary Estimate	X
DESCRIPTION:	Improvements needed to complete Steven J. Underwood Memorial Park: 2017 & beyond- soccer field and field lighting and parking area.		
		Plans in Preparation	
		P.S.E. Complete	

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
ADMINISTRATION	\$ 12,500									\$ 12,500	
CIP PROJ MANAGEMENT	12,500									12,500	
DESIGN / ENGINEERING	150,000									150,000	
LAND	-										
BUILDINGS	-										
IMPROVEMENTS	1,000,000									1,000,000	
INSPECTION / PERMITS	50,000									50,000	
CONTINGENCY	98,000									98,000	
SALES TAX	95,000									95,000	
TOTAL	\$ 1,418,000				\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,418,000	\$ -

FUNDING SOURCE	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
RCO (unconfirmed)	\$ 500,000									\$ 500,000	
MCI	-									-	
Contributions	-										
Legacy Foundation	-										
To Be Determined	818,000									818,000	
REET	50,000									50,000	
Park-in-Lieu	50,000									50,000	
TOTAL	\$ 1,418,000				\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,418,000	\$ -

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN
Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310.046-XX
PROJECT	Steven J. Underwood Memorial Park - PH 4	PROJECT STATUS:	
LOCATION	21800 20th Avenue South	Preliminary Estimate	X
		Plans in Preparation	
		P.S.E. Complete	

JUSTIFICATION:

Completion of Steven J. Underwood Memorial Park is a priority one need as identified by the 2010 Parks, Recreation and Senior Services Master Plan to include adequate parking and a field turf soccer field with lights.



2015 - 2020 CAPITAL IMPROVEMENT PLAN

Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310.XXX
PROJECT	South Des Moines Park Acquisition	Project Type:	
		Council Goals met:	
		Council Objectives met:	
		Project Status	

LOCATION

Acquisition of park land to serve the south Des Moines recreational needs identified as a Priority 1 project in the 2010 Parks and Recreation Master Plan.

DESCRIPTION:

EXPENDITURE SCHEDULE											
COST ELEMENTS	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
ADMIN (CITY STAFF)	\$ 20,000										\$ 20,000
CIP PROJ MANAGEMENT	20,000										20,000
DESIGN / ENGINEERING	-										
LAND	2,000,000										2,000,000
BUILDINGS	-										
IMPROVEMENTS	-										
INSPECTION	10,000										10,000
CONTINGENCY	-										
SALES TAX	-										
OTHER	-										
TOTAL	\$ 2,050,000			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,050,000

FUNDING SOURCES	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
To Be Determined	\$ 1,000,000										\$ 1,000,000
RCO (unconfirmed)	1,000,000										1,000,000
Impact Fees	50,000										50,000
TOTAL	\$ 2,050,000										

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN

Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310.XXX
PROJECT	South Des Moines Park Acquisition	Project Type:	
LOCATION		Council Goals met:	
		Council Objectives met:	
		Project Status	

JUSTIFICATION: South Des Moines has very few active recreational opportunities for citizens. This project proposes acquisition of land for the purpose of developing a community park to serve greater Des Moines and the South Des Moines, Zenith, Woodmont West and Woodmont East and Redondo planning areas.

SCOPE OF WORK: Acquisition of Land.



2015 - 2020 CAPITAL IMPROVEMENT PLAN **Municipal Capital Improvement**

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	310.059
PROGRAM		PROJECT STATUS:	
PROJECT	Beach Park Pay Parking Stations	Preliminary Estimate	
		Plans in Preparation	
		P.S.E. Complete	

LOCATION	Parking Lots
DESCRIPTION:	

EXPENDITURE SCHEDULE										
COST ELEMENTS	TOTAL*	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
ADMINISTRATION	\$ -			\$ -	-					
DESIGN/ENG	-									
BUILDINGS	-									
IMPROVEMENTS	40,000			40,000	40,000					
CONST MGMT	-									
CONTINGENCY	-									
SALES TAX	-									
OTHER	-									
PERMITS	-									
TOTAL	\$ 40,000			\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -

FUNDING SOURCE	TOTAL*	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
	\$ -			\$ -	-					
MCI	40,000			40,000	40,000					
	-									
	-									
TOTAL	\$ 40,000			\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY PROGRAM PROJECT	General Government	PROJECT NO.	310.059
	Beach Park Pay Parking Stations	PROJECT STATUS:	
		Preliminary Estimate	
		Plans in Preparation	
LOCATION	Parking Lots	P.S.E. Complete	

JUSTIFICATION:

At a regular Council Meeting in October 2012, the City Council directed the staff to develop a program to address the issues of inappropriate behavior and low-level criminal activity in the Marina parking lots and the Des Moines Beach Park. This Project is Phase 1 of that effort and it will provide six parking pay stations for the Marina and two parking pay stations at the Beach Park along with a "pay-by-space" parking system with a parking enforcement and management plan.



