

2015 Budget Appendix Adopted Version

Ordinance No. 1615
Adopted by the City Council
December 4, 2014

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**ORDINANCE NO. 1615
APPENDIX A 2015 BUDGET**

FINAL	Ending Fund	Beginning				
ANNUAL APPROPRIATION FUNDS:	Expenditure	Balance	Total	Revenue	Fund Balance	Total
001 General Fund	18,276,907	1,128,584	19,405,491	18,598,444	807,047	19,405,491
101 Street Fund	1,171,278	79,740	1,251,018	1,053,850	197,168	1,251,018
107 Police Drug Seizure Fund	15,000	7,338	22,338	15,004	7,334	22,338
111 Hotel/Motel Tax Fund	20,000	8,387	28,387	20,008	8,379	28,387
211 1995 GO Bond - Police Facility	-	235	235	-	235	235
212 LID Fund	3,419	-	3,419	3,419	-	3,419
219 2008 GO & Ref Bond - Transportation Capital Imprv	313,523	21,291	334,814	313,548	21,266	334,814
220 Miscellaneous Debt Service Fund	87,304	2	87,306	87,304	2	87,306
401 Marina Revenue Fund	4,133,754	1,021,455	5,155,209	4,061,695	1,093,514	5,155,209
403 Marina Repair and Replacement Fund	320,000	6,639	326,639	320,425	6,214	326,639
450 Surface Water Operations Fund	3,193,046	917,797	4,110,843	2,858,843	1,252,000	4,110,843
500 Equip Rental Operations Fund	617,749	163,032	780,781	608,032	172,749	780,781
501 Equip Rental Replacement Fund	673,700	1,342,171	2,015,871	406,269	1,609,602	2,015,871
506 Facility Repair and Replacement Fund	238,475	63,598	302,073	155,083	146,990	302,073
510 Computer Equipment Operations Fund	426,165	28,023	454,188	388,486	65,702	454,188
511 Computer Equipment Capital Fund	276,752	99,896	376,648	93,760	282,888	376,648
520 Self-Insurance Fund	662,842	115,865	778,707	643,270	135,437	778,707
530 Unemployment Insurance Fund	50,000	293,116	343,116	58,660	284,456	343,116
SUB-TOTAL	30,479,914	5,297,169	35,777,083	29,686,100	6,090,983	35,777,083
CONTINUING APPROPRIATION FUNDS (MEMO ONLY):						
109 Transportation Impact Fee Fund	305,772	336,851	642,623	306,772	335,851	642,623
310 Municipal Capital Improvements Fund	2,731,507	561,425	3,292,932	2,677,528	615,404	3,292,932
319 Transportation Capital Improvement Fund, 2008B	6,991,497	932,005	7,923,502	5,590,854	2,332,648	7,923,502
406 Marina Depreciation & Improvement Fund, 2008A	668,210	16,831	685,041	548,960	136,081	685,041
451 Surface Water Capital Fund	1,601,165	523,905	2,125,070	1,216,650	908,420	2,125,070
SUB-TOTAL	12,298,151	2,371,017	14,669,168	10,340,764	4,328,404	14,669,168
TOTAL APPROPRIATION	42,778,065	7,668,186	50,446,251	40,026,864	10,419,387	50,446,251

City of Des Moines
2015 Budget Balancing Strategies

Budget Balancing Strategies:	Amount Available	City Mgr Recomm	Budget Gap
Budget Gap			\$ (1,488,692)
Freeze 2 Vacant Police Officer Positions (Hire Dates: July, 2015)	\$ 230,920	\$ 115,460	
Freeze 2 Vacant Police Officer Positions (Hire Dates: Oct, 2015)	230,920	173,190	
Defer 100% Computer Replacement Assessment (Required Minimum Assessment)			
Gen & Street Fnds for Financial System: \$25,053)	119,507	94,454	
Defer 100% Equipment Replacement Assessment (Except for New Request PD Vehicles)	916,249	752,245	
Reduce Equipment Replacement Assessment	(8,655)	(8,655)	
Restore Marina Admin Transfer	200,000	-	
One-Time Sales Tax and B & O Tax (50%)	190,440	190,440	
Reduce LEOFF I Retiree Benefits	20,000	20,000	
2% Wellness Program Discount	30,370	30,370	
Increase in Employee Medical Premium Contr (5% Self & 5% Dependents)			
- Teamsters/ Exempt/ Directors	23,341	23,341	
0.5% Salary Market Adjustment (Teamsters)	(6,115)	(6,115)	
Total	1,946,977	1,384,730	(103,962)
New Revenues/Adjustments:			
Revise Sales Tax, Utility Tax and Franchise Fee Revenue Estimates	52,281	52,281	
Increase Cable, Garbage, & SWM Utility Tax Revenues (Councilmanic Action)	302,343	302,343	
Increase in Property Tax per King County revised final report	87,126	87,126	
Increase Recreation Program revenue	13,630	13,630	
Increase Events & Facilities revenue	33,562	33,562	
Add Additional Revenues for Probation Costs	3,600	3,600	
Total	492,542	492,542	388,580
New Expenditure Requests/Adjustments:			
Transfer to MCI Fund (REET used to increase General Fund 2014 Fund Balance)	300,000	-	
Police Officer Positions Uniforms, Communication costs if unfrozen	6,640	6,640	
Reduce 911-Call Dispatch Services	(12,610)	(12,610)	
Increase Landscaping Contract (\$7,000 is to be paid by SWM)	3,500	3,500	
Mayor voluntarily reduced his number of council mtgs from 40 to 22	(6,782)	(6,782)	
Councilmembers (2) voluntarily reduced number of council mtgs from 40 to 23	(9,688)	(9,688)	
Adjust New Finance Director's Base Salary & Benefits	(27,158)	(27,158)	
Increase Fire Investigation cost	6,103	6,103	
Economic Development			
Consultant for Retail market Demand Study	40,000		
Finance			
Reclass Acctg Mgr position (-\$148,751 savings) & hire Sr Accountant and Acctg Tech (\$186,368)	37,617	37,617	
Court			
Hire Part-time Probation Officer to handle defendant probation issues (24 hrs/wk) -Cost: \$54,933; Net of Home Detention Svc-\$15,000 & File Clerk position-\$22,100	17,833	17,833	
Legal			
Hire Domestic Violence Advocate/Paralegal (16 hrs/week @ \$25/hr) for 5 months	9,324	9,324	
Police			
Restore Records Specialist frozen position	70,059		
Fund replacement of 1 (2004) Detective vehicle	24,046		
Fund replacement of 6 (2008) Patrol vehicles with in-car video system	139,958		
Add 1 Patrol vehicle for new hires	60,000	60,000	
Planning, Building, Public Works			
Code enforcement abatement fund	50,000		
Downtown Improvements Study	35,000		
Consultant service for Sound Transit EIS work	30,000		
Parks & Rec			
I-5 Des Moines Historic District signage	32,000		
Increase City support for Arts Commission	2,500	2,500	
Parks, Recreation, & Senior Services Master Plan	50,000	50,000	
Increase temp Recreation attendant hours by 1080 to increase program	13,630	13,630	
Add Temp 0.52 FTE & 0.25 FTE facility rental attendants for the Dining Hall opening	33,562	33,562	
Total	905,534	184,471	204,109
Reconcile to Recap:			\$ 204,109

CITY OF DES MOINES
2015 Budget
Revenue Summary by Fund and Major Revenue Source

			2014	2015	\$ Chg	% Chg
Fund Acct	Source	Source Detail	Budget	Budget	'14-'15	'14-'15
001	General Fund					
311.00.00	General Property Taxes	Property Taxes - Regular Levy	\$ 3,541,584	\$ 4,435,938	\$ 894,354	25.3%
313.11.00	Retail Sales Taxes	Retail Sales Taxes	1,727,500	1,770,000	42,500	2.5%
313.11.00.01	Retail Sales Taxes	Retail Sales Taxes - One Time	627,235	307,740	(319,495)	-50.9%
	Subtotal Retail Sales Taxes		2,354,735	2,077,740	(276,995)	-11.8%
313.71.00	Retail Sales Taxes/Criminal Justice		687,300	746,100	58,800	8.6%
316.10.00	Business & Occupation Taxes		585,000	650,000	65,000	11.1%
316.10.00.01	Business & Occupation Taxes-One Time		149,075	73,140	(75,935)	-50.9%
	Subtotal Business & Occupation Taxes		734,075	723,140	(10,935)	-1.5%
316.40.00.41	Utility Taxes	Utility Taxes - Electricity	1,105,900	1,110,300	4,400	0.4%
316.40.00.43	Utility Taxes	Utility Taxes - Natural Gas	390,800	412,200	21,400	5.5%
316.40.00.45	Utility Taxes	Utility Taxes - Solid Waste	208,300	289,867	81,567	39.2%
316.40.00.46	Utility Taxes	Utility Taxes - Cable TV	519,200	716,133	196,933	37.9%
316.40.00.47	Utility Taxes	Utility Taxes - Telephone	715,600	847,200	131,600	18.4%
316.40.00.58	Utility Taxes	Utility Taxes - City Utilities	144,700	203,373	58,673	40.5%
	Subtotal Utility Taxes		3,084,500	3,579,073	494,573	16.0%
316.81.00	Gambling Taxes		25,000	25,000	-	0.0%
317.20.00	Leasehold Taxes		116,416	127,550	11,134	9.6%
321.70.00	Licenses and Permits	Amusement Devices	300	-	(300)	-100.0%
321.91.00.01	Licenses and Permits	Franchise Fees - Cable TV	423,200	446,800	23,600	5.6%
321.91.00.02	Licenses and Permits	Franchise Fees - Solid Waste	506,500	528,900	22,400	4.4%
321.99.00	Licenses and Permits	Business Licenses	160,000	170,500	10,500	6.6%
322.10.00	Licenses and Permits	Building Permits	1,182,016	767,627	(414,389)	-35.1%
322.10.00.02	Licenses and Permits	Plumbing Permits	50,000	50,000	-	0.0%
322.10.00.03	Licenses and Permits	Mechanical Permits	60,000	60,000	-	0.0%
322.10.02	Licenses and Permits	Electrical Permits	120,000	120,000	-	0.0%
322.30.00	Licenses and Permits	Animal Licenses	35,300	33,100	(2,200)	-6.2%
322.90.01	Licenses and Permits	Gun Permits	6,700	6,700	-	0.0%
322.90.02	Licenses and Permits	Land Clearing Permits	116,327	44,460	(71,867)	-61.8%
	Subtotal Licenses and Permits		2,660,343	2,228,087	(432,256)	-16.2%

CITY OF DES MOINES
2015 Budget
Revenue Summary by Fund and Major Revenue Source

			2014	2015	\$ Chg	% Chg
Fund Acct	Source	Source Detail	Budget	Budget	'14-'15	'14-'15
001 General Fund (Continued)						
331.16.60.70	Federal Shared Revenues	Bureau Justice - BP Vests	3,500	3,500	-	0.0%
333.14.21.80	Federal Shared Revenues	CDBG/Joint Minor Home Repair Prog	25,000	28,055	3,055	12.2%
333.20.60.00	Federal Shared Revenues	NHTSA/WSTSC-Community Hwy Safety	-	3,500	3,500	N/A
333.93.73.70	Federal Shared Revenues	DHHS/CDC-Community Transformation	35,760	-	(35,760)	-100.0%
Subtotal Federal Shared Revenues			64,260	35,055	(29,205)	-45.4%
334.00.30	State Shared Revenues	WA State Archives Local Records Grant	-	-	-	N/A
334.01.20.01	State Shared Revenues	WA AOC-Interpreter Services	5,000	4,000	(1,000)	-20.0%
334.03.10	State Shared Revenues	DOE-Hazardous Wste Recycling Event	21,950	29,000	7,050	32.1%
334.03.50	State Shared Revenues	WSTC - Police Corp Grant	1,152	4,300	3,148	273.3%
336.00.98	State Shared Revenues	City Assistance (ESSB 6050)	80,500	102,860	22,360	27.8%
336.01.29	State Shared Revenues	WA AOC-Judicial Salary Contribution	22,500	23,600	1,100	4.9%
336.06.21	State Shared Revenues	MVET-Criminal Justice/Population	7,730	7,500	(230)	-3.0%
336.06.26	State Shared Revenues	CJ Special Programs	25,865	26,730	865	3.3%
336.06.51	State Shared Revenues	DUI Cities	5,500	5,500	-	0.0%
336.06.94	State Shared Revenues	Liquor/Beer Excise	35,400	81,380	45,980	129.9%
336.06.95	State Shared Revenues	Liquor Board Profits	264,300	263,360	(940)	-0.4%
336.06.96	State Shared Revenues	Liquor License Fees	-	-	-	N/A
Subtotal State Shared Revenues			469,897	548,230	78,333	16.7%
337.07.00	Local Shared Revenues	KC 4Culture/ Arts Commission	7,500	7,500	-	0.0%
337.07.00.01	Local Shared Revenues	KC 4Culture Sculpture Proj/ Arts Commission	1,500	-	(1,500)	-100.0%
337.37.00	Local Shared Revenues	KC Interlocal Recycle Agreement	20,400	22,000	1,600	7.8%
337.37.02	Local Shared Revenues	Seattle-King County Health Recycling Event	11,594	11,900	306	2.6%
337.37.05	Local Shared Revenues	WASPC-KC Sex Offender Verification	6,909	6,912	3	0.0%
Subtotal Local Shared Revenues			47,903	48,312	409	0.9%
341.33.02	Charges for Services	Warrant Cost	50	-	(50)	-100.0%
341.33.03	Charges for Services	Def Pros Adm CS	400	2,000	1,600	400.0%
341.43.00	Charges for Services	Admin Fees/Transportation Benefit District	4,200	4,200	-	0.0%
341.43.00.02	Charges for Services	Building Admin Fee	400	400	-	0.0%
341.43.01	Charges for Services	Lien Search Fees	4,000	4,500	500	12.5%
341.43.99	Charges for Services	Interfund Chrgs/CIP Accounting Administration Fees	-	91,300	91,300	N/A
341.43.99.01	Charges for Services	Interfund Chrgs/Marina Fund	-	300,000	300,000	N/A
341.43.99.02	Charges for Services	Interfund Chrgs/Surface Water Management Fund	-	196,600	196,600	N/A

CITY OF DES MOINES

2015 Budget

Revenue Summary by Fund and Major Revenue Source

			2014	2015	\$ Chg	% Chg
Fund Acct	Source	Source Detail	Budget	Budget	'14-'15	'14-'15
001	General Fund (Continued)					
341.49.00	Charges for Services	Normandy Park Court Services	45,000	45,000	-	0.0%
341.62.00	Charges for Services	Court - Copy/Tape Fees	-	20	20	N/A
341.70.01	Charges for Services	Senior Programs	3,000	700	(2,300)	-76.7%
341.81.00	Charges for Services	Comm Dev Automation Fee	18,000	22,000	4,000	22.2%
341.81.00.01	Charges for Services	Photostating	1,700	1,500	(200)	-11.8%
341.81.00.02	Charges for Services	Accident Reports	-	200	200	N/A
341.82.00	Charges for Services	Street Vacations	10,000	10,000	-	0.0%
341.82.00.01	Charges for Services	ROW Permits	145,000	125,000	(20,000)	-13.8%
341.82.00.02	Charges for Services	Engineering Plan Review	241,430	99,477	(141,953)	-58.8%
341.82.00.05	Charges for Services	Other Engineering Fees & Charges/ Title Reports	7,500	7,500	-	0.0%
341.82.99	Charges for Services	Interfund Chrgs/Transportation CIP Engr Support	-	192,313	192,313	N/A
341.82.99.01	Charges for Services	Interfund Chrgs/Transportation CIP Admin Support	-	40,000	40,000	N/A
341.92.00	Charges for Services	DM Pool District/Gov't Services	13,000	10,000	(3,000)	-23.1%
341.92.99	Charges for Services	Interfund Chrgs/CIP Project Manager	-	102,400	102,400	N/A
341.95.00.01	Charges for Services	Normandy Park Prosecution Services	25,008	25,008	-	0.0%
342.10.00.01	Charges for Services	School Resource Officer-HSD	50,000	65,000	15,000	30.0%
342.10.00.02	Charges for Services	Auto Theft Task Force-Kent	18,000	14,000	(4,000)	-22.2%
342.10.00.03	Charges for Services	Fingerprinting	1,000	600	(400)	-40.0%
342.10.00.04	Charges for Services	False Alarm Fees	50,000	60,000	10,000	20.0%
342.10.00.06	Charges for Services	Crime Conv Fee CT	1,500	100	(1,400)	-93.3%
342.10.00.07	Charges for Services	Crime Conv Fee CN	500	750	250	50.0%
342.30.00	Charges for Services	Prisoner Board & Room	700	1,000	300	42.9%
342.30.00.01	Charges for Services	Booking Fees	150	500	350	233.3%
342.33.00	Charges for Services	Adult Probation Charges	1,000	4,200	3,200	320.0%
342.33.06	Charges for Services	Record Check Fee	70,000	66,500	(3,500)	-5.0%
342.33.07	Charges for Services	Sentence Compliance Fee	60,000	67,500	7,500	12.5%
342.40.00.01	Charges for Services	Inspections/WABO Permit Fee	100	200	100	100.0%
344.19.99.00	Charges for Services	Interfund Chrgs/CIP Mtc Support	-	500	500	N/A
345.81.01	Charges for Services	Zoning	264,573	206,675	(57,898)	-21.9%
345.83.00	Charges for Services	Plan Check Fees	727,807	457,154	(270,653)	-37.2%
345.86.00	Charges for Services	SEPA Related Mitigation Fees	13,413	13,681	268	2.0%
346.90.00	Charges for Services	Normandy Park Senior Services	25,000	28,211	3,211	12.8%
Subtotal Charges for Services			1,802,431	2,266,689	464,258	25.8%

CITY OF DES MOINES
2015 Budget
Revenue Summary by Fund and Major Revenue Source

			2014	2015	\$ Chg	% Chg
Fund Acct	Source	Source Detail	Budget	Budget	'14-'15	'14-'15
001	General Fund (Continued)					N/A
347.40.00	Culture and Recreation Fees	Arts Commission - Event Admissions	5,000	8,000	3,000	60.0%
347.90.01	Culture and Recreation Fees	Arts Commission - Other Fees/Sponsorships	12,270	6,000	(6,270)	-51.1%
347.30.00	Culture and Recreation Fees	Parks - Activity Fees	1,300	1,000	(300)	-23.1%
347.60.01	Culture and Recreation Fees	Parks - Camps	177,000	218,630	41,630	23.5%
347.60.02	Culture and Recreation Fees	Parks - Classes	65,000	55,000	(10,000)	-15.4%
347.60.03	Culture and Recreation Fees	Parks - Leagues	116,000	80,500	(35,500)	-30.6%
347.60.04	Culture and Recreation Fees	Parks - Outreach	309,000	300,000	(9,000)	-2.9%
347.60.05	Culture and Recreation Fees	Parks - Special Events	10,000	15,000	5,000	50.0%
347.60.06	Culture and Recreation Fees	Parks - Youth & Team Basketball	75,000	65,000	(10,000)	-13.3%
347.90.01	Culture and Recreation Fees	Parks - Other Fees/Sponsorships	-	7,500	7,500	N/A
347.90.02	Culture and Recreation Fees	Parks - Community Partner Marketing	9,500	-	(9,500)	-100.0%
347.30.01	Culture and Recreation Fees	Sr. Programs - Activity Fees	6,500	6,500	-	0.0%
347.40.01	Culture and Recreation Fees	Sr. Programs - Event Admissions	3,000	2,000	(1,000)	-33.3%
347.40.02	Culture and Recreation Fees	Sr. Programs - Sr. Ctr Dances	1,000	2,000	1,000	100.0%
347.60.01	Culture and Recreation Fees	Sr. Programs - Classes	25,000	24,000	(1,000)	-4.0%
347.60.02	Culture and Recreation Fees	Sr. Programs - Trip/Travel Fees	26,000	25,000	(1,000)	-3.8%
347.90.01	Culture and Recreation Fees	Sr. Programs - Health Programs	800	1,000	200	25.0%
347.90.02	Culture and Recreation Fees	Sr. Programs - Subscriptions	2,000	1,350	(650)	-32.5%
Subtotal Culture and Recreation Fees			844,370	818,480	(25,890)	-3.1%
349.00.14	Interfund Service Revenues	CIP Accounting Administration Fees	89,500	-	(89,500)	-100.0%
349.00.19.01	Interfund Service Revenues	Marina Fund	550,000	-	(550,000)	-100.0%
349.00.19.02	Interfund Service Revenues	Surface Water Management Fund	192,700	-	(192,700)	-100.0%
349.00.94	Interfund Service Revenues	CIP Project Manager	87,370	-	(87,370)	-100.0%
349.00.95.00	Interfund Service Revenues	Transportation Engineering Fees	184,000	-	(184,000)	-100.0%
349.00.95.02	Interfund Service Revenues	Transportation CIP Admin Support	10,000	-	(10,000)	-100.0%
Subtotal Interfund Service Revenues			1,113,570	-	(1,113,570)	-100.0%
350.00.00	Fines and Forfeits		350,000	249,750	(100,250)	-28.6%
353.10.03	Fines and Forfeits	Automated Speed Enforcement Program	385,000	368,000	(17,000)	-4.4%
361.10.00	Interest Earnings		22,000	30,000	8,000	36.4%
362.50.00	Rents and Leases	Cell Tower Lease	17,153	17,453	300	1.7%
362.40.00	Rents and Leases	Beach Park Event Center	115,000	173,562	58,562	50.9%
362.40.01	Rents and Leases	Facility Rentals	35,000	40,000	5,000	14.3%
362.40.02	Rents and Leases	Field Rentals	25,000	18,250	(6,750)	-27.0%
362.60.02	Rents and Leases	Sonju Property Rental	10,635	10,635	-	0.0%
Subtotal Rents and Leases			202,788	259,900	57,112	28.2%

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Revenue Summary by Fund and Major Revenue Source

Fund Acct	Source	Source Detail	2014	2015	\$ Chg	% Chg
			Budget	Budget	'14-'15	'14-'15
001 General Fund (Continued)						
367.00.00	Contributions and Donations	Arts Commission	3,000	-	(3,000)	-100.0%
367.00.00	Contributions and Donations	Sr. Programs	3,650	6,000	2,350	64.4%
367.00.00	Contributions and Donations	Others	400	400	-	0.0%
Subtotal Contributions and Donations			7,050	6,400	(650)	-9.2%
369.90.00	Miscellaneous Revenues	General	20,000	20,000	-	0.0%
369.90.00	Miscellaneous Revenues	Recreation Programs	-	-	-	N/A
369.90.01	Miscellaneous Revenues	Senior Programs	800	-	(800)	-100.0%
Subtotal Miscellaneous Revenues			20,800	20,000	(800)	-3.8%
398.00.00	Insurance Recoveries	Non-Capital Related	5,000	5,000	-	0.0%
Subtotal Other Financing Sources			5,000	5,000	-	0.0%
Total General Fund			\$ 18,539,022	\$ 18,598,444	\$ 59,422	0.3%
101 Street Fund						
318.12.00	Parking Taxes		\$ 24,000	\$ 23,000	\$ (1,000)	-4.2%
336.00.87	State Shared Revenues	Vehicle Fuel Tax	606,492	609,300	2,808	0.5%
344.10.00.01	Charges for Services	Transportation Benefit District	410,000	415,000	5,000	1.2%
361.10.00	Interest Earnings		400	550	150	37.5%
369.90.01	Miscellaneous Revenues		1,000	1,000	-	0.0%
398.00.00	Insurance Recoveries		5,000	5,000	-	0.0%
Total Street Fund			\$ 1,046,892	\$ 1,053,850	\$ 6,958	0.7%
107 Police Drug Seizure Fund						
361.10.00	Interest Earnings		\$ 8	\$ 4	\$ (4)	-50.0%
369.30.00	Miscellaneous Revenues	Confiscated and Forfeited Property	15,000	15,000	-	0.0%
Total Police Drug Seizure Fund			\$ 15,008	\$ 15,004	\$ (4)	0.0%
109 Transportation Impact Fee Fund						
345.85.00	Charges for Services	Growth Management Impact Fees	\$ 292,641	\$ 305,772	\$ 13,131	4.5%
361.10.00	Interest Earnings		500	1,000	500	100.0%
Total Transportation Impact Fee Fund			\$ 293,141	\$ 306,772	\$ 13,631	4.6%
111 Hotel-Motel Tax Fund						
313.31.00	Hotel-Motel Taxes		\$ 18,750	\$ 20,000	\$ 1,250	6.7%
361.10.00	Interest Earnings		8	8	-	0.0%
Total Hotel-Motel Tax Fund			\$ 18,758	\$ 20,008	\$ 1,250	6.7%

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Revenue Summary by Fund and Major Revenue Source

Fund Acct	Source	Source Detail	2014 Budget	2015 Budget	\$ Chg '14-'15	% Chg '14-'15
211 1995 Unlimited GO - Police Facility Fund						
311.10.00	Property Taxes - Excess Levy		\$ -	\$ -	-	N/A
361.10.00	Interest Earnings		1	-	(1)	-100.0%
Total 1995 Unltd GO - Police Facility Fund			\$ 1	\$ -	(1)	-100.0%
212 Local Improvement District Fund						
361.10.00	Interest Earnings	LID 1-92-8/Investment Interest	\$ -	\$ -	-	N/A
361.10.00	Interest Earnings	LID 1-98-10/Investment Interest	-	-	-	N/A
361.55.00	Interest Earnings	LID 1-97-9/Assessment Interest	-	-	-	N/A
361.40.68	Interest Earnings	LID 1-98-10/Assessment Interest	450	300	(150)	-33.3%
Subtotal Interest Earnings			450	300	(150)	-33.3%
368.00.00	Miscellaneous Revenues	LID 1-97-9/Assessment Principal	-	-	-	N/A
368.10.00	Miscellaneous Revenues	LID 1-98-10/Assessment Principal	3,119	3,119	-	0.0%
Subtotal Miscellaneous Revenues			3,119	3,119	-	0.0%
Total Local Improvement District Fund			\$ 3,569	\$ 3,419	\$ (150)	-4.2%
219 2008 GO & Refunding Bond						
361.10.00	Interest Earnings		\$ 25	\$ 25	-	0.0%
397.95.00	Transfers	Transfer-in/Fund 319 (Transportation CIP Fund)	192,988	193,988	1,000	0.5%
397.18.00	Transfers	Transfer-in/Fund 310 (MCI Fund)	118,735	119,535	800	0.7%
Subtotal Transfers			311,723	313,523	1,800	0.6%
Total 2008 GO & Refunding Bond - Transportation CIP			\$ 311,748	\$ 313,548	\$ 1,800	0.6%
220 Miscellaneous Debt Service Fund						
397.95.00	Transfers	PWTF Loan (103)-Pac Hwy Construction	\$ 24,917	\$ 24,799	\$ (118)	-0.5%
397.95.00.02	Transfers	PWTF Loan (104)-Gateway Construction	34,252	34,093	(159)	-0.5%
397.xx.00	Transfers	LOCAL Prog-Energy Savings Project	12,096	13,149	1,053	8.7%
397.43 .18.00	Transfers	Copier Capital Lease	15,263	15,263	0	0.0%
Total Miscellaneous Debt Service Fund			\$ 86,528	\$ 87,304	\$ 776	0.9%

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Revenue Summary by Fund and Major Revenue Source

Fund Acct		Source	Source Detail	2014 Budget	2015 Budget	\$ Chg '14-'15	% Chg '14-'15
310 Municipal Capital Improvements Fund							
311.10.00	Property Taxes		King County-Parks Levy/DM Creek Trail	\$ 55,000	\$ 55,000	\$ -	0.0%
318.34.00	Real Estate Excise Taxes		First Quarter %	275,000	325,000	50,000	18.2%
318.35.00	Real Estate Excise Taxes		Second Quarter %	275,000	325,000	50,000	18.2%
Subtotal Real Estate Excise Taxes				550,000	650,000	100,000	18.2%
333.14.21.84	Federal Shared Revenues		CDBG/Parkside Park Playground Repair & Replace	-	395,000	395,000	N/A
Subtotal Federal Shared Revenues				-	395,000	395,000	N/A
334.02.70	State Shared Revenues		WSRCO-Picnic Shelter/Restroom Rehab	-	291,399	291,399	N/A
334.02.70	State Shared Revenues		WSRCO-Park Lifecycle Repair & Replace	-	70,087	70,087	N/A
334.03.60	State Shared Revenues		DOE-Parkside Park Playground Repair & Replace	-	119,499	119,499	N/A
334.06.90	State Shared Revenues		WA Heritage Funds/Dining Hall	824,000	692,738	(131,262)	-15.9%
337.07.01	Local Shared Revenues		KC 4-Culture Arts	12,000	-	(12,000)	-100.0%
337.07.01	Local Shared Revenues		KC Youth Sports	-	70,088	70,088	N/A
345.81.01	Charges for Services		Park-in-Lieu Fees	10,000	10,000	-	0.0%
361.10.00	Interest Earnings			1,100	800	(300)	-27.3%
367.00.07	Contributions and Donations		Activity Center Generator	92,000	-	(92,000)	-100.0%
367.00.08	Contributions and Donations		Banners/Readerboards	13,000	21,384	8,384	64.5%
Subtotal Contributions & Donations				105,000	21,384	(83,616)	-79.6%
369.90.00	Miscellaneous Revenues		Picnic Shelter/Restroom Rehab	-	171,558	171,558	N/A
395.20.00	Insurance Recoveries		DM Beach Park/Dining Hall-2007 Flood Event	-	129,975	129,975	N/A
397.75.00.01	Transfers		Tsf-in/Fund 001 (One-time Taxes)	194,078	-	(194,078)	-100.0%
Total Municipal Capital Improvement Fund				\$ 1,751,178	\$ 2,677,528	\$ 375,277	21.4%
319 Transportation Capital Improvement Fund							
333.14.21.81	Federal Shared Revenues		CDBG/S 224th Street Improvements	\$ 240,000	\$ -	\$ (240,000)	-100.0%
333.20.20.09	Federal Shared Revenues		BRAC/ Saltwater State Park Bridge	2,339,241	2,004,531	(334,710)	-14.3%
333.20.20.11	Federal Shared Revenues		FHWA/Citywide Arterial Street Program	109,500	25,000	(84,500)	-77.2%
333.20.20.12	Federal Shared Revenues		STP/ 24th Ave S Improvement	2,800,000	1,000,000	(1,800,000)	-64.3%
333.20.20.13	Federal Shared Revenues		CMAQ/ Barnes Creek Trail	300,000	315,000	15,000	5.0%
Subtotal Federal Shared Revenues				5,788,741	3,344,531	(2,444,210)	-42.2%
334.03.60	State Shared Revenues		WSDOT/SRTS Program	-	11,000	11,000	N/A
334.03.80.10	State Shared Revenues		TIB/S 216th St Impr Segment 2	280,502	-	(280,502)	-100.0%
334.03.80.12	State Shared Revenues		TIB/ MVD & S 240th RAB	99,059	118,581	19,522	19.7%
334.03.80.13	State Shared Revenues		TIB/ Midway Elementary SRTS	439,683	-	(439,683)	-100.0%
Subtotal State Shared Revenues				819,244	129,581	(689,663)	-84.2%

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Revenue Summary by Fund and Major Revenue Source

			2014	2015	\$ Chg	% Chg
Fund Acct	Source	Source Detail	Budget	Budget	'14-'15	'14-'15
319 Transportation Capital Improvement Fund (Continued)						
337.02.00	Local Shared Revenues	KC Metro/ S 216th St Impr Segement 2	20,000	-	(20,000)	-100.0%
337.09.01	Local Shared Revenues	KC Conservation/Barnes Creek Trail	472,034	472,034	-	0.0%
337.10.00.01	Local Shared Revenues	Highline Water District/ 24th Ave S Impr	600,580	-	(600,580)	-100.0%
Subtotal Local Shared Revenues			1,092,614	472,034	(620,580)	-56.8%
344.10.00	Charges for Services	TBD/Road & Street Mtc Services	60,000	59,000	(1,000)	-1.7%
345.81.03.03	Charges for Services	In-Lieu Fees/S 224th Street Improvements	-	-	-	N/A
Subtotal Charges for Services			60,000	59,000	-	0.0%
361.10.00	Interest Earnings		7,700	9,800	2,100	27.3%
367.00.19.11	Contributions and Donations	PSE/24th Ave S Impr Proj	44,938	-	(44,938)	-100.0%
367.00.19.12	Contributions and Donations	Century Link/24th Ave S Impr Proj	30,805	-	(30,805)	-100.0%
367.00.19.13	Contributions and Donations	Comcast/24th Ave S Impr Proj	134,240	-	(134,240)	-100.0%
367.00.19.15	Contributions and Donations	Century Link/S 216th St Improvements-Segment 2	38,674	-	(38,674)	-100.0%
367.00.19.16	Contributions and Donations	Comcast/S 216th St Improvements-Segment 2	128,464	-	(128,464)	-100.0%
Subtotal Contributions & Donations			377,121	-	(377,121)	-100.0%
397.95.00	Transfers	Transfer-in/LID Funds	3,569	3,419	(150)	-4.2%
397.21.00	Transfers	ASE/Traffic Safety Program	110,000	94,000	(16,000)	-14.5%
397.95.00	Transfers	Transfer-in/Transportation Impact Fee Fund	929,064	918,389	(10,675)	-1.1%
397.95.00.01	Transfers	Transfer-in/MCI Funds	347,039	300,000	(47,039)	-13.6%
397.95.00.02	Transfers	Transfer-in/Fund 451	242,700	260,100	17,400	7.2%
Subtotal Transfers			1,632,372	1,575,908	(56,464)	-3.5%
Total Transportation Capital Improvement Fund			\$ 9,777,792	\$ 5,590,854	\$ (4,185,938)	-42.8%
401 Marina Revenue Fund						
341.70.00.01	Charges for Services	Vending/Bait/Ice/Propane	\$ 5,300	\$ 4,100	\$ (1,200)	-22.6%
341.70.00.04	Charges for Services	Miscellaneous Sales	3,000	-	(3,000)	-100.0%
343.30.00	Charges for Services	Electricity	110,000	96,500	(13,500)	-12.3%
344.50.00.05	Charges for Services	Unleaded Fuel Sales	563,390	546,184	(17,206)	-3.1%
344.50.00.06	Charges for Services	Diesel Fuel Sales	759,763	819,276	59,513	7.8%
344.50.00.07	Charges for Services	Propane Fuel Sales	1,700	-	(1,700)	-100.0%
Subtotal Charges for Services			1,443,153	1,466,060	22,907	1.6%
347.30.03	Culture and Recreation Fees	Launching Fees	4,600	4,800	200	4.3%
347.30.04	Culture and Recreation Fees	Miscellaneous Services	3,000	2,200	(800)	-26.7%
347.90.00	Culture and Recreation Fees	Special Events	1,000	-	(1,000)	-100.0%
Subtotal Culture and Recreation Fees			8,600	7,000	(1,600)	-18.6%

