STUDY SESSION DES MOINES CITY COUNCIL - November 7, 2002 - 7:30 p.m.

PLEDGE OF ALLEGIANCE TO THE FLAG

attendance all present - Peterson absent excused

ROLL CALL

DISCUSSION ITEMS:	DISCUSSION LEADER:	GOAL:	EST. TIME:
1. Improvements to Midway Park	Park & Recreation Director	Discussion/Direction	15 Minutes
2. Preliminary 2003 Budget ✓ Debt Service Funds ✓ Internal Service Funds ✓ Reserve Funds ✓ Marina Funds SWM (Engineering and Maintenance) Arterial Streets SWM Capital MCI	Finance Director	Discussion/Direction	120 Minutes
3. Proposed Settlement Agreement	City Attorney	Approval	5 Minutes
4. Straightening Des Moines Eastern Boundary	Mayor	Discussion/Direction	30 Minutes

underground; rent too expensive

NEXT MEETING DATE: Regular Meeting November 14, 2002

ADJOURNMENT

AGENDA ITEM

SUBJECT: Request from Washington ACORN for Improvements to Midway Park

ATTACHMENTS:

AGENDA OF: November 7, 2002

DEPT. OF ORIGIN: Parks, Recreation & Senior Services

DATE SUBMITTED: October 31, 2002

CLEARANCES:
[ ]

APPROVED BY THE CITY MANAGER FOR SUBMITTAL

Purpose and Recommendation:
The purpose of this report is to give council an update regarding the request from Washington ACORN for improvements to Midway Park.

Background:
At the September 5, 2002 and October 24, 2002 City Council was addressed by members of the Washington Association of Community Organizations for Reform Now (ACORN) neighborhood group asking for the following improvements at Midway Park:

- Lighting
- Restrooms
- Drinking Fountain

Prior to the above mentioned council meetings, Washington ACORN invited Parks Director Thorell to a neighborhood meeting held at Midway Park to discuss park issues including the items listed above. The group's concerns included: migration of illegal behavior from Pacific Highway to their neighborhood and park, and the need for other park amenities. The group asked for the city's commitment to install park lighting, restrooms and a drinking fountain at the park. They stated that the requested amenities would improve park and area safety and enhance the park experience for its users. The neighbors also requested play equipment improvements such as providing a variety of infant, toddler and standard seats on the swing set.

Discussion:
Preliminary discussion regarding the installation of park lighting has taken place within the Police, Parks and Public Works Departments. Security lighting can be added to existing streetlights at a nominal cost with ongoing electrical increase associated with the lights. This approach would light the perimeter of the park only. Installation of lighting fixtures within the park would require a capital investment of $20,000 or more depending on the lighting plan selected.

The hours for public use of Des Moines parks is dawn to dusk. The police department receives numerous complaints of late-night noise, gang behavior and vandalism from neighbors living near Wooton Park (a lighted park). Police and citizens believe that park lighting contributes to these activities. Many of the light standards are vandalized and light fixtures and bulbs broken creating ongoing safety and maintenance issues. Lighting Installed within Midway Park could attract similar nuisances to the park and this issue should be discussed further with surrounding neighbors and city departments before taking action.

Installation of a drinking fountain at the park can be accomplished reasonably quickly and easily at a cost of approximately $4,500. Funding in the amount of $4,500 has been requested in the 2003 Park Operations budget for the installation of a drinking fountain. If funds were approved for the project, the fountain would be installed in 2003. Park water meters are turned off during winter months as a cost saving measure and to reduce water line breaks. This should be taken into consideration as part of the planning process.

Construction of restrooms the park would require a capital expense of approximately $80,000-$100,000. Restrooms would also increase maintenance costs and the potential for increased vandalism. An alternative to the construction of restrooms is the installation of a sani-can at a cost per can of $80.00 per month. This alternative is used at the Field House Park, Zenith Park and Wooton Park during summer months. A sani-can was installed at Midway Park in October on a trial basis to see how this service is received. To date there have been no reports of vandalism or other concerns.

Staff asked for and received agreement from Washington ACORN to organize neighbors to volunteers to monitor the park and report any future vandalism to the Park Manager and illegal behaviors to the Police Department.

Alternatives:
No alternatives are provided

Financial Impact:
Funding would be approved by City Council through the 2003 Budget and Capital Improvement Plan processes.

Recommendation/Conclusion:
The recommendation is that staff proceeds based on input received by Council.

Concurrence:
Parks, Recreation and Senior Services staff agrees that the request by Washington ACORN neighborhood members for added amenities at Midway Park should receive the City's consideration.

2003 MARINA REVENUE FUND

REVISIONS DUE TO INCREASES IN LABOR AND INDUSTRIES RATES

(51% WAS USED TO CALCULATE THE INCREASE, THE ACTUAL INCREASE TO THE CITY OF DES MOINES FOR MAINTENANCE WORKERS WILL BE APPROXIMATELY 80%, CLERICAL, 46%, AND POLICE, 82%)

OVERHEADS REVISED INCLUDE PAGES 1, 2, 3, 11, AND 16

BUDGET NARRATIVE

2003

FUND: **MARINA**
DEPARTMENT: **FUND 401**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted

401.000.000.000.00.00.00

MARINA REVENUE FUND

	2002 YE PROJ	2003	2004
REVENUE			
Monthly Moorage	$ 1,866,966	$ 1,960,665	$ 2,029,288
Fuel	$ 394,000	$ 468,700	$ 485,100
Overnight/Winter Moorage	$ 122,400	$ 142,600	$ 147,600
Electricity	$ 87,000	$ 91,350	$ 94,500
Launching Fees	$ 107,350	$ 111,000	$ 111,100
Leases	$ 50,100	$ 51,800	$ 52,800
Interest Earnings	$ 4,100	$ 4,000	$ 4,100
Monthly Moorage Late Penalties	$ 9,800	$ 9,800	$ 10,100
Lockers	$ 10,900	$ 10,500	$ 10,800
Miscellaneous Services & Charges	$ 3,100	$ 5,000	$ 5,200
Sublease revenue	$ 8,640	$ 9,000	$ 9,300
Waiting List Forfeitures	$ 2,580	$ 3,000	$ 3,100
Sale of Keycards	$ 2,500	$ 2,500	$ 2,600
Total Revenue	**$ 2,669,436**	**$ 2,869,915**	**$ 2,965,588**
Transfer-In from Fund 402	**$ 470,201**		

BUDGET NARRATIVE

2003

FUND: **MARINA**
DEPARTMENT: **FUND 401**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted

401.000.000.000.00.00.00 **MARINA REVENUE FUND**

EXPENSES	**2002**	**2003**	**2004**
Operating Expenses			
Marina Administration	$ 1,216,705	$ 1,661,116	$ 1,674,658
Marina Service	627,770	745,428	761,308
Marina Maintenance	454,168	489,538	471,015
Total Operating Expenses	$ 2,298,643	$ 2,896,082	$ 2,906,981
Transfers Out			
Transfer to Bond and Interest Fund	$ 160,000	$ -	$ -
Transfer to Depreciation & Improvement Fund	$ 140,000	$ 140,000	$ 140,000
Total Transfers Out	$ 300,000	$ 140,000	$ 140,000
Total Expenses	**$ 2,598,643**	**$ 3,036,082**	**$ 3,046,981**
Total Revenue - Total Expenses	**$ 540,994**	**$ (166,167)**	**$ (81,393)**
Beginning Fund Balance	**$ 8,231**	**$ 549,225**	**$ 383,058**
Ending Fund Balance	**$ 549,225**	**$ 383,058**	**$ 301,665**

BUDGET NARRATIVE

2003

FUND: **MARINA REVENUE**
DEPARTMENT: **ADMINISTRATION**

MARINA - ADMINISTRATION

	2002 Budget	2003 Budget Balance Strategies	2003 Budget Economic Impacts or Policy Change	Proposed 2003 Budget
Salaries and Benefits	$ 164,127		$ 6,900	$ 171,027
Office & Operating Supplies	10,700		(2,000)	8,700
Other Services & Charges	104,250	(320)	17,370	121,300
Interfund Transfers	1,092,405	(9,646)	(234,668)	848,091
Debt Service	132,910		519,088	651,998
TOTAL	**$ 1,504,392**	**$ (9,966)**	**$ 306,690**	**$ 1,801,116**

ANALYSIS OF BUDGET CHANGES:

> An increase is reflected in Salaries and Benefits.
> The elimination of keycards purchased for resale is reflected in Operating Supplies.
> A reduction in communications and copier lease and an increase in professional services, armored car services, bank card charges and the payment to Fire District #26 is reflected in Other Services and Charges.
> The change in Interfund Transfers:
  * A reduction to the Computer Maintenance Fund (from $1,300 to $1,000 per piece of equipment)
  * The elimination of the transfer to the Computer Replacement Fund in 2003
  * The elimination of the transfer to the Equipment Replacement Fund in 2003
  * Change in the calculation of the transfer to the Self Insurance Fund
  * The transfer to the Bond & Interest Sinking Fund will be eliminated due to refunding and the new debt will be paid directly out of this fund.
> The new 2002 Limited G.O./Refunding Bonds Debt is reflected in the Debt Service.

BUDGET NARRATIVE

2003

FUND: **MARINA REVENUE**
DEPARTMENT: **SERVICE**

MARINA - SERVICE

	2002 Budget	2003 Budget Balance Strategies	2003 Budget Economic Impacts or Policy Change	Proposed 2003 Budget
Salaries and Benefits	$ 289,310		$ 34,739	$ 324,049
Office & Operating Supplies	391,800			391,800
Other Services & Charges	15,390		(800)	14,590
Interfund Transfers	6,540		8,449	14,989
TOTAL	**$ 703,040**	**$ -**	**$ 42,388**	**$ 745,428**

ANALYSIS OF BUDGET CHANGES:

> In accordance with the Teamster's Contract, all Harbor Attendants have been reclassed, explaining the increases in Salaries and Benefits.

> A reduction in communications is reflected in Other Services and Charges.

> A change in the calculation of the transfer to the Self Insurance Fund explains the change in Interfund Transfers.

BUDGET NARRATIVE

2003

FUND: **MARINA REVENUE**
DEPARTMENT: **MAINTENANCE**

MARINA - MAINTENANCE

	2002 Budget	2003 Budget Balance Strategies	2003 Budget Economic Impacts or Policy Change	Proposed 2003 Budget
Salaries and Benefits	$ 231,991	$ (26,395)	$ 16,121	$ 221,717
Office & Operating Supplies	145,580		(490)	145,090
Other Services & Charges	72,008		12,442	84,450
Interfund Transfers	4,634		3,647	8,281
Capital Outlay	30,000			30,000
TOTAL	**$ 484,213**	**$ (26,395)**	**$ 31,720**	**$ 489,538**

ANALYSIS OF BUDGET CHANGES:

> The Marina and Parks Operations will share one Maintenance Worker, reducing staff by .50 FTE. The increase of $15,000 is explained by the reclassification of Harbor Attendants per the Teamster's Contract.
> A decrease in fuel based on actual usage explains the savings in Office and Operating Supplies.
> An increase in professional services and repairs and maintenance is reflected in Other Services and Charges.
> A change in the calculation of the transfer to the Self Insurance Fund explains the change in Interfund Transfers.
> C' Dock renovation is scheduled for 2003.

2003 SURFACE WATER MANAGEMENT

REVISIONS DUE TO INCREASES IN LABOR AND INDUSTRIES RATES

(51% WAS USED TO CALCULATE THE INCREASE, THE ACTUAL INCREASE TO THE CITY OF DES MOINES FOR MAINTENANCE WORKERS WILL BE APPROXIMATELY 80%, CLERICAL, 46%, AND POLICE, 82%)

OVERHEADS REVISED INCLUDE PAGES 1, 2, AND 10

BUDGET NARRATIVE

2003

FUND: **SURFACE WATER MANAGEMENT - OPERATIONS**
DEPARTMEN **FUND 450**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
		SURFACE WATER MANAGEMENT - UTILITY	**$ 1,325,000**	**$ 1,325,000**	**$ -**

Surface Water Management Maintenance funds are accrued through the billing of private property. This fund is designated for maintenance and for up keep of the existing natural and man-made drainage features within the City of Des Moines.

	2002	2003	2004
BEGINNING FUND BALANCE	**$ 740,382**	**$ 100,000**	**$ 100,000**
REVENUE	**Projection**	**Budget**	**Budget**
Storm Drainage Fees*	$ 1,138,000	$ 1,165,000	$ 1,193,000
Installation and Hook up Fees	$ 15,000	$ 40,000	$ 40,000
Interest Income	$ 10,000	$ 10,000	$ 10,000
Other Misc Charges	$ 1,000	$ 10,000	$ 10,000
REVENUE	**$ 1,164,000**	**$ 1,225,000**	**$ 1,253,000**
OPERATING EXPENSES			
SWM Engineering	$ (352,084)	$ (456,820)	$ (472,755)
SWM Maintenance	$ (432,802)	$ (422,520)	$ (474,181)
Total Operating Expenses	**$ (784,886)**	**$ (879,340)**	**$ (946,936)**
TRANSFER-OUT TO FUND 451 (Annual Cash Available for capital projects and debt service)	$ (1,019,496)	$ (345,660)	$ (306,064)
ENDING FUND BALANCE	**$ 100,000**	**$ 100,000**	**$ 100,000**

* Per Ordinance 1220-A, the annual increase is 2.4% for storm drainage fees.

BUDGET NARRATIVE

2003

FUND: **SURFACE WATER MANAGEMENT**
DEPARTMENT: **ENGINEERING**

SWM - ENGINEERING

	2002 Budget	2003 Budget Balance Strategies	2003 Budget Economic Impacts or Policy Change	Proposed 2003 Budget
Salaries and Benefits	$ 195,050	$ 28,903	$ 11,693	$ 235,646
Office & Operating Supplies	4,000		(570)	3,430
Other Services & Charges	96,542	(620)	40,048	135,970
Interfund Transfers	59,054	(1,625)	3,345	60,774
B & O Tax	20,000		1,000	21,000
TOTAL	**$ 374,646**	**$ 26,658**	**$ 55,516**	**$ 456,820**

ANALYSIS OF BUDGET CHANGES:

> 40% of the GIS/Planner Position will be paid by this fund in 2003.
> A decrease in fuel based on actual usage explains the savings in Office and Operating Supplies.
> A reduction in janitorial services with an increase in professional services for a rate and efficiency study is reflected in Other Services and Charges.
> The change in Interfund Transfers:
  * A slight increase in the Interfund Administrative Charges
  * A reduction to the Computer Maintenance Fund (from $1,300 to $1,000 per piece of equipment)
  * The elimination of the transfer to the Computer Replacement Fund in 2003
  * Change in the calculation of the transfer to the Self Insurance Fund
> An increase in the B&O Tax collected and remitted to the state based on the increase in fees.

BUDGET NARRATIVE

2003

FUND: **SURFACE WATER MANAGEMENT**
DEPARTMENT: **MAINTENANCE**

SWM - MAINTENANCE

	2002 Budget	2003 Budget Balance Strategies	2003 Budget Economic Impacts or Policy Change	Proposed 2003 Budget
Salaries and Benefits	$ 232,201	$ 20,224	$ 6,391	$ 258,816
Office & Operating Supplies	44,440		(9,990)	34,450
Other Services & Charges	109,143	(770)	(14,028)	94,345
Interfund Transfers	82,813	(36,630)	(11,274)	34,909
Capital Outlay	3,046		(3,046)	0
TOTAL	**$ 471,643**	**$ (17,176)**	**$ (31,947)**	**$ 422,520**

ANALYSIS OF BUDGET CHANGES:

> 25% of the Public Works Superintendent will be paid by the Surface Water Management Fund. (The Public Works Superintendent supervises and manages the SWM Maintenance Crew.)
> A decrease in repair supplies and an increase in fuel based on actual usage explains the net savings in Office and Operating Supplies.
> A reduction in janitorial services and vactor waste is reflected in Other Services and Charges.
> The change in Interfund Transfers:
  * The elimination of the transfer to the Equipment Replacement Fund in 2003
  * Change in the calculation of the transfer to the Self Insurance Fund
> There will be no capital outlay in 2003.

2003 INTERNAL SERVICE/RESERVE FUNDS

REVISIONS DUE TO INCREASES IN LABOR AND INDUSTRIES RATES

(51% WAS USED TO CALCULATE THE INCREASE, THE ACTUAL INCREASE TO THE CITY OF DES MOINES FOR MAINTENANCE WORKERS WILL BE APPROXIMATELY 80%, CLERICAL, 46%, AND POLICE, 82%)

AND A TRANSFER FROM THE FACILITY REPAIR AND REPLACEMENT FUND TO THE MUNICIPAL CAPITAL IMPROVEMENT FUND

(FOR CITY HALL NORTH WING HVAC SYSTEM/REMODEL)

OVERHEADS REVISED INCLUDE PAGES 10, 17, AND 31

BUDGET NARRATIVE

2003

FUND: **EQUIPMENT RENTAL - OPERATIONS**
DEPARTMENT: **PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
500.000.052.548.60.00.00		**EQUIPMENT RENTAL - OPERATIONS**	**$ 422,254**	**$ 422,254**	**$ -**

Equipment Rental was established to provide maintenance support to the City's vehicles and major equipment.

2003 Beginning Fund Balance			**$ 148,374**	
				Number of Units
Assessments:				
Administration	$ 600			1
Community Development	$ 3,000			5
Police-Administration	$ 15,000			5
Police-Detective	$ 18,000			6
Police-Patrol	$ 53,100			14
Police-Animal Control	$ 3,000			1
Engineering	$ 2,800			4
All City Buildings	$ 2,000			1
Streets	$ 44,720			23
Parks-Maintenance	$ 17,660			21
Parks-Administration	$ -			0
Parks-Senior Center	$ 4,000			2
Marina	$ 2,000			2
Surface Water Management	$ 22,600	$ 188,480		6
Fuel Sale (115% of expense amount)		$ 82,800		91
Interest		$ 2,600	**$ 273,880**	
Total 2003 Available Resources			**$ 422,254**	
2003 Expenses			**$ (277,053)**	
2003 Ending Fund Balance			**$ 145,201**	

BUDGET NARRATIVE

2003

FUND: **COMPUTER**
DEPARTMENT: **COMPUTER OPERATIONS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
510.000.000.518.80.00.00		**COMPUTER - OPERATIONS**	**$ 165,798**	**$ 165,798**	**$ -**

This fund provides for the maintenance of all city computer, servers, and networks and includes: (1) software maintenance services (2) consulting and programming on new projects (3) maintenance agreements on existing equipment (4) recovery of data and replacement of damaged hardware. Revenue is provided through a $1,000 per unit charge (PC, printer) to each department.

2003 Beginning Fund Balance		**$ 29,498**	Number of Units
Department Assessments:			
General Fund	$117,000		117
Streets Fund	$4,000		4
Surface Water Management	$3,000		3
Equipment Rental	$3,000		3
Marina	$9,000		9
		$ 136,000	**136**
Interest		**300**	
Total Available Resources		**$ 165,798**	
2003 Expenses		**$ (149,603)**	
2003 Ending Fund Balance		**$ 16,195**	

BUDGET NARRATIVE

2003

FUND: **FACILITY REPAIR AND REPLACEMENT**
DEPARTMENT: **FINANCE**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
106.000.000.500.00.00.00		**FACILITY REPAIR AND REPLACEMENT FUND**	**$ 243,647**	**$ 243,647**	**$ -**

The purpose of this fund is to provide a reserve of accumulated funds which would be used for the repair and replacement of city owned buildings. The revenue for this fund is generated through assessments charged to each department. The charges are based on the total square footage of city owned buildings determined by the occupied square footage of each department. In 2003, the charge is $.70 per square foot.

2003 Beginning Fund Balance			**$**	**178,895**
Department Assessments	Square Feet	Assessment		
General Fund	76,691	$53,684		
Street Fund	5,331	$3,732		
Equipment Rental Ops Fund	2,014	$1,410		
Surface Water Manage. Fund	3,323	$2,326	**$**	**61,152**
Total Square Footage	87,360			
Interest			**$**	**3,600**
Total Available Resources			**$**	**243,647**
Year 2003 Expenses			**$**	**(80,000)**
2003 Ending Fund Balance			**$**	**163,647**

Linda

DISCUSSION ITEM
#2B

AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: Year 2003 Budget Policy Issues

ATTACHMENTS:

-Reinvesting in Youth Information
-Human Serivces Application Material

FOR AGENDA OF: November 7, 2002

DEPT. OF ORIGIN: Finance

DATE SUBMITTED: November 5, 2002

CLEARANCES:
[ ] _____

APPROVED BY CITY MANAGER
FOR SUBMITTAL: _____

Purpose and Recommendation

The purpose of this report is to present to the City Council various budget issues for discussion and direction.

Background

As of the date of this report, staff has presented most of the operating budgets to the City Council for review and discussion. From those discussions, staff has put together the following list of issues for Council discussion and direction.

Discussion

1. Ending Fund Balance – The Budget Conceptual Plan use a 2002 ending fund balance figure of $395,000. This figure was developed in mid August. With several more months of expenditure and revenue data available, staff is now projecting an ending fund balance of $695,271. One reason for this higher figure is the estimate of expenses for the remaining part of the year we used when we put together the original estimated fund balance were much higher than what we now expect them to be. For example, we assumed several positions would be filled by now that were vacant in August (e.g. the Planning Manager position). These are costs that we did not incur. Also, we did the original estimate on a cash basis, not counting revenue received in January but related to December activity in the balance. For example sales taxes from sales that occur in December are received in January, and sometimes February, of the following year. Council may elect to leave these funds in the fund balance or allocate them to some other part of the budget.

2. Property Tax – As part of the Conceptual Budget Plan, staff assumed that the increase in property tax would be the legally allow 1% of previous year's collections, plus new construction. The 1% equates to additional revenue of approximately $21,000 for 2003. Staff recommends that the City adopt a property tax rate that increases revenue by 1%. It is up to the Council to decide if it wants to do this.

3. Human Services Budget. – The Human Services budget currently allocates funds to various service providers as recommended by the Human Services Advisory Committee. Council may elect to approve these recommendations as submitted or change the allocations by either moving funds from one provider to another or allocating more funds from another source, such as the fund balance or one-time revenues. Councilmember Steenrod had requested that Council discuss the "Reinvesting in Youth" program for possible funding. Attached are the applications submitted for human services funds, the guidelines the committee uses as it puts together its recommendations, and the information regarding "Reinvesting in Youth" that had been distributed to Council in September.

4. Historical Society – The City pays for the rental of space at the Odd Fellows Hall for the Des Moines Historical Society. Council questioned whether or not it belonged in the Memberships budget. Staff recommends moving it to the All City Buildings budget.

5. Economic Development Council (EDC) – The City has not been a member of the EDC for several years. Councilmembers indicated a desire to consider joining. The cost is $2,960.00 ($0.10 per capita).

6. Airport Defense – The Airport Defense Fund has been allocated $150,000 of utility taxes for 2003. The Airport Communities Coalition has requested $200,000 from Des Moines. The City Council may chose to allocate an additional $50,000 now or wait until ACC has determined if needs this level of funding mid-year

7. Efficiency Studies – During discussions with both the full City Council and the Finance and Economic Development Committee, councilmembers asked that staff look into how much it would cost to bring consultants in to review/study departmental operations to see if there are any efficiency and cost savings measures that could be implemented. Efficiency studies/operational reviews can cost anywhere from a few thousand dollars to tens of thousands. Generally, a reasonably thorough review of an operation, such as the building permitting process, personnel processes, or street maintenance activities will run between $5,000 and $15,000. Council may want to allocate funds for such studies in one or more of the following budgets:

    - Surface Water Management
    - Community Development
    - Parks, Recreation and Senior Services
    - Engineering
    - Personnel
    - Finance
    - Information Technology
    - Street Maintenance

8. Revenue Stabilization Fund – The balance of this fund is currently $1.4 million. With the loss of I-695 backfill money, the formula for this fund stipulates a funding level of $1 million. Council can leave this balance as it is or move $400,000 into the General Fund fund balance.

9. Hotel/Motel Tax – During his presentation regarding the Governor's economic development conference in Spokane, Ed Coumou, President of the Des Moines Chamber of Commerce, suggested that the City consider instituting a hotel/motel tax and use the proceeds—estimated to be between $18,000 and $20,000 per year—to fund activities aimed at increasing/supporting tourism. Revenue from this type of tax is limited to these types of expenditures. In addition, a board, that must include representatives of the hotel/motel industry, oversees these funds.

10. I-790 – This initiative appears to have been approved by the voters. It changes the police and firefighter's pension system, potentially increasing the amounts that must be paid to provide mandated benefits. The Association of Washington Cities and the State's actuary's estimate that the employer share of the pension premium will go from 2.86% of payroll to 16.08% of payroll in July 2003. (The rate was slated to increase on July 1, 2003 to 3.25%.) Staff estimates that the potential cost of I-790 to be $176,000 for 2003 and $350,000 for 2004. WE simply won't know what the impact is until more analysis is done. The Council may want to set aside a portion of the estimated 2002 ending fund balance to fund this potential expense, or use some of the one-time revenue expected in 2003 or Revenue Stabilization money to fund this expense. Council could also institute one or more of the cuts that were not taken to deal with this potential expense.

11. I-776 – With the passage of I-776, Des Moines will loose approximately $270,000 in vehicle registration revenue. The City has used this revenue to fund street overlays. Council may reduce the overlay portion of the Arterial Street Fund, replace this revenue using one of the sources noted in the discussion of I-790, or use one of the cuts not taken to free up funds for overlays.

12. L&I Premiums – During discussions of the department budgets, it was pointed out that the L&I premiums for all employers were slated to go up by an average of 51% in 2003. Staff has recently learned that the City of Des Moines premiums will increase by 82%. The dollar value of this increase in premium is approximately $85,000. The City's increase above the average is due mainly to the fact that the City's experience rating went up because three employees suffered major on-the-job injuries in the last six years. Since this is a cost the City must, by law fund, the Council may use any one of the options noted above address it.

13. Mt. Rainier Swimming Pool – King County has stated that it will close the Mt. Rainier Pool by the end of 2002 if the some other entity doesn't take over operations or the County receives funds to cover the operating deficit. The with King County operating the pool (including the County's overhead charge) is estimated to be between $217,000 and $297,000, depending on what operating scenario is used. The City is working with surrounding cities and the Highline School District to put together a coalition that will provide funding for the County to eliminate the deficit or to take the pool from the County. If the coalition (or one of its members) were to take the pool, there would, in all likelihood, still be an operating deficit to fund. The Council may want to allocate funds, from one of the options noted above, to fund Des Moines' share of addressing the pool's operating deficit.

Alternatives

None.

Recommendation

Staff asks for the Council to provide direction on these issues so a final budget can be developed.

Concurrence

None.

REINVESTING IN YOUTH

A COMMUNITY PARTNERSHIP

August 27, 2002

COUNCIL - FYI

Dear Colleague,

"An ounce of prevention is worth a pound of cure."

We would like to bring to your attention **Reinvesting in Youth**, a project that needs and deserves your support. Reinvesting in Youth is a county-wide initiative that will significantly reduce the number of youth in your city who are getting into serious trouble. It is led by a Steering Committee that is chaired by King County Prosecutor Norm Maleng and includes representation from suburban cities, the City of Seattle, King County, the State Legislature, the County Sheriff, chiefs of police, school district superintendents and United Way. The Executive Director of Reinvesting in Youth is Jim Street, a retired Superior Court Judge and former member of the Seattle City Council.

This fall we will be seeking $10-15 million in foundation support to substantially increase the resources for prevention and intervention services in our county. More specifically, Reinvesting in Youth will invest in nationally proven programs of intervention for youth and families who have been identified as being at high risk of committing juvenile and adult crimes. We intend to demonstrate the long run feasibility of a model that makes front end investments in programs that have been proven to save substantially more in public safety dollars then they cost. We will seek legislative and policy changes at the state and local levels that will permit us to capture those savings and reinvest them to sustain those programs after the foundation dollars are spent.

The Annie E. Casey Foundation has already put $225,000 into the development phase of Reinvesting in Youth because it believes that this project has the potential to be a national model for how dollars can be cost effectively shifted from incarceration to prevention. We have also received $150,000 in grants from the Department of Justice and two local foundations, and the City of Seattle has funded most of the administrative costs including two staff.

The City of Seattle has committed to continue to provide fifty percent of the administrative costs for Reinvesting in Youth for the foreseeable future ($110,000) provided that the other fifty percent can be funded by King County and suburban cities. We know that in any case the foundations will require that a broad array of local governments demonstrate sufficient interest and support for this project before they put into it their much larger contributions.

Reinvesting in Youth

Mission

To reduce the number of Seattle/King County youth entering the juvenile justice system by investing in proven programs, capturing cost savings and reinvesting in additional prevention services to achieve a sustainable and more efficient use of taxpayer money and reduce the number of future victims.

Obstacles to Reform

- Communities have not found the will or the means to simultaneously fund the deep-end costs of the juvenile justice system and the front-end investments in prevention programs needed to generate deep-end savings.
- The existing separation of the juvenile justice system and youth services is a fundamental disincentive for any one organization or jurisdiction to make the needed investments that will accrue to other agencies.
- Few prevention and early intervention strategies that meet strict standards of cost-effectiveness to prevent crime and violence are being used in Seattle/King County.

Strategy

- Use major foundation grant funding to make initial investments in proven intervention and prevention programs to demonstrate that significant savings in juvenile justice and other deep-end programs can be made.
- Capture savings and reinvest them in additional proven programs to create a sustainable and budget-neutral system of cost savings reinvestment.

> *We're spending 60% of our youth dollars on institutions and residential treatment tied to juvenile justice. If we were a business, and these were our repair costs, we'd do something about it. We'd invest in preventive maintenance, in quality control, whatever it takes to get a better product, and it would cost less.*
>
> *Norm Maleng, King County Prosecutor*

- Develop and implement a plan to target funding of juvenile justice and youth services and to increase coordination with related agencies to ensure that budgets are most efficiently used, proven programs are being implemented whenever appropriate, and the populations most at risk are being targeted.
- Establish a partnership among Washington State, King County, Seattle and other cities, schools, foundations and nonprofit service providers. This coalition of interests will permit the needs of the whole system to be considered together and eliminate disincentives to investment in prevention.
- Employ rigorous, independent evaluation to measure outcomes. Disseminate the results broadly as the potential basis for statewide and national reform.

Crimes Avoided/Dollars Saved: Reinvesting Making a Difference

- After first 5 years – 2,500 fewer court referrals; 3,230 crimes avoided
- Over lifetimes of youth served in first 5 years – 11,550 crimes avoided
- Generates $16,500,000 in criminal justice savings in first 5 years
- Changes the lives of children and their families

REINVESTING IN YOUTH

Steering Committee Membership

Norm Maleng – King County Prosecutor; Steering Committee Chair

Terry Anderson – Councilmember, City of SeaTac
Robert Boruchowitz – President, Public Defender Association
Jeanne Burbidge – Mayor, City of Federal Way
Edith Chambers – Representative, Minority Executive Directors' Coalition
Jim Compton – Seattle City Councilmember; Chair, Public Safety Committee
Ed Crawford – Kent Police Chief
Mary Lou Dickerson - Chair, State House Juvenile Justice Committee
Luke Esser – Member, State House Judiciary Committee
Don Felder – Citizen
Larry Gossett – Chair, King County Council Law, Safety and Human Services Committee
Vince Hayes – Representative, South King County Community Network
Laura Inveen - Presiding Judge, King County Juvenile Court
Gil Kerlikowske – Seattle Police Chief
Jeanne Kohl-Welles, Member, State Senate Human Services and Corrections Committee
Conrad Lee – Bellevue City Councilmember
Lois Nicholas - Region Director, State Juvenile Rehabilitation Administration
Greg Nickels – Mayor, City of Seattle
David Okimoto – United Way
Joseph Olchefske - Seattle Public Schools Superintendent
Dave Reichert - King County Sheriff
Dino Rossi - Member, State Senate Ways & Means Committee
Michael Silver - Tukwila Public Schools Superintendent
Ron Sims - King County Executive
Bob Stutz – Region IV Deputy Administrator, Dept. of Social and Health Services
Jeri White – King County Youth and Family Services Association

RISK LEVEL BY HEALTH PLANNING AREA

Based on Assessments of Youth Referred to King County Juvenile Court For One Year

Health Planning Area	Number of Youth with Moderate or High Risk of Re-offense
Auburn	107
Bellevue	64
Bothell/Woodinville	19
Central -- Seattle	57
East/Northeast County	25
Eastgate/Issaquah	34
Federal Way	82
Highline/Burien	112
Kent	93
Kirkland/Redmond	76
Mercer Island	7
North Central -- Seattle	20
North of Canal -- Seattle	56
North Seattle/North County	94
Renton	100
Southeast County	77
Southeast Seattle	211
Vashon	12
West Seattle -- Seattle	100
White Center/Skyway	133

DES MOINES

THE CARING COMMUNITY

DES MOINES HUMAN SERVICES PLAN

April 3, 1997
Wendy A. Morgan
Consultant

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City of Des Moines
Human Services Plan

CITY COUNCIL..... Scott Thomasson, Mayor
Terry Brazil, Mayor Pro-Tem
Bruce Roberts
Robert Sheckler
Dan Sherman
Gary Towe
Don Wasson

HUMAN SERVICES ADVISORY COMMITTEE..... Gary Towe, Chair
Earline Byers, Co-Chair
Pat Colgan
Karen Hendrickson
Jean Heuston
Brooks Powell
Stephen Soukasene

CITY STAFF..... Bob Olander, City Manager
Patrice Thorell, Park & Recreation Director
Sue Padden, Senior Services Manager
Rita Perkins, Senior Program Coordinator
Park & Recreation Department
Police Department
Community Development Department

DES MOINES HUMAN SERVICES PLAN

(1). **Introduction:** The Des Moines Human Services Plan is the result of the City's interest in developing an updated definition of human services and a set of polices and strategies which reflect not only the community's needs, but the community's resources. The policies and plan are the result of research, needs assessments, and public opinion outlined below.

(2). **Methodology:** Research consisted of interviews with current service providers, review of demographic information and other Des Moines area data. Interviews with City officials were scheduled along with questionnaires sent to other local government officials and funders in South King County.

Citizen input included 159 completed surveys at the Des Moines Nibble, 45 completed surveys at the Des Moines Open House, 2 group discussions at the Des Moines Community Summit and 30 key leader interviews. In addition the consultant attended 4 meetings of the Des Moines Human Services Advisory Committee, 5 meetings regarding planning and evaluation of the Des Moines Community Summit and 2 City Council meetings.

(3). **Data Analysis:** Data was analyzed in answer to questions generated by community discussion and direction by the City Administration.

(4). **Policies:** Five policies are defined regarding the City's role with human services. These policies take into account existing resources both within the City and the community in an effort to set achievable goals, reach the largest number of citizenry and carry out the intent of the City's definition and role in human service provision and funding.

EXECUTIVE SUMMARY

"Des Moines, the Caring Community," is the title of the 1996 Human Services Plan. The concept of "caring" is in the mission statement of the City, the vision of the Council and the work of City Departments. The Human Services Program is one part of this overall commitment by the City of Des Moines to its residents.

Human services ***are those resources available to the Des Moines Community which make it possible for citizens to live with dignity and purpose. Those include food, shelter, clothing, services for personal safety, prevention, information and referral.***

Based on this definition of human services, the City has established the following priorities for funding:

Priority One:	Those services which help meet basic and emergency needs (food, safety, shelter and clothing).
Priority Two:	Programs which are preventative in nature and promote healthy, violence-free families and self-dependence.
Priority Three:	Programs which seek to maintain and enhance the quality of life in persons whose human basic needs are already met.

As the City of Des Moines participates in human services program planning and funding, these priorities are designed to keep a focus, to measure contribution and outcomes of human services funded by the City, and it helps to define the roles and responsibilities of City staff as they work with the community and human service providers.

Human service needs are defined by public perception, current and projected demands for services, census data, income data, information about family structure, and crime data. Through a series of public opinion surveys, key leader interviews and research, the following are found to be indicators of human service needs in Des Moines:

(1). Based on a series of 30 key leader interviews and 204 questionnaires along with two community summit planning meetings, the following issues emerged as human service needs or concerns in the City of Des Moines:

Emergency Assistance such as food, shelter, and clothing
Crime
Poverty, meaning the lack of money for basic needs
Public transportation
Affordable child care
Domestic Violence
Affordable and transitional housing
Affordable health and dental care
Youth programs
Centralized, well identified human services (need for more information and referral about services)

(2). There are a significant number of residents who either live in some form of subsidized housing, receive some form of financial assistance and/or receive free or reduced lunches.

192 live in pubic housing
994 live in subsidized housing
1,564 receive some form of financial aid
1,322 receive free or reduced lunches

(3). Reported cases of domestic violence continued to increase each year between 1993 and 1995. Reported child abuse cases were reduced in 1995 from earlier years. Victim crimes continue to be a problem in Des Moines.

(4). Human Service programs currently funded by the City of Des Moines report increased demand for assistance by Des Moines residents.

(5). The mix and numbers of Des Moines residents remains constant with the exception of annexations, one of which will occur in January, 1997 with the addition of Woodmont and parts of Redondo. 22% of the population is under age 18 and 13% of the population is over 65. 65% of the population is between 19 and 64 years of age.

Accessing human services is a critical concern of Des Moines residents. 90% of the 30 key leaders interviewed for the human services update stated that people are unable to get services because they do not know where to go to get help. 63% said that people could not get services because transportation was not available, and 46.6% said that limited English skills were barriers. Another 40% said that there were few services located in Des Moines.

Welfare reform impacts are still not fully known for the Des Moines area. Letters are currently going to Des Moines residents notifying them of decreases in food stamp benefits and cuts in aid to legal immigrants.

Other South King County cities are providing funding for human services, most often in the 1-2% range of their general fund budget. Most cities combine community development block grant funding with general funds for human service staffing and contract services for residents. Most cities have human services plans, and many are working closely with their local school districts, human services agencies, health departments and residents to provide a coordinated and collaborative approach to human services.

HUMAN SERVICES POLICIES

Because human services are an integral part of the Des Moines "Caring Community," the following policies are provided in an effort to maximize the resources available to assist Des Moines residents. These policies seek to provide adequate resources for leveraging additional funding, creating effective and innovative problem-solving including strengthening community approaches to deal with emergent issues.

(1). **Annual 1% General Fund Human Services Allocation.**
The City shall plan an annual budgetary allocation of 1% general fund tax revenues to be distributed through grants to agencies providing human services to Des Moines citizens.

(2). **Human Services Advisory Committee.**
The Human Services Advisory Committee shall advise City Council on distribution of the 1% funding for human services as part of the annual budget process as outlined in DMMC 4.48, and other human services related issues ad directed by Council.

(3). **Year-Round Community Based Human Services Effort.**
The City of Des Moines shall encourage community involvement by individuals, organizations, churches and businesses committed to human services efforts such as: centralizing human services within the City, improving information and referral, and advocating for improved public transportation.

(4). **CDBG Funding for Improved Quality of Life.**
A portion of Des Moines annual CDBG allocation shall support programs such as: basic human service needs, capital housing, economic development, and home repair programs to improve the quality of life for low and moderate income persons.

(5). **Human Services Planning.**
The City of Des Moines shall participate with local and regional human services planning organizations where participation will further the priorities and policies of the plan, and when authorized by the City Council.

- King County Human Services Roundtable
- South King County Housing Forum
- The South King County Youth Violence Prevention Committee

What should a definition of human services be for the City of Des Moines?

In 1991, the City of Des Moines completed a preliminary human services planning process which set out the following vision for human services:

"Those resources available to the Des Moines community which make it possible for citizens to live with dignity and purpose. Those resources include those which enhance life, prevent problems and assist with problem solving."

Between 1991 and 1996, the City has operated with the following definition of human services:

"Those resources available to the Des Moines community which make it possible for citizens to survive by providing for their basic needs – food, shelter, clothing, safety and information about where to find other services and programs they may need."

In 1996, in preparation for a new human service plan, the City of Des Moines commissioned a consultant to conduct citizen surveys including 30 key leader interviews designed to recommend a revised definition of human services. Slight modifications to the earlier definition emerged from a survey of 204 citizens, 30 key leader interviews and the review of the Des Moines Human Services Advisory Committee.

"Human services are those resources available to the Des Moines community which make it possible for citizens to live with dignity and purpose. Those include food, shelter, clothing, services for personal safety, prevention and information and referral."

Based on this definition of human services, the City of Des Moines has established the following priorities for funding:

Priority One:	Those services which help meet basic and emergency needs (food, safety, shelter and clothing).
Priority Two:	Programs which are preventative in nature and promote healthy, violence-free families and self-dependence.
Priority Three:	Programs which seek to maintain and enhance the quality of life in persons whose human basic needs are already met.

This definition of human services was derived in large part from community surveys and key leader interviews. Citizens agreed that providing emergency assistance, food, shelter, clothing, information and referral and help for victims of domestic violence were central to a concept of human services. In addition, high priority was placed on helping people

help themselves and preventing problems before they happen. TABLE 12 in Appendix A of this report provides a summary of the highest ranking choices.

In addition, Key Leader interviews included high ratings for issues not listed in the briefer surveys:

Providing transitional assistance
Providing senior programs
Providing employment assistance
Creating a caring community
Providing child care
Providing parent education

During discussions with key leaders and others involved with city government, the theme of "helping people help themselves" was evident. Des Moines is following a regional and national trend toward outcome-based human services in which the services are offered to assist individuals and families toward improved health, safety and self-sufficiency. This is a definition based in the belief that by ensuring available services, local governments can also strengthen neighborhoods and communities to reduce some problems and resist the growth of others.

What are the basic values in Des Moines?

It is important to look at the basic values in Des Moines as expressed by those who answered the surveys, the key leader interviews and other indicators of basic community values. Citizens responding to the questionnaires indicated that they liked the "small town atmosphere of Des Moines." They viewed the City as a "caring and friendly community." Respondents also liked the location, natural setting, waterfront, and access to the freeways and shopping. TABLE 13 in Appendix A provides additional information from the surveys about City values.

The City's guiding principle is its mission listed below: "The mission of Des Moines City Government is: To enrich residential living by providing leadership, administration and community services that reflect the pride and values of Des Moines." The City's vision statement is "A friendly and safe waterfront community." City government imperatives include the following value statements:

- We commit to: responsive and accessible government; respect for the diverse opinions and populations that enrich our community; fostering partnerships that maximize our resources; involving our citizens and enhancing our community.
- We commit to: ensuring personal and community safety and security and protecting property.

What are the indicators of need for human services in Des Moines?

The definition of human services for the City of Des Moines is based not only on the surveyed opinions of residents and leaders, but also on data available from local sources which serve the Des Moines area. Indicators of need for human services are found in data from the following sources; reports from human service providers funded in 1995 by the City of Des Moines; population characteristics taken from census data; information from the King County Housing Authority; data from the Department of Social and Health Services regarding the numbers of Des Moines residents receiving state/federal aid; information from the Highline School District regarding free and reduced lunches; crime data from the Des Moines Police Department; information from the 1996 Des Moines Community Summit; and, a summary of the interviews completed for the human service plan.

Current Funded Human Service Programs: The City of Des Moines funded the following human service providers in its 1996 budget. Services provided by each of these agencies reflect the community need for assistance.

Catholic Community Services: Provides counseling and emergency assistance giving direct help to Des Moines residents who need food, clothing, shelter, utilities, medical or gas vouchers. Services are located at St. Philomena's Church.

Child Care Resources: Provides information and referrals to parents seeking child care in King County.

Domestic Abuse Women's Network: Provides safety and support services to victims of domestic violence.

Crisis Clinic: Provides telephone crisis intervention and information and referral services.

Des Moines Area Food Bank: Serves those in need with quality foods with sensitivity to those in need of special diets.

Adult Literacy Programs: Provides classes and tutoring for people who need help with Adult Basic Education, English as a Second Language and GED preparation. Services located at Highline Community College.

King County Sexual Assault Resource Center: Provides no-cost support and counseling services to victims of sexual assault and their families.

Des Moines Police Chaplain's Emergency Fund: Assists local residents with emergency needs through donations by the City of Des Moines, individuals and local churches.

Pregnancy Aid of South King County: Provides immediate, confidential help to any pregnant woman from South King County.

Des Moines Community Schools Project: Provides a model for school change through parent and community involvement. Services located at Parkside Elementary School.

In their applications for 1997 funding, these organizations indicated unmet needs which would be part of their service goals as funding was available. TABLE 1 on the next two pages provides an overview of the level of need, the area of service, and the proposed strategy(ies) for meeting the level of need.

TABLE 1: 1997 DES MOINES FUNDED HUMAN SERVICES REPORTED COMMUNITY NEEDS, AREAS OF SERVICE AND STRATEGIES

Level of Need	Agency	Area of Service	Strategies
60% of families at Parkside and Olympic are low income; families have a mobility rate of 40-60% per year; families often need food, clothing and shelter; academic achievement is low and referrals to special education are up.	Community Schools Project at Parkside Elementary School	Community Mobilization and Prevention Program	Increase parent and community involvement; Establish diverse school site councils; begin dialogue with parents and community; establish a parent led Family Center at each school.
Increased demand for food because of increased single parents; elderly, mentally and emotionally ill people.	Des Moines Area Food Bank	Emergency service and transitional service	Help people survive by filling the gap of not enough money for food. Help stabilize families because they know they can get food to survive.
The numbers of women using the community advocacy program, the crisis line, shelter, legal advocacy, support groups increases each year. If numbers continue to increase from the first 3 months of 1996 through the year, there will be a 30-40% increase in demand for services.	Domestic Abuse Women's Network	Emergency services that provide for safety and security for victims of domestic violence.	Provide aid and support to victims of domestic violence, legal assistance, shelter and advocacy to get needed resources to be safe until plans can be made.
Increase in number of low income children in South King County; increase in families needing to know about where to get cost effective licensed child care.	Child Care Resources	Prevention program that provides info about licensed child care	Provide info about licensed child care providers; help maintain quality by giving training opportunities for providers.
Need for information and referral and crisis counseling by telephone.	Crisis Clinic	Emergency assistance and prevention	Assist individuals to find the help they need through the crisis and prevention of future problems.

Level of Need	Agency	Service	Strategies
Increased need for emergency assistance to find resources for rent, utilities, food, clothing. Increased need for counseling assistance to help people articulate their needs and follow through getting help. (Mentally and emotionally ill people very much in need of attention.)	Catholic Community Services	Emergency service and prevention of problems	Provide emergency assistance to help families stabilize their living and work through crisis. Counseling and case management to prevent institutionalization of mentally and emotionally ill people.
In May, 1996, already served same number for all of 1995 (24) with crisis intervention services, or information and referral, or legal and medical advocacy or children's therapy.	King County Sexual Assault Resource Center	Emergency services and community education to prevent problems	Provide crisis intervention services for victims; information and referral, legal & medical advocacy; help victims survive and defend their rights.
Increase in numbers of people needing help with utility bills, homeless needing housing, domestic violence victims needing housing, emergency assistance for gas, food and medicine.	Des Moines Police Chaplain's Fund	Emergency assistance	Help low income individuals get through crises so that they can be better able to make plans for next weeks and months.
Expected increase in the numbers of children, men with infants, and pregnant and parenting women needing food, clothing and related baby items.	Pregnancy Aide	WIC nutrition and food, clothing, and furniture for babies and their parents	Help low income women, men, their infants and children with basic needs -- food and clothing.
Expected increase in the numbers of low income families, including teen parents and single parent families.	Parent Place, Highline Community College	Parent education, information and referral	Assist low income parents with parent education, individual consultations and resource materials.
About 1/3 of Parkside parents are unable to read and are either in or waiting for ESL classes.	Highline Community College Adult Literacy Program	Prevention Program	Help parents of students to read so they can help them understand lessons and America and find good jobs.

Below are listed some of the population characteristics that are helpful in human service planning. Differing age groups have a variety of concerns as do those with limited English knowledge, those with special needs and those with limited incomes. These "Indicators of Human Service Needs" not only provide evidence of the need for assistance, they often provide guidance in planning human service responses to their needs. At the end of each section listed below are conclusions which relate to the human service planning process.

(1). Population characteristics taken from census data
(2). Profile of Low Income Populations and Family Information
(3). Child abuse and neglect
(4). Crime occurrence in Des Moines
(5). Special needs populations
(6). Key leader opinions

(1). Population characteristics taken from census data: Knowing the profile of Des Moines residents is helpful in human service planning. For instance, 17% of the Des Moines population is under age 18, 47% between ages 35 and 64, and 13% ages 65 and above.

While all age groups have basic needs -- food, shelter, clothing, children and youth who are 22% of the population and seniors who are over 13% of the population often have special nutritional and care needs. Their dependence on others for shelter, safety and security are directly related to their ages. The large population between ages 35 and 65 may have other needs related to their families, their employment and income, housing, and family relationship issues.

Since its incorporation in 1959, the City of Des Moines has been characterized by growth, mostly due to annexations of neighboring communities. In 1980, the population was 7,373. Ten years later, in 1990, the population was 17,283. On January 1, 1997, Des Moines will grow once again when it annexes Woodmont and part of Redondo. The total population of the City will go from around an estimated 22,790 to 29,000. TABLE 2 below includes census data from the City as it will be on January 1, 1997.

TABLE 2: AGES OF DES MOINES AREA RESIDENTS

Age Range	% of Total Population
0-11	15%
12-15	4%
16-18	3%
19-34	31%
35-64	34%
65+	13%
Total	100%

Although Des Moines is not as culturally diverse a community as other South King County cities, there is still a significant population of people of color and immigrants and refugees with limited English speaking skills. According to the Office of the Superintendent of Public Instruction, the Highline School District has the third highest number of programs for English as a Second Language in all of King County. Many of the new arrivals in Des Moines are refugees and immigrants from other countries where English was not the first language. TABLE 3 indicates the racial make-up of Des Moines. (Figures came from the Puget Sound Regional Council and the City of Des Moines Community Development Department.)

TABLE 3: RACIAL MAKE-UP OF DES MOINES CITIZENS

Race	**% of Population**
White (Caucasian)	89%
Black (African Amer.)	4%
American Indian	1%
Asian/Pacific Islander	5%
Other	1%

Human service planning conclusions from census data are as follows:

(1). A significant population of children and youth (22%) and seniors (13%) may require special attention to nutrition and other dependency issues related to age.

(2). A significant population of limited English speaking residents requires some attention to English as a Second Language and other literacy programs which help people become more independent and able to adapt to the new culture of the United States.

(3). Population growth due to annexations brings a large number of citizens into the City at the same time. This has the potential of creating more use for services than they are equipped to handle Assessing the need and planning for services are important parts of providing human services.

(4). Large numbers of residents between the ages of 19 and 64 (65%) may have needs related to affordable housing, employment and training.