2015 - 2020 CAPITAL IMPROVEMENT PLAN **Municipal Capital Improvement**

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	
PROJECT	New Roof with Fall Protection at the Field House	PROJECT STATUS:	
LOCATION	Field House -- 1000 S 220th St	Preliminary Estimate	X
		Plans in Preparation	
		P.S.E. Complete	

DESCRIPTION: Install a new roof with fall protection at the Field House.

EXPENDITURE SCHEDULE										
COST ELEMENTS	TOTAL*	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
ADMINISTRATION	\$ 2,250					\$ 2,250				
CIP PROJ MANAGEMENT	3,500					3,500				
DESIGN / ENGINEERING	-									
LAND	-									
BUILDINGS	-									
IMPROVEMENTS	75,000					75,000				
INSPECTION / PERMITS	9,000					9,000				
CONTINGENCY	13,050					13,050				
SALES TAX	7,200					7,200				
OTHER	-									
TOTAL	\$ 110,000					\$ 110,000				

FUNDING SOURCES	TOTAL*	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
To Be Determined	\$ -					\$ -				
MCI	110,000					110,000				
TOTAL	\$ 110,000					\$ 110,000				

*Excludes FY 14 Amd

JUSTIFICATION: The existing cedar shake roof is old and deteriorating, and growing quite a bit of moss. We need to replace the roof to prevent water intrusion into the building, and further interior damage.

SCOPE OF WORK: Hire a contractor to install the new roof.



2015 - 2020 CAPITAL IMPROVEMENT PLAN **Municipal Capital Improvement**

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	
PROJECT	Walkway Canopy Repair at City Hall	PROJECT STATUS:	
		Preliminary Estimate	X
		Plans in Preparation	
		P.S.E. Complete	
LOCATION	City Hall -- 21630 11th Ave S		

DESCRIPTION: Perform repairs to the existing walkway canopy at City Hall.

EXPENDITURE SCHEDULE										
COST ELEMENTS	TOTAL*	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
ADMINISTRATION	\$ 1,050						\$ 1,050			
CIP PROJ MANAGEMENT	2,100						2,100			
DESIGN / ENGINEERING	-									
LAND	-									
BUILDINGS	-									
IMPROVEMENTS	38,000						38,000			
INSPECTION / PERMITS	4,200						4,200			
CONTINGENCY	-									
SALES TAX	3,650						3,650			
OTHER	-									
TOTAL	\$ 49,000						\$ 49,000			

FUNDING SOURCES	TOTAL*	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
To Be Determined	\$ -									
MCI	49,000						49,000			
TOTAL	\$ 49,000						\$ 49,000			

*Excludes FY 14 Amd

JUSTIFICATION: The existing walkway canopy has some structural defects that need to be repaired.

SCOPE OF WORK: Hire a contractor to perform the necessary structural upgrades to the walkway canopy.



2015 - 2020 CAPITAL IMPROVEMENT PLAN
Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY	General Government	PROJECT NO.	
PROJECT	Des Moines Beach Park Carlson House	PROJECT STATUS:	
LOCATION	22030 Cliff Avenue South	Preliminary Estimate	
DESCRIPTION:	Rehabilitation of the Carlson House includes repair of interior and exterior finishes, new doors and windows, new deck and railing new plumbing and fixtures. Work will take place when funds are available.	Plans in Preparation	
		P.S.E. Complete	

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
ADMINISTRATION	\$ 1,700						\$ 1,700				
CIP PROJ MANAGEMENT	9,191						9,191				
DESIGN / ENGINEERING	25,181						25,181				
SURVEY	1,000						1,000				
BUILDINGS	167,879						167,879				
BERM IMPROVEMENTS	-										
PROJECT ADMIN. (CONST.)	16,788						16,788				
CONTINGENCY/Permitting	33,576						33,576				
SALES TAX	15,948						15,948				
PERMITS & OTHERS	-										
EQUIPMENT	-										
TOTAL	\$ 271,263				\$ -	\$ -	\$ 271,263	\$ -	\$ -	\$ -	\$ -
FUNDING SOURCES	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
To Be Determined	\$ 271,263						\$ 271,263				
	-										
	-										
	-										
	-										
TOTAL	\$ 271,263				\$ -	\$ -	\$ 271,263	\$ -	\$ -	\$ -	\$ -