CITY OF DES MOINES
2015 Budget
Revenue Summary by Fund and Major Revenue Source

Fund Acct	Source	Source Detail	2014 Budget	2015 Budget	\$ Chg '14-'15	% Chg '14-'15
401 Marina Revenue Fund (Continued)						
349.00.75	Interfund Service Revenues	Marina CIP	22,500	-	(22,500)	-100.0%
354.00.00	Fines and Forfeits	Parking Fines	5,100	5,000	(100)	-2.0%
359.00.00.07	Fines and Forfeits	Moorage-Late Fees	13,500	13,000	(500)	-3.7%
Subtotal Fines and Forfeits			18,600	18,000	(600)	-3.2%
361.10.00	Interest Earnings		3,750	2,000	(1,750)	-46.7%
362.20.03	Rents and Leases	Travel Lift Equipment Rental Fee	7,572	7,342	(230)	-3.0%
362.30.00	Rents and Leases	Parking Fees	80,000	80,000	-	0.0%
362.40.00.20	Rents and Leases	Overnight Moorage	75,000	70,000	(5,000)	-6.7%
362.50.00	Rents and Leases	Storage Fees	25,900	25,900	-	0.0%
362.50.00.01	Rents and Leases	Monthly Moorage	2,140,000	2,100,000	(40,000)	-1.9%
362.50.00.02	Rents and Leases	Dry Storage	148,112	140,000	(8,112)	-5.5%
362.50.00.03	Rents and Leases	Winter Moorage	12,000	16,000	4,000	33.3%
362.50.00.05	Rents and Leases	Lockers	9,500	6,000	(3,500)	-36.8%
362.50.00.06	Rents and Leases	Leases	95,843	95,843	-	0.0%
362.50.00.07	Rents and Leases	Sub-Lease Revenue	5,580	13,000	7,420	133.0%
362.80.00	Rents and Leases	Concession Proceeds	750	500	(250)	-33.3%
362.90.01	Rents and Leases	Waiting List Admin Fee	4,500	3,500	(1,000)	-22.2%
362.90.02	Rents and Leases	Building Maintenance Fee	3,391	3,288	(103)	-3.0%
362.90.03	Rents and Leases	Travel Lift Equipment Maintenance Fee	2,260	2,192	(68)	-3.0%
Subtotal Rents and Leases			2,610,407	2,563,565	(46,842)	-1.8%
369.90.03	Miscellaneous Revenues	Keycard Sales	4,800	5,070	270	5.6%
Total Marina Revenue Fund			\$ 4,111,810	\$ 4,061,695	\$ (50,115)	-1.2%
403 Marina Repair & Replacement Fund						
361.10.00	Interest Earnings		\$ 425	\$ 425	\$ -	0.0%
395.20.00	Insurance Recoveries	"J" Dock Fire Damage Reimbursement	750,000	320,000	(430,000)	-57.3%
Total Marina Repair & Replacement Fund			\$ 750,425	\$ 320,425	\$ (430,000)	-57.3%
406 Marina Depreciation & Improvement Fund, 2008A						
361.10.00	Interest Earnings		\$ 1,000	\$ 750	\$ (250)	-25.0%
374.03.10	Contribution-Federal/State/Local	DOE/South Parking Lot Storm Water Retrofit	-	34,774	34,774	N/A
397.71.06	Transfers	Transfer-in/Fund 401 (Debt Service-2008)	514,036	513,436	(600)	-0.1%
397.71.06	Transfers	Transfer-in/Fund 401 (Capital Contributions)	-	-	-	N/A
Total Marina Depreciation & Improvement Fund			\$ 515,036	\$ 548,960	\$ 33,924	6.6%

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Revenue Summary by Fund and Major Revenue Source

Fund Acct		Source	Source Detail	2014 Budget	2015 Budget	\$ Chg '14-'15	% Chg '14-'15
450 Surface Water Mgmt Operations Fund							
341.82.99	Charges for Services		SWM - CIP Reimbursement	\$ -	\$ 30,000	\$ 30,000	N/A
343.10.00	Charges for Services		Engineering Plan Review	43,630	63,273	19,643	45.0%
343.10.00.01	Charges for Services		Storm Drainage Fees	2,410,663	2,516,197	105,534	4.4%
343.10.00.03	Charges for Services		Storm Drainage Fees (Utility Taxes)	144,640	203,373	58,733	40.6%
343.10.00.04	Charges for Services		Storm Drainage Fees (Mid-year Service Fee)	5,000	7,500	2,500	50.0%
Subtotal Charges for Services				2,603,933	2,820,343	216,410	8.3%
349.00.38	Interfund Service Revenues		SWM - CIP Reimbursement	30,000	-	(30,000)	-100.0%
361.10.00	Interest Earnings			3,000	2,000	(1,000)	-33.3%
369.90.00	Miscellaneous Revenues			13,000	24,000	11,000	84.6%
374.03.10	Contributions-Federal/State/Local		DOE/NPDES	50,000	12,500	(37,500)	-75.0%
Total Surface Water Mgmt Operations Fund				\$ 2,699,933	\$ 2,858,843	\$ 158,910	5.9%
451 Surface Water Mgmt Capital Improv Fund							
337.09.03	Local Shared Revenues		KC Flood Control/Lower Massey Creek	\$ -	\$ 180,000	\$ 180,000	N/A
337.09.04	Local Shared Revenues		KC Flood Reduction/Lower Massey Creek	-	200,000	200,000	N/A
Subtotal Local Shared Revenues				-	380,000	380,000	N/A
361.10.00	Interest Earnings			3,000	3,200	200	6.7%
379.00.00	Capital Contributions		Storm Drainage Hook-Up Fees	75,000	75,000	-	0.0%
397.31.00	Transfers		Transfer-in/Fd 450 (SWM Operations Fd)	486,455	758,450	271,995	55.9%
Total Surface Water Mgmt Capital Improv Fund				\$ 564,455	\$ 1,216,650	\$ 652,195	115.5%
500 Equipment Rental Operations Fund							
344.50.00	Charges for Services		Fuel	\$ 268,252	\$ 266,240	\$ (2,012)	-0.8%
348.99.99	Interfund Revenues			-	341,534	341,534	N/A
349.00.99	Interfund Revenues			280,480	-	(280,480)	-100.0%
361.10.00	Interest Earnings			258	258	-	0.0%
Total Equipment Rental Operations Fund				\$ 548,990	\$ 608,032	\$ 59,042	10.8%
501 Equipment Rental Replacement Fund							
348.99.99	Interfund Revenues			\$ -	\$ 300,089	\$ 300,089	N/A
349.00.99	Interfund Revenues			498,860	-	(498,860)	-100.0%
361.10.00	Interest Earnings			5,506	3,300	(2,206)	-40.1%
391.90.00.01	Other Financing Sources		Loan Proceeds/Police Vehicles	110,000	-	(110,000)	-100.0%
395.40.00	Other Financing Sources		Disposal of Fixed Assets	21,800	42,880	21,080	96.7%
397.21.00.01	Transfers		Transfer-in/Fund 001	22,912	60,000	37,088	161.9%
Total Equipment Rental Replacement Fund				\$ 659,078	\$ 406,269	\$ (252,809)	-38.4%

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Revenue Summary by Fund and Major Revenue Source

Fund Acct	Source	Source Detail	2014	2015	\$ Chg	% Chg
			Budget	Budget	'14-'15	'14-'15
506 Facility Repair & Replacement Fund						
348.99.99	Interfund Revenues		\$ -	\$ 75,835	\$ 75,835	N/A
349.00.99	Interfund Revenues		75,835	-	(75,835)	-100.0%
361.10.00	Interest Earnings		133	66	(67)	-50.4%
395.20.00	Insurance Recoveries		-	79,182	79,182	N/A
Total Facility Repair & Replacement Fund			\$ 75,968	\$ 155,083	\$ 79,115	-150.4%
510 Computer Equipment Operations Fund						
348.99.99	Interfund Revenues		\$ -	\$ 368,491	\$ 368,491	N/A
349.00.99	Interfund Revenues		343,633	-	(343,633)	-100.0%
361.10.00	Interest Earnings		100	95	(5)	-5.0%
397.10.22	Transfers	Transfer-in/Fund 511	19,900	19,900	-	0.0%
Total Computer Equipment Operations Fund			\$ 363,633	\$ 388,486	\$ 24,853	-105.0%
511 Computer Equipment Replacement Fund						
348.99.99	Interfund Revenues		\$ -	\$ 69,685	\$ 69,685	N/A
349.00.99	Interfund Revenues		104,491	-	(104,491)	-100.0%
361.10.00	Interest Earnings		765	575	(190)	-24.8%
397.18 .58	Transfers	Transfer-in/Fund 001	25,000	23,500	(1,500)	-6.0%
Total Computer Equipment Replacement Fund			\$ 130,256	\$ 93,760	\$ (36,496)	-28.0%
520 Self-Insurance Fund						
341.47.00	Charges for Services	AWC Wrkr Comp Retro Prgm	\$ 5,500	\$ 5,500	\$ -	0.0%
348.99.99	Interfund Revenues		-	637,612	637,612	N/A
349.00.99	Interfund Revenues		563,993	-	(563,993)	-100.0%
361.10.00	Interest Earnings		104	158	54	51.9%
398.00.00	Other Financing Sources	Insurance Recov/Employee Settlement Agrmnt	-	-	-	N/A
Total Self-Insurance Fund			\$ 569,597	\$ 643,270	\$ 73,673	12.9%
530 Unemployment Compensation Fund						
348.99.99	Interfund Revenues		\$ -	\$ 58,385	\$ 58,385	N/A
349.00.99	Interfund Revenues		56,490	-	(56,490)	(1)
361.10.00	Interest Earnings		281	275	(6)	(0)
Total Unemployment Compensation Fund			\$ 56,771	\$ 58,660	\$ 1,889	3.3%
GROSS TOTAL REVENUES			\$ 42,889,589	\$ 40,026,864	\$ (3,412,798)	-8.0%
Less Interfund Revenues & Transfers			6,382,856	6,156,765	(2,240,924)	-35.1%
NET TOTAL REVENUES			\$ 36,506,733	\$ 33,870,099	\$ (2,636,634)	-7.2%

CITY OF DES MOINES
2015 Budget
Revenue Summary - All Funds

Source	2014 Budget	2015 Budget	\$ Chg '14-'15	% Chg '14-'15
Property Taxes - Regular Levy	\$ 3,541,584	\$ 4,435,938	\$ 894,354	25.3%
Property Taxes - Excess Levy	-	-	-	N/A
Property Taxes - King County Parks Levy	55,000	55,000	-	0.0%
Retail Sales Taxes	2,354,735	2,077,740	(276,995)	-11.8%
Retail Sales Taxes/Local Criminal Justice	687,300	746,100	58,800	8.6%
Hotel-Motel Taxes	18,750	20,000	1,250	6.7%
Business & Occupation Taxes	734,075	723,140	(10,935)	-1.5%
Utility Taxes	3,084,500	3,579,073	494,573	16.0%
Gambling Taxes	25,000	25,000	-	0.0%
Leasehold Taxes	116,416	127,550	11,134	9.6%
Parking Taxes	24,000	23,000	(1,000)	-4.2%
Real Estate Excise Taxes	550,000	650,000	100,000	18.2%
Licenses and Permits	2,660,343	2,228,087	(432,256)	-16.2%
Federal Shared Revenues	5,853,001	3,774,586	(2,078,415)	-35.5%
State Shared Revenues	2,719,633	2,460,834	(258,799)	-9.5%
Local Shared Revenues	1,152,517	970,434	(182,083)	-15.8%
Charges for Services	6,895,910	7,614,604	721,706	10.5%
Culture and Recreation Fees	852,970	825,480	(27,490)	-3.2%
Interfund Service Revenues	1,166,070	-	(1,166,070)	-100.0%
Interfund Revenues	1,923,782	1,851,631	(72,151)	-3.8%
Fines and Forfeits	753,600	635,750	(117,850)	-15.6%
Interest Earnings	50,514	55,589	5,075	10.0%
Rents and Leases	2,813,195	2,823,465	10,270	0.4%
Contributions and Donations	489,171	27,784	(461,387)	-94.3%
Miscellaneous Revenues	57,719	239,747	182,028	315.4%
Capital Contributions	125,000	122,274	(2,726)	-2.2%
Other Financing Sources	131,800	42,880	(88,920)	-67.5%
Insurance Recoveries	760,000	539,157	(220,843)	-29.1%
Transfers	3,293,004	3,352,021	59,017	1.8%
GROSS TOTAL REVENUES	\$ 42,889,589	\$ 40,026,864	\$ (2,859,713)	-6.7%

BUDGET NARRATIVE
2015

FUND: **GENERAL**
DEPARTMENT: **LEGISLATIVE**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.100.021.511.30 60		LEGISLATIVE	\$ 94,271	\$ 87,145	\$ 77,801

The Legislative budget provides for updating the DMMC as well as costs for publishing all ordinances and legal notices. It provides for Councilmember attendance at Council meetings and for a portion of the costs associated with seminars, conferences, Council retreats and any expenditures directly associated with support of the City Council.

CITY OF DES MOINES

2015 BUDGET REQUEST

LEGISLATIVE

001.100.021 LEGISLATIVE		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 ACTUAL Jan-June	2014 EST Y-T-D	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
511.30.41.22	PROF SERV-CODE UPDATE	6,500	4,849	5,000	14,221	18,961	7,500	7,500	7,500
511.30.41.46	OFFICIAL PUBLICATION SERVICES	1,100	1,302	1,500	589	1,872	1,500	1,500	1,500
511.30.40	SUB TOTAL	7,600	6,151	6,500	14,810	20,833	9,000	9,000	9,000
511.60.10.00	SALARIES AND WAGES	68,425	55,300	74,000	32,050	56,700	74,000	63,200	58,700
511.60.10	SUB TOTAL	68,425	55,300	74,000	32,050	56,700	74,000	63,200	58,700
511.60.20.00	PERSONNEL BENEFITS	6,220	4,963	6,735	2,890	5,103	6,804	5,978	5,634
511.60.20	SUB TOTAL	6,220	4,963	6,735	2,890	5,103	6,804	5,978	5,634
511.60.31.00	OFFICE AND OPERATING SUPPLIES	2,000	905	1,500	793	1,100	1,600	1,600	1,600
511.60.30	SUB TOTAL	2,000	905	1,500	793	1,100	1,600	1,600	1,600
511.60.41.00	PROFESSIONAL SERVICES	5,000	-	-	-	-	-	-	-
511.60.41.45	ADVERTISING	-	1,105	-	-	-	-	-	-
511.60.42.00	COMMUNICATIONS	1,000	-	500	-	-	-	-	-
511.60.43.00	TRAVEL EXPENSES	500	288	500	66	200	500	500	500
511.60.49.00	MISCELLANEOUS	500	(79)	750	436	750	750	750	750
511.60.49.22	DUES, SCHOOLS, AND CONFERENCES	500	140	500	-	-	500	500	500
511.60.40	SUB TOTAL	7,500	1,454	2,250	502	950	1,750	1,750	1,750
511.70.99.05	INTERFUND INSURANCE	1,245	1,245	1,231	1,231	1,231	1,117	1,117	1,117
511.70.99	SUB TOTAL	1,245	1,245	1,231	1,231	1,231	1,117	1,117	1,117
594.11.64.00	CAPITAL OUTLAY	-	-	-	-	-	-	-	-
LEGISLATIVE TOTAL		92,990	70,018	92,216	52,275	85,917	94,271	82,645	77,801

BUDGET NARRATIVE
2015

FUND: **GENERAL**
DEPARTMENT: **LEGISLATIVE**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.100.021.511.30 60.00.00		LEGISLATIVE			
511.30.41.22	Prof Serv-Code Update	Provides for the DMMC update.	\$ 7,500	\$ 7,500	\$ 7,500
511.30.41.46	Official Publication Services	Publishing of all ordinances and any other legal notices.	\$ 1,500	\$ 1,500	\$ 1,500
TOTAL PUBLICATIONS			\$ 9,000	\$ 9,000	\$ 9,000
SALARIES AND WAGES					
511.60.10.00	Salaries And Wages	Provides for salaries for City Council members based on Council Meeting attendance (40 meeting maximum) * Mayor \$350 per meeting x 40 = \$14,000 Less: Voluntarily reduced # of paid meetings from 40 to 18 * 6 Councilmembers \$250 per meeting x 40 = \$60,000 Less: 2 Councilmembers voluntarily reduced # of paid meetings from 40 to 18	\$ 74,000	\$ 74,000	\$ 74,000
				\$ (6,300)	\$ (6,300)
					\$ (9,000)
TOTAL SALARIES			\$ 74,000	\$ 67,700	\$ 58,700
PERSONNEL BENEFITS					
511.60.20.00	Personnel Benefits	Provides for Social Security, Medicare, and L & I (Workmen's Compensation) contributions for Councilmembers.	\$ 6,804	\$ 5,978	\$ 5,634
TOTAL PERSONNEL BENEFITS			\$ 6,804	\$ 5,978	\$ 5,634
SUPPLIES					
511.60.31.00	Office And Operating Supplies	Provides for any supplies directly associated with the Council.	\$ 1,600	\$ 1,600	\$ 1,600
TOTAL SUPPLIES			\$ 1,600	\$ 1,600	\$ 1,600

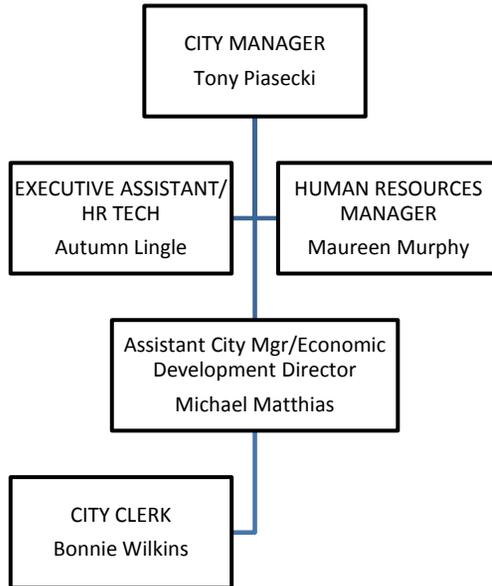
BUDGET NARRATIVE
2015

FUND: **GENERAL**
DEPARTMENT: **LEGISLATIVE**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.100.021.511.30 60.00.00		LEGISLATIVE			
		OTHER SERVICES AND CHARGES			
511.60.42.00	Communications	Provides for necessary long distance calls by Councilmembers.	\$ -	\$ -	\$ -
511.60.43.00	Travel Expenses	Provides for mileage and meals associated with seminars, conferences, etc.	\$ 500	\$ 500	\$ 500
511.60.49.00	Miscellaneous	Miscellaneous expenses not covered below.	\$ 750	\$ 750	\$ 750
511.60.49.22	Dues, Schools, And Conferences	Provides for registration of seminars and conferences.	\$ 500	\$ 500	\$ 500
		TOTAL OTHER SERVICES AND CHARGES	\$ 1,750	\$ 1,750	\$ 1,750
		INTERFUND PAYMENTS			
511.70.99.05	Interfund Insurance	Provides for a transfer to the City's self-insurance fund to cover insurance expenses.	\$ 1,117	\$ 1,117	\$ 1,117
		TOTAL INTERFUND SERVICES	\$ 1,117	\$ 1,117	\$ 1,117
		TOTAL LEGISLATIVE	\$ 94,271	\$ 87,145	\$ 77,801

CITY OF DES MOINES
EXECUTIVE

Organizational Chart



Department/Divisions

- City Manager*
- Hearing Examiner Services*
- Economic Development*
- Public Defender*
- Record Services*
- Personnel Services*
- Central Services*
- Detention Activities*
- Community Information Services*
- Risk Management*
- Unemployment Compensation*

BUDGET NARRATIVE

2015

FUND: **GENERAL**
DEPARTMENT: **EXECUTIVE**

Account No.	Narrative	Departmental Request	Executive Amendment	Adopted
	EXECUTIVE	\$ 1,481,902	\$ 1,460,646	\$ 1,460,246
001.140.023.513.10	Executive	\$ 372,022	\$ 368,481	\$ 368,481
	The Executive budget provides funding for the City Manager's office. The City Manager is responsible to the City Council for overall administration of all City departments, providing advice to the City Council, and implementing City Council goals, budgets and policy directions.			
001.141.023.558.60	Hearing Examiner Services	\$ 5,000	\$ 5,000	\$ 5,000
	The Hearing Examiner Services is a contract professional services responsible for conducting administrative or quasi-judicial hearings. As established in Municipal Code of the City, the Hearing Examiner shall interpret, analyze, and review administrative decisions and matters concerning land use regulation.			
001.145.023.558.70	Economic Development	\$ 149,350	\$ 148,917	\$ 148,517
	The Economic Development Division assists in fostering economic growth in the City.			
001.150.023.515.91	Public Defender	\$ 126,700	\$ 126,700	\$ 126,700
	The Public Defender services is a contract public defense services responsible for providing high-quality legal representation to indigent criminal defendants.			

BUDGET NARRATIVE

2015

FUND: **GENERAL**
DEPARTMENT: **EXECUTIVE**

Account No.	Narrative	Departmental Request	Executive Amendment	Adopted
001.180.023.514.21	Record Services	\$ 120,942	\$ 119,573	\$ 119,573
	Records Services is a City Clerk function, which consists of preparing City Council packets, recording of Council meeting minutes and tracking of legislative policy development. The City Clerk's office is custodian of all of the City's legal documents, including ordinances and resolutions, and processes public records requests.			
001.230.023.518.10	Personnel Services	\$ 149,821	\$ 148,908	\$ 148,908
	This budget section accounts for the expenses associated with personnel administration such as employee negotiations, employee recognition programs, general training expenses, labor-related legal fees, OSHA safety compliance, health benefits billing administration fees, and associated personnel services provided to all City departments.			
001.235.023.517.90	Wellness Program	\$ 2,520	\$ 2,520	\$ 2,520
	The Council adopted Resolution No. 1277 re-establishing the City Employee Wellness Program sponsored through Association of Washington Cities.			
001.240.023.518.70	Printing and Duplicating Services	\$ 6,000	\$ 6,000	\$ 6,000
	Printing and Duplicating Services provides for all the supplies and maintenance for the multifunction copier equipment at City Hall that is shared by administration divisions (Executive, City Clerk, and Finance). This copier has fax, scanner, and printer capabilities.			

BUDGET NARRATIVE

2015

FUND: **GENERAL**
DEPARTMENT: **EXECUTIVE**

Account No.	Narrative	Departmental Request	Executive Amendment	Adopted
001.280.023.518.90	Communication	\$ 58,863	\$ 58,863	\$ 58,863
	Communication budget provides for the monthly telephone line costs for the entire City Hall Complex. It also provides for the cost of postage for the City and for the maintenance of the postage machine.			
001.400.023.523.21	Jail Services	\$ 472,934	\$ 457,934	\$ 457,934
	The Jail Services budget includes contracting for jail services with SCORE starting September 1, 2011.			
001.550.023.557.20	Community Information Services	\$ 17,750	\$ 17,750	\$ 17,750
	Community Information Services informs the community via video and print. Included in this budget are expenditures to broadcast video tapings of City Council meetings on the cable public access channel and on the City's website. This budget also includes mailing costs for the 'City Currents' newsletter to be delivered to all postal recipients and printing and distribution costs for announcements of neighborhood meetings and similar informational items.			

CITY OF DES MOINES

2015 BUDGET REQUEST

EXECUTIVE

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST Y-T-D	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
001.140.023	EXECUTIVE									
513.10.10.00	SALARIES & WAGES	351,873	339,732	351,253	351,253	191,915	313,437	249,388	249,388	249,388
513.10.11.00	OVERTIME	-	163	-	-	557	900	-	-	-
513.10.10	SUB TOTAL	351,873	339,895	351,253	351,253	192,472	314,337	249,388	249,388	249,388
513.10.20.00	PERSONNEL BENEFITS	111,592	113,178	128,700	128,700	63,995	117,090	94,534	93,953	93,953
513.10.20.90	DEPENDENT MEDICAL EE CONTRIBUTION	(1,286)	(1,694)	(2,006)	(2,006)	(936)	(1,667)	(1,343)	(2,878)	(2,878)
513.10.20	SUB TOTAL	110,306	111,484	126,694	126,694	63,059	115,424	93,191	91,075	91,075
513.10.31.00	OFFICE AND OPERATING SUPPLIES	975	1,762	2,000	2,000	2,466	3,500	2,000	2,000	2,000
513.10.35.00	SMALL TOOLS & EQUIPMENT	400	-	-	-	-	-	-	-	-
513.10.35.90	SMALL EQP > \$1,000 < \$5,000	-	-	-	-	-	-	-	-	-
513.10.30	SUB TOTAL	1,375	1,762	2,000	2,000	2,466	3,500	2,000	2,000	2,000
513.10.41.00	PROFESSIONAL SERVICES	3,000	500	1,000	1,000	-	400	-	-	-
513.10.42.00	COMMUNICATION	1,050	199	360	360	113	235	400	400	400
513.10.43.00	TRAVEL EXPENSES	1,050	129	500	500	22	500	500	500	500
513.10.49.00	MISCELLANEOUS	1,070	605	750	750	565	750	1,000	1,000	1,000
513.10.49.22	DUES, SCHOOLS, & CONFERENCES	2,310	4,031	4,485	4,485	408	3,500	4,500	4,500	4,500
513.10.40	SUB TOTAL	8,480	5,464	7,095	7,095	1,108	5,385	6,400	6,400	6,400
513.10.99.01	COMPUTER INTERFUND MAINTENANCE	9,040	9,040	6,700	6,700	3,959	6,700	5,130	5,130	5,130
513.10.99.02	COMPUTER INTERFUND REPLACEMENT	1,248	1,248	1,255	1,255	628	837	2,103	678	678
513.10.99.05	INTERFUND INSURANCE	12,080	12,080	11,371	11,371	11,371	11,371	13,810	13,810	13,810
513.10.99	SUB TOTAL	22,368	22,368	19,326	19,326	15,958	18,908	21,043	19,618	19,618
594.13.64.00	EQUIPMENT	-	-	-	-	-	-	-	-	-
594.13.60	SUB TOTAL	-	-	-	-	-	-	-	-	-
EXECUTIVE TOTAL		494,402	480,974	506,368	506,368	275,063	457,554	372,022	368,481	368,481

BUDGET NARRATIVE
2015

FUND: **GENERAL**
DEPARTMENT: **EXECUTIVE**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.140.023.513.10.00.00		EXECUTIVE			
		OTHER SERVICES AND CHARGES			
513.10.41.00	Professional Services	Provides for general labor representation services.	\$ -	\$ -	\$ -
513.10.42.00	Communication	Long distance charges	400	400	400
513.10.43.00	Travel Expenses	Provides for travel to training seminars & conferences, such as: Dinner and lunch meetings such as Suburban Cities, King County Officials, Chamber of Commerce, etc.	500	500	500
		Travel expenses for training for Executive Assistant			\$ 400
					\$ 100
					<u>\$ 500</u>
513.10.49.00	Miscellaneous	Provides for minor expenses not budgeted elsewhere: subscriptions, etc.	1,000	1,000	1,000
		Newspaper subscriptions			\$ 325
		Local Luncheon Meetings			\$ 220
		Miscellaneous			\$ 455
					<u>\$ 1,000</u>

BUDGET NARRATIVE
2015

FUND: **GENERAL**
DEPARTMENT: **EXECUTIVE**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.140.023.513.10.00.00		EXECUTIVE			
513.10.49.22	Dues, Schools, & Conferences	Provides for seminar & conference fees, and membership dues: ICMA dues (CM & ACM) \$ 2,300 WCMA dues (CM & ACM) \$ 365 AWC registration \$ 150 Legislative conference registration \$ 110 WCMA conference registration (2) \$ 685 ICMA conference registration \$ 715 Training for Executive Assistant \$ 175 <u>\$ 4,500</u>	4,500	4,500	4,500
		TOTAL OTHER SERVICES AND CHARGES	\$ 6,400	\$ 6,400	\$ 6,400
		INTERFUND PAYMENTS			
513.10.99.01	Computer Interfund Maintenance	Provides for maintenance of computers and printers.	\$ 5,130	\$ 5,130	\$ 5,130
513.10.99.02	Computer Interfund Replacement	Provides for allocated cost for shared server, computers, EDEN Financial System, & network infrastructure upgrades.	\$ 2,103	\$ 678	\$ 678
513.10.99.05	Interfund Insurance	Provides for a transfer to the City's self-insurance fund to cover insurance expenses.	\$ 13,810	\$ 13,810	\$ 13,810
		TOTAL INTERFUND PAYMENTS	\$ 21,043	\$ 19,618	\$ 19,618
594.13.64.00	Equipment	CAPITAL OUTLAY			
		TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -
		TOTAL EXECUTIVE	\$ 372,022	\$ 368,481	\$ 368,481

CITY OF DES MOINES

2015 BUDGET REQUEST

EXECUTIVE
HEARING EXAMINER SERVICES

EXECUTIVE HEARING EXAMINER SERVICES		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST Y-T-D	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
001.141.023	HEARING EXAMINER SERVICES	11,000	17,850	5,000	5,000	2,552	4,175	5,000	5,000	5,000
558.60.41.47	HEARING EXAMINER SERVICES	11,000	17,850	5,000	5,000	2,552	4,175	5,000	5,000	5,000
558.60.40	SUB TOTAL	11,000	17,850	5,000	5,000	2,552	4,175	5,000	5,000	5,000
	HEARING EXAMINER SERVICES TOTAL	11,000	17,850	5,000	5,000	2,552	4,175	5,000	5,000	5,000

BUDGET NARRATIVE
2015

FUND: **GENERAL**
DEPARTMENT: **EXECUTIVE**
DIVISION: **Hearing Examiner**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.141.023.558.60.00.00		HEARING EXAMINER SERVICES			
		OTHER SERVICES AND CHARGES			
558.60.41.47	Hearing Examiner Services	Provides for hearing examiner services.	\$ 5,000	\$ 5,000	\$ 5,000
		TOTAL OTHER SERVICES AND CHARGES	\$ 5,000	\$ 5,000	\$ 5,000
		TOTAL HEARING EXAMINER SERVICES	\$ 5,000	\$ 5,000	\$ 5,000

CITY OF DES MOINES

2015 BUDGET REQUEST

EXECUTIVE
ECONOMIC DEVELOPMENT

001.145.023 EXECUTIVE ECONOMIC DEVELOPMENT		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST Y-T-D	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
558.70.10.00	SALARIES & WAGES	92,000	91,920	98,472	98,472	48,510	103,168	106,511	106,511	106,511
558.70.10	SUB TOTAL	92,000	91,920	98,472	98,472	48,510	103,168	106,511	106,511	106,511
558.70.20.00	PERSONNEL BENEFITS	39,770	40,815	45,407	45,407	23,734	41,282	34,804	34,728	34,733
558.70.20.90	DEPENDENT MEDICAL EE CONTRIBUTION	(1,295)	(1,295)	(1,529)	(1,529)	(764)	(926)	(247)	(604)	(609)
558.70.20	SUB TOTAL	38,475	39,520	43,878	43,878	22,970	40,356	34,557	34,124	34,124
558.70.31.00	OFFICE AND OPERATING SUPPLIES	625	304	500	500	328	500	500	500	500
558.70.30	SUB TOTAL	625	304	500	500	328	500	500	500	500
558.70.41.00	PROFESSIONAL SERVICES	1,000	-	500	500	-	250	500	500	500
558.70.43.00	TRAVEL EXPENSES	100	194	200	200	112	200	200	200	200
558.70.49.22	DUES, SCHOOLS, & CONFERENCES	250	64	200	200	185	185	200	200	200
558.70.40	SUB TOTAL	1,700	258	900	900	297	635	900	900	900
558.70.99.01	COMPUTER MAINTENANCE	2,260	2,260	1,675	1,675	990	1,675	1,710	1,710	1,710
558.70.99.02	COMPUTER REPLACEMENT	279	279	275	275	137	183	400	400	-
558.70.99.05	INTERFUND INSURANCE	4,677	4,677	4,375	4,375	4,375	4,375	4,772	4,772	4,772
558.70.99	SUB TOTAL	7,216	7,216	6,325	6,325	5,502	6,233	6,882	6,882	6,482
ECONOMIC DEVELOPMENT TOTAL		140,016	139,218	150,075	150,075	77,607	150,892	149,350	148,917	148,517

BUDGET NARRATIVE 2015

FUND: **GENERAL**
 DEPARTMENT: **EXECUTIVE**
 DIVISION: **Economic Development**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.145.023.558.70.00.00		ECONOMIC DEVELOPMENT			
		SALARIES AND WAGES			
558.70.10.00	Salaries	<u>0.75</u> Asst City Manager/Economic Development Director 0.75 FTE	\$ 106,511	\$ 106,511	\$ 106,511
		TOTAL SALARIES	\$ 106,511	\$ 106,511	\$ 106,511
		PERSONNEL BENEFITS			
558.70.20.00	Personnel Benefits	Provides personnel benefits for ACM	\$ 34,804	\$ 34,728	\$ 34,733
558.70.20.90	Employee Medical Contribution	Employee's share of health insurance premium cost for spouse and/or dependents. Starting 2015, dept. heads & exempt employees contribute for self; 2015 contribution is 5%.	(247)	(604)	(609)
		TOTAL PERSONNEL BENEFITS	\$ 34,557	\$ 34,124	\$ 34,124
		SUPPLIES			
558.70.31.00	Office Supplies	Cost of stationery, business cards, and other supplies as needed.	\$ 500	\$ 500	\$ 500
		TOTAL SUPPLIES	\$ 500	\$ 500	\$ 500
		OTHER SERVICES AND CHARGES			
558.70.41.00	Professional Services	Provides for professional services as needed.	\$ 500	\$ 500	\$ 500
558.70.43.00	Travel	Provides for travel to training seminars & conferences, such as: Dinner and lunch meetings such as Suburban Cities, King County Officials, Chamber of Commerce, etc.	200	200	200

BUDGET NARRATIVE 2015

FUND: **GENERAL**
 DEPARTMENT: **EXECUTIVE**
 DIVISION: **Economic Development**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.145.023.558.70.00.00		ECONOMIC DEVELOPMENT			
558.70.49.22	Dues, Schools, & Conferences	Provides for seminar & conference fees, and membership dues.	200	200	200
		TOTAL OTHER SERVICES AND CHARGES	\$ 900	\$ 900	\$ 900
		INTERFUND PAYMENTS			
558.70.99.01	Computer Maintenance	Provides for maintenance of computers and printers.	\$ 1,710	\$ 1,710	\$ 1,710
558.70.99.02	Computer Replacement	Provides for allocated cost for shared server, computers, EDEN Financial System, & network infrastructure upgrades.	\$ 400	\$ 400	\$ -
558.70.99.05	Interfund Insurance	Provides for a transfer to the City's self-insurance fund to cover insurance expenses.	\$ 4,772	\$ 4,772	\$ 4,772
		TOTAL INTERFUND PAYMENTS	\$ 6,882	\$ 6,882	\$ 6,482
		CAPITAL OUTLAY			
		TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -
		TOTAL ECONOMIC DEVELOPMENT	\$ 149,350	\$ 148,917	\$ 148,517

CITY OF DES MOINES

2015 BUDGET REQUEST

EXECUTIVE
PUBLIC DEFENDER

EXECUTIVE PUBLIC DEFENDER		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
001.150.023										
515.91.41.05	PROF. SERVICES-PUBLIC DEFENDER	110,000	102,700	110,000	110,000	52,990	107,955	110,000	110,000	110,000
515.91.41.06	PROF. SERVICES-VIDEO ARRAIGNMENT	14,400	14,400	14,400	14,400	7,200	14,400	14,700	14,700	14,700
515.91.41.04	PROF. SERVICES-INTERPRETER SERVICES							500	500	500
515.91.49.22	DUES, SCHOOLS, & CONFERENCES							1,000	1,000	1,000
515.91.49.31	EXPERT WITNESSES							500	500	500
515.91.40	SUB TOTAL	124,400	117,100	124,400	124,400	60,190	122,355	126,700	126,700	126,700
	PUBLIC DEFENDER TOTAL	124,400	117,100	124,400	124,400	60,190	122,355	126,700	126,700	126,700

BUDGET NARRATIVE

2015

FUND: **GENERAL**
 DEPARTMENT: **EXECUTIVE**
 DIVISION: **Public Defender**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.150.023.515.91.00.00		PUBLIC DEFENDER			
		OTHER SERVICES AND CHARGES			
515.91.41.00	Professional Services	Provides for the following contract professional services:	\$ 125,200	\$ 125,200	\$ 125,200
515.91.41.05		Public Defenders for indigent defendants	\$ 110,000		
515.91.41.06		Video Arraignment Public Defender and Other Services	\$ 14,700		
515.91.41.04		Interpreter Services	<u>\$ 500</u>		
			<u>\$ 125,200</u>		
515.91.49.22	Dues, Schools, & Conferences	Provides for training conference registration fees.	\$ 1,000	\$ 1,000	\$ 1,000
515.91.49.31	Expert Witnesses	Provides for fees to expert witnesses.	\$ 500	\$ 500	\$ 500
		TOTAL OTHER SERVICES AND CHARGES	<u>\$ 126,700</u>	<u>\$ 126,700</u>	<u>\$ 126,700</u>
		TOTAL PUBLIC DEFENDER	<u>\$ 126,700</u>	<u>\$ 126,700</u>	<u>\$ 126,700</u>