*(2). **Profile of Low Income Populations and Family Information:*** Information on the number of low income individuals and families living in Des Moines came from a variety of sources; the King County Housing Authority Section 8 and Public Housing Programs, the Washington State Department of Social and Health Services; the Highline School District free and reduced lunch programs: and, the City of Des Moines Finance Department reduced rates for seniors and disabled. Low income individuals and their

families often have need of human services to subsidize their limited resources. Many families depend on the food bank each month to help stretch their meal planning. Others count on clothing banks and cash assistance to stay warm or keep their housing when crises occur.

The King County Housing Authority provides two kinds of housing programs for low income individuals and their families in the Des Moines area -- public housing and Section 8. The primary source of income for families in both types of housing is public assistance. There are three public housing communities in Des Moines with a total of 45 units which house 192 residents. There are 337 units of Section 8 Housing in Des Moines. These are housing units occupied by individuals and/or families with Section 8 certificates issued by the King County Housing Authority. The landlord agrees to rent to the certificate holder and the rental unit is subject to an inspection by the Section 8 staff. The renter pays a reduced rent and the difference is made up by a subsidy provided by the U.S. Department of Housing and Urban Development through the King County Housing Authority. Section 8 housing can be single-family dwellings (66) or apartment units in multi-family buildings (253), or units in duplexes or triplexes (18). Of the 337 Section 8 units in Des Moines, 289 are occupied by single parent households, and 58 are occupied by one person households. There are a total of 994 Section 8 residents in Des Moines. The largest single source of their income is public assistance, then asset income, employment, social security, SSI and child support.

TABLE 4 below outlines information from the Washington State Department of Social and Health Services about Des Moines residents receiving financial assistance.

TABLE 4: 1995 FINANCIAL ASSISTANCE PROGRAMS FOR DES MOINES RESIDENTS (Department of Social and Health Services)

Financial Assistance Programs	**Households Served**
Aid to Families with Dependent Children	
One Parent Households	596
Two Parent Households	83
Refugee Assistance	0
General Assistance -- Unemployable	44
Presumptive Disability	13
ADATSA (Drug and/or Alcohol Treatment)	2
Food Stamps	204
Medical Assistance	
Over 65	50
Children	168
Medically Indigent	0
Disabled	261
Prenatal Care	143
TOTAL	1564

Information about the numbers of individuals and families dependent on financial assistance from the government is very useful in planning for human services, particularly in light of the proposed cuts in entitlement programs. The numbers of those in need of free or reduced cost human services will increase as benefits decrease.

Free and reduced lunches are another source of information useful in identifying the numbers of low income families in the Des Moines area. Highline School District provided information shown in TABLE 5 about schools located in Des Moines which includes total enrollment, and the numbers of free and reduced lunches in 1990 and 1995. As families are less able to pay the full costs of their children's lunches, many come to rely on the school meal as the nutritional backbone of their children's diets. Families experiencing divorce generally result in the mothers becoming single custodial parents. These families most often have lower incomes than two parent families and are in greater need of human service assistance to provide those needed services they can no longer afford.

TABLE 5: HIGHLINE SCHOOLS LOCATED IN DES MOINES

Name of School	Total Enrollment	% Living with 2 Parents		% Free/Reduced Lunches	
		1990	1995	1990	1995
Des Moines Elementary	329	69%	55%	23%	28%
Parkside Elementary	560	65%	48%	27%	48%
Olympic School	347	73%	66%	40%	52%
North Hill Elementary	411	70%	64%	27%	39%
Midway Intermediate	420	66%	53%	29%	46%
Pacific Middle School	598	66%	55%	15%	32%
Mt. Rainier High School	1254	73%	58%	6%	19%

In most cases the percentage of free and reduced lunches has increased between 1990 and 1995, as the populations have increased in low income families. In all cases the number of children living with two parents has decreased between 1990 and 1995. Although statistics were not available regarding mobility in the schools, most South King County districts are reporting an average of between 25% and 35% turnover each year. Families move from district to district and it is not uncommon for a student to appear twice in the same school during any given school year. The most common reasons for moving have to do with income and the ability to pay rent, credit problems or family violence.

Another indicator of low income populations is the "Senior and Disabled Exempt List" maintained by the City of Des Moines for those eligible to receive exemptions from the Surface Water Billings. Currently there are 110 qualified individuals receiving the exemptions because of low income.

The following conclusions based on data relating to low income residents in Des Moines are integrated into the recommendations in this report:

(1). Des Moines has a significant number of low income individuals and families in the City who currently use human services.
(2). As funding for housing and financial assistance are reduced, there will be greater numbers of individuals and families with basic needs of food, shelter, and clothing.
(3). As the number of single parent families grows, so will their need to find and use human services.

(3). Child Abuse and Neglect: The 1995 Annual Report of the City of Des Moines Police Department provided the data in TABLE 14 in Appendix A to this report. The data shows a three year comparison of child abuse cases from 1993 to 1995.

Although the number of reported child abuse cases were reduced in 1995, the number of cases is significant enough to continue a watchful stance, and the support of child abuse prevention programs. Strengthening the family is a way to prevent future problems.

(4). Crime Occurrence in Des Moines: The 1995 Annual Report of the City of Des Moines Police Department provided the frequency of crimes between 1993 and 1995 shown in TABLE 15 which is included in Appendix A to this report. Trends in crime indicate that robbery, assault, theft over $50, malicious mischief, domestic violence, prostitution and drug crimes increased between 1993 and 1995.

For the newly annexing areas of Woodmont and Redondo, crime data was available for the last quarter of 1994 and the first three quarters of 1995. Similar crime patterns exist in the annexing areas which represent a population increase of 5,000 people for Des Moines when they join the City on January 1, 1997. TABLE 16 in Appendix A to this report shows the types and numbers of crimes reported in 1994-95.

These reported crimes are often associated with drugs and alcohol use. They are also crimes of victimization where an individual is harmed either by having property stolen or damaged, or by having his/her personal safety or health at risk. The damage and human suffering resulting from all crimes, particularly sexual assault and domestic violence, can be lifelong. Children who witness violence in the home often learn such behaviors in response to their own conflicts, and victims of abuse may stay in domestic violence situations for many years because they do not see choices for their futures.

In Des Moines, human services work hand-in-hand with the City of Des Moines Police Department to both prevent crimes and help the victims of crimes in an effort to stop the cycle of violence. This commitment is reflected in the definition of human services proposed in this plan, resulting in funding for services which help victims of sexual assault and domestic violence. Prevention programs to stop the cycle of child abuse and family violence are also part of this commitment.

(5). Special Populations: One available source of information about the numbers of speical needs populations is school district data. The following information about students with learning difficulties or special education students in TABLE 6 was provided by Highline School District for the schools located in Des Moines.

TABLE 6: 1994 SPECIAL EDUCATION AND NUMBERS OF STUDENTS IN REMEDIAL READING AND/OR ARITHMETIC AND/OR LOW ACADEMIC PERFORMANCE

Name of School	Total Enrollment	Special Education	Chapter/Low Academic Achievement	ESL Students
Des Moines Elementary	329	28	72 (1994)	NA
Parkside Elementary	560	52	131	NA
Olympic School	347	68	81	87
North Hill Elementary	411	40	46	48
Midway Intermediate	420	37*	160	NA
Pacific Middle School	598	54	64	NA
Mt. Rainier High School	1254	101	413	NA

***Also has 45 students in the Challenge Program**

Information in TABLE 6 is very useful for human service planning, particularly for prevention activities which can help parents and children learn more about improving family management issues in the home, improve bonding with the school and the community and encourage improvement in school work. Low academic achievement, family management and lack of bonding with the community have been shown through research to be factors in the lives of youth who may later be at risk for violence. These are factors which are the basis for two prevention projects underway in the Des Moines area: The Parkside School Project which is currently funded by the City of Des Moines and the Highline Community Mobilization Team, a group of citizens, school personnel and officials from Highline School District communities who are working to prevent youth violence in South King County.

Prevention is part of the Des Moines Human Service Plan. The City recognizes that one of the most effective deterrents to crime is a combined effort of human services and law enforcement. Community caring and involvement do much to create an environment that sends a strong message that crime is not wanted nor tolerated.

(6). Key Leader Opinions: Public opinion is always critical in human service planning. Key leaders were asked to rate a list of human service-related concerns according to the following scale -- "not a problem, major problem, moderate problem, minor problem or don't know." Because community leaders ranked the items contained in TABLE 7 as major or moderate problems more than a total of twenty times, they are included.

TABLE 7: KEY LEADER INTERVIEW QUESTION -- IN YOUR OPINION WHAT ARE THE MOST PRESSING HUMAN SERVICE CONCERNS IN DES MOINES?

Issue	Not a Problem	Major Problem	Moderate Problem	Minor Problem	Don't Know
Public transportation	1	10	13	5	1
Emergency assistance such as food, shelter, clothing		19	9	2	3
Lack of affordable child care		15	6	2	5
Crime		10	16	3	
Poverty, meaning lack of money for basic needs		10	16	3	
Domestic violence		12	11	1	5
Transitional housing	1	11	12	2	3
Affordable housing	1	17	8	3	2
Affordable dental care		16	4	3	5
Lack of programs for youth	3	9	13	3	1
Lack of a multi-service center in Des Moines	3	16	5	4	2

Decisions in human service planning are based on a number of factors including data which indicates problems and opinions or perceptions that problems exist. In the Des Moines community, when asked to rate pressing human service concerns, key leaders indicated agreement on a number of issues. The following is a brief analysis of the relationship to human service planning. Sentences are underlined to indicate conclusions which can be drawn from the high ranking of the item.

Public Transportation: Public transportation is a continuing concern in Des Moines because east-west access is an ongoing problem. Most of Des Moines human services are located on the east-west corridors of the City. For many individuals and families needing to access human services, the current system of public transportation is not helpful.

Emergency Assistance such as food, shelter, clothing: Mention of these human service needs is consistent with the findings of need in the community and the inclusion of these items in the definition of human services.

Lack of Affordable Child Care: Lack of affordable child care is a regional issue in South King County. Efforts by local businesses and human service agencies are improving the quality of existing services and encouraging more child care services. Des Moines has supported such responses to child care needs.

Crime: This human service plan acknowledges the strong relationship between human services and law enforcement in preventing crime and aiding victims.

Poverty, meaning a lack of money for basic needs: Lack of income prevents many individuals, both young and old, and many families with children from accessing the

human services they need. Poverty is one of the identified risk factors for children and youth in bonding with the community and schools. The cycle of poverty can have devastating effects on families and individuals who want to do better but are overwhelmed with their very survival. Poverty is also part of the motivational force for frequent moves by families who live a hand-to-mouth existence. The provision of food, shelter and clothing can do much to help those in poverty use their energy for building a more secure life for themselves and their families.

Domestic Violence: The cycle of violence in families can be curbed, if interventions are successful in stopping the violence. Programs which help victims to gain safety and support for their flight from violence do much to stop the fears and suffering and give hope that victims and their children can sustain their safety and security.

Transitional and Affordable Housing: While shelters provide some temporary relief, transitional housing which is generally several months provides the time that individuals and families need to save enough money for first and last month's rent in a more permanent living situation. The availability of affordable housing helps families stay in the City. by stopping what may have been a cycle of moving every few weeks or months and allows the children to begin bonding in the local community. When transitional and affordable housing are linked to human services which can help with such things as food, clothing, employment and training programs, there is hope for economic self-sufficiency and more permanent housing.

Affordable Dental Care: While health care is provided by the Seattle-King County Public Health Department, affordable dental care is available on a much more limited basis. For many, preventive dental care is not affordable, so that when they do seek dental care, their teeth have deteriorated. Affordable dental care is especially important for children and youth and seniors, who make up 35% of the Des Moines population.

Lack of Programs for Youth: Youth programs are an alternative for at-risk youth who are vulnerable to gang involvement and/or drugs and alcohol use. By keeping busy before and after school, youth are able to learn skills, to build friendships and to improve their interest in school and community. Youth programs are excellent prevention tools.

Lack of a Multi-Service Center in Des Moines: Barriers that make it difficult to access human services include a lack of information about what is available, lack of public transportation to human service programs and the general spread out nature of those services. Many times human service needs are so complex, that one family may need to see several different programs at several different locations. By centralizing services, it becomes easier to market them to those who need the help most, and it becomes easier for services to coordinate with one another on behalf of the client.

What are housing issues in Des Moines?

The Des Moines Comprehensive Land Use Plan provides for a commitment to affordable housing. "The City of Des Moines will continue to assist regional, multi-jurisdictional efforts to address the region's need for low and moderate income housing, and special-needs housing...which includes assisting the private sector, non-profit agencies, and public entities in the planning and development of affordable and special-needs housing within and near Des Moines."

With the annexation of Woodmont and Redondo, Des Moines has a housing mix that is nearly 50/50 multi-family and single family residents. TABLE 13 in Appendix A illustrates the housing mix within the current city boundaries and its proposed annexations. The housing mix is skewed toward multi-family residents because retirement communities and group facilities are counted as multi-family residents, as are the numbers of condominiums. Populations residing in either retirement communities or condominiums remain in the community for considerably longer than renters. While it is difficult to know the exact number of rental units, either houses or apartments, there is a significant enough number to suggest that the high rate of mobility within the schools is due in part to a large renter population.

When compared with other South King County cities, Des Moines is just above the SeaTac Airport area in the lowest rents in South King County. Even though rents are lower than neighboring cities, key leader interviews indicated interest in both transitional housing and affordable housing. Shelter is a major concern, but is classified with other basic needs in the questionnaire. 66% of the key leaders interviewed indicated that they felt the City should join an affordable housing group to take advantage of regional strategies.

How do people access human services in Des Moines?

In order to access human services, people must know about them. Key leaders were asked about how they hear of human services in Des Moines. 76.6% replied that they heard about services by "word of mouth." Since key leaders were chosen for the interview process because they know the Des Moines community well, they are very likely to hear about human services through meetings where a speaker shares information, or through talking with others who are active in the community.

33.3% commented that they learned of services in the published directory that the City circulates annually. This four page information bulletin lists the services by category that citizens are most likely to need. It can be kept near the telephone and provides a useful reference. A more detailed description of services available to Des Moines residents is included in the appendix to this plan.

26.6% read about human services in local newspapers. Human interest articles, editorials on services and programs offer the reader the chance to get acquainted with community resources.

When asked which human services key leaders were aware of, the following were the most mentioned: The Des Moines Food Bank, the City of Des Moines Senior Programs, all City programs, the Domestic Abuse Women's Network, the Police Chaplain's Fund, Pregnancy Aid, the Clothing Bank and the King County Housing Authority. A total of 39 different agencies and programs were mentioned, but most were only mentioned by one or two people.

Barriers to getting services give a clearer picture of access issues. When asked about what limits individuals from getting services, key leaders agreed that the following are barriers to access of services: 90% felt that those who need services probably don't know where to get assistance. Transportation was seen as a limiting factor as was limited English speaking skills. 40% felt that there was no service in the local area to assist with the problem.

Not knowing where to get services is an ongoing problem in many communities, however in Des Moines, there is tremendous potential for opening up the information bank. In fact, this was an item of much discussion at the 1996 Des Moines Community Summit Human Service session. The following suggestions were made to increase the public's awareness of human services:

(1). **Research the Need for A Multi-Service Center.** Having human services in one center would provide opportunities for those who need services to get all the help they need under one roof. This significantly reduces the barriers of transportation, limited time, and confusion about what services are available. A Center also provides opportunities for services to collaborate more easily in aiding individuals and families.

time, and confusion about what services are available. A Center also provides opportunities for services to collaborate more easily in aiding individuals and families.

In the key leader interviews, 70% of the respondents favored a multi-service center as part of the City's response to human service needs. 43% of the thirty key leaders interviewed suggested that such a center should be financed by a bond issue. The vision of such a center would be a facility that would provide room space for human services to bring their programs to Des Moines. Access to all human services would be closely identified with one location. There were concerns about including the senior center in such a facility. 53.3% of the respondents suggested that such a center could be located in the same building but should have its own entrance and be separate from the areas where there was public access for human service programs. The Summit suggested that a citizen's group form to examine the need for a multi-service center. As they look at the center as a focal point for responsive human services, they also will look at how information, services, and the Center would be a warm, home-like, family-oriented place. The citizen's group will study multi-service centers in other towns to see which model fits the needs of the Des Moines community. Key leaders view the Center as an opportunity to improve coordination between the food bank, human services and church-related programs.

(2). Improve communication about changes in the system for advocacy and information. Begin a network today. Increase networking among churches and human service providers.

(a). Use Channel 28 to present human services information -- make it more than just a rolling calendar.
(b). Use City Currents more effectively.
(c). Post information at the Marina.

(3). Advocate for improved transportation services in Des Moines. For those needing access to human services, the only public transportation is buses running north and south in Des Moines and a transportation program for those with special needs called ACCESS. Bus service route descriptions for Des Moines area routes (#130, #132, #174, #166) are included in Appendix A to this report.

Buses do not travel east to west within the Des Moines downtown area. While individuals may be able to travel along Highway 99 or along Marine View Drive, they would have to walk to any location between, often along roads with no sidewalks.

Other public transportation systems are limited to ACCESS and OPTIONS, both of which are demand responsive services. ACCESS is designed for ADA riders who are unable to use regular bus service. OPTIONS is a transportation service available for low income seniors or people with disabilities currently on the weekdays only.

Other, more expensive transportation is available in the form of taxi cabs and vans that specialize in transporting wheel chair bound individuals and others with medical equipment that they must carry with them.

Transportation issues will continue to be a concern for Des Moines residents and businesses as they grapple with the problems of east-west travel. One resolution lies in locating a multi-service center near one of the transportation networks. Another lies in working with other regional governments to create regional solutions to local transportation issues. Other approaches could consist of volunteer ride assistance or business sponsored shuttles.

(4). Respond to the need for assistance in learning English as a Second Language.
In recent years, growing numbers of refugees have moved to South King County because of affordable and public housing and because some of their families settled here before them. These new immigrants have, for the most part limited English speaking skills. Some local school districts estimate between 20 and 30 languages spoken by students and their families.

When communication is limited by language skills, it becomes very difficult to help people understand laws, customs, and requirements for such things as leases and sales agreements. Children from refugee families often assimilate much faster than their parents. They learn and practice English daily in schools and they interact with far more American peers than their parents or grandparents. Prevention programs are generally effective when they help parents learn more about their children and the schools. They are generally receptive to learning more about parenting in the U.S., as they learn more about day-to-day customs in this country.

Highline Community College offers classes in English as a Second Language (ESL) at the Des Moines campus. Students can either learn with books and paper or they can learn with new computer software that teaches ESL. ESL can also be taught by volunteers at local Des Moines sites like parks and recreation facilities, churches or the library meeting room.

(5). Develop innovative ways of connecting people to the service they need.
In some cases there may not be a local office for the service that someone needs. In those cases, a good information and referral network can lead the person to the location and telephone number of the agency he does need to contact. The use of Crisis Clinic's Community Information Line is helpful in locating services out of the immediate area.

The area of service identified in the Summit sessions as lacking in Des Moines was affordable health care. Both Summit sessions mentioned this issue and both issues were listed as moderate concerns in the key leader interview. Currently low income individuals who need public health services must go to either Kent, White Center or Federal Way. This is a particularly difficult trip given the bus routes, none of which go directly to the service needed by Des Moines residents. Often those needing the service

the most are least able to travel to a clinic. Small children, mothers with more than one small child and fragile seniors are two such groups.

One answer is to find a facility or ask a current facility to provide room space to provide selected health services on-site in Des Moines. The Summit participants suggested a partnership between a local clinic and public health.

What effects will welfare reform have on Des Moines residents ?

It is too early to know the full impacts of welfare reform on local communities in Washington State. Both the State of Washington and the federal government can make changes to the current plans. Those most likely to be impacted first are immigrants. Legal immigrants begin losing benefits (August, 1996 to August, 1997). Most legal immigrants receiving food stamps and Supplemental Security Income (SSI) will become ineligible for benefits when their cases are reviewed.

On October 1, 1996, AFDC ended. When the federal fiscal year begins, the Federal guarantee of cash assistance for eligible poor children will end. "No individual or family shall be entitled to any benefits or services under the new major Federal welfare program - The Temporary Assistance for Needy Families (TANF) Block Grant of the Person Responsibility and Work Opportunity Reconciliation Act of 1996. The TANF Block Grant will replace the AFDC Program.

FOOD STAMP benefits decrease (October 1, 1996 to January 1, 1997). New federal rules to the food stamp program start to take effect reducing benefits. Adjustments to the Thrifty Food Plan, a low-cost budget which is used to calculate the amount of food stamps a family receives, will further reduced aid to recipients. Among all food stamp households in Washington, the average benefit loss would be $557 in Fiscal Year 1998 and $650 by Fiscal Year 2002. The average food stamp benefit will fall from its current level of 80 cents per person a meal to just 67 cents per meal by 2002. In April, 1996, 477,508 people in Washington were receiving food stamp benefits, at least half of these recipients were children. Most legal immigrants will be wholly ineligible for food stamps.

AID TO LEGAL IMMIGRANTS CUT States will be allowed, but not required to cut off cash assistance. Medicaid and social services for legal immigrants who are receiving such aid on the date of enactment in August, 1996. (Cuts in effect January 1, 1997). ("Overhauling Welfare, A Look at the Year Ahead," Partnership for Washington's Future, The Children's Alliance, August, 1996).

Potential Impact on Des Moines human services: A brief look at Department of Social and Health Services statistics for zip code, 98198 listed earlier in this plan, suggests that there are 596 one parent households on AFDC and another 83 two parent households on AFDC also. Food stamps go to 204 individuals in Des Moines. As they lose financial aid, these individuals will turn to the Des Moines Food Bank, Pregnancy AID and the Police Chaplain's Fund.

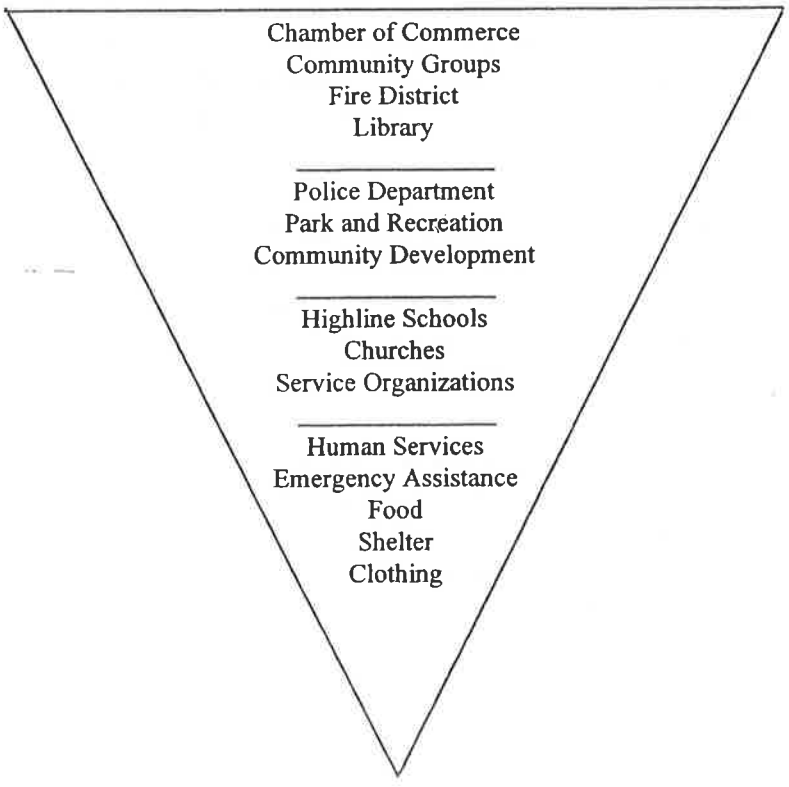
What are the resources in the Des Moines Community that make up the "caring community?"

Along with the basic values of a caring community, Des Moines has other resources that reinforce its image. Because of these resources, Des Moines can sustain its current programs, and it can begin some new promising approaches in helping its residents to help themselves. Existing resources and programs are listed first in answer to this question and new collaborations are suggested for the future.

Core Human Services Definition: Below is the recommended definition of human services provided in this report. It is a definition which reflects the history of human service support, the basic value of helping people help themselves, and the notion that prevention is essential to a human service program to stop cycles of problems early so they don't escalate into devastating problems in the future.

"Human Services are those resources available to the Des Moines Community which make it possible for citizens to live with dignity and purpose. Those include food, shelter, clothing, services for personal safety, prevention and information and referral."

The following diagram illustrates a capacity for resources of Des Moines to work together in providing a caring community.



COMMUNITY CARING ORGANIZATIONS AND INDIVIDUALS

Beyond the resources of City government are the resources of the Des Moines community. Through the years, each of these resources has demonstrated its part in the "Caring Community" of Des Moines. Today, each of them has the capacity to accept new and expanded ways of contributing to the caring spirit of the City.

Churches: There are eighteen churches in the City of Des Moines with the capacity to contribute to human service efforts. Many are already involved by providing space and volunteers for human services

Service Organizations: Local chapters of national and international service organizations exist in Des Moines. Many engage in volunteer activities to help maintain the quality of life in Des Moines. Service organizations actively support human services efforts in Des Moines. Service Clubs listed on the Des Moines Web Site are Kiwanis, Lions, Rotary and Veterans of Foreign Wars. Although it meets in Burien, the South Seattle Soroptomists have Des Moines area members and makes annual contributions to the Highline Community College Women's Program to help women returning to school. The Lion's Club concentrates its fund raising efforts on helping people needing eye glasses and hearing aids. Members will do special projects to help Des Moines area residents who need minor home repairs to help them move toward economic self-sufficiency. The Veterans of Foreign Wars aid veterans to access benefits. The VFW helps families in need particularly around the holiday time. The Rotary Club makes significant contributions to the Des Moines Area Food Bank and youth-oriented programs. The Kiwanis' focus is "Children First" and regularly support many 0-5 year old programs.

Des Moines Library: The Des Moines Library is a part of the King County Library System and one of the most popular gathering places in the City. The Library serves as a center for information and referral and a meeting place for human service groups.

King County Fire District: The Fire District serving Des Moines provides medical aid, fire suppression and fire prevention services for the residents of Des Moines.

Chamber of Commerce and Businesses: The Des Moines Chamber of Commerce is an important leader in motivating the business community to be a leader at the human service table. The Chamber was a major organizer of the Community Summit Open House.

Highline School District: The Highline School District operates public schools serving Normandy Park, Burien, SeaTac, Tukwila and Des Moines.

Community Groups: Community groups that mobilize around needed actions like Improvement Clubs, Community Clubs, and community mobilization teams.

CITY DEPARTMENTS

Complimenting the core human service definition are the City departments which each provide a series of community-oriented programs designed to prevent problems from occurring. Listed below are community-oriented examples of prevention activities in each area.

Des Moines Police Department: The Des Moines Police Department has developed a community-oriented policing approach which involves community members in helping to mobilize their local neighborhoods in crime prevention activities that keep residential areas safe and healthy. Community policing officers have regular contact with youth and their families to help them develop strategies to discourage crime and drugs. The following are examples of community policing programs:

DARE Programs
Community Gang Info Talk
Community Youth Violence Talk, PTA
Street Defense Classes
Bicycle Rodeos
Teen Advisory Council
Halloween Party
Safety Town
School Carnival
Bicycle Safety
Teen Chat

The Proactive Patrol offers safety town classes, a Midway after school program and self-defense classes at Mt. Rainier High School. In their "Walk with a Cop" program, police focus on a particular area of the city and ask citizens to get involved in helping to solve problems. Students have had input into the police hiring process and parents get involved in the Kid Care ID program.

Blockwatches, apartment manager meetings, and meetings with area senior groups all help build a sense of community which strengthens Des Moines' image of caring and helps to prevent crime from occurring.

In areas like domestic violence and sexual assault, the Police and human services share joint concerns and approaches. Key community-based agencies serving victims of these crimes are funded through human services and coordinate their work with both of these City departments.

Des Moines Park and Recreation Department: Like the Police Department's outreach to involve service organizations, youth groups and others, the Park and Recreation Department is an integral part of the quality of life for Des Moines residents. The Department mission is "to provide the opportunity and encourage the diverse population of the Greater Des Moines area to participate in life enhancing activities through developed and well maintained park land and facilities, professional programming and services, and the optimum utilization of community resources. The Park and Recreation programs include the following areas as well as support to the Human Services Committee and Senior Advisory Committee:

League sports (youth, teen, adult & Senior)
General recreation
Historical and Cultural Activities
Senior Citizens Activities
Parks, Trails and Pathways
Continuing Education
Individual sports and fitness
Trails and Pathways
Special Events/Festivals
Youth and Teen Outreach
(After School and Teen Night programs)

Des Moines Park and Recreation provides an innovative approach to youth activities such as this year's opening of a skateboard park and the facilitation of Teen Nights and After School Programs.

Senior Services Program staff works with the Senior Services Advisory Committee which actively provides information on community needs and suggestions for meeting those needs. Seniors make up over 13% of Des Moines' population and are active throughout the community as volunteers, as program participants and as citizen activists. The Senior Services Program provides activities for seniors including daytime educational programs, nutritional meals, day trips and outreach to seniors who are house-bound. The Senior Services Program provides on-site podiatric care and health screenings. Because the Senior Services Program has information on other area senior services, it is an excellent information and referral source in the Des Moines Community.

Community Development: By its mission, the Community Development Department guides and plans for the future, while preserving the quality of life in Des Moines. The Community Development Department manages the Community Development Block Grant (CDBG) program. The goal of this program is to use CDBG funds to develop a viable community in which the quality of life is enhanced in providing a suitable living environment for all citizens and expanding economic opportunities for low and moderate income persons. The CDBG program includes these human-service related objectives:

(1). To fund projects which address local needs and strategies.
(2). To assist in meeting the basic human service needs of low and moderate income persons, especially seniors and youth.
(3). To assist in addressing present and future housing needs of low and moderate income households, including senior and special needs populations in the south King County area.
(4). To support projects which encourage economic development activities such as job creation and retention, stabilization of commercial areas, community pride and neighborhood assistance and are consistent with the city's comprehensive plan.
(5). To support programs which assist City residents with incomes at or below 80% of median to repair, maintain and weatherize their homes.

(6). To assist in the acquisition of facilities which support social services for city residents at or below 80% of median income. Such services and facilities may include but are not limited to day care, health care, family support, senior and youth services.*

*(Source: City of Des Moines 1997 Housing and Community Development Plan Four Year Strategies)

Human Service related strategies for the three year period beginning in 1997 include plans to join other South King County housing providers in the Housing Forum whose goal of developing affordable housing opportunities is accomplished by the following:

- Providing for support of regional shelter and transitional housing for area citizens.
- Proposing a very important prevention strategy to "Address human service needs which focus on self-sufficiency in order to empower families to make contributions to their own well being and quality of life."
- Working with local human service providers to develop innovative methods of leveraging funds to provide maximum effectiveness.
- Including a commitment to participate in local planning activities which coordinate funding approaches, policies and service delivery for all citizens.

Together these three city departments are a powerful force in shaping human service responses. By coordinating and collaborating with one another, the staffs of these departments bring resources to the table including their citizen committees to help shape human service planning for the future. Together they form the first layer of support for human service efforts and expand upon the core definition of human services. The fact that each of these departments provides some element of human services only strengthens the City's statement about the importance of these efforts.

REGIONAL PLANNING BODIES AND WORK GROUPS

South King County Housing Forum: A regional low income housing group which advocates on behalf of affordable housing in an effort to increase the numbers of affordable housing units in South King County. Currently Tukwila and SeaTac are members.

The Human Service Roundtable: County-wide human services planning group made up of local elected officials from each city in King County and County officials.

The South King Council of Human Services: Private, not-for-profit organization of human service providers in South King County. Provides education and information on human services, funders and planning issues.

The South King County Network: Community group created by the State Legislature to assess local needs and fund local programs which address youth violence prevention and community mobilization at the grassroots level.

The South King County Youth Violence Committee: Community task force composed of representatives from local police departments, human services and other concerned citizens to reduce youth violence in South King County. The Youth Violence Committee is the leader for the Community Mobilization Teams of South King County.

The South King County Department of Transportation Special Services Task Force: Regional transportation planning group representing South King County cities, METRO and King County.

Volunteers: With a 17% population of senior citizens, many of who are potential volunteers, and an active business community and Chamber of Commerce with potential volunteers, Des Moines has a wonderful resource for human service activities. At the community summit held in September, 1996, a Volunteer Information Fair was suggested to include churches and other volunteer groups. The Volunteer Information Fair would be one way of better marketing human service volunteer opportunities to those who might want to be of help.

How does Des Moines compare with other cities in South King County responding to human service needs?

South King County human service providers from local cities were asked to provide information about their level of human service funding, sources of human service funding, funded projects, and human service staffing. That information is summarized below:

City of Des Moines: The City of Des Moines provides human services funding from both its Community Development Block Grant funds ($62,966) and its general fund ($101,000). The categories for human services funding are listed below in TABLE 8:

TABLE 8: DES MOINES 1997 HUMAN SERVICES FUNDING- GENERAL FUND

Category of Funding	Amount of Funding
Clothing	$3,500
Information & Referral	$8,500
Shelter	$8,000
Food	$51,000
Safety	$8030
Training	$20,000
General	$1970
TOTAL	**$101,000**

City of Federal Way: The City of Federal Way provides human service operating funding from both its Community Development Block Grant funds ($74,524 for child care subsidies) and its general tax revenue fund ($382,000). TABLE 9 below details the funding by Council Goals:

TABLE 9: FEDERAL WAY 1996 HUMAN SERVICES FUNDING

Category of Funding	Amount of Funding
Basic Needs	167,273
Public Safety	$146,450
Self- Sufficiency	$68,277
TOTAL	**$382,000**

City of Kent: In 1997, the City of Kent will provide funding for human service operating funds from both its Community Development Block Grant funds ($74,249) and from its City general fund ($389,685). The City of Kent's funding priorities for 1997 are as follows:

- Priority 1 -- Those services which help meet basic and emergency needs (food, medical care, shelter, protection from abuse and neglect).

- Priority 2 -- Programs which are preventative in nature and provide a high degree of self-dependence.
- Priority 3 -- Programs which seek to enhance the quality of life in persons whose human basic needs are already met.

When describing the Kent city-wide approach to human services, the City of Kent provided the following 1996 information in TABLE 10 below:

TABLE 10: KENT 1996 HUMAN SERVICE AND RELATED FUNDING

Category of Funding	Amount of Funding
Office of Housing and Human Services (Includes $394,702, CDBG Funds)	$840,664
Water and Sewer Utility Lifeline rates for Senior Citizens	$ 24,659
Parks and Recreation Programs listed below	
Youth/Teen Programs	$484,123
Special Populations Programs	$290,500
Senior Services Programs	$687,950
Scholarships for Indigent Program Participants	$ 20,000
Indigent Defense in Municipal Court	$210,000
Domestic Violence Advocacy	$ 52,737
Police Department Programs as listed below:	
Youth Wellness Conference	$ 7,000
Drinking Driver Task Force	$ 79,893
Project Lighthouse	$ 23,278
DARE and Explorers	$ 27,471
TOTAL	**$3,094,175**

City of Renton: The City of Renton makes human service operating contributions from its Community Development Block Grant allocations (1997 - $57,266). General fund allocations which total $156,047 are outlined in TABLE 10 below. Approximately 54% of human services funding is CDBG -- either operating funds or capital funds invested in programs like home weatherization.

TABLE 11: 1997 CITY OF RENTON HUMAN SERVICE FUNDING

Services Funded	Amount of Funding
Renton Area Youth and Family Services	$67,258
Way Back Inn	$6,000
Central Seattle Community Health Centers	$3,000
Connection Adult Day Care	$8,000
Visiting Nurse Services	$1,900
King County Sexual Assault Resource Center	$30,456
Domestic Abuse Women's Network	$20,000
Renton Area Clothing Bank	$5,000

Renton Technical College Even Start	$9,433
Washington Women's Employment and Education	$5,000
TOTAL	**$156,047**

City of SeaTac: SeaTac provides human service funding both through Community Development Block Grant Funds and General Revenue. 1997 CDBG funding recommendations were for $181,833 in capital projects and $31,360 in public service funds. General Fund tax dollars contributed $173,000 in 1996 to human service contracts, and in 1997, the recommendation is $191,095.

TABLE 12: 1997 CITY OF SEATAC PUBLIC SERVICE FUNDING

Services Funded	Amount of Funding
Des Moines Food Bank	$11,260
Emergency Feeding Program	$10,000
SKC Multi-Service Center Housing	$10,100
TOTAL	**$31,360**

City of Tukwila: The City of Tukwila is proposing 1997 funding for human services at a total of $276,318 from the general tax fund of the City's budget. Briefly, funding categories are listed below in TABLE 13.

TABLE 13: 1997 CITY OF TUKWILA HUMAN SERVICE FUNDING

Category of Funding	Amount of Funding
Victim Assistance	$59,808
Senior Support Services	$33,627
Emergency Services	$36,071
Health Care	$3,750
Youth and Family Services	$103,332
Information and Referral	$7,550
Employment Assistance	$32,180
TOTAL	**$276,318**

TABLE 14: HUMAN SERVICE QUESTIONNAIRE RESPONSES ABOUT STRUCTURE, FUNDING AND STAFFING OF SOUTH KING COUNTY HUMAN SERVICE PROGRAMS

Summary responses to a human service questionnaire regarding the structure, funding and staffing in South King County cities.

City	Location of Human Services	% General Fund	1996 Budget	Proportion of CDBG	Staffing Levels	Funding Sources	CDBG Contribution	1996-1997 Priorities
Des Moines	Park and Recreation/ Senior Services Program	1%	$83,000	14%	Senior Services Manager/staff support	General tax revenue	Housing assistance	Food, shelter, clothing, safety, info/referral
Federal Way	Community Development Services	1%	$382,000	None	2 Prof. staff, .5 support staff	CDBG - 1 staff; General Fund - 1.5 staff	$75,524 Child care subsidies	Basic and emergency needs; public safety; self-sufficiency building collaborations and strong neighborhoods
Kent	Planning Department	1%	$840,664	47%	3.6 Prof. Staff; 1 part-time support	CDBG and General Fund	$394,702	Basic and emergency needs; prevention; quality of life
Renton	Community Services Dept/Human Services Division	.7%	$683,177	54%	3.5 Prof. staff 1 Housing maintenance worker; 1 support staff	General Fund - 2 staff; CDBG - 2.5; 1 Vista	$54,414	Youth and families; medical/dental; basic services and housing
SeaTac	City Manager	1%	$413,471	6%	1 Prof. staff	General Fund; CDBG	N/A	Emergency services; Access, support services
Tukwila	Mayor	2%	$431,500	None	2 Prof staff	General Fund	None - 15% is used for human service related city programs	Positive/healthy family relationships; family self-sufficiency; safety net for urgent and basic needs.

What are some promising approaches for human services?

Trends in human services provision that offer some promise for impacting human service needs in very positive ways:

Collaborative grant proposals: More and more funders are requiring collaborations between various sectors of the community to assure that a coordinated approach will have the greatest impact. For instance, where a human service agency used to be able to apply for funding to do a specific service in a specific place, today, they will be asked to have partners in the provision of service. City departments can collaborate with one another in the planning for grant-funded projects and can connect with community-based groups to enrich the approach.

Collaborations involving community partners require a bottom-up decision making process in which each of the stakeholders have a voice in how the project is shaped. This approach provides a basis for commitment and ownership of ideas. Often funders will ask for the signatures of all partners and a listing of their affiliations.

Outcome-based projects: Funders are also requiring outcome indicators of progress in alleviating human service problems. Outcomes are most effective when there are quantifiable measures of impact. For instance, if the goal of a human service project is to strengthen a community's crime prevention activities, outcomes would be reduction in the crime count for that area.

Economic self-sufficiency: Helping people help themselves off welfare, out of public housing towards economic self-sufficiency is the latest trend with the U.S.Department of Housing and Urban Development. One such project is the Family Self-Sufficiency Program of the King County Housing Authority. Currently there are seven families in Des Moines, all single parent families where the parent has signed an agreement that within five years, she will be employed and self-sufficient. After completing training and getting a job, she will experience increases in rent. The difference between the initial rental rate and the increases will be banked in an escrow account which will be given to the woman when she completes her self-sufficiency agreement with the Housing Authority. These families are often in need of some extra support as they struggle toward economic self sufficiency. The program coordinator is the case manager to participants in the program and can work with community groups interested in partnering to help support the resident's efforts.

Community mobilization: At the grassroots level, groups of citizens are forming to tackle problems in their neighborhoods and communities. Through a collaborative effort, citizens target prevention projects which can reduce the rate of youth violence and/or substance abuse. In South King County, the Youth Violence Committee has adopted the use of the Communities That Care Model of community mobilization. So has the

Community Network, a legislatively created program to fund local community efforts. Community mobilization is a prevention based project that measures both risk and protective factors in a community and then develops strategies that reduce the risks and build the protective factors. In the Highline area, there is a community mobilization team. The South King County Youth Violence Committee is the leader of the South King County Community Mobilization Agenda of which the Highline group is one of eight members.

Community-Oriented Policing: Des Moines already has a good start in community-oriented policing programs. Expanding on the apartment manager's meetings might be a very helpful way to reduce crime in apartments and create greater community attachment. Two prevention outcomes which are very critical to healthy community building can come from an expanded involvement with apartment communities:

(1). The crime rate in multi-family communities will be reduced.
(2). Families will stay longer if they feel safe in their homes. Having families bond with the community and children stay in the same school longer are very important to preventing future problems.

The City of Tukwila has developed a Crime-Free Multi-Housing Project which is a collaboration between the police department and the human services program.

Americorps and Vista Volunteers: Accessing these programs can provide additional resources to the Des Moines Community to organize programs and serve as staff to those services.

Parkside Family Support Center: This resource center for families and children at Parkside Elementary School is supported in part by the City of Des Moines. The concept of the family support center is a part of the Highline School District designed to involve families more in the school community, to assist with parent education, and to muster resources that help children stay in school and succeed in school.

What human services ideas emerged from the 1996 Community Summit?

At the 1996 Greater Des Moines Chamber of Commerce Community Summit, a variety of human services ideas emerged. Participants in the Human Services Discussion Group made a commitment to work on the following plan of action:

(1). Create a one-stop multi-service center to house human services.

(2). Improve communications between groups concerned with human services including the consumers.

(3). Provide more transitional shelters for families.

(4). Hold a Volunteer Information Fair to get citizens more involved.

(5). Offer more public health services at local sites in Des Moines.

(6). Work with the School District Family Support Centers to set up a rental scholarship fund for the families of children who need to improve their school attendance. It would be an agreement between the family and the scholarship fund or church sponsor (donations would be from members of the church) that as the children's attendance improved, part of their monthly rent would be paid by the fund.

(7). Continue the Open House with broad-based community support including the Chamber of Commerce in conjunction with other interested individuals and groups.

HUMAN SERVICES COMMIT
2003 FUNDING RECOMMEN
9/6/02

Requesting Agency	2002 Allocation	2003 Request	Grant Summary
Auburn Youth Services	0	$3,500	Mobile outreach to homeless and runaway youth in S. King Co.
Catholic Community Services: -Emergency Assistance -Katherine's House -Children's Domestic Violence Program	 $6,000 0 0	 $6,000 $2,000 $2,000	 Emergency Assistance Program. Service to homeless chemically dependent women in recovery. Helping children who have witnessed domestic violence.
Center for Career Alternatives	0	$21,172	Low Tech, High Wages Initiative
CHANGES Support Group	$1,500	$2,000	Parent Support Group
Child Care Resources	$1,334	$2,600	Childcare resources and referral
Crisis Clinic: -Telephone Services -Teen Link	 $2,000 $1,000	 $5,000 $3,000	 Telephone services Teen crisis line
DAWN	0	$10,000	Confidential Domestic Violence Shelte
Des Moines Area Food Bank	$25,000	$29,500	Food for those less fortunate
Des Moines Parks & Recreation- After School Program	0	$8,000	After School Program At North Hill Elementary
HCC- Volunteer Literacy Program	$2,000	$2,000	Volunteer Literacy Program

Requesting Agency
Highline Community Hospital: -Highline Youth Center -Highline Midwifery -Roxbury Family Healthcare
Hospitality House
King Co. Sexual Assault Resource Cent
LOVE Inc.
Multi-Service Center: -Emergency & Transitional Housing -Energy Crisis Intervention Program
Parkside Family Center
Pregnancy Aid
Ruth Dykeman Children's Center
Senior Services of Seattle/King Co: -Meals on Wheels -Volunteer Transportation
South Seattle Com. College: -APPLE Parenting -Baby & Me
Total Fu

	2002 Allocation	2003 Request	Grant Summary	Executive Target-$74,664	10% Cut-$67,198	15% Cut-$63,465
	0	$10,000	Health services for teens.	0		
	0	$5,000	Midwifery and Women's Health.	0		
	0	$5,000	Family Healthcare.	0		
	0	$5,000	Shelter for single homeless women	$5,000	$4,500	$4,250
r	$4,000	$5,000	Comprehensive sexual assault services	$4,000	$3,600	$3,400
	$1,430	$1,430	Family REACH Program	0		
	$2,000	$2,100	Emergency & transitional housing	$2,000	$1,800	$1,700
	$3,000	$3,000	Energy Crisis Intervention	0		
	$6,800	$7,400	Parkside School Family Center	$6,800	$6,120	$5,780
	0	$4,000	Pregnancy aid to parents	0		
	0	$12,330	In-Home Counseling Services	0		
	$1,500	$2,000	Meals on Wheels Program	$2,000	$1,800	$1,700
	$2,000	$2,000	Senior Shuttle Transportation	$2,000	$1,800	$1,700
	$2,500	$3,000	Parenting Skills Program	0		
	0	$5,000	Child Abuse Prevention & Intervention	0		
s	**$74,664**	**$118,530**		**$74,664**	**$67,198**	**$63,465**

South King County Cities

Human Services General Fund

2003 Application

City of Des Moines

This application due: Friday, June 14,2002
By 4:15pm.

This following cities accept this common application:

Auburn
Burien
Covington
Des Moines
Federal Way
Kent
Renton
SeaTac
Tukwila

❖ Contact List

If you have questions regarding this application, or require technical assistance please contact city staff listed below:

Auburn	Shirley Aird, Planner	(253) 931-3090	saird@ci.auburn.wa.us
Burien	Lori Fleming, Contract Management Analyst	(206) 248-5518	lorif@ci.burien.wa.us
Covington	Victoria Throm, Human Services	(253) 638-1110	Vthrom@Ci.covington.wa.us
Des Moines	Sue Padden	(206) 878-1642	Spadden@cityofdesmoines.com
Federal Way		(253) 661-4039	
Kent	Katherin Johnson, Human Services Manager	(253) 856-5070	kjohnson@ci.kent.wa.us
	Merina Hanson, Planner		mhanson@ci.kent.wa.us
	Dinah Wilson, Planner		drwilson@ci.kent.wa.us
Renton	Karen Bergsvik, Human Services Manager		kbergsvik@ci.renton.wa.us
	Dianne Utecht, CDBG Coordinator	(425) 430-6655	dutecht@ci.renton.wa.us
SeaTac	Lydia Assefa-Dawson, Programs Coordinator	(206) 248-6101	lydia@seatac.wa.gov
Tukwila	Evelyn Boykan, Human Services Coordinator	(206) 433-7180	eboykan@ci.tukwila.wa.us

❖ Information for the City of Des Moines

Applications must be received at Des Moines City Hall no later than 4:15pm, Friday, June 14th. NO LATE APPLICATIONS WILL BE ACCEPTED. Please deliver applications to 21630 11th Avenue South.

Amount of grant available: Approximately $60,000

Submittal requirements: *One* signed original application with NO attachments and *seven* copies of signed application.
Do not bind, staple, or cover the documents
Do not submit instructions

Contact: Sue Padden, Senior and Human Services Manager

Phone: 206-870-6584
Fax: 206-878-2260
E-mail *Spadden@cityofdesmoines.com*

Allocation Process:

April22-June 14	Individualized technical assistance is available and strongly encouraged. Please contact Sue Padden at 206-878-1642
June14, 2002	Applications due at City Hall by 4:15 p.m.
June17- July 1	Applications reviewed by City staff
July – August	Applications reviewed by Human Services Committee
September,2002	Funding recommendations forwarded to City Council
November, 2002	City Council finalizes the allocations of Human Services funds

❖ Application Instructions

The South King County cities have collaborated to produce a "Common Application" for general fund human services and CDBG funding. Local policies and processes necessitate some variations. **Therefore, you must obtain an application and instructions from each jurisdiction from which funding is requested. Throughout the following instructions, *"City"* refers to the City to which you will submit the application.**

Refer to these instructions as you are filling out the application. The instructions will guide you with further explanation, examples and attached reference information. **Read the entire application before answering the questions. Limit all answers to the space provided. Do not add additional pages. You may use the forms provided or print your own forms (however, you MUST maintain the same format as the forms provided. *Do not change fonts, print size, margins, space between questions, etc.*). The application is available on disk in Microsoft Word. Call the City to which you are applying to request the application in alternate formats.**

Note: Applicants/agencies may provide one service or many related services with City funds. Throughout this application all of the related services shall be defined as a "program". It is also possible that an agency will provide more than one "program". If the agency is requesting City funding to provide more than one program, a separate Part II must be completed for each program. Agencies should complete only one Part I.

Application Instructions

Part I Agency Profile

Part I should be completed only once.

To start.	With the cursor in question one, select the View menu, then Headers and Footers. In the Header – Section 2 box, type of the name of the agency and the program name in the cells provided. If you are submitting an application for more than one program, revise this header for each program you are submitting.
Question 1.	Both the Agency Executive Director and the Board President/Chair signatures are required for this application.
Question 2.	The funding amounts requested in this chart refer only to those amounts requested from the *City.*
Question 3.	Self-explanatory
Question 4.	Answer the questions regarding the Board of Directors.

Community Coordination

Question 5. Provide a description of the program's efforts to increase awareness regarding program services within the community. Describe any surveys, marketing brochures or other means your program may have employed to reach consumers. Provide a description of the efforts your program will take in 2003 to increase and maintain awareness regarding program services within the community. Describe any surveys, marketing brochures or other means your program will employ to reach consumers.

Question 6. Discuss the relationships you have developed to collaborate with others to provide services to the community. Include the specific agencies you are collaborating with and what you do.

Question 7. Self-explanatory

Accessibility and Cultural Relevance

Question 8. Cite specific examples for each of the six listed factors which impact program accessibility.