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	
PROJECT	Des Moines Beach Park Carlson House	PROJECT STATUS:	
LOCATION	22030 Cliff Avenue South	Preliminary Estimate	
		Plans in Preparation	
		P.S.E. Complete	

JUSTIFICATION:

Des Moines Beach Park is listed on the State and National Historic Register. Expert analysis was completed in 2004 regarding prioritized and phased rehabilitation of the park's assets. Rehabilitation of the following buildings is proposed: Auditorium (1957), Dining Hall (1934), Picnic Shelter (1924), Sun Home Lodge (1934), Caretaker's Cabin (1935), Workshop/Bath House (1945), and Founder's Lodge (1970). The Sun Home Lodge is in desperate need of life and safety repairs for its continued use as a recreation facility. Funds are not available at this time to provide for the rehabilitation work necessary for public use.



2015 - 2020 CAPITAL IMPROVEMENT PLAN Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	
PROJECT	Des Moines Beach Park Turf Repair and Irrigation Projects	PROJECT STATUS:	
LOCATION		Preliminary Estimate	
DESCRIPTION:	Repair meadow and promontory area turf and replace irrigation systems to meet public use demands.	Plans in Preparation	
		P.S.E. Complete	

EXPENDITURE SCHEDULE												
COST ELEMENTS	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20	
ADMINISTRATION	\$ 1,300						\$ 1,300					
CIP PROJ MANAGEMENT	6,500						6,500					
DESIGN / ENGINEERING	-											
SURVEY	-											
BUILDINGS	130,000						130,000					
BERM IMPROVEMENTS	-											
PROJECT ADMIN. (CONST.)	12,350						12,350					
CONTINGENCY	-											
SALES TAX	-											
PERMITS & OTHERS	-											
EQUIPMENT	-											
TOTAL	\$ 150,150				\$ -	\$ -	\$ 150,150	\$ -	\$ -	\$ -	\$ -	

FUNDING SOURCES	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
REET	\$ -						\$ -				
MCI	-										
To Be Determined	150,150						150,150				
	-										
	-										
	-										
TOTAL	\$ 150,150				\$ -	\$ -	\$ 150,150	\$ -	\$ -	\$ -	\$ -

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN
Municipal Capital Improvement

**CAPITAL IMPROVEMENT PLAN
REQUEST FORM**

CATEGORY	General Government	PROJECT NO.	
PROJECT	Des Moines Beach Park Turf Repair and Irrigation Projects	PROJECT STATUS:	
LOCATION		Preliminary Estimate	
		Plans in Preparation	
		P.S.E. Complete	

JUSTIFICATION:

Des Moines Beach Park is listed on the State and National Historic Register. Expert analysis was completed in 2004 regarding prioritized and phased rehabilitation of the park's assets. Rehabilitation of the following buildings is proposed: Auditorium (1957), Dining Hall (1934), Sun Home Lodge (1934), Picnic Shelter (1924), Sun Home Lodge (1934), Caretaker's Cabin (1935), Workshop/Bath House (1945), and Founder's Lodge (1970). The Sun Home Lodge is in desperate need of life and safety repairs for its continued use as a recreation facility. Funds are not available at this time to provide for the rehabilitation work necessary for public use.



2015 - 2020 CAPITAL IMPROVEMENT PLAN
Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY	General Government	PROJECT NO.	
PROJECT	Des Moines Beach Park Roadside Cabin	PROJECT STATUS:	
LOCATION	22030 Cliff Avenue South	Preliminary Estimate	
DESCRIPTION:	Rehabilitation of the Roadside Cabin includes repair of interior and exterior finishes, new doors and windows, new porch and flooring, drainage and electrical. Work will take place when funds are available.	Plans in Preparation	
		P.S.E. Complete	

EXPENDITURE SCHEDULE											
COST ELEMENTS	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
ADMINISTRATION	\$ 540						\$ 540				
CIP PROJ MANAGEMENT	2,710						2,710				
DESIGN / ENGINEERING	8,129						8,129				
SURVEY	1,000						1,000				
BUILDINGS	54,193						54,193				
BERM IMPROVEMENTS	-										
PROJECT ADMIN. (CONST.)	3,000						3,000				
CONTINGENCY/PERMITTING	10,800						10,800				
SALES TAX	5,148						5,148				
PERMITS & OTHERS	-										
EQUIPMENT	-										
TOTAL	\$ 85,520			\$ -	\$ -	\$ -	\$ 85,520	\$ -	\$ -	\$ -	\$ -