CITY OF DES MOINES

2015 BUDGET REQUEST

EXECUTIVE
RECORDS SERVICES

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST Y-T-D	2015 DEPT REQ	2015 EXEC AMEND	2015 ADOPTED
001.180.023	RECORDS SERVICES									
514.21.10.00	SALARIES & WAGES	83,364	68,777	73,698	73,698	36,168	73,654	78,903	78,903	78,903
514.21.10	SUB TOTAL	83,364	68,777	73,698	73,698	36,168	73,654	78,903	78,903	78,903
514.21.20.00	PERSONNEL BENEFITS	22,735	25,843	28,030	28,030	15,110	29,273	30,952	30,711	30,714
514.21.20.90	EMPLOYEE MED CONTRIBUTION	(651)	(326)	(396)	(396)	(198)	(396)	(416)	(1,019)	(1,022)
514.21.20	SUB TOTAL	22,084	25,517	27,634	27,634	14,912	28,877	30,536	29,692	29,692
514.21.31.00	OFFICE & OPERATING SUPPLIES	2,500	577	2,300	2,300	172	500	750	750	750
514.21.35.00	SMALL TOOLS & EQUIPMENT	300	-	300	300	-	5,165	750	750	750
514.21.30	SUB TOTAL	2,800	577	2,600	2,600	172	5,665	1,500	1,500	1,500
514.21.41.00	PROFESSIONAL SERVICES	0	-	10,500	10,500	-	-	-	-	-
514.21.41.42	PROF SERV-RECORD STORAGE	5,500	6,191	5,000	5,000	3,787	6,400	-	-	-
514.21.41.45	ADVERTISING	100	-	100	100	-	-	-	-	-
514.21.42.00	COMMUNICATIONS	40	18	-	-	-	-	-	-	-
514.21.43.00	TRAVEL EXPENSES	0	68	400	400	520	520	1,100	1,100	1,100
514.21.49.00	MISCELLANEOUS	100	35	100	100	-	100	200	200	200
514.21.49.22	DUES, SCHOOLS, & CONFERENCES	600	710	1,950	1,950	975	1,160	1,600	1,600	1,600
514.21.40	SUB TOTAL	6,340	7,022	18,050	18,050	5,282	8,180	2,900	2,900	2,900
514.21.99.01	COMPUTER MAINTENANCE	4,520	4,520	1,675	1,675	990	1,675	1,710	1,710	1,710
514.21.99.02	COMPUTER REPLACEMENT	640	640	362	362	181	241	725	200	200
514.21.99.05	INTERFUND INSURANCE	8,361	8,361	8,211	8,211	8,211	8,211	4,668	4,668	4,668
514.21.99	SUB TOTAL	13,521	13,521	10,248	10,248	9,382	10,127	7,103	6,578	6,578
594.14.64.00	EQUIPMENT	0	-	-	-	-	-	-	-	-
594.14.60	SUB TOTAL	0	-	-	-	-	-	-	-	-
	TOTAL RECORDS SERVICES	128,109	115,414	132,230	132,230	65,915	126,503	120,942	119,573	119,573

BUDGET NARRATIVE
2015

FUND: **GENERAL**
DEPARTMENT: **EXECUTIVE**
DIVISION: **Records Services**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.180.023.514.21.00.00					
RECORD SERVICES					
SALARIES AND WAGES					
514.21.10.00	Salaries and Wages	1.0 City Clerk	\$ 78,903	\$ 78,903	\$ 78,903
TOTAL SALARIES			\$ 78,903	\$ 78,903	\$ 78,903
PERSONNEL BENEFITS					
514.21.20.00	Personnel Benefits	Provides for personnel benefits for the City Clerk.	\$ 30,952	\$ 30,711	\$ 30,714
514.21.20.90	Employee Medical Contribution	Employee's share of health insurance premium cost for spouse and/or dependents. Starting 2015, dept. heads & exempt employees contribute for self; 2015 contribution is 5%.	\$ (416)	\$ (1,019)	\$ (1,022)
TOTAL PERSONNEL BENEFITS			\$ 30,536	\$ 29,692	\$ 29,692
SUPPLIES					
514.21.31.00	Office Supplies	Provides for general office supplies.	\$ 750	\$ 750	\$ 750
514.21.35.00	Small Tools and Equipment	Provides for purchase or replacement of small non-capitalized items such as calculators.	\$ 750	\$ 750	\$ 750
TOTAL SUPPLIES			\$ 1,500	\$ 1,500	\$ 1,500

BUDGET NARRATIVE 2015

FUND: **GENERAL**
 DEPARTMENT: **EXECUTIVE**
 DIVISION: **Records Services**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.180.023.514.21.00.00		RECORD SERVICES			
		OTHER SERVICES AND CHARGES			
514.21.41.42	Prof Serv-Record Storage	Provides for archive services and off site storage for non-financial City records. Starting 2015, City Clerk will no longer use record storage services.	\$ -	\$ -	\$ -
514.21.41.45	Advertising	Provides for any miscellaneous advertising.	\$ -	\$ -	\$ -
514.21.42.00	Communications	Provides for long distance telephone charges.	\$ -	\$ -	\$ -
514.21.43.00	Travel	For City Clerk training and certification courses.	\$ 1,100	\$ 1,100	\$ 1,100
514.21.49.00	Miscellaneous	Provides for other miscellaneous expenses, such as filing fees.	\$ 200	\$ 200	\$ 200
514.21.49.22	Dues, Schools, & Conferences	Provides for membership dues and registration fees for conferences and seminars.	\$ 1,600	\$ 1,600	\$ 1,600
		1. King County City Clerks Association	\$ 90		
		2. WA Municipal Clerks Association	\$ 75		
		3. Int'l Institute of Municipal Clerks	\$ 185		
		4. WA Municipal Clerks Conf	\$ 625		
		5. WA Assoc Public Records Officials	\$ 25		
		6. Other Municipal Clerks Association	\$ 600		
			\$ 1,600		
		TOTAL OTHER SERVICES AND CHARGES	\$ 2,900	\$ 2,900	\$ 2,900

BUDGET NARRATIVE
2015

FUND: **GENERAL**
DEPARTMENT: **EXECUTIVE**
DIVISION: **Records Services**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.180.023.514.21.00.00					
		RECORD SERVICES			
		INTERFUND SERVICES			
514.21.99.01	Computer Maintenance	Provides for maintenance of computers and printers.	\$ 1,710	\$ 1,710	\$ 1,710
514.21.99.02	Computer Replacement	Provides for computer software & hardware replacement.	\$ 725	\$ 200	\$ 200
514.21.99.05	Interfund Insurance	Provides for a transfer to the City's self-insurance fund to cover insurance expenses.	\$ 4,668	\$ 4,668	\$ 4,668
		TOTAL INTERFUND SERVICES	\$ 7,103	\$ 6,578	\$ 6,578
		CAPITAL OUTLAY			
594.14.64.00	Equipment		\$ -	\$ -	\$ -
		TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -
		TOTAL RECORD SERVICES	\$ 120,942	\$ 119,573	\$ 119,573

CITY OF DES MOINES

2015 BUDGET REQUEST

EXECUTIVE
PERSONNEL SERVICES

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST Y-T-D	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
001.230.023	PERSONNEL SERVICES									
518.10.10.00	SALARIES & WAGES	0	-	-	-	6,951	52,037	98,577	98,577	98,577
518.10.10	SUB TOTAL	0	-	-	-	6,951	52,037	98,577	98,577	98,577
518.10.20.00	PERSONNEL BENEFITS	0	-	-	-	2,035	15,091	28,310	28,240	28,246
518.10.20.90	EMPLOYEE MED CONTRIBUTION	0	-	-	-	-	-	-	(318)	(324)
518.10.20	SUB TOTAL	0	-	-	-	2,035	15,091	28,310	27,922	27,922
518.10.31.00	OFFICE & OPERATING SUPPLIES	1,700	-	1,200	1,200	38	591	1,200	1,200	1,200
518.10.35.00	SMALL TOOLS & EQUIPMENT	0	-	-	-	-	370	-	-	-
518.10.35.90	SMALL EQUIPMENT >\$1,000 <\$5,000	0	-	-	-	-	(0)	-	-	-
518.10.30	SUB TOTAL	1,700	-	1,200	1,200	38	960	1,200	1,200	1,200
518.10.41.00	PROFESSIONAL SERVICES	76,390	71,138	17,360	17,360	3,847	20,539	17,100	17,100	17,100
518.10.41.29	MGT RECRUITMENT SEARCH	0	-	-	-	35,158	35,158	-	-	-
518.10.41.45	ADVERTISING	0	-	-	-	417	625	-	-	-
518.10.42.00	COMMUNICATIONS	250	49	150	150	-	-	-	-	-
518.10.43.00	TRAVEL EXPENSES	314	-	250	250	-	-	300	300	300
518.10.49.00	MISCELLANEOUS	1,485	114	400	400	-	400	400	400	400
518.10.49.22	DUES, SCHOOLS, & CONFERENCES	1,450	1,155	1,410	1,410	-	500	1,500	1,500	1,500
518.10.40	SUB TOTAL	79,889	72,456	19,570	19,570	39,422	57,222	19,300	19,300	19,300
518.10.99.01	COMPUTER MAINTENANCE	2,260	2,260	1,675	1,675	990	1,675	1,710	1,710	1,710
518.10.99.02	COMPUTER REPLACEMENT	361	361	361	361	181	240	724	199	199
518.10.99.05	INTERFUND INSURANCE	0	-	-	-	-	-	-	-	-
518.10.90	SUB TOTAL	2,621	2,621	2,036	2,036	1,170	1,915	2,434	1,909	1,909
594.18.64.00	EQUIPMENT	0	-	-	-	-	-	-	-	-
594.18.60	SUB TOTAL	0	-	-	-	-	-	-	-	-
	PERSONNEL SERVICES TOTAL	84,210	75,077	22,806	22,806	49,616	127,225	149,821	148,908	148,908

BUDGET NARRATIVE

2015

FUND: **GENERAL**
 DEPARTMENT: **EXECUTIVE**
 DIVISION: **Personnel Services**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.230.023.518.10.00.00					
		PERSONNEL SERVICES			
		SALARIES AND WAGES			
518.10.10	Salaries and Wages	Provides for the following personnel: 1.0 FTE Human Resource Manager	\$ 98,577	\$ 98,577	\$ 98,577
		TOTAL SALARIES AND WAGES	\$ 98,577	\$ 98,577	\$ 98,577
		PERSONNEL BENEFITS			
518.10.20	Personnel Benefits	Provides for personnel benefits.	\$ 28,310	\$ 28,240	\$ 28,246
518.10.20.90	Employee Medical Contribution	Employee's share of health insurance premium cost for spouse and/or dependents. Starting 2015, dept. heads & exempt employees contribute for self; 2015 contribution is 5%.	\$ -	\$ (318)	\$ (324)
		TOTAL PERSONNEL BENEFITS	\$ 28,310	\$ 27,922	\$ 27,922
		SUPPLIES			
518.10.31.00	Office Supplies	Provides for the purchase of general office supplies such as forms, books, applications, files, etc. Includes supplies for safety and employee recognition programs.	\$ 1,200	\$ 1,200	\$ 1,200
518.10.35.00	Small Tools & Equipment	Provides for purchase of miscellaneous equipment.	\$ -	\$ -	\$ -
		TOTAL SUPPLIES	\$ 1,200	\$ 1,200	\$ 1,200
		OTHER SERVICES AND CHARGES			
518.10.41.00	Professional Services	Contingency for outside counsel on labor or personnel disputes and fees for in-service training seminars and professional services.	\$ 17,100	\$ 17,100	\$ 17,100

BUDGET NARRATIVE 2015

FUND: **GENERAL**
 DEPARTMENT: **EXECUTIVE**
 DIVISION: **Personnel Services**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.230.023.518.10.00.00		PERSONNEL SERVICES			
		JobMatch ApplicantPRO online system	\$ 2,508		
		ACRAnet Background Checks	\$ 1,910		
		WA Dept of Licensing - Driver abstracts	\$ 520		
		Degree Verifications - Natl Clearinghouse	\$ 200		
		Required Hearing Conservation Program	\$ 1,000		
		Professional HR Services	\$ 250		
		General Labor Legal Services	\$ 3,000		
		HRA Admin Fees	\$ 1,800		
		FSA Admin Fees	\$ 245		
		Other Professional HR-related services	<u>\$ 5,667</u>		
			<u><u>\$ 17,100</u></u>		
518.10.42.00	Communications	Provides for Courier Service for safety videos.	\$ -	\$ -	\$ -
518.10.43.00	Travel	Meeting Travel and Conferences	\$ 300	\$ 300	\$ 300
518.10.49.00	Miscellaneous	Provides for other miscellaneous expenses, such as:	\$ 400	\$ 400	\$ 400
		Employment Law Newsletter	\$ 200		
		Miscellaneous	<u>\$ 200</u>		
			<u><u>\$ 400</u></u>		
518.10.49.22	Dues, Schools, & Conferences	Provides for dues, conferences and seminars, employee training:	\$ 1,500	\$ 1,500	\$ 1,500
		CDL Drug and Alcohol Testing AWC			
		Membership Fees	\$ 1,050		
		WAPELRA Membership/Conf Registration	\$ 250		
		Labor Institute Registration	<u>\$ 200</u>		
			<u><u>\$ 1,500</u></u>		
TOTAL OTHER SERVICES AND CHARGES			<u>\$ 19,300</u>	<u>\$ 19,300</u>	<u>\$ 19,300</u>

BUDGET NARRATIVE 2015

FUND: **GENERAL**
 DEPARTMENT: **EXECUTIVE**
 DIVISION: **Personnel Services**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.230.023.518.10.00.00		PERSONNEL SERVICES			
		INTERFUND SERVICES			
518.10.99.01	Computer Maintenance	Provides for computer hardware maintenance.	\$ 1,710	\$ 1,710	\$ 1,710
518.10.99.02	Computer Replacement	Provides for computer software & hardware replacement.	\$ 724	\$ 199	\$ 199
518.10.99.05	Interfund Insurance	Contribution to the Self Insurance Fund.	\$ -	\$ -	\$ -
		TOTAL INTERFUND SERVICES	\$ 2,434	\$ 1,909	\$ 1,909
		TOTAL PERSONNEL SERVICES	\$ 149,821	\$ 148,908	\$ 148,908

CITY OF DES MOINES

2015 BUDGET REQUEST

WELLNESS PROGRAM

001.235.023 WELLNESS PROGRAM		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST Y-T-D	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
517.90.31.00	OFFICE SUPPLIES	-	-	-	-	-	-	1,575	1,575	1,575
517.90.30	SUB TOTAL	-	-	-	-	-	-	1,575	1,575	1,575
517.90.43.00	TRAVEL EXPENSES	-	-	-	-	-	-	525	525	525
517.90.49.22	DUES, SCHOOLS, & CONFERENCES	-	-	-	-	-	-	420	420	420
517.90.40	SUB TOTAL	-	-	-	-	-	-	945	945	945
	WELLNESS PROGRAM TOTAL	-	-	-	-	-	-	2,520	2,520	2,520

BUDGET NARRATIVE 2015

FUND: **GENERAL FUND**
 DEPARTMENT: **EXECUTIVE**
 DIVISION: **WELLNESS PROGRAM**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.235.023.517.90.00.00			WELLNESS PROGRAM		
SUPPLIES					
517.90.31.00	Office Supplies	Provides for the purchase of general office supplies for wellness program.	\$ 1,575	\$ 1,575	\$ 1,575
TOTAL SUPPLIES			\$ 1,575	\$ 1,575	\$ 1,575
OTHER SERVICES AND CHARGES					
517.90.43.00	Travel	Meeting Travel and Conferences	\$ 525	\$ 525	\$ 525
517.90.49.22	Dues, Schools, & Conferences	Provides for miscellaneous dues, conferences and seminars.	\$ 420	\$ 420	\$ 420
TOTAL OTHER SERVICES AND CHARGES			\$ 945	\$ 945	\$ 945
TOTAL WELLNESS PROGRAM			\$ 2,520	\$ 2,520	\$ 2,520

CITY OF DES MOINES

2015 BUDGET REQUEST

EXECUTIVE
PRINTING & DUPLICATION SERVICES

001.240.023	CENTRAL SERVICES PRINTING & DUPLICATING	2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
518.70.31.00	OFFICE & OPERATING SUPPLIES	2,000	-	600	600	-	878	1,000	1,000	1,000
518.70.35.00	SMALL TOOLS & EQUIPMENT	0	-	-	-	-	-	-	-	-
518.70.30	SUB TOTAL	2,000	-	600	600	-	878	1,000	1,000	1,000
518.70.45.02	COPIER LEASE	5,766	4,118	5,000	5,000	2,673	3,765	5,000	5,000	5,000
518.70.40	SUB TOTAL	5,766	4,118	5,000	5,000	2,673	3,765	5,000	5,000	5,000
594.18.64.00	EQUIPMENT	-	-	-	-	-	-	-	-	-
594.18.60	SUB TOTAL	-	-	-	-	-	-	-	-	-
	TOTAL PRINTING & DUPLICATION	7,766	4,118	5,600	5,600	2,673	4,644	6,000	6,000	6,000

BUDGET NARRATIVE

2015

FUND: **GENERAL**
 DEPARTMENT: **EXECUTIVE**
 DIVISION: **PRINTING AND DUPLICATION SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.240.023.518.70.00.00		PRINTING AND DUPLICATION SERVICES			
		SUPPLIES			
518.70.31.00	Supplies	Provides funding for all supplies needed for use of multifunction copier machine at City Hall. Printing costs contained by increased 2-sided copying.	\$ 1,000	\$ 1,000	\$ 1,000
		TOTAL SUPPLIES	\$ 1,000	\$ 1,000	\$ 1,000
		OTHER SERVICES AND CHARGES			
518.70.45.02	Copier Lease	Provides for operating cost per copy at City Hall. Copiers Northwest (Overage Charge) \$ 5,000 Sharp (Lease reclassified as Capital Lease - \$2,517)	\$ 5,000	\$ 5,000	\$ 5,000
		<u>\$ 5,000</u>			
		Note: Sharp copier is leased with Wells Fargo Financing and will expire in 1/31/2016.			
		TOTAL OTHER SERVICES AND CHARGES	\$ 5,000	\$ 5,000	\$ 5,000
		TOTAL PRINTING AND DUPLICATING	\$ 6,000	\$ 6,000	\$ 6,000

CITY OF DES MOINES

2015 BUDGET REQUEST

EXECUTIVE
COMMUNICATIONS

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
001.280.023	CENTRAL SERVICES COMMUNICATIONS									
518.90.31.00	SUPPLIES	2,500	810	2,000	2,000	854	1,386	1,200	1,200	1,200
518.90.35.00	SMALL TOOLS & EQUIPMENT	0	-	-	-	-	-	-	-	-
518.90.42.00	COMMUNICATIONS	33,100	29,657	30,325	30,325	15,650	31,694	33,500	33,500	33,500
518.90.45.00	OPERATING LEASES & RENTALS	3,420	3,123	3,150	3,150	1,562	3,123	3,245	3,245	3,245
518.90.48.00	REPAIR & MAINTENANCE	0	-	-	-	-	-	-	-	-
518.90.49.00	MISCELLANEOUS	0	-	-	-	-	-	-	-	-
518.90.40	SUB TOTAL	39,020	33,590	35,475	35,475	18,066	36,203	37,945	37,945	37,945
597.18.00.00	TRANSFER-OUT/FUND 511**	10,000	10,000	6,000	6,000	-	6,000	6,000	6,000	6,000
597.00.00		10,000	10,000	6,000	6,000	-	6,000	6,000	6,000	6,000
001.280.050	NON-DEPARTMENTAL									
597.18.00.00	TRANSFER-OUT/FUND 220 COPIER LEASE	14,918	14,918	14,918	14,918	-	14,918	14,918	14,918	14,918
597.00.00	SUB TOTAL	14,918	14,918	14,918	14,918	-	14,918	14,918	14,918	14,918
	TOTAL COMMUNICATIONS	63,938	58,508	56,393	56,393	18,066	57,121	58,863	58,863	58,863
	CENTRAL SERVICES TOTAL:	71,704	62,626	61,993	61,993	20,739	61,765	64,863	64,863	64,863

** The recommendation for 2014 is to transfer-out \$6,000 annually to the Computer Replacement Fund to reserve funds for the replacement of the phone system.

BUDGET NARRATIVE
2015

FUND: **GENERAL**
DEPARTMENT: **EXECUTIVE**
DIVISION: **COMMUNICATIONS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.280.023.518.90.00.00		COMMUNICATIONS			
		SUPPLIES			
518.90.31.00	Supplies	Postage tapes and ink cartridges for the postage meter.	\$ 1,200	\$ 1,200	\$ 1,200
		TOTAL SUPPLIES	\$ 1,200	\$ 1,200	\$ 1,200
		OTHER SERVICES AND CHARGES			
518.90.42.00	Communications	Provides funding for citywide communications charges:	\$ 33,500	\$ 33,500	\$ 33,500
		Telephone Lines \$ 16,300			
		PW Internet Service \$ 1,700			
		Postage \$ 15,000			
		MRSC Hosted Web Site \$ 500			
		<u>\$ 33,500</u>			
518.90.45.00	Operating Leases & Rentals	Provides for lease of postage machine at City Hall.	\$ 3,245	\$ 3,245	\$ 3,245
518.90.48.00	Repair and Maintenance	Provides for repairs to city telecommunication system.	\$ -	\$ -	\$ -
518.90.49.00	Miscellaneous	Provides for unanticipated expenses.	\$ -	\$ -	\$ -
		TOTAL OTHER SERVICES AND CHARGES	\$ 36,745	\$ 36,745	\$ 36,745

BUDGET NARRATIVE 2015

FUND: **GENERAL**
DEPARTMENT: **EXECUTIVE**
DIVISION: **COMMUNICATIONS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
TRANSFERS					
001.280.023.					
597.18.00.00	Transfer-out/Fund 511	<p>\$6,000 per year beginning in 2014 is reserved over the next 7 to 10 years for the replacement of the City's existing telephone system.</p> <p>This money is reserved in the Computer Equipment Replacement Fund.</p>	\$ 6,000	\$ 6,000	\$ 6,000
001.280.050	NON-DEPARTMENTAL				
597.18.00.00	Transfer-out/Fund 220 Copier Lease	Transfer-out to Fund 220 for copier lease payment.	\$ 14,918	\$ 14,918	\$ 14,918
TOTAL TRANSFERS			\$ 20,918	\$ 20,918	\$ 20,918
TOTAL COMMUNICATIONS			\$ 58,863	\$ 58,863	\$ 58,863

CITY OF DES MOINES

2015 BUDGET REQUEST

EXECUTIVE
JAIL SERVICES

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
001.400.0XX	JAIL SERVICES									
001.400.023										
523.21.51.53	RENTON-HOME DETENTION MONITORING	15,000	15,950	15,000	15,000	10,051	19,613	15,000	-	-
523.21.51.56	WASPC-HOME DETENTION MONITORING		540	-	-	-				
523.60.51.44	SCORE-MISDEMEANOR MAINTENANCE	293,387	293,386	314,173	314,173	162,413	324,825	457,934	457,934	457,934
523.50.51.54	SCORE-HOST CITY FEE	269,918	269,918	269,904	269,904	88,903	277,007	-	-	-
598.23.52.01	SCORE CAPITAL CONTRIBUTIONS	-								
	SUB TOTAL	578,305	579,794	599,077	599,077	261,367	621,445	472,934	457,934	457,934
001.400.030										
523.60.51.00	KC-MISDEMEANOR BOOKINGS	-	-	-	-	-	-	-	-	-
523.60.51.02	KC-MISDEMEANOR MAINTENANCE	-	-	-	-	-	-	-	-	-
	SUB TOTAL	-	-	-	-	-	-	-	-	-
001.400.040										
523.60.51.00	OKANOGAN-MISDEMEANOR BOOKINGS	-	-	-	-	-	-	-	-	-
523.60.51.02	OKANOGAN-MISDEMEANOR MAINTENANCE	-	-	-	-	-	-	-	-	-
	SUB TOTAL	-	-	-	-	-	-	-	-	-
001.400.080										
523.60.51.00	FIFE-MISDEMEANOR BOOKINGS		-	-	-	-	-	-	-	-
523.60.51.02	FIFE-MISDEMEANOR MAINTENANCE		-	-	-	-	-	-	-	-
	SUB TOTAL	-	-	-	-	-	-	-	-	-
	JAIL SERVICES TOTAL	578,305	579,794	599,077	599,077	261,367	621,445	472,934	457,934	457,934

BUDGET NARRATIVE
2015

FUND: **GENERAL**
DEPARTMENT: **EXECUTIVE**
DIVISION: **JAIL SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.400.023.523.XX.00.00		JAIL SERVICES			
523.21.51.53	RENTON-HOME DETENTION MONITORING	Provides for home monitoring security services. In 2015, moved home monitoring services to probation.	\$ 15,000	\$ -	\$ -
523.60.51.44	SCORE-MISDEMEANOR MAINTENANCE	The City's contractual relationship with SCORE as a member city provides for jail services based on inmate average daily population from the previous April through March. Annual payment is divided into twelve monthly installments that is offset by the previous year's contract revenue.	\$ 457,934	\$ 457,934	\$ 457,934
523.50.51.54	SCORE-HOST CITY FEE	5% represents the City's obligation for its proportionate share of SCORE's annual debt service requirement for outstanding bonds issued to build the facility. In 2015, debt service is paid out of \$9M contract revenue.	\$ -	\$ -	\$ -
		TOTAL JAIL SERVICES	\$ 472,934	\$ 457,934	\$ 457,934

CITY OF DES MOINES

2015 BUDGET REQUEST

EXECUTIVE
COMMUNITY INFORMATION SERVICES

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
001.550.023	COMMUNITY INFO. SERVICES									
557.20.41.24	PROF SERV-CABLE CONSULTANT	3,000	-	1,000	1,000	-	-	1,000	1,000	1,000
557.20.41.30	PROF SERV-CC VIDEO TAPE	5,000	4,143	5,000	5,000	-	3,750	5,000	5,000	5,000
557.20.41.39	PROF SERV-NEWSLETTER	640	1,395	2,092	2,092	-	-	2,000	2,000	2,000
557.20.42.00	COMMUNICATIONS	5,500	8,450	8,450	8,450	4,020	9,720	9,750	9,750	9,750
557.20.40	SUB TOTAL	14,140	13,987	16,542	16,542	4,020	13,470	17,750	17,750	17,750
594.57.64.00	EQUIPMENT	-	-	-	-	-	-	-	-	-
594.57.60	SUB TOTAL	-	-	-	-	-	-	-	-	-
	COMMUNITY INFO. TOTAL	14,140	13,987	16,542	16,542	4,020	13,470	17,750	17,750	17,750

BUDGET NARRATIVE

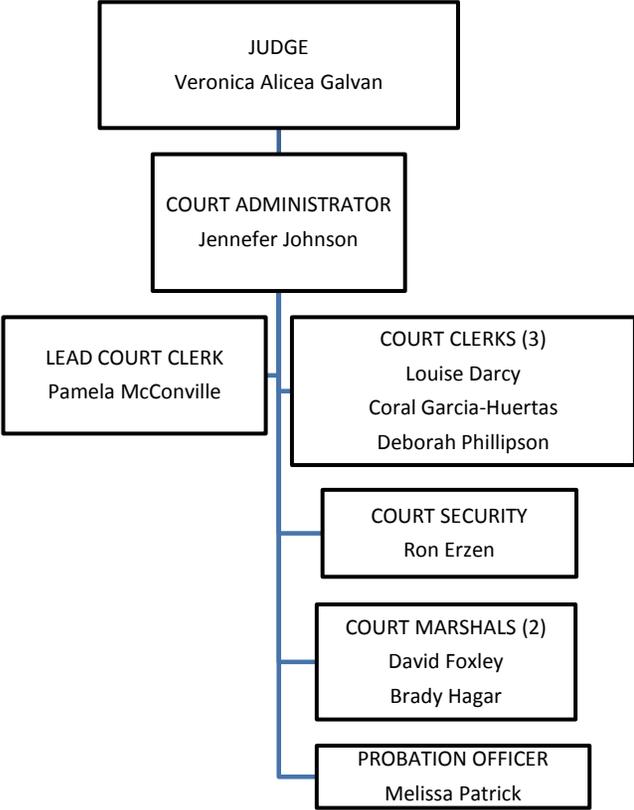
2015

FUND: **GENERAL**
 DEPARTMENT: **EXECUTIVE**
 DIVISION: **COMMUNITY INFORMATION SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.550.023.557.20.00.00		COMMUNITY INFORMATION SERVICES			
		OTHER SERVICES AND CHARGES			
557.20.41.24	Prof Serv - Cable Consultant	Provides for the professional services of the City's cable television consultant, who reviews proposed rate increases and resolves technical issues associated with local cable TV service.	\$ 1,000	\$ 1,000	\$ 1,000
557.20.41.30	Prof Serv - City Council Mtg Video Taping	Provides for video taping of City Council meetings at approximately \$75 per meeting with an estimated 40 meetings for the year (\$3,000) and \$2,000 to format video tape for broadcast.	\$ 5,000	\$ 5,000	\$ 5,000
557.20.41.39	Prof Serv - Newsletter	Provides for printing and for the production of brochures, doorhangers, and other informational items. 'City Currents' is published externally with publishing costs paid for by business advertisements.	\$ 2,000	\$ 2,000	\$ 2,000
557.20.42.00	Communications	Provides for bulk rate postage for newsletters, and other public information iitems.	\$ 9,750	\$ 9,750	\$ 9,750
		TOTAL COMMUNITY INFORMATION SERVICES	\$ 17,750	\$ 17,750	\$ 17,750

CITY OF DES MOINES
JUDICIAL

Organizational Chart



Department/Divisions



BUDGET NARRATIVE 2015

FUND: **GENERAL**
DEPARTMENT: **JUDICIAL**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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001.120.022.512.50.00.00

JUDICIAL

\$ 843,138 \$ 843,281 \$ 828,807

The Judicial budget funds all functions of the Municipal Court system. Funding is also provided for contract services provided by pro tem judges, interpreters, security services, and other necessary support personnel.

The judicial processes misdemeanor prosecutions and violations of city codes.

	2014 (Budget)	2015 (Budget)
Municipal Court Revenues Include:		
WA State Grants-AOC for:		
Court computers	\$ -	\$ -
Interpreting Services Reimbursement	\$ 5,000	\$ 4,000
Normandy Park Court Services	\$ 45,000	\$ 45,000
Fines and Forfeitures	\$ 350,000	\$ 247,750
Probation Fees	\$ 1,000	\$ 4,200
Court Costs	\$ 133,300	\$ 138,370
	<u>\$ 534,300</u>	<u>\$ 439,320</u>

Trial Court Improvement Revenue Includes:		
WA State Grant-AOC for full-time elected municipal court judge	<u>\$ 22,500</u>	<u>\$ 23,600</u>

CITY OF DES MOINES

2015 BUDGET REQUEST

JUDICIAL
MUNICIPAL COURT

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQ	2015 NEW REQ	2015 EXEC AMEND	2015 ADOPTED
001.120.022	MUNICIPAL COURT										
512.50.10.00	SALARIES & WAGES	470,463	504,766	504,264	504,264	246,606	517,141	525,438	(19,008)	506,430	506,430
512.50.11.00	OVERTIME	300	-	300	300	269	300	-		-	
512.50.10	SUB TOTAL	470,763	504,766	504,564	504,564	246,875	517,441	525,438	(19,008)	506,430	506,430
512.50.20.00	PERSONNEL BENEFITS	172,126	174,347	193,319	193,319	101,820	206,856	212,644	(3,092)	218,268	207,615
512.50.20.90	DEPENDENT MEDICAL EE CONTRIBUTION	(3,805)	(3,884)	(4,228)	(4,228)	(2,595)	(5,250)	(5,217)		(5,217)	(7,242)
512.50.21.00	UNIFORMS	1,000	4,489	1,000	1,000	603	1,100	1,200		1,200	1,200
512.50.20	SUB TOTAL	169,321	174,952	190,091	190,091	99,828	202,706	208,627	(3,092)	214,251	201,573
512.50.31.00	OFFICE AND OPERATING SUPPLIES	12,775	11,033	12,500	12,500	4,405	9,292	10,000		10,000	10,000
512.50.32.01	UNLEADED FUEL (ISF)	3,433	1,685	1,815	1,815	352	1,170	1,410		1,410	1,410
512.50.35.00	SMALL TOOLS & EQUIPMENT	750	404	750	750	1,641	1,500	750		750	750
512.50.35.90	SMALL EQP > \$1,000 < \$5,000	0	5,393	1,200	1,200	-	400	1,200		1,200	1,200
512.50.30	SUB TOTAL	16,958	18,516	16,265	16,265	6,398	12,362	13,360	-	13,360	13,360
512.50.41.00	PROFESSIONAL SERVICES	0	727	-	-	1,366	1,841	-		-	-
512.50.41.03	PROF SERV-JUDGE PRO TEM	7,000	11,550	9,750	9,750	7,100	12,125	9,750		9,750	9,750
512.50.41.04	PROF SERV-INTERPRETING	13,336	17,940	16,750	16,750	9,145	18,170	16,750		16,750	16,750
512.50.41.07	PROF SERV-MESSENGER SERVICE	0	111	-	-	-	-	-		-	-
512.50.41.08	PROF SERVICES-SHREDDING	1,300	1,003	1,300	1,300	885	1,441	1,500		1,500	1,500
512.50.41.42	PROF SERV-RECORD STORAGE	1,500	1,345	1,650	1,650	915	1,650	4,050		4,050	4,050
512.50.41.43	PROF SERV-SECURITY SVCS	2,000	5,344	9,000	9,000	8,363	9,500	1,000		1,000	1,000
512.50.41.45	ADVERTISING	1,000	1,070	750	750	425	425	250		250	250
512.50.42.00	COMMUNICATION	1,287	1,240	1,325	1,325	538	1,064	1,120		1,120	1,120
512.50.43.00	TRAVEL EXPENSES	784	3,266	2,500	2,500	2,776	3,229	3,000		3,000	3,000
512.50.45.02	COPIER LEASE	3,500	4,888	4,500	4,500	2,155	4,131	4,500		4,500	4,500
512.50.48.00	REPAIRS & MAINTENANCE	500	-	300	300	687	700	300		300	300
512.50.49.00	MISCELLANEOUS	300	436	300	300	3,289	313	300		300	300
512.50.49.05	CREDIT CARD FEES	3,200	4,327	5,100	5,100	2,480	4,270	5,100		5,100	5,100
512.50.49.20	LAUNDRY	0	43	200	200	-	100	200		200	200
512.50.49.22	DUES, SCHOOLS, & CONFERENCES	2,000	1,525	2,000	2,000	1,035	2,000	5,100		5,100	5,100
512.50.49.29	PROSTITUTION PREVENTION EFFORTS	0	-	-	-	-	-	-		-	-
512.50.49.90	JURY FEES	2,675	1,186	2,000	2,000	-	900	2,000		2,000	2,000
512.50.40	SUB TOTAL	40,382	56,000	57,425	57,425	41,157	61,859	54,920	-	54,920	54,920
512.50.99.01	COMPUTER MAINTENANCE	18,080	18,080	13,400	13,400	7,918	13,400	13,680		13,680	13,680
512.50.99.02	COMPUTER REPLACEMENT	1,082	1,082	1,084	1,084	542	723	2,169		2,169	373
512.50.99.03	EQUIPMENT MAINTENANCE	3,600	3,600	3,600	3,600	1,800	3,600	4,500		4,500	4,500
512.50.99.04	EQUIPMENT REPLACEMENT	0	-	-	-	-	-	8,573		-	-
512.50.99.05	INSURANCE	28,329	28,329	27,975	27,975	27,975	27,975	33,971		33,971	33,971
594.12.64.00	EQUIPMENT	51,091	51,091	46,059	46,059	38,235	45,698	62,893		54,320	52,524
		0	-	-	-	-	-	-		-	-
	MUNICIPAL COURT TOTAL	748,515	805,325	814,404	814,404	432,493	840,066	865,238	(22,100)	843,281	828,807

BUDGET NARRATIVE

2015

FUND: **GENERAL**
 DEPARTMENT: **JUDICIAL**
 DIVISION: **MUNICIPAL COURT**

Account No.	Title	Narrative	Departmental Request	New Requests	Executive Amendment	Adopted
001.120.022.512.50.00.00						
MUNICIPAL COURT						
SALARIES AND WAGES						
512.50.10.00	Salaries & Wages	0.80 Judge -0.023 Judge Assigned to Automated Speed Enforcement Prog 1.00 Court Administrator 1.00 Lead Court Clerk 3.00 Court Clerks -0.35 Court Clerk Assigned to Automated Speed Enforcement Prog 0.50 File Clerk -0.40 File Clerk Moved to Probation Officer Position -0.10 File Clerk Assigned to Automated Speed Enforcement Prog 0.35 Court Marshal- 14 Hours/Week 0.15 Court Marshal- 6 Hours/Week 0.70 Court Security Officer- 28 Hours/Week -0.02 Court Security Officer Assigned to Automated Speed Enforcement Prog <hr/> 6.607 FTE's	\$ 525,438		\$ 506,430	\$ 506,430
512.50.11.00	Overtime	Overtime for staff results from extended court calendars, magistrate hearings, and jury trials.	\$ -	\$ -	\$ -	\$ -
TOTAL SALARIES AND WAGES			\$ 525,438	\$ (19,008)	\$ 506,430	\$ 506,430
PERSONNEL BENEFITS						
512.50.20.00	Benefits	Personnel benefits associated with all municipal court staff.	\$ 212,644	\$ (3,092)	\$ 218,268	\$ 207,615
512.50.20.90	Employee Medical Contribution	Employee's share of health insurance premium cost for spouse and/or dependents. Starting 2015, dept. heads & exempt employees contribute for self; 2015 contribution is 5%.	\$ (5,217)	\$ -	\$ (5,217)	\$ (7,242)
512.50.21.00	Uniforms	Provides uniforms for the Court Marshals and Court Security Officer.	\$ 1,200		\$ 1,200	\$ 1,200
TOTAL PERSONNEL BENEFITS			\$ 208,627	\$ (3,092)	\$ 214,251	\$ 201,573

BUDGET NARRATIVE

2015

FUND: **GENERAL**
 DEPARTMENT: **JUDICIAL**
 DIVISION: **MUNICIPAL COURT**

Account No.	Title	Narrative	Departmental Request	New Requests	Executive Amendment	Adopted
001.120.022.512.50.00.00						
		MUNICIPAL COURT				
		SUPPLIES				
512.50.31.00	Office & Operating Supplies	Provides for the office and operating supplies for the operation of the Court, which include file folders, labels, pens, copier paper, envelopes, toner, ink for fax machine/deskjet, jury supplies and court forms.	\$ 10,000	\$ -	\$ 10,000	\$ 10,000
512.50.32.01	Unleaded Fuel		\$ 1,410	\$ -	\$ 1,410	\$ 1,410
512.50.35.00	Small Tools & Equipment	Provides for small office equipment that may need to be replaced.	\$ 750	\$ -	\$ 750	\$ 750
512.50.35.90	Small Equipment > \$1,000 < \$5,000	Provides for small equipment that needs to be inventoried due to value greater than \$1,000.	\$ 1,200	\$ -	\$ 1,200	\$ 1,200
		TOTAL SUPPLIES	\$ 13,360	\$ -	\$ 13,360	\$ 13,360
		OTHER SERVICES AND CHARGES				
512.50.41.00	Professional Services	Provides for contract professional services as follows:	\$ 33,050		\$ 33,050	\$ 33,050
512.50.41.03		Pro tem services for judge	\$ 9,750			
512.50.41.04		Interpreting Services	\$ 16,750			
512.50.41.08		Document Shredding Services	\$ 1,500			
512.50.41.42		Record Storage	\$ 4,050			
512.50.41.43		Security Services	\$ 1,000			
			<u>\$ 33,050</u>			
		Professional Services pays for contract services for pro tem judge. Interpreter services are used to ensure a fair hearing for non-English speaking defendants. Shred-It provides for the shredding of court documents that include defendants' personal information, e.g., SSN, Date of Birth, Driver's License #, etc.				