(a) Self-explanatory
(b) Include information on your program's **outreach efforts** to minority and special needs populations. Also include information on any **staff training related to cultural sensitivity and competency**.
(c) Describe the availability of the agency's physical site in terms of disabled access and proximity of services to city residents.
(d) If the program is located outside of the city, describe how city clients will access the service.
(e) Self-explanatory
(f) Attach policies to original application

Part II: Program Profile

Program Summary

Question 9. List the official title of the program for which funding is requested.

Question 10. List one person as the contact that can answer questions specific to this program.

Question 11. Provide the address of the physical location(s) where the services will be provided. If the location is confidential, state such.

Question 12. Briefly describe the program for which funding is requested. Include a summary of program goals, objectives and the target population.

Question 13. If the scope or services of the program have changed (or are expected to change), please briefly describe. Discuss the contingency plans for any decreases in funding.

Question 14. Use supportive statistics to provide information about the need/problem that your program will address. Include information about populations that are effecting the program.

Program Budget

Question 15. On the chart provided, list the various sources and amounts of revenue provided to your program in calendar years 2002 and requested in 2003. List each city separately. List the amount of fees collected in the " Service Fees " row and provide an estimate of fees to be collected in 2003.

In the "Personnel Costs" category, list the total salary and benefit amounts for all staff associated with the **program**. The "Professional Fees/Contracts" category should include contracted expenses (i.e. accounting and legal professional services) and the maintenance of professional licenses, if applicable. List the program's expenditures according to the categories provided. Provide projected expenditures for calendar year 2003. In the last column, include only funds requested from the ***City*** under this application, by appropriate expenditure category.

In the Net Profit (Loss) line subtract expenses from revenues for the Net Profit (Loss). If the figure is a loss enclose the amount in brackets (i.e., <$1,000>).

Question 16. Using a narrative description explain how City funds as shown in the budget will be used. Be specific. Specify the service(s) that will be provided with the *City* funds requested. Include the unit of service and the population to be served. For example, "200 hours of counseling for teenage substance abusers". State specifically how City funds will be used to provide these services. For example, "Salary of a counselor, rent, motel vouchers, etc."

Question 17. Describe any current or projected changes to the program budget. This should include changes as a result of decreased funding from the County, State, donors, etc.

Question 18. In the Personnel Expenditures charts only include City funded positions. Annual Salary Range should reflect the annual FTE salary scale for each position included. In the City Funds Requested column indicate the amount of City funds which will be used for each position. Example:

Custodian	.5	1 part-time	$24,000 - $28,500	$4395

Also calculate the percentage of the total program budget that is used for program administration and insert that percentage in the box to the right of the question.

Question 19. Describe efforts to use City funds to leverage funding from other sources. Include any funding sources requiring City funds as a match and how much is required.

Performance Measures

Question 20. This information will be used by the *City* to develop 2003 contracts with funded agencies. Please provide accurate and realistic estimates. Use this section to define at least two (2) and no more than four (4) performance measures your agency plans to report. Estimate the number of units to be provided for each measure annually.

In the column "Annual Goal (city funds only)" estimate the number of units that will be funded by the City for city residents. The last column, "Annual Goal (all funding sources)" should be the total number of city residents receiving the program services funded by all sources (including City funding).

The *City* has included "Unduplicated *City* Clients Served" as a required performance measure. Please estimate (based on past performance, if applicable) the number of unduplicated *city* clients the program expects to serve in the spaces provided. You must also provide a minimum of one additional performance measure in the form of a measurable unit of service (see Appendix C, Service Unit Examples for guidance).

In the space provided, define each of the service units the program has identified in the performance measure(s) above.

Outcome Measures

Question 21. (a) List the resources needed to accomplish the outcomes
(b) List the specific activities used to meet the outcomes.
(c) Identify the outputs or performance measures related to the outcome.
(d) Identify one to two outcomes.

See Appendix E, Outcome Measures Example for guidance.

Demographic Information

Question 22. (a) Please note that the categories from Client Income Level through ESL should reflect the number of **city clients only** served by your program. Provide demographic information on clients served in 2002 in the first column. In the last column provide estimated 2003 demographic information.

Definitions:

Income Level: Use the guidelines provided in Appendix A.
Sex: Self-explanatory
Female Headed Household: Single parent, female headed households
Age: Self-explanatory
Ethnicity: Self-explanatory
Disabling Condition: Use definition of disabling conditions provided in Appendix B
Limited English Speaking: Clients for whom English is a second language and who require interpretive or translation services.

(b) **Client Residence:** Only those clients who reside within the ***incorporated limits*** of a city should be included as residents of that city. For example, clients residing in "unincorporated Kent" for example should be included in the Unincorporated King County category. Remember to provide different sets of numbers for each city to which you are applying.

Attachments

IMPORTANT: The City of Des Moines does NOT require attachments.

Agency: _____ Program: _____

❖ Human Services General Fund Application

Part I: Agency Information

✪ Complete this section once for your agency ✪

1. **Applicant Name and Address**	**Signature of Agency Director**
_____	_____
_____	Signature
_____	_____
	Name and Title
_____	_____
E-mail address (if applicable)	(Area Code) Telephone
_____	_____
Signature of Agency Board President	(Area Code) Fax Number

By signing above, you certify that the information in this application is accurate to the best of your knowledge.

Attach Program Contact Sheet –Appendix D

2. Program Cost: List each program for which the agency is submitting an application for 2003 funding.

Program Title	2003 General Funds Requested
Totals All Programs	

Agency: _____ Program: _____

3. Summarize current services provided by your agency

4. Board of Directors information

How many current board members are there?	
How many positions are currently vacant?	
How many board members are from the City of Des Moines?	
How many board meetings were held in the last 12 months?	
How many meetings had a quorum present?	

What are the requirements for board membership and how does the agency recruit members?

Agency: _____ Program: _____

Community Coordination

5. How does your agency make its services known to the community?
6. With whom does the agency collaborate to provide services? Be specific and give examples.
7. Describe how the agency uses volunteers and what positions they fill.

Agency: _____ Program: _____

Accessibility and Cultural Relevance – New Agencies Only

8. **Describe how the agency is accessible or is working toward full accessibility in terms of:**

a) affordability (sliding fee scale, scholarships, toll-free phone numbers, etc.):

b) cultural and linguistic accessibility, relevance, and sensitivity (ethnicity of program staff, training of appropriate staff, and translation services):

c) communication and physical accessibility (for persons with physical disabilities):

Does the program provide TTY/TDD phone service for the speech and hearing impaired?

Yes ☐ No ☐ If yes, TTY/TDD _____

d) transportation (proximity to public transportation, special transportation programs, vouchers, etc.):

e) immediacy of services (waiting lists, prioritization of client need, etc.):

f) non-discrimination (written policies, practices):

Agency: _____ Program: _____

Part II: Program Description

✪ Attach a separate Part II for <u>each</u> program for which the agency is requesting funds ✪

9. Title of Proposed Program

10. Program Contact Person: This must be someone who will be available to answer questions during July and August

Name and Title _____ (Area Code) Telephone _____

E-mail address (if applicable) _____ (Area Code) Fax Number _____

11. Program Location(s)

12. Program Summary: Describe the target population, program goals and objectives for this program.

Agency: _____ Program: _____

13. Describe program modifications during the past year or expected in the next year
14. Document the health or human service issue this program will address. Is there any particular population that is having a significant impact on the program? Explain

Agency: _____ Program: _____

15. Program Budget: All columns should include total program revenue and expenses except for the last column, representing the grant request.

Revenue Source	2002 Program Revenue	2003 Program Revenue Requested
Federal		
State		
County		
Cities (indicate city name below)		
Foundations		
United Way		
Service Fees		
Other:		
TOTAL REVENUE		

Expenses	2002 Program Expenditures	2003 Program Expenditures	2003 Funds Requested from City
PERSONNEL COSTS			
Salaries			
Benefits			
Total Personnel			
OPERATING SUPPLIES			
Office Supplies			
Rent and Utilities			
Repair & Maintenance			
Insurance			
Postage & Shipping			
Printing & Advertising			
Telephone			
Equipment			
Conference/Travel/Training			
Dues & Fees			
Professional Fees/Contracts			
Direct Assistance to Indiv.			
Administrative Costs			
Other (specify below)			
TOTAL EXPENSES			
NET PROFIT (LOSS) (revenue - expenses) =			

Agency: _____ Program: _____

16. In narrative form, explain the use of grant funds as shown in the Program Budget

17. Are there significant budget changes from previous years? What are your plans to address those changes?

18. Program Budget – Detailed Personnel Costs

Job Title	# of FTE Positions	Number of Employees		Annual Salary Range for 1 FTE		Funds Requested
		Full Time	Part Time	Min.	Max.	

What percentage of the this program budget is used for administration (include all costs related to carrying out activities assisted in whole or in part with grant funds). %

Agency: _____ Program: _____

19. What plans do you have to leverage other funding? What funding sources require a match from the City?

20. Performance Measures: List two or more quantitative performance objectives for the program year. One objective must be the number of unduplicated city residents to be served. Additional performance objectives must be in terms of measurable units of service, which describe the type of services given (see Appendix C, Service Unit Examples for guidance).

Measure	Annual Goal (city funds only)	Annual Goal (all funding sources)
1 Unduplicated City Clients Served		
2		
3		
4		

Define each service unit.

1
2
3
4

Agency: _____ Program: _____

21. **Outcome Measures:** List one or two measurable outcomes of the proposed program. An outcome measure is a systematic way to assess the extent to which a program has achieved its intended result. An outcome answers the question, "What has changed in the lives of individuals, families, or the community?" The following chart is similar to the one used by agencies applying to United Way of King County. Refer to Appendix E for an example of a completed outcome measures form. Questions on completing this chart should be directed to the city to which you are applying.

RESOURCES	ACTIVITIES	OUTPUTS	OUTCOMES

Agency: _____ Program: _____

22. Program Demographic Information: Only report the number of Des Moines clients served by this program in the number of clients column. Provide the percentage of the total client population in the percentage of clients column. For income level use the 2002 HUD Income Guidelines given at Appendix A. For disabling condition, use the definition provided at Appendix B.

Select one ☐Individuals ☐Households		2002 # of Clients (extrapolated)	2003 Est. # Clients
Client Income Level	30% of median or below		
	50% of median or below		
	80% of median or below		
	Above 80% of median		
	Unknown		
	TOTAL		
Client Gender	Female		
	Male		
Household	Female-Headed Household		
Client Age	0-4		
	5-12		
	13-17		
	18-34		
	35-54		
	55-74		
	75+		
	Unknown		
	TOTAL		
Ethnicity/ Cultural Background	Asian/Pacific Islander		
	Black/African American		
	Hispanic/Latino		
	Native American/ Alaskan Native		
	White/Caucasian		
	Other		
	Unknown		
	TOTAL		
Condition	Disabling Condition		
ESL	Limited English Speaking		

Agency: _____ Program: _____

22 (cont.) Program Demographic Information: Please use total program numbers for this chart.

	Jurisdiction	2002 # of Clients (extrapolated)	2003 Est. # Clients
Client Residence	Algona		
	Auburn		
	Black Diamond		
	Burien		
	Covington		
	Des Moines		
	Enumclaw		
	Federal Way		
	Kent		
	Maple Valley		
	Milton		
	Normandy Park		
	Pacific		
	Renton		
	SeaTac		
	Seattle		
	Tukwila		
	Unincorporated. King County		
	Other:		
	Unknown		
	TOTAL		

CHECKLIST
FOR REVIEWING
HUMAN SERVICES APPLICATIONS

YES	NO	
❑	❑	Does the proposal primarily benefit Des Moines residents?
❑	❑	Does proposal meet the City's priorities for funding: 1. meet basic & emergency needs (food, shelter, clothing, and safety) 2. program which is preventative in nature and promotes healthy, violence free families and self-dependence. 3. program that seeks to maintain & enhance the quality of life in persons whose basic human needs are already met.
❑	❑	Will this proposal fill a gap or unmet need?
❑	❑	Is this proposal appropriate for Des Moines, or are other agencies or levels of government more suited to provide the service?
❑	❑	Has the City funded the agency before?
❑	❑	Does the proposal provide culturally appropriate services to diverse populations?
❑	❑	Do the proposal outcomes appear achievable?
❑	❑	Is the program accessible? (easy to get to for Des Moines residents, ADA requirements being met, hours of operation, etc.)
❑	❑	Does the proposal make sense? Is it logical?
❑	❑	If the program serves multiple cities, have the other cities been asked to also fund the services?
❑	❑	Is the amount of money requested proportionate to the number of Des Moines residents being served?
❑	❑	Will City funding supplant other monies (i.e., client donations or fund-raisers)?
❑	❑	Is there evidence of collaboration with other agencies?

Linda

NEW BUSINESS
Item #1

AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: Year 2003 Individual Department and Funds Operating Budget Review	FOR AGENDA OF: October 31, 2002
	DEPT. OF ORIGIN: Finance
ATTACHMENTS:	DATE SUBMITTED: October 29, 2002
City of Des Moines Year 2003 General Operating Budget for Debt Service Funds, Internal Service Funds, Reserve Funds, Marina Operations, and Surface Water Management Engineering and Maintenance.	CLEARANCES: [X] pl FINANCE APPROVED BY CITY MANAGER FOR SUBMITTAL:

Purpose and Recommendation

The purpose of this report is to present to the City Council Year 2003 individual department and funds operating budget information for Debt Service Funds, Internal Service Funds, Reserve Funds, Marina Operations, and Surface Water Management Engineering and Maintenance.

Background

Staff have incorporated the conceptual plan into the Year 2003 individual departmental operating budgets as directed by Council at the October 3, 2002 City Council Meeting. The conceptual plan was developed to address the revenue shortfall of $1,802,045 projected for the 2003 budget. The individual departmental operating budgets include the proposed operational efficiencies, operational policy changes, program cuts and savings previously presented to Council.

Discussion

The Budget Narrative changes are distributed into two columns. The first column represents changes resulting from decisions addressed in the conceptual plan. The second column represents changes due to cost increases or decreases from economic events or changes in policy.

Debt Service Funds

General governmental annual debt service requirements for the year 2003 total $889,800. Both Marina and Surface Water debt service requirements are paid out their respective funds and total $731,945.

Internal Service Funds
The Internal Service Funds include Equipment Rental Operations, Computer Operations, Self-Insurance, and Unemployment Compensation.

Reserve Funds
The Reserve Funds include Equipment Rental Replacement, Computer Replacement, Revenue Stabilization, and Facility Repair and Replacement.

Marina Operations
Marina operations budget changes due to decisions addressed in the conceptual plan include reductions in communications, and elimination of the transfers for computer and equipment replacements. Budget changes due to economic impacts or policy changes include an increase in copier lease, increases in professional services, armored car services, bank card charges, and payment to Fire District #26, and reduction in the transfer to the Computer Maintenance Fund, and the change in the calculation to the Self-Insurance Fund. The change in the transfer to the Bond and Sinking Interest Fund and debt service amount is due to the issuance of the 2002 GO and refunding bonds.

Surface Water Management Operations
Surface Water Management operations budget changes due to decisions addressed in the conceptual plan include the transfer of 40% of the Assistant Planner (GIS) position, transfer of 25% of the Public Works Superintendent salaries and benefits, reductions in janitorial services, and elimination of the transfers for computer and equipment replacements. Budget changes due to economic impacts or policy changes include an increase in professional services for a rate and efficiency study, increase in B & O taxes as a result of rate increases, reduction in the transfer to the Computer Maintenance Fund, and the change in the calculation to the Self-Insurance Fund.

Alternatives

None.

Recommendation

No action is required. This is intended to communicate Year 2003 departmental operating budget information.

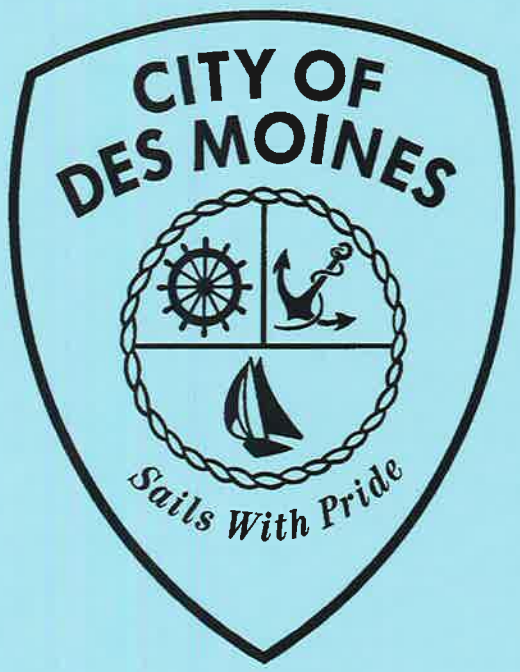
Concurrence

None.

DRAFT - FOR DISCUSSION PURPOSES ONLY

2003 MARINA BUDGET

(OPERATIONS ONLY)



City of Des Moines

Des Moines, Washington

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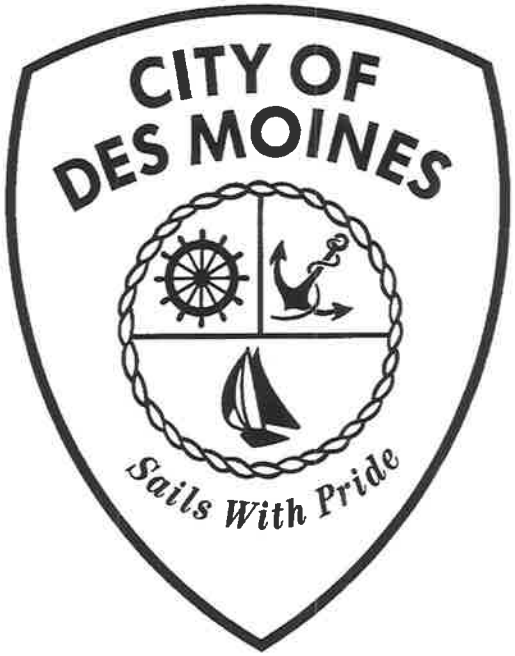


BUDGET NARRATIVE
2003

FUND: **MARINA**
DEPARTMENT: **FUND 401**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted

401.000.000.000.00.00.00 **MARINA REVENUE FUND**

	2002 YE PROJ	2003	2004
REVENUE			
Monthly Moorage	$ 1,866,966	$ 1,960,665	$ 2,029,288
Fuel	$ 394,000	$ 468,700	$ 485,100
Overnight/Winter Moorage	$ 122,400	$ 142,600	$ 147,600
Electricity	$ 87,000	$ 91,350	$ 94,500
Launching Fees	$ 107,350	$ 111,000	$ 111,100
Leases	$ 50,100	$ 51,800	$ 52,800
Interest Earnings	$ 4,100	$ 4,000	$ 4,100
Monthly Moorage Late Penalties	$ 9,800	$ 9,800	$ 10,100
Lockers	$ 10,900	$ 10,500	$ 10,800
Miscellaneous Services & Charges	$ 3,100	$ 5,000	$ 5,200
Sublease revenue	$ 8,640	$ 9,000	$ 9,300
Waiting List Forfeitures	$ 2,580	$ 3,000	$ 3,100
Sale of Keycards	$ 2,500	$ 2,500	$ 2,600
Total Revenue	**$ 2,669,436**	**$ 2,869,915**	**$ 2,965,588**
Transfer-In from Fund 402	**$ 470,201**		

BUDGET NARRATIVE

2003

FUND: **MARINA**
DEPARTMENT: **FUND 401**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted

401.000.000.000.00.00.00

MARINA REVENUE FUND

EXPENSES	**2002**	**2003**	**2004**
Operating Expenses			
Marina Administration	$ 1,216,705	$ 1,660,602	$ 1,674,124
Marina Service	627,770	743,292	759,087
Marina Maintenance	454,168	488,775	470,221
Total Operating Expenses	$ 2,298,643	$ 2,892,669	$ 2,903,431
Transfers Out			
Transfer to Bond and Interest Fund	$ 160,000	$ -	$ -
Transfer to Depreciation & Improvement Fund	$ 140,000	$ 140,000	$ 140,000
Total Transfers Out	$ 300,000	$ 140,000	$ 140,000
Total Expenses	**$ 2,598,643**	**$ 3,032,669**	**$ 3,043,431**
Total Revenue - Total Expenses	**$ 540,994**	**$ (162,754)**	**$ (77,843)**
Beginning Fund Balance	**$ 8,231**	**$ 549,225**	**$ 386,471**
Ending Fund Balance	**$ 549,225**	**$ 386,471**	**$ 308,628**

BUDGET NARRATIVE

2003

FUND: **MARINA REVENUE**
DEPARTMENT: **ADMINISTRATION**

MARINA - ADMINISTRATION

	2002 Budget	2003 Budget Balance Strategies	2003 Budget Economic Impacts or Policy Change	Proposed 2003 Budget
Salaries and Benefits	$ 164,127		$ 6,386	$ 170,513
Office & Operating Supplies	10,700		(2,000)	8,700
Other Services & Charges	104,250	(320)	17,370	121,300
Interfund Transfers	1,092,405	(9,646)	(234,668)	848,091
Debt Service	132,910		519,088	651,998
TOTAL	**$ 1,504,392**	**$ (9,966)**	**$ 306,176**	**$ 1,800,602**

ANALYSIS OF BUDGET CHANGES:

> An increase is reflected in Salaries and Benefits.
> The elimination of keycards purchased for resale is reflected in Operating Supplies.
> A reduction in communications and copier lease and an increase in professional services, armored car services, bank card charges and the payment to Fire District #26 is reflected in Other Services and Charges.
> The change in Interfund Transfers:
  * A reduction to the Computer Maintenance Fund (from $1,300 to $1,000 per piece of equipment)
  * The elimination of the transfer to the Computer Replacement Fund in 2003
  * The elimination of the transfer to the Equipment Replacement Fund in 2003
  * Change in the calculation of the transfer to the Self Insurance Fund
  * The transfer to the Bond & Interest Sinking Fund will be eliminated due to refunding and the new debt will be paid directly out of this fund.
> The new 2002 Limited G.O./Refunding Bonds Debt is reflected in the Debt Service.

2003 BUDGET REQUEST — MARINA ADMINISTRATION

2001-2004 MARINA ADMINISTRATION 401.100.000	2001 ACTUAL	2002 BUDGET	2002 SIX MONTHS	2002 ESTIMATE YR TOTAL	2003 DEPT REQUEST	2003 EXEC AMEND	2003 ADOPTED	2004 ESTIMATE
575.71.10 SALARIES	110,397	117,359	58,722	117,359	119,620	119,620		124,405
575.71.10.01 SALARIES - PART-TIME	18,346	13,423	9,154	13,423	14,367	14,367		14,942
575.71.11 OVERTIME	1,100	3,000	0	0	3,000	3,000		3,000
575.71.10 **SUB TOTAL**	129,842	133,782	67,876	130,782	136,987	136,987	0	142,346
575.71.20 BENEFITS	28,737	28,948	15,515	29,948	32,026	32,026		33,307
575.71.20.01 BENEFITS - PART-TIME	2,210	1,397	932	1,500	1,500	1,500		1,560
575.71.21.00 UNIFORMS	107	0	0	0	0	0		0
575.71.20 **SUB TOTAL**	31,053	30,345	16,447	31,448	33,526	33,526	0	34,867
575.71.31 OFFICE/OPERATING SUPPLIES	3,651	6,000	1,083	3,000	6,000	6,000		6,000
575.71.31.01 COMPUTER SUPPLIES	0	1,200	0	600	1,200	1,200		1,200
575.71.34 KEYCARDS PURCHASED FOR RESALE	0	2,000	0	0	0	0		0
575.71.35 SMALL TOOLS & EQUIPMENT	163	1,500	1,553	1,500	1,500	1,500		1,500
575.71.30 **SUB TOTAL**	3,814	10,700	2,636	5,100	8,700	8,700	0	8,700
575.71.41 PROFESSIONAL SERVICES	10,374	12,500	27,319	81,700	28,200	28,200		30,000
575.71.41.01 STATE AUDIT	4,012	3,500	572	3,500	3,500	3,500		4,000
575.71.41.04 PROF SERV/ARMOR CAR SERVICES	3,248	3,300	1,693	3,300	3,650	3,650		3,700
575.71.42 COMMUNICATIONS	8,534	9,520	3,313	7,500	9,200	9,200		9,200
575.71.43 TRAVEL	929	2,500	306	500	2,500	2,500		2,500
575.71.44 ADVERTISING	11,519	8,000	7,537	8,000	8,000	8,000		8,000
575.71.45.01 LEASES	14,822	30,000	0	15,000	30,000	30,000		30,000
575.71.45.02 COPIER LEASE	2,502	2,530	1,083	2,160	2,250	2,250		2,290
575.71.48 REPAIRS & MAINTENANCE	290	2,000	0	1,000	2,000	2,000		2,000
575.71.49 MISCELLANEOUS	997	3,000	1,977	3,000	3,000	3,000		3,000
575.71.49.03 DUES, SCHOOLS & CONFERENCES	2,005	2,500	803	2,500	2,500	2,500		2,500
575.71.49.05 BANK CARD CHARGES	10,527	10,000	3,918	11,000	11,500	11,500		11,500
575.71.40 **SUB TOTAL**	69,759	89,350	48,521	139,160	106,300	106,300	0	108,690
575.71.51 K.C. FIRE DISTRICT	4,665	4,900	0	4,900	5,000	5,000		5,100
575.71.53 B & O TAX	7,095	10,000	813	10,000	10,000	10,000		10,000
575.71.50 **SUB TOTAL**	11,760	14,900	813	14,900	15,000	15,000	0	15,100

2001-2004 MARINA ADMINISTRATION 401.100.000		2001 ACTUAL	2002 BUDGET	2002 SIX MONTHS	2002 ESTIMATE YR TOTAL	2003 DEPT REQUEST	2003 EXEC AMEND	2003 ADOPTED	2004 ESTIMATE
575.71.71.01	PRINCIPAL - 1993 ADVANCE REFUNDING	90,000	100,000	0	100,000	100,000	100,000		100,000
575.71.83.00	INTEREST - 1988 GO BOND	(3,072)	0	0	0	0	0		0
575.71.83.01	INTEREST - 1993 ADVANCE REFUNDING	49,336	32,810	16,405	32,810	28,160	28,160		22,360
575.71.91.01	GEN FUND ADMIN & ALLOC OF IINDIRECT EXI	675,000	687,375	343,687	687,375	687,375	687,375		687,375
575.71.99.01	COMPUTER MAINTENANCE	10,400	10,400	5,200	10,400	9,000	9,000		9,000
575.71.99.02	COMPUTER REPLACEMENT	4,500	4,500	2,250	4,500	0	0		4,500
575.71.99.03	EQUIPMENT MAINTENANCE	2,000	2,000	1,000	2,000	2,000	2,000		2,000
575.71.99.04	EQUIPMENT REPLACEMENT	12,800	5,146	2,573	5,146	0	0		5,146
575.71.99.05	INTERFUND INSURANCE	66,862	52,984	52,984	52,984	9,716	9,716		11,659
592.79.49.00	MISCELLANEOUS-1988 GO BOND	0	0	0	0	0	0		0
592.79.49.01	MISCELLANEOUS-1993 ADV REFUNDING	98	100	87	100	100	100		100
582.71.00	PRINCIPAL - 2002 REFUNDING BONDS	0	0	0	0	315,000	315,000		320,000
592.83.00	INTEREST-2002 REFUNDING BONDS	0	0	0	0	208,638	208,638		202,180
592.85.00	MISCELLANEOUS - 2003 REFUND BONDS	0	0	0	0	100	100		100
	SUB TOTAL	907,925	895,315	424,186	895,315	1,360,089	1,360,089	0	1,364,420
594.75.64	EQUIPMENT		0	0	0	0	0		0
594.75.64.01	EQUIPMENT-COMPUTER		0	0	0	0	0		0
594.75.60	**SUB TOTAL**	0	0	0	0	0	0	0	0
	TRANSFER TO:								
597.71.03	TRANS TO BOND FUND	15,000	160,000	15,000	160,000	0	0		0
597.71.05	REPAIR & REPLACEMENT	145,000	30,000	0	0	0	0		0
597.71.06	DEPRECIATION/IMPROVEMENT	30,000	140,000	0	140,000	140,000	140,000		140,000
597.71.07	TRANS TO FUND 150	140,000	0	0	0	0	0		0
597.71.00	**SUB TOTAL**	330,000	330,000	15,000	300,000	140,000	140,000	0	140,000
	MARINA ADMINISTRATION TOTAL	1,484,154	1,504,392	575,479	1,516,705	1,800,602	1,800,602	0	1,814,124

BUDGET NARRATIVE
2003

FUND: **MARINA REVENUE FUND #401**
DEPARTMENT: **MARINA ADMINISTRATION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.100.000.575.71.00.00		**ADMINISTRATION**			
		SALARIES AND WAGES			
575.71.10	Salaries & Wages	Provide for necessary personnel to perform administrative functions, clerical duties, and security operations. 1.0 Harbormaster 1.0 Senior Secretary 2.0 FTE's	$ 119,620	$ 119,620	$ -
575.71.10.01	Salaries - Part-time	1 Office Aide (.425 FTE)	$ 14,367	$ 14,367	$ -
575.71.11	Overtime	Provides funds to pay overtime. Situations that might require paying staff overtime would be emergencies, training sessions or special events.	$ 3,000	$ 3,000	$ -
		TOTAL SALARIES AND WAGES	**$ 136,987**	**$ 136,987**	**$ -**
		PERSONNEL BENEFITS			
575.71.20	Personnel Benefits	Provides for personnel benefits for those persons assigned to the administrative division.	$ 32,026	$ 32,026	$ -
575.71.20.01	Benefits - Part-time	Provides for benefits for the .425 FTE Office Aide	$ 1,500	$ 1,500	$ -
		TOTAL PERSONNEL BENEFITS	**$ 33,526**	**$ 33,526**	**$ -**

BUDGET NARRATIVE
2003

FUND: **MARINA REVENUE FUND #401**
DEPARTMENT: **MARINA ADMINISTRATION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.100.000.575.71.00.00		**ADMINISTRATION**			
		SUPPLIES			
575.71.31	Office & Operating Supplies	Provides for purchase and replacement of consumable office supplies and general operating supplies such as printer, copier and typing paper, plain envelopes, ribbons, toner, pencils, notebooks, paint, cleaning supplies, and other miscellaneous operating supplies.	$ 6,000	$ 6,000	$ -
575.71.31.01	Computer	Provides for purchase and replacement of all computer related software, services, supplies, and equipment.	$ 1,200	$ 1,200	$ -
575.71.34	Keycards for Resale	Keycards purchased for resale to tenants	$ -	$ -	$ -
575.71.35	Small Tools & Equipment	Provides for the purchase of small office equipment	$ 1,500	$ 1,500	$ -
		TOTAL SUPPLIES	**$ 8,700**	**$ 8,700**	**$ -**
		OTHER SERVICES AND CHARGES			
575.71.41	Professional Services	Provides for Architectural, engineering or computer support that cannot be provided by City Staff, and pays the company that prints and mails the monthly moorage statements. Also pays for a private security company that provides night security services at the Marina.	$ 28,200	$ 28,200	$ -
		Olympic Data, (prints and sends statements) $ 6,600			
		Computer Consultants (Marina program) $ 1,000			
		QSI - Receipt accounting system support $ 500			
		Puget Sound Security $ 14,400			
		Miscellaneous-as needed $ 5,700			

BUDGET NARRATIVE

2003

FUND: **MARINA REVENUE FUND #401**
DEPARTMENT: **MARINA ADMINISTRATION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.100.000.575.71.00.00		**ADMINISTRATION**			
575.71.41.01	State Audit	The Marina's portion of the state audit.	$ 3,500	$ 3,500	$ -
575.71.41.04	Prof Serv/ Armored Car Service	Provides for daily pick-up of bank deposits by an armored car service.	$ 3,650	$ 3,650	$ -
575.71.42	Communication	Provide for telephone, fax services and fees, postage, certified mail, and stamped envelopes for the Marina. Telephone Lines $6,600 Long Distance $200 Cell Phones/Pagers $0 Postage/Courier $2,500 $9,300	$ 9,200	$ 9,200	$ -
575.71.43	Travel	Pays for mileage, lodging and meals for personnel who are required to travel. The Harbormaster will attend two meetings of the Pacific Coast Congress of Harbormasters. Staff will attend local meetings of the Northwest Marine Trade Association. Also, this fund will pay travel expenses for personnel who have to travel for training sessions.	$ 2,500	$ 2,500	$ -
575.71.44	Advertising	The Marina will advertise in at least two of the local boater's directories and in one of the regional boating publications. This includes listings in the telephone directory and advertising special events.	$ 8,000	$ 8,000	$ -
575.71.45.01	Leases	Land and other operational leases	$ 30,000	$ 30,000	$ -
575.71.45.02	Copier Lease		$ 2,250	$ 2,250	$ -
575.71.48	Repair & Maintenance	Provides for maintenance contracts on office equipment, copier, fax machine and radios.	$ 2,000	$ 2,000	$ -

BUDGET NARRATIVE
2003

FUND: **MARINA REVENUE FUND #401**
DEPARTMENT: **MARINA ADMINISTRATION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.100.000.575.71.00.00		**ADMINISTRATION**			
575.71.49	Miscellaneous	Provides for the costs associated with printing, etc.	$ 3,000	$ 3,000	$ -
575.71.49.03	Dues, Schools & Conferences	Provides for dues for the Pacific Coast Congress of Harbor-masters and the Northwest Marine Trade Association. Pays for tuition and other costs associated with training and continuing education for staff.	$ 2,500	$ 2,500	$ -
575.71.49.05	Bank Card Fees	Bank card fees associated with all charge card transactions, including Marina tenant payments.	$ 11,500	$ 11,500	$ -
		TOTAL OTHER SERVICES & CHARGES	**$ 106,300**	**$ 106,300**	**$ -**
		INTERGOVERNMENTAL SERVICES			
575.71.51	King County	Fire protection for the Marina Office Building Haz-mat facility, Public launch structure, public fishing pier, etc.	$ 5,000	$ 5,000	$ -
575.71.53	B & O Tax	B & O Tax	$ 10,000	$ 10,000	$ -
		TOTAL INTERGOVERNMENTAL SERVICES	**$ 15,000**	**$ 15,000**	**$ -**
		OPERATING TRANSFERS			
575.71.71.01	1993 Advance Refunding	Principle payment for 2003.	$ 100,000	$ 100,000	$ -
575.71.83.01	Interest - 1993 Adv Refunding	Interest payment for 2003.	$ 28,160	$ 28,160	$ -
575.71.91.01	General Fund Administration and Allocation of Indirect Expenses		$ 687,375	$ 687,375	$ -
575.71.99.01	Computer Maintenance		$ 9,000	$ 9,000	$ -

BUDGET NARRATIVE
2003

FUND: **MARINA REVENUE FUND #401**
DEPARTMENT: **MARINA ADMINISTRATION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.100.000.575.71.00.00		**ADMINISTRATION**			
575.71.99.02	Computer Replacement		$ -	$ -	$ -
575.71.99.03	Equipment Maintenance		$ 2,000	$ 2,000	$ -
575.71.99.04	Equipment Replacement		$ -	$ -	$ -
575.71.99.05	Interfund Charge-Insurance		$ 9,716	$ 9,716	$ -
592.79.49.00	Miscellaneous-1988 GO Bond	Miscellaneous fees associated with the 1988 GO Bond	$ -	$ -	$ -
592.79.49.01	Miscellaneous-1993 Advance Refunding	Miscellaneous fees associated with the 1993 Advance Refunding	$ 100	$ 100	$ -
582.71.00	Principal-2002 Limited G.O./Refunding Bonds		$ 315,000	$ 315,000	$ -
592.83.00	Interest-2002 Limited G.O./Refunding Bonds		$ 208,638	$ 208,638	$ -
592.85.00	Miscellaneous-2002 Refunding Bonds		$ 100	$ 100	$ -
597.71.04	Bond & Interest Fund	Principle and Interest payment for revenue bond.	$ -	$ -	$ -
597.71.05	Repair & Replacement Fund	Monies to be transferred as mandated by revenue bond ordinance.	$ -	$ -	$ -
597.71.06	Depreciation and Improvement Fund	Monies to be transferred as per Council instruction.	$ 140,000	$ 140,000	$ -
		TOTAL OPERATING TRANSFER	**$ 1,500,089**	**$ 1,500,089**	**$ -**
		TOTAL ADMINISTRATIVE DIVISION	**$ 1,800,602**	**$ 1,800,602**	**$ -**

BUDGET NARRATIVE

2003

FUND: **MARINA REVENUE**
DEPARTMENT: **SERVICE**

MARINA - SERVICE

	2002 Budget	2003 Budget Balance Strategies	2003 Budget Economic Impacts or Policy Change	Proposed 2003 Budget
Salaries and Benefits	$ 289,310		$ 32,603	$ 321,913
Office & Operating Supplies	391,800			391,800
Other Services & Charges	15,390		(800)	14,590
Interfund Transfers	6,540		8,449	14,989
TOTAL	**$ 703,040**	**$ -**	**$ 40,252**	**$ 743,292**

ANALYSIS OF BUDGET CHANGES:

> In accordance with the Teamster's Contract, all Harbor Attendants have been reclassed, explaining the increases in Salaries and Benefits.

> A reduction in communications is reflected in Other Services and Charges.

> A change in the calculation of the transfer to the Self Insurance Fund explains the change in Interfund Transfers.

2001-2004 401.200.000	MARINA SERVICE DIVISION	2001 ACTUAL	2002 BUDGET	2002 SIX MONTHS	2002 ESTIMATE YR TOTAL	2003 DEPT REQUEST	2003 EXEC AMEND	2003 ADOPTED	2004 ESTIMATE
575.72.10	SALARIES	158,357	195,492	84,212	176,168	216,593	216,593		225,257
575.72.12	SALARIES: SEASONAL	48,765	18,563	6,013	20,615	18,914	18,914		19,671
575.72.11	OVERTIME	2,385	3,500	1,201	3,500	3,500	3,500		3,500
575.72.10	**SUB TOTAL**	209,507	217,555	91,426	200,283	239,007	239,007	0	248,427
575.72.20	BENEFITS	57,922	68,244	34,539	62,800	79,871	79,871		83,066
575.72.21	UNIFORMS	0	1,755	0	1,250	1,250	1,250		1,250
575.72.22	BENEFITS - SEASONAL	8,640	1,756	772	2,600	1,785	1,785		1,856
575.72.20	**SUB TOTAL**	66,562	71,755	35,311	66,650	82,906	82,906	0	86,172
575.72.31	OFFICE/OPERATING SUPPLIES	9,714	6,000	2,651	6,000	6,000	6,000		6,000
575.72.34	GAS/TAXABLE SALES	385,212	385,000	72,248	332,450	385,000	385,000		385,000
575.72.35	SMALL TOOLS & EQUIPMENT	1,114	800	0	800	800	800		800
575.72.30	**SUB TOTAL**	396,040	391,800	74,899	339,250	391,800	391,800	0	391,800
575.72.41	PROFESSIONAL SERVICES	600	0	0	0	0	0		0
575.72.42	COMMUNICATIONS	775	800	456	456	0	0		0
575.72.43	TRAVEL	537	0	0	0	0	0		0
575.72.46	INSURANCE	992	1,090	991	991	1,090	1,090		1,200
575.72.48	REPAIRS & MAINTENANCE	9,056	10,000	5,598	12,600	10,000	10,000		10,000
575.72.49	MISCELLANEOUS	3,182	3,500	336	1,000	3,500	3,500		3,500
575.72.40	**SUB TOTAL**	15,142	15,390	7,381	15,047	14,590	14,590	0	14,700
575.72.99.05	INTERFUND INSURANCE	2,351	6,540	6,540	6,540	14,989	14,989		17,987
575.72.90	**SUB TOTAL**	2,351	6,540	6,540	6,540	14,989	14,989	0	17,987
594.75.64	EQUIPMENT	0	0	0	0	0	0		0
	MARINA SERVICE DIVISION TOTAL	689,603	703,040	215,557	627,770	743,292	743,292	0	759,087

BUDGET NARRATIVE

2003

FUND: **MARINA REVENUE FUND 401**
DEPARTMENT: **SERVICE DIVISION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.200.000.575.72.00.00		**SERVICE DIVISION**			
		SALARIES AND WAGES			
575.72.10	Salaries and Wages	Provides salaries for personnel who perform service functions and related support activities. This item has been increased by .2 FTE to replace seasonal maintenance workers. 1.0 Harbor Lead 4.0 Habor Attendants 5.0 FTE	$ 216,593	$ 216,593	$ -
575.72.12	Salaries Seasonals	1,689 Seasonal part-time hours 0.812 FTE	$ 18,914	$ 18,914	$ -
575.72.11	Overtime	Provides funds for paying staff for overtime. Situations that might require using overtime in the service areas are emergencies or special events.	$ 3,500	$ 3,500	$ -
		TOTAL SALARIES AND WAGES	**$ 239,007**	**$ 239,007**	**$ -**
		PERSONNEL BENEFITS			
575.72.20	Personnel Benefits	Provides for personnel benefits for those persons assigned to the service division.	$ 79,871	$ 79,871	$ -
575.72.21	Uniforms		$ 1,250	$ 1,250	$ -
575.72.22	Benefits-Seasonal	Provides for benefits for seasonal employees.	$ 1,785	$ 1,785	$ -
		TOTAL PERSONNEL BENEFITS	**$ 82,906**	**$ 82,906**	**$ -**

BUDGET NARRATIVE
2003

FUND: **MARINA REVENUE FUND 401**
DEPARTMENT: **SERVICE DIVISION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.200.000.575.72.00.00		**SERVICE DIVISION**			
		SUPPLIES			
575.72.31	Office & Operating Supplies	Provides for purchase and replacement of consumable office supplies and general operating supplies such as cash register tape, cleaning supplies, and printer paper, ribbons, pencils, general cleaning supplies, and other miscellaneous operating supplies. It provides for the supplies associated with the receipt accounting system (quadrant), and moorage envelopes. It also provides for the purchase of new signs, or replacement of existing signs.	$ 6,000	$ 6,000	$ -
575.72.34	Gas/Taxable	Provide for fuel products and other purchases for resale, including gasoline, diesel, and other oils and lubricants used on vessels.	$ 385,000	$ 385,000	$ -
575.72.35	Small Tools & Equipment	Provides for the purchase of small tools or equipment needed to accomplish service tasks.	$ 800	$ 800	$ -
		TOTAL SUPPLIES	**$ 391,800**	**$ 391,800**	**$ -**
		OTHER SERVICES AND CHARGES			
575.72.41	Professional Services		$ -	$ -	$ -
575.72.42	Communication	Provide for telephone services and fees associated with the credit card approval system installed at the fuel dock.	$ -	$ -	$ -
575.72.43	Travel	Provides for cost of materials and classes on safety and service delivery.	$ -	$ -	$ -
575.72.46	Insurance		$ 1,090	$ 1,090	$ -

BUDGET NARRATIVE

2003

FUND: **MARINA REVENUE FUND 401**
DEPARTMENT: **SERVICE DIVISION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.200.000.575.72.00.00		**SERVICE DIVISION**			
575.72.48	Repair & Maintenance Contract	Pays for annual inspection and maintenance service on the cash registers, hoists, fuel tanks, fuel lines and fuel pumps. This fund also pays for the haz-mat disposal service.	$ 10,000	$ 10,000	$ -
575.72.49	Miscellaneous	Provides for miscellaneous consumable supplies.	$ 3,500	$ 3,500	$ -
		TOTAL OTHER SERVICES & CHARGES	**$ 14,590**	**$ 14,590**	**$ -**
		INTERFUND SERVICES			
575.72.99.05	Interfund Insurance		$ 14,989	$ 14,989	$ -
		TOTAL INTERFUND SERVICES	**$ 14,989**	**$ 14,989**	**$ -**
		TOTAL SERVICE DIVISION	**$ 743,292**	**$ 743,292**	**$ -**

BUDGET NARRATIVE
2003

FUND: **MARINA REVENUE**
DEPARTMENT: **MAINTENANCE**

MARINA - MAINTENANCE

	2002 Budget	2003 Budget Balance Strategies	2003 Budget Economic Impacts or Policy Change	Proposed 2003 Budget
Salaries and Benefits	$ 231,991	$ (26,395)	$ 15,358	$ 220,954
Office & Operating Supplies	145,580		(490)	145,090
Other Services & Charges	72,008		12,442	84,450
Interfund Transfers	4,634		3,647	8,281
Capital Outlay	30,000			30,000
TOTAL	**$ 484,213**	**$ (26,395)**	**$ 30,957**	**$ 488,775**

ANALYSIS OF BUDGET CHANGES:

> The Marina and Parks Operations will share one Maintenance Worker, reducing staff by .50 FTE. The increase of $15,000 is explained by the reclassification of Harbor Attendants per the Teamster's Contract.
> A decrease in fuel based on actual usage explains the savings in Office and Operating Supplies.
> An increase in professional services and repairs and maintenance is reflected in Other Services and Charges.
> A change in the calculation of the transfer to the Self Insurance Fund explains the change in Interfund Transfers.
> C' Dock renovation is scheduled for 2003.