FUNDING SOURCES	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
REET	\$ -						\$ -				
MCI	-										
To Be Determined	85,520						85,520				
	-										
	-										
	-										
TOTAL	\$ 85,520				\$ -	\$ -	\$ 85,520	\$ -	\$ -	\$ -	\$ -

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN **Municipal Capital Improvement**

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	
PROJECT	Des Moines Beach Park Roadside Cabin	PROJECT STATUS:	
LOCATION	22030 Cliff Avenue South	Preliminary Estimate	
		Plans in Preparation	
		P.S.E., Complete	

JUSTIFICATION:

Des Moines Beach Park is listed on the State and National Historic Register. Expert analysis was completed in 2004 regarding prioritized and phased rehabilitation of the park's assets. Rehabilitation of the following buildings is proposed: Auditorium (1957), Dining Hall (1934), Picnic Shelter (1924), Sun Home Lodge (1934), Caretaker's Cabin (1935), Workshop/Bath House (1945), and Founder's Lodge (1970). The Sun Home Lodge is in desperate need of life and safety repairs for its continued use as a recreation facility. Funds are not available at this time to provide for the rehabilitation work necessary for public use.



2015 - 2020 CAPITAL IMPROVEMENT PLAN Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	
PROJECT	Des Moines Beach Park Roadway and Parking Overlays	PROJECT STATUS:	
LOCATION	22030 Cliff Avenue South	Preliminary Estimate	
DESCRIPTION:	Repair and overlay the Beach Park roadways damaged due to years of heavy construction use and flooding.	Plans in Preparation	
		P.S.E. Complete	

EXPENDITURE SCHEDULE											
COST ELEMENTS	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
ADMINISTRATION	\$ 1,750						\$ 1,750				
CIP PROJ MANAGEMENT	8,750						8,750				
DESIGN / ENGINEERING	5,000						5,000				
SURVEY	-										
BUILDINGS	175,000						175,000				
BERM IMPROVEMENTS	-										
PROJECT ADMIN. (CONST.)	5,000						5,000				
CONTINGENCY	15,000						15,000				
SALES TAX	16,625						16,625				
PERMITS & OTHERS	-										
EQUIPMENT	-										
TOTAL	\$ 227,125			\$ -	\$ -	\$ -	\$ 227,125	\$ -	\$ -	\$ -	\$ -

FUNDING SOURCES	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
REET	\$ -						\$ -				
MCI	-										
To Be Determined	227,125						227,125				
Bonds	-										
	-										
	-										
TOTAL	\$ 227,125			\$ -	\$ -	\$ -	\$ 227,125	\$ -	\$ -	\$ -	\$ -

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	
PROJECT	Des Moines Beach Park Roadway and Parking Overlays	PROJECT STATUS:	
LOCATION	22030 Cliff Avenue South	Preliminary Estimate	
		Plans in Preparation	
		P.S.E. Complete	

JUSTIFICATION:

Des Moines Beach Park is listed on the State and National Historic Register. Expert analysis was completed in 2004 regarding prioritized and phased rehabilitation of the park's assets. Rehabilitation of the following buildings is proposed: Auditorium (1957), Dining Hall (1934), Picnic Shelter (1924), Sun Home Lodge (1934), Caretaker's Cabin (1935), Workshop/Bath House (1945), and Founder's Lodge (1970). The Sun Home Lodge is in desperate need of life and safety repairs for its continued use as a recreation facility. Funds are not available at this time to provide for the rehabilitation work necessary for public use.



2015 - 2020 CAPITAL IMPROVEMENT PLAN
Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY	General Government	PROJECT NO.	
PROJECT	Des Moines Beach Park Sports Cabin	PROJECT STATUS:	
LOCATION	22030 Cliff Avenue South	Preliminary Estimate	
DESCRIPTION:	Rehabilitation of the Roadside Cabin includes repair of interior and exterior finishes, new doors and windows, new platform/porch and stairs, drainage and electrical. Work will take place when funds are available.	Plans in Preparation	
		P.S.E. Complete	