BUDGET NARRATIVE

2015

FUND: **GENERAL**
 DEPARTMENT: **JUDICIAL**
 DIVISION: **MUNICIPAL COURT**

Account No.	Title	Narrative	Departmental Request	New Requests	Executive Amendment	Adopted
001.120.022.512.50.00.00		MUNICIPAL COURT				
512.50.41.45	Advertising	Provides for any miscellaneous advertising that may be needed throughout the year.	\$ 250	\$ -	\$ 250	\$ 250
512.50.42.00	Communications	Telephone Line Cell Phones & MDC aircard Long Distance	\$ 540 \$ 400 \$ 180 <u>\$ 1,120</u>	\$ -	\$ 1,120	\$ 1,120
512.50.43.00	Travel	Provides for mileage, hotel and meal reimbursement for training and meetings. Dist & Municipal Court Administrator Conf. Spring/Fall Dist & Municipal Judges Conf. Spring/Fall SCORE Mileage Reimbursement	\$ 800 \$ 800 \$ 1,400 <u>\$ 3,000</u>	\$ -	\$ 3,000	\$ 3,000
512.50.45.02	Copier Lease	Provides for lease & maintenance agreement of the copier.	\$ 4,500	\$ -	\$ 4,500	\$ 4,500
512.50.48.00	Repairs & Maintenance	Provides for repairs needed to the fax machine.	\$ 300	\$ -	\$ 300	\$ 300
512.50.49.00	Miscellaneous	Provides other miscellaneous charges such as: Witness fees Other miscellaneous expenses	\$ 200 \$ 100 <u>\$ 300</u>	\$ -	\$ 300	\$ 300
512.50.49.05	Credit Card Fees	Bank charges for processing credit card payments.	\$ 5,100	\$ -	\$ 5,100	\$ 5,100
512.50.49.20	Laundry	Provides for laundry service for the administrative division.	\$ 200	\$ -	\$ 200	\$ 200

BUDGET NARRATIVE

2015

FUND: **GENERAL**
 DEPARTMENT: **JUDICIAL**
 DIVISION: **MUNICIPAL COURT**

Account No.	Title	Narrative	Departmental Request	New Requests	Executive Amendment	Adopted
001.120.022.512.50.00.00			MUNICIPAL COURT			
512.50.49.22	Dues, Schools, & Conferences	Provides for training tuition, conference fees and professional dues, such as: DMCJA Dues - Judge \$ 150 Costco Membership - Court Administrator \$ 55 National Association for Courts - (2) Memberships \$ 250 WA St Bar Dues - Judge \$ 750 AOC Conference Registrations (2) \$ 200 DMCMA Membership Dues (3) \$ 450 Staff Training \$ 3,245 <u>\$ 5,100</u>	\$ 5,100	\$ -	\$ 5,100	\$ 5,100
512.50.49.90	Jury Fees	Reimburses individuals for jury duty time.	\$ 2,000	\$ -	\$ 2,000	\$ 2,000
TOTAL OTHER SERVICES AND CHARGES			\$ 54,920	\$ -	\$ 54,920	\$ 54,920
INTERFUND SERVICES						
512.50.99.01	Computer Maintenance	Provides for maintenance of computers and printer.	\$ 13,680	\$ -	\$ 13,680	\$ 13,680
512.50.99.02	Computer Replacement	Provides for allocated cost for shared server, Eden Financial System, network infrastructure upgrades, & vehicle computer.	\$ 2,169		\$ 2,169	\$ 373
512.50.99.03	Equipment Maintenance	Provides for maintenance of jail transport vehicle by City mechanic.	\$ 4,500	\$ -	\$ 4,500	\$ 4,500
512.50.99.04	Equipment Replacement	Provides for replacement of reserved jail transport vehicle.	\$ 8,573	\$ -	\$ -	\$ -
512.50.99.05	Insurance	Transfer to the Self Insurance Fund based on workers' hours.	\$ 33,971	\$ -	\$ 33,971	\$ 33,971
TOTAL INTERFUND SERVICES			\$ 62,893	\$ -	\$ 54,320	\$ 52,524
CAPITAL OUTLAY						
594.13.64.00	Equipment		\$ -	\$ -	\$ -	\$ -
TOTAL MUNICIPAL COURT			\$ 865,238	\$ (22,100)	\$ 843,281	\$ 828,807

CITY OF DES MOINES

2015 BUDGET REQUEST

JUDICIAL
PROBATION SERVICES

001.123.022	PROBATION SERVICES	2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 NEW REQUEST	2015 EXEC AMEND	2015 ADOPTED
523.30.10.00	SALARIES & WAGES								42,732	42,732	42,732
523.30.10	SUB TOTAL	-	-	-	-	-	-	-	42,732	42,732	42,732
523.30.20.00	PERSONNEL BENEFITS								8,590	8,590	8,590
523.30.20.90	DEPENDENT MEDICAL EE CONTRIBUTION								-	-	-
523.30.20	SUB TOTAL	-	-	-	-	-	-	-	8,590	8,590	8,590
523.30.31.00	OFFICE AND OPERATING SUPPLIES								325	325	325
523.30.35.00	SMALL TOOLS & EQUIPMENT								600	600	600
523.30.35.90	SMALL EQP > \$1,000 < \$5,000								1,301	1,301	1,301
523.30.30	SUB TOTAL	-	-	-	-	-	-	-	2,226	2,226	2,226
523.30.42.00	COMMUNICATION								360	360	360
523.30.43.00	TRAVEL EXPENSES								800	800	800
523.30.49.22	DUES, SCHOOLS, & CONFERENCES								225	225	225
523.30.40	SUB TOTAL	-	-	-	-	-	-	-	1,385	1,385	1,385
523.30.99.05	INTERFUND INSURANCE								-	-	-
523.30.99	SUB TOTAL	-	-	-	-	-	-	-	-	-	-
	PROBATION SERVICES TOTAL	-	-	-	-	-	-	-	54,933	54,933	54,933

BUDGET NARRATIVE

2015

FUND: **GENERAL**
 DEPARTMENT: **JUDICIAL**
 DIVISION: **PROBATION SERVICES**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.123.022.523.30.00.00		PROBATION SERVICES				
		SALARIES AND WAGES				
523.30.10.00	Salaries & Wages	0.60 Probation Officer New Position in 2015 <u>0.600</u> FTE's	\$ -	\$ 42,732	\$ 42,732	\$ 42,732
		TOTAL SALARIES AND WAGES	\$ -	\$ 42,732	\$ 42,732	\$ 42,732
		PERSONNEL BENEFITS				
523.30.20.00	Benefits	Personnel benefits associated with probation officer.	\$ -	\$ 8,590	\$ 8,590	\$ 8,590
523.30.20.90	Employee Medical Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.	\$ -	\$ -	\$ -	\$ -
		TOTAL PERSONNEL BENEFITS	\$ -	\$ 8,590	\$ 8,590	\$ 8,590
		SUPPLIES				
523.30.31.00	Office & Operating Supplies	Provides for the office and operating supplies for probation services, which include file folders, business cards, headset, DMMC probation date stamp, etc.	\$ -	\$ 325	\$ 325	\$ 325
523.30.35.00	Small Tools & Equipment	Provides for purchase of "Caseload Pro" software	\$ -	\$ 600	\$ 600	\$ 600
523.30.35.90	Small Equipment > \$1,000 < \$5,000	Provides for small equipment that needs to be inventoried value greater than \$1,000.	\$ -	\$ 1,301	\$ 1,301	\$ 1,301
		TOTAL SUPPLIES	\$ -	\$ 2,226	\$ 2,226	\$ 2,226

BUDGET NARRATIVE

2015

FUND: **GENERAL**
 DEPARTMENT: **JUDICIAL**
 DIVISION: **PROBATION SERVICES**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.123.022.523.30.00.00		PROBATION SERVICES				
		OTHER SERVICES AND CHARGES				
523.30.42.00	Communications	Telephone Line	\$ -	\$ 360	\$ 360	\$ 360
523.30.43.00	Travel	Provides for mileage, hotel and meal reimbursement for training and meetings. Municipal Corrections Association Conf. Spring/Fall	\$ -	\$ 800	\$ 800	\$ 800
523.30.49.22	Dues, Schools, & Conferences	Provides for conference registration fees and professional dues, such as: Municipal Corrections Association Spring Conference & Fall	\$ -	\$ 225	\$ 225	\$ 225
TOTAL OTHER SERVICES AND CHARGES			\$ -	\$ 1,385	\$ 1,385	\$ 1,385
		INTERFUND SERVICES				
523.30.99.05	Insurance	Transfer to the Self Insurance Fund based on workers' hours.	\$ -	\$ -	\$ -	\$ -
TOTAL INTERFUND SERVICES			\$ -	\$ -	\$ -	\$ -
TOTAL PROBATION SERVICES			\$ -	\$ 54,933	\$ 54,933	\$ 54,933

CITY OF DES MOINES

2015 BUDGET REQUEST

JUDICIAL
TRIAL COURT IMPROVEMENT ACCOUNT

001.125.022 TRIAL COURT IMPROVEMENT ACCOUNT		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
512.50.10.00	SALARIES & WAGES	27,776	27,425	28,342	28,342	13,719	27,796	29,304	29,304	29,304
512.50.10	SUB TOTAL	27,776	27,425	28,342	28,342	13,719	27,796	29,304	29,304	29,304
512.50.20.00	PERSONNEL BENEFITS	9,441	9,624	10,627	10,627	5,370	10,966	11,231	11,139	11,137
512.50.20.90	DEPENDENT MEDICAL EE CONTRIBUTION	(259)	-	(306)	(306)	-		(321)	(556)	(554)
512.50.20	SUB TOTAL	9,182	9,624	10,321	10,321	5,370	10,966	10,910	10,583	10,583
512.50.99.05	INTERFUND INSURANCE	820	820	810	810	810	810	1,704	1,704	1,704
512.50.99	SUB TOTAL	820	820	810	810	810	810	1,704	1,704	1,704
TRIAL COURT IMPRV ACCT TOTAL		37,778	37,869	39,473	39,473	19,899	39,572	41,918	41,591	41,591

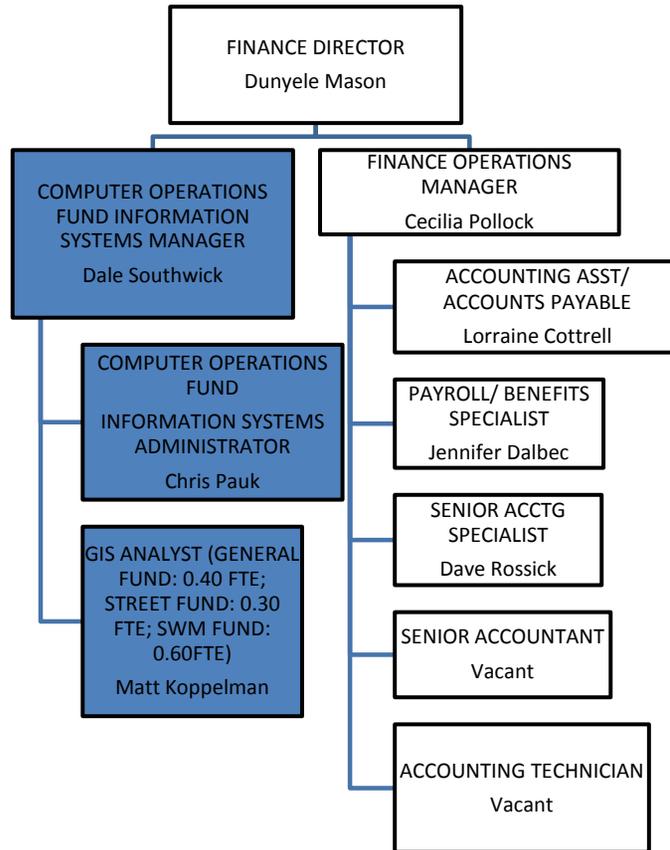
BUDGET NARRATIVE 2015

FUND: **GENERAL**
 DEPARTMENT: **JUDICIAL**
 DIVISION: **TRIAL COURT IMPROVEMENT**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.125.022.512.50.00.00 TRIAL COURT IMPROVEMENT					
SALARIES AND WAGES					
512.50.10.00	Salaries & Wages	0.20 Judge 0.20 FTE	\$ 29,304	\$ 29,304	\$ 29,304
TOTAL SALARIES AND WAGES			\$ 29,304	\$ 29,304	\$ 29,304
PERSONNEL BENEFITS					
512.50.20.00	Personnel Benefits	Personnel benefits associated with 0.20 FTE Judge	\$ 11,231	\$ 11,139	\$ 11,137
512.50.20.90	Employee Medical Contribution	Employee's share of health insurance premium cost for spouse and/or dependents. Starting 2015, dept. heads & exempt employees contribute for self; 2015 contribution is 5%.	\$ (321)	\$ (556)	\$ (554)
TOTAL PERSONNEL BENEFITS			\$ 10,910	\$ 10,583	\$ 10,583
INTERFUND SERVICES					
512.50.99.05	Interfund Insurance	Transfer to the Self Insurance Fund based on workers' hours.	\$ 1,704	\$ 1,704	\$ 1,704
TOTAL INTERFUND SERVICES			\$ 1,704	\$ 1,704	\$ 1,704
TOTAL TRIAL COURT IMPROVEMENT ACCOUNT			\$ 41,918	\$ 41,591	\$ 41,591

CITY OF DES MOINES
FINANCE

Organizational Chart



Department/Divisions

- Financial Services**
- Grants Management*
- Reserve Funds*
- Treasury Services*
- Recording & Election Activities**
- King County Detox Program**
- Fire & Pollution Control**
- Debt Service Funds**
- Computer Operations**

BUDGET NARRATIVE

2015

FUND: **GENERAL**
DEPARTMENT: **FINANCE**

Account No.	Narrative	Departmental Request	Executive Amendment	Adopted
	FINANCE	\$ 1,075,499	\$ 1,077,669	\$ 1,045,343
001.160.024.514.20	Financial Services	\$ 937,836	\$ 933,903	\$ 901,577
	The Financial Services section assists the City Manager in preparing the annual operating budget and the six-year Capital Improvement Plan. Other Financial Services functions include: financial reporting, payroll services to all City employees, accounts payable, treasury, debt administration, grant administration, and other general accounting services.			
001.165.024.514.30	Recording and Election Activities	\$ 74,205	\$ 74,205	\$ 74,205
	This section includes expenditures for recording of deeds, election costs, and voter registration costs.			
001.170.024.566.42	King County Detox Program	\$ 6,895	\$ 6,895	\$ 6,895
	This program provides for the City's support of the King County Mental Health, Chemical Abuse & Dependency Services Division, as required by State law.			

BUDGET NARRATIVE

2015

FUND: **GENERAL**
DEPARTMENT: **FINANCE**

Account No.	Narrative	Departmental Request	Executive Amendment	Adopted
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001.440.050.522.20	Fire Suppression and Prevention	\$ 40,175	\$ 46,278	\$ 46,278
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Two components make up these expenditures. A fee is paid to South King Fire and Rescue for fire protection of City-owned properties as required by State Law. The second fee is paid to King County Department of Development and Environmental Services for fire investigation services (arson investigations). Arson is a crime that necessitates arrest by a police officer. Firefighters alone may not make arrests. King County has a unit of firefighters that also are police officers, allowing them to investigate and then complete the process with the appropriate arrests.

001.460.050.553.70	Pollution Control	\$ 16,388	\$ 16,388	\$ 16,388
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This budget provides for the City's proportionate share of the Puget Sound Air Pollution Control Agency's cost, as required by State law.

CITY OF DES MOINES

2015 BUDGET REQUEST

FINANCE
FINANCIAL SERVICES

001.160.024 FINANCIAL SERVICES		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 NEW REQ	2015 EXEC AMEND	2015 ADOPTED
514.20.10.00	SALARIES & WAGES	491,476	503,496	498,444	498,444	244,170	517,304	520,280	12,612	532,892	519,884
514.20.11.00	OVERTIME	2,000	60	2,000	2,000	48	2,000	2,000		2,000	2,000
514.20.10	SUB TOTAL	493,476	503,556	500,444	500,444	244,217	519,304	522,280	12,612	534,892	521,884
514.20.20.00	PERSONNEL BENEFITS	181,457	177,527	202,571	202,571	88,916	180,620	204,666	26,266	230,932	213,197
514.20.20.90	EE MED. CONTRIBUTION	(3,550)	(3,551)	(5,064)	(5,064)	(1,631)	(3,261)	(4,972)	(1,261)	(6,233)	(7,816)
514.20.20	SUB TOTAL	177,907	173,976	197,507	197,507	87,285	177,359	199,694	25,005	224,699	205,381
514.20.31.00	OFFICE & OPERATING SUPPLIES	3,000	5,597	3,800	3,800	1,688	3,800	4,300		4,300	4,300
514.20.35.00	SMALL TOOLS & EQUIPMENT	250	1	200	200	-	566	500		500	500
514.20.30	SUB TOTAL	3,250	5,598	4,000	4,000	1,688	4,366	4,800	-	4,800	4,800
514.20.41.00	PROFESSIONAL SERVICES	33,800	23,452	34,500	34,500	11,112	58,404	32,000		32,000	32,000
514.20.41.02	PROF. SVCS/ADP PAYROLL	26,651	22,911	25,200	25,200	10,664	25,150	26,020		26,020	26,020
514.20.41.23	PROF SERV-STATE AUDIT	32,400	26,902	40,000	40,000	-	40,000	30,000		30,000	30,000
514.20.41.34	PROF. SVCS/MICROFLEX-SALES TAX	2,000	297	1,000	1,000	216	580	1,000		1,000	1,000
514.20.41.35	PROF. SVCS/MICROFLEX-BUS LIC	1,500	430	750	750	240	480	750		750	750
514.20.41.36	PROF. SVCS/MICROFLEX-B&O AUDIT	8,700	4,236	6,000	6,000	1,618	3,475	6,000		6,000	6,000
514.20.41.38	PROF. SVCS/ARMOR CAR SERVICE	3,675	4,035	4,500	4,500	2,137	4,297	4,575		4,575	4,575
514.20.41.40	PROF. SVCS/NET ASSETS	2,500	1,464	1,300	1,300	568	1,368	1,400		1,400	1,400
514.20.41.45	ADVERTISING	500	580	500	500	-	1,160	1,200		1,200	1,200
514.20.42.00	COMMUNICATIONS	1,346	1,702	2,500	2,500	634	1,249	1,750		1,750	1,750
514.20.43.00	TRAVEL	350	59	300	300	122	175	350		350	350
514.20.44.03	B & O TAXES-STATE	120	234	350	350	403	482	500		500	500
514.20.49.00	MISCELLANEOUS	260	263	250	250	246	246	300		300	300
514.20.49.05	CREDIT CARD FEES	420	-	400	400	695	695	400		400	400
514.20.49.22	DUES, SCHOOLS, & CONFERENCES	3,000	2,540	3,000	3,000	1,250	1,250	3,000		3,000	3,000
514.20.49.23	MISC BANK FEES	16,850	7,658	10,500	10,500	7,750	15,500	17,500		17,500	17,500
514.20.49.25	PRINTING AND BINDING	500	-	500	500	-	500	-		-	-
514.20.49.99	A/P HOLDING ACCOUNT	0	27	-	-	-	-	-		-	-
514.20.40	SUB TOTAL	134,572	96,789	131,550	131,550	37,656	155,010	126,745	-	126,745	126,745

CITY OF DES MOINES

2015 BUDGET REQUEST

FINANCE
FINANCIAL SERVICES

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 NEW REQ	2015 EXEC AMEND	2015 ADOPTED
001.160.024	FINANCIAL SERVICES										
514.20.99.01	COMPUTER MAINTENANCE	20,500	20,500	15,820	15,820	9,348	15,820	16,100		16,100	16,100
514.20.99.02	COMPUTER REPLACEMENT	2,611	2,611	2,618	2,618	1,309	1,745	5,238		1,305	1,305
514.20.99.05	INTERFUND INSURANCE	23,384	23,384	22,147	22,147	22,147	22,147	25,362		25,362	25,362
514.00.90	SUB TOTAL	46,495	46,495	40,585	40,585	32,804	39,712	46,700	-	42,767	42,767
594.14.64.00	EQUIPMENT	0	-	-	-	-	-	-		-	-
594.14.60	SUB TOTAL	0	-	-	-	-	-	-	-	-	-
TOTAL FINANCIAL SERVICES		855,700	826,414	874,086	874,086	403,650	895,751	900,219	37,617	933,903	901,577

**BUDGET NARRATIVE
2015**

FUND: **GENERAL**
DEPARTMENT: **FINANCE**
DIVISION: **FINANCIAL SERVICES**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.160.024.514.20.00.00 FINANCIAL SERVICES						
SALARIES AND WAGES						
514.20.10.00	Salaries and Wages	1.00 Finance Director	\$ 520,280		\$ 532,892	\$ 519,884
		1.00 Finance Manager				
		1.00 Accounting Manager				
		(1.00) Accounting Manager		\$ (105,384)		
		1.00 Senior Accountant		\$ 65,904		
		1.00 Accounting Tech		\$ 52,092		
		1.00 Payroll/ Benefits Specialist				
		1.00 Accounting Assistant - Accounts Payable				
		<u>0.50</u> Senior Accounting Specialist				
		6.50 FTE's				
A portion of the Finance Director & Finance Manager is offset by a .5% administrative fee charged on all CIP projects.						
514.20.11.00	Overtime	Provides for overtime as necessary.	\$ 2,000		\$ 2,000	\$ 2,000
TOTAL SALARIES			\$ 522,280	\$ 12,612	\$ 534,892	\$ 521,884
PERSONNEL BENEFITS						
514.20.20.00	Personnel Benefits	Provides for personnel benefits for the Finance Staff, including:	\$ 204,666	26,266	\$ 230,932	\$ 213,197
		Transportation Allowance (Finance Director) \$ 2,880				
		Add'l payroll benefits for transportation allowance \$ 544				
514.20.20.90	Employee Medical Contribution	Employee's share of health insurance premium cost for spouse and/or dependents. Starting 2015, dept. heads & exempt employees contribute for self; 2015 contribution is 5%.	\$ (4,972)	\$ (1,261)	\$ (6,233)	\$ (7,816)
TOTAL PERSONNEL BENEFITS			\$ 199,694	\$ 25,005	\$ 224,699	\$ 205,381

BUDGET NARRATIVE

2015

FUND: **GENERAL**
 DEPARTMENT: **FINANCE**
 DIVISION: **FINANCIAL SERVICES**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.160.024.514.20.00.00		FINANCIAL SERVICES				
		SUPPLIES				
514.20.31.00	Office Supplies	Provides general office supplies for Financial Services. 1. A/P file folders and labels. 2. Tamper proof bank deposit bags. 3. Envelopes, checks, toner, calculator ribbons, and etc.	\$ 4,300	\$ -	\$ 4,300	\$ 4,300
514.20.35.00	Small Tools and Equipment	Provides for small non-capitalized items.	\$ 500	\$ -	\$ 500	\$ 500
		TOTAL SUPPLIES	\$ 4,800	\$ -	\$ 4,800	\$ 4,800
		OTHER SERVICES AND CHARGES				
514.20.41.00	Professional Services	Investment safekeeping - custody services with Bank of New York \$ 1,500 B&O Tax administration \$ 20,500 Special Project Assistance \$ 10,000 <u>\$ 32,000</u>	\$ 32,000	\$ -	\$ 32,000	\$ 32,000
514.20.41.02	Prof Services/ADP	ADP Payroll Services @ approximately \$2,168/month.	\$ 26,020	\$ -	\$ 26,020	\$ 26,020
514.20.41.23	Prof Serv-State Audit	Provides for the cost of the City's annual State audit.	\$ 30,000	\$ -	\$ 30,000	\$ 30,000
514.20.41.34	Microflex - Sales Tax Audits	Microflex is used to audit the City's sales tax revenues. They receive 20% of all additional revenue their audits bring into the City.	\$ 1,000	\$ -	\$ 1,000	\$ 1,000
514.20.41.35	Microflex -Business License	This is for Microflex to audit City's business license revenues. They receive a minimum of \$10 per business license that their audits bring into the City.	\$ 750	\$ -	\$ 750	\$ 750

**BUDGET NARRATIVE
2015**

FUND: **GENERAL**
DEPARTMENT: **FINANCE**
DIVISION: **FINANCIAL SERVICES**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.160.024.514.20.00.00		FINANCIAL SERVICES				
514.20.41.36	Microflex -B&O Audit	This is for Microflex to audit City's business & occupation tax revenues. They receive 20% of all additional revenue that their audits bring into the City.	\$ 6,000	\$ -	\$ 6,000	\$ 6,000
514.20.41.38	Prof Serv-Armored Car Services	Provides for armored car services. Bank deposits are picked up daily from the city hall complex.	\$ 4,575	\$ -	\$ 4,575	\$ 4,575
514.20.41.40	Prof Serv-Net Assets	A service that allows the City to electronically provide lien information to title companies. This expenditure is offset by revenue received from the companies accessing the database.	\$ 1,400		\$ 1,400	\$ 1,400
514.20.41.45	Advertising	Notices of Public Hearings and employment postings.	\$ 1,200	\$ -	\$ 1,200	\$ 1,200
514.20.42.00	Communications	Provides for long distance and Blackberry internet service charges for the Finance department. Long Distance \$ 100 Internet Service for laptop & Blackberry \$ 1,650	\$ 1,750	\$ -	\$ 1,750	\$ 1,750
514.20.43.00	Travel	Provides for travel associated with training for Finance staff.	\$ 350	\$ -	\$ 350	\$ 350
514.20.44.03	B & O Taxes	Provides for State's B & O tax payments.	\$ 500	\$ -	\$ 500	\$ 500

**BUDGET NARRATIVE
2015**

FUND: **GENERAL**
DEPARTMENT: **FINANCE**
DIVISION: **FINANCIAL SERVICES**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.160.024.514.20.00.00		FINANCIAL SERVICES				
514.20.49.00	Miscellaneous	Provides for subscriptions to: Gov't Accounting Standards Board	\$ 300		\$ 300	\$ 300
514.20.49.05	Credit Card Fees		\$ 400	\$ -	\$ 400	\$ 400
514.20.49.22	Dues, Schools, & Conferences	Provides for professional dues and registration fees for conferences and other training seminars: Dues: WSCP A \$ 240 AICPA \$ 220 GFOA - Finance Director \$ 230 WFOA - Finance Director \$ 50 CPA License Renewal \$ 230 Conferences: Washington Sales Tax Conference \$ 220 Govt. Acctng. & Auditing Conference \$ 350 IT Conference \$ 350 Training: Fin Director Misc CPE \$ 500 Staff Conferences/Software Training \$ 610 <u>\$ 3,000</u>	\$ 3,000		\$ 3,000	\$ 3,000
514.20.49.23	Misc Bank Fees	Bank charges per month are offset by earnings credit from the three (3) city checking accounts.	\$ 17,500	\$ -	\$ 17,500	\$ 17,500

**BUDGET NARRATIVE
2015**

FUND: **GENERAL**
DEPARTMENT: **FINANCE**
DIVISION: **FINANCIAL SERVICES**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.160.024.514.20.00.00		FINANCIAL SERVICES				
514.20.49.25	Printing and Binding	Printing for Budget & Financial Report Covers	\$ -	\$ -	\$ -	\$ -
514.20.49.99	A/P Holding Account		\$ -	\$ -	\$ -	\$ -
		TOTAL OTHER SERVICES AND CHARGES	\$ 126,745	\$ -	\$ 126,745	\$ 126,745
		INTERFUND SERVICES				
514.20.99.01	Computer Interfund Maintenance	Provides for Computer Maintenance.	\$ 16,100	\$ -	\$ 16,100	\$ 16,100
514.20.99.02	Computer Interfund Replacement	Provides for computer hardware replacement and allocated costs for Eden financial system and infrastructure upgrades.	\$ 5,238		\$ 1,305	\$ 1,305
514.20.99.05	Interfund Insurance	Each department pays its share of insurance based on employee hours worked.	\$ 25,362	\$ -	\$ 25,362	\$ 25,362
		TOTAL INTERFUND SERVICES	\$ 46,700	\$ -	\$ 42,767	\$ 42,767
		TOTAL FINANCIAL SERVICES	\$ 900,219	\$ 37,617	\$ 933,903	\$ 901,577

CITY OF DES MOINES

2015 BUDGET REQUEST

FINANCE

RECORDING & ELECTION ACTIVITIES

001.165.024 RECORDING AND ELECTION ACTIVITIES		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST Y-T-D	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
514.30.51.47	COUNTY RECORDING SERVICES	50	229	340	340	-	240	325	325	325
514.40.51.45	ELECTION COSTS	28,000	23,997	28,000	28,000	18,742	19,482	24,530	24,530	24,530
514.90.51.46	VOTER REGISTRATION COSTS	48,042	92,044	55,000	55,000	-	46,000	49,350	49,350	49,350
SUB TOTAL		76,092	116,270	83,340	83,340	18,742	65,722	74,205	74,205	74,205
RECORDING AND ELECTION ACTIVITIES TOTAL		76,092	116,270	83,340	83,340	18,742	65,722	74,205	74,205	74,205

BUDGET NARRATIVE

2015

FUND: **GENERAL**
 DEPARTMENT: **FINANCE**
 DIVISION: **RECORDING AND ELECTION ACTIVITIES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.165.024.514.30.00.00			RECORDING		
INTERGOVERNMENTAL SERVICES					
514.30.51.47	County Recording Services	Provides for recording of deeds and certifying of records related to land transactions.	\$ 325	\$ 325	\$ 325
TOTAL INTERGOVERNMENTAL SERVICES			\$ 325	\$ 325	\$ 325
001.165.024.514.40.00.00			ELECTION SERVICES		
INTERGOVERNMENTAL SERVICES					
514.40.51.45	Election Services	King County election charges.	\$ 24,530	\$ 24,530	\$ 24,530
TOTAL INTERGOVERNMENTAL SERVICES			\$ 24,530	\$ 24,530	\$ 24,530
001.165.024.514.90.00.00			VOTER REGISTRATION SERVICES		
INTERGOVERNMENTAL SERVICES					
514.90.51.46	Voter Registration Services	Voter registration fees assessed by King County.	\$ 49,350	\$ 49,350	\$ 49,350
TOTAL INTERGOVERNMENTAL SERVICES			\$ 49,350	\$ 49,350	\$ 49,350
TOTAL RECORDING AND ELECTION ACTIVITIES			\$ 74,205	\$ 74,205	\$ 74,205

BUDGET NARRATIVE

2015

FUND: **GENERAL**
 DEPARTMENT: **FINANCE**
 DIVISION: **KING COUNTY DETOX PROGRAM**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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Sources of Revenue:

2% Liquor Profits RCW 66.08:	\$	5,267	\$	5,267	\$	5,267
2% Liquor Excise Tax RCW 82.08.170		1,628		1,628		1,628
		6,895		6,895		6,895

CITY OF DES MOINES

2015 BUDGET REQUEST

FINANCE
KING COUNTY DETOX PROGRAM

FINANCIAL SERVICES 001.170.024 KING COUNTY DETOX PROGRAM		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
566.42.51.43	KING COUNTY DETOX PROGRAM	5,827	5,339	5,994	5,994	1,504	6,243	6,895	6,895	6,895
566.42.50	SUB TOTAL	5,827	5,339	5,994	5,994	1,504	6,243	6,895	6,895	6,895
TOTAL KING COUNTY DETOX PROGRAM		5,827	5,339	5,994	5,994	1,504	6,243	6,895	6,895	6,895

Liquor Board Profits	214,990	266,973	256,350	256,350	66,750	264,300	263,360	263,360	263,360
Liquor Excise Taxes	145,800	19,896	35,000	35,000	-	47,865	81,380	81,380	81,380
	360,790	286,869	291,350	291,350	66,750	312,165	344,740	344,740	344,740
2% allocated to KC Detoxification	7,216	5,737	5,827	5,827	1,335	6,243	6,895	6,895	6,895

CITY OF DES MOINES

2015 BUDGET REQUEST

NON-DEPARTMENTAL
FIRE SUPPRESSION & PREVENTION

001.440.050	FIRE SUPPRESSION & PREVENTION	2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
522.20.51.50	FIRE SUPPRESSION-SO. KING FIRE & RESCUE	9,676	9,751	13,000	13,000	4,771	9,542	12,175	12,175	12,175
522.30.51.51	FIRE INVESTIGATION-KING COUNTY	19,903	19,903	26,931	26,931	-	26,931	28,000	34,103	34,103
	FIRE CONTROL TOTAL	29,579	29,654	39,931	39,931	4,771	36,473	40,175	46,278	46,278

Fee paid to South King Fire and Rescue is for fire protection of City-owned properties as required by State Law. Fee is paid to King County Department of Development and Environmental Services is for fire investigation services (arson investigations). Arson is a crime that necessitates arrest by a police officer. Firefighters alone may not make arrests. King County has a unit of firefighters that also are police officers, allowing them to investigate and then complete the process with the appropriate arrests.