2001-2004 401.300.000	MARINA MAINTENANCE DIVISION	2001 ACTUAL	2002 BUDGET	2002 SIX MONTHS	2002 ESTIMATE YR TOTAL	2003 DEPT REQUEST	2003 EXEC AMEND	2003 ADOPTED	2004 ESTIMATE
575.73.10	SALARIES	173,671	181,082	67,153	120,789	159,566	159,566		165,949
575.73.12	SALARIES: SEASONAL	0	0	0	0	0	0		0
575.73.11	OVERTIME	2,033	3,500	2,341	4,700	4,700	4,700		4,700
575.73.10	**SUB TOTAL**	175,704	184,582	69,494	125,489	164,266	164,266	0	170,649
575.73.20	BENEFITS	43,809	46,909	18,720	32,240	56,188	56,188		58,436
575.73.21	UNIFORMS	749	500	100	500	500	500		500
575.73.22	BENEFITS: SEASONAL		0	0	0	0	0		0
575.73.20		44,558	47,409	18,820	32,740	56,688	56,688	0	58,936
575.73.31	OPERATING SUPPLIES	26,840	40,000	15,991	35,000	40,000	40,000		40,000
575.73.32.01	UNLEADED FUEL (ISF)	474	2,140	993	1,900	2,090	2,090		2,300
575.73.32.02	DIESEL FUEL (ISF)	2,129	440	0	0	0	0		0
575.73.33	ELECTRICITY	88,522	100,000	49,217	89,993	100,000	100,000		100,000
575.73.35	SMALL TOOLS & EQUIPMENT	3,601	3,000	1,951	3,000	3,000	3,000		3,000
575.73.30	**SUB TOTAL**	121,565	145,580	68,152	129,893	145,090	145,090	0	145,300
575.73.41	PROFESSIONAL SERVICES	3,849	2,500	6,562	8,000	5,000	5,000		5,000
575.73.43	TRAVEL	0	0	0	0	0	0		0
575.73.44	ADVERTISING	0	0	0	0	0	0		0
575.73.45	OPERATING RENTALS & LEASES	1,202	4,000	899	2,500	4,000	4,000		4,000
575.73.47	UTILITIES	53,122	59,008	29,279	58,950	58,950	58,950		59,400
575.73.48	REPAIRS & MAINTENANCE	15,472	5,000	8,392	15,000	15,000	15,000		15,000
575.73.49	MISCELLANEOUS	307	1,500	104	500	1,500	1,500		2,000
575.73.40	**SUB TOTAL**	73,951	72,008	45,236	84,950	84,450	84,450	0	85,400
575.73.99.05	INTERFUND INSURANCE	1,176	4,634	4,634	4,634	8,281	8,281		9,937
575.73.90	**SUB TOTAL**	1,176	4,634	4,634	4,634	8,281	8,281	0	9,937

2003 BUDGET REQUEST MARINA MAINTENANCE DIVISION

2001-2004 401.300.000	MARINA MAINTENANCE DIVISION	2001 ACTUAL	2002 BUDGET	2002 SIX MONTHS	2002 ESTIMATE YR TOTAL	2003 DEPT REQUEST	2003 EXEC AMEND	2003 ADOPTED	2004 ESTIMATE
594.75.63	OTHER IMPROVEMENTS	8,453	0	0	0	0	0		0
594.75.64	EQUIPMENT	2,295	0	0	0	0	0		0
	REBUILD 1 4000 lb HOIST	0	0	0	0	0	0		0
	CARD LOCKS FOR RESTROOM	0	5,000	0	0	0	0		0
	NEW CARPET FOR OFFICE	0	7,500	6,415	7,915	0	0		0
	AIDS TO NAVIGATION - ENTRANCE	0	5,000	20,332	20,332	0	0		0
	OH DOORS FOR DRY SHEDS	0	2,500	4,082	4,082	0	0		0
	NEW CABIN FOR HARBOR I	0	7,500	0	0	0	0		0
594.75.63.04	A DOCK RENOVATION	0	2,500	13,891	13,891	0	0		0
594.75.63.05	B DOCK RENOVATION	0	0	0	30,000	0	0		0
594.75.63.06	C DOCK RENOVATION	0	0	0	0	30,000	30,000		0
	MARINA MASTER PLAN	30,778	0	242	242	0	0		0
	DRY STACK 2001	18,264	0	37,348	0	0	0		0
	REDONDO IMPROVEMENTS	416	0	0	0	0	0		0
594.75.60	**SUB TOTAL**	60,207	30,000	82,310	76,462	30,000	30,000	0	0
	MARINA MAINTENANCE TOTAL	477,160	484,213	288,646	454,168	488,775	488,775	0	470,221
	MARINA SERVICE TOTAL	689,603	703,040	215,557	627,770	743,292	743,292	0	759,087
	MARINA ADMINISTRATION TOTAL	1,484,154	1,504,392	575,479	1,516,705	1,800,602	1,800,602	0	1,814,124
	TOTAL MARINA REVENUE EXPENSES	2,650,917	2,691,645	1,079,682	2,598,643	3,032,669	3,032,669	0	3,043,431
401.350.000									
508.80.00	**ENDING FUND BALANCE**	8,231			549,225	386,471	386,471		308,628
	TOTAL MARINA REVENUE FUND	2,659,148			3,147,868	3,419,140	3,419,140	0	3,352,059

BUDGET NARRATIVE
2003

FUND: **MARINA REVENUE FUND 401**
DEPARTMENT: **MAINTENANCE DIVISION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.300.000.575.73.00.00		**MAINTENANCE**			
		SALARIES AND WAGES			
575.73.10	Salaries and Wages	Provides salaries for personnel who perform maintenance functions and related support activities. 1.0 Asst. Harbormaster 1.0 Harbor Lead ~~2.0~~ 1.5 Harbor Attendants Reduced by .50 FTE 3.5 FTE One position is new shared by both the Marina and Park Maintenance	$ 159,566	$ 159,566	$ -
575.73.12	Salaries-Seasonal		$ -	$ -	$ -
575.73.11	Overtime	Provides for paying staff overtime. Situations that might require the use of overtime are emergencies and special events.	$ 4,700	$ 4,700	$ -
		TOTAL SALARIES AND WAGES	**$ 164,266**	**$ 164,266**	**$ -**
		PERSONNEL BENEFITS			
575.73.20	Personnel Benefits	Provides for personnel benefits for those persons assigned to the maintenance division.	$ 56,188	$ 56,188	$ -
575.73.21	Uniforms		$ 500	$ 500	$ -
575.73.22	Benefits-Seasonal		$ -	$ -	$ -
		TOTAL PERSONNEL BENEFITS	**$ 56,688**	**$ 56,688**	**$ -**

BUDGET NARRATIVE
2003

FUND: **MARINA REVENUE FUND 401**
DEPARTMENT: **MAINTENANCE DIVISION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.300.000.575.73.00.00		**MAINTENANCE**			
		SUPPLIES			
575.73.31	Operating Supplies	Provides for purchase and replacement of consumable operating supplies such as paint, lumber, hardware, and other miscellaneous operating supplies as needed by the maintenance division to properly carry out their mission. Provides for increased plank replacement, purchase of piping, conduit, and other materials necessary to carry out tasks, projects, and assignments in maintain the marina in an excellent condition. This includes painting the trusses, landscaping and groundskeeping.	$ 40,000	$ 40,000	$ -
575.73.32	Fuel	Provides fuel for Marina trucks, Harbor I, and the two utility vehicles.	$ 2,090	$ 2,090	$ -
575.73.33	Electricity	Provides for electrical service to our moorage holders as well as our own consumption. Tenants are billed for approximately 80% of this amount.	$ 100,000	$ 100,000	$ -
575.73.35	Small tools & Equipment	This provides for small tools and consumable shop equipment such as saw blades and drill bits, and small hand tools.	$ 3,000	$ 3,000	$ -
		TOTAL SUPPLIES	**$ 145,090**	**$ 145,090**	**$ -**
		OTHER SERVICES & CHARGES			
575.73.41	Professional Services	Provides for contract services and for professional consultations on maintenance problems involving Marina structures or systems (i.e.electrical & plumbing).	$ 5,000	$ 5,000	$ -
575.73.43	Travel Expenses	Travel associated with training.	$ -	$ -	$ -

BUDGET NARRATIVE
2003

FUND: **MARINA REVENUE FUND 401**
DEPARTMENT: **MAINTENANCE DIVISION**

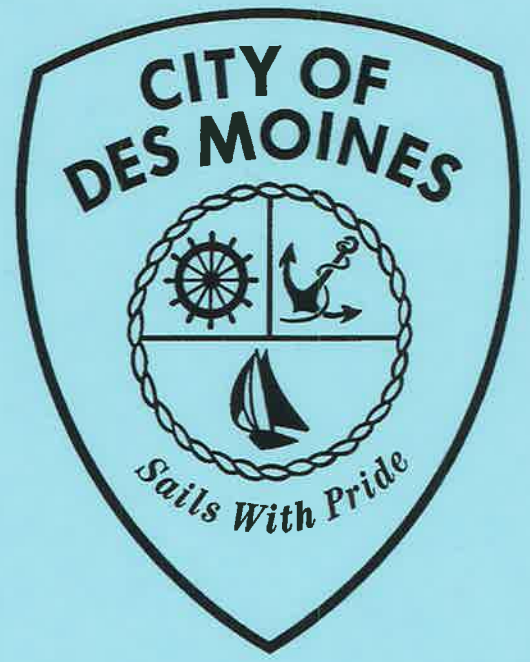
Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.300.000.575.73.00.00		**MAINTENANCE**			
575.73.45	Operating Rental and Leases	Provide for rental of high cost-low usage equipment, as needed at the Marina, necessary to perform certain tasks at the Marina. Equipment needed are lawn thatching machine, specialized saws, field welders, cranes, etc.	$ 4,000	$ 4,000	$ -
575.73.47	Utilities	Marina utilities charges. This includes water, garbage, and sewer. Also includes Utilities for Redondo Ramp & Pier.	$ 58,950	$ 58,950	$ -
		ELECTRIC 1,090 WATER 10,840 SEWER 3,030 SWM 14,650 GARBAGE 25,140 CABLE 4,200 58,950			
575.73.48	Repair & Maintenance	Provide for repairs to the carts, Harbor 1,Dry Shed hoists & plumbing/electrical repairs, and other contractual services associated with the maintenance and operation of the marina which are beyond the capabilities of the maintenance personnel. This includes annual inspection and servicing of the fire extinguishers, and testing back pressure valves on the water system throughout the Marina.	$ 15,000	$ 15,000	$ -
575.73.49	Miscellaneous	Provides for miscellaneous consumable supplies.	$ 1,500	$ 1,500	$ -
		TOTAL OTHER SERVICE & CHARGES	**$ 84,450**	**$ 84,450**	**$ -**
		INTERFUND SERVICES			
575.73.99.05	Interfund Insurance		$ 8,281	$ 8,281	$ -
		TOTAL INTERFUND SERVICES	**$ 8,281**	**$ 8,281**	**$ -**

BUDGET NARRATIVE

2003

FUND: **MARINA REVENUE FUND 401**
DEPARTMENT: **MAINTENANCE DIVISION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.300.000.575.73.00.00		**MAINTENANCE**			
		CAPITAL OUTLAY			
	B Dock Renovation		$ -	$ -	$ -
	C Dock Renovation		$ 30,000	$ 30,000	$ -
		TOTAL CAPITAL OUTLAY	**$ 30,000**	**$ 30,000**	**$ -**
		TOTAL MAINTENANCE DIVISION	**$ 488,775**	**$ 488,775**	**$ -**


CITY OF
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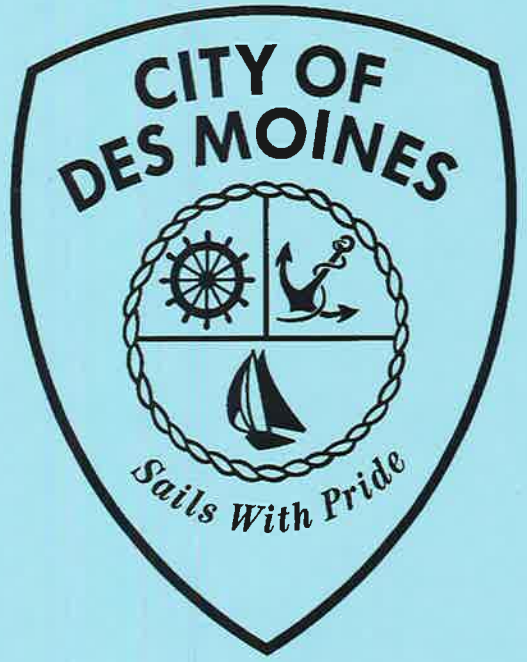
2003 SURFACE WATER MANAGEMENT BUDGET (OPERATIONS ONLY)



City of Des Moines

Des Moines, Washington

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BUDGET NARRATIVE

2003

FUND: **SURFACE WATER MANAGEMENT - OPERATIONS**
DEPARTMENT **FUND 450**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
		SURFACE WATER MANAGEMENT - UTILITY	**$ 1,325,000**	**$ 1,325,000**	**$ -**

Surface Water Management Maintenance funds are accrued through the billing of private property. This fund is designated for maintenance and for up keep of the existing natural and man-made drainage features within the City of Des Moines.

	2002	2003	2004
BEGINNING FUND BALANCE	**$ 740,382**	**$ 100,000**	**$ 100,000**
REVENUE	**Projection**	**Budget**	**Budget**
Storm Drainage Fees*	$ 1,138,000	$ 1,165,000	$ 1,193,000
Installation and Hook up Fees	$ 15,000	$ 40,000	$ 40,000
Interest Income	$ 10,000	$ 10,000	$ 10,000
Other Misc Charges	$ 1,000	$ 10,000	$ 10,000
REVENUE	**$ 1,164,000**	**$ 1,225,000**	**$ 1,253,000**
OPERATING EXPENSES			
SWM Engineering	$ (352,084)	$ (456,041)	$ (471,945)
SWM Maintenance	$ (432,802)	$ (421,880)	$ (473,516)
Total Operating Expenses	**$ (784,886)**	**$ (877,921)**	**$ (945,461)**
TRANSFER-OUT TO FUND 451 (Annual Cash Available for capital projects and debt service)	$ (1,019,496)	$ (347,079)	$ (307,539)
ENDING FUND BALANCE	**$ 100,000**	**$ 100,000**	**$ 100,000**

* Per Ordinance 1220-A, the annual increase is 2.4% for storm drainage fees.

BUDGET NARRATIVE
2003

FUND: **SURFACE WATER MANAGEMENT**
DEPARTMENT: **ENGINEERING**

SWM - ENGINEERING

	2002 Budget	2003 Budget Balance Strategies	2003 Budget Economic Impacts or Policy Change	Proposed 2003 Budget
Salaries and Benefits	$ 195,050	$ 28,903	$ 10,914	$ 234,867
Office & Operating Supplies	4,000		(570)	3,430
Other Services & Charges	96,542	(620)	40,048	135,970
Interfund Transfers	59,054	(1,625)	3,345	60,774
B & O Tax	20,000		1,000	21,000
TOTAL	**$ 374,646**	**$ 26,658**	**$ 54,737**	**$ 456,041**

ANALYSIS OF BUDGET CHANGES:

> 40% of the GIS/Planner Position will be paid by this fund in 2003.
> A decrease in fuel based on actual usage explains the savings in Office and Operating Supplies.
> A reduction in janitorial services with an increase in professional services for a rate and efficiency study is reflected in Other Services and Charges.
> The change in Interfund Transfers:
  * A slight increase in the Interfund Administrative Charges
  * A reduction to the Computer Maintenance Fund (from $1,300 to $1,000 per piece of equipment)
  * The elimination of the transfer to the Computer Replacement Fund in 2003
  * Change in the calculation of the transfer to the Self Insurance Fund
> An increase in the B&O Tax collected and remitted to the state based on the increase in fees.

2001-2004 450.000.000	SURFACE WATER MANAGEMENT ENGINEERING	2001 ACTUAL	2002 BUDGET	2002 SIX MONTHS	2002 ESTIMATE YR TOTAL	2003 DEPT REQUEST	2003 EXEC AMEND	2003 ADOPTED	2004 ESTIMATE
531.50.10	SALARIES & WAGES	145,371	150,386	74,076	150,386	176,567	176,567		183,630
531.50.11	OVERTIME	1,179	1,200	272	272	1,200	1,200		1,300
531.50.10	SUB TOTAL	146,550	151,586	74,348	150,658	177,767	177,767	0	184,930
531.50.20	PERSONNEL BENEFITS	41,061	43,464	23,626	43,464	57,100	57,100		59,384
531.50.20	SUB TOTAL	41,061	43,464	23,626	43,464	57,100	57,100	0	59,384
531.50.31	OFFICE/OPERATING SUPPLIES	2,618	2,000	1,304	2,000	2,000	2,000		2,100
531.50.32.01	UNLEADED FUEL (ISF)	787	1,000	149	390	430	430		470
531.50.35	SM TOOLS & EQUIPMENT	1,000	1,000	0	500	1,000	1,000		1,000
531.50.30	SUB TOTAL	4,405	4,000	1,453	2,890	3,430	3,430	0	3,570
531.50.41	PROFESSIONAL SERVICES	41,439	81,000	18,998	67,100	125,800	125,800		83,000
531.50.41.01	WATER QUALITY TESTING	799	5,000	0	0	0	0		45,000
531.50.41.04	JANITORIAL SERVICES	(357)	900	217	900	280	280		290
531.50.42	COMMUNICATIONS	784	810	348	840	840	840		860
531.50.43	TRAVEL	0	750	570	570	750	750		760
531.50.44	ADVERTISING	65	350	0	200	350	350		350
531.50.45.02	COPIER LEASE	2,495	2,440	1,140	2,460	2,560	2,560		2,600
531.50.47	UTILITIES	1,357	1,072	679	1,140	1,140	1,140		1,200
531.50.48	REPAIRS AND MAINTENANCE	10	500	3	3	500	500		500
531.50.49	MISCELLANEOUS	116	1,000	0	500	1,000	1,000		1,000
531.50.49.01	MISC-LAUNDRY	0	0	5	5	0	0		0
531.50.49.02	MISC-PRINTING	103	500	446	500	500	500		500
531.50.49.03	MISC-DUES, SCHOOLS AND CONF.	275	2,220	175	1,800	2,250	2,250		2,300
531.50.40	SUB TOTAL	47,086	96,542	22,581	76,018	135,970	135,970	0	138,360
531.50.91.00	INTERFUND ADMIN CHRGS.-GEN FUND	49,000	50,225	25,112	50,225	51,300	51,300		52,000
531.50.99.01	COMPUTER INTERFUND-MAINTENANCE	3,900	3,900	1,950	3,900	3,000	3,000		3,000
531.50.99.02	COMPUTER INTERFUND REPLACEMENT	1,625	1,625	812	1,625	0	0		1,625
531.50.99.03	EQUIPMENT RENTAL MAINTENANCE	0	0	0	0	0	0		0
531.50.99.04	EQUIPMENTAL RENTAL REPLACEMENT	0	0	0	0	0	0		0
531.50.99.05	INTERFUND INSURANCE	761	2,340	2,340	2,340	5,510	5,510		6,612
531.50.99.06	FACILITY REPAIR/REPLACEMENT	964	964	482	964	964	964		964
575.71.53	B & O TAX	0	20,000	0	20,000	21,000	21,000		21,500
591.31.00	SUB TOTAL	56,250	79,054	30,696	79,054	81,774	81,774	0	85,701

2001-2004 450.000.000	SURFACE WATER MANAGEMENT ENGINEERING	2001 ACTUAL	2002 BUDGET	2002 SIX MONTHS	2002 ESTIMATE YR TOTAL	2003 DEPT REQUEST	2003 EXEC AMEND	2003 ADOPTED	2004 ESTIMATE
594.31.64	EQUIPMENT	0	0	0	0	0	0		0
594.31.60	SUB TOTAL	0	0	0	0	0	0	0	0
	SURFACE WATER TOTAL -ENGINEERING	295,351	374,646	152,704	352,084	456,041	456,041	0	471,945

BUDGET NARRATIVE

2003

FUND: **SURFACE WATER MANAGEMENT**
DEPARTMENT: **ENGINEERING**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
450.000.000.531.50.00.00		**SURFACE WATER MANAGEMENT - ENGINEERING**			
		SALARIES AND WAGES			
531.50.10	Salaries and Wages	Provides for salaries and wages for staff. This provides for the following staff: 0.25 Public Works Director 0.50 Assistant City Engineer 1.00 Engineering Technician 1.00 Engineering Aide 0.40 GIS/Asst. Planner (SWM & Community Development 3.15 FTE to share position in 2003.)	$ 176,567	$ 176,567	$ -
531.50.11	Overtime	Provides for overtime for staff.	$ 1,200	$ 1,200	$ -
		TOTAL SALARIES AND WAGES	**$ 177,767**	**$ 177,767**	**$ -**
		PERSONNEL BENEFITS			
531.50.20	Personnel Benefits	Provides for benefits for surface water staff.	$ 57,100	$ 57,100	$ -
		TOTAL PERSONNEL BENEFITS	**$ 57,100**	**$ 57,100**	**$ -**
		SUPPLIES			
531.50.31	Office and Operating Supplies	Cost of office and operating supplies. Also includes office billing supplies, forms, computer paper, etc. Office Supplies $800 Plotter Materials $200 Photo Processing $200 Plan copier materials $600 Misc $200 Total $2,000	$ 2,000	$ 2,000	$ -

BUDGET NARRATIVE
2003

FUND: **SURFACE WATER MANAGEMENT**
DEPARTMENT: **ENGINEERING**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
450.000.000.531.50.00.00		**SURFACE WATER MANAGEMENT - ENGINEERING**			
531.50.32	Fuel	Gasoline for two cars.	$ 430	$ 430	$ -
531.50.35	Small Tools and Equipment	Hand tools, field equipment, safety equipment.	$ 1,000	$ 1,000	$ -
		TOTAL SUPPLIES	**$ 3,430**	**$ 3,430**	**$ -**
		OTHER SERVICES AND CHARGES			
531.50.41.00	Professional Services--	This line item includes outside professional services which may be required for site specific engineering, tests or analysis, such as surveying, soils reports and testing. It also pays for billing and collection services provided by King County.	$ 125,800	$ 125,800	$ -
		K.C. Billing Services $13,600 K.C. Collection Services (1%) $11,700 Culvert Survey $30,000 Registered Surveys, Soil Testing, Mapping, Other $4,000 Engineering Design Services $8,000 Rate Study $25,000 Efficiency Study $20,000 WRIA 9 $13,500 Total $125,800			
531.50.41.01	Professional Services -- Water Quality Monitoring Program	Provides for outside professional services in water quality and flow analysis.	$ -	$ -	$ -

BUDGET NARRATIVE

2003

FUND: **SURFACE WATER MANAGEMENT**
DEPARTMENT: **ENGINEERING**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
450.000.000.531.50.00.00		**SURFACE WATER MANAGEMENT - ENGINEERING**			
531.50.41.04	Janitorial Services	Provides for janitorial services for 10% of the Public Works-Engineering Building.	$ 280	$ 280	$ -
531.50.42	Communications	Provides for postage, phone and fax service. Telephone Lines $710 Long Distance $130 $840	$ 840	$ 840	$ -
531.50.43	Travel	Travel expenses associated with training.	$ 750	$ 750	$ -
531.50.44	Advertising	Expenses for advertising position openings, project bids, and legal publications.	$ 350	$ 350	$ -
531.50.45.02	Copier Lease	One-half copier, shared with Engineering	$ 2,560	$ 2,560	$ -
531.50.47	Utilities	Provides for 10% of the utilities for the Public Works-Engineering Building: ELECTRIC $800 WATER $60 SEWER $50 SWM $0 GARBAGE $0 NATURAL GAS $230 $1,140	$ 1,140	$ 1,140	$ -
531.50.48	Repairs and Maintenance	Expenses for repairs and adjustments to SWM engineering office equipment/instruments.	$ 500	$ 500	$ -
531.50.49	Miscellaneous	Minor expenses, otherwise not categorized.	$ 1,000	$ 1,000	$ -
531.50.49.02	Printing	Provides for printing costs of basin plans, project specifications and manuals, large maps, exact scale reductions, color copies, etc.	$ 500	$ 500	$ -

BUDGET NARRATIVE

2003

FUND: **SURFACE WATER MANAGEMENT**
DEPARTMENT: **ENGINEERING**

Account No.	Title	Narrative		Departmental Request	Executive Amendment	Adopted
450.000.000.531.50.00.00		**SURFACE WATER MANAGEMENT - ENGINEERING**				
531.50.49.03	Dues, Schools Conferences	ASCE Membership	$120	$ 2,250	$ 2,250	$ -
		WEF Membership	$110			
		Professional Licenses	$160			
		Subscriptions	$110			
		Conferences/Registrations	$600			
		*Classes/Training	$1,150			
		Total	$2,250			
		*Included basic training, safety training for confined spaces, NPDES seminars, other permit and regulation training.				
		TOTAL OTHER SERVICES AND CHARGES		**$ 135,970**	**$ 135,970**	**$ -**
		INTERFUND SERVICES				
531.50.91	Administrative Interfund Charge	Transfer to General Fund.		$ 51,300	$ 51,300	$ -
531.50.99.01	Computer Maintenance			$ 3,000	$ 3,000	$ -
531.50.99.02	Computer Replacement			$ -	$ -	$ -
531.50.99.05	Interfund Insurance			$ 5,510	$ 5,510	$ -
531.50.99.06	Facility Repair and Replacement			$ 964	$ 964	$ -
575.71.53	B & O TAX			$ 21,000	$ 21,000	$ -
		TOTAL INTERFUND SERVICES		**$ 81,774**	**$ 81,774**	**$ -**

BUDGET NARRATIVE

2003

FUND: **SURFACE WATER MANAGEMENT**
DEPARTMENT: **ENGINEERING**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
450.000.000.531.50.00.00		**SURFACE WATER MANAGEMENT - ENGINEERING**			
		CAPITAL OUTLAY			
	Equipment		$ -	$ -	$ -
		TOTAL CAPITAL OUTLAY	**$ -**	**$ -**	**$ -**
		TOTAL SURFACE WATER MGMT - ENGINEERING	**$ 456,041**	**$ 456,041**	**$ -**

BUDGET NARRATIVE

2003

FUND: **SURFACE WATER MANAGEMENT**
DEPARTMENT: **MAINTENANCE**

SWM - MAINTENANCE

	2002 Budget	2003 Budget Balance Strategies	2003 Budget Economic Impacts or Policy Change	Proposed 2003 Budget
Salaries and Benefits	$ 232,201	$ 20,224	$ 5,751	$ 258,176
Office & Operating Supplies	44,440		(9,990)	34,450
Other Services & Charges	109,143	(770)	(14,028)	94,345
Interfund Transfers	82,813	(36,630)	(11,274)	34,909
Capital Outlay	3,046		(3,046)	0
TOTAL	**$ 471,643**	**$ (17,176)**	**$ (32,587)**	**$ 421,880**

ANALYSIS OF BUDGET CHANGES:

> 25% of the Public Works Superintendent will be paid by the Surface Water Management Fund. (The Public Works Superintendent supervises and manages the SWM Maintenance Crew.)
> A decrease in repair supplies and an increase in fuel based on actual usage explains the net savings in Office and Operating Supplies.
> A reduction in janitorial services and vactor waste is reflected in Other Services and Charges.
> The change in Interfund Transfers:
  * The elimination of the transfer to the Equipment Replacement Fund in 2003
  * Change in the calculation of the transfer to the Self Insurance Fund
> There will be no capital outlay in 2003.

2003 BUDGET REQUEST

SURFACE WATER MANAGEMENT MAINTENANCE

2001-2004 450.000.000	SURFACE WATER MANAGEMENT MAINTENANCE	2001 ACTUAL	2002 BUDGET	2002 SIX MONTHS	2002 ESTIMATE YR TOTAL	2003 DEPT REQUEST	2003 EXEC AMEND	2003 ADOPTED	2004 ESTIMATE
531.51.10	SALARIES & WAGES	156,183	180,327	82,290	180,327	197,388	197,388		205,284
531.51.11	OVERTIME	4,295	3,500	874	2,500	3,500	3,500		3,500
531.51.10	SUB TOTAL	160,478	183,827	83,164	182,827	200,888	200,888	0	208,784
531.51.20	PERSONNEL BENEFITS	44,288	46,974	24,455	46,974	55,888	55,888		58,124
531.51.21	UNIFORMS	603	1,400	921	1,200	1,400	1,400		1,500
531.51.20	SUB TOTAL	44,891	48,374	25,376	48,174	57,288	57,288	0	59,624
531.51.31	OFFICE SUPPLIES	410	1,000	821	1,000	1,000	1,000		1,200
531.51.31.01	REPAIR SUPPLIES	13,848	36,000	7,708	20,000	36,000	26,500		27,000
531.51.32.01	UNLEADED FUEL (ISF)	2,806	2,250	1,401	2,690	2,950	2,950		3,250
531.51.32.02	DIESEL FUEL (ISF)	2,036	2,390	1,184	2,460	2,700	2,700		2,970
531.51.34	ITEMS FOR RESALE	0	1,500	0	0	0	0		0
531.51.35	SM TOOLS & EQUIPMENT	1,000	1,300	377	1,000	1,300	1,300		1,300
531.51.30	SUB TOTAL	20,100	44,440	11,491	27,150	43,950	34,450	0	35,720
531.51.41	PROFESSIONAL SERVICES	231	400	36	250	400	400		400
531.51.41.04	JANITORIAL SERVICES	2,848	2,200	758	2,200	1,430	1,430		1,460
531.51.42	COMMUNICATIONS	0	0	0	0	0	0		0
531.51.43	TRAVEL EXPENSES	0	500	0	0	500	500		500
531.51.44	ADVERTISING	207	300	0	0	300	300		300
531.51.45	OPERATING RENTALS & LEASES	257	4,000	0	1,000	4,000	4,000		4,000
531.51.47	UTILITIES	35,926	37,243	10,382	23,215	23,215	23,215		24,000
531.51.48	REPAIRS & MAINTENANCE	69	1,500	8	500	1,500	1,500		1,500
531.51.48.01	STREET SWEEPING	33,265	33,000	12,499	33,000	33,000	33,000		33,000
531.51.48.02	CONTRACTED DRAINAGE REPAIR	0	25,000	0	25,000	25,000	25,000		25,000
531.51.49	MISCELLANEOUS	267	3,400	395	1,000	3,400	3,400		3,400
531.51.49.01	MISC-LAUNDRY	2,027	1,000	1,221	2,400	1,000	1,000		1,500
531.51.49.03	MISC-DUES, SCHOOLS & CONF	443	600	150	608	600	600		600
531.51.40	SUB TOTAL	75,540	109,143	25,449	89,173	94,345	94,345	0	95,660

2003 BUDGET REQUEST

SURFACE WATER MANAGEMENT MAINTENANCE

2001-2004 450.000.000	SURFACE WATER MANAGEMENT MAINTENANCE	2001 ACTUAL	2002 BUDGET	2002 SIX MONTHS	2002 ESTIMATE YR TOTAL	2003 DEPT REQUEST	2003 EXEC AMEND	2003 ADOPTED	2004 ESTIMATE
531.51.99.01	COMPUTER MAINTENANCE	0	0	0	0	0	0		0
531.51.99.02	COMPUTER REPLACEMENT	0	0	0	0	0	0		0
531.51.99.03	EQUIPMENT RENTAL MAINTENANCE	22,600	22,600	11,300	22,600	22,600	22,600		22,600
531.51.99.04	EQUIPMENT RENTAL REPLACEMENT	53,027	36,630	18,315	36,630	0	0		36,630
531.51.99.05	INTERFUND INSURANCE	25,348	22,221	22,221	22,221	10,947	10,947		13,137
531.51.99.06	FAC REP AND REPLACEMENT	1,362	1,362	681	1,362	1,362	1,362		1,362
591.51.00	SUB TOTAL	102,337	82,813	52,517	82,813	34,909	34,909	0	73,729
594.51.64	EQUIPMENT	0	0	0	0	0	0		0
594.51.64	EQUIP-WACKER COMPACTOR	0	3,046	2,665	2,665	0	0		0
594.51.60	SUB TOTAL	0	3,046	2,665	2,665	0	0	0	0
	TOTAL SWM MAINTENANCE	403,346	471,643	200,662	432,802	431,380	421,880	0	473,516
	TOTAL SWM ENGINEERING	295,351	374,646	152,704	352,084	456,041	456,041	0	471,945
	TOTAL SWM ENG & MAINT	698,698	846,289	353,366	784,886	887,421	877,921	0	945,461
597.38.99.01	TRANS OUT/FUND 451	20,300		0	1,019,496	337,579	347,079		307,539
597.38.99.02	TRANS OUT/FUND 501	184,440	0	0	0	0	0		0
	TOTAL INCLUDING TRANSFERS	903,438	846,289	353,366	1,804,382	1,225,000	1,225,000	0	1,253,000
508.80.00	ENDING FUND BALANCE	740,382			100,000	100,000	100,000		100,000
	TOTAL INCLUDING EFB	1,643,820	846,289	353,366	1,904,382	1,325,000	1,325,000	0	1,353,000

BUDGET NARRATIVE

2003

FUND: **SURFACE WATER MANAGEMENT - OPERATIONS**
DEPARTMEN **FUND 450**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
450.000.000.531.51.00.00		**SURFACE WATER MANAGEMENT - MAINTENANCE**			
		SALARIES AND WAGES			
531.51.10	Salaries and Wage	Provides for salaries and wages for staff. 0.25 Public Works Superintendent (moved from Streets in 2003) 1.00 Senior Maintenance Worker 3.00 Maintenance Worker 4.25 FTE	$ 197,388	$ 197,388	$ -
531.51.11	Overtime	Provides for overtime for staff. Includes $2,300 in beeper pay.	$ 3,500	$ 3,500	$ -
		TOTAL SALARIES AND WAGES	**$ 200,888**	**$ 200,888**	**$ -**
		PERSONNEL BENEFITS			
531.51.20	Personnel	Provides payroll related benefits for salary and overtime for the surface water management maintenance workers.	$ 55,888	$ 55,888	$ -
531.51.21	Uniforms	Provided uniform replacement and annual purchase of steel-toed boots. $350 per person x 4.	$ 1,400	$ 1,400	$ -
		TOTAL PERSONNEL BENEFITS	**$ 57,288**	**$ 57,288**	**$ -**
531.51.30		**SUPPLIES**			
531.51.31	Office Supplies	Cost of office and operating supplies. Also includes office billing supplies, forms, computer paper, etc.	$ 1,000	$ 1,000	$ -
531.51.31.01	Repair Supplies	Cost of repair supplies, pipe, couplings, pit run gravel and safety supplies.	$ 36,000	$ 26,500	$ -
531.51.32.01	Unleaded Fuel	Gasoline and diesel fuel for pickup, backhoe, dump trucks.	$ 2,950	$ 2,950	$ -

BUDGET NARRATIVE

2003

FUND: **SURFACE WATER MANAGEMENT - OPERATIONS**
DEPARTMEN **FUND 450**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
531.51.32.02	Diesel Fuel	Gasoline and diesel fuel for pickup, backhoe, dump trucks.	$ 2,700	$ 2,700	$ -
531.51.34	Items for Resale	Cost of drainage pipe for driveways and culverts reimbursed by private individuals.	$ -	$ -	$ -
531.51.35	Small Tools & Equipment	Provides for small tools and equipment such as tapes, shovels, hand tools, small power saws, etc.	$ 1,300	$ 1,300	$ -
		TOTAL SUPPLIES	**$ 43,950**	**$ 34,450**	**$ -**
		OTHER SERVICES AND CHARGES			
531.51.41	Professional Services		$ 400	$ 400	$ -
531.51.41.04	Janitorial Services	Provides for janitorial services for Surface Water Management's share of the Public Works Service Center.	$ 1,430	$ 1,430	$ -
531.51.42	Communications		$ -	$ -	$ -
531.51.43	Travel	Travel, mileage, meals and lodging associated with professional training for maintenance personnel.	$ 500	$ 500	$ -
531.51.44	Advertising	Expenses for advertising position openings, project bids, and legal publications.	$ 300	$ 300	$ -
531.51.45	Operating Leases and Rentals	Rental of heavy equipment for stream dredging and catch basin placement, or in the event of a major land slide, equipment that may be needed to support operations.	$ 4,000	$ 4,000	$ -

BUDGET NARRATIVE

2003

FUND: **SURFACE WATER MANAGEMENT - OPERATIONS**
DEPARTMEN **FUND 450**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
531.51.47	Utilities	Dump fees for catch basin and ditch cleaning debris and liquids. In the event that Vactor waste was to be contaminated, disposal of this debris could be very costly. Also provides for 22% of the utilities for the Public Works/ Parks Service Center: ELECTRIC 2,280 WATER 570 SEWER 110 SWM 1,575 GARBAGE - DIRT REMOVAL 2,580 VACTOR WASTE 8,700 STREET SWEEP DISPOSAL 7,400 23,215	$ 23,215	$ 23,215	$ -
531.51.48	Repair and Maintenance - Vehicles and Equipment	Contingency for outside repair and maintenance of vehicles and equipment that is not part of Equipment Rental budget, i.e. vibrator plate, trash dumps, generator, jack hammer, and other pneumatic tools.	$ 1,500	$ 1,500	$ -
531.51.48.01	Repair and Maintenance -- Street Sweeping	The City currently contracts for street sweeping with 3.3 miles of downtown streets swept twice a month and all residential streets swept once a month from February through October, and twice a month from November through January.	$ 33,000	$ 33,000	$ -
531.51.48.02	Repair and Maintenance -- Drainage Repair	Outside contracted drainage repair. This item funds large drainage projects which the city crew cannot perform for various reasons (i.e., time limitation, equipment limitation, and lack of work crew experience.)	$ 25,000	$ 25,000	$ -
531.51.49	Miscellaneous	Provides for miscellaneous items not covered under other categories.	$ 3,400	$ 3,400	$ -

BUDGET NARRATIVE

2003

FUND: **SURFACE WATER MANAGEMENT - OPERATIONS**
DEPARTMEN **FUND 450**

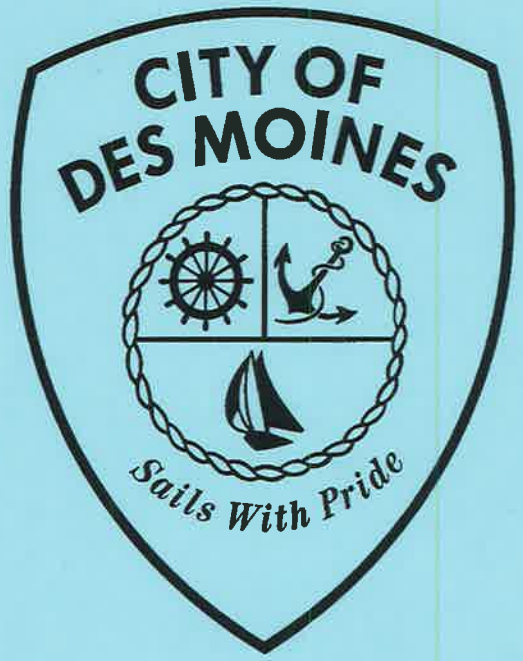
Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
531.51.49.01	Laundry	Provides for laundry of uniforms of SWM maintenance. 4 maintenance workers @ $250 each.	$ 1,000	$ 1,000	$ -
531.51.49.03	Dues, schools, conferences		$ 600	$ 600	$ -
		TOTAL OTHER SERVICES AND CHARGES	**$ 94,345**	**$ 94,345**	**$ -**
		INTERFUND SERVICES			
531.51.99.01	Computer Maintenanc	Provides for the repair and maintenance of computers	$ -	$ -	$ -
531.51.99.02	Computer Replace	Provides for the eventual replacement of equipment	$ -	$ -	$ -
531.51.99.03	Equipment Maintenar	Provides for the repair and maintenance of vehicles at the City garage.	$ 22,600	$ 22,600	$ -
531.51.99.04	Equipment Replace	Provides for contributions to the eventual replacement of SWM owned vehicles.	$ -	$ -	$ -
531.51.99.05	Insurance	Provides for proportionate share of liability and property insurance.	$ 10,947	$ 10,947	$ -
531.51.99.06	Fac Repair and Replacement		$ 1,362	$ 1,362	$ -
		TOTAL INTERFUND SERVICES	**$ 34,909**	**$ 34,909**	**$ -**

BUDGET NARRATIVE

2003

FUND: **SURFACE WATER MANAGEMENT - OPERATIONS**
DEPARTMEN **FUND 450**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
		CAPITAL OUTLAY			
594.31.64	Equipment	This would fund the purchase of the following:	$ -	$ -	$ -
		TOTAL CAPITAL OUTLAY	**$ -**	**$ -**	**$ -**
		TOTAL SURFACE WATER MANAGEMENT-MAINT	**$ 431,380**	**$ 421,880**	**$ -**
		TRANSFERS OUT			
597.38.99.01	Transfer-out	Transfer out to Fund 451	$ 337,579	$ 347,079	$ -
597.38.99.02	Transfer-out	Transfer out to Fund 501	$ -	$ -	$ -
		TOTAL TRANSFERS	**$ 337,579**	**$ 347,079**	**$ -**
508.80.00.00	Ending Fund Balance		**$ 100,000**	**$ 100,000**	**$ -**
		TOTAL INCLUDING ENDING FUND BALANCE	**$ 868,959**	**$ 868,959**	**$ -**


CITY OF
DES MOINES
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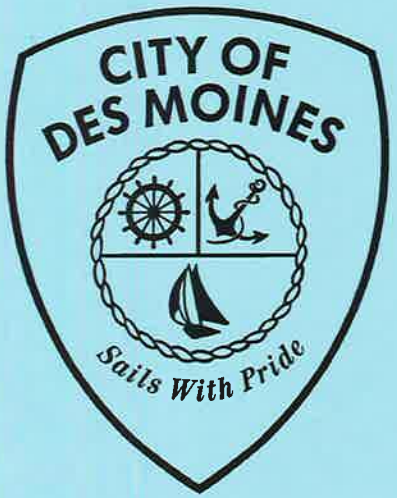
2003 BUDGETS PRESENTATIONS FOR:

DEBT SERVICE FUNDS
INTERNAL SERVICE FUNDS
RESERVE FUNDS



City of Des Moines

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OUTSTANDING BONDS AND NOTES
2003 BUDGET

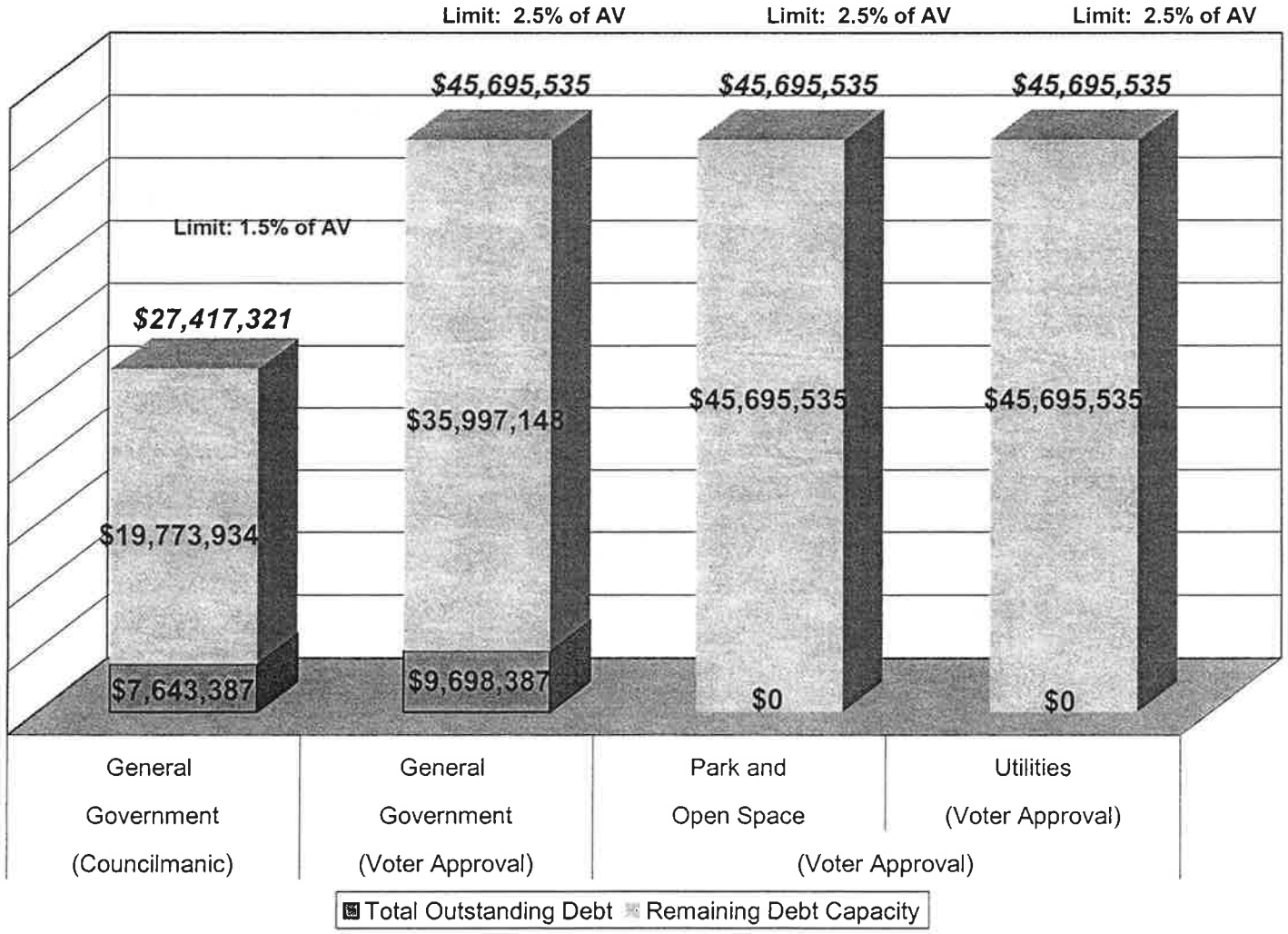
	Sources of Revenue	Interest Rate	Authorized	Outstanding Balance As Of 12/31/02	*2003 Payment* *Principal*	*Interest*	Outstanding Balance As of 12/31/03	Maturity
General Obligation Bonds								
1995 Police Facility	Spec Prop Tax	4.90%-5.25%	$ 3,350,000	$ 2,490,000	$ 435,000	$ 127,575	$ 2,055,000	2007
1997 City Hall Expansion	MCI	4.30%-5.25%	$ 1,640,000	$ 1,370,000	$ 65,000	$ 68,143	$ 1,305,000	2017
1999 Park Land Acquistion	MCI/CDBG	4.00%-5.00%	$ 1,225,000	$ 720,000	$ 140,000	$ 28,443	$ 580,000	2009
Total General Obligation Bonds			$ 6,215,000	$ 4,580,000	$ 640,000	$ 224,160	$ 3,940,000	
General Obligation Notes								
1992 PW Trust Fund Loan	Arterial Streets	1.00%	$ 384,000	$ 145,130	$ 24,188	$ 1,452	$ 120,942	2008
1997 St Revolving-1(Barnes Creek)	**SWM Fees**	**0.00%**	**$ 192,500**	**$ 42,778**	**$ 42,778**	**$ -**	**$ -**	**2003**
1998 St Revolving-2(Barnes Creek)	SWM Fees	0.00%	$ 70,500	$ 31,333	$ 15,667	$ -	$ 15,666	2004
1999 PW Trust Loan(MVD Bridge)	SWM Fees	1.00%	$ 2,349,500	$ 315,328	$ 18,549	$ 3,153	$ 296,779	2019
Total General Obligation Notes			$ 2,996,500	$ 534,569	$ 101,182	$ 4,605	$ 433,387	
Enterprise Funds Bonds								
1993 Marina GO Bonds	Marina Revenue	3.80%-5.40%	$ 990,000	$ 550,000	$ 100,000	$ 28,160	$ 450,000	2007
2002 Marina Ltd GO/Refund. Bonds	Marina Revenue	2.05%-5.3%	$ 5,190,000	$ 5,190,000	$ 315,000	$ 208,638	$ 4,875,000	2022
Total Enterprise Fund Bonds			$ 6,180,000	$ 5,740,000	$ 415,000	$ 236,798	$ 5,325,000	
TOTAL			$ 15,391,500	$ 10,854,569	$ 1,156,182	$ 465,563	$ 9,698,387	
TOTAL OF PRINCIPAL AND INTEREST PAYMENTS						***$ 1,621,745***		

Outstanding Debt Subject to Legal Limits
2003 BUDGET

	General Government	Park and Open Space
Limited G.O. Debt		
1997 City Hall Expansion	$ 1,305,000	
1999 Park Land Acquistion	$ 580,000	
1992 PW Trust Fund Loan	$ 120,942	
1998 St Revolving-2(Barnes Creek)	$ 15,666	
1999 PW Trust Loan(MVD Bridge)	$ 296,779	
1993 Marina GO Bonds	$ 450,000	
2002 Marina Ltd GO/Refund. Bonds	$ 4,875,000	
Total Limited G.O. Debt	$ 7,643,387	$ -
Unlimited G.O. Debt		
1995 Police Facility	$ 2,055,000	
Total Unlimited G.O. Debt	$ 2,055,000	$ -
TOTAL	$ 9,698,387	$ -

Debt Capacity as of 12/31/03

Based on 2002 Assessed Value = $1.83 billion



2003 BUDGET REQUEST — 95 G.O. NEW POLICE FACILITY

2001-2004 211.000.011	1995 G.O. NEW POLICE FACILITY	2001 ACTUAL	2002 BUDGET	2002 SIX MONTHS	2002 ESTIMATE YR TOTAL	2003 DEPT REQUEST	2003 EXEC AMEND	2003 ADOPTED	2004 ESTIMATE
592.21.49	MISCELLANEOUS	92	100	93	100	100	100		100
	LONG TERM DEBT SERVICE								
591.21.71	PRINCIPAL	150,000	395,000	0	395,000	435,000	435,000		475,000
592.21.80	INTEREST	156,188	148,313	74,156	148,313	127,575	127,575		104,738
	TOTAL 1995 G.O. BOND	306,279	543,413	74,249	543,413	562,675	562,675	0	579,838
508.80.00	ESTIMATED ENDING FUND BALANCE	3,847			3,847	3,847	3,847		3,847
		310,126			547,260	566,522	566,522	0	583,685

ORIGINAL LOAN AMOUNT: **$ 3,350,000**
BALANCE AS OF 12/31/02: **$ 2,490,000**
ENDING BALANCE AS OF 12/31/03: **$ 2,055,000**
MATURITY **2007**

2002 Estimate:

2002 Beg Fund Balance	3,847
Special Property Tax	543,413
Principal	(395,000)
Interest	(148,313)
Miscellaneous	(100)
Est. Ending Fund Balance	3,847

2003 Estimate:

2003 Beg Fund Balance	3,847
Special Property Tax	562,675
Principal	(435,000)
Interest	(127,575)
Miscellaneous	(100)
Est. Ending Fund Balance	3,847

2004 Estimate:

2004 Beg Fund Balance	3,847
Special Property Tax	579,838
Principal	(475,000)
Interest	(104,738)
Miscellaneous	(100)
Est. Ending Fund Balance	3,847

2001-2004 216.000.016	1997 G.O. CITY HALL WING	2001 ACTUAL	2002 BUDGET	2002 SIX MONTHS	2002 ESTIMATE YR TOTAL	2003 DEPT REQUEST	2003 EXEC AMEND	2003 ADOPTED	2004 ESTIMATE
592.19.49	MISCELLANEOUS	200	200	153	200	200	200		200
	LONG TERM DEBT SERVICE								
591.19.71	PRINCIPAL	55,000	60,000	0	60,000	65,000	65,000		65,000
592.19.80	INTEREST	74,093	71,143	35,571	71,143	68,143	68,143		65,348
	TOTAL 1995 G.O. BOND	129,293	131,343	35,724	131,343	133,343	133,343	0	130,548
508.80.00	ESTIMATED ENDING FUND BALANCE	10,585			10,585	10,585	10,585		10,585
		139,878			141,928	143,928	143,928	0	141,133

ORIGINAL LOAN AMOUNT:	**$**	**1,640,000**
BALANCE AS OF 12/31/02:	**$**	**1,370,000**
ENDING BALANCE AS OF 12/31/03:	**$**	**1,305,000**
MATURITY		**2017**

2002 Estimate:

2002 Beg Fund Balance	10,585
General Property Tax	131,343
Principal	(60,000)
Interest	(71,143)
Miscellaneous	(200)
Est. Ending Fund Balance	10,585

2003 Estimate:

2003 Beg Fund Balance	10,585
Transfer-in from Fund 310	133,343
Principal	(65,000)
Interest	(68,143)
Miscellaneous	(200)
Est. Ending Fund Balance	10,585

2004 Estimate:

2004 Beg Fund Balance	10,585
Transfer-in from Fund 310	130,548
Principal	(65,000)
Interest	(65,348)
Miscellaneous	(200)
Est. Ending Fund Balance	10,585

2003 BUDGET REQUEST — 98 G.O. PARK ACQUISITION

2001-2004 1998 G.O. PARK ACQUISITION 218.000.018		2001 ACTUAL	2002 BUDGET	2002 SIX MONTHS	2002 ESTIMATE YR TOTAL	2003 DEPT REQUEST	2003 EXEC AMEND	2003 ADOPTED	2004 ESTIMATE
592.11.49	MISCELLANEOUS	200	200	0	200	200	200		200
	LONG TERM DEBT SERVICE								
591.11.71	PRINCIPAL	125,000	135,000	135,000	135,000	140,000	140,000		145,000
592.11.80	INTEREST & MISC.	39,418	34,150	18,459	34,150	28,443	28,443		22,421
	TOTAL 1995 G.O. BOND	164,618	169,350	153,459	169,350	168,643	168,643	0	167,621
508.80.00	ESTIMATED ENDING FUND BALANCE	(100)			0	0	0		0
		164,518			169,350	168,643	168,643	0	167,621

ORIGINAL LOAN AMOUNT:	**$ 1,225,000**
BALANCE AS OF 12/31/02:	**$ 720,000**
ENDING BALANCE AS OF 12/31/03:	**$ 580,000**
MATURITY	**2009**

2002 Estimate:

2002 Beg Fund Balance	(100)
Transfer-in from Fund 310	169,450
Principal	(135,000)
Interest	(34,150)
Miscellaneous	(200)
Est. Ending Fund Balance	-

2003 Estimate:

2003 Beg Fund Balance	-
Transfer-in from Fund 310	168,643
Principal	(140,000)
Interest	(28,443)
Miscellaneous	(200)
Est. Ending Fund Balance	-

2004 Estimate:

2004 Beg Fund Balance	-
Transfer-in from Fund 310	167,621
Principal	(145,000)
Interest	(22,421)
Miscellaneous	(200)
Est. Ending Fund Balance	-

2003 BUDGET REQUEST — PUBLIC WORKS TRUST LOAN

2001-2004 PW TRUST LOANS 220.101.000		2001 ACTUAL	2002 BUDGET	2002 SIX MONTHS	2002 ESTIMATE YR TOTAL	2003 DEPT REQUEST	2003 EXEC AMEND	2003 ADOPTED	2004 ESTIMATE
591.42.78	PRINCIPAL-PW TRUST LOANS	24,188	24,188	24,188	24,188	24,188	24,188		24,188
592.42.81	INTEREST-PW TRUST LOANS	1,935	1,693	1,693	1,693	1,452	1,452		1,210
592.42.89	OTHER COSTS-PW TRUST LOANS	0	0	0	0	0	0		0
	TOTAL PW TRUST LOANS	26,123	25,881	25,881	25,881	25,640	25,640	0	25,398
	ENDING FUND BALANCE	0			0	0	0		0
		26,123			25,881	25,640	25,640	0	25,398

ORIGINAL LOAN AMOUNT: **$ 384,000**
BALANCE AS OF 12/31/02: **$ 145,130**
ENDING BALANCE AS OF 12/31/03: **$ 120,942**
MATURITY **2008**

2002 Estimate:

2002 Beg Fund Balance	
Transfer-in from Fund 102	25,881
Principal	(24,188)
Interest	(1,693)
Miscellaneous	-
Est. Ending Fund Balance	-

2003 Estimate:

2003 Beg Fund Balance	-
Transfer-in from Fund 102	25,640
Principal	(24,188)
Interest	(1,452)
Miscellaneous	-
Est. Ending Fund Balance	-

2004 Estimate:

2004 Beg Fund Balance	-
Transfer-in from Fund 102	25,398
Principal	(24,188)
Interest	(1,210)
Miscellaneous	-
Est. Ending Fund Balance	-

CITY OF DES MOINES

OUTSTANDING LOCAL IMPROVEMENT DISTRICT BONDS
2003 BUDGET

	Sources of Revenue	Interest Rate	Authorized	Outstanding Balance As Of 12/31/02	*2003 Payment* *Principal*	*Interest*	Outstanding Balance As of 12/31/03	Maturity
LID Debt								
CLID No. 1-91-6/2-91-7/1-92-8	LID Assessments	5.00%-6.10%	$ 214,320	$ 100,000	$ 20,000	$ 5,900	$ 80,000	2006
TOTAL LID DEBT			$ 214,320	$ 100,000	$ 20,000	$ 5,900	$ 80,000	
TOTAL OF PRINCIPAL AND INTEREST PAYMENTS						***$ 25,900***		

2003 BUDGET REQUEST

2001-2004 212.000.000	LID FUND	2001 ACTUAL	2002 BUDGET	2002 SIX MONTHS	2002 ESTIMATE YR TOTAL	2003 DEPT REQUEST	2003 EXEC AMEND	2003 ADOPTED	2004 ESTIMATE
212.192.008	**CLID 1-91-6/2-91-7/1-92-8**								
591.73.00	PRINCIPAL	20,000	20,000	0	0	20,000	20,000		20,000
592.83.00	INTEREST	7,010	3,600	0	5,900	5,900	5,900		4,700
592.85.00	MISCELLANEOUS	95	100	53	100	100	100		100
212.197.009	**LID 1-97-9 (4th Ave.)**								
597.95.00	TRANSFER-OUT/FUND 102	0	0	0	0	2,381	2,381		2,381
212.198.010	**LID 1-98-10 (7th Ave.)**								
597.95.00	TRANSFER-OUT/FUND 102	0	0	0	0	23,275	23,275		23,275
	TOTAL LID FUND	27,105	23,700	53	6,000	51,656	51,656	0	50,456
212.000.000									
508.80.00	ESTIMATED ENDING FUND BALANCE	0			0	0	0		0
		27,105			6,000	51,656	51,656	0	50,456

BUDGET NARRATIVE

2003

FUND: **EQUIPMENT RENTAL - OPERATIONS**
DEPARTMENT: **PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
500.000.052.548.60.00.00		**EQUIPMENT RENTAL - OPERATIONS**	**$ 422,254**	**$ 422,254**	**$ -**

Equipment Rental was established to provide maintenance support to the City's vehicles and major equipment.