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
ADMINISTRATION	\$ 422						\$ 422				
CIP PROJ MANAGEMENT	2,112						2,112				
DESIGN / ENGINEERING	6,335						6,335				
SURVEY	1,000						1,000				
BUILDINGS	42,231						42,231				
BERM IMPROVEMENTS	-										
PROJECT ADMIN. (CONST.)	2,000						2,000				
CONTINGENCY/PERMITTING	8,400						8,400				
SALES TAX	4,012						4,012				
PERMITS & OTHERS	-										
EQUIPMENT	-										
TOTAL	\$ 66,512				\$ -	\$ -	\$ 66,512	\$ -	\$ -	\$ -	\$ -

FUNDING SOURCES	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
REET	\$ -						\$ -				
MCI	-										
To Be Determined	66,512						66,512				
Bonds	-										
	-										
	-										
	-										
TOTAL	\$ 66,512				\$ -	\$ -	\$ 66,512	\$ -	\$ -	\$ -	\$ -

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	
PROJECT	Des Moines Beach Park Sports Cabin	PROJECT STATUS:	
LOCATION	22030 Cliff Avenue South	Preliminary Estimate	
		Plans in Preparation	
		P.S.E. Complete	

JUSTIFICATION:

Des Moines Beach Park is listed on the State and National Historic Register. Expert analysis was completed in 2004 regarding prioritized and phased rehabilitation of the park's assets. Rehabilitation of the following buildings is proposed: Auditorium (1957), Dining Hall (1934), Picnic Shelter (1924), Sun Home Lodge (1934), Caretaker's Cabin (1935), Workshop/Bath House (1945), and Founder's Lodge (1970). The Sun Home Lodge is in desperate need of life and safety repairs for its continued use as a recreation facility. Funds are not available at this time to provide for the rehabilitation work necessary for public use.



2015 - 2020 CAPITAL IMPROVEMENT PLAN Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	
PROJECT	Des Moines Beach Park Utilities	PROJECT STATUS:	Preliminary Estimate
LOCATION	22030 Cliff Avenue South		Plans in Preparation
DESCRIPTION:	Installation of new underground utilities is needed to serve the Des Moines Beach Park Historic District facilities. Work will be completed when funds are available.		

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
ADMINISTRATION	\$ 1,500						\$ 1,500				
CIP PROJ MANAGEMENT	5,500						5,500				
DESIGN / ENGINEERING	5,500						5,500				
SURVEY	2,000						2,000				
IMPROVEMENTS	110,000						110,000				
BERM IMPROVEMENTS	-										
PROJECT ADMIN. (CONST.)	-										
CONTINGENCY/PERMITTING	16,550						16,550				
SALES TAX	10,450						10,450				
PERMITS & OTHERS	-										
EQUIPMENT	-										
TOTAL	\$ 151,500				\$ -	\$ -	\$ 151,500	\$ -	\$ -	\$ -	\$ -

FUNDING SOURCES	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
REET	\$ -						\$ -				
MCI	-										
To Be Determined	151,500						151,500				
Bonds	-										
	-										
	-										
	-										
	-										
TOTAL	\$ 151,500				\$ -	\$ -	\$ 151,500	\$ -	\$ -	\$ -	\$ -

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	
PROJECT	Des Moines Beach Park Utilities	PROJECT STATUS:	
LOCATION	22030 Cliff Avenue South	Preliminary Estimate	
		Plans in Preparation	
		P.S.E. Complete	

JUSTIFICATION: Des Moines Beach Park is listed on the State and National Historic Register. Expert analysis was completed in 2004 regarding prioritized and phased rehabilitation of the park's assets. Rehabilitation of the following buildings is proposed: Auditorium (1957), Dining Hall (1934), Picnic Shelter (1924), Sun Home Lodge (1934), Caretaker's Cabin (1935), Workshop/Bath House (1945), and Founder's Lodge (1970). The Sun Home Lodge is in desperate need of life and safety repairs for its continued use as a recreation facility. Funds are not available at this time to provide for the rehabilitation work necessary for public use.



2015 - 2020 CAPITAL IMPROVEMENT PLAN **Municipal Capital Improvement**

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	
PROJECT	Des Moines Beach Park Wooden Bridge	PROJECT STATUS:	
LOCATION	22030 Cliff Avenue South	Preliminary Estimate	
DESCRIPTION:	Replace the wooden bridge that crosses the Des Moines Creek adjacent to the Des Moines Creek Trail Entrance to preserve the historical use of this upland area for day use and a place to go for a picnic.	Plans in Preparation	
		P.S.E. Complete	