CITY OF DES MOINES

2015 BUDGET REQUEST

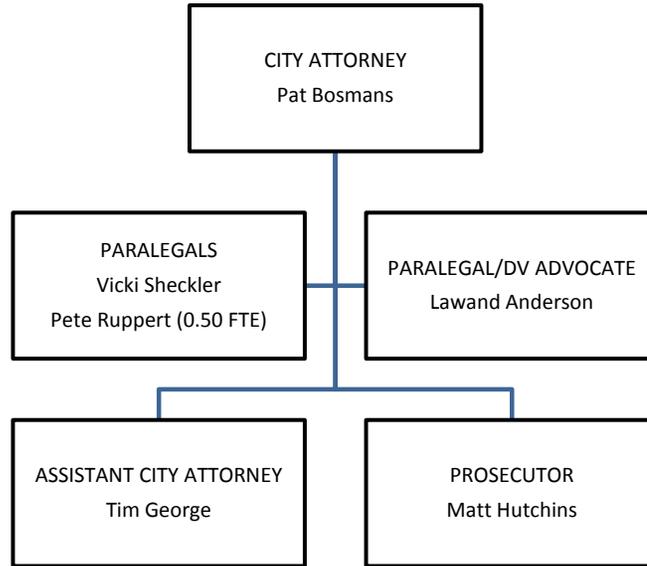
**NON-DEPARTMENTAL
POLLUTION CONTROL**

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
001.460.050	POLLUTION CONTROL									
553.70.51.52	POLLUTION CONTROL-CLEAN AIR*	13,440	13,440	13,291	13,291	13,291	13,291	16,388	16,388	16,388
	POLLUTION CONTROL TOTAL	13,440	13,440	13,291	13,291	13,291	13,291	16,388	16,388	16,388

* Provides for the City's proportional share of the Puget Sound Clean Air Agency's cost, as required by State law.

**CITY OF DES MOINES
LEGAL SERVICES**

Organizational Chart



Department/Divisions



BUDGET NARRATIVE 2015

FUND: **GENERAL**
DEPARTMENT: **LEGAL**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.220.026.515.30		LEGAL DEPARTMENT	\$ 612,118	\$ 607,147	\$ 607,147

City Attorney: The city attorney is the City's chief legal advisor, responsible for counseling all city departments and the City Council, and supervising all Legal staff, as well as work assigned to outside counsel. The City Attorney reports directly to the City Manager, attends all City Council meetings and executive sessions, provides support to all departments in matters before hearing examiners, judges, and other legal forums, provides general legal advice to all city departments, writes formal legal opinions, writes and approves all ordinances and resolutions, writes and approves written agreements and real property instruments, and represents the city in civil litigation.

Assistant City Attorney: The assistant city attorney assists city staff on civil matters and some criminal matters, performing legal work as assigned and supervised by the City Attorney.

Prosecuting Attorney: The prosecuting attorney is responsible for all phases of criminal and civil prosecution services. Assignments are received from the City Attorney who is available for assistance. Additional responsibilities include advising the police department on changes in the law and recent judicial decisions.

Paralegal: The Paralegal provides professional legal support to attorneys on staff, preparing filings, ordinances, correspondence and other papers involved in a municipal law practice. The Paralegal also prepares pleadings, briefs and jury instructions in support of municipal court matters.

CITY OF DES MOINES

2015 BUDGET REQUEST

LEGAL

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 NEW REQUEST	2015 EXEC AMEND	2015 ADOPTED
001.220.026	LEGAL										
515.30.10.00	SALARIES	376,470	377,560	396,078	396,078	192,078	390,542	402,642	8,000	410,642	410,642
515.30.10	SUB TOTAL	376,470	377,560	396,078	396,078	192,078	390,542	402,642	8,000	410,642	410,642
515.30.20.00	PERSONNEL BENEFITS	126,901	123,876	140,113	140,113	67,004	132,316	134,692	1,324	135,121	135,123
515.30.20.90	EE MED. CONTRIBUTION	(1,938)	(1,613)	(2,006)	(2,006)	(734)	(1,335)	(1,261)		(2,670)	(2,672)
515.30.20	SUB TOTAL	124,963	122,263	138,107	138,107	66,270	130,981	133,431	1,324	132,451	132,451
515.30.31.00	OFFICE & OPERATING SUPPLIES	7,100	6,241	8,000	8,000	3,109	8,000	8,400		8,400	8,400
515.30.35.00	SMALL EQUIPMENT	0	120	300	300	-	-	315		315	315
515.30.30	SUB TOTAL	7,100	6,361	8,300	8,300	3,109	8,000	8,715	-	8,715	8,715
515.30.41.00	PROFESSIONAL SERVICES	15,467	8,922	15,000	15,000	2,485	15,000	15,750		15,750	15,750
515.30.41.04	PROF SERV-INTERPRETING (DV)	0	128	50	50	14	50	53		53	53
515.30.42.00	COMMUNICATIONS	200	55	150	150	38	150	158		158	158
515.30.43.00	TRAVEL EXPENSES	2,615	1,982	1,475	1,475	428	1,475	1,550		1,550	1,550
515.30.45.02	COPIER LEASE	1,620	408	600	600	1,344	1,025	1,100		1,100	1,100
515.30.49.00	MISCELLANEOUS	1,700	-	300	300	-	300	315		315	315
515.30.49.22	DUES, SCHOOLS, & CONFERENCES	1,100	980	4,015	4,015	1,345	4,015	4,216		4,216	4,216
515.30.40	SUB TOTAL	22,702	12,474	21,590	21,590	5,655	22,015	23,142	-	23,142	23,142
515.30.99.01	COMPUTER MAINTENANCE	13,560	13,560	10,050	10,050	5,939	10,050	10,260		10,260	10,260
515.30.99.02	COMPUTER REPLACEMENT	1,832	1,832	1,838	1,838	919	1,225	3,678		1,011	1,011
515.30.99.05	INTERFUND INSURANCE	18,824	18,824	17,474	17,474	17,474	17,474	20,926		20,926	20,926
515.30.90	SUB TOTAL	34,216	34,216	29,362	29,362	24,332	28,749	34,864	-	32,197	32,197
594.15.64.00	EQUIPMENT	-	-	-	-	-	-	-	-	-	-
594.15.60	SUB TOTAL	-	-	-	-	-	-	-	-	-	-
	LEGAL TOTAL:	565,451	552,875	593,437	593,437	291,444	580,287	602,794	9,324	607,147	607,147

BUDGET NARRATIVE

2015

FUND: **GENERAL**
DEPARTMENT: **LEGAL**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.220.026.515.30.00.00						
LEGAL DEPARTMENT						
SALARIES AND WAGES						
515.30.10.00	Salaries & Wages	1.0 City Attorney	\$ 402,642		\$ 410,642	\$ 410,642
		1.0 Assistant City Attorney				
		1.0 Paralegal				
		1.0 Prosecuting Attorney				
		0.420 Paralegal (0.10 FTE Normandy Park Prosecution)				
		<u>0.154</u> Paralegal/DV Advocate		8,000		
		4.574 FTE's				
		TOTAL SALARIES AND WAGES	\$ 402,642	\$ 8,000	\$ 410,642	\$ 410,642
PERSONNEL BENEFITS						
515.30.20.00	Personnel Benefits	Provides for benefits for legal staff, including:	\$ 134,692	\$ 1,324	\$ 135,121	\$ 135,123
		Transportation Allowance (City Attorney)	\$ 3,600			
		Add'l payroll benefits for transportation allowance	\$ 679			
515.30.20.90	Employee Medical Contribution	Employee's share of health insurance premium cost for spouse and/or dependents. Starting 2015, dept. heads & exempt employees contribute for self; 2015 contribution is 5%.	(1,261)		(2,670)	(2,672)
		TOTAL PERSONNEL BENEFITS	\$ 133,431	\$ 1,324	\$ 132,451	\$ 132,451
SUPPLIES						
515.30.31.00	Office & Operating Supplies	This account pays for the Revised Code of Washington (RCW), the RCW Annotated, the Washington Administrative Code, current Court Rules, Bar Association Continuing Legal Education publications, and McQuillin's Law of Municipal Corporations. This account also covers costs for papers, files, folders, tabs, and other physical materials needed to operate a typical municipal law office.	\$ 8,400		\$ 8,400	\$ 8,400

BUDGET NARRATIVE

2015

FUND: **GENERAL**
DEPARTMENT: **LEGAL**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.220.026.515.30.00.00		LEGAL DEPARTMENT				
515.30.35.00	Small Tools & Equipment	This account covers costs for various communications items, recording equipment, and other small items used by legal staff.	\$ 315		\$ 315	\$ 315
		TOTAL SUPPLIES	\$ 8,715		\$ 8,715	\$ 8,715
		OTHER SERVICES AND CHARGES				
515.30.41.00	Professional Services	This item provides funding for outside legal services as needed.	\$ 15,750		\$ 15,750	\$ 15,750
		Consultation on special cases	\$ 5,000			
		Outside counsel for conflict cases	\$ 5,000			
		Other legal professional services	\$ 5,750			
			<u>\$ 15,750</u>			
515.30.41.04	Professional Services- Interpreting (DV)	Provides for non-English language translation services.	\$ 53		\$ 53	\$ 53
515.30.42.00	Communications	Monthly long distance and messenger service.	\$ 158		\$ 158	\$ 158
		Long Distance	\$ 108			
		Messenger Service	\$ 50			
			<u>\$ 158</u>			
515.30.43.00	Travel	This account covers travel, lodging, and meals for attorney meetings and training seminars on topics of significance to the City, such as those sponsored by WSAMA.	\$ 1,550		\$ 1,550	\$ 1,550

BUDGET NARRATIVE

2015

FUND: **GENERAL**
DEPARTMENT: **LEGAL**

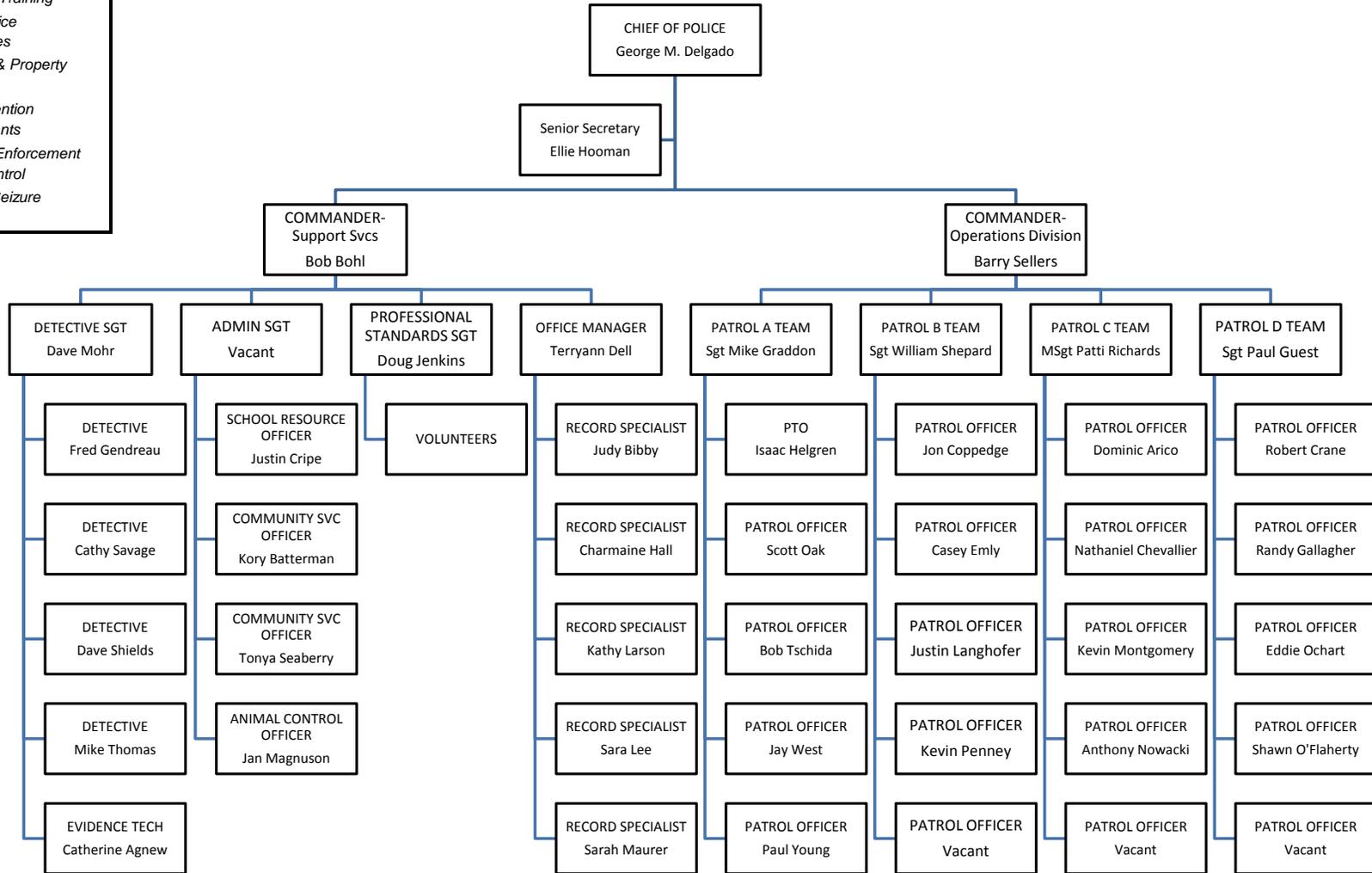
Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.220.026.515.30.00.00		LEGAL DEPARTMENT				
515.30.45.02	Copier Lease	Provides for operating cost per copy. Lease of copier is reclassified as capital lease.	\$ 1,100		\$ 1,100	\$ 1,100
515.30.49.00	Miscellaneous	Provides for other miscellaneous expenses, such as subscriptions to legal periodicals and printing.	\$ 315		\$ 315	\$ 315
515.30.49.22	Dues, Schools, & Conferences	Provides for professional dues and registration fees for conferences and training seminars:	\$ 4,216		\$ 4,216	\$ 4,216
		Dues:				
		State Bar License Renewal (3)	\$ 1,166			
		WSAMA Memberships	\$ 50			
		Annual Bars Dues (3)	\$ 1,500			
		Conferences:				
		WSAMA Spring/Fall Conferences	\$ 1,200			
		Other Training:	\$ 300			
			<u>\$ 4,216</u>			
		TOTAL OTHER SERVICES AND CHARGES	\$ 23,142		\$ 23,142	\$ 23,142
		INTERFUND SERVICES				
515.30.99.01	Computer Maintenance	Provides maintenance for the legal computers and printer.	\$ 10,260		\$ 10,260	\$ 10,260
515.30.99.02	Computer Replacement	Provides for replacement of the computers and printer.	\$ 3,678		\$ 1,011	\$ 1,011
515.30.99.05	Interfund Insurance	Provides for a transfer to the City's self-insurance fund to cover insurance expenses.	\$ 20,926		\$ 20,926	\$ 20,926
		TOTAL INTERFUND SERVICES	\$ 34,864		\$ 32,197	\$ 32,197
		TOTAL LEGAL DEPARTMENT	\$ 602,794	\$ 9,324	\$ 607,147	\$ 607,147

**CITY OF DES MOINES
LAW ENFORCEMENT**

Department / Divisions

- Administration
- Police Facilities
- Police Officers Training
- Civil Service
- Detectives
- Evidence Room & Property Patrol
- Crime Prevention
- Police Grants
- Automated Traffic Enforcement
- Animal Control
- Police Drug Seizure

Organizational Chart



BUDGET NARRATIVE 2015

FUND: **GENERAL**
DEPARTMENT: **LAW ENFORCEMENT**

Account No.	Title Narrative	Departmental Request	Executive Amendment	Adopted
	LAW ENFORCEMENT	<u>\$ 9,848,845</u>	<u>\$ 8,890,148</u>	<u>\$ 8,649,532</u>
001.340.030.521.10	Administrative Division	<u>\$ 1,792,214</u>	<u>\$ 1,635,367</u>	<u>\$ 1,639,629</u>
	The Administrative Division directs all municipal police personnel and activities, ensuring efficient operation of the police department. It supervises all police functions, including law and ordinance enforcement, maintenance of orders, traffic control, investigations, and training and disciplining of personnel. It formulates and prescribes work methods, procedures, policies and regulations governing the police department; prepares annual budgets; advises and assists line personnel in non-routine criminal investigations; attends civic club meetings and administers all personnel matters within the police department.			
001.341.030.517.20	Retiree Benefit Payments	<u>\$ 80,000</u>	<u>\$ 60,000</u>	<u>\$ 60,000</u>
	This budget for this Division includes all benefit payments only to LEOFF 1 retirees.			
001.342.030.521.5x	Police Facilities	<u>\$ 140,159</u>	<u>\$ 140,159</u>	<u>\$ 140,159</u>
	This Division's budget includes rent, repairs, operation and maintenance of police main building and Redondo police substation used for law enforcement purposes.			
001.344.030.521.40	Police Officers Training	<u>\$ 63,749</u>	<u>\$ 63,749</u>	<u>\$ 63,749</u>
	The budget for Police Officers Training Division includes expenditures related to training for Police Officers. It also includes formal basic training for Recruits.			

BUDGET NARRATIVE 2015

FUND: **GENERAL**
DEPARTMENT: **LAW ENFORCEMENT**

Account No.	Title Narrative	Departmental Request	Executive Amendment	Adopted
001.345.030.521.10	Civil Service The Civil Service Division is responsible for administering the personnel rules and policies of the Police Department's civil employees.	\$ 13,958	\$ 13,958	\$ 13,958
001.350.030.521.21	Detective Division The Detective Division investigates crimes occurring within the City of Des Moines. It is responsible for the identification and apprehension of offenders and the recovery of stolen property. The unit conducts proactive and reactive investigations relating to narcotics and vice control, seizing and attaining forfeiture of properties when allowable by law.	\$ 979,910	\$ 922,582	\$ 922,582
001.355.030.521.80	Property and Evidence Room The Property and Evidence Room Division is responsible for holding of evidence and property.	\$ 76,667	\$ 76,166	\$ 76,166
001.360.030.521.22	Patrol Division The Patrol Division promotes the safety and security of the citizens of the community, primarily through the deterrence and apprehension of offenders, providing services in a fair, honest, prompt and courteous manner to the satisfaction of the citizens. It handles calls for service from citizens, manages on-scene situations, enforces traffic laws, performs commercial and residential security checks, and other miscellaneous situations.	\$ 5,925,456	\$ 5,230,673	\$ 4,986,595

BUDGET NARRATIVE 2015

FUND: **GENERAL**
DEPARTMENT: **LAW ENFORCEMENT**

Account No.	Title Narrative	Departmental Request	Executive Amendment	Adopted
001.365.030.521.30	Crime Prevention This Crime Prevention unit manages the community-related activities, such as the safe-walk-to-school program, neighborhood watch associations, etc. It is also responsible for the development of crime bulletins.	<u>\$ 248,216</u>	<u>\$ 231,384</u>	<u>\$ 230,584</u>
001.380.030.521.2x .70	Police Grants This division accounts for all expenditures associated with grants awarded to the Police Department.	<u>\$ 18,219</u>	<u>\$ 18,212</u>	<u>\$ 18,212</u>
001.385.030.521.70	Automated Traffic Enforcement Program City Council authorized program at Woodmont Elementary School and Midway Elementary/ Pacific Middle School for installing speed cameras to address traffic safety in school zone.	<u>\$ 368,000</u>	<u>\$ 367,878</u>	<u>\$ 367,878</u>
001.540.030.554.30	Animal Control This unit patrols for animals at large, investigates animal-related complaints, prepares cases for court and ensures that animal owners comply with Municipal Ordinances.	<u>\$ 142,297</u>	<u>\$ 130,020</u>	<u>\$ 130,020</u>

CITY OF DES MOINES

2015 BUDGET REQUESTS

LAW ENFORCEMENT
ADMINISTRATIVE

		2013	2013	2014	2014	2014	2014	2015	2015	2015	2015
		AMEND	ACTUAL	ADOPTED	AMEND	ACTUAL	EST	DEPT	NEW	EXEC	ADOPTED
001.340.030	POLICE - ADMINISTRATIVE DIVISION					Jan-June	YR-END	REQ	REQ	AMEND	
521.10.10.00	SALARIES & WAGES	875,058	831,436	953,179	953,179	477,797	964,276	983,170	42,816	978,908	983,170
521.10.10.10	HOLIDAY PAY-OUT	6,700	14,277	14,774	14,774	-	14,774	15,125		15,125	15,125
521.10.10.90	FURLOUGH	-	-	-	-	-	-				
521.10.11.00	OVERTIME	19,000	50,949	25,000	25,000	19,066	40,569	25,000		25,000	25,000
521.10.11.02	OVERTIME-TRAINING	1,000	-	1,000	1,000	-	500	1,000		1,000	1,000
521.10.10	SUB TOTAL	901,758	896,662	993,953	993,953	496,863	1,020,119	1,024,295	42,816	1,020,033	1,024,295
521.10.20.00	PERSONNEL BENEFITS	309,867	296,819	357,395	357,395	195,430	397,846	409,221	28,088	405,531	405,347
521.10.20.02	L&I BENEFITS-VOLUNTEERS	75	3,146	75	75	-	75	75		75	75
521.10.20.90	DEPENDENT MEDICAL EE CONTRIBUTION	(6,145)	(5,228)	(6,940)	(6,940)	(4,268)	(8,771)	(9,406)	(845)	(10,598)	(10,414)
521.10.21.00	UNIFORMS	4,000	7,620	4,000	4,000	1,176	4,000	8,000		8,000	8,000
521.10.24.00	NON-UNIFORM CLOTHING ALLOWANCE	5,580	3,531	6,156	6,156	1,373	3,500				-
521.10.20	SUB TOTAL	313,377	305,888	360,686	360,686	193,712	396,651	407,890	27,243	403,008	403,008
521.10.31.00	OFFICE AND OPERATING SUPPLIES	12,215	10,134	12,215	12,215	9,092	14,324	12,215		12,215	12,215
521.10.32.01	UNLEADED FUEL (ISF)	7,775	9,733	9,370	9,370	4,736	10,447	10,808		10,808	10,808
521.10.32.03	UNLEADED FUEL (OUTSIDE)	640	-	640	640	75	350	640		640	640
521.10.35.00	SMALL TOOLS & EQUIPMENT	1,800	2,389	1,800	1,800	290	1,800	1,800		1,800	1,800
521.10.35.90	SMALL EQP > \$1,000 < \$5,000	-	-	-	-	60	3,800	-		-	-
521.10.30	SUB TOTAL	22,430	22,256	24,025	24,025	14,253	30,721	25,463	-	25,463	25,463
521.10.41.00	PROFESSIONAL SERVICES	34,525	20,984	49,525	49,525	3,589	27,534	34,525		34,525	34,525
521.10.41.08	PROF SERVICES-SHREDDING	2,000	751	1,250	1,250	421	753	1,250		1,250	1,250
521.10.41.42	PROF SERV-RECORD STORAGE	10,000	4,286	8,000	8,000	1,616	4,034	8,000		8,000	8,000
521.10.41.45	ADVERTISING	2,270	488	2,270	2,270	781	1,600	2,270		2,270	2,270
521.10.42.00	COMMUNICATION	9,922	9,634	10,443	10,443	4,756	9,512	10,107		10,107	10,107
521.10.43.00	TRAVEL EXPENSES	1,569	1,788	1,569	1,569	862	1,569	1,569		1,569	1,569
521.10.45.00	OPERATING RENTALS & LEASES	3,500	878	3,500	3,500	639	1,957	3,500		3,500	3,500
521.10.45.02	COPIER LEASE	2,554	3,353	2,554	2,554	2,935	2,675	2,800		2,800	2,800
521.10.48.00	REPAIR & MAINTENANCE	3,000	701	3,000	3,000	-	1,000	1,000		1,000	1,000
521.10.49.00	MISCELLANEOUS	1,902	1,666	1,900	1,900	3,477	3,977	4,000		4,000	4,000
521.10.49.05	CREDIT CARD FEES	725	703	725	725	578	936	1,200		1,200	1,200
521.10.49.20	LAUNDRY	3,000	1,588	3,000	3,000	613	1,667	3,000		3,000	3,000
521.10.49.22	DUES, SCHOOLS & CONFERENCES	1,925	3,215	3,725	3,725	2,759	4,284	3,725		3,725	3,725
521.10.40	SUB TOTAL	76,892	50,035	91,461	91,461	23,027	61,499	76,946	-	76,946	76,946
521.10.99.01	COMPUTER INTERFUND MAINTENANCE	42,550	42,550	34,362	34,362	20,305	34,362	31,607		31,607	31,607
521.10.99.02	COMPUTER INTERFUND REPLACEMENT	5,666	5,666	5,680	5,680	2,840	3,787	11,366		2,668	2,668
521.10.99.03	EQUIPMENT RENTAL MAINTENANCE	10,800	10,800	14,400	14,400	7,200	14,400	18,000		18,000	18,000
521.10.99.04	EQUIPMENT RENTAL REPLACEMENT	-	-	-	-	-	-	68,946		-	-
521.10.99.05	INTERFUND INSURANCE	48,974	48,974	45,032	45,032	45,032	45,032	57,642		57,642	57,642
521.10.90	SUB TOTAL	107,990	107,990	99,474	99,474	75,377	97,581	187,561	-	109,917	109,917
594.21.64.00	EQUIPMENT	13,140	13,140								
594.21.60	SUB TOTAL	13,140	13,140	-	-	-	-	-	-	-	-
ADMINISTRATIVE DIVISION TOTAL:		1,435,587	1,395,971	1,569,599	1,569,599	803,232	1,606,571	1,722,155	70,059	1,635,367	1,639,629

**BUDGET NARRATIVE
2015**

FUND: **GENERAL**
DEPARTMENT: **LAW ENFORCEMENT**
DIVISION: **ADMINISTRATION**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.340.030.521.10.00.00		ADMINISTRATION				
		SALARIES AND WAGES				
521.10.10.00	Salaries & Wages	Provides for personnel to perform administrative functions, clerical functions, and command field operations. 1.00 Chief of Police 2.00 Commanders 2.00 Master Police Sgts (Admin and Prof. Standards) assigned to Administration -0.03 Master Police Sgt (62.4 hrs. assigned to ATS Prog) 1.00 Executive Secretary 1.00 Office Manager 5.00 Records Specialists 4.00 Records Specialist EXEC AMEND: Eliminate Position in 2014 -0.03 Records Specialist (62.4 hrs. assigned to ATS Prog) 11.94 FTE's	\$ 983,170	\$ 42,816	\$ 978,908	\$ 983,170
521.10.10.10	Holiday Pay-Out	Provides for maximum holiday pay cash-out of 48 hrs per Sergeant and 80 hrs per Commander.	\$ 15,125	\$ -	\$ 15,125	\$ 15,125
521.10.11.00	Overtime	Provides for overtime for Records Specialists and Office Manager for holidays, July 4th activities, holiday pay and normal overtime due to vacations, sick leave and excessive work loads. Also provides overtime for Master Police Sergeants who are assigned to Administration.	\$ 25,000	\$ -	\$ 25,000	\$ 25,000
521.10.11.02	Overtime-Training	Provides for overtime for mandatory training for Record Specialists and Office Manager in ACCESS, First Aid, bloodborne and airborne pathogens, defensive driving, CPR, LEIRA qualifications, and other training mandated by the state. Reduced due to ability to adjust schedules to conduct training.	\$ 1,000	\$ -	\$ 1,000	\$ 1,000
		TOTAL SALARIES AND WAGES	\$ 1,024,295	\$ 42,816	\$ 1,020,033	\$ 1,024,295
		PERSONNEL BENEFITS				
521.10.20.00	Personnel Benefits	Provides for personnel benefits for persons assigned to Administrative division. This includes 3 command personnel, Executive Secretary, Office Manager, Record Specialists, and Sergeants assigned to Administration.	\$ 409,221	\$ 28,088	\$ 405,531	\$ 405,347
521.10.20.02	L&I Benefits-Volunteers	Volunteer hours.	\$ 75	\$ -	\$ 75	\$ 75
521.10.20.90	Employee Medical Contribution	Employee's share of health insurance premium cost for spouse and/or dependents. Starting 2015, dept. heads & exempt employees contribute for self; 2015 contribution is 5%.	\$ (9,406)	\$ (845)	\$ (10,598)	\$ (10,414)
521.10.21.00	Uniforms	Provides uniforms for 12 FTE's, including volunteers.	\$ 8,000	\$ -	\$ 8,000	\$ 8,000

**BUDGET NARRATIVE
2015**

FUND: **GENERAL**
DEPARTMENT: **LAW ENFORCEMENT**
DIVISION: **ADMINISTRATION**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.340.030.521.10.00.00		ADMINISTRATION				
521.10.24.00	Non-Uniform Clothing Allowance	Provides clothing for 3 Command personnel and 2 Sergeants assigned to Administration.	\$ -	\$ -	\$ -	\$ -
		TOTAL PERSONNEL BENEFITS	\$ 407,890	\$ 27,243	\$ 403,008	\$ 403,008
		SUPPLIES				
521.10.31.00	Office And Operating Supplies	Provides for purchase of supplies needed to perform administrative services, including copy paper, toner, janitorial supplies, light bulbs, medical supplies, coded case files and reporting forms for all divisions.	\$ 12,215	\$ -	\$ 12,215	\$ 12,215
521.10.32.01	Unleaded Fuel (Isf)	Provides for fuel cost of vehicles assigned to the Administrative Division.	\$ 10,808	\$ -	\$ 10,808	\$ 10,808
521.10.32.03	Unleaded Fuel (Outside)	Provides for fuel purchased from external vendors.	\$ 640	\$ -	\$ 640	\$ 640
521.10.35.00	Small Tools & Equipment	Provides for purchase of miscellaneous items, such as electric staplers, special event binders, file cabinets, whiteboards, time clock, recorders, and dictaphone accessories.	\$ 1,800	\$ -	\$ 1,800	\$ 1,800
		TOTAL SUPPLIES	\$ 25,463	\$ -	\$ 25,463	\$ 25,463
		OTHER SERVICES AND CHARGES				
521.10.41.00	Professional Services	Provides for background investigations, psychological trauma counseling, polygraph exams, medical examinations and required immunizations (Hep B), and fire alarm system monitoring. Also includes maintenance & internet service, ACCESS terminal charges, and contracts for Public Safety testing.	\$ 34,525	\$ -	\$ 34,525	\$ 34,525
521.10.41.08	Prof Services-Shredding	Provides for document shredding services.	\$ 1,250	\$ -	\$ 1,250	\$ 1,250
521.10.41.42	Prof Serv-Record Storage	Provides for police records offsite storage services.	\$ 8,000	\$ -	\$ 8,000	\$ 8,000
521.10.41.45	Advertising	Provides for purchase of classified ads to announce employment openings and publish sex offender notifications.	\$ 2,270	\$ -	\$ 2,270	\$ 2,270

**BUDGET NARRATIVE
2015**

FUND: **GENERAL**
DEPARTMENT: **LAW ENFORCEMENT**
DIVISION: **ADMINISTRATION**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.340.030.521.10.00.00		ADMINISTRATION				
521.10.49.22	Dues, Schools & Conferences	Provides for fees and tuition, dues and membership associated with training. These funds are necessary to maintain training standards. <ol style="list-style-type: none"> 1. WA Assoc. of Sheriffs and Police Chiefs - dues for Chief. and commanders 2. Law Enforcement Information & Records Assoc. - Dues for 5 records personnel 3. International Assoc. of Chiefs of Police - dues for Chief 4. WA Assoc. of Sheriffs and Police Chiefs spring/fall conference fees - 2 attendees 5. International Assoc. of Chiefs of Police conference fees for Chief 6. Law Enforcement Information & Records Assoc. spring/fall conference fees - 2 attendees 7. FBI National Academy Associates Conference Fees 8. LEIRA Conference dues for Record Specialists 	\$ 3,725	\$ -	\$ 3,725	\$ 3,725
		TOTAL OTHER SERVICES AND CHARGES	\$ 76,946	\$ -	\$ 76,946	\$ 76,946
		INTERFUND SERVICES				
521.10.99.01	Computer Maintenance	Provides for department's share of interfund maintenance costs for administrative computers.	\$ 31,607	\$ -	\$ 31,607	\$ 31,607
521.10.99.02	Computer Replacement	Provides for department's share of interfund replacement costs for administrative computers.	11,366	-	2,668	2,668
521.10.99.03	Equipment Maintenance	Provides for department's share of interfund maintenance costs for administrative vehicles.	18,000	-	18,000	18,000
521.10.99.04	Equipment Replacement	Provides for department's share of interfund replacement costs for administrative vehicles.	68,946	-	-	-
521.10.99.05	Insurance	Provides for department's share of interfund administrative insurance costs.	57,642	-	57,642	57,642
		TOTAL INTERFUND SERVICES	\$ 187,561	\$ -	\$ 109,917	\$ 109,917

**BUDGET NARRATIVE
2015**

FUND: **GENERAL**
 DEPARTMENT: **LAW ENFORCEMENT**
 DIVISION: **ADMINISTRATION**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.340.030.521.10.00.00		ADMINISTRATION				
		CAPITAL OUTLAYS				
594.21.64.00	Equipment		\$ -	\$ -	\$ -	\$ -
		TOTAL CAPITAL OUTLAYS	\$ -		\$ -	\$ -
		TOTAL ADMINISTRATIVE DIVISION	\$ 1,722,155	\$ 70,059	\$ 1,635,367	\$ 1,639,629

CITY OF DES MOINES

2015 BUDGET REQUESTS

LAW ENFORCEMENT
RETIREE BENEFIT PAYMENTS

POLICE - 001.341.030 LEOFF 1 RETIREES		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR-END	2015 DEPT REQ	2015 EXEC AMEND	2015 ADOPTED
517.20.29.00	BENEFITS - LEOFF 1 RETIREES	86,735	91,799	87,600	87,600	24,466	49,761	80,000	60,000	60,000
517.20.20	SUB TOTAL	86,735	91,799	87,600	87,600	24,466	49,761	80,000	60,000	60,000
	LEOFF 1 RETIREES TOTAL:	86,735	91,799	87,600	87,600	24,466	49,761	80,000	60,000	60,000