2003 Beginning Fund Balance			**$ 148,374**	
				Number of Units
Assessments:				
Administration	$ 600			1
Community Development	$ 3,000			5
Police-Administration	$ 15,000			5
Police-Detective	$ 18,000			6
Police-Patrol	$ 53,100			14
Police-Animal Control	$ 3,000			1
Engineering	$ 2,800			4
All City Buildings	$ 2,000			1
Streets	$ 44,720			23
Parks-Maintenance	$ 17,660			21
Parks-Administration	$ -			0
Parks-Senior Center	$ 4,000			2
Marina	$ 2,000			2
Surface Water Management	$ 22,600	$ 188,480		6
				91
Fuel Sale (115% of expense amount)		$ 82,800		
Interest		$ 2,600	**$ 273,880**	
Total 2003 Available Resources			**$ 422,254**	
2003 Expenses			**$ (276,560)**	
2003 Ending Fund Balance			**$ 145,694**	

2001-2004 EQUIPMENT RENTAL OPS 500.000.052		2001 ACTUAL	2002 BUDGET	2002 SIX MONTHS	2002 ESTIMATE YR TOTAL	2003 DEPT REQUEST	2003 EXEC AMEND	2003 ADOPTED	2004 ESTIMATE
548.60.10	SALARIES & WAGES	72,094	79,744	32,781	72,000	79,951	79,951		83,149
548.60.11	OVERTIME	335	400	223	300	300	300		300
548.60.10	**SUB TOTAL**	72,429	80,144	33,004	72,300	80,251	80,251	0	83,449
548.60.20	PERSONNEL BENEFITS	23,210	24,100	10,967	24,100	29,758	29,758		30,948
548.60.21	UNIFORMS	228	700	329	500	700	700		700
548.60.20	**SUB TOTAL**	23,438	24,800	11,296	24,600	30,458	30,458	0	31,648
548.60.31	OPERATING SUPPLIES	26,724	34,300	22,126	34,300	34,300	41,800		42,000
548.60.32.01	UNLEADED FUEL (ISF)	1,230	1,760	482	960	1,060	1,060		1,160
548.60.32.02	DIESEL FUEL (ISF)	266	1,180	38	70	80	80		80
548.60.34.01	PURCHASE OF FUEL	74,575	74,000	29,169	74,000	72,000	72,000		72,000
548.60.35	SMALL TOOLS	1,243	1,625	237	1,000	1,625	1,625		1,700
548.60.30	**SUB TOTAL**	104,037	112,865	52,052	110,330	109,065	116,565	0	116,940
548.60.41	PROFESSIONAL SERVICES	370	0	25	100	0	0		0
548.60.41.02	JANITORIAL SERVICES	1,332	1,700	434	1,700	570	570		590
548.60.42	COMMUNICATIONS	567	600	271	570	570	570		580
548.60.43	TRAVEL EXPENSES	0	250	0	0	250	250		250
548.60.44	ADVERTISING	0	0	291	300	0	0		0
548.60.45	OPERATING RENTALS & LEASES	0	250	0	100	250	250		250
548.60.46	INSURANCE	661	730	661	661	725	725		800
548.60.47	UTILITIES	1,738	1,784	1,215	2,535	2,535	2,535		2,700
548.60.48	REPAIRS/MAINT.	28,502	20,180	10,912	20,000	20,180	27,680		27,700
548.60.48.01	REPAIRS/MAJOR COLLSION BODY WORK	9,586	5,000	3,421	5,000	5,000	5,000		5,000
548.60.49	MISCELLANEOUS	1,328	1,000	525	1,000	1,000	1,000		1,000
548.60.49.02	LAUNDRY	1,496	1,500	1,192	1,500	1,500	1,500		1,500
548.60.40	**SUB TOTAL**	45,579	32,994	18,947	33,466	32,580	40,080	0	40,370
548.60.99.01	COMPUTER MAINTENANCE	1,300	2,600	1,300	2,600	3,000	3,000		3,000
548.60.99.02	COMPUTER REPLACEMENT	500	1,000	500	1,000	0	0		1,000
548.60.99.04	EQUIPMENT REPLACEMENT	3,360	1,829	914	1,829	0	0		1,829
548.60.99.05	INTERFUND INSURANCE	898	655	655	655	4,796	4,796		5,755
548.60.99.06	FACILITY REPLACEMENT	1,410	1,410	705	1,410	1,410	1,410		1,410
548.60.90	**SUB TOTAL**	7,468	7,494	4,074	7,494	9,206	9,206	0	12,994

2003 BUDGET REQUEST — EQUIPMENT RENTAL-OPERATIONS

2001-2004 EQUIPMENT RENTAL OPS 500.000.052	2001 ACTUAL	2002 BUDGET	2002 SIX MONTHS	2002 ESTIMATE YR TOTAL	2003 DEPT REQUEST	2003 EXEC AMEND	2003 ADOPTED	2004 ESTIMATE
594.48.64 EQUIPMENT	0	0	0	0	0	0		0
594.48.60 SUB TOTAL	0	0	0	0	0	0	0	0
EQUIPMENT RENTAL - OPERATIONS TOTAL	252,951	258,297	119,373	248,190	261,560	276,560	0	285,401
508.80.00 ENDING FUND BALANCE	122,024			148,374	160,694	145,694		150,000
	374,975			396,564	422,254	422,254	0	435,401

BUDGET NARRATIVE

2003

FUND: **EQUIPMENT RENTAL - OPERATIONS**
DEPARTMENT: **PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
500.000.052.548.60.00.00		**EQUIPMENT RENTAL - OPERATIONS**			
		SALARIES AND WAGES			
548.60.10	Salaries and Wages	1.0 City Mechanic 1.0 Shop & Mechanics' Assistant 2.0 FTE	$ 79,951	$ 79,951	$ -
548.60.11	Overtime	Provides for overtime in accomplishment of the mission stated above for a rare requirement to meet unanticipated deadlines.	$ 300	$ 300	$ -
		TOTAL SALARIES AND WAGES	**$ 80,251**	**$ 80,251**	**$ -**
		PERSONNEL BENEFITS			
548.60.20	Personnel Benefits	Provides for benefits for the staff.	$ 29,758	$ 29,758	$ -
548.60.21	Uniforms	Provides uniforms for mechanics.	$ 700	$ 700	$ -
		TOTAL PERSONNEL BENEFITS	**$ 30,458**	**$ 30,458**	**$ -**
		SUPPLIES			
548.60.31	Office Supplies	Covers consumable supplies used by the shop such as oil, paint, clean rags, and forms. It also includes repair supplies such as tires, batteries and other vehicle parts.	$ 34,300	$ 41,800	$ -
548.60.32	Fuel	Provides for gas and oil for the vehicle assigned to the mechanic.	$ 1,140	$ 1,140	$ -
548.60.34.01	Fuel for Resale	Purchase of fuel to re-sell to the departments that require it to fuel vehicles and equipment.	$ 72,000	$ 72,000	$ -

BUDGET NARRATIVE

2003

FUND: **EQUIPMENT RENTAL - OPERATIONS**
DEPARTMENT: **PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
548.60.35	Small Tools and Supplies	Provides for items under $1,000.	$ 1,625	$ 1,625	$ -
		TOTAL SUPPLIES	**$ 109,065**	**$ 116,565**	**$ -**
		OTHER SERVICES AND CHARGES			
548.60.41.02	Janitorial Services	Provides for janitorial services for 20% of the Pubic Works-Engineering Building.	$ 570	$ 570	$ -
548.60.42	Communications	Cover long distance telephone calls and faxes. Telephone Line $ 530 Long Distance $ 40 $ 570	$ 570	$ 570	$ -
548.60.43	Travel	Travel associated with specialized classes for the mechanic.	$ 250	$ 250	$ -
548.60.45	Operating Leases	Provision for equipment rental too expensive and rarely used	$ 250	$ 250	$ -
548.60.46	Insurance		$ 725	$ 725	$ -
548.60.47	Utilities	Provides for utilities for 20% of the Public Works-Engineering Bldg: ELECTRIC 1,590 WATER 110 SEWER 100 SWM 275 GARBAGE - NATURAL GAS 460 2,535	$ 2,535	$ 2,535	$ -

BUDGET NARRATIVE

2003

FUND: **EQUIPMENT RENTAL - OPERATIONS**
DEPARTMENT: **PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
548.60.48	Repair and Maintenance	Outside repairs of the vehicles that are outside the scope of capabilities of the mechanic and shop: major engine overhaul, transmission repairs, front-end alignments, etc. Covers repairs and maintenance of fueling apparatus at City fueling facility.	$ 20,180	$ 27,680	$ -
548.60.48.01	Repair & Maint. Major	Provides for major unanticipated damages resulting from extensive body repairs from collisions.	$ 5,000	$ 5,000	$ -
548.60.49	Miscellaneous	Provides for class tuition, maintenance manuals and recycle cost for oil, tires, etc.	$ 1,000	$ 1,000	$ -
548.60.49.02	Laundry	Provides for shop laundry.	$ 1,500	$ 1,500	$ -
		TOTAL OTHER SERVICES AND CHARGES	**$ 32,580**	**$ 40,080**	**$ -**
		INTERFUND SERVICES			
548.60.99.01	Computer Maintenance		$ 3,000	$ 3,000	$ -
548.60.99.02	Computer Replacement		$ -	$ -	$ -
548.60.99.04	Equipment Replacement		$ -	$ -	$ -
548.60.99.05	Interfund Insurance		$ 4,796	$ 4,796	$ -
548.60.99.06	Facility Repair & Replacement		$ 1,410	$ 1,410	$ -
		TOTAL INTERFUND SERVICES	**$ 9,206**	**$ 9,206**	**$ -**

BUDGET NARRATIVE

2003

FUND: **EQUIPMENT RENTAL - OPERATIONS**
DEPARTMENT: **PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
		CAPITAL OUTLAY			
594.48.64	Equipment		$ -	$ -	$ -
		TOTAL CAPITAL OUTLAY	**$ -**	**$ -**	**$ -**
		TOTAL EQUIPMENT RENTAL-OPERATIONS	**$ 261,560**	**$ 276,560**	**$ -**
508.80.00		**ESTIMATED ENDING FUND BALANCE**	$ 160,694	$ 145,694	$ -
		TOTAL INCLUDING ENDING FUND BALANCE	**$ 422,254**	**$ 422,254**	**$ -**

BUDGET NARRATIVE

2003

FUND: **COMPUTER**
DEPARTMENT: **COMPUTER OPERATIONS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
510.000.000.518.80.00.00		**COMPUTER - OPERATIONS**	**$ 165,798**	**$ 165,798**	**$ -**

This fund provides for the maintenance of all city computer, servers, and networks and includes: (1) software maintenance services (2) consulting and programming on new projects (3) maintenance agreements on existing equipment (4) recovery of data and replacement of damaged hardware. Revenue is provided through a $1,000 per unit charge (PC, printer) to each department.

2003 Beginning Fund Balance		**$ 29,498**	Number of Units
Department Assessments:			
General Fund	$117,000		117
Streets Fund	$4,000		4
Surface Water Management	$3,000		3
Equipment Rental	$3,000		3
Marina	$9,000		9
		$ 136,000	**136**
Interest		**300**	
Total Available Resources		**$ 165,798**	
2003 Expenses		**$ (149,465)**	
2003 Ending Fund Balance		**$ 16,333**	

2003 BUDGET REQUEST — COMPUTER - OPERATIONS

2001-2004 COMPUTER-OPERATIONS 510.000.000		2001 ACTUAL	2002 BUDGET	2002 SIX MONTHS	2002 ESTIMATE YR TOTAL	2003 DEPT REQUEST	2003 EXEC AMEND	2003 ADOPTED	2004 ESTIMATE
518.80.10	SALARIES AND WAGES	54,961	56,304	28,170	56,304	57,384	57,384		59,679
518.80.11	OVERTIME	0	0	0	0	0	0		0
518.80.10	SUB TOTAL	54,961	56,304	28,170	56,304	57,384	57,384	0	59,679
518.80.20	PERSONNEL BENEFITS	15,497	16,135	8,838	16,135	17,643	17,643		18,349
518.80.20	SUB TOTAL	15,497	16,135	8,838	16,135	17,643	17,643	0	18,349
518.80.31	OFFICE SUPPLIES	385	500	24	500	500	500		500
518.80.31.01	COMPUTER SUPPLIES	1,542	1,500	200	1,500	1,000	1,000		1,000
518.80.31.02	SOFTWARE	2,186	3,000	1,940	3,000	3,000	3,000		3,000
518.80.32.01	UNLEADED FUEL	36	70	7	70	50	50		50
518.80.35	SMALL TOOLS AND EQUIPMENT	1,927	2,000	1,087	2,000	2,500	2,500		1,500
518.80.30	SUB TOTAL	6,076	7,070	3,258	7,070	7,050	7,050	0	6,050
518.80.41	PROFESSIONAL SERVICES	2,356	3,000	1,090	3,000	2,000	2,000		2,000
518.80.42	COMMUNICATIONS	7,317	9,500	4,115	9,500	9,500	9,500		9,500
518.80.43	TRAVEL EXPENSES	11	500	0	0	0	0		500
518.80.48	REPAIR & MAINTENANCE:	4,231	3,000	2,627	3,000	3,000	3,000		3,000
	HARDWARE/SOFTWARE AGREEMENTS	29,898	41,500	13,455	41,500	41,500	41,500		45,000
518.80.49	MISCELLANEOUS	7,841	3,700	439	3,700	3,500	3,500		3,500
518.80.40	SUB TOTAL	51,654	61,200	21,726	60,700	59,500	59,500	0	63,500
518.80.99.01	COMPUTER MAINTENANCE	0	0	0	0	0	0		0
518.80.99.02	COMPUTER REPLACEMENT	1,000	1,000	500	1,000	0	0		1,000
518.80.99.05	INTERFUND INSURANCE	411	1,257	1,257	1,257	2,888	2,888		3,465
518.80.99	SUB TOTAL	1,411	2,257	1,757	2,257	2,888	2,888	0	4,465
594.18.64	CAPITAL OUTLAY	0	0	0	0	0	0		0
594.18.64	INTERNET & SOFTWARE UPGRADES	0	25,000	11,227	17,000	5,000	5,000		0
594.18.60	SUB TOTAL	0	25,000	11,227	17,000	5,000	5,000	0	0
	COMPUTER-OPERATIONS TOTAL	129,598	167,966	74,976	159,466	149,465	149,465	0	152,043
508.80.00	**ENDING FUND BALANCE**	20,664			29,498	16,333	16,333		20,000
		150,262			188,964	165,798	165,798	0	172,043

BUDGET NARRATIVE

2003

FUND: **COMPUTER**
DEPARTMENT: **COMPUTER OPERATIONS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
510.000.000.518.80.00.00		**COMPUTER - OPERATIONS**			
		SALARIES AND WAGES			
518.80.10	Salaries and Wages	Provides for the following personnel: 1.00 Information Systems Coordinator 1.00 FTE	$ 57,384	$ 57,384	$ -
518.80.11	Overtime		$ -	$ -	$ -
		TOTAL SALARIES AND WAGES	**$ 57,384**	**$ 57,384**	**$ -**
		PERSONNEL BENEFITS			
518.80.20		Provides for personnel benefits for the above.	$ 17,643	$ 17,643	$ -
		TOTAL PERSONNEL BENEFITS	**$ 17,643**	**$ 17,643**	**$ -**
		SUPPLIES			
518.80.31	Office Supplies	Provides general office supplies for Computer Operations	$ 500	$ 500	$ -
518.80.31.01	Computer Supplies	Provides for computer supplies	$ 1,000	$ 1,000	$ -
518.80.31.02	Software	Provides for core software upgrades and licensing	$ 3,000	$ 3,000	$ -
518.80.35	Small Tolls and Equip	Provides for purchase of non-capitalized equipment	$ 2,500	$ 2,500	$ -
		TOTAL SUPPLIES	**$ 7,050**	**$ 7,050**	**$ -**

BUDGET NARRATIVE

2003

FUND: **COMPUTER**
DEPARTMENT: **COMPUTER OPERATIONS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
		OTHER SERVICES AND CHARGES			
518.80.41	Professional Services	Provides for consulting and programming maintenance services for all City Departments	$ 2,000	$ 2,000	$ -
518.80.42	Communications	Long Distance $40 Postage/Shipping $960 Internet $8,500	$ 9,500	$ 9,500	$ -
518.80.43	Travel Expenses	Computer Seminars/Conferences	$ -	$ -	$ -
518.80.48	Repairs & Maintenance Hardware/Software Agreements	Provides for yearly maintenance agreements: Eden Systems $8,600 Quadrant $1,300 Spillman $5,300 AFIS $6,500 Hewlett Packard $2,700 Mailwatch $2,800 Innovations Grp $4,000 Sierra $3,600 RecWare $1,400 McAfee $1,800 And unanticipated repairs $3,500	$ 41,500	$ 41,500	$ -

BUDGET NARRATIVE

2003

FUND: **COMPUTER**
DEPARTMENT: **COMPUTER OPERATIONS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
518.80.49	Miscellaneous	Provides for miscellaneous dues and memberships conferences, seminars, training, testing and unanticipated repairs. Dues/memberships - $200 Seminars/conference - $2,000 Other training - $1,000 Testing - $500 Unanticipated repairs - $3,300	$ 3,500	$ -	$ -
		TOTAL OTHER SERVICES AND CHARGES	**$ 59,500**	**$ 59,500**	**$ -**
		INTERFUND SERVICES			
518.80.99.01	Computer Maintenance	One Computer	$ -	$ -	$ -
518.80.99.02	Computer Replacement	One Computer	$ -	$ -	$ -
518.80.99.05	Interfund Insurance		$ 2,888	$ 2,888	$ -
		TOTAL INTERFUND SERVICES	**$ 2,888**	**$ 2,888**	**$ -**
		CAPITAL OUTLAY			
594.18.64	Equipment	Internet & Software Upgrades	**$ 5,000**	**$ 5,000**	**$ -**
		TOTAL COMPUTER OPERATIONS	**$ 149,465**	**$ 149,465**	**$ -**
508.80.00	Ending Fund Balance		$ 16,333	$ 16,333	$ -
		TOTAL INCLUDING ENDING FUND BALANCE	**$ 165,798**	**$ 165,798**	**$ -**

BUDGET NARRATIVE
2003

FUND: **SELF INSURANCE**
DEPARTMENT: **FUND 520**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
520.000.046.514.70.00.00		**SELF INSURANCE FUND**	**$ 486,268**	**$ 486,268**	**$ -**

This fund was created by ordinance 608 in 1984. The purpose of the fund is to create a reserve to pay for: claims or judgements against the City where insurance does not exist, repair or replacement of City property which is damaged or destroyed and not covered by insurance, corrections, repairs or replacement of City property when the City Manager determines that immediate action is necessary to prevent injuries to persons or property and risk management training.

Resolution 637 stipulates that the City Manager is to assess all City Departments insurance costs in the amount of the annual estimated insurance cost plus 20%. In 2003, the estimated insurance cost is $330,416. As such, departments will be assessed an additional $66,083, for a total assessment of $396,499.

2003 Beginning Fund Balance			**$ 88,269**
2003 Department Assessments	$	396,499	
Interest	$	1,500	**$ 397,999**
Total Available Resources			**$ 486,268**
2003 Expenses			**$ (407,948)**
2003 Ending Fund Balance			**$ 78,320**

2003 BUDGET REQUEST — SELF INSURANCE FUND

2001-2004 SELF INSURANCE FUND 520.000.046		2001 ACTUAL	2002 BUDGET	2002 SIX MONTHS	2002 ESTIMATE YR TOTAL	2003 DEPT REQUEST	2003 EXEC AMEND	2003 ADOPTED	2004 ESTIMATE
514.70.41	PROFESSIONAL SVC	0	0	0	6,750	0	0		0
514.70.45	RENTAL - DM MASONIC TEMPLE	750	0	6,700	9,000	4,500	4,500		0
514.70.46	INSURANCE EXPENSE	217,905	253,271	257,587	257,587	330,416	330,416		396,499
514.70.49	MISCELLANEOUS	9,870	0	15,906	0	0	0		0
597.00.00	TRASN-OUT/FUND 150	7,293	0	0	0	0	0		0
514.78.41	GROUND WATER MONITORING	35,288	0	9,619	15,235	20,000	20,000		20,000
514.70.49	EMERGENCY OP CTR	544	0	28,623	32,623	0	0		0
514.78.10	SALARY & WAGES	0	0	9,142	9,142	0	0		0
514.78.20	BENEFITS	0	0	909	909	0	0		0
514.78.49	SETTLEMENTS	0	0	0	168,576	53,032	53,032		0
	SELF INSURANCE TOTAL:	271,651	253,271	328,486	499,822	407,948	407,948	0	416,499
508.80.00	**ENDING FUND BALANCE**	245,981			88,269	78,320	78,320		80,000
		517,632			588,091	486,268	486,268	0	496,499

BUDGET NARRATIVE
2003

FUND: **SELF INSURANCE**
DEPARTMENT: **FUND 520**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
520.000.046.514.70.00.00		**SELF INSURANCE FUND**			
514.70.45	Rental- DM Masonic	To pay for a tempory facility for the Senior Center Nutruition Program as the Dining Hall at the Senior Center was damaged in a winter strom.	$ 4,500	$ 4,500	$ -
514.70.46	Insurance Expense	To cover WCIA liability insurance, public officials bond, and insurance at the Marina to include hull insurance and protection and indemnity. The annual premium increased by 28%. The premium increase is a result of the City's claim history.	$ 330,416	$ 330,416	$ -
		WCIA			
		Auto Physical damage $ 8,691			
		Boiler and Machinery $ 3,623			
		Fidelity Bond $ 962			
		Liability $ 281,937 Based on worker hours			
		Property $ 35,204			
		Total Insurance Expense $ 330,416			
514.70.49	Misc Expense	Annual set-aside for unanticipated expenses	$ -	$ -	$ -
514.70.41	Ground Water Monitoring	To pay for the monitoring of ground water due to fuel tank leaks at the Engineering Building	$ 20,000	$ 20,000	$ -
514.78.49	Settlements	Contractual Obligations	$ 53,032	$ 53,032	$ -
		TOTAL SELF INSURANCE FUND	**$ 407,948**	**$ 407,948**	**$ -**
508.80.00	Ending Fund Balance		$ 78,320	$ 78,320	$ -
		TOTAL INCLUDING ENDING FUND BALANCE	**$ 486,268**	**$ 486,268**	**$ -**

BUDGET NARRATIVE

2003

FUND: **UNEMPLOYMENT COMPENSATION**
DEPARTMENT: **FUND 530**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
530.000.045.500.00.00.00		**UNEMPLOYMENT COMPENSATION FUND**	**$ 20,000**	**$ 20,000**	**$ -**

This fund was established by Ordinance 879 in 1991. The purpose of the fund is to build a reserve for the payment of unemployment compensation claims. Ordinance 879 provides the following formula to maintain an optimum reserve:

Number of City employees (full time equivalents) x 5% x annual maximum unemployment benefits x 3 years + the average annual payout for the last 10 years. [max unemp benefits defined below]

The formula results in the following calculation:

Average Number of Employees	x Percent	= Annual Max Unemp Per Employee	x Years	+ Ann. Pay Out
135	5%	$ 14,880	3	$ 20,600

Annual Maximum Unemployment Compensation (AMUC): $321,913

AMUC is determined by taking the last four quarters salary expense divided by each quarter's FTEs, summing the two highest and dividing by 2, then multiplying the answer by 4% resulting in the average weekly maximum benefit which can be drawn for a period of 30 weeks.

	Gross Salaries	FTE	Avg Qtr Sal	Sum High 2	Sum/2
Quarter 3 '01	$ 1,942,382	147	$ 13,213	$ 29,438	$ 14,719
Quarter 4 '01	$ 1,881,490	125	$ 15,052		
Quarter 1 '02	$ 1,898,930	132	$ 14,386	Weekly Benft	Max Pay Period
Quarter 2 '02	$ 1,963,237	136	$ 14,436	496	$ 14,880

Department assessments are 0.25% of gross salaries.
Council may at its discretion, transfer money out this fund for uses it deems appropriate.

BUDGET NARRATIVE
2003

FUND: **UNEMPLOYMENT COMPENSATION**
DEPARTMENT: **FUND 530**

Account No.	Title	Narrative			Departmental Request	Executive Amendment	Adopted
		Resources Available					
		2003 Beginning Fund Balance			**$ 258,558**		
		2003 Department Assessments	$	21,000			
		2003 Interest Earnings	$	4,500	**$ 25,500**		
		Total Available Resources			**$ 284,058**		
		2003 Expenses			**$ (20,000)**		
		2003 Ending Fund Balance			**$ 264,058**		

2003 BUDGET REQUEST UNEMPLOYMENT COMPENSATION FUND

2001-2004 530.000.045	UNEMPLOYEMNT COMPENSATION FUND	2001 ACTUAL	2002 BUDGET	2002 SIX MONTHS	2002 ESTIMATE YR TOTAL	2003 DEPT REQUEST	2003 EXEC AMEND	2003 ADOPTED	2004 ESTIMATE
517.70.49	EXPENSES	19,150	20,000	8,030	20,000	20,000	20,000		20,000
UNEMPLOYMENT COMPENSATION TOTAL		19,150	20,000	8,030	20,000	20,000	20,000	0	20,000
508.80.00	ENDING FUND BALANCE	235,058			258,558	264,058	264,058		270,000
		254,208			278,558	284,058	284,058		290,000

BUDGET NARRATIVE

2003

FUND: **UNEMPLOYMENT COMPENSATION**
DEPARTMENT: **FUND 530**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
530.000.045		**UNEMPLOYMENT COMPENSATION FUND**			
517.70.49	Unemployment Claims	Claims are increasing as seasonal and summer hires now apply and recieve unemplyment compensation. Accordingly, the expenditure estimate is consistent with current trends. The following is a ten-year history of claims payments: 2002 $ 20,000 2001 $ 19,150 2000 $ 18,304 1999 $ 24,971 1998 $ 26,150 1997 $ 8,795 1996 $ 10,160 1995 $ 50,366 1994 $ 33,765 1993 $ 13,239	$ 20,000	$ 20,000	$ -
		TOTAL UNEMPLOYMENT COMPENSATION	**$ 20,000**	**$ 20,000**	**$ -**
508.80.00	Ending Fund Balance	If unemployment claims hold to the budgeted amount or less this fund will be self sustaining for the current FTE level and prevailing interest rates.	$ 264,058	$ 264,058	$ -
		TOTAL INCLUDING ENDING FUND BALANCE	**$ 284,058**	**$ 284,058**	**$ -**

BUDGET NARRATIVE

2003

FUND: **REVENUE STABILIZATION**
DEPARTMENT: **FUND 104**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
		REVENUE STABILIZATION FUND	**$ 1,491,212**	**$ 1,491,212**	**$ -**

The Revenue Stabilization Fund was established by Ordinance 820 in 1989. The fund is designed to provide a cumulative reserve for recessionary periods where City revenues may decrease. The fundamental assumption is that we may encounter a recessionary period every ten years, lasting up to three years. The reserve would provide funds to bridge the revenue gap in order to continue essential public services. These economically sensitive revenues are: sales tax, building permits, sales tax equalization, vehicle fuel taxes, plan check fees, and interest earnings. The goal is to accumulate a reserve sufficient to cover a 10% actual decrease to these sensitive revenues over a three year recessionary period.

2003 Full Funding Level	**Revenue**	**Percent**	**Years**	**Total**
Retail Sales Tax	$ 1,435,000	10%	3	$ 430,500
Building Permits	$ 610,000	10%	3	$ 183,000
Plan Review Fees	$ 550,500	10%	3	$ 165,150
State Assistance	$ 367,000	10%	3	$ 110,100
Vehicle Fuel Tax	$ 425,000	10%	3	$ 127,500
Interest Earnings	$ 150,000	10%	3	$ 45,000
Total 2003 Full Funding Level				**$ 1,061,250**

2003 Analysis	
2003 Beginning Fund Balance	$ 1,461,712
Interfund Loan Interest	$ 7,500
2003 Interest Earnings	$ 22,000
Loan Repayment/Airport Defense	$ -
2003 Ending Fund Balance	**$ 1,491,212**
Ending Fund Balance includes:	
1997 Loan Receivable (Airport Defense)	$ 178,646
Percentage Funded	**141%**
Amount Overfunded	**$ 429,962**

2003 BUDGET REQUEST — REVENUE STABILIZATION FUND

2001-2004 REVENUE STABILIZATION FUND 104.000.000		2001 ACTUAL	2002 BUDGET	2002 SIX MONTHS	2002 ESTIMATE YR TOTAL	2003 DEPT REQUEST	2003 EXEC AMEND	2003 ADOPTED	2004 ESTIMATE
584.00.00	MISCELLANEOUS	0	0	0	0	0	0		0
		0	0	0	0	0	0	0	0
508.80.00	ENDING FUND BALANCE	1,426,566			1,461,712	1,491,212	1,491,212		1,518,712
	REVENUE STABILIZATION TOTAL:	1,426,566			1,461,712	1,491,212	1,491,212	0	1,518,712

BUDGET NARRATIVE

2003

FUND: **FACILITY REPAIR AND REPLACEMENT**
DEPARTMENT: **FINANCE**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
106.000.000.500.00.00.00		**FACILITY REPAIR AND REPLACEMENT FUND**	**$ 243,647**	**$ 243,647**	**$ -**

The purpose of this fund is to provide a reserve of accumulated funds which would be used for the repair and replacement of city owned buildings. The revenue for this fund is generated through assessments charged to each department. The charges are based on the total square footage of city owned buildings determined by the occupied square footage of each department. In 2003, the charge is $.70 per square foot.

2003 Beginning Fund Balance			**$**	**178,895**
Department Assessments	Square Feet	Assessment		
General Fund	76,691	$53,684		
Street Fund	5,331	$3,732		
Equipment Rental Ops Fund	2,014	$1,410		
Surface Water Manage. Fund	3,323	$2,326	**$**	**61,152**
Total Square Footage	87,360			
Interest			**$**	**3,600**
Total Available Resources			**$**	**243,647**
Year 2003 Expenses			**$**	**-**
2003 Ending Fund Balance			**$**	**243,647**

BUDGET NARRATIVE

2003

FUND: **FACILITY REPAIR AND REPLACEMENT**
DEPARTMENT: **FINANCE**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted

Summary of Cumulative Balances (By Fund)

	As of 12/31/2002	Year 2003 Assessment	2003 Interest	2003 Expenditures	As of 12/31/2003
General Fund	$ 167,084	$ 53,684	$ 3,311	$ -	$ 224,078
Street Fund	$ 5,936	$ 3,732	$ 145	$ -	$ 9,813
Equipment Rental Ops Fund	$ 3,040	$ 1,410	$ 67	$ -	$ 4,516
Surface Water Manage. Fund	$ 2,627	$ 2,326	$ 74	$ -	$ 5,027
Airport Defense Fund	$ 209	$ -	$ 3	$ -	$ 212
TOTAL	**$ 178,895**	**$ 61,152**	**$ 3,600**	**$ -**	**$ 243,647**

2003 BUDGET REQUEST

FACILITY REPAIR AND REPLACEMENT FUND

2001-2004 106.000.000	FACILITY REPAIR AND REPLACEMENT	2001 ACTUAL	2002 BUDGET	2002 SIX MONTHS	2002 ESTIMATE YR TOTAL	2003 DEPT REQUEST	2003 EXEC AMEND	2003 ADOPTED	2004 ESTIMATE
594.50.62	IMPROVEMENTS	0	9,500	0	0	0	0		0
594.50.64	EQUIPMENT	15,852	7,100	0	7,100	0	0		0
597.00.00	TRANS TO MARINA REPAIR & REPLACE.	100,000	0	0	0	0	0		0
	FACILITY REPAIR AND REPLACEMENT TOTAL	115,852	16,600	0	7,100	0	0	0	0
508.80.00	EST. ENDING FUND BALANCE	124,843			178,895	243,647	243,647		308,800
		240,695			185,995	243,647	243,647	0	308,800

BUDGET NARRATIVE

2003

FUND: **FACILITY REPAIR AND REPLACEMENT**
DEPARTMENT: **FINANCE**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
106.000.000.500.00.00.00		**FACILITY REPAIR AND REPLACEMENT FUND**			
		CAPITAL OUTLAY			
594.32.62	Improvements		$ -	$ -	$ -
594.32.64	Equipment		$ -	$ -	$ -
		TOTAL CAPITAL OUTLAY	**$ -**	**$ -**	**$ -**
508.80.00	Ending Fund Balance		$ 243,647	$ 243,647	$ -
		FACILITY REPAIR AND REPLACEMENT FUND TOTAL	**$ 243,647**	**$ 243,647**	**$ -**

BUDGET NARRATIVE

2003

FUND: **EQUIPMENT RENTAL REPLACEMENT**
DEPARTMENT: **PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
501.000.000.594.00.00.00		**EQUIPMENT RENTAL - REPLACEMENT**	**$ 927,829**	**$ 927,829**	**$ -**

The Equipment Rental - Replacement budget provides funds for eventual replacement of all City vehicles (other than Law Enforcement - Patrol) through the accumulation of yearly charges against all departments which have at least one vehicle. Purchases are made directly out of this fund.
BASED ON BUDGET POLICY DECISION, THERE WILL BE NO ASSESSMENTS OR PURCHASES IN 2003.

2003 Beginning Fund Balance		**$911,829**
Assessments:		
Executive	$0	
Community Development	$0	
Police-Administration	$0	
Police-Detective	$0	
Police-Patrol	$0	
Police-Animal Control	$0	
Engineering	$0	
All City Buildings	$0	
Streets	$0	
Parks-Maintenance	$0	
Parks-Administration	$0	
Parks-Senior Center	$0	
Marina	$0	
Surface Water Management	$0	
Equipment Maintenance	$0	**$0**
Interest		**$16,000**
Sale of Fixed Assets (Salvage Values)		**$0**
Total Available Resources		**$927,829**
Year 2003 Expenses		**$0**
2003 Ending Fund Balance		**$927,829**

BUDGET NARRATIVE

2003

FUND: **EQUIPMENT RENTAL REPLACEMENT**
DEPARTMENT: **PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted

Summary of Cumulative Balances (By Fund)

	As of 12/31/2002	Year 2003 Assessment	2003 Interest	2003 Expenditures	As of 12/31/2003
General Fund	$297,134	$0	$5,214	$0	$302,348
Streets	$183,124	$0	$3,213	$0	$186,337
Marina	$36,602	$0	$642	$0	$37,244
Surface Water Management	$374,839	$0	$6,577	$0	$381,416
Equipment Maintenance	$20,130	$0	$353	$0	$20,483
Sub-total	**$911,829**	**$0**	**$16,000**	**$0**	**$927,829**

2001-2004 EQUIP RENTAL-REPLCMNT 501.000.000		2001 ACTUAL	2002 BUDGET	2002 SIX MONTHS	2002 ESTIMATE YR TOTAL	2003 DEPT REQUEST	2003 EXEC AMEND	2003 ADOPTED	2004 ESTIMATE
594.13.64	VEHICLE REPLACEMENT-EXECUTIVE	0	0	0	0	0	0		0
594.18.64	VEHICLE REPLACEMENT-CENTRAL	0	44,000	0	0	0	0		0
594.21.64	VEHICLE REPLACEMENT-POLICE	0	113,000	55,044	102,718	0	0		47,408
594.42.64	VEHICLE REPLACEMENT-STREETS	9,737	131,000	140,149	140,423	0	0		50,000
594.28.64	VEHICLE REPLACEMENT-PARKS	0	70,000	130,329	130,358	0	0		26,880
594.48.64	VEHICLE REPLACEMENT-EQUIP RENTAL	0	0	0	0	0	0		0
594.58.64	VEHICLE REPLACEMENT-PLANNING	0	0	0	0	0	0		20,105
594.75.64	VEHICLE REPLACEMENT-MARINA	0	0	0	0	0	0		6,000
594.30.64	VEHICLE REPLACEMENT-SWM	0	0	0	0	0	0		200,000
EQUIPMENT RENTAL-REPLACEMENT TOTAL		9,737	358,000	325,522	373,499	0	0	0	350,393
508.80.00	ESTIMATED ENDING BALANCE	1,045,672			911,829	927,829	927,829		816,000
		1,055,409			1,285,328	927,829	927,829	0	1,166,393

BUDGET NARRATIVE

2003

FUND: **COMPUTER EQUIPMENT CAPITAL**
DEPARTMENT: **COMPUTER OPERATIONS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
511.000.000.594.18.00.00		**COMPUTER - REPLACEMENT**	**$ 71,439**	**$ 71,439**	**$ -**

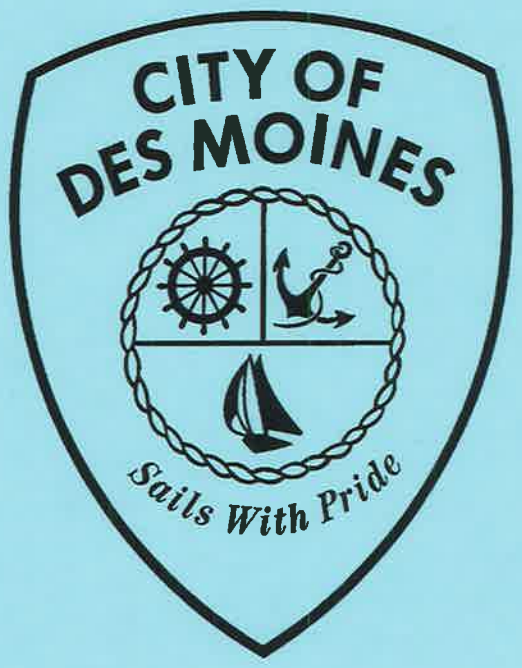
This fund accumulates resources for the eventual replacement of all City owned computers and printers by assessing a per unit charge (PC, printer) to each department.
BASED ON BUDGET POLICY DECISION, THERE WILL BE NO ASSESSMENTS OR CAPITAL PURCHASES IN 2003.

			Number of Units
2003 Beginning Fund Balance		**$ 70,239**	
Department Assessments:			
General Fund	$ -		117
Streets Fund	$ -		4
Surface Water Management	$ -		3
Equipment Rental	$ -		3
Airport Defense	$ -		-
Computer Operations	$ -		-
Marina	$ -	$ -	9
			136
Interest		**$ 1,200**	
Total Available Resources		**$ 71,439**	
Year 2003 expenses		**$ (15,000)**	
2003 Ending Fund Balance		**$ 56,439**	

2003 BUDGET REQUEST

COMPUTER - REPLACEMENT

2001-2004 COMPUTER-REPLACEMENT 511.000.000	2001 ACTUAL	2002 BUDGET	2002 SIX MONTHS	2002 ESTIMATE YR TOTAL	2003 DEPT REQUEST	2003 EXEC AMEND	2003 ADOPTED	2004 ESTIMATE
519.19.35 SMALL TOOLS & EQUIPMENT	12,783	15,000	3,793	9,000	15,000	15,000		15,000
594.18.64 CAPITAL OUTLAY	33,564	43,500	27,471	81,000	0	0		50,000
COMPUTER REPLACEMENT TOTAL	46,348	58,500	31,264	90,000	15,000	15,000	0	65,000
508.80.00 ESTIMATED ENDING BALANCE	90,239			70,239	56,439	56,439		60,000
	136,587			160,239	71,439	71,439		125,000


CITY OF
DES MOINES
Sails With Pride

AGENDA ITEM

BUSINESS OF THE CITY COUNCIL
City of Des Moines, WA

SUBJECT: Years 2003 – 2008 Capital Improvement Plan

ATTACHMENTS:
Years 2003 – 2008 Capital Improvement Plans for Municipal Capital Improvement Fund, Arterial Street Fund, Marina and Surface Water Management Capital Funds.

FOR AGENDA OF: November 8, 2002

DEPT. OF ORIGIN: Finance

DATE SUBMITTED: November 7, 2002

CLEARANCES:
[ ] -pl

APPROVED BY CITY MANAGER

FOR SUBMITTAL:

Purpose and Recommendation

The purpose of this report is to present to the City Council the 2003 – 2008 Capital Improvement Plans for Municipal Capital Improvements, Arterial Street, Marina, and Surface Water Management.

Background

Staff have updated the revenues and expenditures required to fund continuing capital projects and have identified funding sources necessary to fund proposed new capital projects. For the years 2003 and 2004 the following budgeted capital expenditures are proposed.

Item	2003	2004
Municipal Capital Improvements	$1,188,872	$1,156,544
Arterial Street	8,216,089	12,719,057
Marina	3,009,320	817,500
Surface Water Management	4,188,747	5,146,810

Discussion

Municipal Capital Improvement Plan

Continuing capital projects proposed expenditures for the Year 2003 include $14,500 for the Des Moines Beach Park Repairs, $160,090 for the Field House Renovation, $80,000 for the City Hall North Wing Remodel, and $233,300 for the Steven J. Underwood Memorial Park Phase 1B. Proposed expenditures for the Year 2003 new capital projects include $20,000 for the Parks & Recreation Master

Plan and $137,339 for an Accounting Software Upgrade. The Year 2003 Debt and Operating transfers total $543,643.

Continuing capital projects proposed expenditures for the Year 2004 include $160,512 for the Steven J. Underwood Memorial Park Phase 1B. Proposed expenditures for the Year 2004 new capital projects include $350,000 for the Woodmount Park Land Acquisition and $78,410 for Play Equipment Replacement. The Year 2004 Debt and Operating transfers total $567,622.

Arterial Street Fund

Continuing capital projects proposed expenditures for the Year 2003 include $350,000 for the Arterial Maintenance Program, $45,000 for the Neighborhood Traffic Control Program, $6,575,831 for Pacific Highway South, $350,089 for 16th Avenue South Improvements Phase 1, and $96,356 for the KDM Road/16th Avenue to 24th Avenue. Proposed expenditures for the Year 2004 new capital projects include a $142,550 transfer to Surface Water Management for the 10th Avenue S. Culvert Replacement, $73,000 for the Wesley Homes Pedestrian Signal, and $436,900 for the S. 216th St. and 24th Avenue S. Signal. The Year 2003 Debt and Operating transfers total $146,363.

Continuing capital projects proposed expenditures for the Year 2004 include $350,000 for the Arterial Maintenance Program, $45,000 for the Neighborhood Traffic Control Program, $7,334,758 for Pacific Highway South, and $4,714,166 for 16th Avenue South Improvements Phase 1. The Year 2004 Debt and Operating transfers total $275,133.

Marina

The Marina 2003 – 2008 capital improvement plan includes capital improvements recommended in the Marina Master Plan. The capital improvements will be debt financed by the issuance of G.O. Bonds. Capital expenditures for the Year 2003 include $953,820 for Dry Stack Storage, $225,000 for Electrical Upgrades of M & N Docks, $1,238,000 for Redondo Improvements, $342,500 for Expanded Guest Moorage Phase I, and $250,000 for Electrical Upgrades for K & L Docks.

Capital expenditures for the Year 2004 include $275,000 for Electrical Upgrades for M & N Docks, $342,500 for Expanded Guest Moorage Phase I, and $200,000 for the South Parking Lot Improvements.

Surface Water Management

The Surface Water Management capital expenditures for the Year 2003 include $2,680,900 for the Marine View Drive Bridge, $507,700 for the Des Moines Creek Basin Projects, $97,000 for the Woodmount Culvert/Overflow, and $823,000 for the 10th Avenue Culvert Replacement. The Year 2003 Debt transfers total $80,147.

The Surface Water Management capital expenditures for the Year 2004 include $3,043,400 for the Marine View Drive Bridge, $1,081,500 for the Des Moines Creek Basin Projects, and $960,050 for the Barnes Creek Detention Facility/Culvert. The Year 2004 Debt transfers total $61,860.

Alternatives

None.

Recommendation

No action is required. This report is intended to communicate the Years 2003 – 2008 Capital Improvement Plan.

Concurrence

None.