EXPENDITURE SCHEDULE												
COST ELEMENTS	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20	
ADMINISTRATION	\$ 300						\$ 300					
CIP PROJ MANAGEMENT	1,500						1,500					
DESIGN / ENGINEERING	2,000						2,000					
SURVEY	1,000						1,000					
BUILDINGS	30,000						30,000					
BERM IMPROVEMENTS	-											
PROJECT ADMIN. (CONST.)	-											
CONTINGENCY/PERMITTING	12,650						12,650					
SALES TAX	2,850						2,850					
PERMITS & OTHERS	-											
EQUIPMENT	-											
TOTAL	\$ 50,300			\$	-	\$	50,300	\$	-	\$	-	

FUNDING SOURCES	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
To Be Determined	\$ 50,300						\$ 50,300				
Bonds	-										
MCI	-										
	-										
	-										
	-										
TOTAL	\$ 50,300				\$ -	\$ -	\$ 50,300	\$ -	\$ -	\$ -	\$ -

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN
Municipal Capital Improvement

**CAPITAL IMPROVEMENT PLAN
REQUEST FORM**

CATEGORY	General Government	PROJECT NO.	_____
PROJECT	Des Moines Beach Park Wooden Bridge	PROJECT STATUS:	_____
LOCATION	22030 Cliff Avenue South	Preliminary Estimate	_____
		Plans in Preparation	_____
		P.S.E. Complete	_____

JUSTIFICATION:

Des Moines Beach Park is listed on the State and National Historic Register. Expert analysis was completed in 2004 regarding prioritized and phased rehabilitation of the park's assets. Rehabilitation of the following buildings is proposed: Auditorium (1957), Dining Hall (1934), Picnic Shelter (1924), Sun Home Lodge (1934), Caretaker's Cabin (1935), Workshop/Bath House (1945), and Founder's Lodge (1970). The Sun Home Lodge is in desperate need of life and safety repairs for its continued use as a recreation facility. Funds are not available at this time to provide for the rehabilitation work necessary for public use.



2015 - 2020 CAPITAL IMPROVEMENT PLAN Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY

General Government

PROJECT

Des Moines Beach Park Caretakers Cabin

LOCATION

PROJECT NO.

PROJECT STATUS:

Preliminary Estimate

Plans in Preparation

P.S.E. Complete

DESCRIPTION:

Rehabilitation of the Caretakers Cabin includes repair of interior and exterior finishes, new doors and windows, bathroom and kitchen fixtures and appliances, new porch decking and stairs and drainage. Work will take place when funds are available.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
ADMINISTRATION	\$ 500						\$ 500				
CIP PROJ MANAGEMENT	2,505						2,505				
DESIGN / ENGINEERING	7,514						7,514				
SURVEY	-										
BUILDINGS	50,094						50,094				
BERM IMPROVEMENTS	-										
PROJECT ADMIN. (CONST.)	2,500						2,500				
CONTINGENCY/PERMITTING	10,018						10,018				
SALES TAX	4,759						4,759				
PERMITS & OTHERS	-										
EQUIPMENT	-										
TOTAL	\$ 77,890				\$ -	\$ -	\$ 77,890	\$ -	\$ -	\$ -	\$ -

FUNDING SOURCES	TOTAL*	FY 12 Act	FY 13 Act	FY 14 Est	FY 14 Amd	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20
REET	\$ -						\$ -				
MCI	-										
To Be Determined	77,890						77,890				
Bonds	-										
	-										
	-										
TOTAL	\$ 77,890				\$ -	\$ -	\$ 77,890	\$ -	\$ -	\$ -	\$ -

*Excludes FY 14 Amd



2015 - 2020 CAPITAL IMPROVEMENT PLAN Municipal Capital Improvement

CAPITAL IMPROVEMENT PLAN REQUEST FORM

CATEGORY	General Government	PROJECT NO.	
PROJECT	Des Moines Beach Park Caretakers Cabin	PROJECT STATUS:	
LOCATION		Preliminary Estimate	
		Plans in Preparation	
		P.S.E. Complete	

JUSTIFICATION:

Des Moines Beach Park is listed on the State and National Historic Register. Expert analysis was completed in 2004 regarding prioritized and phased rehabilitation of the park's assets. Rehabilitation of the following buildings is proposed: Auditorium (1957), Dining Hall (1934), Picnic Shelter (1924), Sun Home Lodge (1935), Caretaker's Cabin (1934), Workshop/Bath House (1945), and Founder's Lodge (1970). The Sun Home Lodge is in desperate need of life and safety repairs for its continued use as a recreation facility. Funds are not available at this time to provide for the rehabilitation work necessary for public use.

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