**BUDGET NARRATIVE
2015**

FUND: **GENERAL**
 DEPARTMENT: **LAW ENFORCEMENT**
 DIVISION: **LEOFF I RETIREES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.341.030.517.20.00.00 RETIREE BENEFIT PAYMENTS					
PERSONNEL BENEFITS					
517.20.29.00	Personnel Benefits- LEOFF I Retirees	This covers Leoff I long-term care annual premium and health insurance premium for the Leoff I retirees.	\$ 80,000	\$ 60,000	\$ 60,000
TOTAL PERSONNEL BENEFITS			\$ 80,000	\$ 60,000	\$ 60,000
TOTAL LEOFF I RETIREES DIVISION			\$ 80,000	\$ 60,000	\$ 60,000

CITY OF DES MOINES

2015 BUDGET REQUESTS

LAW ENFORCEMENT
POLICE FACILITIES

001.342.030 POLICE - FACILITIES: MAIN BUILDING		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR-END	2015 DEPT REQ	2015 EXEC AMEND	2015 ADOPTED
521.50.31.00	OFFICE & OPERATING SUPPLIES	2,300	2,915	3,150	3,150	1,280	2,890	3,150	3,150	3,150
521.50.35.00	SMALL TOOLS & EQUIPMENT	200	520	375	375	12	100	375	375	375
521.50.35.90	SMALL TOOLS >\$1,000 <\$5,000	-	-	-	-	-	-	-	-	-
521.50.30	SUB TOTAL	2,500	3,436	3,525	3,525	1,291	2,990	3,525	3,525	3,525
521.50.41.00	PROFESSIONAL SERVICES	475	284	225	225	95	200	225	225	225
521.50.41.32	JANITORIAL SERVICES	22,780	20,925	21,726	21,726	10,650	21,300	21,726	21,726	21,726
521.50.42.00	COMMUNICATION	-	1,184	1,192	1,192	592	1,085	1,192	1,192	1,192
521.50.47.XX	UTILITIES	53,160	56,783	57,300	57,300	25,200	50,400	52,850	52,850	52,850
521.50.48.00	REPAIR & MAINTENANCE	17,500	16,181	15,500	15,500	7,725	13,162	15,500	15,500	15,500
521.50.49.00	MISCELLANEOUS	-	-	-	-	-	-	-	-	-
521.50.49.20	LAUNDRY	-	431	425	425	350	830	800	800	800
521.50.40	SUB TOTAL	93,915	95,787	96,368	96,368	44,611	86,976	92,293	92,293	92,293
521.50.99.06	FACILITY REP AND REPLACEMENT	15,605	15,605	15,605	15,605	7,802	15,605	15,605	15,605	15,605
521.50.90	SUB TOTAL	15,605	15,605	15,605	15,605	7,802	15,605	15,605	15,605	15,605
594.21.62.00	IMPROVEMENTS:	-	-	-	-	-	-	-	-	-
594.21.60	SUB TOTAL	-	-	-	-	-	-	-	-	-
POLICE MAIN BUILDING TOTAL:		112,020	114,828	115,498	115,498	53,705	105,571	111,423	111,423	111,423

**BUDGET NARRATIVE
2015**

FUND: **GENERAL**
DEPARTMENT: **LAW ENFORCEMENT**
DIVISION: **POLICE FACILITIES: MAIN BUILDING**

Account No.	Title		Departmental Request	Executive Amendment	Adopted
001.342.030.521.50.00.00		POLICE FACILITIES: MAIN BUILDING			
		SUPPLIES			
521.50.31.00	Office and Operating Supplies	Provides for PD main building maintenance supplies such as: janitorial supplies, light bulbs, etc.	\$ 3,150	\$ 3,150	\$ 3,150
521.50.35.00	Small Tools	Provides small tools for PD main building maintenance including power and hand tools, etc.	375	375	375
		TOTAL SUPPLIES	\$ 3,525	\$ 3,525	\$ 3,525
		OTHER SERVICES AND CHARGES			
521.50.41.00	Professional Services	Provides for fire & security alarm monitoring services.	\$ 225	\$ 225	\$ 225
521.50.41.32	Janitorial Services	Provides for janitorial services for police facility. Includes floor maintenance, monthly stripping and waxing. Cost is higher than other departments because this facility is open 24 hours a day.	\$ 21,726	\$ 21,726	\$ 21,726
521.50.42.00	Communication	Provides for telephone line service.	\$ 1,192	\$ 1,192	\$ 1,192
521.50.47.XX	Utilities	Provides for utility and SWM payments at police facility.	\$ 52,850	\$ 52,850	\$ 52,850
521.50.47.01		Electric	\$ 43,450		
521.50.47.02		Water	\$ 5,500		
521.50.47.03		Sewer	\$ 596		
521.50.47.04		Surface Water Management	\$ 3,224		
521.50.47.10		Cable	\$ 80		
			<u>\$ 52,850</u>		
521.50.48.00	Repair and Maintenance	Provides for routine maintenance, such as: pest control, HVAC, & burglar alarm system. Amount reflects a maintenance agreement on the emergency generator at the police facility.	\$ 15,500	\$ 15,500	\$ 15,500
521.50.49.20	Laundry	Provides for mats laundering service.	\$ 800	\$ 800	\$ 800
		TOTAL OTHER SERVICES AND CHARGES	\$ 92,293	\$ 92,293	\$ 92,293

**BUDGET NARRATIVE
2015**

FUND: **GENERAL**
DEPARTMENT: **LAW ENFORCEMENT**
DIVISION: **POLICE FACILITIES: MAIN BUILDING**

Account No.	Title		Departmental Request	Executive Amendment	Adopted
001.342.030.521.50.00.00		POLICE FACILITIES: MAIN BUILDING			
		INTERFUND SERVICES			
521.50.99.06	Facility Repair & Replacement	Provides for department's share of interfund maintenance for new police building.	15,605	15,605	15,605
		TOTAL INTERFUND SERVICES	\$ 15,605	\$ 15,605	\$ 15,605
		CAPITAL OUTLAYS			
594.21.62	Improvements		\$ -	\$ -	\$ -
		TOTAL CAPITAL OUTLAYS	\$ -	\$ -	\$ -
		TOTAL POLICE MAIN BUILDING DIVISION	\$ 111,423	\$ 111,423	\$ 111,423

CITY OF DES MOINES

2015 BUDGET REQUESTS

LAW ENFORCEMENT
POLICE FACILITIES: POLICE SUBSTATION

001.342.030 POLICE - FACILITIES: SUB-STATION		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR-END	2015 DEPT REQ	2015 EXEC AMEND	2015 ADOPTED
521.51.31.00	OFFICE & OPERATING SUPPLIES	350	698	350	350	18	200	350	350	350
521.51.35.00	SMALL TOOLS & EQUIPMENT	1,100	186	1,100	1,100	285	600	1,100	1,100	1,100
521.51.35.90	SMALL TOOLS >\$1,000 <\$5,000	-	-	-	-	-	-	-	-	-
521.51.35.15	REDONDO SQ EQUIPT/FURNITURE	-	-	-	-	-	-	-	-	-
521.51.30	SUB TOTAL	1,450	884	1,450	1,450	302	800	1,450	1,450	1,450
521.51.41.32	JANITORIAL SERVICES	2,220	1,295	2,264	2,264	1,110	2,220	2,264	2,264	2,264
521.51.42.00	COMMUNICATION	3,700	8,397	3,700	3,700	7,275	13,870	14,275	14,275	14,275
521.51.45.00	OPERATING RENTALS & LEASES	-	488	-	-	1,215	1,983	2,000	2,000	2,000
521.51.47.00	UTILITIES	3,000	3,105	3,430	3,430	1,979	4,576	4,825	4,825	4,825
521.51.48.00	REPAIR & MAINTENANCE	2,300	2,636	2,550	2,550	1,366	2,200	2,550	2,550	2,550
521.51.49.00	MISCELLANEOUS	-	-	-	-	-	-	-	-	-
521.51.40	SUB TOTAL	11,220	15,921	11,944	11,944	12,945	24,849	25,914	25,914	25,914
521.51.99.06	FACILITY REP AND REPLACEMENT	1,372	1,372	1,372	1,372	686	1,372	1,372	1,372	1,372
521.51.90	SUB TOTAL	1,372	1,372	1,372	1,372	686	1,372	1,372	1,372	1,372
594.21.62.00	IMPROVEMENTS:	-	-	-	-	-	-	-	-	-
594.21.60	SUB TOTAL	-	-	-	-	-	-	-	-	-
POLICE SUB-STATION FACILITY TOTAL:		14,042	18,177	14,766	14,766	13,933	27,021	28,736	28,736	28,736

**BUDGET NARRATIVE
2015**

FUND: **GENERAL**
DEPARTMENT: **LAW ENFORCEMENT**
DIVISION: **POLICE FACILITIES: POLICE SUBSTATION**

Account No.	Title		Departmental Request	Executive Amendment	Adopted
001.342.030.521.51.00.00		POLICE FACILITIES: POLICE SUBSTATION			
		SUPPLIES			
521.51.31.00	Office and Operating Supplies	Provides for Redondo Sub-station maintenance supplies such as: janitorial supplies, etc.	\$ 350	\$ 350	\$ 350
521.51.35.00	Small Tools	Provides small tools for Police Substation facility maintenance including power and hand tools, etc.	1,100	1,100	1,100
		TOTAL SUPPLIES	\$ 1,450	\$ 1,450	\$ 1,450
		OTHER SERVICES AND CHARGES			
521.51.41.00	Professional Services	Provides for fire & security alarm monitoring services.	\$ -	\$ -	\$ -
521.51.41.32	Janitorial Services	Provides for janitorial services for police substation facility. Includes floor maintenance, monthly stripping and waxing.	\$ 2,264	\$ 2,264	\$ 2,264
521.51.42.00	Communications	Provides for security cameras at Police Sub-station facility.	\$ 14,275	\$ 14,275	\$ 14,275
521.51.45.00	Operating Rentals & Leases	Provides for lease of space at Police Sub-station facility.	\$ 2,000	\$ 2,000	\$ 2,000
521.51.47.XX	Utilities	Provides for electricity & natural gas utility payments at police substation facility.	\$ 4,825	\$ 4,825	\$ 4,825
521.50.47.01		Electric	\$ 3,775		
521.50.47.06		Natural Gas	\$ 1,050		
521.50.47.10		Cable	\$ -		
			<u>\$ 4,825</u>		
521.51.48.00	Repair and Maintenance	Provides for routine maintenance and unexpected small repairs to Substation facility.	2,550	2,550	2,550
		TOTAL OTHER SERVICES AND CHARGES	\$ 25,914	\$ 25,914	\$ 25,914

**BUDGET NARRATIVE
2015**

FUND: **GENERAL**
 DEPARTMENT: **LAW ENFORCEMENT**
 DIVISION: **POLICE FACILITIES: POLICE SUBSTATION**

Account No.	Title		Departmental Request	Executive Amendment	Adopted
001.342.030.521.51.00.00		POLICE FACILITIES: POLICE SUBSTATION			
		INTERFUND SERVICES			
521.51.99.06	Facility Repair & Replacement	Provides for division's share of interfund maintenance for Police Substation.	1,372	1,372	1,372
		TOTAL INTERFUND SERVICES	\$ 1,372	\$ 1,372	\$ 1,372
		CAPITAL OUTLAYS			
594.21.62.00	Improvements		\$ -	\$ -	\$ -
		TOTAL CAPITAL OUTLAYS	\$ -	\$ -	\$ -
		TOTAL POLICE SUBSTATION FACILITY DIVISION	\$ 28,736	\$ 28,736	\$ 28,736

CITY OF DES MOINES

2013 BUDGET REQUESTS

LAW ENFORCEMENT
POLICE OFFICERS TRAINING

001.344.030 POLICE - TRAINING		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR-END	2015 DEPT REQ	2015 EXEC AMEND	2015 ADOPTED
521.40.11.00	OVERTIME	46,375	50,865	46,375	46,375	29,779	58,808	46,375	46,375	46,375
521.40.10 SUB TOTAL		46,375	50,865	46,375	46,375	29,779	58,808	46,375	46,375	46,375
521.40.20.00	PERSONNEL BENEFITS	6,694	7,715	6,976	6,976	4,447	8,821	7,108	7,108	7,108
521.40.20 SUB TOTAL		6,694	7,715	6,976	6,976	4,447	8,821	7,108	7,108	7,108
521.40.43.00	TRAVEL EXPENSES	-	846	825	825	1,008	1,457	1,500	1,500	1,500
521.40.49.00	MISCELLANEOUS	-	245	-	-	-	-	-	-	-
521.40.49.22	DUES, SCHOOLS, & CONFERENCES	5,300	1,851	4,750	4,750	4,939	7,379	6,500	6,500	6,500
521.40.40 SUB TOTAL		5,300	2,941	5,575	5,575	5,947	8,836	8,000	8,000	8,000
521.40.99.05	INTERFUND INSURANCE	1,975	1,975	1,945	1,945	1,945	1,945	2,266	2,266	2,266
521.40.90 SUB TOTAL		1,975	1,975	1,945	1,945	1,945	1,945	2,266	2,266	2,266
POLICE OFFICERS TRAINING TOTAL:		60,344	63,496	60,871	60,871	42,118	78,409	63,749	63,749	63,749

**BUDGET NARRATIVE
2015**

FUND: **GENERAL**
 DEPARTMENT: **LAW ENFORCEMENT**
 DIVISION: **POLICE OFFICERS TRAINING**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.344.030.521.40.00.00		POLICE OFFICERS TRAINING			
		SALARIES AND WAGES			
521.40.11.00	Overtime	Provides overtime pay for mandatory training for police officers. Training includes: first aid, bloodborne and airborne pathogens, breathalyzer, defensive tactics, firearms qualifications, instructor certification and other straining as mandated by the state. Other training includes quarterly firearms training, taser training and in-car technology training, including computers, in-car video system, and LoJack auto recovery system.	\$ 46,375	\$ 46,375	\$ 46,375
		TOTAL SALARIES AND WAGES	\$ 46,375	\$ 46,375	\$ 46,375
		PERSONNEL BENEFITS			
521.40.20.00	Personnel Benefits	Provides for personnel benefits associated with mandatory training.	\$ 7,108	\$ 7,108	\$ 7,108
		TOTAL PERSONNEL BENEFITS	\$ 7,108	\$ 7,108	\$ 7,108

**BUDGET NARRATIVE
2015**

FUND: **GENERAL**
DEPARTMENT: **LAW ENFORCEMENT**
DIVISION: **POLICE OFFICERS TRAINING**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.344.030.521.40.00.00		POLICE OFFICERS TRAINING			
		OTHER SERVICES AND CHARGES			
521.40.43.00	Travel	Provides for lodging, meals, per diem, and other costs associated with mandatory training.	\$ 1,500	\$ 1,500	\$ 1,500
521.40.49.00	Miscellaneous	Provides for other miscellaneous costs related to mandatory training.	\$ -	\$ -	\$ -
521.40.49.22	Dues, Schools, and Conferences	Provides for fees and tuition, dues and membership associated with training. These funds are necessary to maintain training standards.	\$ 6,500	\$ 6,500	\$ 6,500
		<ol style="list-style-type: none"> 1. National Assoc. of Traffic Investigators, dues for three. 2. Tactical Training Fees for four personnel. 3. Firearms Instructors Assoc., dues for three. 4. Glock Armorers School, tuition for one. 5. Glock Instructors course, tuition for one. 6. Shotgun Armorers course, tuition for one. 7. Bicycle instructor, tuition for one. 8. Bicycle Patrol, tuition for four personnel. 9. Internet Crime training tuition and membership fees. 10. Child Exploitation training. 11. Computer Crimes training fees. 12. NW Crime Intelligence dues for two. 13. Reid Interview course tuition for two. 14. Advanced Homicide Investigation course tuition for two. 15. NW Fraud Investigators Assoc. dues for one. 			
		TOTAL OTHER SERVICES AND CHARGES	\$ 8,000	\$ 8,000	\$ 8,000
		INTERFUND SERVICES			
521.40.99.05	Interfund Insurance	Provides for Division's share of interfund administrative insurance costs.	\$ 2,266	\$ 2,266	\$ 2,266
		TOTAL INTERFUND SERVICES	\$ 2,266	\$ 2,266	\$ 2,266
		TOTAL POLICE OFFICERS TRAINING DIVISION	\$ 63,749	\$ 63,749	\$ 63,749

CITY OF DES MOINES

2015 BUDGET REQUESTS

LAW ENFORCEMENT
CIVIL SERVICE

001.345.030 POLICE - CIVIL SERVICE DIVISION		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
521.10.11.00	OVERTIME	5,697	7,769	8,930	8,930	4,864	8,144	9,245	9,245	9,245
521.10.10	SUB TOTAL	5,697	7,769	8,930	8,930	4,864	8,144	9,245	9,245	9,245
521.10.20.00	PERSONNEL BENEFITS	993	1,301	1,638	1,638	882	1,303	1,744	1,744	1,744
521.10.20	SUB TOTAL	993	1,301	1,638	1,638	882	1,303	1,744	1,744	1,744
521.10.31.00	OFFICE AND OPERATING SUPPLIES	2,000	1,537	2,000	2,000	91	1,500	2,000	2,000	2,000
521.10.35.00	SMALL TOOLS & EQUIPMENT	-	-	-	-	-	-	-	-	-
521.10.35.90	SMALL EQP > \$1,000 < \$5,000	-	-	-	-	-	-	-	-	-
521.10.30	SUB TOTAL	2,000	1,537	2,000	2,000	91	1,500	2,000	2,000	2,000
521.10.41.00	PROFESSIONAL SERVICES	-	-	-	-	-	-	-	-	-
521.10.41.45	ADVERTISING	-	25	-	-	25	25	-	-	-
521.10.42.00	COMMUNICATION	-	53	-	-	-	-	-	-	-
521.10.43.00	TRAVEL EXPENSES	-	-	-	-	-	-	-	-	-
521.10.45.00	OPERATING RENTALS & LEASES	-	100	-	-	-	-	-	-	-
521.10.49.00	MISCELLANEOUS	500	-	500	500	-	200	500	500	500
521.10.40	SUB TOTAL	500	178	500	500	25	225	500	500	500
521.10.99.05	INTERFUND INSURANCE	204	204	595	595	595	595	469	469	469
521.10.90	SUB TOTAL	204	204	595	595	595	595	469	469	469
CIVIL SERVICE DIVISION TOTAL:		9,394	10,989	13,663	13,663	6,457	11,767	13,958	13,958	13,958

BUDGET NARRATIVE

2015

FUND: **GENERAL**
 DEPARTMENT: **LAW ENFORCEMENT**
 DIVISION: **CIVIL SERVICE**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.345.030.521.10.00.00					
		CIVIL SERVICE			
		SALARIES AND WAGES			
521.10.11.00	Overtime	Provides for overtime for Civil Service, testing applicants and attending regular meetings.	\$ 9,245	\$ 9,245	\$ 9,245
		TOTAL SALARIES AND WAGES	\$ 9,245	\$ 9,245	\$ 9,245
		PERSONNEL BENEFITS			
521.10.20.00	Personnel Benefits		\$ 1,744	\$ 1,744	\$ 1,744
		TOTAL PERSONNEL BENEFITS	\$ 1,744	\$ 1,744	\$ 1,744
		SUPPLIES			
521.10.31.00	Office & Operating Supplies	Provides for purchase of supplies and reporting forms needed to prepare case files.	\$ 2,000	\$ 2,000	\$ 2,000
521.10.35.90	Small Tools and Equipment		\$ -	\$ -	\$ -
		TOTAL SUPPLIES	\$ 2,000	\$ 2,000	\$ 2,000
		OTHER SERVICES AND CHARGES			
521.10.41.00	Professional Services	Provides for civil service hearing tests for civil service positions cost.	\$ -	\$ -	\$ -
521.10.49.00	Miscellaneous	Provides for miscellaneous items not budgeted elsewhere.	\$ 500	\$ 500	\$ 500
		TOTAL OTHER SERVICES AND CHARGES	\$ 500	\$ 500	\$ 500
		INTERFUND SERVICES			
521.10.99.05	Interfund Insurance	Provides for department's share of interfund administrative insurance costs.	\$ 469	\$ 469	\$ 469
		TOTAL INTERFUND SERVICES	\$ 469	\$ 469	\$ 469
		TOTAL CIVIL SERVICE DIVISION	\$ 13,958	\$ 13,958	\$ 13,958

CITY OF DES MOINES

2015 BUDGET REQUESTS

LAW ENFORCEMENT
DETECTIVE DIVISION

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 NEW REQ	2015 EXEC AMEND	2015 ADOPTED
001.350.030	DETECTIVE DIVISION										
521.21.10.00	SALARIES & WAGES	482,840	478,534	487,940	487,940	243,955	487,926	497,940		497,940	497,940
521.21.10.10	HOLIDAY PAY-OUT	9,285	5,908	11,260	11,260	-	11,260	11,490		11,490	11,490
521.21.10.90	FURLOUGH	-	-	-	-	-	-	-		-	-
521.21.11.00	OVERTIME	49,400	40,262	49,400	49,400	18,213	44,230	49,400		49,400	49,400
521.21.10	SUB TOTAL	541,525	524,705	548,600	548,600	262,168	543,417	558,830	-	558,830	558,830
521.21.20.00	PERSONNEL BENEFITS	205,468	207,021	227,935	227,935	114,401	239,103	232,050		229,768	229,608
521.21.20.90	DEPENDENT MEDICAL EE CONTRIBUTION	(6,150)	(6,379)	(7,644)	(7,644)	(3,822)	(7,644)	(8,025)		(8,025)	(7,865)
521.21.21.00	UNIFORMS	2,000	462	2,000	2,000	16	500	2,000		2,000	2,000
521.21.24.00	NON-UNIFORM CLOTHING ALLOWANCE	5,505	4,103	5,505	5,505	946	4,000	5,505		5,505	5,505
521.21.20	SUB TOTAL	206,823	205,206	227,796	227,796	111,542	235,959	231,530	-	229,248	229,248
521.21.31.00	OFFICE AND OPERATING SUPPLIES	5,480	450	5,480	5,480	2,172	3,594	5,480		5,480	5,480
521.21.32.01	UNLEADED FUEL (ISF)	10,819	14,897	15,091	15,091	6,876	15,168	15,690		15,690	15,690
521.21.32.03	UNLEADED FUEL (OUTSIDE)	125	-	125	125	88	120	125		125	125
521.21.35.00	SMALL TOOLS & EQUIPMENT	2,500	860	2,500	2,500	1,366	2,200	2,500		2,500	2,500
521.21.35.90	SMALL EQP > \$1,000 < \$5,000	-	-	-	-	-	-	-		-	-
521.21.30	SUB TOTAL	18,924	16,207	23,196	23,196	10,501	21,082	23,795	-	23,795	23,795
521.21.41.00	PROFESSIONAL SERVICES	3,400	3,613	3,000	3,000	581	1,200	1,300		1,300	1,300
521.21.41.04	PROF SERV-INTERPRETING	-	650	400	400	313	1,349	600		600	600
521.21.41.08	PROF SERVICES-SHREDDING	100	-	100	100	-	-	100		100	100
521.21.41.45	ADVERTISING	-	-	-	-	-	-	-		-	-
521.21.42.00	COMMUNICATION	6,280	4,052	4,200	4,200	1,954	4,419	4,961		4,961	4,961
521.21.43.00	TRAVEL EXPENSES	1,319	(394)	1,319	1,319	158	400	1,319		1,319	1,319
521.21.45.00	OPERATING RENTALS & LEASES	1,500	-	1,500	1,500	-	-	1,500		1,500	1,500
521.21.45.02	COPIER LEASE	300	431	300	300	693	382	400		400	400
521.21.48.00	REPAIR & MAINTENANCE	1,000	162	750	750	495	700	750		750	750
521.21.49.00	MISCELLANEOUS	330	521	330	330	-	-	330		330	330
521.21.49.20	LAUNDRY	3,500	4,570	4,500	4,500	1,889	4,479	4,500		4,500	4,500
521.21.49.22	MEMBERSHIP DUES	1,450	150	1,450	1,450	-	-	1,450		1,450	1,450
521.21.49.26	INVESTIGATIVE ACCOUNT	3,000	-	3,000	3,000	-	-	3,000		3,000	3,000
521.21.40	SUB TOTAL	22,179	13,754	20,849	20,849	6,082	12,929	20,210	-	20,210	20,210

CITY OF DES MOINES

2015 BUDGET REQUESTS

LAW ENFORCEMENT
DETECTIVE DIVISION

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 NEW REQ	2015 EXEC AMEND	2015 ADOPTED
001.350.030	DETECTIVE DIVISION										
521.21.99.01	COMPUTER INTERFUND MAINTENANCE	16,967	16,967	13,457	13,457	7,952	13,457	12,420		12,420	12,420
521.21.99.02	COMPUTER INTERFUND REPLACEMENT	1,932	1,932	2,017	2,017	1,009	1,345	4,037		1,239	1,239
521.21.99.03	EQUIPMENT RENTAL MAINTENANCE	21,600	21,600	21,600	21,600	10,800	21,600	27,000		27,000	27,000
521.21.99.04	EQUIPMENT RENTAL REPLACEMENT	-	-	45,463	45,463	22,732	30,309	41,294		24,046	24,046
521.21.99.05	INTERFUND INSURANCE	22,470	22,470	21,364	21,364	21,364	21,364	25,794		25,794	25,794
521.21.90	SUB TOTAL	62,969	62,969	103,901	103,901	63,856	88,075	110,545	-	90,499	90,499
594.21.64.02	EQUIPMENT - VEHICLES								35,000		
594.21.60	SUB TOTAL	-	-	-	-	-	-	-	35,000	-	-
	DETECTIVE DIVISION TOTAL:	852,420	822,841	924,342	924,342	454,149	901,463	944,910	35,000	922,582	922,582

BUDGET NARRATIVE 2015

FUND: **GENERAL**
DEPARTMENT: **LAW ENFORCEMENT**
DIVISION: **DETECTIVE**

Account No.	Title	Narrative	Departmental Request	New Requests	Executive Amendment	Adopted
001.350.030.521.21.00.00		DETECTIVE				
		SALARIES AND WAGES				
521.21.10.00	Salaries & Wages	Provides for personnel to perform investigative functions, crime scene investigations, evidence processing and storage, and related duties. 1.0 Sergeant 4.0 Detectives <hr/> 5.0 FTEs	\$ 497,940		\$ 497,940	\$ 497,940
521.21.10.10	Holiday Pay-Out	Provides for holiday pay cash-out of 48 hrs per detective officer.	\$ 11,490	\$ -	\$ 11,490	\$ 11,490
521.21.11.00	Overtime	Provides for overtime for crime scene call-out, court, special details, and holiday pay. Normal overtime due to excessive work loads and call-outs.	\$ 49,400	\$ -	\$ 49,400	\$ 49,400
		TOTAL SALARIES AND WAGES	\$ 558,830	\$ -	\$ 558,830	\$ 558,830
		PERSONNEL BENEFITS				
521.21.20.00	Personnel Benefits	Provides for personnel benefits for personnel assigned to the Detective division as indicated. This also covers benefits associated with overtime (\$7,573).	\$ 232,050	\$ -	\$ 229,768	\$ 229,608
521.21.20.90	Employee Medical Contribution	Employee's share of health insurance premium cost for spouse and/or dependents.	\$ (8,025)	\$ -	\$ (8,025)	\$ (7,865)
521.21.21.00	Uniforms	Provides uniforms as needed for detective division.	\$ 2,000	\$ -	\$ 2,000	\$ 2,000
521.21.24.00	Non-Uniform Clothing Allowance	Provides clothing for 5 detectives @ 1% of base pay per year each plus replacement of job related damaged clothes. This amount is set by the Police Guild Contract.	\$ 5,505	\$ -	\$ 5,505	\$ 5,505
		TOTAL PERSONNEL BENEFITS	\$ 231,530	\$ -	\$ 229,248	\$ 229,248

BUDGET NARRATIVE 2015

FUND: **GENERAL**
 DEPARTMENT: **LAW ENFORCEMENT**
 DIVISION: **DETECTIVE**

Account No.	Title	Narrative	Departmental Request	New Requests	Executive Amendment	Adopted
001.350.030.521.21.00.00		DETECTIVE				
		SUPPLIES				
521.21.31.00	Office And Operating Supplies	Provides for purchase of supplies needed to perform Detective services. Video and audio tapes, film, evidence processing and bloodborne pathogens supplies.	\$ 5,480		\$ 5,480	\$ 5,480
521.21.32.01	Unleaded Fuel (Isf)	Provides for fuel for operating vehicles assigned to the Detective Division.	\$ 15,690		\$ 15,690	\$ 15,690
521.21.32.03	Unleaded Fuel (Outside)	Provides for fuel purchased from external vendors.	\$ 125		\$ 125	\$ 125
521.21.35.00	Small Tools & Equipment	Provides for purchase of surveillance equipment, fingerprint equipment and ballistic vest replacements for detective personnel. Includes boxes, evidence packaging materials, digital cameras, recording equipment, etc.	\$ 2,500		\$ 2,500	\$ 2,500
		TOTAL SUPPLIES	\$ 23,795	\$ -	\$ 23,795	\$ 23,795
		OTHER SERVICES AND CHARGES				
521.21.41.00	Professional Services	Provides for photo processing of major crime scenes, polygraph examinations, DNA analysis, employment security searches, financial traces, courier services, and towing.	\$ 1,300		\$ 1,300	\$ 1,300
521.21.41.04	Prof Serv-Interpreting	Provides for non-English language translation services.	\$ 600		\$ 600	\$ 600
521.21.41.08	Prof Services-Shredding	Provides for document shredding services.	\$ 100		\$ 100	\$ 100

BUDGET NARRATIVE 2015

FUND: **GENERAL**
DEPARTMENT: **LAW ENFORCEMENT**
DIVISION: **DETECTIVE**

Account No.	Title	Narrative	Departmental Request	New Requests	Executive Amendment	Adopted
001.350.030.521.21.00.00		DETECTIVE				
521.21.42.00	Communication	Provides for pagers for sergeant and on-call detectives, cellular airtime, long distance and telephone lines.	\$ 4,961	\$ -	\$ 4,961	\$ 4,961
		Satellite Communications	\$ 156			
		Long Distance	\$ 240			
		Cell Phones/Pagers	\$ 4,500			
		Postage	\$ 65			
			<u>\$ 4,961</u>			
521.21.43.00	Travel Expenses	Provides for lodging, meals, per diem, and other costs associated with training, conferences and seminars.	\$ 1,319		\$ 1,319	\$ 1,319
		1. NW Crime Intelligence conference for one.				
		2. NW Fraud Investigators conference for one.				
		3. Travel expenses for background investigations				
		4. Domestic Violence Conference for one				
		5. Internet Crime Investigation for one				
		6. Miscellaneous travel expenses				
521.21.45.00	Operating Rentals & Leases	Provides for Ident-I-Kit rental and storage space for seized vehicles.	\$ 1,500		\$ 1,500	\$ 1,500
521.21.45.02	Copier Lease	Provides for lease of copier in detective work area.	\$ 400		\$ 400	\$ 400
521.21.48.00	Repair & Maintenance	Provides for routine maintenance and unexpected small repairs to Detective Division equipment.	\$ 750		\$ 750	\$ 750
521.21.49.00	Miscellaneous	Provides for developing of basic crime scene photos and enlarging photographs for court.	\$ 330		\$ 330	\$ 330
521.21.49.20	Laundry	Provides for laundry service for investigation division as provided in the collective bargaining agreement.	\$ 4,500		\$ 4,500	\$ 4,500

BUDGET NARRATIVE 2015

FUND: **GENERAL**
DEPARTMENT: **LAW ENFORCEMENT**
DIVISION: **DETECTIVE**

Account No.	Title	Narrative	Departmental Request	New Requests	Executive Amendment	Adopted
001.350.030.521.21.00.00		DETECTIVE				
521.21.49.22	Membership Dues	Provides for dues and membership associated with training. 1. NW Crime Intelligence dues for two. 2. NW Fraud Investigators Assoc. dues for one. 3. Child exploitation unit dues	\$ 1,450		\$ 1,450	\$ 1,450
521.21.49.26	Investigative Account	Provides for small various undercover criminal investigation expenses.	\$ 3,000		\$ 3,000	\$ 3,000
TOTAL OTHER SERVICES AND CHARGES			\$ 20,210	\$ -	\$ 20,210	\$ 20,210
INTERFUND SERVICES						
521.21.99.01	Computer Maintenance	Provides for division's share of interfund maintenance costs of detective computers and printer.	\$ 12,420		\$ 12,420	\$ 12,420
521.21.99.02	Computer Replacement	Provides for division's share of interfund replacement costs of detective computers and printer.	\$ 4,037	\$ -	\$ 1,239	\$ 1,239
521.21.99.03	Equipment Maintenance	Provides for division's share of interfund maintenance of Detective vehicles.	\$ 27,000	\$ -	\$ 27,000	\$ 27,000
521.21.99.04	Equipment Replacement	Provides for division's share of interfund replacement costs of detective vehicles.	\$ 41,294	\$ -	\$ 24,046	\$ 24,046
521.21.99.05	Interfund Insurance	Provides for division's share of interfund insurance costs.	\$ 25,794	\$ -	\$ 25,794	\$ 25,794
TOTAL INTERFUND SERVICES			\$ 110,545	\$ -	\$ 90,499	\$ 90,499
CAPITAL OUTLAYS						
594.21.64.00	Equipment		\$ -	\$ 35,000	\$ -	\$ -
TOTAL CAPITAL OUTLAYS			\$ -	\$ 35,000	\$ -	\$ -
TOTAL DETECTIVE DIVISION			\$ 944,910	\$ 35,000	\$ 922,582	\$ 922,582

CITY OF DES MOINES

2015 BUDGET REQUESTS

LAW ENFORCEMENT
PROPERTY & EVIDENCE ROOM

001.355.030	PROPERTY & EVIDENCE ROOM DIVISION	2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
521.80.10.00	SALARIES & WAGES	43,632	41,444	42,468	42,468	20,724	33,394	43,320	43,320	43,320
521.80.11.00	OVERTIME	1,560	-	1,560	1,560	-	-	1,560	1,560	1,560
521.80.10	SUB TOTAL	45,192	41,444	44,028	44,028	20,724	33,394	44,880	44,880	44,880
521.80.20.00	PERSONNEL BENEFITS	20,623	20,076	22,933	22,933	10,469	16,697	21,493	21,392	21,392
521.80.20.90	DEPENDENT MEDICAL EE CONTRIBUTION	(326)	(326)	(396)	(396)	(157)	(261)	(329)	(329)	(329)
521.80.21.00	UNIFORMS	-	-	500	500	-	250	-	-	-
521.80.20	SUB TOTAL	20,297	19,750	23,037	23,037	10,313	16,686	21,164	21,063	21,063
521.80.31.00	OFFICE AND OPERATING SUPPLIES	1,170	367	1,170	1,170	-	1,000	1,170	1,170	1,170
521.80.35.00	SMALL TOOLS & EQUIPMENT	500	-	500	500	36	500	500	500	500
521.80.35.90	SMALL EQP >\$1,000 >\$5,000	-	-	-	-	-	-	-	-	-
521.80.30	SUB TOTAL	1,670	367	1,670	1,670	36	1,500	1,670	1,670	1,670
521.80.42.00	COMMUNICATION	50	925	825	825	483	967	1,025	1,025	1,025
521.80.43.00	TRAVEL EXPENSES	250	-	250	250	-	-	250	250	250
521.80.48.00	REPAIRS AND MAINTENANCE	1,000	-	1,000	1,000	-	100	1,000	1,000	1,000
521.80.49.00	MISCELLANEOUS	-	-	-	-	-	200	-	-	-
521.80.49.22	DUES, SCHOOLS, & CONFERENCES	350	50	350	350	-	-	350	350	350
521.80.40	SUB TOTAL	1,650	975	2,425	2,425	483	1,267	2,625	2,625	2,625
521.80.99.01	COMPUTER INTERFUND MAINTENANCE	2,942	2,942	2,357	2,357	1,393	2,357	2,142	2,142	2,142
521.80.99.02	COMPUTER INTERFUND REPLACEMENT	279	279	200	200	100	133	400	-	-
521.80.99.05	INTERFUND INSURANCE	3,358	3,358	3,048	3,048	3,048	3,048	3,786	3,786	3,786
521.80.90	SUB TOTAL	6,579	6,579	5,605	5,605	4,541	5,538	6,328	5,928	5,928
594.21.62.00	EVIDENCE ROOM IMPROVEMENT	-	-	-	-	-	-	-	-	-
594.21.60	SUB TOTAL	-	-	-	-	-	-	-	-	-
PROPERTY & EVIDENCE ROOM DIVISION TOTAL:		75,388	69,115	76,765	76,765	36,096	58,384	76,667	76,166	76,166