CITY OF DES MOINES, WA

CAPITAL IMPROVEMENT PLAN

2003-2008

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CIP PROJECTS
MUNICIPAL CAPITAL IMPROVEMENT FUND

		2002	2003	2004	2005	2006	2007	2008
REVENUE								
BEGINNING FUND BALANCE		1,069,960	188,204	127,055	251,728	247,828	333,963	641,153
DEBT REVENUE		39,079	72,138	51,217				
LOCAL REVENUE								
Transfer from General Fund		125,000	150,000	175,000	200,000	225,000	250,000	250,000
Interest Earnings		15,000	15,000	15,000	15,000	15,000	15,000	15,000
Real Estate Excise Tax		600,000	600,000	600,000	600,000	600,000	600,000	600,000
Haunted House proceeds (CODM portion)		25,000	25,000	25,000	25,000	25,000	25,000	25,000
Park In Lieu Fees		12,587	70,000	50,000	50,000	50,000	50,000	50,000
TOTAL LOCAL REVENUE		**777,587**	**860,000**	**865,000**	**890,000**	**915,000**	**940,000**	**940,000**
PROJECT REVENUE								
CDBG	Field House		115,585					
Facilities Repair Fund	City Hall Remodel		80,000					
Bond Proceeds	Beach Repairs				800,000			
IAC	Beach Repairs				300,000			
WSHC Grant	Beach Repairs				300,000			
CDGB	Playground			65,000	65,000			
Foundation	Playground					10,000		
Grants	Playground					10,000	10,000	
IAC YAF Grant-Confirmed	SJUM Park I	267,451						
King County Grant-Confirmed	SJUM Park I	50,000						
King County-Confirmed	SJUM Park I	135,000						
Youth Sports (in-kind)-Confirmed	SJUM Park I	75,000			50,000			
Donations	SJUM Park I	50,000						
KC Open Space	Woodmont Land			100,000				
Land Donation	Woodmont Land			100,000				
Trust for Public land	Woodmont Land			100,000				
TBD	Woodmont Land					233,840		
WSOCD Grant - Confirmed	Photo	10,000						
Federal Way School Dist-Confirmed	Soccer Field							
King County-Confirmed	Soccer Field	50,000						
DMMSC-Confirmed	Soccer Field	15,000						
Voted Bond	Center							4,800,000
Washington State	Center							250,000
DMLF	Center							500,000
Other/TBD	Center							364,475
IAC	SJUM Park II				200,000	100,000		
King County	SJUM Park II				50,000			
Other/TBD	SJUM Park II				358,720	210,000		
Youth Sports (in-kind)-Confirmed	SJUM Park II				50,000			
Des Moines Legacy Foundation	Activity Center	34,000						
King County Open Space	DMCT	32,469						
TBD	DMCT					146,531		
TOTAL PROJECT REVENUE		**718,920**	**195,585**	**365,000**	**2,173,720**	**710,371**	**10,000**	**5,914,475**
TOTAL REVENUE		2,605,546	1,315,927	1,408,272	3,315,448	1,873,199	1,283,963	7,495,628

CIP PROJECTS
MUNICIPAL CAPITAL IMPROVEMENT FUND

		2002	2003	2004	2005	2006	2007	2008
EXPENDITURES								
PROJECT FROM PRIOR YEARS								
Pacific Ridge Study		14,500						
Des Moines Beach Park Repairs		2,055	14,500		1,400,000			
Field House Renovation CDBG & WA Heritage			160,090					
City Hall North Wing Remodel		20,000	80,000					
Steven J Underwood Memorial Park Phase I- IB		1,275,059	233,300	160,512				
TOTAL PROJECTS FROM PRIOR YEARS		**1,311,614**	**487,890**	**160,512**	**1,400,000**			
NEW PROJECTS								
Parks & Recreation Master Plan		10,000	20,000					
Woodmount Park Land Acquistion				350,000		233,840		
Orthophotography		31,910						40,000
Woodmont Elem Soccer Field	35 reet; 50 Kcty	100,000						
Community Center		118,316						6,643,440
Steven J Underwood Memorial Park Phase II					908,720	360,000		
Accounting Software Upgrade		12,661	137,339					
City Hall Parking Lot					46,500			
Activity Center Remodel		313,490						
Des Moines Creek Trail-Phase II					27,750	251,250		
Play Equipment Replacement				78,410	161,930	145,016	72,420	60,440
TOTAL NEW PROJECTS		**586,377**	**157,339**	**428,410**	**1,144,900**	**990,106**	**72,420**	**6,743,880**
TOTAL PROJECT EXPENDITURES		**1,897,991**	**645,229**	**588,922**	**2,544,900**	**990,106**	**72,420**	**6,743,880**
DEBT/OPERATING TRANSFERS								
Debt-1998 GO Bond-Myers land (Less portion for 4.14 acres)		97,213	99,203	96,034	97,720	99,130	95,390	
Debt-1998 GO Bond-Soundview Bap land (4.14ac eligible/CDBG)		72,138	69,440	71,588	PAID OFF	PAID OFF	PAID OFF	PAID OFF
Transfer to Arterial Street Fund		350,000	375,000	400,000	425,000	450,000	475,000	475,000
TOTAL DEBT OPERATING EXPENDITURES		**519,351**	**543,643**	**567,622**	**522,720**	**549,130**	**570,390**	**475,000**
TOTAL EXPENDITURES		2,417,342	1,188,872	1,156,544	3,067,620	1,539,236	642,810	7,218,880
TOTAL FUND BALANCE AT THE END OF YEAR		188,204	127,055	251,728	247,828	333,963	641,153	276,748
RESERVED FUND BALANCE								
Park In Lieu Fees			10,000	5,000	55,000	55,000	55,000	5,000
CDBG- Senior Center Land Acquisition			7,138					
Haunted House		49,439	76,672	104,722	133,614	163,372	194,023	225,594
King County Open Space		32,469	32,469	32,469	32,469			
TOTAL RESERVED FUND BALANCE		**81,908**	**126,279**	**142,191**	**221,083**	**218,372**	**249,023**	**230,594**
TOTAL UNRESERVED FUND BALANCE		106,296	776	109,537	26,746	115,591	392,130	46,154

	2002	2003	2004	2005	2006	2007	2008
FUNDED BY PARK IN LIEU							
Community Center	116,496						100,000
SJUM I	79,949	60,000	55,000				
SJUM II				50,000	50,000		
FUNDED BY HAUNTED HOUSE							
Activity Center Remodel	226,836						
FUNDED BT REET							
Pacific Ridge Study	14,500						
Des Moines Beach Park Repairs	2,055	14,500					
Playground Equipment Repairs and Replacement			13,410	96,930	125,016	62,420	60,440
Field House Renovation CDBG & WA Heritage		44,505					
North Wing Facility Upgrade	20,000						
Steven J Underwood Memorial Park Phase I	617,659	173,300	105,512				
Parks and Recreation Master Plan	10,000	20,000					
Woodmont Park Land Acquisition			50,000				
Woodmount Elem Soccer Field	35,000						
Community Center	1,820						628,965
City Hall Parking Lot				46,500			
Des Moines Creek Trail				27,750	72,250		
Steven J Underwood Memorial Park Phase II				200,000			
Activity Center Remodel (reprogrammed funds)	52,654						
TOTAL AMOUNT FUNDED BY REET	**753,688**	**252,305**	**168,922**	**371,180**	**197,266**	**62,420**	**689,405**
NON-REET FUNDS							
Orthophotography	21,910						40,000
Accounting Software Upgrade	12,661	137,339					
TOTAL NON-REET FUNDS	**12,661**	**137,339**					
TOTAL FUNDED BY MCI	766,349	389,644	168,922	371,180	197,266	62,420	689,405

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.			
CATEGORY	General Government	PROJECT STATUS:			
		Preliminary Estimate	X	X	X
PROJECT	Pacific Ridge Study	Plans in Preparation			
		P.S.E. Complete			
LOCATION	Community Development				

DESCRIPTION: The study for the implementation and realization of the Council goals for Pacific Ridge.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	PRIOR YRS	FY02	FY03	FY04	FY05	FY06	FY07	FY08
ADMINISTRATION									
DESIGN/ENG	55,770	41,270	14,500						
LAND									
BUILDINGS									
IMPROVEMENTS									
INSPECTION									
CONTINGENCY									
SALES TAX									
OTHER									
TOTAL	55,770	41,270	14,500						

FUNDING SOURCE	TOTAL	PRIOR YRS	FY02	FY03	FY04	FY05	FY06	FY07	FY08
M.C.I.	55,770	41,270	14,500						
CTED GRANT									
TOTAL	55,770	41,270	14,500						

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.			
CATEGORY	General Government	PROJECT STATUS:			
		Preliminary Estimate	X	X	X
PROJECT	Pacific Ridge Study	Plans in Preparation			
		P.S.E. Complete			
LOCATION	Community Development				

JUSTIFICATION:

Implementation and realization of Council goals for Pacific Ridge require careful, up-front study of environmental and infrastructure impacts. Also, standard zoning regulations alone are not sufficient to ensure that new construction will provide lasting benefit to the Des Moines community as a whole. In order to encourage new development that is consistent with Pacific Ridge goals, development regulations and permit review procedures must be clear and coordinated, and must provide certainty. This study will address these issues in detail in order to prepare the City, utility providers, businesses, residents, and developers for the dramatic changes planned for this area. Des Moines has been awarded a $75,000 grant from WSCTED. This grant will fund only a portion of this multifaceted study.

SCOPE OF WORK:

The study will include the following: 1) forecast of future build-out conditions using three scenarios; 2) an assessment of the environmental and infrastructure impacts that will occur with new construction; 3) capital facilities plans with financing strategies for the needed improvements; 4) a planned action environmental impact statement; 5) design guidelines for new construction. Preparation of the study will be coordinated with interested residents, businesses, agencies, and jurisdictions. Numerous public meetings will be conducted as the study is developed.

The scope of work in 2001 will cover more detail on the transportation impacts, preparation of the SEPA planned action ordinance and right-of-way improvements.

CAPITAL IMPROVEMENT PLA
REQUEST FORM

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

DESCRIPTION: The Des Moines Beach Park is Des Moines' premier multi-use waterfront destination park with intergenerational users. The Park (former church camp) is listed on the State of Washington Register of Historic Places.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	Y 02 Est	FY 03	FY 04	FY 05	FY 06	FY 07	FY08
ADMINISTRATION	14,140		140		14,000			
DESIGN/ENG/Permits	100,000				100,000			
LAND								
BUILDINGS	800,000				800,000			
IMPROVEMENTS	115,055	2,055	13,000		100,000			
INSPECTION	30,000				30,000			
CONTINGENCY	100,216		216		100,000			
SALES TAX	89,144		1,144		88,000			
OTHER/Demolition	78,000				78,000			
Bond	90,000				90,000			
TOTAL	1,416,555	2,055	14,500		1,400,000			

FUNDING SOURCE	TOTAL	FY 02	FY 03	FY 04	FY 05	FY 06	FY 07	FY08
Bond Issue/Other					800,000			
MCI		2,055	14,500					
IAC					300,000			
WSHC Grant					300,000			
TOTAL	1,416,555	2,055	14,500		1,400,000			

OPERATING COSTS								
PERSONNEL								
SUPPLIES								
UTILITIES								
CAPITAL								
OTHER								
TOTAL								

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	General Government	PROJECT STATUS:	
	Beach Park Building Repairs	Preliminary Estimate	X
PROJECT		Plans in Preparation	
LOCATION	22030 Cliff Ave. South	P.S.E. Complete	

JUSTIFICATION:

The Des Moines Beach Park facilities used for Senior Center operations are in poor condition needing repair work. Some park areas and senior center buildings do not meet safety and accessibility standards due to deferred maintenance. The City put off funding improvements with the expectation that a new facility would be funded with voter bonds replacing the existing center. The bond vote failed. When funds are dedicated to a new facility, design and construction can begin. Project development and construction could take five or more years to complete. Repairs are needed to keep the building operational and safe until a new facility is opened.

PROJECT TOTAL

SCOPE OF WORK
DRAWING/SITE PLAN

2003 Beach Park Buildings Safety/Security Repairs	
Administration	$ 140
Beach Park Restroom, Cabin and Picnic Shelter Repairs	$ 13,000
Sales Tax	$ 1,144
Contingency	$ 216
TOTAL	**$ 14,500**

SCOPE OF WORK
DRAWING/SITE PLAN

2005 Senior Center Safety/Security Repairs	
Administration	$ 14,000
Design/Engineering/Permits	$ 100,000
Dining Hall foundation repairs	$ 800,000
Beach Park restroom and Picnic Shelter repair and repair broken concrete walkways, asphalt pathways	$ 100,000
Inspection	$ 30,000
Demolition	$ 78,000
Sales Tax	88,000
Contingency	$ 100,000
Bonding	$ 90,000
TOTAL	**$1,400,000**

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY General Government

PROJECT Field House ADA Renovation

LOCATION 1000 South 220th Street

PROJECT NO.

PROJECT STATUS:

Preliminary Estimate	
Plans in Preparation	X
P.S.E. Complete	

DESCRIPTION: The Des Moines Field House is the only city-owned indoor activity facility/gymnasium complete with multi-purpose fields, tennis courts, play equipment, and skateboard park. The 1939 WPA-built log field house has been designated a King County Historic Landmark.*

*This project is part of a multi-phased Field House renovation project using City, County, State, and Federal Funding sources.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08
ADMINISTRATION	1,500	1,500					
DESIGN/ENG							
FIRE SUPPRESSION							
BUILDINGS	65,000	65,000					
ELECTRICAL/MECHANICAL	80,000	80,000					
INSPECTION							
CONTINGENCY	830	830					
SALES TAX	12,760	$ 12,760					
OTHER							
TOTAL	160,090	160,090					

FUNDING SOURCE	TOTAL	FY 03	FY 04		FY 06	FY 07	FY 08
2000 CDBG	115,585	115,585					
MCI	44,505	44,505					
WSHG							
TOTAL	160,090	160,090					

OPERATING COSTS							
PERSONNEL							
SUPPLIES							
UTILITIES							
CAPITAL							
OTHER							
TOTAL							

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	General Government	PROJECT STATUS:	
		Preliminary Estimate	
PROJECT	Field House Renovation CDBG Funding	Plans in Preparation	X
	Request	P.S.E. Complete	
LOCATION	1000 South 220th Street		

JUSTIFICATION:

The Des Moines City Council is committed to the ongoing spot slum and blight rehabilitation needs of the facility. The facility was in poor condition at the time of transfer to the City, requiring that extensive rehabilitative measures be taken. The facility does not meet safety and accessibility standards, and had diminished in quality due to years of King County deferred maintenance. Through assistance by the Community Development Block Grant Program and Washington Heritage grant program indoor facility renovation has been initiated and will continue in phases until completed in 2004 or as funding is available.

SCOPE OF WORK

Renovations (2003)	
1% Administration	$ 1,500
Electrical, Mechanical, Doors	$ 80,000
Field House Basement Drainage/Walkways	$ 45,000
Exterior Paint and Log Chinking	$ 20,000
Contingency	$ 830
Sales Tax @ 8.8%	$ 12,760
Total	$ 160,090

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.			
CATEGORY	General Government	PROJECT STATUS:			
		Preliminary Estimate	X	X	X
PROJECT	City Hall North Wing Facility Upgrade	Plans in Preparation			
		P.S.E. Complete			
LOCATION	21630 11th Avenue South				

DESCRIPTION: Begin a reserve in preparation for the upgrade of the City Hall north wing including electrical, noise insulation, flooring and an HVAC system.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY 02	FY 03	FY 04	FY 05	FY 06	FY07	FY08
ADMINISTRATION								
DESIGN/ENG								
LAND								
BUILDINGS								
IMPROVEMENTS	100,000	20,000	80,000					
INSPECTION								
CONTINGENCY								
SALES TAX								
OTHER								
TOTAL	100,000	20,000	80,000					

FUNDING SOURCE	TOTAL	FY 02	FY 03	FY 04	FY 05	FY 06	FY07	FY08
MCI	20,000	20,000						
Transfer the Facilities Repair Fund	80,000		80,000					
TOTAL	100,000	20,000	80,000					

OPERATING COSTS								
PERSONNEL								
SUPPLIES								
UTILITIES								
CAPITAL								
OTHER								
TOTAL								

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.			
CATEGORY	MCI	PROJECT STATUS:			
		Preliminary Estimate	X	X	X
PROJECT	City Hall North Wing Facility Upgrade	Plans in Preparation			
		P.S.E. Complete			
LOCATION	21630 11th Avenue South				

JUSTIFICATION: The north wing of City Hall is in need of some essential upgrades.

SCOPE OF WORK: Electrical, mechanical (HVAC), paint, carpeting, noise insulation, and furniture.

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	General Government	PROJECT STATUS:	
		Preliminary Estimate	
PROJECT	Steven J Underwood Memorial Park (15 acres)	Plans in Preparation	
	Phase IB	P.S.E. Complete	
LOCATION	20th Avenue South at South 218th Street		

DESCRIPTION: The City Council has identified the need for a sports field complex. The 2003-2008 Capital Improvement Plan outlines the phased development of 3 baseball fields and 2 soccer fields. The Park includes space for a future Community Center.

PROPOSED IMPROVEMENTS: Phase I-B development includes 1 baseball field and restrooms to complete the baseball complex and provide for tournament play at the park making the facility more profitable. Phase II, planned for 2005 includes plans for 1 soccer field and field lighting and additional parking.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY 02	FY 03	FY 04	FY 05	FY 06	FY 07	FY08
ADMINISTRATION	16,200	12,000	2,700	1,500				
DESIGN/ENG	37,000		37,000					
EARTHWORKS/UTILITIES	376,938	376,938						
IMPROVEMENTS	910,897	623,897	147,000	140,000				
INSPECTION	30,000	20,000	10,000					
Contigency	113,976	88,284	19,000	6,692				
SALES TAX	118,860	88,940	17,600	12,320				
Latecomers Fees Grakon, SWM	65,000	65,000						
TOTAL	1,668,871	1,275,059	233,300	160,512				

FUNDING SOURCE	TOTAL	FY 02	FY 03	FY 04	FY 05	FY 06	FY 07	FY08
IAC YAF Grant Confirmed	267,451	267,451						
King County Grant Confirmed	50,000	50,000						
King County Confirmed	135,000	135,000						
Youth Sports (in-kind) Confirmed	75,000	75,000						
Park In Lieu Fees	194,949	79,949	60,000	55,000				
Donations	50,000	50,000						
MCI	896,471	617,659	173,300	105,512				
TOTAL	1,668,871	1,275,059	233,300	160,512				

OPERATING COSTS								
PERSONNEL								
SUPPLIES								
UTILITIES								
TOTAL		50,000	50,000	50,000	50,000	50,000	50,000	50,000

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.
CATEGORY	General Government	PROJECT STATUS:
		Preliminary Estimate_____
PROJECT	Steven J Underwood Memorial Park	Plans in Preparation_____
	Phase I B	P.S.E. Complete_____
LOCATION	20th Avenue South at South 218th Street	

JUSTIFICATION:

The Sports Park was identified as a number one park and recreation priority by the City Council because of the lack of active recreation facilities in Des Moines. The community has a strong interest in league sports for youth, young adults, general and senior adult members of the population. The greatest demand and interest level is for soccer, softball, and baseball fields.

SCOPE OF WORK:
Drawing/Site Plan Attached

Phase I B 2003-2004

Design, engineering, permits	$37,000
(Includes permits for Phase I)	
Sports field development-1 softball fields, site irrigation, landscaping, and restrooms	$330,000
Inspection/Contract Maintenance	$10,000
Administration %1	$4,200
Contingency	$25,692
Sales Tax @ 8.8%	$29,920
Total Phase I B	$436,812

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY General Government

PROJECT Park & Recreation Master Plan

LOCATION City of Des Moines

PROJECT NO.
PROJECT STATUS:
Preliminary Estimate_____
Plans in Preparation_____
P.S.E. Complete_____

DESCRIPTION: The current Park & Recreation Master Plan adopted in 1997. Interagency Committee for Outdoor Recreation requires that planning documents be updated every six years in order to qualify for award of State funding. The 2002 Master Plan will include a citizen survey, updated demographic information conceptual drawings of proposed projects and engineers cost estimates.

PROPOSED IMPROVEMENTS: 2003 project costs are for the completion of the project, $30,000 total was budgeted in 2002 and are being forwarded to 2003 (no new funds are requested).

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	EST 02	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08
ADMINISTRATION								
DESIGN/ENG	30,000	10,000	20,000					
LAND								
BUILDINGS								
IMPROVEMENTS								
INSPECTION								
CONTINGENCY								
SALES TAX								
TOTAL	30,000	10,000	20,000					

FUNDING SOURCE	TOTAL		FY 03	FY 04	FY 05	FY 06	FY 07	FY 087
MCI	30,000	10,000	20,000					
TOTAL	30,000		20,000					

OPERATING COSTS								
PERSONNEL								
SUPPLIES								
UTILITIES								
CAPITAL								
OTHER								
TOTAL								

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.
CATEGORY	General Government	PROJECT STATUS:
		Preliminary Estimate_____
PROJECT	Park & Recreation Master Plan	Plans in Preparation_____
		P.S.E. Complete_____
LOCATION		

JUSTIFICATION:

The Park & Recreation Master Plan adopted in 1997 is 6 years old. Granting agencies such as Interagency Committee for Outdoor Recreation requires that agencies requesting funds update master planning documents every six years to qualify for award of State funding.
The 2002 Master Plan will include a citizen survey, updated demographic information, capital improvement plans, conceptual designs of proposed projects and engineers cost estimates. The project will be completed in 2003.

SCOPE OF WORK: **Architect , Consultant & Engineering**

2002 Expenditures	$10,000
2003 Expenditures	$20,000
Total	$30,000

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	General Government	PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	Woodmont Park Land Acquisition	Plans in Preparation	
		P.S.E. Complete	
LOCATION	Various properties adjacent to Woodmont Park		

DESCRIPTION: Acquisition of property adjacent to Woodmont Park to conserve open space and wildlife habitat and provide off road trails to connect waterfront parks.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08
ADMINISTRATION	5,800		3,500		2,300		
DESIGN/ENG	66,500		46500		20,000		
LAND	300,000		300,000				
BUILDINGS							
IMPROVEMENTS	180,000				180,000		
INSPECTION							
CONTINGENCY	15,700				15,700		
SALES TAX	15,840				15,840		
LEGAL							
OTHER							
TOTAL	583,840		350,000		233,840		

FUNDING SOURCE	TOTAL	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08
K.C. OPEN SPACE	100,000		100,000				
Land Donation	100,000		100,000				
Trust for Public Land	100,000		100,000				
Other TBD	233,840				233,840		
MCI	50,000		50,000				
TOTAL	583,840		350,000		233,840		

OPERATING COSTS							
PARK MAINTENANCE							
TOTAL							

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	General Government	PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	Woodmont Park Land Acquisition	Plans in Preparation	X
		P.S.E. Complete	
LOCATION	Various properties adjacent to Woodmont Park	Design Process	

JUSTIFICATION: Acquisition of property adjacent to Woodmont Park to conserve open space and provide off road pedestrian trails to connect waterfront parks.

REVENUE SOURCE SUMMARY:

Revenue		
K.C. Open Space	$ 100,000	
Trust for Public Land	$ 100,000	
Donation	$ 100,000	
MCI	$ 50,000	
Total	$ 350,000	$ -

SCOPE OF WORK: **Drawing/Site Plan Attached**

Land Acquisition 2004-2005

Purchase land	$ 300,000
Survey/Appraisals/Inspections	$ 50,000
Total	$ 350,000

DEVELOPMENT 2006

Design/Engineering/Permits	20,000
Trail Construction	180,000
Sales Tax	15,840
Contingency	18000
Total	233,840

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.		
CATEGORY	General Government	PROJECT STATUS:		
		Preliminary Estimate	X	X
PROJECT	Orthophotography (digital aerial photo)	Plans in Preparation		
		P.S.E. Complete		
LOCATION	City-wide			

DESCRIPTION: Contract for fly-over during 2002 and the production of high-resolution digital air photos of the City. The project includes 2' contour lines for the depiction of topography.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY02	FY03	FY04	FY05	FY06	FY07	FY08
ADMINISTRATION								
DESIGN/ENG	31,910	31,910						40,000
LAND								
BUILDINGS								
IMPROVEMENTS								
INSPECTION								
CONTINGENCY								
SALES TAX								
OTHER								
TOTAL	31,910	31,910						40,000

FUNDING SOURCE	TOTAL	FY02	FY03	FY04	FY05	FY06	FY07	FY08
WSOCD GRANT - Confirmed	10,000	10,000						
M.C.I.(non-REET)	21,910	21,910						40,000
TOTAL	31,910	31,910						40,000

OPERATING COSTS								
PERSONNEL								
SUPPLIES								
UTILITIES								
CAPITAL								
OTHER								
TOTAL								

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.		
CATEGORY	General Government	PROJECT STATUS:		
		Preliminary Estimate	X	X
PROJECT	Orthophotography (digital aerial photo)	Plans in Preparation		
		P.S.E. Complete		
LOCATION	City-wide			

JUSTIFICATION:

Administration has made considerable progress in upgrading the City's geographic information system (GIS). The next step is the acquisition of high-resolution digital aerial photographs of the City. Using GIS, important land use information such as: parcel lines, zoning, utility lines, topography, street improvements, and environmentally-sensitive areas can be placed over a digital air photo. Presently, the City does not have reliable topography data on a City-wide basis.

This electronic information will be used by the City Council, general public, City staff, and the City's consultants in a variety of ways. The digital photos and topography data will be useful to virtually all City Departments, but especially to Community Development, Engineering, Parks, and Police. For example, the images/contours will be used during basin planning, protection of wetlands, code enforcement, emergency response, permit review, street design, and park planning. The Growth Management Act requires that Des Moines incorporate "best available science" in the identification and protection of environmentally sensitive areas. The orthophotography project will help Community Development complete this mandate in a cost-effective manner. The digital images and topography data should have a useful life of 10 or more years.

Administration is working with local special utility districts to arrange cost sharing. Highline Water District appears quite interested. If the cost-sharing effort is successful, Des Moines' cost would be lowered to $33,000. Use of $10,000 in WSOCD grant funds would reduce the M.C.I. contribution to $23,000.

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY General Government

PROJECT NO.

PROJECT STATUS:

Preliminary Estimate _____

PROJECT Woodmont Elementary School Soccer Field Renovation Project

Plans in Preparation _____

P.S.E. Complete _____

LOCATION 26454 16th Avenue South

DESCRIPTION: Woodmont Elementray School proposed improvements include renovation of one turf soccer field as part of a multi-phased facility master plan.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY 02	FY 03	FY 04	FY 05	FY 06	FY 07	FY08
ADMINISTRATION								
DESIGN/ENG								
BUILDINGS								
IMPROVEMENTS	100,000	100,000						
INSPECTION								
CONTINGENCY (10%)								
SALES TAX								
BOND ISSUANCE								
TOTAL	100,000	100,000						

FUNDING SOURCE	TOTAL	FY 02	FY 03	FY 04	FY 05	FY 06	FY 07	FY08
MCI	35,000	35,000						
King Co. Confirmed	50,000	50,000						
DMMSC Confirmed	15,000	15,000						
TOTAL	100,000	100,000						

OPERATING COSTS								
PERSONNEL								
SUPPLIES								
UTILITIES								
CAPITAL								
OTHER								
TOTAL								

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY	General Government	PROJECT NO.		
		Preliminary Estimate	X	X
PROJECT	Woodmont Elementary School	Plans in Preparation		
	Soccer Field Renovation Project	P.S.E. Complete		
LOCATION	26454 16th Avenue South			

JUSTIFICATION:

At City Council direction school field improvement projects have been created to foster new partnerships between the city, school districts, and citizen groups in Des Moines. Projects could include the acquisition, development or renovation of parks, sports fields, trails and recreation centers. Matching contributions could include in-kind donations of land, labor or facilities.

Woodmont Elementary School soccer field renovation in partnership with Federal Way School District and Des Moines Midway Soccer Club is proposed in this request.

The proposed sports field enhancements will improve a dangerous playing field, increasing facility safety, maintenance efficiency, accessibility, and maximize usable hours. The final design, plans, specifications, and estimates, site clearing and preparation, and construction will begin in 2002.

Maintenance costs for the project would be $7,000 annually not including utilities.

SCOPE OF WORK:
Drawing/Site Plan Attached

Renovation Improvements	
Turf Soccer Field- Woodmont Elem.	$138,000
Design, Permits & Administration @ 12%	$14,000
TOTAL	**$152,000**

REQUEST FORM

		PROJECT NO.		
CATEGORY	General Government	PROJECT STATUS:		
		Preliminary Estimate	X	X
PROJECT	Community Center	Plans in Preparation		
	Construction	P.S.E. Complete		

LOCATION 21939 24th Avenue South

DESCRIPTION: Construction of a new Community Center. Cost estimates are based on a 5 acre site and 20,000 sq. ft. facility.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	02 EST	FYO3	FY04	FY05	FY06	FY07	FY08
ADMINISTRATION	1,100	1,100						60,000
DESIGN/ENG	10,000	10,000						480,000
LAND								
BUILDINGS								2,800,000
SITE IMPROVEMENTS	90,000	90,000						1,250,000
INSPECTION	10,000	10,000						115,000
CONTING./INFLATION								875,000
MISC.								24,000
SALES TAX	7,216	7,216						484,440
OTHER (Equipment)								440,000
BOND ISSUANCE								115,000
TOTAL	6,761,756	118,316						6,643,440

FUNDING SOURCE	TOTAL	02 EST	FYO3	FY04	FY05	FY06	FY07	FY08
Voted Bond	4,800,000							4,800,000
Washington State	250,000							250,000
MCI/Other	630,785	1,820						628,965
DMLF	500,000							500,000
Fee in Lieu		116,496						100,000
TBD	364,475							364,475
TOTAL	6,761,756	118,316						6,643,440

OPERATING COSTS		02 EST	FYO3	FY04	FY05	FY06	FY07	FY08
Custodial/Fac. Maint.								30,000
Park Maint. & Op.								20,000
Utilities								35,000
Salaries & Wages								55,000
Interfund								60,000
TOTAL								200,000

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.		
CATEGORY:	General Government	PROJECT STATUS:		
		Preliminary Estimate	X	X
PROJECT:	Community Center	Plans in Preparation		
	Construction- Core Facility	P.S.E. Complete		
LOCATION:	21939 24th Avenue South			

JUSTIFICATION: In 2001, City Council approved moving ahead with planning and design of a new Community Center in Des Moines. The center cost estimates are based on a 20,000 sq. ft. core facility to replace the functions of the existing senior center and community recreation.
Due to project timeline extension, inflation has been added to the project.

EXPEND TO DATE SUMMARY:	**Expenditure**	**Total**
	Land (Acquisition Completed)	$639,862

SCOPE OF WORK:	**Construction**	
	Design, Permits and Engineering	$ 480,000
	1% Administration	$ 60,000
	Inspection	$ 115,000
	Construction	$ 2,800,000
	Site Work	$ 1,250,000
	Bond Issuance	$ 115,000
	Furnishings/Equipment	$ 440,000
	Misc.	$ 24,000
	Contingencies/Inflation	$ 875,000
	Sales tax	484,440
	TOTAL	**$ 6,643,440**

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY	General Government	PROJECT NO. PROJECT STATUS:
PROJECT	Steven J Underwood Memorial Park Phase II	Preliminary Estimate_____ Plans in Preparation_____ P.S.E. Complete_____
LOCATION	20th Avenue South at South 218th Street	

DESCRIPTION: The City Council has identified the need for a sports field complex. The 2003-2008 Capital Improvement Plan outlines the phased development of 3 softball fields and soccer fields.

PROPOSED IMPROVEMENTS: Phase 2 would construct one FieldTurf soccer field with lighting, and additional parking. Future phases would include additional fields, a play area, and a building for maintenance equipment, and concessions.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08
ADMINISTRATION	12,600			9,000	3,600		
DESIGN/ENG	60,000			60,000			
LAND	0						
Lights	200,000			200,000			
Landscaping/Fields	790,000			490,000	300,000		
INSPECTION	20,000			20,000			
CONTINGENCY	99,000			69,000	30,000		
SALES TAX	87,120			$60,720	26,400		
TOTAL	1,268,720			908,720	360,000		

FUNDING SOURCE	TOTAL	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08
IAC Grant (unconfirmed)	300,000			200,000	100000		
King County Grant (uncomfirmed)	50,000			50,000			
Youth Sports (in-kind)	50,000			50,000			
Park In Lieu Fees	100,000			50,000	50,000		
MCI	200,000			200,000			
Other/TBD	568,720			358,720	210,000		
TOTAL	1,268,720			908,720	360,000		

OPERATING COSTS							
PERSONNEL							
SUPPLIES							
UTILITIES							
CAPITAL							
OTHER							
TOTAL					50,000	50,000	50,000

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY	General Government	PROJECT NO. PROJECT STATUS: Preliminary Estimate_____
PROJECT	Steven J Underwood Memorial Park Phase II	Plans in Preparation_____ P.S.E. Complete_____
LOCATION	24th Avenue South at South 220th Street	

JUSTIFICATION:

The Sports Park was identified as a number one park and recreation priority by the City Council because of the lack of active recreation facilities in Des Moines. The community has a strong interest in league sports for youth, young adults, general and senior adult members of the population. The greatest demand and interest level is for soccer, softball, and baseball fields.

The project scope of work is proposed in phases. Phases two includes: site preparation and construction of one FieldTurf soccer field with lights, parking, landscaping, and restroom building.
Development will be funded by an IAC Grant, Councilmanic bonds, and local youth soccer group funds. Bonds will be paid off using concessionaire payments over 10 years and user fees.

SCOPE OF WORK:
Drawing/Site Plan

Phase II 2005

Administration %1	$12,600
Design, engineering, permits	$60,000
Site Development- Sports field development-1 soccer field, lights, play equipment site irrigation, landscaping, parking and amenities	$990,000
Inspection/Contract Maintenance	$20,000
Contingency	$99,000
Sales Tax @ 8.8%	$87,120
Total Phase II	$1,268,720

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.			
CATEGORY	General Government	PROJECT STATUS:			
		Preliminary Estimate	X	X	X
PROJECT	Accounting Software Upgrade	Plans in Preparation			
		P.S.E. Complete			
LOCATION	City Hall-Finance				

DESCRIPTION: Upgrade the City's accounting software to a Windows environment.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY 02	FY 03	FY 04	FY 05	FY 06	FY07	FY08
ADMINISTRATION								
DESIGN/ENG								
LAND								
BUILDINGS								
IMPROVEMENTS								
INSPECTION								
CONTINGENCY								
OTHER	150,000	12,661	137,339					
TOTAL	150,000	12,661	137,339					

FUNDING SOURCE	TOTAL	FY 02	FY 03	FY 04	FY 05	FY 06	FY07	FY08
MCI (Non-REET)	150,000	12,661	137,339					
TOTAL	150,000	12,661	137,339					

OPERATING COSTS								
PERSONNEL								
SUPPLIES								
UTILITIES								
CAPITAL								
OTHER								
TOTAL								

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.			
CATEGORY	General Government	PROJECT STATUS:			
		Preliminary Estimate	X	X	X
PROJECT	Accounting Software Upgrade	Plans in Preparation			
		P.S.E. Complete			
LOCATION	City Hall-Finance				

JUSTIFICATION: The City's accounting software was purchased in 1995 in the DOS version. Eden, the developer and supporter of our current software, is requiring the City to sign a contract in 2001 committing to purchase the Windows version of their software as they will be eliminating support for the DOS version. Upgrading the software makes sound business sense. Improved technology will allow the City to improve productivity.

SCOPE OF WORK: An inclusive financial management package will be purchased and installed and staff will be thoroughly trained.

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.		
CATEGORY	General Government	PROJECT STATUS:		
		Preliminary Estimate	X	X
PROJECT	City Hall Parking Lot	Plans in Preparation		
		P.S.E. Complete		
LOCATION	21630 11th Ave South			

DESCRIPTION: Overlay and stripe City Hall parking lots. Repair retaining wall.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY02	FY03	FY04	FY05	FY06	FY07	FY08
ADMINISTRATION	598				598			
DESIGN/ENG	1,913				1,913			
LAND								
BUILDINGS								
IMPROVEMENTS	38,252				38,252			
INSPECTION	1,913				1,913			
CONTINGENCY	3,824				3,824			
OTHER								
TOTAL	46,500				46,500			

FUNDING SOURCE	TOTAL	FY02	FY03	FY04	FY05	FY06	FY07	FY08
MCI	46,500				46,500			
TOTAL	46,500				46,500			

OPERATING COSTS								
PERSONNEL								
SUPPLIES								
UTILITIES								
CAPITAL								
OTHER								
TOTAL								

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.		
CATEGORY	General Government	PROJECT STATUS:		
		Preliminary Estimate	X	X
PROJECT	City Hall Parking Lot	Plans in Preparation		
		P.S.E. Complete		
LOCATION	21630 11th Ave South			

JUSTIFICATION:

The parking areas at City Hall need to be resurfaced due to age and usage.
A retaining wall within the project limits is also failing, and needs to be repaired.

SCOPE OF WORK:

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

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

DESCRIPTION: Remodel of former church building for Senior Services Programs use including commercial kitchen and meeting room wall construction, electrical, plumbling, flooring, parking lot improvments and HVAC system repairs.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY 02	FY 03	FY 04	FY 05	FY 06	FY07	FY08
ADMINISTRATION	3,100	3,100						
DESIGN/ENG	20,000	20,000						
LAND								
BUILDINGS								
IMPROVEMENTS	258,218	258,218						
INSPECTION	4,000	4,000						
CONTINGENCY	14,315	14,315						
SALES TAX	13,857	13,857						
OTHER								
TOTAL	313,490	313,490						

FUNDING SOURCE	TOTAL	FY 02	FY 03	FY 04	FY 05	FY 06	FY07	FY08
MCI-reprogrammed funds	52,654	52,654						
DM Legacy Foundation	34,000	34,000						
Haunted House Proceeds	226,836	226,836						
TOTAL	313,490	313,490						

OPERATING COSTS								
PERSONNEL								
SUPPLIES								
UTILITIES								
CAPITAL								
OTHER								
TOTAL								

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.			
CATEGORY	MCI	PROJECT STATUS:			
		Preliminary Estimate	X	X	X
PROJECT	Activity Center Remodel	Plans in Preparation			
		P.S.E. Complete			
LOCATION	21630 11th Avenue South				

JUSTIFICATION: Senior Services are being relocated due to flood damage to the Dining Hall at Des Moines Beach Park. The Activity Center will be remodeled to provide a temporary home for Senior programs and services.

SCOPE OF WORK: Remodel of building located at 2045 S. 216th Street

Drawing/Site Plan Attached

Design & Administration	$ 23,100
Construction	$ 258,218
Contingency	$ 14,315
Inspection	$ 4,000
Sales Tax	$ 13,857
Total	$ 313,490

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	General Government	PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	Des Moines Creek Trail-Phase II	Plans in Preparation	
		P.S.E. Complete	
LOCATION	Adjacent Des Moines Creek between Des Moines Beach Park and South 200th Street in SeaTac.		

DESCRIPTION: Phase II - Midway Sewer District Facility to Des Moines Beach Park to be completed as part of the Marine View Drive Bridge South Project in 2000-2001.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08
ADMINISTRATION	2,750			250	2,500		
DESIGN/ENG	25,000			25,000			
LAND							
BUILDINGS							
IMPROVEMENTS	200,000				200,000		
INSPECTION	27,500			2,500	25,000		
CONTINGENCY	6,150				6,150		
SALES TAX	17,600				17,600		
LEGAL							
OTHER							
TOTAL	279,000			27,750	251,250		

FUNDING SOURCE	TOTAL	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08
TBD	146,531				146,531		
MCI	100,000			27,750	72,250		
KC Open Space(FB)	32,469				32,469		
TOTAL	279,000			27,750	251,250		

OPERATING COSTS							
PARK MAINTENANCE					10,000	10,000	10,000
TOTAL					10,000	10,000	10,000

CAPITAL IMPROVEMENT PLAN

REQUEST FORM

		PROJECT NO.	
CATEGORY	General Government	PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	Des Moines Creek Trail-Phase II	Plans in Preparation	X
		P.S.E. Complete	
LOCATION	Adjacent Des Moines Creek between Des Moines Beach Park and South 200th Street in SeaTac.	Design Process	

JUSTIFICATION:

The Des Moines Park and Recreation Department is the lead agency developing the Des Moines Creek Trail. It is an 11,550 linear feet (2.19 miles), Class I AASHTO bicycle and pedestrian trail along Des Moines Creek, starting from the Des Mine Moines Beach Park to the city of Sea Tac at South 220th Street.

Phase I Trail construction was completed in 1998. Phase II construction follow Marine View Drive South Bridge construction elements in 2001. This project is partially funded through grants from King County Open Space and Federal Highway Administration Intermodal Transportation Efficiency Act of 1991 (ISTEA).

SCOPE OF WORK: Drawing/Site Plan Attached

Construction of Phase II Des Moines Creek Trail to follow the completion of the Marine View Drive Bridge Project construction in 2001-2002.

Phase II Trail Construction (2001-2002)

Trail Design & Administration	$ 27,750
Trail Construction	$ 200,000
Contingency	$ 6,150
Inspection	$ 27,500
Sales Tax	$ 17,600
Total	$ 279,000

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	General Government	PROJECT STATUS:	
		Preliminary Estimate	
PROJECT	Play Equipment Repairs and Replacement	Plans in Preparation	X
		P.S.E. Complete	
LOCATION	Numerous Park Locations		

DESCRIPTION: Playground and Play Equipment Repairs and Replacement are needed at numerous park locations such as: Parkside Park, Midway Park, Wooton Park, Cecil Powel Park, Kiddie Park, Zenith Park, and Field House Park.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY 03	FY 04	FY 05	FY 06	FY 07	FY08
ADMINISTRATION	5,000		750	1,550	1,400	700	600
DESIGN/ENG							
LAND							
IMPROVEMENTS	430,000		65,000	135,000	120,000	60,000	50,000
INSPECTION							
CONTINGENCY	43,000		6,500	13,500	12,000	6,000	5,000
SALES TAX	40,216		6,160	11,880	11,616	5,720	4,840
OTHER/Demolition							
TOTAL	518,216		78,410	161,930	145,016	72,420	60,440

FUNDING SOURCE	TOTAL	FY 03	FY 04	FY 05	FY 06	FY 07	FY08
MCI	358,216		13,410	96,930	125,016	62,420	60,440
CDBG	130,000		65,000	65,000			
Foundation	10,000				10,000		
Grants	20,000				10,000	10,000	
TOTAL	518,216		78,410	161,930	145,016	72,420	60,440

OPERATING COSTS							
PERSONNEL							
SUPPLIES							
UTILITIES							
CAPITAL							
OTHER							
TOTAL							

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	General Government	PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	Playground and play equipment repair	Plans in Preparation	
	and replacement		
LOCATION	Multiple locations	P.S.E. Complete	

JUSTIFICATION: Many park locations have play areas and play equipment that is out of date or poor condition needing repair work. Some equipment has been removed due to vandalism or because it no longer meets safety and accessibility standards due to age & deferred maintenance.

PROJECT TOTAL

SCOPE OF WORK
DRAWING/SITE PLAN

<u>2003-2008 Playground/Play Equipment Repairs</u>

Administration	$ 5,000
2004- Midway Park play equipment, sports court, lighting	$ 65,000
2005- Parkside Park play equipment, sports court repair	$ 65,000

2005- Zenith Park play equipment (new), sports court repair	$ 70,000
2006- Wooton Park, Field House Park and Cecil Powell play equipment replacement	$ 120,000
2007- Beach Park Play Equipment Replacement	$ 60,000
2008- Water Tower Park and Westwood Park Play Equipment Repair	$ 50,000
Contingency	$ 43,000
Sales Tax	$ 40,216
TOTAL	**$ 518,216**

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY General Government

PROJECT DEBT SERVICE-1998 G.O. BOND-10 ac portion Sports Park Land Acquisition

LOCATION 2045 South 216th Street

PROJECT NO.

PROJECT STATUS:

Preliminary Estimate _____

Plans in Preparation _____

P.S.E. Complete _____

DESCRIPTION: This piece of debt pays for 10 acres of land acquired for the Sports Park from Myers.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY 02	FY 03	FY 04	FY 05	FY 06	FY 07	FY08
ADMINISTRATION								
LAND(10 acre portion)								
PRINCIPAL	470,000	70,000	75,000	75,000	80,000	85,000	85,000	
INTEREST	114,090	27,113	24,103	20,934	17,620	14,030	10,290	
MISC CHARGES	600	100	100	100	100	100	100	
SALES TAX								
OTHER								
BOND ISSUANCE								
TOTAL	584,690	97,213	99,203	96,034	97,720	99,130	95,390	

FUNDING SOURCE	TOTAL	FY 02	FY 03	FY 04	FY 05	FY 06	FY 07	FY08
MCI	584,690	97,213	99,203	96,034	97,720	99,130	95,390	
TOTAL	584,690	97,213	99,203	96,034	97,720	99,130	95,390	

OPERATING COSTS								
PERSONNEL								
SUPPLIES								
UTILITIES								
CAPITAL								
OTHER								
TOTAL								

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY General Government

PROJECT Sports Park Land Acquistion

PROJECT NO.

PROJECT STATUS:

Preliminary Estimate _____

Plans in Preparation _____

P.S.E. Complete _____

LOCATION 2045 South 216th Street

JUSTIFICATION: This 10 acre piece of land (along with another 4.14 acres for a new Senior Center) was purchased with 1998 bond proceeds. This portion of the bond debt listed below is for the purchase of the Myers property only.

	1998
Purchase Price	855,358
Less Cash Expended	(10,358)
Balance Financed	845,000
Plus Interest	247,022
Bal to be Pd 1998 thru 2004	**1,092,022**
Less First Debt Payment (1998)	(27,111)
Less 2nd Debt Payment (1999)	(94,947)
Less 3rd Debt Payment (2000)	(97,448)
Less 4th Debt Payment (2001)	(94,848)
Less 5th Debt Payment (2002)	(97,112)
Less 6th Debt Payment (2003)	(99,103)
Bal to be Pd 2004 thru 2009	**581,453**

Attached Debt Service Schedule Attached

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

UPDATED 6/01

CATEGORY General Government

PROJECT Senior Center Land Acquisition
DEBT SERVICE-1998 G.O. BOND-4.14ac portion

LOCATION 2045 South 216th Street

PROJECT NO.
PROJECT STATUS:
Preliminary Estimate _____
Plans in Preparation _____
P.S.E. Complete _____

DESCRIPTION: Acquire land for a 14,000 sq. ft. Community/Senior Center facility, grounds and parking facility.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY02	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08
ADMINISTRATION								
LAND (4.14 acres)								
PRINCIPAL	200,000	65,000	65,000	70,000	PAID OFF	PAID OFF	PAID OFF	PAID OFF
INTEREST	12,866	7,038	4,340	1,488				
MISC CHARGES	300	100	100	100				
LAND (1.6 acres)								
PRINCIPAL			PAID OFF	PAID OFF	PAID OFF	PAID OFF	PAID OFF	PAID OFF
INTEREST								
TOTAL	213,166	72,138	69,440	71,588				

FUNDING SOURCE	TOTAL	FY 02	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08
CDBG	185,657	65,000	69,440	51,217				
MCI	27,509	7,138		20,371				
TOTAL	213,166	72,138	69,440	71,588				

OPERATING COSTS								
PERSONNEL								
SUPPLIES								
UTILITIES								
CAPITAL								
OTHER								
TOTAL								

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY General Government

PROJECT Community/Senior Center
Land Acquisition

PROJECT NO.
PROJECT STATUS:
Preliminary Estimate _____
Plans in Preparation _____
P.S.E. Complete _____

LOCATION 2045 South 216th Street

JUSTIFICATION: In 1996 City Council appointed a Citizen's Committee to study the feasibility of a new Senior/Community Center in Des Moines. The Committee proposed a phased approach to building construction. The first phase would acquire land followed by future construction of a building to replace the existing Senior Center. Additional phases would provide recreational components such as an auditorium and a gymnasium.

This CIP request is for the acquisition of land for the Community/Senior Center site. Community Development Block Grant funds of approximately $75,000 annually would be encumbered through 2004 for land acquisition of 4.14 acres and land acquisition of 1.6 acres.

Purchase of 4.14 acres (Columbia Conf Church)

Debt Service Schedule Attached

	1998	CDBG FUNDS
Purchase Price	387,814	
Less Cash Expended	(7,814)	
Balance Financed	380,000	
Plus Interest	60,453	
Bal to be Pd 1998 thru 2	***440,453***	
Less First Debt Payment (1998)	(11,678)	$ 45,722
Less 2nd Debt Payment (1999)	(74,370)	
Less 3rd Debt Payment (2000)	(71,970)	
Less 4th Debt Payment (2001)	(69,570)	$ 75,151
Less 5th Debt Payment (2002)	(72,037)	$ 92,356
Less 6th Debt Payment (2003)	(69,340)	$ 75,138
Less 7th Debt Payment (2004)	(71,488)	$ 44,079
	(440,453)	**$ 332,446**

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY General Government

PROJECT Transfer to Arterial Street Fund

PROJECT NO.
PROJECT STATUS:
Preliminary Estimate _____
Plans in Preparation _____
P.S.E. Complete _____

LOCATION

DESCRIPTION: Annual transfer to the Arterial Street fund to supplement the funding received from other state and federal sources.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY 02	FY 03	FY 04	FY 05	FY 06	FY 07	FY08
ADMINISTRATION								
DESIGN/ENG								
LAND								
BUILDINGS								
IMPROVEMENTS								
INSPECTION								
TRANS TO ARTERIAL STREETS-OVERLAYS	2,475,000	350,000	375,000	400,000	425,000	450,000	475,000	475,000
TRANS TO ARTERIAL STREETS-SIDEWALKS								
TOTAL	2,475,000	350,000	375,000	400,000	425,000	450,000	475,000	475,000

FUNDING SOURCE	TOTAL	FY 02	FY 03	FY 04	FY 05	FY 06	FY 07	FY08
MCI	2,000,000	350,000	375,000	400,000	425,000	450,000	475000	475000
TOTAL	2,000,000	350,000	375,000	400,000	425,000	450,000	475,000	475,000

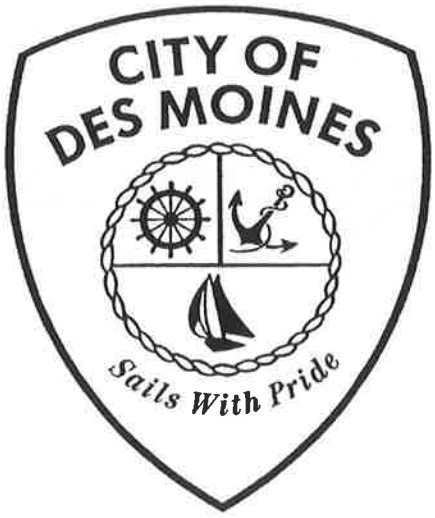
OPERATING COSTS								
PERSONNEL								
SUPPLIES								
UTILITIES								
CAPITAL								
OTHER								
TOTAL								

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	General Government	PROJECT STATUS:	
		Preliminary Estimate	
PROJECT	Transfer to Arterial Street Fund	Plans in Preparation	
		P.S.E. Complete	
LOCATION			

JUSTIFICATION: The MCI Fund supplements the Arterial Street Fund to ensure that appropriate funds are available for the various expensive street improvement projects the City completes each year.