BUDGET NARRATIVE

2015

FUND: **GENERAL**
 DEPARTMENT: **LAW ENFORCEMENT**
 DIVISION: **PROPERTY & EVIDENCE ROOM**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.355.030.521.80.00.00		PROPERTY & EVIDENCE ROOM			
		SALARIES AND WAGES			
521.80.10.00	Salaries & Wages	Provides for personnel to perform evidence processing and storage, and related duties. 0.8 Evidence Technician 0.8 FTE	\$ 43,320	\$ 43,320	\$ 43,320
521.80.11.00	Overtime	Provides for overtime for crime scene call-out, court, special details, etc.	\$ 1,560	\$ 1,560	\$ 1,560
		TOTAL SALARIES AND WAGES	\$ 44,880	\$ 44,880	\$ 44,880
		PERSONNEL BENEFITS			
521.80.20.00	Personnel Benefits	Provides for personnel benefits for Evidence Technician. This also covers benefits associated with overtime (\$295).	\$ 21,493	\$ 21,392	\$ 21,392
521.80.20.90	Employee Medical Contribution	Employee's share of health insurance premium cost for spouse and/or dependents.	\$ (329)	\$ (329)	\$ (329)
521.80.21.00	Uniforms	Provides uniforms as needed for evidence technician staff.	\$ -	\$ -	\$ -
		TOTAL PERSONNEL BENEFITS	\$ 21,164	\$ 21,063	\$ 21,063
		SUPPLIES			
521.80.31.00	Office and Operating Supplies	Provides for purchase of supplies needed to perform property and evidence room services. Video and audio tapes, film, evidence processing and bloodborne pathogens supplies.	\$ 1,170	\$ 1,170	\$ 1,170
521.80.35.00	Small Tools & Equipment-Evidence Room		\$ 500	\$ 500	\$ 500
		TOTAL SUPPLIES	\$ 1,670	\$ 1,670	\$ 1,670

BUDGET NARRATIVE

2015

FUND: **GENERAL**
 DEPARTMENT: **LAW ENFORCEMENT**
 DIVISION: **PROPERTY & EVIDENCE ROOM**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.355.030.521.80.00.00		PROPERTY & EVIDENCE ROOM			
		OTHER SERVICES AND CHARGES			
521.80.42.00	Communications	Provides for cellular airtime, telephone line, and postage.	\$ 1,025	\$ 1,025	\$ 1,025
		Postage	\$ 50		
		Cell Phone	\$ 540		
		Telephone Line	\$ 435		
			<u>\$ 1,025</u>		
521.80.43.00	Travel	Provides for lodging, meals, per diem, and other costs associated with training, conferences and seminars.	\$ 250	\$ 250	\$ 250
521.80.48.16	Repair and Maintenance	Provides for unexpected small repairs & maintenance in the Evidence Room.	\$ 1,000	\$ 1,000	\$ 1,000
521.80.49.00	Miscellaneous	Provides for developing of basic crime scene photos and enlarging photographs for court.	\$ -	\$ -	\$ -
521.80.49.22	Dues, Schools, and Conferences	Provides for fees and tuition, dues and membership associated with training.	\$ 350	\$ 350	\$ 350
		TOTAL OTHER SERVICES AND CHARGES	\$ 2,625	\$ 2,625	\$ 2,625
		INTERFUND SERVICES			
521.80.99.01	Computer Maintenance	Provides for division's share of interfund maintenance costs of computers and printer.	\$ 2,142	\$ 2,142	\$ 2,142
521.80.99.02	Computer Replacement	Provides for division's share of interfund replacement costs of computers and printer.	\$ 400	\$ -	\$ -
521.80.99.05	Interfund Insurance	Provides for division's share of interfund insurance costs.	\$ 3,786	\$ 3,786	\$ 3,786
		TOTAL INTERFUND SERVICES	\$ 6,328	\$ 5,928	\$ 5,928

BUDGET NARRATIVE

2015

FUND: **GENERAL**
 DEPARTMENT: **LAW ENFORCEMENT**
 DIVISION: **PROPERTY & EVIDENCE ROOM**

Account No.	Title Narrative	Departmental Request	Executive Amendment	Adopted
001.355.030.521.80.00.00	PROPERTY & EVIDENCE ROOM			
	CAPITAL OUTLAYS			
594.21.62.01	Evidence Room Improvements	\$ -	\$ -	\$ -
	TOTAL CAPITAL OUTLAYS	\$ -	\$ -	\$ -
	TOTAL PROPERTY AND EVIDENCE ROOM DIVISION	\$ 76,667	\$ 76,166	\$ 76,166

CITY OF DES MOINES

2015 BUDGET REQUESTS

LAW ENFORCEMENT
PATROL DIVISION

001.360.030 PATROL DIVISION		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQ	2015 NEW REQUEST	2015 EXEC AMEND	2015 ADOPTED
521.22.10.00	SALARIES & WAGES	2,084,199	1,938,059	2,060,890	2,060,890	992,111	2,008,029	2,378,340		2,378,340	2,183,070
521.22.10.03	SALARIES & WAGES-SCHOOL RESOURCE OFF	70,316	92,130	89,733	89,733	46,812	94,542	93,085		93,085	93,085
521.22.10.10	HOLIDAY PAY-OUT	41,258	34,869	47,559	47,559	0	47,559	49,816		49,816	45,311
521.22.10.13	HOLIDAY PAY-OUT/SCH RESR OFF	1,803	1,811	2,203	2,203	-	2,203	2,148		2,148	2,148
521.22.11.00	OVERTIME	228,138	153,616	228,138	228,138	60,695	170,422	228,138		228,138	228,138
521.22.11.03	OVERTIME-SCHOOL RESOURCE OFFICER	10,675	7,031	10,675	10,675	2,736	11,389	10,675		10,675	10,675
521.22.10	SUB TOTAL	2,436,389	2,227,517	2,439,198	2,439,198	1,102,354	2,334,144	2,762,202	0	2,762,202	2,562,427
521.22.20.00	PERSONNEL BENEFITS	874,848	805,927	911,339	911,339	415,855	845,884	1,011,211		1,011,211	909,726
521.22.20.02	L&I BENEFITS-RESERVE OFFICERS	3,500	0	2,000	2,000	0	0	2,000		2,000	2,000
521.22.20.03	PERSONNEL BENEFITS-SCHOOL RESOURCE OFF	30,692	39,462	41,820	41,820	21,579	42,908	35,398		35,398	35,398
521.22.20.90	DEPENDENT MEDICAL EE CONTRIBUTION	(24,903)	(22,814)	(27,874)	(27,874)	(12,057)	(22,814)	(30,334)		(30,334)	(27,182)
521.22.21.00	UNIFORMS	19,000	14,399	19,000	19,000	7,310	15,709	19,000		19,000	25,000
521.22.20	SUB TOTAL	903,137	836,975	946,285	946,285	432,687	881,686	1,037,275	0	1,037,275	944,942
521.22.31.00	OFFICE AND OPERATING SUPPLIES	18,000	17,416	18,000	18,000	5,229	17,500	18,000		18,000	18,000
521.22.32.01	UNLEADED FUEL (ISF)	124,200	109,549	119,357	119,357	53,488	109,149	120,912		120,912	120,912
521.22.32.02	DIESEL FUEL (ISF)	583	395	0	0	0	500	600		600	600
521.22.32.03	UNLEADED FUEL (OUTSIDE)	7,500	51	200	200	289	400	400		400	400
521.22.35.00	SMALL TOOLS & EQUIPMENT	22,000	12,252	22,000	22,000	7,455	15,000	22,000		22,000	22,000
521.22.35.90	SMALL EQP > \$1,000 < \$5,000	0	3,160	0	0	3,121	3,121	0		0	0
521.22.30	SUB TOTAL	172,283	142,823	159,557	159,557	69,581	145,670	161,912	0	161,912	161,912
521.22.41.00	PROFESSIONAL SERVICES	15,900	6,518	15,900	15,900	6,363	12,800	15,900		15,900	15,900
521.22.41.04	PROF SERVICES-INTERPRETING SERVICES	0	98	50	50	98	289	150		150	150
521.22.41.08	PROF SERVICES-SHREDDING	100	0	50	50	0	0	50		50	50
521.22.41.31	DISPATCH SERVICES	577,249	675,938	657,441	657,441	278,064	653,167	716,610		716,610	704,000
521.22.41.45	ADVERTISING	3,000	0	3,000	3,000	-	-	3,000		3,000	3,000
521.22.42.00	COMMUNICATION	31,120	29,911	33,725	33,725	12,092	24,019	33,725		33,725	34,365
521.22.43.00	TRAVEL EXPENSES	10,055	468	10,055	10,055	264	1,000	7,500		7,500	7,500
521.22.45.00	OPERATING RENTALS & LEASES	4,000	600	4,000	4,000	600	1,200	4,000		4,000	4,000
521.22.48.00	REPAIR & MAINTENANCE	7,000	8,959	7,000	7,000	2,351	7,225	7,225		7,225	7,225
521.22.49.00	MISCELLANEOUS	4,230	0	4,230	4,230	32	100	4,230		4,230	4,230
521.22.49.20	LAUNDRY	6,475	6,059	6,475	6,475	2,377	5,745	6,475		6,475	6,475
521.22.49.22	DUES, SCHOOLS & CONFERENCES	4,222	35	4,222	4,222	113	1,000	4,222		4,222	4,222
521.22.40	SUB TOTAL	663,351	728,586	746,148	746,148	302,352	706,544	803,087	0	803,087	791,117

CITY OF DES MOINES

2015 BUDGET REQUESTS

LAW ENFORCEMENT
PATROL DIVISION

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQ	2015 NEW REQUEST	2015 EXEC AMEND	2015 ADOPTED
001.360.030	PATROL DIVISION										
521.22.99.01	COMPUTER INTERFUND MAINTENANCE	122,791	122,791	92,354	92,354	54,573	92,354	101,091		101,091	101,091
521.22.99.02	COMPUTER INTERFUND REPLACEMENT	23,389	23,389	23,309	23,309	11,654	15,539	47,192		8,121	8,121
521.22.99.03	EQUIPMENT RENTAL MAINTENANCE	87,900	87,900	86,400	86,400	43,200	86,400	108,000		108,000	108,000
521.22.99.04	EQUIPMENT RENTAL REPLACEMENT	0	0	202,490	202,490	101,245	134,993	435,670		139,958	139,958
521.22.99.05	INTERFUND INSURANCE	102,858	102,858	101,328	101,328	101,328	101,328	109,027		109,027	109,027
521.22.90	SUB TOTAL	336,938	336,938	505,881	505,881	312,000	430,614	800,980	0	466,197	466,197
594.21.64.00	EQUIPMENT	0	0	0	0	0					
594.21.64.01	EQUIPMENT - COMPUTER	0	0	0	0	0					
594.21.64.02	EQUIPMENT - PATROL CARS	0	0	0	0	0		360,000		-	-
594.21.64.03	EQUIPMENT - CAR CAMERAS	0	0	0	0	-				-	-
594.21.60	SUB TOTAL	0	0	0	0	0	0	-	360,000	-	-
597.21.00.01	TRANSFER TO EQUIP RENTAL REPL FUND			22,912	22,912	0					60,000
597.21.00	SUB TOTAL		0	22,912	22,912	0	0	-	-	-	60,000
	PATROL DIVISION TOTAL	4,512,098	4,272,838	4,819,981	4,819,981	2,218,975	4,498,658	5,565,456	360,000	5,230,673	4,986,595

BUDGET NARRATIVE 2015

FUND: GENERAL
DEPARTMENT: LAW ENFORCEMENT
DIVISION: PATROL

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.360.030.521.22.00.00		PATROL				
		SALARIES AND WAGES				
521.22.10.00	Salaries & Wages	Provides for personnel to perform community first patrol functions, preventive patrol, and emergency response on a 24-hour basis. Increase reflects salaries as set by the collective bargaining agreement with the Police Guild. 4.0 Sergeants 16.0 Officers 1.0 PTO 4.0 Vacant Positions <hr style="width: 10%; margin-left: 0;"/> 25.0 FTE's	\$ 2,378,340	\$ -	\$ 2,378,340	\$ 2,183,070
521.22.10.03	Salaries & Wages-School Resource Off	This position is funded through an interlocal agreement with the <u>Highline School District until June 1, 2017.</u> 1.00 Officer -0.03 62.4 hours assigned to ATS Program <hr style="width: 10%; margin-left: 0;"/> 0.97 FTE	\$ 93,085	\$ -	\$ 93,085	\$ 93,085
521.22.10.10	Holiday Pay-Out	Provides for maximum holiday pay cash-out of 48 hrs per Patrol officer.	\$ 49,816	\$ -	\$ 49,816	\$ 45,311
521.22.10.13	Holiday Pay-Out/Sch Resr Off	Provides for maximum holiday pay cash-out of 48 hrs for school resource officer.	\$ 2,148	\$ -	\$ 2,148	\$ 2,148
521.22.11.00	Overtime	Provides for overtime for sergeants and police officers for City-sponsored events, court, shift coverage, special details, end of shift, excessive work loads, paid time off, and acting Sergeant. Special emphasis in high crime areas. Also includes overtime for special events.	\$ 228,138	\$ -	\$ 228,138	\$ 228,138
521.22.11.03	Overtime-School Resource Officer	Provides for overtime for school resource officer.	\$ 10,675	\$ -	\$ 10,675	\$ 10,675
TOTAL SALARIES AND WAGES			\$ 2,762,202	\$ -	\$ 2,762,202	\$ 2,562,427

BUDGET NARRATIVE 2015

FUND: **GENERAL**
DEPARTMENT: **LAW ENFORCEMENT**
DIVISION: **PATROL**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.360.030.521.22.00.00		PATROL				
		PERSONNEL BENEFITS				
521.22.20.00	Personnel Benefits	Provides for personnel benefits for police officers assigned to the Patrol Division.	\$ 1,011,211	\$ -	\$ 1,011,211	\$ 909,726
521.22.20.02	L&I Benefits-Reserve Officers	Provides for the L & I premium due for workmen's compensation to cover reserve officers while performing duties for the City.	\$ 2,000	\$ -	\$ 2,000	\$ 2,000
521.22.20.03	Personnel Benefits-School Resource Off	Provides for personnel benefits for the School Resource Officer.	\$ 35,398	\$ -	\$ 35,398	\$ 35,398
521.22.20.90	Dependent Medical Ee Contribution	Employees' share of health insurance premium cost for spouse and/or dependents.	\$ (30,334)	\$ -	\$ (30,334)	\$ (27,182)
521.22.21.00	Uniforms	Provides uniforms for Sergeants and Police Officers assigned to the Patrol Division and uniforms for the reserve officers. This is determined by collective bargaining agreement.	\$ 19,000	\$ -	\$ 19,000	\$ 25,000
		TOTAL PERSONNEL BENEFITS	\$ 1,037,275	\$ -	\$ 1,037,275	\$ 944,942
		SUPPLIES				
521.22.31.00	Office And Operating Supplies	Provides for purchase of supplies needed to perform Patrol services. Includes road flares, ammunition, weapon parts, film, evidence, bloodborne pathogens, supplies used for crime scene photography. Additional amount based on actuals.	\$ 18,000	\$ -	\$ 18,000	\$ 18,000
521.22.32.01	Unleaded Fuel (Isf)	Provides for unleaded gas to operate vehicles assigned to the Patrol Division.	\$ 120,912	\$ -	\$ 120,912	\$ 120,912
521.22.32.02	Diesel Fuel (Isf)	Provides for diesel gas to operate vehicles assigned to the Patrol Division.	\$ 600	\$ -	\$ 600	\$ 600
521.22.32.03	Unleaded Fuel (Outside)	Provides for purchase of fuel from external vendors to operate vehicles assigned to the Patrol Division.	\$ 400	\$ -	\$ 400	\$ 400

BUDGET NARRATIVE 2015

FUND: **GENERAL**
 DEPARTMENT: **LAW ENFORCEMENT**
 DIVISION: **PATROL**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.360.030.521.22.00.00		PATROL				
521.22.35.00	Small Tools & Equipment	Provides for purchase of patrol and crime prevention equipment, firearms equipment, firearms range equipment, bicycle patrol tools, earphones, protective glasses, cameras and replacement of small equipment damaged in daily activity.	\$ 22,000	\$ -	\$ 22,000	\$ 22,000
TOTAL SUPPLIES			\$ 161,912	\$ -	\$ 161,912	\$ 161,912
OTHER SERVICES AND CHARGES						
521.22.41.00	Professional Services	Provides for post-trauma counseling and critical incident debriefings as required for patrol personnel. Also provides for photo development for accident investigations, psychological, polygraph, physical testing, range fees, radar certifications, interpreter services, and vehicle cleaning.	\$ 15,900	\$ -	\$ 15,900	\$ 15,900
521.22.41.04	Prof Services- Interpreting Services	Provides for non-English language translation services.	\$ 150	\$ -	\$ 150	\$ 150
521.22.41.08	Prof Services-Shredding	Provides for document shredding services.	\$ 50	\$ -	\$ 50	\$ 50
521.22.41.31	Dispatch Services	Provides for contract services with Valley Communications Center for 911 call dispatch services.	\$ 716,610	\$ -	\$ 716,610	\$ 704,000
521.22.41.45	Advertising	Provides for advertising of special training events, reserve officer openings and advertising of annual full-time officer testing.	\$ 3,000	\$ -	\$ 3,000	\$ 3,000
521.22.42.00	Communication	Provides for telephone lines, long distance phone charges and cellular air time for staff. Also provides for Aircards in police patrol vehicles for communicating with Valley Comm.	\$ 33,725	\$ -	\$ 33,725	\$ 34,365

BUDGET NARRATIVE 2015

FUND: **GENERAL**
DEPARTMENT: **LAW ENFORCEMENT**
DIVISION: **PATROL**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.360.030.521.22.00.00		PATROL				
521.22.43.00	Travel Expenses	Provides for lodging, meals, per diem, and other costs associated with training, conferences and seminars. This includes training such as officer survival skills, advanced tactics, firearms instructor certification courses, emergency management courses and other advanced training.	\$ 7,500	\$ -	\$ 7,500	\$ 7,500
521.22.45.00	Operating Rentals & Leases	Provides for leasing one Identi-Kit and a shredder.	\$ 4,000	\$ -	\$ 4,000	\$ 4,000
521.22.48.00	Repair & Maintenance	Provides for routine maintenance and unexpected small repairs to Patrol Division equipment.	\$ 7,225	\$ -	\$ 7,225	\$ 7,225
521.22.49.00	Miscellaneous	Provides for printing, cost of photo developing for court and emergency phone lines for victims.	\$ 4,230	\$ -	\$ 4,230	\$ 4,230
521.22.49.20	Laundry	Provides for uniform cleaning for patrol unit personnel.	\$ 6,475	\$ -	\$ 6,475	\$ 6,475
521.22.49.22	Dues, Schools & Conferences	Provides for fees and tuition, dues and membership associated with training. 1. National Assoc. of Traffic Investigators, dues for three. 2. Tactical Training Fees for four personnel. 3. Firearms Instructors Assoc., dues for three. 4. Glock Armorers School, tuition for one. 5. Glock Instructors course, tuition for one. 6. Shotgun Armorers course, tuition for one. 7. Bicycle instructor, tuition for one. 8. Bicycle Patrol, tuition for four personnel. 9. Internet Crime training tuition and membership fees. 10. Child Exploitation training. 11. Computer Crimes training fees.	\$ 4,222	\$ -	\$ 4,222	\$ 4,222
TOTAL OTHER SERVICES AND CHARGES			\$ 803,087	\$ -	\$ 803,087	\$ 791,117

BUDGET NARRATIVE 2015

FUND: **GENERAL**
 DEPARTMENT: **LAW ENFORCEMENT**
 DIVISION: **PATROL**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.360.030.521.22.00.00		PATROL				
		INTERFUND SERVICES				
521.22.99.01	Computer Interfund Maintenance	Provides for division's share of interfund maintenance costs for Patrol computers.	\$ 101,091	\$ -	\$ 101,091	\$ 101,091
521.22.99.02	Computer Interfund Replacement	Provides for division's share of interfund replacement costs for Patrol computers.	\$ 47,192	\$ -	\$ 8,121	\$ 8,121
521.22.99.03	Equipment Rental Maintenance	Provides for division's share of interfund replacement costs for Patrol vehicles.	\$ 108,000	\$ -	\$ 108,000	\$ 108,000
521.22.99.04	Equipment Rental Replacement	Provides for division's share of interfund replacement costs for Patrol vehicles.	\$ 435,670	\$ -	\$ 139,958	\$ 139,958
521.22.99.05	Interfund Insurance	Provides for Patrol Division's contribution to the City's self-insurance fund.	\$ 109,027	\$ -	\$ 109,027	\$ 109,027
		TOTAL INTERFUND SERVICES	\$ 800,980	\$ -	\$ 466,197	\$ 466,197
		CAPITAL OUTLAYS				
594.21.64.00	Equipment	Purchase of six new in-car video/audio camera systems to replace the outdated and worn out systems currently in use. Purchase of three new patrol vehicles to replace old cars in current fleet.		\$ 360,000	\$ -	\$ -
		TOTAL CAPITAL OUTLAYS	\$ -	\$ 360,000	\$ -	\$ -
		TRANSFERS				
597.21.00.01	Transfer-out/Fund 501	This is a transfer out to Fund 501 to fund new vehicle fleet for new hire.	\$ -		\$ -	\$ 60,000
		TOTAL TRANSFERS	\$ -	\$ -	\$ -	\$ 60,000
		TOTAL PATROL DIVISION	\$ 5,565,456	\$ 360,000	\$ 5,230,673	\$ 4,986,595

CITY OF DES MOINES

2015 BUDGET REQUESTS

LAW ENFORCEMENT
CRIME PREVENTION

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
001.365.030	CRIME PREVENTION									
521.30.10.00	SALARIES & WAGES	122,506	122,989	125,044	125,044	61,716	123,937	125,904	125,904	125,904
521.30.10.10	HOLIDAY PAY-OUT	2,356	-	2,886	2,886	-	2,461	2,905	2,905	2,905
521.30.11.00	OVERTIME	7,000	1,809	7,000	7,000	794	4,703	7,000	7,000	7,000
521.30.11.02	OVERTIME-TRAINING	1,440	-	1,440	1,440	-	-	1,440	1,440	1,440
521.30.10	SUB TOTAL	133,302	124,797	136,370	136,370	62,510	131,101	137,249	137,249	137,249
521.30.20.00	PERSONNEL BENEFITS	59,910	61,547	71,126	71,126	34,619	72,106	65,708	65,009	64,968
521.30.20.90	DEPENDENT MEDICAL EE CONTRIBUTION	(1,295)	(1,620)	(1,925)	(1,925)	(962)	(1,925)	(2,021)	(2,021)	(1,980)
521.30.21.00	UNIFORMS	1,000	1,350	1,000	1,000	411	1,000	1,000	1,000	1,000
521.30.20	SUB TOTAL	59,615	61,276	70,201	70,201	34,067	71,181	64,687	63,988	63,988
521.30.31.00	OFFICE AND OPERATING SUPPLIES	0	937	500	500	595	1,250	600	600	600
521.30.32.01	UNLEADED FUEL	3,000	1,827	2,537	2,537	1,229	1,992	2,061	2,061	2,061
521.30.35.00	SMALL TOOLS & EQUIPMENT	0	109	-	-	-	-	-	-	-
521.30.35.90	SMALL EQP >\$1,000 <\$5,000	0	-	-	-	-	-	-	-	-
521.30.30	SUB TOTAL	3,000	2,872	3,037	3,037	1,824	3,242	2,661	2,661	2,661
521.30.41.45	ADVERTISING	0	-	-	-	-	-	-	-	-
521.30.42.00	COMMUNICATION	1,400	-	-	-	673	1,341	1,400	1,400	1,400
521.30.43.00	TRAVEL EXPENSES	175	245	175	175	30	100	175	175	175
521.30.48.00	REPAIRS AND MAINTENANCE	0	46	-	-	-	-	-	-	-
521.30.49.00	MISCELLANEOUS	0	-	-	-	-	-	-	-	-
521.30.49.20	LAUNDRY	250	94	250	250	29	116	250	250	250
521.30.49.22	DUES, SCHOOLS, & CONFERENCES	725	25	725	725	480	700	725	725	725
521.30.40	SUB TOTAL	2,550	410	1,150	1,150	1,212	2,257	2,550	2,550	2,550
521.30.99.01	COMPUTER INTERFUND MAINTENANCE	5,884	5,884	4,714	4,714	2,786	4,714	4,284	4,284	4,284
521.30.99.02	COMPUTER INTERFUND REPLACEMENT	557	557	400	400	200	267	800	800	-
521.30.99.03	EQUIPMENT RENTAL MAINTENANCE	10,500	10,500	8,400	8,400	4,200	8,400	10,500	10,500	10,500
521.30.99.04	EQUIPMENT REPAIR & REPLACEMENT	0	-	39,555	39,555	19,778	26,370	16,133	-	-
521.30.99.05	INTERFUND INSURANCE	8,942	8,942	8,021	8,021	8,021	8,021	9,352	9,352	9,352
521.30.90	SUB TOTAL	25,883	25,883	61,090	61,090	34,984	47,772	41,069	24,936	24,136
594.21.64	EQUIPMENT	0	-	-	-	-	-	-	-	-
594.21.60	SUB TOTAL	0	-	-	-	-	-	-	-	-
	CRIME PREVENTION TOTAL	224,350	215,239	271,848	271,848	134,597	255,553	248,216	231,384	230,584

BUDGET NARRATIVE 2015

FUND: **GENERAL**
DEPARTMENT: **LAW ENFORCEMENT**
DIVISION: **CRIME PREVENTION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.365.030.521.30					
		CRIME PREVENTION			
		SALARIES AND WAGES			
521.30.10.00	Salaries & Wages	Provides for 2.0 FTE'S Community Service Officers (CSO's).	\$ 125,904	\$ 125,904	\$ 125,904
521.30.10.10	Holiday Pay-Out	Provides for maximum holiday pay cash-out of 48 hours.	\$ 2,905	\$ 2,905	\$ 2,905
521.30.11.00	Overtime	Provides for overtime for due to excessive work loads.	\$ 7,000	\$ 7,000	\$ 7,000
521.30.11.02	Overtime-Training	Provides overtime pay for 2 CSO's training in first aid, bloodborne and airborne pathogens, defensive tactics, defensive driving and other training mandated by the State.	\$ 1,440	\$ 1,440	\$ 1,440
		TOTAL SALARIES AND WAGES	\$ 137,249	\$ 137,249	\$ 137,249
		PERSONNEL BENEFITS			
521.30.20.00	Personnel Benefits	Provides payroll benefits for 2 CSO's.	\$ 65,708	\$ 65,009	\$ 64,968
521.30.20.90	Employee Medical Contribution	Employees' share of health insurance premium cost for spouse and/or dependents.	\$ (2,021)	\$ (2,021)	\$ (1,980)
521.30.21.00	Uniforms	Provides uniforms for 2 CSO's.	\$ 1,000	\$ 1,000	\$ 1,000
		TOTAL PERSONNEL BENEFITS	\$ 64,687	\$ 63,988	\$ 63,988
		SUPPLIES			
521.30.31.00	Office And Operating Supplies	Provides for purchase of supplies needed to perform crime prevention services.	\$ 600	\$ 600	\$ 600
521.30.32.01	Unleaded Fuel	Provides for fuel for operating vehicles assigned to Crime Prevention Division.	\$ 2,061	\$ 2,061	\$ 2,061
521.30.35.00	Small Tools & Equipment	Provides for purchase of small equipment.	\$ -	\$ -	\$ -
		TOTAL SUPPLIES	\$ 2,661	\$ 2,661	\$ 2,661

BUDGET NARRATIVE 2015

FUND: **GENERAL**
DEPARTMENT: **LAW ENFORCEMENT**
DIVISION: **CRIME PREVENTION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.365.030.521.30					
CRIME PREVENTION					
OTHER SERVICES AND CHARGES					
521.30.41.45	Advertising	Provides for other professional services related to crime prevention services.	\$ -	\$ -	\$ -
521.30.42.00	Communication	Provides for cellular air time for 2 CSO's.	\$ 1,400	\$ 1,400	\$ 1,400
521.30.43.00	Travel Expenses	Provides for lodging, meals, per diem, and other costs associated with training, conferences and seminars.	\$ 175	\$ 175	\$ 175
521.30.48.00	Repairs And Maintenance	Provides for printing and other miscellaneous expenses.	\$ -	\$ -	\$ -
521.30.49.20	Laundry	Provides for uniform cleaning of 2 CSO's.	\$ 250	\$ 250	\$ 250
521.30.49.22	Dues, Schools, & Conferences	Provides for fees and tuition, dues and memberships associated with training.	\$ 725	\$ 725	\$ 725
TOTAL OTHER SERVICES AND CHARGES			\$ 2,550	\$ 2,550	\$ 2,550
INTERFUND SERVICES					
521.30.99.01	Computer Interfund Maintenance	Provides for maintenance of computers for the community service officers.	\$ 4,284	\$ 4,284	\$ 4,284
521.30.99.02	Computer Interfund Replacement	Provides for replacement of computers for the community service officers.	\$ 800	\$ 800	\$ -
521.30.99.03	Equipment Rental Maintenance	Provides for Crime Prevention Division's share of interfund maintenance for the Community Service Officers' vehicles.	\$ 10,500	\$ 10,500	\$ 10,500
521.30.99.04	Equipment Repair & Replacement	Provides for Crime Prevention Division's share of replacement costs for the Community Service Officers' vehicles.	\$ 16,133	\$ -	\$ -
521.30.99.05	Interfund Insurance	Crime Prevention Division's contribution to the Self Insurance Fund.	\$ 9,352	\$ 9,352	\$ 9,352
TOTAL INTERFUND SERVICES			\$ 41,069	\$ 24,936	\$ 24,136
TOTAL CRIME PREVENTION DIVISION			\$ 248,216	\$ 231,384	\$ 230,584

CITY OF DES MOINES

2015 BUDGET REQUEST

LAW ENFORCEMENT
POLICE GRANTS

	2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQ	2015 EXEC AMEND	2015 ADOPTED
001.380.030 POLICE GRANTS									
521.23.00 BUREAU OF JUSTICE									
521.23.21 UNIFORMS-BULLET PROOF VESTS	7,000	7,819	7,000	7,000	1,725	4,000	7,000	7,000	7,000
521.23.35 SMALL TOOLS & EQP-VESTS	-	-	-	-	-	-	-	-	-
SUB TOTAL	7,000	7,819	7,000	7,000	1,725	4,000	7,000	7,000	7,000
521.24.00 WASPC/SEX OFFENDER VERIFICATION									
521.24.11.00 OVERTIME-WASPC/SEX OFFNDR VERIF	14,811	5,554	14,811	6,000	4,876	6,562	6,000	6,000	6,000
521.24.20.00 BENEFITS-WASPC/SEX OFFNDR VERIF	2,228	872	2,228	912	740	984	919	912	912
521.24.35.00 SMALL TOOLS & EQUIPMENT	-	657	-	-	-	-	-	-	-
521.24.35.90 SMALL EQP < \$1,000 > \$5,000	-	-	-	-	-	-	-	-	-
SUB TOTAL	17,039	7,083	17,039	6,912	5,616	7,546	6,919	6,912	6,912
521.26.00 BYRNE FY10/									
521.26.35.90 SMALL EQP < \$1,000 > \$5,000	3,288	2,597	-	-	-	-	-	-	-
594.26.64.00 EQUIPMENT	6,000	5,929	-	-	-	-	-	-	-
SUB TOTAL	9,288	8,526	-	-	-	-	-	-	-
001.380.008 SUB TOTAL	9,288	8,526	-	-	-	-	-	-	-
521.27.00 BYRNE FY12/ E-TICKETING EQUIPMENT									
521.27.35.00 SMALL TOOLS & EQUIPMENT	-	-	-	-	-	-	-	-	-
521.27.35.90 SMALL EQP < \$1,000 > \$5,000	10,436	10,560	-	-	-	-	-	-	-
SUB TOTAL	10,436	10,560	-	-	-	-	-	-	-
001.380.008 SUB TOTAL	10,436	10,560	-	-	-	-	-	-	-
521.7X.00 WA TRAFFIC SAFETY COMMISSION									
521.70.11.00 OVERTIME CLICK-IT OR TICKET	7,000	786	7,000	1,000	-	-	-	-	-
521.70.20.00 PERSONNEL BENEFITS CLICK IT OR TICKET	1,052	119	1,052	152	-	-	-	-	-
521.70.35.00 SMALL TOOLS & EQUIPMENT	-	-	-	-	-	-	-	-	-
521.70.35.90 SMALL EQP >\$1,000 <\$5,000-CLICK IT	-	-	-	-	-	-	-	-	-
521.71.11.00 OVERTIME -DUI	-	4,431	-	-	57	57	2,162	2,162	2,162
521.71.20.00 PERSONNEL BENEFITS -DUI	-	668	-	-	9	9	332	332	332
521.72.11.00 OVERTIME -DISTRACTED DRIVING	-	-	-	-	1,337	1,337	1,566	1,566	1,566
521.72.20.00 PERSONNEL BENEFITS -DISTRACTED DRIVING	-	-	-	-	198	198	240	240	240
SUB TOTAL	8,052	6,003	8,052	1,152	1,602	1,601	4,300	4,300	4,300
001.380.004 SUB TOTAL	8,052	6,003	8,052	1,152	1,602	1,601	4,300	4,300	4,300
TOTAL POLICE GRANTS	51,815	39,990	32,091	15,064	8,942	13,147	18,219	18,212	18,212

BUDGET NARRATIVE

2015

FUND: **GENERAL**
 DEPARTMENT: **LAW ENFORCEMENT**
 DIVISION: **POLICE GRANTS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.380.030.521.2X.00.00		POLICE GRANTS			
521.23.00		BUREAU OF JUSTICE			
		BULLET PROOF VESTS			
521.23.21	Uniforms	\$7,000 for 7 bullet proof vest @ \$1,000 each, of which one-half (\$3,500) will be reimbursed to the City through a grant from the Federal Bureau of Justice.	\$ 7,000	\$ 7,000	\$ 7,000
		TOTAL BULLET PROOF VESTS	\$ 7,000	\$ 7,000	\$ 7,000
521.70.00		WASHINGTON TRAFFIC SAFETY COMMISSION			
521.70.11.30	Overtime - DUI		\$ 2,162	\$ 2,162	\$ 2,162
521.70.20.30	Personnel Benefits - DUI		\$ 332	\$ 332	\$ 332
521.70.11.30	Overtime - DISTRACTED DRIVING		\$ 1,566	\$ 1,566	\$ 1,566
521.70.20.30	Personnel Benefits - DISTRACTED DRIVING		\$ 240	\$ 240	\$ 240
		TOTAL WTSC	\$ 4,300	\$ 4,300	\$ 4,300
521.24.00		WASPC/SEX OFFENDER VERIFICATION			
521.24.11.00	Overtime	Provides for overtime hours.	\$ 6,000	\$ 6,000	\$ 6,000
521.24.20.00	Personnel Benefits	Provides for the benefits associated with overtime.	\$ 919	\$ 912	\$ 912
521.24.35	Small Tools & Equipment		\$ -	\$ -	\$ -
521.24.35.90	Small Equipment < \$1,000 > \$5,000		\$ -	\$ -	\$ -
		TOTAL WASPC/SEX OFFENDER VERIFICATION	\$ 6,919	\$ 6,912	\$ 6,912
		TOTAL POLICE GRANTS	\$ 18,219	\$ 18,212	\$ 18,212