SCOPE OF WORK:



CAPITAL IMPROVEMENT PLAN

2003 - 2008

ARTERIAL STREET FUND

CIP PROJECTS
ARTERIAL STREET FUND

		2002	2003	2004	2005	2006	2007	2008
REVENUE								
BEGINNING FUND BALANCE		$1,254,971	$1,709,516	$1,528,897	$1,588,800	$1,663,985	$1,742,493	$1,767,158
LOCAL REVENUES								
Motor Vehicle Fuel Tax	Flat Tax (2.3 ¢ per gallon)	$205,000	$205,000	$205,000	$205,000	$205,000	$205,000	$205,000
Local Vehicle Licensing Fees		$267,000	$20,000					
Interest Earnings		$91,000	$103,000	$99,380	$95,760	$92,140	$88,520	
Transfer From MCI		$350,000	$375,000	$400,000	$425,000	$450,000	$475,000	$500,000
LID REVENUES								
4th Place and 7th Avenue			$25,656	$25,656	$25,656	$25,656	$25,656	$25,656
PROJECT REVENUES								
ADA Curb Ramp Project		$14,251						
ISTEA	Pacific Highway	$53,474						
In Lieu Fees	Pacific Highway			$44,433				
PW Trust Loan	Pacific Highway			$764,226				
WSDOT Grants	Pacific Highway	$108,000	$880,000	$340,675				
METRO, KC	Pacific Highway		$350,000	$150,000				
TIB (TIA & TPP)	Pacific Highway	$29,043	$729,000	$3,115,110				
TEA21(State)	Pacific Highway	$3,222,529	$4,436,831	$2,885,314				
HES Grant	Pacific Highway		$180,000	$35,000				
Traffic Impact Fees	16th Avenue-260th to 272nd			$1,060,109				
TIB	16th Avenue-260th to 272nd	$63,495	$191,919					
King County	16th Avenue-260th to 272nd	$31,273	$56,670	$249,637				
In Lieu Fees	16th Avenue-260th to 272nd		$17,500					
Federal Way School Dist	16th Avenue-260th to 272nd		$84,000					
TIB	16th Avenue-260th to 272nd			$2,604,420				
PWTF Loan	16th Avenue-260th to 272nd			$800,000				
TIB	KDMRoad - 16th to 24th Ave S	$54,435						$160,000
SWM Fund 451	10th Avenue Culvert Replacement							
CDBG	Pacific Ridge Sidewalks				$133,154			
CDBG	Wesley homes Pedestrian Signal		$59,774					
HES or AIP	S 216th St and 24th Ave S Signal	$32,000	$290,722					
In Lieu Fees	S 216th St and 24th Ave S Signal		$30,397					
BRAC	North Twin Bridge					$104,794	$943,144	
	TOTAL REVENUES	$5,776,471	$9,744,985	$14,307,857	$2,473,370	$2,541,575	$3,479,813	$2,657,814

CIP PROJECTS
ARTERIAL STREET FUND

			2002	2003	2004	2005	2006	2007	2008
EXPENDITURES									
REOCCURRING PROJECTS									
Arterial Maintenance Program			$225,293	$350,000	$350,000	$350,000	$350,000	$350,000	$350,000
Neighborhood Traffic Control Program			$10,000	$45,000	$45,000	$45,000	$45,000	$45,000	$45,000
Transportation Comp Plan Update			$5,000						
PROJECTS CONTINUED FROM PRIOR YEARS									
Pacific Highway South, S. 216th to KDM (1998-2002)			$3,413,046	$6,575,831	$7,334,758				
16th Ave South Improvements (Phase 1)			$94,768	$350,089	$4,714,166				
KDM Road/16th Ave. to 24th Ave.			$90,000	$96,356					$200,000
ADA Curb Ramp Project			$14,251						
Pavement Management System			$13,741						
NEW PROJECTS									
10th Avenue S Culvert Replacement				$142,550					
13th Avenue South Property Acquisition			$20,000						
Pacific Ridge Sidewalks						$133,154			
Wesley Homes Pedestrian Signal				$73,000					
S 216th St and 24th Ave S. Signal			$40,000	$436,900					
North Twin Bridge Project							$116,438	$1,047,938	
TRANFERS TO DEBT SERVICE FUND									
PW Loan-Downtown utility undergrounding (P&I)			$25,881	$25,639	$25,397	$25,156	$24,914	PAID OFF	PAID OFF
PW Loan - Pacific Highway	$1,428,336	2004			$78,826	$78,826	$78,826	$78,826	$78,826
PW Loan - 16th Ave S.	$800,000	2004			$44,150	$44,150	$44,150	$44,150	$44,150
SALARIES AND BENEFITS									
Transfer to General Fund (Salary reimb for Asst City Eng)			$84,000	$88,200	$92,610	$97,241	$102,103	$107,208	$112,568
Transfer to General Fund (50% Salary reimb for Engineering Tech)			$30,975	$32,524	$34,150	$35,858	$37,651	$39,534	$41,511
	TOTAL EXPENDITURES		$4,066,955	$8,216,088	$12,719,057	$809,385	$799,081	$1,712,655	$872,055
	ENDING FUND BALANCE		**$1,709,516**	**$1,528,897**	**$1,588,800**	**$1,663,985**	**$1,742,493**	**$1,767,158**	**$1,785,759**
FUND BALANCE RESERVE									
In Lieu			$106,119	$160,350	$34,538	$35,142	$35,757	$36,383	$37,019
King County Project Funds			$337,579	$254,473	$2,940				
KDM/10th Avenue South			$142,550						
	UNRESERVED FUND BALANC		$1,123,268	$1,114,074	$1,551,322	$1,628,843	$1,706,736	$1,730,775	$1,748,740

	2002	2003	2004	2005	2006	2007	2008
PORTION OF PROJECT FUNDED BY FUND BALANCE							
Arterial Maintenance Program	$225,293	$350,000	$350,000	$350,000	$350,000	$350,000	$350,000
Neighborhood Traffic Control Program	$10,000	$45,000	$45,000	$45,000	$45,000	$45,000	$45,000
Pacific Highway South/S. 216th to KDM							
16th Avenue South							
KDM Road/16th Ave. to 24th Ave.	$35,565	$96,356					$40,000
10th Ave S. Culvert Replacement		$142,550					
13th Avenue South Property Acquistion	$20,000						
Wesley homes Pedestrian Signal		$13,226					
S 216th St and 24th Ave S Signal	$8,000	$115,781					
North Twin Bridge Project					$11,644	$104,794	
TOTAL FUND BALANCE POR	**$298,858**	**$762,913**	**$395,000**	**$395,000**	**$406,644**	**$499,794**	**$435,000**

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY Arterial Street

PROJECT Arterial Maintenance Program

LOCATION City Wide

PROJECT NO.
PROJECT STATUS:
Preliminary Estimate X
Plans in Preparation
P.S.E. Complete

DESCRIPTION: Maintain and preserve the integrity of the City's existing roadway surfaces through a combination of pavement rehabilitation measures such as overlays.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	EST 02	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08
ADMINISTRATION	135,484		22,581	22,581	22,581	22,581	22,581	22,581
DESIGN/ENG	203,226		33,871	33,871	33,871	33,871	33,871	33,871
LAND								
BUILDINGS								
IMPROVEMENTS	1,354,842	225,293	225,807	225,807	225,807	225,807	225,807	225,807
INSPECTION	203,220		33,870	33,870	33,870	33,870	33,870	33,870
CONTINGENCY	203,226		33,871	33,871	33,871	33,871	33,871	33,871
SALES TAX								
OTHER								
TOTAL	2,325,292	225,293	350,000	350,000	350,000	350,000	350,000	350,000

FUNDING SOURCE	TOTAL		FY 03	FY 04	FY 05	FY 06	FY 07	FY 08
ARTERIAL STREET	2,325,293	225,293	350,000	350,000	350,000	350,000	350,000	350,000
TOTAL	2,325,293	225,293	350,000	350,000	350,000	350,000	350,000	350,000

OPERATING COSTS								
PERSONNEL								
SUPPLIES								
UTILITIES								
CAPITAL								
OTHER								
TOTAL								

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	Arterial Street	PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	Arterial Maintenance Program	Plans in Preparation	
		P.S.E. Complete	
LOCATION	City Wide		

JUSTIFICATION: The City's Comprehensive Transportation Plan has identified the Arterial Maintenance Program as a high priority. A major component of this program is the yearly pavement maintenance and rehabilitation projects. These projects are intended to protect and preserve the surface condition, help maintain the structural integrity and restore surface texture and skid resistance of the roadway. All City streets are regularly rated to determine the pavement condition. This pavement condition survey is one of the most important steps in implementing a comprehensive Pavement Management System. Such a system involves dividing the pavement network into logical segments, recording descriptive segment inventory data and collecting pavement performance information relating to these segments. These processes provide the critical information needed for analysis to determine maintenance and rehabilitation requirements, project priorities and conduct long-term planning. With this program in place, the need for street reconstruction in minimized. Maintaining a good pavement condition also helps minimize the city's maintenance cost on the streets.

SCOPE OF WORK: Design, prepare plans for, construct, and inspect projects for maintaining and preserving the City's streets.

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	Arterial Street	PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	Neighborhood Traffic Control Program	Plans in Preparation	
		P.S.E. Complete	
LOCATION	City Wide		

DESCRIPTION: Modify residential streets within various neighborhoods of the City to promote pedestrian safety and encourage driver compliance with the existing traffic laws.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY02	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08
ADMINISTRATION	48,000		8,000	8,000	8,000	8,000	8,000	8,000
DESIGN/ENGR								
LAND								
BUILDINGS								
IMPROVEMENTS	202,000	10,000	32,000	32,000	32,000	32,000	32,000	32,000
INSPECTION								
CONTINGENCY	30,000		5,000	5,000	5,000	5,000	5,000	5,000
SALES TAX								
OTHER								
TOTAL	280,000	10,000	45,000	45,000	45,000	45,000	45,000	45,000

FUNDING SOURCE	TOTAL	FY02	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08
ARTERIAL STREET	280,000	10,000	45,000	45,000	45,000	45,000	45,000	45,000
TOTAL	280,000	10,000	45,000	45,000	45,000	45,000	45,000	45,000

OPERATING COSTS								
PERSONNEL								
SUPPLIES								
UTILITIES								
CAPITAL								
OTHER								
TOTAL								

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	Arterial Street	PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	Neighborhood Traffic Control Program	Plans in Preparation	
		P.S.E. Complete	
LOCATION	City Wide		

JUSTIFICATION: This program is needed to provide a response to some widely experienced traffic problems such as cut-through traffic, speeding, and security. Cut through traffic has neither its origin, nor its destination, within the neighborhood, but rather is passing through the neighborhood on its local streets. Many motorists (neighborhood residents as well as "cut throughs") drive too fast on local streets. Excessive traffic speeds are a threat to neighborhood safety. Reducing traffic speeds and volumes through traffic calming measures increases neighborhood safety.

SCOPE OF WORK:

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY	Arterial Street	PROJECT NO. PROJECT STATUS:	
PROJECT	Pacific Highway South	Preliminary Estimate Plans in Preparation P.S.E. Complete	 X
LOCATION	South 216th Street to Kent-Des Moines Road		
DESCRIPTION:	Install two new HOV lanes, landscaped medians, curb, gutters, sidewalks, planters, improved lighting, a new storm drain system, interconnected traffic signals, and pedestrian crosswalk facilities.		

COST ELEMENTS	TOTAL	PRIOR YRS	FY 02	FY 03	FY 04	FY 05	FY 06	FY 07
DESIGN/ENG/ADMIN	1,624,929	1,116,729	500,200	8,000				
LAND	4,410,000	1,087,154	2,912,846	410,000				
BUILDINGS								
IMPROVEMENTS	10,955,635			5,000,000	5,955,635			
INSPECTION	1,369,454			625,000	744,454			
CONTINGENCY	1,167,500			532,831	634,669			
TOTAL	19,527,518	2,203,883	3,413,046	6,575,831	7,334,758			

FUNDING SOURCE	TOTAL	PRIOR YRS	FY 02	FY 03	FY 04	FY 05	FY 06	FY 07
ARTERIAL STREET								
PW Trust Fund Loan *	764,226				764,226			
METRO, King County *	500,000			350,000	150,000			
TEA21 (CMAQ 03) *	2,850,000				2,850,000			
TEA21 (Countywide 03)*	128,840			93,526	35,314			
TIB (Admin Increase)*	664,110				664,110			
In-Lieu FEES	44,433				44,433			
ISTEA	1,039,000	985,526	53,474					
WSDOT (overlay)	835,854			600,000	235,854			
WSDOT (KDM median)	69,821			30,000	39,821			
WSDOT (barrier)	350,000		35,000	250,000	65,000			
WSDOT (overlay design)	73,000		73,000					
TIB (TIA & TPP)	4,427,400	1,218,357	29,043	729,000	2,451,000			
TEA21 (statewide)	6,336,000		3,222,529	3,113,471				
TEA21 (Regional)	1,000,000			1,000,000				
TEA21(Countywide)	229,834			229,834				
HES Grant	215,000			180,000	35,000			
TOTAL	19,527,518	2,203,883	3,413,046	6,575,831	7,334,758			

* unconfirmed funds

OPERATING COSTS								
SUPPLIES								
TOTAL								

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY	Arterial Street	PROJECT NO. PROJECT STATUS: Preliminary Estimate	
PROJECT	Pacific Highway South	Plans in Preparation	X
LOCATION	South 216th Street to Kent-Des Moines Road	P.S.E. Complete	

JUSTIFICATION:

The project has been identified in the City's Comprehensive Transportation Plan as a high priority improvement. Three primary reasons why this project should be done are: safety, economic development and aesthetics. Pacific Highway South is a major regional arterial within the City, and carries the largest volume of traffic moving through the City. It currently has only intermittent right-of-way improvements, such as curbs, gutters and sidewalks. The overall milieu is rather harsh and bland aesthetically. This corridor also experiences the highest accident rate in the City. There are currently no signals between South 216th Street and Kent-Des Moines Road. Pedestrians must walk along the asphalt shoulder in most areas and experience cars weaving in and out of businesses from numerous undefined driveways. The corridor experiences significant delays due to congestion during peak-commute periods. The intersection with Kent-Des Moines Road can delay vehicles for several (up to 8) timing cycles at peak commute times.

The roadway needs significant upgrades to the mainline, feeder collectors and signalized intersections and also needs improvements to the transportation alternatives available (such as HOV lanes) to alleviate this congestion and to provide for future growth and economic development. The development of businesses along the corridor has been stagnant and would benefit from the improvements, just as the downtown business district has benefited from its recently completed improvements.

SCOPE OF WORK:

The improvements include widening of the roadway to seven lanes with curbs, gutters, drainage, sidewalks, undergrounding of some utilities, landscaping, signal upgrades including improved pedestrian crosswalks, improved bus zones and other pedestrian amenities. New signals at the intersections of South 224th Street and South 220th Street are also planned. A signal interconnect system will be installed to better coordinate signals and improve level of service. Existing approaches to the highway will be modified to improve turning radii and sight distances. Driveways will be consolidated wherever possible to improve operations and safety.

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	Arterial Street	PROJECT STATUS:	
		Preliminary Estimate	
PROJECT	16th Avenue South Improvement (Phase 1)	Plans in Preparation	X
	Pedestrian Facilities	P.S.E. Complete	
LOCATION	South 260th Street to South 272nd Street		

DESCRIPTION: Install curbs, gutters, sidewalks, enclosed drainage system, and bike lanes along both sides of the street. Improve the existing crosswalk and lighting, and install left turn lanes.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	PRIOR YRS	FY 02	FY 03	FY 04	FY 05	FY 06
DESIGN/ENG/ADM	356,489	155,232	94,768	106,489			
LAND	243,600			243,600			
BUILDINGS							
IMPROVEMENTS	3,643,800				3,643,800		
INSPECTION	455,475				455,475		
CONTINGENCY	614,891				614,891		
SALES TAX							
OTHER							
TOTAL	5,314,255	155,232	94,768	350,089	4,714,166		

FUNDING SOURCE	TOTAL	PRIOR YRS	FY 02	FY 03	FY 04	FY 05	FY 06
PWTF Loan (unconfirmed)	800,000				800,000		
OTHER (Traffic Impact Fees or another source determined by Council)	1,060,109				1,060,109		
TIB (Confirmed)	359,576	104,162	63,495	191,919			
KING COUNTY (In Lieu)	388,650	51,070	31,273	56,670	249,637		
IN-LIEU FEES	17,500			17,500			
Federal Way School District (Unconfirmed)	84,000			84,000			
TIB (Unconfirmed)	2,604,420				2,604,420		
TOTAL	5,314,255	155,232	94,768	350,089	4,714,166		

OPERATING COSTS							
PERSONNEL							
SUPPLIES							
UTILITIES							
OTHER							
TOTAL							

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY	Arterial Street	PROJECT NO. PROJECT STATUS: Preliminary Estimate
PROJECT	16th Avenue South Improvement (Phase 1) Pedestrian Facilities	Plans in Preparation P.S.E. Complete
LOCATION	South 260th Street to South 272nd Street	

JUSTIFICATION:

The need for pedestrian facilities along 16th Avenue South is identified in the City's Comprehensive Transportation Plan and the Six-Year Transportation Improvement Plan. This area has been annexed into the City of Des Moines from King County. They had a similar project budgeted for this corridor. The money that King County had programmed for their project is being transferred to the City for the design and construction for our project. However, additional revenue is needed to construct a pedestrian facility project to our current street development standards. The 16th Avenue South corridor has numerous single-family developments that generate pedestrian traffic along the shoulder of the road. This corridor is used to access schools, parks, churches and shopping areas. 16th Avenue is currently classified as a minor arterial and is identified as a pedestrian walking route. Future growth along this important corridor will highlight the need for separated pedestrian facilities. This project also improves mobility and safety by adding left turn lanes, improving lighting and improving the crosswalk facility. This project also incl

SCOPE OF WORK:

This project includes the consultant design and development of plans, specifications and estimates for the described work. It also includes the acquisition of any needed right of way or easements. The construction will be done by contractor and will include installation of curbs, gutters, sidewalks, planters, enclosed drainage system, retaining walls, a left turn lane, and bicycle lanes. Inspection will be done by consultant.

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	Arterial Street	PROJECT STATUS:	
		Preliminary Estimate	
PROJECT	Kent Des Moines Road	Plans in Preparation	X
		P.S.E. Complete	
LOCATION	16th Avenue South to 24th Avenue South		

DESCRIPTION: Install curbs, gutters and sidewalks along the north side of the street. Install bike lanes and planters where feasible. Provide additional left turn lanes if traffic analysis deems them appropriate.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	PRIOR YRS	FY 02	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08
ADMINISTRATION									
DESIGN/ENG/ADMIN	258,880	85,092	90,000	83,788					
LAND	200,000								200,000
BUILDINGS									
IMPROVEMENTS									
INSPECTION									
CONTINGENCY	12,568			12,568					
SALES TAX									
OTHER									
TOTAL	471,448	85,092	90,000	96,356					200,000

FUNDING SOURCE	TOTAL	PRIOR YRS	FY 02	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08
ARTERIAL STREET	197,448	25,527	35,565	96,356					40,000
TIB (Confirmed)	114,000	59,565	54,435						
TIB (Unconfirmed)	160,000								160,000
TOTAL	471,448	85,092	90,000	96,356					200,000

OPERATING COSTS									
PERSONNEL									
SUPPLIES									
UTILITIES									
CAPITAL									
OTHER									
TOTAL									

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY	Arterial Street	PROJECT NO. PROJECT STATUS: Preliminary Estimate	
PROJECT	Kent Des Moines Road	Plans in Preparation	X
LOCATION	16th Avenue South to 24th Avenue South	P.S.E. Complete	

JUSTIFICATION: The need for pedestrian facilities along Kent-Des Moines Road is identified in the City's Comprehensive Transportation Plan and the Six-Year Transportation Improvement Plan. The Kent-Des Moines corridor has numerous multi-family developments that generate pedestrian traffic along the shoulder of the road. Pedestrians use this route to access schools, churches, bus stops and shopping areas. The need for this project is evidenced by frequent hazards encountered by pedestrians from the rapidly moving traffic along the highway.

SCOPE OF WORK: This project includes the design, environmental analysis, permit documentation, and preparation of plans, specifications and estimates by a consultant. It also includes construction by a contractor of the following improvements: installation of curbs, gutters, and sidewalks on the north side of the street, widening the road with asphalt pavement where possible, installation of a closed drainage system, installation of guardrail, installation of retaining walls, and installation of planters where feasible. Construction inspection will be done by a consultant.

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	SWM-07
CATEGORY	Surface Water Management	PROJECT STATUS:	
		Preliminary Estimate	
PROJECT	10th Avenue S. Culvert Replacement and	Plans in Preparation	
	Intersection Improvement Project	P.S.E. Complete	X
LOCATION	10th Avenue S. / Kent-Des Moines Road		

DESCRIPTION: Replacement of the existing culvert at 10th Avenue S with two concrete box culverts and realignment of existing intersection.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08
DESIGN/ENG	0						
IMPROVEMENTS	142,550	142,550					
INSPECTION	0						
CONTINGENCY	0						
SALES TAX							
TOTAL	142,550	142,550					

FUNDING SOURCE	TOTAL	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08
SWM CIP (451)	0						
Arterial Streets	142,550	142,550					
TOTAL	142,550	142,550	0				

OPERATING COSTS	TOTAL	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08
PERSONNEL	8,500		2,500	1,500	1,500	1,500	1,500
SUPPLIES	3,000		1,000	500	500	500	500
UTILITIES							
CAPITAL							
EQUIPMENT	3,000		1,000	500	500	500	500
TOTAL	14,500		4,500	2,500	2,500	2,500	2,500

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	SWM-07
CATEGORY	Surface Water Management	PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	10th Avenue South Culvert Replacement	Plans in Preparation	
	and Intersection Improvement Project	P.S.E. Complete	
LOCATION	10th Avenue South/Kent Des Moines Rd		

EXPENDITURE SUMMARY

Expenditures	1997-2000 Actual	2001 Estimate	2002 Request	2003-2007 Request		Total
Design	$109,659		$0			$109,659
Land	$177,427					$177,427
Improvements	$20,347		$142,550	$0		$162,897
Inspection	$15,615		$0			$15,615
Sales Tax				$10,000		$10,000
Contingency/Misc.	$1,460		$0	$0		$1,460
Total	$324,508	$0	$142,550	$10,000		$477,058

Revenue	1997-2000 Actual	2001 Estimate	2002 Request	2003-2007 Request		Total
SWM CIP	$262,266		$0	$0		$262,266
Arterial Streets	$62,242		$142,550			$204,792
Total	$324,508	$0	$142,550	$0		$467,058

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY	Arterial Street	PROJECT NO. PROJECT STATUS:	
PROJECT	13th Avenue South Property Acquisition	Preliminary Estimate Plans in Preparation P.S.E. Complete	 X
LOCATION	Between South 210th Street and South 211th Place		
DESCRIPTION:	Purchase private property that 13th Avenue South, an existing paved city street, crosses.		

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY02	FY03	FY04	FY05	FY06	FY07
ADMINISTRATION	1,000	1,000					
DESIGN/ENG	2,500	2,500					
LAND	16,500	16,500					
BUILDINGS							
IMPROVEMENTS							
INSPECTION							
CONTINGENCY							
OTHER							
TOTAL	20,000	20,000	-	-	-	-	-

FUNDING SOURCE	TOTAL	FY02	FY03	FY04	FY05	FY06	FY07
ARTERIAL STREET	20,000	20,000					
TOTAL	20,000	20,000	-	-	-	-	-

OPERATING COSTS							
PERSONNEL							
SUPPLIES							
UTILITIES							
CAPITAL							
OTHER							
TOTAL							

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	Arterial Street	PROJECT STATUS:	
		Preliminary Estimate	
PROJECT	13th Avenue South Property Acquisition	Plans in Preparation	X
		P.S.E. Complete	
LOCATION	Between South 210th Street and South 211th Place		

JUSTIFICATION: A small portion (approximately 50 feet) of the City street 13th Avenue South crosses private property. This street is an important link between the neighborhoods to the west and access to South 208th Street. It will also tie into SeaTac's portion of 13th Avenue which connects to South 200th Street.

SCOPE OF WORK: Purchase property occupied by existing 13th Avenue South.

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	Arterial Street	PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	Pacific Ridge Sidewalks	Plans in Preparation	
		P.S.E. Complete	
LOCATION	South 220th Street and South 224th Street		
DESCRIPTION:	Construct new curbs, gutters, and sidewalks on South 220th Street, between Pacific Highway South and I-5, and on South 224th Street, between Pacific Highway South and 30th Avenue South.		

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08
ADMINISTRATION	7,154			7,154			
DESIGN/ENG	11,250			11,250			
LAND							
BUILDINGS							
IMPROVEMENTS	90,000			90,000			
INSPECTION	11,250			11,250			
CONTINGENCY	13,500			13,500			
OTHER							
TOTAL	133,154		-	133,154	-	-	-

FUNDING SOURCE	TOTAL	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08
2002 CDBG (Confirmed)	133,154			133,154			
TOTAL	133,154		-	133,154	-	-	-

OPERATING COSTS							
PERSONNEL							
SUPPLIES							
UTILITIES							
CAPITAL							
OTHER							
TOTAL							

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	Arterial Street	PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	Pacific Ridge Sidewalks	Plans in Preparation	
		P.S.E. Complete	
LOCATION	South 220th Street and South 224th Street		

JUSTIFICATION: This project will provide new curbs, gutters and sidewalks where none currently exist. The new improvements will provide for safer pedestrian travel and will enhance the neighborhood aesthetics. The project will dovetail nicely into the new pedestrian facilities provided under the Pacific Highway South Redevelopment Project. South 220th Street and South 224th Street are primary pedestrian crossing areas for Pacific Highway South under the new plan. There will be new signals at the intersections of South 220th Street and South 224th Street with Pacific Highway South. The new sidewalks will help channel pedestrians to these new designated crosswalks.

SCOPE OF WORK: This project includes the consultant design and inspection and contracted construction of curbs, gutters, and sidewalks at the locations described.

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	Arterial Street	PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	Wesley Homes Pedestrian Signal	Plans in Preparation	
		P.S.E. Complete	
LOCATION	South 216th Street w/o 11th Avenue South		
DESCRIPTION:	Construct a new Pedestrian signal to replace the obsolete signal on S 216th Street between the Wesley Homes complexes.		

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08
ADMINISTRATION	3,000	3,000					
DESIGN/ENG	6,250	6,250					
LAND							
BUILDINGS							
IMPROVEMENTS	50,000	50,000					
INSPECTION	6,250	6,250					
CONTINGENCY	7,500	7,500					
OTHER							
TOTAL	73,000	73,000	-	-	-	-	-

FUNDING SOURCE	TOTAL	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08
2002 CDBG (Confirmed)	59,774	59,774					
ARTERIAL STREETS	13,226	13,226					
TOTAL	73,000	73,000		-	-	-	-

OPERATING COSTS							
PERSONNEL							
SUPPLIES							
UTILITIES							
CAPITAL							
OTHER							
TOTAL							

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	Arterial Street	PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	Wesley Homes Pedestrian Signal	Plans in Preparation	
		P.S.E. Complete	
LOCATION	South 216th Street w/o 11th Avenue South		

JUSTIFICATION: This project will replace the pedestrian signal between the Wesley Homes complexes on South 216th Street. The existing signal is obsolete and finding replacement reparts for the controller has become almost impossible.

SCOPE OF WORK: This project includes the consultant design and inspection and contracted construction of a new pedestrian signal and related hardware at the location described.

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	Arterial Street	PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	S 216th St / 24th Ave S Traffic Signal	Plans in Preparation	X
		P.S.E. Complete	
LOCATION	S 216th St and 24th Ave S Intersection		

DESCRIPTION: Install a traffic signal, pedestrian signal, and illumination system. Improvements will also include curbs, gutters and sidewalks on the intersection corners. New channelization will be installed to accommodate traffic volumes and movements.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	EST FY 02	FY 03	FY 04	FY 05	FY 06	FY 07
DESIGN/ENG/ADM	56,000	40,000	16,000				
LAND	15,000		15,000				
BUILDINGS							
IMPROVEMENTS	311,000		311,000				
INSPECTION	40,000		40,000				
CONTINGENCY	54,900		54,900				
SALES TAX							
OTHER							
TOTAL	476,900	40,000	436,900				

FUNDING SOURCE	TOTAL	EST FY 02	FY 03	FY 04	FY 05	FY 06	FY 07
ARTERIAL STREET	123,781	8,000	115,781				
AIP Grant (confirmed)	322,722	32,000	290,722				
In-Lieu FEE (Developers)	30,397		30,397				
TOTAL	476,900	40,000	436,900				

OPERATING COSTS							
PERSONNEL							
SUPPLIES							
UTILITIES							
CAPITAL							
OTHER							
TOTAL							

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	Arterial Street	PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	S 216th St / 24th Ave S Traffic Signal	Plans in Preparation	
		P.S.E. Complete	
LOCATION	S 216th St and 24th Ave S Intersection		

JUSTIFICATION: The need for signalization and additional left turn lanes is identified in the City's Comprehensive Transportation Plan and the Six-Year Transportation Improvement Plan. This intersection currently experiences very long traffic delays, LOS D as defined in the City's Comprehensive Transportation Plan, as well as a high number of accidents. Both the South 216th Street and the 24th Avenue South corridors are identified bicycle routes in the City's Comprehensive Transportation Plan. The intersection improvements will improve vehicular, bicycle and pedestrian safety along this corridor as well as help to reduce the length of delays. Both South 216th Street and 24th Avenue South have single and multi family developments that generate traffic along these roads. This corridor is used to access schools, parks and churches as well as Pacific Highway South. Future growth along these important corridors will augment the need for intersection improvements.

SCOPE OF WORK: This project includes the design, and preparation of plans, specifications and estimates by a consultant. Right of way acquisition will likely be required. Construction will be done by contractor and will include the following improvements: installation of new traffic signal and illumination, and installation of curbs, gutters and sidewalks on the corners. The construction inspection will be done by a consultant.

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	Arterial Street	PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	North Twin Bridge	Plans in Preparation	
		P.S.E. Complete	
LOCATION	16th Avenue South		

DESCRIPTION: Seismic retrofitting of the bridge and painting. Installation of sidewalks on the west side of the bridge.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08
DESIGN/ENGR/ADM	101,250				101,250		
LAND							
BUILDINGS							
IMPROVEMENTS	810,000					810,000	
INSPECTION	101,250					101,250	
CONTINGENCY	151,875				15,188	136,688	
SALES TAX							
OTHER							
TOTAL	1,164,375				116,438	1,047,938	

FUNDING SOURCE	TOTAL	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08
ARTERIAL STREET	116,438				11,644	104,794	
BRAC (Unconfirmed)	1,047,938				104,794	943,144	
TOTAL	1,164,375				116,438	1,047,938	

OPERATING COSTS							
PERSONNEL							
SUPPLIES							
UTILITIES							
CAPITAL							
OTHER							
TOTAL							

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	Arterial Street	PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	North Twin Bridge	Plans in Preparation	
		P.S.E. Complete	
LOCATION	16th Avenue South		

JUSTIFICATION: This is one of two bridges the City owns along 16th Avenue South. King County recently retrofitted the South Twin Bridge with sidewalks. The North Twin Bridge is a two-lane concrete box girder vehicle bridge that spans McSorley Creek. The bridge is a three-span cast-in-place box girder design constructed in 1951 and is 212 feet long with an overall average width of 28 feet. The center span is the longest span at approximately 80 feet. Twin square concrete columns with portal ties support the box girders. The bridge is in need of seismic retrofitting and painting. Pedestrian improvements are also needed to provide safe passage over the bridge.

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY Arterial Street

PROJECT Debt Service

LOCATION

PROJECT NO.
PROJECT STATUS:
Preliminary Estimate _____
Plans in Preparation _____
P.S.E. Complete _____

DESCRIPTION: Debt Service on the Downtown Project including the undergrounding of the utilities.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY 02	FY 03	FY 04	FY 05	FY 06	FY 07
DESIGN/ENG							
LAND							
BUILDINGS							
IMPROVEMENTS							
INSPECTION							
CONTINGENCY							
SALES TAX							
PWTF LOAN	126,987	25,881	25,639	25,397	25,156	24,914	PAID OFF
TOTAL	126,987	25,881	25,639	25,397	25,156	24,914	

FUNDING SOURCE	TOTAL	FY 02	FY 03	FY 04	FY 05	FY 06	FY 07
ARTERIAL STREETS	126,987	25,881	25,639	25,397	25,156	24,914	PAID OFF
TOTAL	126,987	25,881	25,639	25,397	25,156	24,914	0

OPERATING COSTS							
PERSONNEL							
SUPPLIES							
UTILITIES							
CAPITAL							
OTHER							
TOTAL							

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY PWTF Loan

Total Loan $1,428,336 !% 20 yrs

PROJECT Pacific Highway

LOCATION

DESCRIPTION:

PROJECT NO.

PROJECT STATUS:

Preliminary Estimate	X
Plans in Preparation	
P.S.E. Complete	

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
LOAN PAYMENTS	393,730		78,426	78,826	78,826	78,826	78,826
TOTAL	393,730		78,426	78,826	78,826	78,826	78,826

FUNDING SOURCE	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
FUND 102	393,730		78,426	78,826	78,826	78,826	78,826
TOTAL	393,730		78,426	78,826	78,826	78,826	78,826

OPERATING COSTS							
PERSONNEL							
SUPPLIES							
UTILITIES							
CAPITAL							
OTHER							
TOTAL							

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

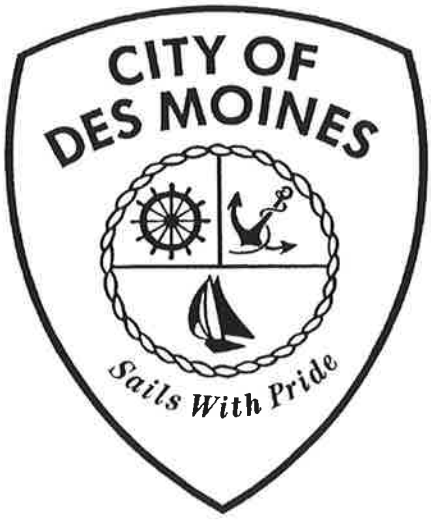
					PROJECT NO.	
CATEGORY	PWTF Loan				PROJECT STATUS:	
	Total Loan	$800,000	!%	20 yrs	Preliminary Estimate	X
PROJECT	16TH Ave S				Plans in Preparation	
					P.S.E. Complete	
LOCATION						
DESCRIPTION:						

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
LOAN PAYMENTS	220,750		44,150	44,150	44,150	44,150	44,150
TOTAL	220,750		44,150	44,150	44,150	44,150	44,150

FUNDING SOURCE	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
FUND 102	220,750		44,150	44,150	44,150	44,150	44,150
TOTAL	220,750		44,150	44,150	44,150	44,150	44,150

OPERATING COSTS							
PERSONNEL							
SUPPLIES							
UTILITIES							
CAPITAL							
OTHER							
TOTAL							



CAPITAL IMPROVEMENT PLAN

2003 – 2008

MARINA

CIP PROJECTS
MARINA CAPITAL FUND

	2002	2003	2004	2005	2006	2007	2008
REVENUE							
BEGINNING FUND BALANCE	**$590,158**	**$4,567,592**	**$2,544,122**	**$1,950,872**	**$1,251,672**	**$5,233,681**	**$1,699,428**
LOCAL REVENUE							
Interest Earnings	$7,500	$61,600	$50,000	$47,300	$115,800	$145,747	$59,300
Bond Proceeds	$5,190,000				$6,900,000		
Transfer From Marina Revenue Fund	$140,000	$140,000	$140,000	$140,000	$140,000	$140,000	$140,000
TOTAL LOCAL REVENUE	**$5,337,500**	**$201,600**	**$190,000**	**$187,300**	**$7,155,800**	**$285,747**	**$199,300**
PROJECT REVENUE							
IAC Grant - Redondo Boat Ramp Design (Confirmed)	$71,612						
IAC Grant - Redondo Boat Ramp Const. (Unconfirmed)		$750,000					
IAC Grant - Guest Moorage (Unconfirmed)		$34,250	$34,250				
IAC Grant - North Seawall and Sidewalk (Unconfirmed)				$98,500			
IAC Grant - Seawall and Sidewalk to N Dock (Unconfirmed)					$440,000	$440,000	
TOTAL PROJECT REVENUE	**$71,612**	**$784,250**	**$34,250**	**$98,500**	**$440,000**	**$440,000**	
TOTAL REVENUE	**$5,999,270**	**$5,553,442**	**$2,768,372**	**$2,236,672**	**$8,847,472**	**$5,959,428**	**$1,898,728**
PROJECT EXPENSES							
Dry Stack Storage	$50,750	$953,820			$130,300		
Electrical Upgrades M & N Docks	$525	$225,000	$275,000				
Redondo Improvements	$112,722	$1,238,000					
Expanded Guest Moorage Phase I		$342,500	$342,500				
North Seawall and Sidewalk				$985,000			
Electrical Upgrades K & L Docks	$774	$250,000					
South Parking Lot Improvements			$200,000				
Seawall and Sidewalk to N Dock, Reconfigure Floats					$2,200,000	$2,200,000	
Commercial Building					$250,000	$0	
Seawall Replacement Project, N to I Dock						$1,610,000	
Seawall Replacement Project, H to A Dock							$1,400,000
South Marina Restroom					$250,000		
Floating Dock Replacement and Reconfiguration Phase I						$450,000	
TOTAL PROJECT EXPENSES	**$164,771**	**$3,009,320**	**$817,500**	**$985,000**	**$2,830,300**	**$4,260,000**	**$1,400,000**
DEBT SERVICE EXPENSES							
Debt Service	$94,500						
Bond Issuance Costs	$110,002				$221,816		
Debt Reserve					$561,675		
Escrow Refunding Payment	$1,062,405						
TOTAL DEBT EXPENSES	**$1,266,907**				**$783,491**		
TOTAL EXPENSES	**$1,431,678**	**$3,009,320**	**$817,500**	**$985,000**	**$3,613,791**	**$4,260,000**	**$1,400,000**
ENDING FUND BALANCE	**$4,567,592**	**$2,544,122**	**$1,950,872**	**$1,251,672**	**$5,233,681**	**$1,699,428**	**$498,728**
Reserves for Bond Proceeds	($3,966,843)	($1,741,773)	($958,523)	($72,023)	($4,048,232)	($228,232)	
Repair and Replacement Reserves	($312,676)	($318,176)	($318,176)	($318,176)	($318,176)	($318,176)	($318,176)
UNRESERVED FUND BALANCE	**$288,073**	**$484,173**	**$674,173**	**$861,473**	**$867,273**	**$1,153,020**	**$180,552**

PORTION OF PROJECT FUNDED BY FUND BALANCE			
Electrical Upgrades M & N Docks	$525		
Redondo Improvements	$41,110		
Electrical Upgrades K & L Docks	$774		
South Marina Restroom		$21,768	
TOTAL FUND BALANCE PORTION	**$42,409**	**$21,768**	

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY	Marina	PROJECT NO. PROJECT STATUS:	
PROJECT	Dry Stack Boat Storage	Preliminary Estimate Plans in Preparation P.S.E. Complete	 X
LOCATION	Marina - Along Cliff Avenue		
DESCRIPTION:	Construction of a new dry stack boat storage facility.		

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	EST 02	FY03	FY04	FY05	FY06	FY07	FY08
ADMINISTRATION								
DESIGN/ENG	5,000	5,000						
LAND								
BUILDINGS	682,920		682,920					
IMPROVEMENTS	90,900		90,900					
INSPECTION								
CONTINGENCY								
OTHER	176,050	45,750				130,300		
EQUIPMENT	180,000		180,000					
TOTAL	1,134,870	50,750	953,820			130,300		

FUNDING SOURCE	TOTAL	EST 02	FY03	FY04	FY05	FY06	FY07	FY08
BONDS PROCEEDS	1,134,870	50,750	953,820			130,300		
TOTAL	1,134,870	50,750	953,820			130,300		

OPERATING COSTS								
PERSONNEL								
SUPPLIES								
UTILITIES								
CAPITAL								
OTHER								
TOTAL								

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	Marina	PROJECT STATUS:	
		Preliminary Estimate	
PROJECT	Dry Stack Boat Storage	Plans in Preparation	X
		P.S.E. Complete	
LOCATION	Marina - Along Cliff Avenue		

JUSTIFICATION: Dry task units have been operating in the Puget Sound region for some time and they are becoming more popular now that the technology exists to store and launch boats in the 24- to 30-footrange. Dry stack is popular with the less active boat owners because it reduces maintenance costs and preserves the value of their boats.

SCOPE OF WORK: Provide a facility with 90 to 110 spaces for boats up to 30 feet long. Construct a wash-down and work area with the necessary protection features.

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	Marina	PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	Electrical Upgrades M & N Docks	Plans in Preparation	
		P.S.E. Complete	
LOCATION	Marina - M & N Docks		

DESCRIPTION:

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	EST 02	FY03	FY04	FY05	FY06	FY07	FY08
ADMINISTRATION								
DESIGN/ENG	185,000		185,000					
LAND								
BUILDINGS								
IMPROVEMENTS	315,525	525	40,000	275,000				
INSPECTION								
CONTINGENCY								
OTHER								
TOTAL	500,525	525	225,000	275,000				

FUNDING SOURCE	TOTAL	EST 02	FY03	FY04	FY05	FY06	FY07	FY08
BOND PROCEEDS	500,000		225,000	275,000				
FUND 404	525	525						
TOTAL	500,525	525	225,000	275,000				

OPERATING COSTS								
PERSONNEL								
SUPPLIES								
UTILITIES								
CAPITAL								
OTHER								
TOTAL								

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.		
CATEGORY	Marina	PROJECT STATUS:		
		Preliminary Estimate	X	X
PROJECT	Electrical Upgrades M & N Docks	Plans in Preparation		
		P.S.E. Complete		
LOCATION	Marina - M & N Docks			

JUSTIFICATION: The original electrical system is inadequate for today's demand for electricity.

SCOPE OF WORK: Upgrade utilities.

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY	Marina	PROJECT NO.
PROJECT	Redondo Improvements	PROJECT STATUS: Preliminary Estimat X Plans in Preparation P.S.E. Complete
LOCATION	Redondo Beach Drive	

DESCRIPTION:

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	EST 02	FY03	FY04	FY05	FY06	FY07	FY08
ADMINISTRATION	138,000		138,000					
DESIGN/ENG								
LAND								
BUILDINGS	1,212,722	112,722	1,100,000					
IMPROVEMENTS								
INSPECTION								
CONTINGENCY								
OTHER								
TOTAL	1,350,722	112,722	1,238,000					

FUNDING SOURCE	TOTAL	EST 02	FY03	FY04	FY05	FY06	FY07	FY08
IAC Grant	71,612	71,612						
IAC Grant (Unconfirmed)	750,000		750,000					
FUND 404		41,110						
BOND PROCEEDS	488,000		488,000					
TOTAL	1,309,612	112,722	1,238,000					

OPERATING COSTS								
PERSONNEL								
SUPPLIES								
UTILITIES								
CAPITAL								
OTHER								
TOTAL								

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	Marina	PROJECT STATUS:	
		Preliminary Estimat	X X
PROJECT	Redondo Improvements	Plans in Preparation	
		P.S.E. Complete	
LOCATION	Redondo Beach Drive		

JUSTIFICATION:

The ramp is short and steep. The lower part of the ramp is slick, and, during low tides launching and retrieving are difficult.

The ramp is not protected. Waves generated by the wind and passing vessels make launching and retrieving unsafe during much of the year.

The queuing lane and parking lot are separated from the ramp by Redondo Way, which creates traffic safety problems during high-traffic periods and when the ramp is busy.

The boardwalk, beach, and Wooten Park are drawing an increasing amount of pedestrian traffic to the area, which tends to intensify the traffic safety problems.

SCOPE OF WORK:

2002 - Design and Permits

2003 - Construction: parking lot improvements and ramp improvements

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY Marina

PROJECT Expand Guest Moorage Phase I

LOCATION

DESCRIPTION:

PROJECT NO.
PROJECT STATUS:
Preliminary Estimate X
Plans in Preparation
P.S.E. Complete

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
ADMINISTRATION							
DESIGN/ENG	685,000	342,500	342,500				
LAND							
BUILDINGS							
IMPROVEMENTS							
INSPECTION							
CONTINGENCY							
OTHER							
TOTAL	685,000	342,500	342,500				

FUNDING SOURCE	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
IAC Grant (unconfirmed)	68,500	34,250	34,250				
Bond Proceeds	616,500	308,250	308,250				
TOTAL	685,000	342,500	342,500				

OPERATING COSTS							
PERSONNEL							
SUPPLIES							
UTILITIES							
CAPITAL							
OTHER							
TOTAL							

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.		
CATEGORY	Marina	PROJECT STATUS:		
		Preliminary Estimate	X	X
PROJECT	Expand Guest Moorage Phase	Plans in Preparation		
		P.S.E. Complete		
LOCATION				

JUSTIFICATION: During the summer, the guest moorage operation is usually over capacity. Summer guest moorage revenues have doubled since 1994. In the winter, this area has been sold out for the last three

SCOPE OF WORK: Design, engineering and permits

Increase guest moorage from 70 to 130 boats.

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY	Marina	PROJECT NO. PROJECT STATUS:	
PROJECT	North Seawall & Sidewalk	Preliminary Estimate Plans in Preparation	X
LOCATION	Marina	P.S.E. Complete	

DESCRIPTION:

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
ADMINISTRATION							
DESIGN/ENG							
LAND							
BUILDINGS							
IMPROVEMENTS	985,000			985,000			
INSPECTION							
CONTINGENCY							
OTHER							
TOTAL	985,000			985,000			

FUNDING SOURCE	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
IAC GRANT (Unconfirmed	98,500			98,500			
Bond Proceeds	886,500			886,500			
TOTAL	985,000			985,000			

OPERATING COSTS							
PERSONNEL							
SUPPLIES							
UTILITIES							
CAPITAL							
OTHER							
TOTAL							

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.		
CATEGORY	Marina	PROJECT STATUS:		
		Preliminary Estimate	X	X
PROJECT	North Seawall & Sidewalk	Plans in Preparation		
		P.S.E. Complete		
LOCATION	Marina			

JUSTIFICATION: The seawall is an essential part of the Marina infrastructure. The seawall's current condition is good, but its rate of deterioration is

SCOPE OF WORK: Replace seawall in the North Parking Lot

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	Marina	PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	Electrical Upgrades K & L Docks	Plans in Preparation	
		P.S.E. Complete	
LOCATION	Marina - K & L Docks		

DESCRIPTION:

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	EST 02	FY03	FY04	FY05	FY06	FY07	FY08
ADMINISTRATION								
DESIGN/ENG								
LAND								
BUILDINGS								
IMPROVEMENTS	250,774	774	250,000					
INSPECTION								
CONTINGENCY								
OTHER								
TOTAL	250,774	774	250,000					

FUNDING SOURCE	TOTAL	EST 02	FY03	FY04	FY05	FY06	FY07	FY08
BOND PROCEEDS	250,000		250,000					
FUND 404	774	774						
TOTAL	250,774	774	250,000					

OPERATING COSTS								
PERSONNEL								
SUPPLIES								
UTILITIES								
CAPITAL								
OTHER								
TOTAL								

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.		
CATEGORY	Marina	PROJECT STATUS:		
		Preliminary Estimate	X	X
PROJECT	Electrical Upgrades K & L Docks	Plans in Preparation		
		P.S.E. Complete		
LOCATION	Marina - K & L Docks			

JUSTIFICATION: The original electrical system is inadequate for today's demand for electricity.

SCOPE OF WORK: Upgrade Utilities.

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT	PROJECT NO.
CATEGORY	Marina	PROJECT	PROJECT STATUS:
		Preliminar	Preliminary Estimate X
PROJECT	South Parking Lot Improvement	Plans in P	Plans in Preparation
		P.S.E. Co	P.S.E. Complete
LOCATION	Marina		

DESCRIPTION:

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
ADMINISTRATION							
DESIGN/ENG							
LAND							
BUILDINGS							
IMPROVEMENTS	200,000		200,000				
INSPECTION							
CONTINGENCY							
OTHER							
TOTAL	200,000		200,000				

FUNDING SOURCE	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
BOND PROCEEDS	200,000		200,000				
TOTAL	200,000		200,000				

OPERATING COSTS							
PERSONNEL							
SUPPLIES							
UTILITIES							
CAPITAL							
OTHER							
TOTAL							

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.		
CATEGORY	Marina	PROJECT STATUS:		
		Preliminary Estimate	X	X
PROJECT	South Parking Lot Improvement	Plans in Preparation		
		P.S.E. Complete		
LOCATION	Marina			

JUSTIFICATION: The primary north-south roadway (formerly Dock Street) connects the north and south entrances. This roadway is near the east property line and is not always clearly delineated from adjacent parking areas and pathways.

SCOPE OF WORK: Realign Dock Avenue

Redesign curb, gutter, and sidewalk and East side of Marina

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	Marina	PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	Expanded Guest Moorage Phase II	Plans in Preparation	
	North Seawall and Sidewalk	P.S.E. Complete	
LOCATION			

DESCRIPTION:

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
ADMINISTRATION							
DESIGN/ENG							
LAND							
BUILDINGS							
IMPROVEMENTS	4,400,000				2,200,000	2,200,000	
INSPECTION							
CONTINGENCY							
OTHER							
TOTAL	4,400,000				2,200,000	2,200,000	

FUNDING SOURCE	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
IAC GRANT (Unconfirmed	880,000				440,000	440,000	
Bond Proceeds	3,520,000				1,760,000	1,760,000	
TOTAL	4,400,000				2,200,000	2,200,000	

OPERATING COSTS							
PERSONNEL							
SUPPLIES							
UTILITIES							
CAPITAL							
OTHER							
TOTAL							

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.		
CATEGORY	Marina	PROJECT STATUS:		
		Preliminary Estimate	X	X
PROJECT	Expanded Guest Moorage Phase	Plans in Preparation		
		P.S.E. Complete		
LOCATION	-			

JUSTIFICATION: The seawall is and essential part of the Marina infrastructure. The seawall's current condition is good, but its rate of deterioration is a point of concern

SCOPE OF WORK: Replace the seawall and install a sidewalk to the N Dock

Reconfigure the floats

Rebuild the public launch pier and hoist south of the Marina office.

Build the dry stack storage launch.

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.
CATEGORY	Marina	PROJECT STATUS:
		Preliminary Estimate X
PROJECT	Commercial Building	Plans in Preparation
		P.S.E. Complete
LOCATION		

DESCRIPTION:

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
ADMINISTRATION							
DESIGN/ENG							
LAND							
BUILDINGS	250,000				250,000		
IMPROVEMENTS							
INSPECTION							
CONTINGENCY							
OTHER							
TOTAL	250,000				250,000		

FUNDING SOURCE	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
BOND PROCEEDS	250,000				250,000		
TOTAL	250,000				250,000		

OPERATING COSTS							
PERSONNEL							
SUPPLIES							
UTILITIES							
CAPITAL							
OTHER							
TOTAL							

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.		
CATEGORY	Marina	PROJECT STATUS:		
		Preliminary Estimate	X	X
PROJECT	Commercial Building	Plans in Preparation		
		P.S.E. Complete		
LOCATION	-			

JUSTIFICATION: To offset the loss of the Quartermaster Store (due to the Dry Stack Boat Storage), a new commercial building is needed.

SCOPE OF WORK: Design and construct a 2,200 square foot commercial building that will include public restrooms and laundry facilities.

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	Marina	PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	Seawall Replacement Project	Plans in Preparation	
		P.S.E. Complete	
LOCATION	N Dock to I Dock		

DESCRIPTION:

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
ADMINISTRATION							
DESIGN/ENG							
LAND							
BUILDINGS							
IMPROVEMENTS	1,610,000					1,610,000	
INSPECTION							
CONTINGENCY							
OTHER							
TOTAL	1,610,000					1,610,000	

FUNDING SOURCE	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
BOND PROCEEDS	1,610,000					1,610,000	
TOTAL	1,610,000					1,610,000	

OPERATING COSTS							
PERSONNEL							
SUPPLIES							
UTILITIES							
CAPITAL							
OTHER							
TOTAL							

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.		
CATEGORY	Marina	PROJECT STATUS:		
		Preliminary Estimate	X	X
PROJECT	Seawall Replacement Project	Plans in Preparation		
		P.S.E. Complete		
LOCATION	N Dock to I Dock			

JUSTIFICATION: The seawall is and essential part of the Marina infrastructure. The seawall's current condition is good, but its rate of deterioration is a point of

SCOPE OF WORK: Replace the seawall and construct a sidewalk from the N Dock to I Dock

Rebuild travel-lift pier

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY	Marina	PROJECT NO.	
		PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	Seawall Replacement Project	Plans in Preparation	
		P.S.E. Complete	
LOCATION	H Dock to A Dock		

DESCRIPTION:

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
ADMINISTRATION							
DESIGN/ENG							
LAND							
BUILDINGS							
IMPROVEMENTS	1,400,000						1,400,000
INSPECTION							
CONTINGENCY							
OTHER							
TOTAL	1,400,000						1,400,000

FUNDING SOURCE	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
FUND 404	1,400,000						1,400,000
TOTAL	1,400,000						1,400,000

OPERATING COSTS							
PERSONNEL							
SUPPLIES							
UTILITIES							
CAPITAL							
OTHER							
TOTAL							

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY	Marina	PROJECT NO.		
		PROJECT STATUS:		
		Preliminary Estimate	X	X
PROJECT	Seawall Replacement Project	Plans in Preparation		
		P.S.E. Complete		
LOCATION	H Dock to A Dock			

JUSTIFICATION: The seawall is and essential part of the Marina infrastructure. The seawall's current condition is good, but its rate of deterioration is a point of

SCOPE OF WORK: Replace the seawall and construct a sidewalk from the H Dock to A Dock

Rebuild travel-lift pier

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY	Marina	PROJECT NO.	
		PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	South Marina Restroom	Plans in Preparation	
		P.S.E. Complete	
LOCATION			
DESCRIPTION:			

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
ADMINISTRATION							
DESIGN/ENG							
LAND							
BUILDINGS	250,000				250,000		
IMPROVEMENTS							
INSPECTION							
CONTINGENCY							
OTHER							
TOTAL	250,000				250,000		

FUNDING SOURCE	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
BOND PROCEEDS	228,232				228,232		
FUND 404	21,768				21,768		
TOTAL	250,000				250,000		

OPERATING COSTS							
PERSONNEL							
SUPPLIES							
UTILITIES							
CAPITAL							
OTHER							
TOTAL							

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	Marina	PROJECT STATUS:	
		Preliminary Estimate	X X
PROJECT	South Marina Restroom	Plans in Preparation	
		P.S.E. Complete	
LOCATION	-		

JUSTIFICATION: The South Marina Restroom is outdated and needs to be improved. This restroom is reserved for the use of the tenants

SCOPE OF WORK: The New South Marina Restroom will include a unisex public restroom as well restrooms, shower, and laundry facilities for the

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.
CATEGORY	Marina	PROJECT STATUS:
		Preliminary Estimate X
PROJECT	Floating Dock Replacement and Reconfiguration Phase I	Plans in Preparation
		P.S.E. Complete
LOCATION		
DESCRIPTION:		

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
ADMINISTRATION							
DESIGN/ENG	450,000					450,000	
LAND							
BUILDINGS							
IMPROVEMENTS							
INSPECTION							
CONTINGENCY							
OTHER							
TOTAL	450,000					450,000	

FUNDING SOURCE	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
BOND PROCEEDS	450,000					450,000	
TOTAL	450,000					450,000	

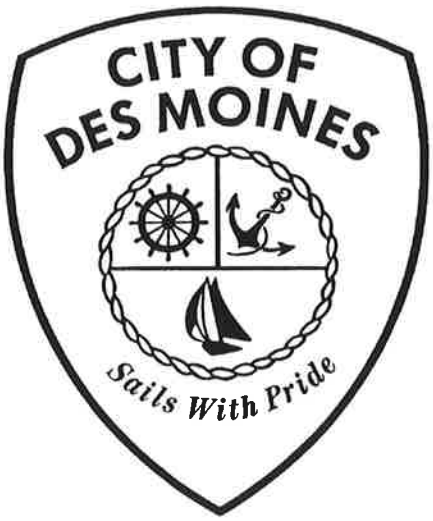
OPERATING COSTS							
PERSONNEL							
SUPPLIES							
UTILITIES							
CAPITAL							
OTHER							
TOTAL							

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.		
CATEGORY	Marina	PROJECT STATUS:		
	-	Preliminary Estimate	X	X
PROJECT	Floating Dock Replacement and	Plans in Preparation		
	Reconfiguration Phase I	P.S.E. Complete		
LOCATION	-			

JUSTIFICATION:

SCOPE OF WORK: Design, Engineering, and permits



CAPITAL IMPROVEMENT PLAN

2003 – 2008

SURFACE WATER MANAGEMENT

CIP PROJECTS
SURFACE WATER CAPITAL FUND

		2002	2003	2004	2005	2006	2007	2008
REVENUE								
BEGINNING FUND BALANCE		**$264,537**	**$1,175,450**	**$1,864,504**	**$1,788,895**	**$163,721**	**$207,631**	**$69,961**
LOCAL REVENUE								
Interest Income		$7,000	$26,300	$40,300	$27,800	$6,400	$5,400	$2,000
Tranfer from SWM operations		$1,019,496	$291,046	$300,000	$310,000	$320,000	$330,000	$340,000
PROJECT REVENUE								
Bridge- PWTF Loan draw #2	SWM-18		$1,447,575					
Bridge - WSDOT Fish Enhance	SWM-18			$200,000				
Bridge - WSDOT SR509	SWM-18							
Bridge - Basin Interlocals	SWM-18		$2,093,400					
Bridge - Midway Sewer	SWM-18			$420,000				
Bridge - Other/TBD	SWM-18			$2,117,500				
Bridge - Seattle Public Utility	SWM-18		$420,000					
Des Moines Creek - Grants/Loans	SWM-26		$456,930	$973,350	$139,320	$78,570		
McSorley Creek Basin - WRIA 9/other	SWM-29				$50,000			
16th Avenue Slide/Culvert		$23,007						
10th Avenue Culvert - Arterial Streets	SWM-07		$142,550					
Barnes Creek Detention - Grant/Other	SWM-06			$1,020,050				
KDM/Barnes Creek Culvert - Fish Grant	SWM-12					$100,000		
Lower Massey Creek Channel	SWM-01							$300,000
TOTAL PROJECT REVENUES		**$1,314,040**	**$6,053,251**	**$6,935,704**	**$2,316,015**	**$668,691**	**$543,031**	**$711,961**
PROJECT EXPENSES								
Soundview Drive Culvert		$30,000						
Marine View Drive Bridge	SWM-18	$26,649	$2,680,900	$3,043,400				
16th Avenue Slide Repair/Culvert	SWM-28							
1st Avenue Pond Expansion	SWM-23							
16th Avenue Slide Repair/Culvert		$4,377						
Des Moines Creek Basin Projects	SWM-26	$5,063	$507,700	$1,081,500	$154,800	$87,300		
Woodmount Culvert/Overflow	SWM-30		$97,000					
McSorley Creek Basin Plan	SWM-29				$100,000			
10th Avenue Culvert Replacement	SWM-07	$22,169	$823,000					
Barnes Creek Detention Facility/Culvert	SWM-06			$960,050	$315,000			
Barnes Creek/KDM Rd. Culvert Repl.	SWM-12				$39,500	$279,600		
199th N Hill Trunk Line	SWM-20						$280,170	
Lower Massey Creek Channel	SWM-01						$100,000	$603,100
TOTAL PROJECT EXPENSES		**$58,258**	**$4,108,600**	**$5,084,950**	**$609,300**	**$366,900**	**$380,170**	**$603,100**
DEBT SERVICE EXPENSES								
State Revolving Loan #1-Barnes Creek (Land, planning)		$42,778	$42,778					
State Revolving Loan #2-Barnes Creek (Design)		$15,667	$15,667	$15,667				
PWTF Loan ($352,425), MV Bridge)		$21,887	$21,702	$21,516	$21,331	$21,146	$20,960	$20,775
PWTF Loan ($1,447,575), MV Bridge)				$14,476	$1,447,575			
PWTF Loan ($1,020,050), Barnes Creek Detention				$10,201	$74,088	$73,014	$71,940	$70,867
TOTAL DEBT EXPENSES		**$80,332**	**$80,147**	**$61,860**	**$1,542,994**	**$94,160**	**$92,900**	**$91,642**
TOTAL EXPENSES		**$138,590**	**$4,188,747**	**$5,146,810**	**$2,152,294**	**$461,060**	**$473,070**	**$694,742**
ENDING FUND BALANCE		**$1,175,450**	**$1,864,504**	**$1,788,895**	**$163,721**	**$207,631**	**$69,961**	**$17,219**
Restrictred Fund Balance, Marine View Bridge Loan		$402,942	$1,644,823	$1,447,575				
PWTF Loan ($1,020,050), Barnes Creek Detention				$252,000				
UNRESERVED FUND BALANCE		**$772,508**	**$219,681**	**$89,320**	**$163,721**	**$207,631**	**$69,961**	**$17,219**

		2002	2003	2004	2005	2006	2007	2008
AMOUNT OF PROJECT FUNDED BY SWM								
Marine View Drive Bridge	SWM-18		$25,795	$18,348				
Des Moines Creek Basin Projects	SWM-26		$50,770	$108,150	$15,480	$8,730		
1st Avenue Pond Expansion	SWM-23							
Woodmont Drice Culvert/Overflow	SWM-30		$97,000					
McSorley Creek Basin Plan	SWM-29				$50,000			
10th Avenue Culvert Replacement	SWM-07		$680,450					
Barnes Creek Detention Facility/Culvert	SWM-06			$192,000	$63,000			
Barnes Creek/KDM Rd. Culvert Repl.	SWM-12				$39,500	$179,600		
199th N Hill Trunk Line	SWM-20						$280,170	
Lower Massey Creek Channel	SWM-01						$100,000	$303,100
TOTAL FUNDED BY SWM			**$828,220**	**$300,150**	**$167,980**	**$188,330**	**$380,170**	**$303,100**

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	SWM-18
CATEGORY	Surface Water Management	PROJECT STATUS:	
		Preliminary Estimate	
PROJECT	Marine View Drive Bridge	Plans in Preparation	X
		P.S.E. Complete	
LOCATION	Des Moines Creek below Marine View Drive		
DESCRIPTION:	Removal of a portion of the existing embankment material and existing culvert and a 62-foot section of Marine View Drive and construct a multi-use access corridor for Des Moines Creek, the trail and the proposed sewer outfall.		

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
DESIGN/ENG	150,000	100,000	50,000				
LAND							
BUILDINGS							
IMPROVEMENTS	3,995,500	1,630,600	2,364,900				
INSPECTION	512,700	215,000	297,700				
SALES TAX							
CONTINGENCY	646,100	315,300	330,800				
Seattle Public Utility	420,000	420,000					
TOTAL	5,724,300	2,680,900	3,043,400				

FUNDING SOURCE	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
SWM CIP	44,143	25,795	18,348				
PWTF - Des Moines - SWM	369,400	117,500	251,900				
PWTF - Interest	59,857	24,205	35,652				
WSDOT Fish Enhancement	200,000		200,000				
Basin Interlocals (other than DM)	2,093,400	2,093,400					
Seattle Public Utility	420,000	420,000					
Midway Sewer District	420,000		420,000				
Other-TBD	2,117,500		2,117,500				
TOTAL	5,724,300	2,680,900	3,043,400				

OPERATING COSTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
PERSONNEL				5,000	2,500	2,500	2,500
SUPPLIES				1,000	500	500	500
UTILITIES							
CAPITAL							
EQUIPMENT				1,500	750	750	750
TOTAL				7,500	3,750	3,750	3,750

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CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	SWM-18A
CATEGORY	Surface Water Management	PROJECT STATUS:	
		Preliminary Estimate	
PROJECT	Marine View Drive Bridge	Plans in Preparation	X
		P.S.E. Complete	
LOCATION	Des Moines Creek below Marine View Drive		

EXPENDITURE SUMMARY

Expenditures	1997-2001 Actual	2002 Estimate	2003 Request	2004 Request	Total
Design	$474,742		$100,000	$50,000	$624,742
Land	$6,716	$26,649			$33,365
Improvements			$1,630,600	$2,364,900	$3,995,500
Inspection			$215,000	$297,700	$512,700
Sales Tax					
Contingency			$315,300	$330,800	$646,100
SPU Watermain			$420,000		$420,000
Debt Service					
Total	$481,458	$26,649	$2,680,900	$3,043,400	$6,232,407
			0	0	0

Revenue	1997-2001 Actual	2002 Estimate	2003	2004	Total
SWM CIP	$17,331	$26,649	$25,795	$18,348	$88,123
Public Works Trust Fund-1% Interest			$117,500	$251,900	$369,400
PWTF - Interest			$24,205	$35,652	$59,857
Bridge ISTEA, Trail ISTEA, King Co. Open Space	$326,395				$326,395
WSDOT Fish Enhancement	$65,620		$200,000		$265,620
					$0
Basin Interlocals (other than DM)				$2,093,400	$2,093,400
Seattle Public Utility			$420,000		$420,000
Midway Sewer District	$72,112			$420,000	$492,112
Other-TBD				$2,117,500	$2,117,500
Total	$481,458	$26,649	$787,500	$4,936,800	$6,232,407
	0	0	1,893,400	-1,893,400	0

Expenses as of 12/31/01 (excluding debt)	$481,458		Final Project		
2002 Estimated Expenses	$26,649				
			Third Party Funded	$5,774,884	93%
Total Expenses at 12/31/02	$508,107		City of Des Moines	$457,523	7%
				$6,232,407	
Third Party Funded	$464,127	91%		0	
City of Des Moines Portion	$43,980	9%			
Total Funding at 12/31/02	$508,107				
	0				

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY	Surface Water Management	PROJECT NO. SWM-18
PROJECT	Marine View Drive Bridge	PROJECT STATUS: Preliminary Estimate Plans in Preparation X P.S.& E. Complete
LOCATION	Des Moines Creek below Marine View Drive	

JUSTIFICATION:

The Des Moines Creek Park is undeveloped and is the largest park in the Des Moines Creek Watershed. The park forms a deep vegetated ravine through which the stream flows for nearly two miles through the City of SeaTac and the City of Des Moines and finally empties to the Puget Sound via Des Moines Beach Park.

The stream flows unrestricted (from the upper reaches south of SeaTac Airport) until the creek is conveyed through a 4-foot by 6-foot concrete box culvert that was built under embankment fill for the existing Marine View Drive (SR 509). This embankment fill is approximately 60 feet high and currently separates Des Moines Beach Park from Des Moines Creek Park.

Due to the development of SeaTac Airport and other urban development, the existing culvert can no longer convey the peak storms (backwater occurs between the 2 and 10 year frequency storms) and acts as a high velocity fish barrier (in all conditions). Constructed in 1950, the culvert is now dilapidated and needs to be repaired or replaced.

Project Description:

The Marine View Drive box-culvert replacement project was first identified in the Des Moines Creek Restoration Project (Metro, 1989) and endorsed by the City of Des Moines, King County, Trout Unlimited, and the Muckleshoot Indian Tribe. The project has also been identified as a significant project in the current Watershed Management Plan being conducted by the Des Moines Creek Committee, composed of the cities of Des Moines and SeaTac, the Port of Seattle and the Midway Sewer District.

The proposed bridge project will serve as a multi-purpose corridor for the connecting the trail systems between Des Moines Creek Park and Des Moines Beach Park, and enable fish passage to the upper reaches of the creek. The bridge will also serve as a utility corridor for the Midway Sewer District's proposed sewer outfall. The length of the bridge corridor is approximately 260 feet and will be composed of drilled piles covered with shotcrete. A scoping report, prepared in 1996 was conducted to determine minimum dimensions to convey a 100 year storm, meet the Fish Passage Design Criteria under the Hydraulic Code, meet minimum clearance, safety and ADA standards for the trail access, and inclusion of a utility corridor for the sewer trunk line. The design concept was finalized in 1997 following the completion of a geotechnical and hydraulic analysis and the preparation of the preliminary bridge design. The concept provides for a 62-foot corridor (abutment to abutment) that will allow a 20-foot wide pedestrian trail and a 42-foot wide stream channel with bank protection areas.

(Drawing/Site Plan Attached)

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY	Surface Water Management	PROJECT NO. SWM-18
PROJECT	Marine View Drive Bridge	PROJECT STATUS: Preliminary Estimate Plans in Preparation X P.S.& E. Complete
LOCATION	Des Moines Creek below Marine View Drive	

SCOPE OF WORK:

The project is proposed to be built in two phases. The first phase will include building the bridge superstructure and bridge abutments along with all of the utility relocations and road work within Marine View Drive. The second phase will include building the corridor wingwalls, excavation of the embankment below the bridge, connection of Midway Sewer District's outfall pipe, connection of the Des Moines Creek trail, and stream work including weirs, fish habitat features and landscaping. Over 100 piles will be drilled for the bridge abutments and wingwalls. The bridge superstructure will be made of girders will be made of pre-cast concrete and a cast in-place concrete deck. Approximately 25,000 cubic yards of road embankment will be removed. Upon excavation, the drilled piles will be coated with textured and tinted concrete shotcrete to simulate a natural soil outcrop. Between the abutments, concrete struts will be added to provide structural support of the bridge structure.

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	SWM-26
CATEGORY	SURFACE WATER MANAGEMENT	PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	DES MOINES CREEK BASIN PROJECTS	Plans in Preparation	
		P.S.E. Complete	
LOCATION	Des Moines Creek Basin		

DESCRIPTION: Construction of a 150-foot acre detention facility at Tyee Golf Course, modification of an abandoned sewer line for use as a high flow storm bypass, development of a flow augmentation well, and habitat improvements along Des Moines Creek.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
PRE-DESIGN							
DESIGN	0						
LAND							
BUILDINGS							
IMPROVEMENTS	1,666,600	461,500	983,200	142,500	79,400		
INSPECTION (Incl.)							
CONTINGENCY	164,700	46,200	98,300	12,300	7,900		
SALES TAX							
OTHER							
TOTAL	1,831,300	507,700	1,081,500	154,800	87,300	0	0

FUNDING SOURCE	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
SWM CIP (451)	183,130	50,770	108,150	15,480	8,730		
Grants/Loans (TBD)	1,648,170	456,930	973,350	139,320	78,570		
TOTAL	1,831,300	507,700	1,081,500	154,800	87,300	0	0

OPERATING COSTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
PERSONNEL						4,000	4,000
SUPPLIES						2,000	2,000
EQUIPMENT						1,000	1,000
TOTAL						7,000	7,000

*The operating costs shown are 15% of the actual costs as shared by the other Des Moines Creek Basin Committee members.

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	SWM-26
CATEGORY	Surface Water Management	PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	Des Moines Creek Basin Projects	Plans in Preparation	
		P.S.E. Complete	
LOCATION	Des Moines Creek Basin		

EXPENDITURE SUMMARY

Expenditures	1997-2001 Actual	2002 Estimate	2003 Request	2004-2008 Request		Total
Pre-Design	53,250					53,250
Design		5,063				5,063
Land						
Improvements			461,500	1,205,100		1,666,600
Inspection						
Sales Tax						
Contingency			46,200	118,500		164,700
Total	53,250	5,063	507,700	1,323,600		1,889,613

Revenue	1997-2001 Actual	2002 Estimate	2003 Request	2004-2008 Request		Total
SWM CIP	53,250	5,063	50,770	132,360		241,443
Grants/Other			456,930	1,191,240		1,648,170
Total	53,250	5,063	507,700	1,323,600		1,889,613

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY	Surface Water Management	PROJECT NO. SWM-26
PROJECT	Des Moines Creek Basin Projects	PROJECT STATUS: Preliminary Estimate Plans in Preparation X P.S.E. Complete
LOCATION	Des Moines Creek	

JUSTIFICATION:

These projects were identified in the Des Moines Creek Basin Plan as part of the recommendations for obtaining a stable flow regime for Des Moines Creek. Due to high urban development, the Creek is currently experiencing a high degree of erosion in the upper portions of the creek and sedimentation in the lower portions. Floods of a magnitude that used to occur, on average, every 100 years now every two years.

To achieve the stable flow regime, the Plan recommends a combination of a regional detention facility and using the soon to be abandoned 24-inch Midway Sewer District trunkline and outfall pipe to the Sound for use as a high flow bypass.

To create the regional detention facility, a berm would need to be constructed across the west stem of the creek leading to the Northwest ponds. The height of the berm would enable an additional 150 acre-feet of storm water to be stored during peak flow conditions. Peak flows would be metered out through a control structure that leads to the proposed bypass pipe.

Modifications to an existing water well that is serving the Tyee Golf Course would be needed to augment the low flow conditions of the Creek during the summer months. This would also help lower the high temperatures of the water that occurs during the summer months.

Following the installation of the above mentioned facilities, several large habitat improvements are recommended along the Creek to further fish passage, stabilize the stream banks, and to provide spawning areas for the fish.

The preliminary design, final design, and construction are phased for the projects over a period of four years.

The cost of the project is based on a 15% share from Des Moines (determined by the amount of impervious surface of the basin within the city limits of Des Moines). The remaining 85% will be shared by the City of SeaTac, the Port of Seattle and King County.

(Drawing/Site Plan Attached)

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY	Surface Water Management	PROJECT NO. SWM-26
PROJECT	Des Moines Creek Basin Projects	PROJECT STATUS: Preliminary Estimate Plans in Preparation X P.S.E. Complete
LOCATION	Des Moines Creek	

SCOPE OF WORK:

The preliminary engineering was completed in 2000. The Des Moines Creek Committee design team is presently in the process of design and permitting which includes:

- Dam design and outlet structure
- Design of two sections of new bypass pipe
- Adaption of abandoned sewer, proposed modifications or repairs of the pipe
- New pipe alignment
- Detention inlet structure
- Diffuser Outlet of bypass pipe, if needed
- Permits include grading, shoreline, water quality certification, fisheries, aquatic lands permit from Natural Resources, dam safety, wetland permit and SEPA/NEPA compliance as well as water rights for the flow augmentation facility

The 150 acre-foot Detention Facility improvements include constructing a 12 foot high berm across the west stem of upper Des Moines Creek (at the Tyee Golf Course area) along with excavating 150,000 to 200,000 cubic yards of unsuitable material, reconstruction of existing wetlands with FAA approved vegetation, and regrading of the creek channel from the detention facility to 200th Street.

The Bypass Pipeline improvements involve constructing a diversion pipe from the Northwest Ponds outlet structure to the existing pipeline, constructing a 500 foot section of 24-inch pipe below S 200th, in a reach where the sewer line is not being abandoned, constructing a 2,800 foot section of 24-inch pipe to reroute around the Midway Sewer Plant, and modifications to the abandoned outfall diffuser to allow free flow during major storm events.

The Flow Augmentation Facility includes drilling a new water well or salvaging an existing well, activation pump to control water withdrawal during the dry summer months, and a pump house.

Habitat Improvements includes installing bio-engineered riparian vegetation to stabilize banks and to provide stream shade, stream features such as anchored woody debris, boulders, tree stumps, replacement of concrete weirs that are obstructing fish passage with rock weirs, placement of several rock deflectors to control stream path and to create spawning pools, and placement of fish complexes for spawning.

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	SWM-31
CATEGORY	SURFACE WATER MANAGEMENT	PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	Marine View Drive - Woodmont Drive Culvert	Plans in Preparation	
		P.S.E. Complete	
LOCATION	Between Soundview Drive and Redondo Beach Drive, n/o 287th Pl. S.		
DESCRIPTION:	Replacement construction of a culvert outfall pipe leading from Marine View Drive to Woodmont Drive		

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
DESIGN/ENG	15,000	15,000					
LAND							
IMPROVEMENTS	60,000	60,000					
INSPECTION	10,000	10,000					
CONTINGENCY	12,000	12,000					
SALES TAX							
TOTAL	97,000	97,000					

FUNDING SOURCE	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
SWM CIP (451)	97,000	97,000					
TOTAL	97,000	97,000					

OPERATING COSTS							
PERSONNEL							
SUPPLIES							
UTILITIES							
CAPITAL							
OTHER							
TOTAL							

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY	Surface Water Management	PROJECT NO. SWM-31
PROJECT	Marine View Drive – Woodmont Beach Road Drive Culvert Replacement	PROJECT STATUS: Preliminary Estimate X Plans in Preparation P.S.E. Complete
LOCATION	Between Marine View Drive/S. 265th and Woodmont Beach Road Drive	

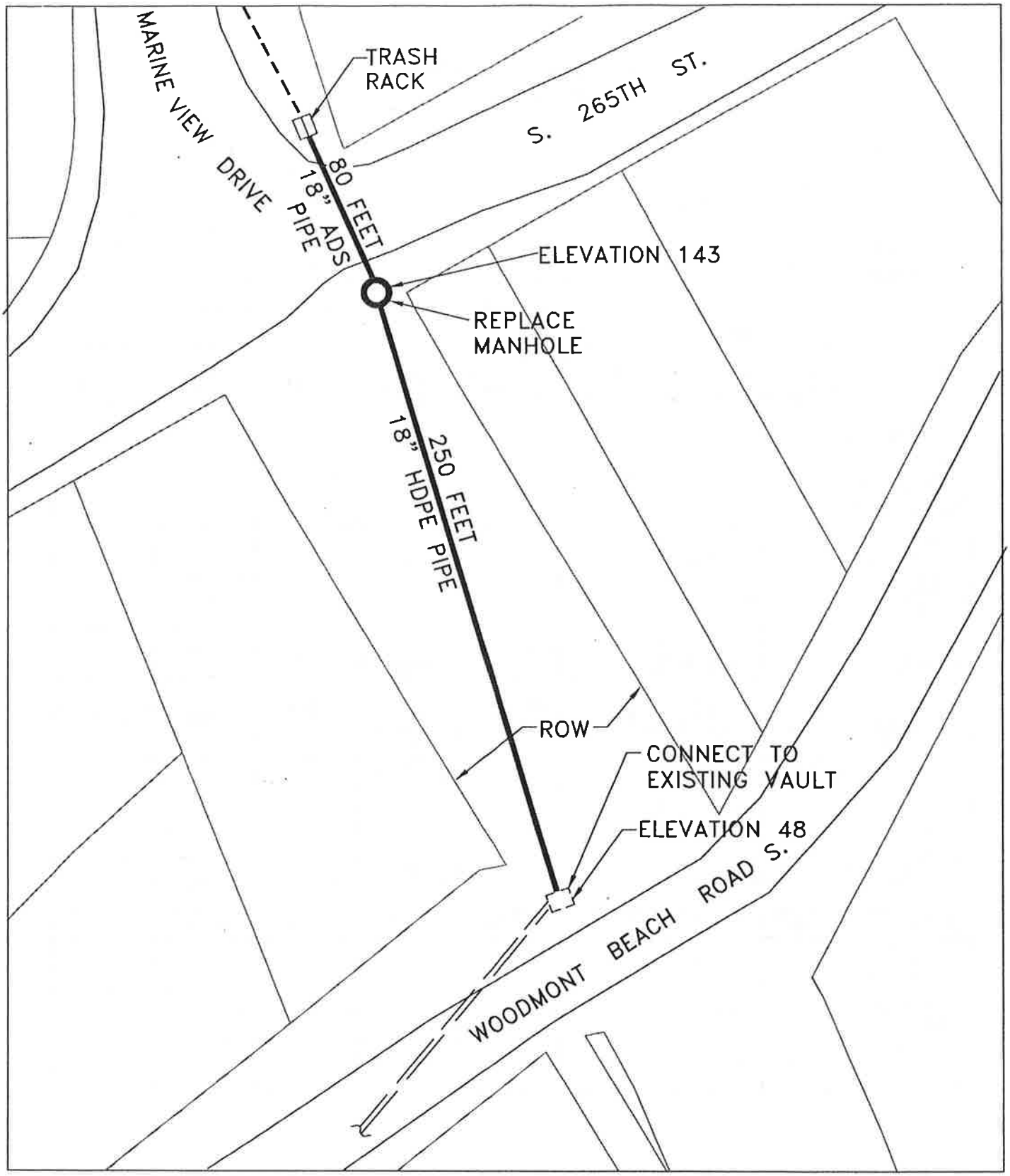
JUSTIFICATION:

Last winter, street crews noticed a minor landslide developing on the south shoulder at the hairpin curve of Marine View Drive and S. 265th Place. The guardrail was beginning to slump as well. Upon investigation of the area by SWM staff, the caused was determined as connection failure where the culvert below Marine View Drive connects into manhole structure. Both the culvert (corrugated metal pipe (CMP)) had been severely corroded and the manhole structure was also failing. Further investigation of the outfall CMP pipe leading over a 90 foot high bank (to Woodmont Beach Road Drive) was also severely corroded and much of the flow was not staying in the pipe but was eroding out the bank near the bottom. Further erosion could potentially cause a major landslide and/or wash out the road below.

SCOPE OF WORK:

The project proposes to replace the 80 foot culvert below Marine View Drive (and add a trash rack), replace the manhole structure and replace the 250 foot outfall pipe. Due to steepness of the terrain, a welded high density polyethylene pipe with anchors will be used for the outfall. The project will also include traffic control (one-way traffic will be maintained) as well as pavement restoration for Marine View Drive.

(See attached drawing)



SWM – 31: Marine View Drive – Woodmont Beach Dr.
Culvert Replacement

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	SWM-29
CATEGORY	Surface Water Management	PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	McSorley Creek Basin Plan	Plans in Preparation	
		P.S.E. Complete	
LOCATION	McSorley Creek		

DESCRIPTION: Development of a multi-jurisdictional comprehensive basin plan. Elements would include a habitat/fish management plan, flow modeling, wetland inventory, identification of problems and prioritization.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
DESIGN/ENG	90,000			90,000			
LAND							
BUILDINGS							
IMPROVEMENTS							
INSPECTION							
CONTINGENCY	10,000			10,000			
SALES TAX							
OTHER							
TOTAL	100,000			100,000			

FUNDING SOURCE	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
SWM CIP	50,000			50,000			
WRIA 9/Other (TBD)	50,000			50,000			
TOTAL	100,000			100,000			

OPERATING COSTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
PERSONNEL							
SUPPLIES							
UTILITIES							
CAPITAL							
OTHER							
TOTAL							

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY Surface Water Management

PROJECT McSorley Creek Basin Plan

LOCATION McSorley Creek

PROJECT NO. SWM-29
PROJECT STATUS:
Preliminary Estimate X
Plans in Preparation
P.S.E. Complete

JUSTIFICATION:

This is a proposed joint project with the Cities of Kent and Federal Way (and possibly Seattle) for the purpose of preserving and restoring what remains of the natural drainage system and associated sensitive areas so that beneficial uses can be enhanced. The total cost of the project is estimated at $200,000. The cost per jurisdiction, will be based on service area of the basin – currently estimated at 50% Des Moines, 30% Kent and 20% Federal Way. The project will be supplemented by Central Puget Sound Forum funds ($25,000). The City of Kent is also requesting funds from The Green River Forum.

Some information currently exists, when the north fork of the creek was studied in 1989. Other information is also available from the King County basin study of Hylebos Creek, completed in 1991, which also included other nearby Puget Sound drainages, including McSorley Creek, Redondo Creek, Woodmont Creek and Cold Creek. However, a more comprehensive study needs to be performed on McSorley Creek, being that this creek contains salmonoids and high-class wetlands exist at the headwaters of the north fork (Parkside wetland) and the main stem (272nd wetland). Information lacking from the previous studies are a stream habitat survey and analysis, a geomorphology analysis (the study of the channel conditions, streambed, banks, ravine slopes and stability), and an inventory of existing wetlands, as well as documenting current conditions of those wetlands and recommendations for protection and enhancement.

Also, since the previous studies, there have been substantial efforts to restore fish stalks in the lower area of McSorley Creek by Trout Unlimited, the boy scouts, local elementary schools, and the State Parks (Saltwater). These efforts need to be evaluated for effectiveness and recommendations provided to protect and enhance these early action projects.

The Puget Sound Forum is also in the process of assessing the near-shore environment of Puget Sound. Of particular concern, is the condition of the stream estuaries along the Puget Sound, including the McSorley Creek estuary. The Forum has earmarked $25,000 for assisting in the development of a Habitat/Resource Management Plan for McSorley Creek and an additional $50,000 for implementing an estuary rehabilitation project at the mouth of McSorley Creek.

The City of Seattle may be requested to participate if substantial impacts/problems are identified as a result of runoff from the Midway Landfill.

(Drawing/Site Plan Attached)

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY Surface Water Management

PROJECT McSorley Creek Basin Plan

LOCATION McSorley Creek

PROJECT NO. SWM-29
PROJECT STATUS:
Preliminary Estimate X
Plans in Preparation
P.S.E. Complete

SCOPE OF WORK:

1. Wetland Inventory
   - A. Wetland boundaries
   - B. Hydrology
   - C. Topography
   - D. Soils
   - E. Water Quality
   - F. Ecological communities
   - G. Wetland functions and values

2. Stream Habitat Survey and Analysis
   - A. Field reconnaissance
   - B. Habitat type
   - C. Channel width and depth, wetted perimeter
   - D. Stream bed composition
   - F. Inventory of woody debris
   - G. Location of pipes, culverts, and other outfalls
   - H. Areas of bank erosion
   - I. Riparian canopy type and characteristics

3. Fish Inventory and Management Plan
   - A. Species identication and population
   - B. Fish habitat evaluation (fish complexes)
   - C. Locate potential spawning sites and habitat restoration projects

4. Water Quality Review
   - A. Evaluate existing water quality data
   - B. Supplemental sampling of suspect areas

5. Stream HSPF Modeling and analysis of current and future flows
   - A. Stream modeling
   - B. Wetland hydraulic analysis (inflow sensitivity evaluation)

6. Identify flooding/water quality/infrastructure problems

7. Provide a prioritized project list along with planning level design and cost estimates

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	SWM-07
CATEGORY	Surface Water Management	PROJECT STATUS:	
		Preliminary Estimate	
PROJECT	10th Avenue S. Culvert Replacement and	Plans in Preparation	
	Intersection Improvement Project	P.S.E. Complete	X
LOCATION	10th Avenue S. / Kent-Des Moines Road		

DESCRIPTION: Replacement of the existing culvert at 10th Avenue S with two concrete box culverts and realignment of existing intersection.

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
DESIGN/ENG	5,000	5,000					
IMPROVEMENTS	620,000	620,000					
INSPECTION	90,000	90,000					
CONTINGENCY	108,000	108,000					
SALES TAX							
TOTAL	823,000	823,000					

FUNDING SOURCE	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
SWM CIP (451)	680,450	680,450					
Arterial Streets	142,550	142,550					
TOTAL	823,000	823,000					

OPERATING COSTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
PERSONNEL			2,500	1,500	1,500	1,500	1,500
SUPPLIES			1,000	500	500	500	500
UTILITIES							
CAPITAL							
EQUIPMENT			1,000	500	500	500	500
TOTAL			4,500	2,500	2,500	2,500	2,500

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	SWM-07
CATEGORY	Surface Water Management	PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	10th Avenue South Culvert Replacement	Plans in Preparation	
	and Intersection Improvement Project	P.S.E. Complete	
LOCATION	10th Avenue South/Kent Des Moines Rd		

EXPENDITURE SUMMARY

Expenditures	1997-2001 Actual	2002 Estimate	2003 Request	2004-2008 Request		Total
Design	$109,659	$22,169	$5,000			$136,828
Land	$177,427					$177,427
Improvements	$20,347		$620,000	$0		$640,347
Inspection	$15,615		$90,000			$105,615
Sales Tax						$0
Contingency/Misc.	$1,460		$108,000	$0		$109,460
Total	$324,508	$22,169	$823,000	$0		$1,169,677

Revenue	1997-2001 Actual	2002 Estimate	2003 Request	2004-2008 Request		Total
SWM CIP	$262,266	$22,169	$680,450	$0		$964,885
Arterial Streets	$62,242		$142,550			$204,792
Total	$324,508	$22,169	$823,000	$0		$1,169,677

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY Surface Water Management

PROJECT 10th Avenue South Culvert Replacement and Intersection Improvement Project

LOCATION 10th Avenue S./ Kent-Des Moines Road

PROJECT NO. SWM-07
PROJECT STATUS:
Preliminary Estimate
Plans in Preparation
P.S.E. Complete X

JUSTIFICATION:

This project was delayed due to the collection of high bids last year. The bids have been analyzed and the bid schedule will be changed to add more clarity to the prospective contractors. The cost estimate has also been increased for several bid items upon

This project is for the replacement of the existing culvert for Massey Creek under 10th Avenue S., with two 16-foot wide by 5-foot high arch culverts (bridges). The existing culvert can not convey the peak flows, which results in major flooding. This improvement was identified in the Lower Massey Creek Study.

This project will be done in conjunction with the Transportation Improvement Plan's proposal for realigning the existing intersection into two separate intersections (see Arterial Streets CIP - Kent Des Moines Road). The new street improvements will include approximately 800 feet of curb, gutter and sidewalk, new road approaches and street lighting. This revision is needed to improve traffic and pedestrian safety at this awkward six-legged intersection.

By separating the intersection, the existing culvert section can be removed and enhanced as an open-stream. Stream banks within this section will be stabilized using natural bio-engineered methods (where practicable) and will include fish habitat components such as logs, stumps or boulders. All existing utilities within the area between the proposed culverts will be relocated into the new street areas so as not to conflict with function or appearance of the stream. The culverts will be designed in accordance to the State Hydraulic Code Rules.

SCOPE OF WORK:

The project involves the excavation of the existing roadway (S 230th and 10th Ave) and relocation of utilities, demolition of existing culvert and restore the area between intersections as open-stream, constructing two concrete box culverts 16-foot x 6-foot and 20-foot by 5-foot below the intersections along with culvert headwalls and wingwalls. The culverts will be built upon cast in-place concrete footings. The intersections will be reconstructed with new street lighting, sidewalks, curbs and gutter, handrailing, and street markings. Stream work includes reshaping of 350 feet of stream including boulder clusters, tree rootwads, stream cobbles, and revegetation with a variety of trees, shrubs and ground cover.

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	SWM-06,08
CATEGORY	Surface Water Management	PROJECT STATUS:	
		On hold at 90% design level until	
PROJECT	Barnes Creek Detention Facility/ 223rd Culvert Replacement	additional funding is identified.	
LOCATION	Barnes Creek between S. 222nd Street and S. 223rd Street		
DESCRIPTION:	Construction of a regional 5.0 acre-foot biofiltration wetland and detention facility.		

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
DESIGN/ENG	78,750		78,750				
LAND							
BUILDINGS							
IMPROVEMENTS	853,600		598,800	254,800			
INSPECTION	104,000		87,400	16,600			
SALES TAX	67,800		55,900	11,900			
CONTINGENCY	170,900		139,200	31,700			
TOTAL	1,275,050	0	960,050	315,000			

FUNDING SOURCE	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
SWM CIP (451)	255,000		192,000	63,000			
PWTF 2% (Uncnfmd)	1,020,050		768,050	252,000			
TOTAL	1,275,050	0	960,050	315,000			

OPERATING COSTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
PERSONNEL	20,000				10,000	5,000	5,000
SUPPLIES	5,000				2,500	1,250	1,250
UTILITIES							
CAPITAL							
EQUIPMENT	2,400				1,200	600	600
TOTAL	27,400				13,700	6,850	6,850

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	SWM-06,08
CATEGORY	Surface Water Management	PROJECT STATUS:	
		On hold at 90% design level	
PROJECT	Barnes Creek Detention Facility/	until additional funding is	
	223rd Culvert Replacement	identified.	
LOCATION	Barnes Creek between S. 222nd Street and S. 223rd Street		

EXPENDITURE SUMMARY

Expenditures	1997-2001 Actual	2002 Estimate	2003 Request	2004-2008 Request		Total
Facility Plan	$63,968					$63,968
Design	$91,635			$78,750		$170,385
Land	$144,689					$144,689
Improvements				$853,600		$853,600
Inspection				$104,000		$104,000
Sales Tax				$67,800		$67,800
Contingency/Misc.	$783			$170,900		$171,683
Total	$301,075			$1,275,050		$1,576,125

Revenue	1997-2001 Actual	2002 Estimate	2003 Request	2004-2008 Request		Total
SWM CIP	$38,075			$127,500		$165,575
SRL Loan #1	$192,500					$192,500
SRL Loan #2	$70,500					$70,500
Grant/Other				$1,147,550		$1,147,550
						$0
Total	$301,075			$1,275,050		$1,576,125

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY	Surface Water Management	PROJECT NO. SWM-06, 08
PROJECT	Barnes Creek Detention Facility/ 223rd Culvert Replacement	PROJECT STATUS: On hold at 90% design level until additional funding is identified.
LOCATION	Barnes Creek near S. 223rd Street	

JUSTIFICATION:

This project is the last of three regional detention sites that are planned to control water in Lower Massey Creek per the Maasey Creek Basin Plan. The other two sites that have already been constructed are the City Park Detention Facility and the Highline College Detention Facility. All three projects combined will provide approximately 17 acre-feet of detention storage. The project is proposed at the headwaters of Barnes Creek between 222nd Street and 223rd Street. This facility will reduce peak storm flows in Barnes Creek (thereby minimizing local flooding) as well as reduce peak flows in the lower reaches of Massey Creek. The reduction of peak flows will alleviate some of the flooding and erosion, as well as water quality and fisheries problems in the drainage basin. The design storage volume of the facility will be 5.0 acre-feet.

The project will replace badly degraded wetland with forested wetlands, emergent marshes, open water areas and upland buffer areas. The area of wetland that currently exists on the site will increase 50% to 1.8 acres. The wetland will have some ability to remove pollutants such as nutrients, fecal coliform bacteria, sediment, dissolved metals and petroleum.

Because the culvert under S. 223rd St. will be inadequate to convey the peak release from the Barnes Creek detention facility, located upstream, the culvert will be replaced with a 3-foot by 4-foot box culvert. This project will be designed and constructed with the Barnes Creek Detention Facility project.

A Facility Plan was prepared and completed in 1998. All necessary land has been obtained. Plans, Specifications and Estimate (PSE) are 90% complete. Permits need to be obtained.

SCOPE OF WORK:

This project will involve the excavation and removal of over 28,000 cubic yards of unsuitable material, construction of 1.8 acres of wetlands with marsh plants, installation of flow control structures, access roads from both 222nd and 223rd Streets, landscaping, detention embankment work, over 300 feet of storm piping, 2000 feet of fencing, and installation of a 3 foot by 4 foot culvert across 223rd Street, and daylighting 150 feet of creek along the north side of 223rd Street.

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	SWM-12
CATEGORY	Surface Water Management	PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	Barnes Creek/Kent-Des Moines Road	Plans in Preparation	
	Culvert Replacement	P.S.E. Complete	
LOCATION	Barnes Creek at Kent Des Moines Road		
DESCRIPTION:	Replacement of the existing culvert with a new 42-inch diameter concrete culvert. An energy dissipator structure will be installed at the downstream end of the culvert.		

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
DESIGN/ENG	35,500			35,500			
LAND							
BUILDINGS							
IMPROVEMENTS	182,000				182,000		
INSPECTION	27,300				27,300		
CONTINGENCY	58,600			4,000	54,600		
SALES TAX	15,700				15,700		
TOTAL	319,100			39,500	279,600		

FUNDING SOURCE	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
SWM CIP (451)	219,100			39,500	179,600		
Fish Passage Grant (TBD)	100,000				100,000		
TOTAL	319,100			39,500	279,600		

OPERATING COSTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
PERSONNEL							
SUPPLIES							
UTILITIES							
CAPITAL							
OTHER							
TOTAL							

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY	Surface Water Management	PROJECT NO. SWM-12
PROJECT	Barnes Creek/Kent-Des Moines Road Culvert Replacement	PROJECT STATUS: Preliminary Estimate X Plans in Preparation P.S.E. Complete
LOCATION	Barnes Creek/Kent Des Moines Road	

JUSTIFICATION:

This culvert replacement is needed to convey peak predicted flows without overtopping Kent-Des Moines Road. At this point a new 42 to 48-inch reinforced concrete pipe culvert is planned to replace the existing undersized culvert. However, the new pipe size will need to be designed to meet the current Hydraulic Code to allow both high and low flow fish passage. An energy dissipater will be included at the downstream end of the culvert (with a fish ladder). This project was identified in the Lower Massey Creek Basin Plan and Alternative Analysis.

The timing of this project will be based on the outcome of a culvert survey made in 2003 to determine the condition of the culvert.

SCOPE OF WORK:

Project improvements will include the installation of 80 to 100 feet of 42-inch or 48-inch diameter pipe or possibly the construction of a box culvert, depending on the method of construction. Due to the depth of culvert and the high traffic of Kent-Des Moines Road, the use of boring or other trenchless technology will need to be explored. Due to the dramatic elevation change from upstream and downstream and the need to moderate velocity for fish passage, a special energy dissipater and/or fish ladder may be needed at the culvert outlet.

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	SWM-20
CATEGORY	Surface Water Management	PROJECT STATUS:	
		Preliminary Estimate	
PROJECT	199th North Hill Trunkline	Plans in Preparation	
		P.S.E. Complete	X
LOCATION	Between 1st Avenue and 4th Avenue S., North Hill Area		
DESCRIPTION:	Upgrading 1,300 feet of 12, 15 and 18-inch pipe with a 24-inch trunkline.		

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
DESIGN/ENG							
LAND							
BUILDINGS							
IMPROVEMENTS	185,240					185,240	
INSPECTION	27,830					27,830	
CONTINGENCY	51,150					51,150	
SALES TAX	15,950					15,950	
OTHER							
TOTAL	280,170					280,170	0

FUNDING SOURCE	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
SWM CIP (451)	280,170					280,170	
TOTAL	280,170					280,170	0

OPERATING COSTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
PERSONNEL							
SUPPLIES							
UTILITIES							
CAPITAL							
OTHER							
TOTAL							

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY	Surface Water Management	PROJECT NO. SWM-20
PROJECT	199th North Hill Trunkline	PROJECT STATUS: Preliminary Estimate Plans in Preparation P.S.E. Complete X
LOCATION	Between 1st Avenue and 4th Avenue S, North Hill area	

JUSTIFICATION:

The existing 199th trunkline was reviewed for capacity in the Normandy Park Comprehensive Plan - Normandy Creek/ Upper Basin. The trunkline was found to be undersized (for most storms) for 700 feet of the length and aged for the remaining sections and does not meet current design standards. The increased size will alleviate local flooding that occurs in Upper Basin of Normandy Creek.

The new trunkline will be sized to intercept flows from the recently constructed 204th trunkline and connect to the existing trunkline feeding Arrow Lake. This project is consistent with the Normandy Park Comprehensive Plan.

SCOPE OF WORK:

The project includes the placement of 1,315 feet of 24-inch diameter storm piping and 9 manhole structures along with required trench shoring for trenches more than 4 feet deep and pavement restoration work and traffic control. This project will require coordination with the City of Normandy Park for a right-of-way permit for 1st Avenue where on the west side the new system must connect to the existing drainage system. This project also involves drainage work with drainage easements within private property and will require landscape restoration and fencing (as needed).

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	SWM-01
CATEGORY	SURFACE WATER MANAGEMENT	PROJECT STATUS:	
		Preliminary Estimate	X
PROJECT	LOWER MASSEY CREEK CHANNEL	Plans in Preparation	
	MODIFICATIONS	P.S.E. Complete	
LOCATION	Massey Creek from 10th Avenue S to Marine View Drive		
DESCRIPTION:	Stream channel widening, berms and fish habitat features.		

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
ADMINISTRATION							
DESIGN/ENG	90,800					90,800	
LAND							
BUILDINGS							
IMPROVEMENTS	437,500						437,500
INSPECTION	65,600						65,600
CONTINGENCY	109,200					9,200	100,000
OTHER							
TOTAL	703,100					100,000	603,100

FUNDING SOURCE	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
SWM CIP	403,100					100,000	303,100
Grants/Other	300,000						300,000
TOTAL	703,100					100,000	603,100

OPERATING COSTS							
PERSONNEL							
SUPPLIES							
UTILITIES							
CAPITAL							
OTHER							
TOTAL							

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	SWM-01
CATEGORY	SURFACE WATER MANAGEMENT	PROJECT STATUS:	
		Preliminary Estimate	x
PROJECT	LOWER MASSEY CREEK CHANNEL	Plans in Preparation	
	MODIFICATIONS	P.S.E. Complete	
LOCATION	Massey Creek from 10th Avenue S to Marine View Drive		

JUSTIFICATION:

This project involves widening the Massey Creek Channel between 10th Avenue South and Marine View Drive and berming the north side of the stream. Existing vegetation will be removed and replaced with "controlled raparian" vegetation. In addition, fish habitat, spawning gravel, eddy pools, bushes, shrubs and shade trees will be added to improve water quality and fish resources. The finished project will alleviate flooding in that section of Massey Creek and restore a "fish friendly" and aesthetic stream-like quality to Massey Creek. The land has already been purchased in 1998. This project was listed in the Massey Creek Basin Plan and Lower Massey Creek Flood Alternative Analysis.

SCOPE OF WORK:

1. Stream bank modifications from 10th Avenue S to Marine View Drive.
2. Approximately 300 feet of berm on the north bank.
3. Installation of 10-12 anchored log weirs and bank logs for erosion control.
4. Development of a meandering stream, riffle pools, and spawning gravel within the land acquisition area.
5. Installion of retaining walls along the narrow or confined areas of the channel next to Kent-Des Moines Road.
6. Removal of existing bank vegetation and replace with low maintenance, controlled vegetation (brush and trees).

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

CATEGORY	Surface Water Management	PROJECT NO. PROJECT STATUS:
PROJECT	Debt - Barnes Creek Detention Facility	Preliminary Estimate _____ Plans in Preparation _____ P.S.E. Complete _____
LOCATION		
DESCRIPTION:	State of Washington Department of Ecology Loan # 1 0% Interest; 4 Years	

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
LOAN PAYMENT	42,778	42,778	PAID OFF	PAID OFF	PAID OFF	PAID OFF	PAID OFF
TOTAL	42,778	42,778					

FUNDING SOURCE	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
SWM	42,778	42,778	PAID OFF	PAID OFF	PAID OFF	PAID OFF	PAID OFF
TOTAL	42,778	42,778					

OPERATING COSTS							
PERSONNEL							
SUPPLIES							
UTILITIES							
CAPITAL							
OTHER							
TOTAL							

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.
CATEGORY	Surface Water Management	PROJECT STATUS:
		Preliminary Estimate _____
PROJECT	Debt - Barnes Creek Detention	Plans in Preparation _____
	Facility	P.S.E. Complete _____
LOCATION		
DESCRIPTION:	State of Washington Department of Ecology	
	Loan # 2	
	0% Interest; 4 Years	

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
LOAN PAYMENT	31,333	15,667	15,667	PAID OFF	PAID OFF	PAID OFF	PAID OFF
TOTAL	31,333	15,667	15,667	PAID OFF	PAID OFF	PAID OFF	PAID OFF

FUNDING SOURCE	TOTAL	FY03	FY04	FY05	FY06	FY07	FY08
SWM	31,333	15,667	15,667	PAID OFF	PAID OFF	PAID OFF	PAID OFF
TOTAL	31,333	15,667	15,667	PAID OFF	PAID OFF	PAID OFF	PAID OFF

OPERATING COSTS							
PERSONNEL							
SUPPLIES							
UTILITIES							
CAPITAL							
OTHER							
TOTAL							

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

		PROJECT NO.	
CATEGORY	Surface Water Management	PROJECT STATUS:	
		Preliminary Estimate	
PROJECT	Debt - Marine View Drive Bridge	Plans in Preparation	
		P.S.E. Complete	
LOCATION			
DESCRIPTION:	Publice Works Trust Fund Loan 1% Interest; 20 Years		

EXPENDITURE SCHEDULE

COST ELEMENTS	TOTAL	FY02	FY03	FY04	FY05	FY06	FY07
LOAN PAYMENT	128,542	21,887	21,702	21,516	21,331	21,146	20,960
TOTAL	128,542	21,887	21,702	21,516	21,331	21,146	20,960

FUNDING SOURCE	TOTAL	FY02	FY03	FY04	FY05	FY06	FY07
SWM	128,542	21,887	21,702	21,516	21,331	21,146	20,960
TOTAL	128,542	21,887	21,702	21,516	21,331	21,146	20,960

OPERATING COSTS							
PERSONNEL							
SUPPLIES							
UTILITIES							
CAPITAL							
OTHER							
TOTAL							