CITY OF DES MOINES

2015 BUDGET REQUEST

LAW ENFORCEMENT
AUTOMATED SPEED ENFORCEMENT PROGRAM

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQ	2015 EXEC AMEND	2015 ADOPTED
001.385.030	AUTOMATED SPEED ENFORCEMENT									
521.70.10.00	SALARIES	112,363	26,856	43,625	43,625	12,880	20,662	33,159	33,159	33,159
521.70.20.00	BENEFITS	41,615	10,839	17,012	17,012	5,257	8,471	12,077	11,983	11,983
521.70.20.90	DEPENDENT MEDICAL EE CONTRIBUTION	-	-	-	-	-	-	-	(28)	(28)
521.70.31.00	OPERATING SUPPLIES	-	-	-	-	-	-	-	-	-
521.70.35.00	SMALL TOOLS/MINOR EQUIP.	-	-	-	-	-	-	-	-	-
521.70.41.00	PROFESSIONAL SERVICES	247,000	247,000	234,000	234,000	95,000	228,000	228,000	228,000	228,000
521.70.41.04	PROFESSIONAL SERVICES-INTERPRETING	-	1,010	1,450	1,450	140	500	500	500	500
521.70.42.00	COMMUNICATIONS	-	-	-	-	-	-	-	-	-
521.70.43.00	TRAVEL	-	-	-	-	-	-	-	-	-
521.70.48.00	REPAIR & MAINTENANCE	1,000	-	1,000	1,000	-	9,000	-	-	-
521.70.49.00	MISCELLANEOUS	2,474	-	2,474	2,474	-	-	-	-	-
521.70.00	SUB TOTAL	404,452	285,705	299,561	299,561	113,276	266,633	273,736	273,614	273,614
594.12.64.42	COURT SCANNER/ATS PROGRAM	-	18,526	-	-	-	-	-	-	-
594.12.60		-	18,526	-	-	-	-	-	-	-
594.21.64.41	COLLISION SOFTWARE DATABASE	-	10,841	-	-	-	-	-	-	-
594.21.60	SUB TOTAL	-	10,841	-	-	-	-	-	-	-
597.21.00.00	TRANSFER OUT/FUND 319	146,013	108,092	85,439	85,439	102,862	108,000	94,264	94,264	94,264
597.21.00	SUB TOTAL	146,013	108,092	85,439	85,439	102,862	108,000	94,264	94,264	94,264
TOTAL AUTOMATED SPEED ENFORCEMENT PROGRAM		550,465	423,164	385,000	385,000	216,138	374,633	368,000	367,878	367,878

BUDGET NARRATIVE 2015

FUND: **GENERAL**
 DEPARTMENT: **LAW ENFORCEMENT**
 DIVISION: **AUTOMATED TRAFFIC ENFORCEMENT PROGRAM**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.385.030.521.70.00.00		AUTOMATED TRAFFIC ENFORCEMENT PROGRAM			
521.70.10.00	Salaries & Wages	Provides salaries for the following personnel: 0.350 Court Clerk 0.023 Judge 0.020 Court Security 0.100 Court File Clerk 0.030 Record Specialist 0.030 School Resource Police Officer 0.030 Master Police Sergeant - Associate Transportation Engr <hr style="width: 10%; margin-left: 0;"/> <u>0.5830</u> FTE's	\$ 33,159	\$ 33,159	\$ 33,159
521.70.20.00	Personnel Benefits	Provides payroll benefits for automated traffic enforcement program personnel.	\$ 12,077	\$ 11,955	\$ 11,955
521.70.35.00	Small Tools/Minor Equipment		-	-	-
521.70.41.00	Professional Services		\$ 228,500	\$ 228,500	\$ 228,500
521.70.42.00	Communications		-	-	-
521.70.43.00	Travel		-	-	-
521.70.48.00	Repair & Maintenance		\$ -	\$ -	\$ -
521.70.49.00	Miscellaneous		\$ -	\$ -	\$ -
597.21.00.00	Transfer Out/Fund 319 ASE Program		\$ 94,264	\$ 94,264	\$ 94,264
TOTAL AUTOMATED SPEED ENFORCEMENT PROGRAM			\$ 368,000	\$ 367,878	\$ 367,878

CITY OF DES MOINES

2015 BUDGET REQUESTS

LAW ENFORCEMENT
ANIMAL CONTROL

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
001.540.030	ANIMAL CONTROL									
554.30.10.00	SALARIES & WAGES	69,490	70,650	70,764	70,764	35,482	70,864	72,204	72,204	72,204
554.30.10.10	HOLIDAY PAY OUT	1,336	1,560	1,633	1,633	-	1,633	1,666	1,666	1,666
554.30.11.00	OVERTIME	2,800	1,050	2,800	2,800	281	600	2,800	2,800	2,800
554.30.11.02	OVERTIME-TRAINING	560	-	560	560	-	-	560	560	560
554.30.10	SUB TOTAL	74,186	73,261	75,757	75,757	35,763	73,097	77,230	77,230	77,230
554.30.20.00	PERSONNEL BENEFITS	23,643	23,319	25,384	25,384	12,572	25,584	22,686	22,518	22,518
554.30.20.90	DEPENDENT MEDICAL EE CONTRIBUTION	-	-	-	-	-	-	-	-	-
554.30.21.00	UNIFORMS	1,000	449	1,000	1,000	249	450	1,000	1,000	1,000
554.30.20	SUB TOTAL	24,643	23,768	26,384	26,384	12,821	26,034	23,686	23,518	23,518
554.30.31.00	OFFICE AND OPERATING SUPPLIES	2,000	1,368	2,000	2,000	100	1,540	2,000	2,000	2,000
554.30.32.01	UNLEADED FUEL	3,306	3,530	3,126	3,126	1,080	2,955	3,056	3,056	3,056
554.30.35.00	SMALL TOOLS & EQUIPMENT	500	199	500	500	54	300	500	500	500
554.30.35.90	SMALL EQP > \$1,000 <\$5,000	-	-	-	-	-	-	-	-	-
554.30.30	SUB TOTAL	5,806	5,096	5,626	5,626	1,234	4,795	5,556	5,556	5,556
554.30.41.00	PROFESSIONAL SERVICES	860	-	860	860	-	-	860	860	860
554.30.41.21	PROF SERV-ANIMAL CARE SERVICES	8,000	4,618	8,000	8,000	2,119	4,400	8,000	8,000	8,000
554.30.41.45	ADVERTISING	-	-	-	-	-	-	-	-	-
554.30.42.00	COMMUNICATION	776	1,126	1,150	1,150	533	962	1,150	1,150	1,150
554.30.43.00	TRAVEL EXPENSES	157	-	157	157	-	-	157	157	157
554.30.48.00	REPAIRS AND MAINTENANCE	500	-	500	500	-	-	500	500	500
554.30.49.00	MISCELLANEOUS	600	-	600	600	-	-	600	600	600
554.30.49.20	LAUNDRY	400	210	250	250	75	152	250	250	250
554.30.49.22	DUES, SCHOOLS, & CONFERENCES	500	89	500	500	597	637	500	500	500
554.30.40	SUB TOTAL	11,793	6,043	12,017	12,017	3,324	6,151	12,017	12,017	12,017
554.30.99.01	COMPUTER INTERFUND MAINTENANCE	2,942	2,942	2,357	2,357	1,393	2,357	2,142	2,142	2,142
554.30.99.02	COMPUTER INTERFUND REPLACEMENT	320	320	321	321	161	214	641	191	191
554.30.99.03	EQUIPMENT RENTAL MAINTENANCE	3,600	3,600	3,600	3,600	1,800	3,600	4,500	4,500	4,500
554.30.99.04	EQUIPMENT RENTAL REPLACEMENT	-	-	11,658	11,658	5,829	7,772	11,659	-	-
554.30.99.05	INTERFUND INSURANCE	4,410	4,410	4,359	4,359	4,359	4,359	4,866	4,866	4,866
554.30.90	SUB TOTAL	11,272	11,272	22,295	22,295	13,541	18,302	23,808	11,699	11,699
594.54.64.00	EQUIPMENT	-	-	-	-	-	-	-	-	-
594.54.60	SUB TOTAL	-	-	-	-	-	-	-	-	-
	ANIMAL CONTROL TOTAL	127,700	119,440	142,079	142,079	66,683	128,379	142,297	130,020	130,020

BUDGET NARRATIVE

2015

FUND: **GENERAL**
 DEPARTMENT: **LAW ENFORCEMENT**
 DIVISION: **ANIMAL CONTROL**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.540.030.554.30.00.00		ANIMAL CONTROL			
		SALARIES AND WAGES			
554.30.10.00	Salaries & Wages	Provides for 1.0 FTE Animal Control Officer (ACO) to perform animal control functions, preventive animal control, and emergency response.	\$ 72,204	\$ 72,204	\$ 72,204
554.30.10.10	Holiday Pay Out	Provides for maximum holiday pay cash-out of 48 hours.	\$ 1,666	\$ 1,666	\$ 1,666
554.30.11.00	Overtime	Provides for overtime for ACO for holidays, July 4th activities, court, special details, and normal overtime due to excessive work loads.	\$ 2,800	\$ 2,800	\$ 2,800
554.30.11.02	Overtime-Training	Provides overtime pay for one Animal Control Officer's training in first aid, bloodborne and airborne pathogens, defensive tactics, defensive driving and other training mandated by the State.	\$ 560	\$ 560	\$ 560
		TOTAL SALARIES AND WAGES	\$ 77,230	\$ 77,230	\$ 77,230
		PERSONNEL BENEFITS			
554.30.20.00	Personnel Benefits	Provides payroll benefits for one Animal Control Officer.	\$ 22,686	\$ 22,518	\$ 22,518
554.30.20.90	Dependent Medical Ee Contribution	Employees' share of health insurance premium cost for spouse and/or dependents.	\$ -	\$ -	\$ -
554.30.21.00	Uniforms	Provides uniforms for animal control officer.	\$ 1,000	\$ 1,000	\$ 1,000
		TOTAL PERSONNEL BENEFITS	\$ 23,686	\$ 23,518	\$ 23,518
		SUPPLIES			
554.30.31.00	Office And Operating Supplies	Provides for purchase of supplies needed to perform animal control services. Includes licenses/receipts, legend drugs, and gloves.	\$ 2,000	\$ 2,000	\$ 2,000
554.30.32.01	Unleaded Fuel	Provides for fuel for operating one vehicle assigned to the Animal Control Division.	\$ 3,056	\$ 3,056	\$ 3,056
554.30.35.00	Small Tools & Equipment	Provides for purchase of animal traps and portable kennels.	\$ 500	\$ 500	\$ 500

BUDGET NARRATIVE
2015

FUND: **GENERAL**
DEPARTMENT: **LAW ENFORCEMENT**
DIVISION: **ANIMAL CONTROL**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.540.030.554.30.00.00		ANIMAL CONTROL			
		TOTAL SUPPLIES	\$ 5,556	\$ 5,556	\$ 5,556
		OTHER SERVICES AND CHARGES			
554.30.41.00	Professional Services	Provides for other professional services related to animal control services.	\$ 860	\$ 860	\$ 860
554.30.41.21	Prof Serv-Animal Care Services	Provides for veterinarian services and other animal care services.	\$ 8,000	\$ 8,000	\$ 8,000
554.30.42.00	Communication	Provides long-distance phone service and cellular airtime to reduce the number of billable from Valley Communications.	\$ 1,150	\$ 1,150	\$ 1,150
554.30.43.00	Travel Expenses	Provides for lodging, meals, per diem, and other costs associated with training, conferences and seminars.	\$ 157	\$ 157	\$ 157
554.30.48.00	Repairs And Maintenance	Provides for routine maintenance and unexpected small repairs to Animal Control equipment.	\$ 500	\$ 500	\$ 500
554.30.49.00	Miscellaneous	Provides for printing and other miscellaneous expenses.	\$ 600	\$ 600	\$ 600
554.30.49.20	Laundry	Provides for uniform cleaning of one animal control officer.	\$ 250	\$ 250	\$ 250
554.30.49.22	Dues, Schools, & Conferences	Provides for fees and tuition, dues and memberships associated with training.	\$ 500	\$ 500	\$ 500
		TOTAL OTHER SERVICES AND CHARGES	\$ 12,017	\$ 12,017	\$ 12,017

BUDGET NARRATIVE 2015

FUND: **GENERAL**
 DEPARTMENT: **LAW ENFORCEMENT**
 DIVISION: **ANIMAL CONTROL**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.540.030.554.30.00.00		ANIMAL CONTROL			
		INTERFUND SERVICES			
554.30.99.01	Computer Interfund Maintenance	Provides for maintenance of one computer for the animal control officer.	\$ 2,142	\$ 2,142	\$ 2,142
554.30.99.02	Computer Interfund Replacement	Provides for replacement of one computer for the animal control officer.	\$ 641	\$ 191	\$ 191
554.30.99.03	Equipment Rental Maintenance	Provides for animal control's share of interfund maintenance for the Animal Control vehicle.	\$ 4,500	\$ 4,500	\$ 4,500
554.30.99.04	Equipment Rental Replacement	Provides for animal control's share of replacement costs for the Animal Control vehicle.	\$ 11,659	\$ -	\$ -
554.30.99.05	Interfund Insurance	Animal Control's contribution to the Self Insurance Fund.	\$ 4,866	\$ 4,866	\$ 4,866
		TOTAL INTERFUND SERVICES	\$ 23,808	\$ 11,699	\$ 11,699
		TOTAL ANIMAL CONTROL DIVISION	\$ 142,297	\$ 130,020	\$ 130,020

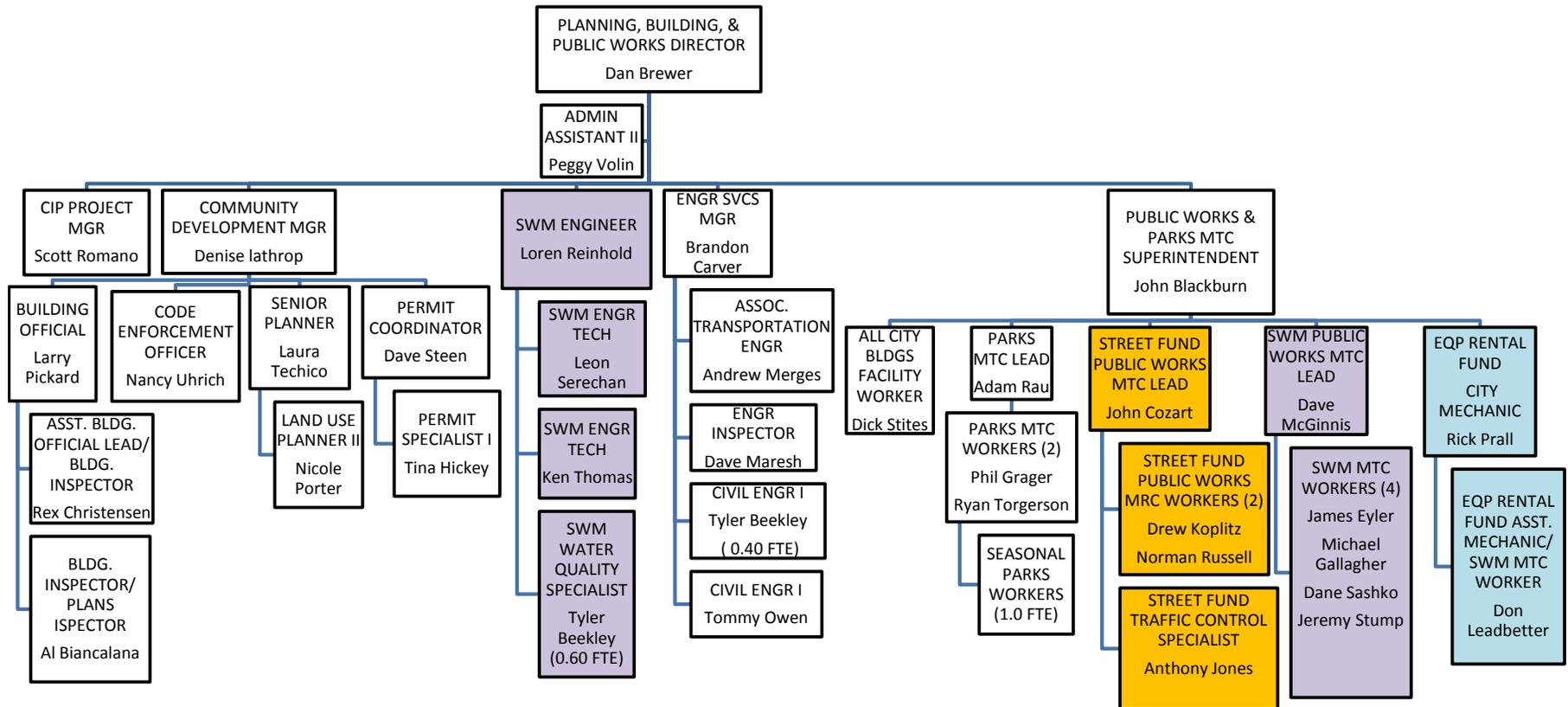
**CITY OF DES MOINES
PLANNING, BUILDING, AND PUBLIC WORKS**

Organizational Chart - 2015

Department/Divisions:

Administration	Planning & Dev Services
All City Buildings	Community Dev Grants
Facilities & CIP Mgt	Parks Operations Svcs
Jt Minor Home Repair Prg	Streets Admin & Mtc
Code Enforcement	Transportation CIP
Engineering	Surface Wtr Mgt Ops
Building Division	Equipment Rental

General Fund	
Street Fund	
SWM Fund	
Eqp Rental Fund	



BUDGET NARRATIVE

2015

FUND: **GENERAL**

DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
PLANNING, BUILDING AND PUBLIC WORKS (PBPW)			\$ 3,679,834	\$ 3,482,070	\$ 3,481,270
001.490.040.558.60	Administrative Division		\$ 287,191	\$ 283,831	\$ 283,831
		The Administration Division manages the Engineering Services and Surface Water Management public works divisions, the Building and Planning and Development Services division, the Public Works & Park Operations Division, All City Building Maintenance program and the City's maintenance of vehicles and other major equipment. This Division also is responsible for City's Code Enforcement and Capital Improvement Projects management.			
001.300.040.518.30	All City Buildings		\$ 270,582	\$ 260,909	\$ 260,909
		This program provides for ordinary building maintenance for the government-owned buildings in the City Hall Complex, which include City Hall, Public Works Engineering Building and a portion of the Public Works and Parks Service Center. Expenditures for other departments are recognized in their respective budgets.			
001.305.040.518.20	Facilities/ CIP Management		\$ 172,759	\$ 169,601	\$ 169,601
		This program is responsible for management of City-owned facilities, which includes City Hall, Public Works Engineering building, Public Works and Parks Service Center, and Beach Park buildings.			
001.470.040.524.60	Code Enforcement Division		\$ 122,770	\$ 120,853	\$ 120,053
		This Division is responsible for the enforcement of the City's Municipal Code, those codes incorporated by reference therein such as the International Building Code, International Fire Code, RCW codes, and WAC codes.			

BUDGET NARRATIVE

2015

FUND: **GENERAL**

DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.480.040.544.20	Engineering Services Division		\$ 777,663	\$ 758,843	\$ 758,843
		The Engineering Services Division is responsible for the transportation infrastructure systems within the City. To this end, the Engineering Services Division studies and plans for improvements, applies for appropriate funding, and designs and oversees the construction of capital improvements to the infrastructure. This Division is the final accepting authority for Transportation capital improvements. It also reviews residential and commercial development proposals.			
001.495.040.559.30	Joint Minor Home Repair Program		\$ 28,055	\$ 28,023	\$ 28,023
		The City of Des Moines Minor Home Repair Program provides grant funds to subsidize repairs and maintenance for qualified homeowners. Housing repair services focus on maintaining health and safety, preserving the home and increasing energy efficiency.			
001.500.040.558.50	Building Division		\$ 725,994	\$ 708,939	\$ 708,939
		The Building Division oversees building construction within the City of Des Moines. It reviews building plans for compliance with applicable local and national codes, issues building permits and inspects buildings during construction for compliance with the approved plans. This Division is the final accepting authority for occupancy permits.			

BUDGET NARRATIVE

2015

FUND: **GENERAL**

DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.580.040.558.60	Planning and Development Services		\$ 481,558	\$ 444,350	\$ 444,350

Planning section assists in developing, coordinating and implementing long-range planning, including the Comprehensive Plan. This program also implements specific project, strategic, or master plans as directed by the City Council. Tasks include researching ,drafting, and coordinating activities relating to state legislation, such as Growth Management Act (GMA), SEPA, and the State Shoreline Management Act.

Development Services section implements adopted City policies through administrative review of development proposals and drafting of necessary land-use related code amendments. Responsibilities include code administration, project management, and enforcement of zoning, subdivision, nuisance and construction issues. State Environmental Policy Act (SEPA), Shorelines Management Act, other State regulations and FEMA requirements are implemented by way of local review and coordination of both public and private project and nonproject regulatory actions. Development services staff supports City Council and the Hearing Examiner and recommends zoning code amendments.

001.610.040.554.90	Community Development Grants		\$ 49,733	\$ 49,701	\$ 49,701
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This program accounts for all expenditures associated with grants awarded to the Department, such as grants for the hazardous and recycling events program, shoreline master plan, etc.

001.635.040.576.81	Park Operations		\$ 763,529	\$ 657,020	\$ 657,020
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The Park Operations unit of the Public Works and Parks Division serves 35 locations totaling 128.5 acres and 14 buildings comprising more than 100,000 square feet. Functions include: landscaping design and maintenance for parks, municipal buildings, entryways, improved rights of way, trails, downtown street planting areas, city-wide benches, city and community support for programs, services and special events; park operations administration, banners, and holiday decorations.

CITY OF DES MOINES

2015 BUDGET REQUEST PLANNING, BUILDING & PUBLIC WORKS
ADMINISTRATION

		2013	2013	2014	2014	2014	2014	2015	2015	2015
		AMEND	ACTUAL	ADOPTED	AMEND	ACTUAL	EST	DEPT	EXEC	ADOPTED
001.490.040	PBPW - ADMIN					Jan-June	YR TOTAL	REQUEST	AMEND	
558.60.10.00	SALARIES & WAGES	111,997	114,531	144,501	144,501	64,339	135,712	147,134	147,134	147,134
558.60.11.00	OVERTIME	500	-	500	500	-	-	500	500	500
558.60.10	SUB TOTAL	112,497	114,531	145,001	145,001	64,339	135,712	147,634	147,634	147,634
558.60.20.00	PERSONNEL BENEFITS	42,885	44,640	60,907	60,907	27,254	44,685	65,241	64,724	64,670
558.60.20.90	EMPLOYEE MED. CONTRIBUTION	(1,228)	(1,938)	(1,694)	(1,694)	(1,167)	(1,938)	(1,550)	(2,328)	(2,274)
558.60.21.00	UNIFORMS	0	-	300	300	-	300	300	300	300
558.60.20	SUB TOTAL	41,657	42,702	59,513	59,513	26,087	43,047	63,991	62,696	62,696
558.60.31.00	OPERATING SUPPLIES	1,400	517	1,400	1,400	36	575	1,400	1,400	1,400
558.60.35.00	SMALL TOOLS & EQUIPMENT	1,500	175	1,500	1,500	2,849	4,349	1,500	1,500	1,500
558.60.35.90	SMALL EQP > \$1,000 < \$5,000	0	-	-	-	-	-	-	-	-
558.60.30	SUB TOTAL	2,900	692	2,900	2,900	2,885	4,924	2,900	2,900	2,900
558.60.41.00	PROFESSIONAL SERVICES	75,630	72,000	50,000	50,000	33,465	62,965	50,000	50,000	50,000
558.60.41.45	ADVERTISING	200	-	200	200	-	-	200	200	200
558.60.42.00	COMMUNICATIONS	670	1,221	1,100	1,100	586	1,146	1,200	1,200	1,200
558.60.43.00	TRAVEL EXPENSES	234	30	700	700	69	500	500	500	500
558.60.45.02	COPIER LEASE	30	27	30	30	159	52	55	55	55
558.60.49.00	MISCELLANEOUS	450	19	450	450	113	250	450	450	450
558.60.49.22	DUES, SCHOOLS, & CONFERENCES	285	211	2,500	2,500	1,163	2,500	2,500	2,500	2,500
558.60.40	SUB TOTAL	77,499	73,507	54,980	54,980	35,556	67,413	54,905	54,905	54,905
558.60.99.01	COMPUTER MAINTENANCE	8,882	8,882	4,355	4,355	2,573	4,355	8,788	8,788	8,788
558.60.99.02	COMPUTER REPLACEMENT	1,136	1,136	1,474	1,474	737	983	2,998	933	933
558.60.99.05	INTERFUND INSURANCE	7,852	7,852	6,973	6,973	6,973	6,973	5,975	5,975	5,975
558.60.90	SUB TOTAL	17,870	17,870	12,802	12,802	10,283	12,311	17,761	15,696	15,696
594.58.64.00	EQUIPMENT	-	-	-	-	-	-	-	-	-
	SUB TOTAL	-	-	-	-	-	-	-	-	-
PLNG/BLDG/PW ADMINISTRATION TOTAL		252,423	249,302	275,196	275,196	139,151	263,407	287,191	283,831	283,831

BUDGET NARRATIVE 2015

FUND: **GENERAL FUND**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION: **ADMINISTRATION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.490.040.558.60		PBPW ADMINISTRATION			
		SALARIES AND WAGES			
558.60.10.00	Salaries & Wages	Provides for the following Personnel: 0.65 PBPW Director 0.60 Administrative Assistant II <i>Remaining time allocated: 0.15 in Transportation Engineering; 0.15 in SWM Operations Fund; 0.05 in Street Fund; & .05 in Equipment Rental Operations Fund.</i> <i>Remaining time allocated: 0.15 FTE in Street Fund; 0.15 FTE in SWM Operations Fund; 0.05 FTE in Equipment Rental Operations Fund.</i> <u>0.30</u> GIS Administrator <i>Remaining time allocated: 0.30 in Street Fund; and 0.40 in SWM Operations Fund.</i> 1.55 FTEs	\$ 147,134	\$ 147,134	\$ 147,134
558.60.11.00	Overtime	Provides overtime compensation for non-exempt staff.	\$ 500	\$ 500	\$ 500
		TOTAL SALARIES & WAGES	\$ 147,634	\$ 147,634	\$ 147,634
		PERSONNEL BENEFITS			
558.60.20.00	Personnel Benefits	Provides for personnel benefits.	\$ 65,241	\$ 64,724	\$ 64,670
558.60.21.00	Employee Med. Contribution	Employee's share of health insurance premium cost for spouse and/or dependents. Starting 2015, dept. heads & exempt employees contribute for self; 2015 contribution is 5%.	\$ (1,550)	\$ (2,328)	\$ (2,274)
558.60.20.90	Uniforms		\$ 300	\$ 300	\$ 300
		TOTAL PERSONNEL BENEFITS	\$ 63,991	\$ 62,696	\$ 62,696

BUDGET NARRATIVE 2015

FUND: **GENERAL FUND**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION: **ADMINISTRATION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.490.040.558.60		PBPW ADMINISTRATION			
		SUPPLIES			
558.60.31.00	Operating Supplies		\$ 1,400	\$ 1,400	\$ 1,400
558.60.35.00	Small Tools & Equipment	Provides small tools and equipment.	\$ 1,500	\$ 1,500	\$ 1,500
		TOTAL SUPPLIES	\$ 2,900	\$ 2,900	\$ 2,900
		OTHER SERVICES AND CHARGES			
558.60.41.00	Professional Services	Professional services for management consulting.	\$ 50,000	\$ 50,000	\$ 50,000
558.60.41.45	Advertising	Advertising in Seattle Times and Daily Journal of Commerce for consultant Letters of Qualification, contracting services as required, and personnel.	\$ 200	\$ 200	\$ 200
558.60.42.00	Communications	Provides for pager, long distance calls, and laptop/blackberry connection services.	\$ 1,200	\$ 1,200	\$ 1,200
558.60.43.00	Travel Expenses	Provides for meals, lodging, and mileage reimbursement for personnel training, trade classes and seminars.	\$ 500	\$ 500	\$ 500
558.60.45.00	Rentals & Leasing	Provides for equipment rental.	\$ -	\$ -	\$ -
558.60.45.02	Copier Lease	Provides for operating costs of copier for the Dept. Lease of copier is reclassified as a capital lease.	\$ 55	\$ 55	\$ 55
558.60.48.00	Repairs & Maintenance	Provides for equipment repair.	\$ -	\$ -	\$ -
558.60.49.00	Miscellaneous	Provides for miscellaneous services.	\$ 450	\$ 450	\$ 450

BUDGET NARRATIVE 2015

FUND: **GENERAL FUND**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION: **ADMINISTRATION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.490.040.558.60					
		PBPW ADMINISTRATION			
558.60.49.22	Dues, Schools, & Conferences	Provides for dues and conference registration fees, such as:	\$ 2,500	\$ 2,500	\$ 2,500
		Professional Engineer License Renewal	\$200		
		Professional Traffic Ops Engineer Renewal	275		
		American Public Works Association Dues	\$250		
		Institute of Transportation Engineers Dues	\$300		
		APWA Spring and Fall Conferences	\$600		
		ITE Meetings	\$500		
		Misc.	\$375		
		<u>\$2,500</u>			
		TOTAL OTHER SERVICES AND CHARGES	\$ 54,905	\$ 54,905	\$ 54,905
		INTERFUND SERVICES			
558.60.99.01	Computer Maintenance	Provides for computer maintenance.	\$ 8,788	\$ 8,788	\$ 8,788
558.60.99.02	Computer Interfund Replacement	Provides for Computer Hardware Replacement.	\$ 2,998	\$ 933	\$ 933
558.60.99.05	Interfund Insurance	Division's contribution to the City's self-insurance fund.	\$ 5,975	\$ 5,975	\$ 5,975
		TOTAL INTERFUND SERVICES	\$ 17,761	\$ 15,696	\$ 15,696
		CAPITAL OUTLAY			
594.58.64.00	Equipment	Equipment needed for the Department.	\$ -	\$ -	\$ -
		TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -
		TOTAL PBPW ADMINISTRATION	\$ 287,191	\$ 283,831	\$ 283,831

CITY OF DES MOINES

2015 BUDGET REQUEST PLANNING, BUILDING & PUBLIC WORKS

ALL CITY BUILDINGS

001.300.040 ALL CITY BUILDINGS		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQ	2015 EXEC AMEND	2015 ADOPTED
518.30.10.00	SALARIES & WAGES	81,451	75,269	79,201	79,201	38,805	78,947	81,121	81,985	81,840
518.30.11.00	OVERTIME	9,000	12,132	10,500	10,500	5,247	10,771	10,500	10,500	10,500
518.30.10	SUB TOTAL	90,451	87,401	89,701	89,701	44,052	89,718	91,621	92,485	92,340
518.30.20.00	PERSONNEL BENEFITS	36,332	34,288	37,025	37,025	19,461	39,476	40,734	40,390	40,518
518.30.20.90	EMPLOYEE MED. CONTRIBUTION	(773)	(643)	(805)	(805)	(402)	(805)	(845)	(1,732)	(1,715)
518.30.21.00	UNIFORMS	250	254	250	250	-	250	250	250	250
518.30.20	SUB TOTAL	35,809	33,898	36,470	36,470	19,058	38,921	40,139	38,908	39,053
518.30.31.00	OPERATING SUPPLIES	6,000	6,084	7,000	7,000	3,552	7,000	7,000	7,000	7,000
518.30.32.01	UNLEADED FUEL (ISF)	2,286	2,003	2,204	2,204	979	2,019	2,088	2,088	2,088
518.30.35.00	SM TOOLS & EQUIPMENT	750	708	750	750	185	750	750	750	750
518.30.30	SUB TOTAL	9,036	8,796	9,954	9,954	4,716	9,769	9,838	9,838	9,838
518.30.41.00	PROFESSIONAL SERVICES	2,000	2,221	2,350	2,350	472	2,350	2,350	2,350	2,350
518.30.41.32	JANITORIAL SERVICES	23,620	23,448	23,620	23,620	10,999	23,637	23,650	23,650	23,650
518.30.42.00	COMMUNICATIONS	700	525	585	585	427	962	990	990	990
518.30.45.00	OPERATING RENTAL & LEASES	60	-	200	200	-	100	200	200	200
518.30.45.02	COPIER LEASE	40	44	55	55	33	36	45	45	45
518.30.45.05	LODGE RENTAL	7,800	7,800	7,800	7,800	4,550	7,800	7,800	7,800	7,800
518.30.47.XX	UTILITIES	36,455	32,698	34,590	34,590	18,500	33,880	36,050	36,050	36,050
518.30.48.00	REPAIRS & MAINT/CONTRACT	54,463	28,170	38,400	38,400	9,455	35,552	39,145	39,145	39,145
518.30.49.00	MISCELLANEOUS	250	704	850	850	435	850	300	300	300
518.30.49.20	LAUNDRY	300	180	300	300	201	460	400	400	400
518.30.49.22	DUES, SCHOOLS, & CONFERENCES	100	-	200	200	-	200	200	200	200
518.30.40	SUB TOTAL	125,788	95,789	108,950	108,950	45,072	105,827	111,130	111,130	111,130
518.30.99.03	EQUIPMENT RENTAL MAINTENANCE	2,400	2,400	2,400	2,400	1,200	2,400	3,000	3,000	3,000
518.30.99.04	EQUIPMENT REPAIR & REPLACEMENT	0	-	9,308	9,308	4,654	6,205	9,306	-	-
518.30.99.05	INTERFUND INSURANCE	4,403	4,403	4,412	4,412	4,412	4,412	5,548	5,548	5,548
518.30.90	SUB TOTAL	6,803	6,803	16,120	16,120	10,266	13,017	17,854	8,548	8,548
594.18.63.00	IMPROVEMENTS		-	-	-	-	-	-	-	-
594.18.64.00	EQUIPMENT	0	-	-	-	-	-	-	-	-
594.18.60	SUB TOTAL	0	-	-	-	-	-	-	-	-
ALL CITY BUILDINGS TOTAL		267,887	232,688	261,195	261,195	123,164	257,252	270,582	260,909	260,909

BUDGET NARRATIVE 2015

FUND: **GENERAL FUND**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION: **ALL CITY BUILDINGS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.300.040.518.30		ALL CITY BUILDINGS			
		SALARIES AND WAGES			
518.30.10.00	Salaries & Wages	Provides for the following City Facilities Personnel: 1.0 Facility Maintenance Worker 0.15 PW & Parks Maintenance Superintendent <u>1.15</u> FTE's	\$ 81,121	\$ 81,985	\$ 81,840
518.30.11.00	Overtime	Provides pager compensation for Facility Maintenance Worker.	\$ 10,500	\$ 10,500	\$ 10,500
		TOTAL SALARIES & WAGES	\$ 91,621	\$ 92,485	\$ 92,340
		PERSONNEL BENEFITS			
518.30.20.00	Personnel Benefits	Provides Personnel Benefits for the All City Buildings personnel.	\$ 40,734	\$ 40,390	\$ 40,518
518.30.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependents. Starting 2015, exempt & Teamsters employees contribute for self; 2015 contribution is 5%.	(\$845)	\$ (1,732)	\$ (1,715)
518.30.21.00	Uniforms	Provides uniforms for Facility Maintenance Worker.	\$ 250	\$ 250	\$ 250
		TOTAL PERSONNEL BENEFITS	\$ 40,139	\$ 38,908	\$ 39,053
		SUPPLIES			
518.30.31.00	Supplies	Provides building maintenance operating supplies, including wood, fasteners, paint, windows, lights, ballast, etc.	\$ 7,000	\$ 7,000	\$ 7,000
518.30.32.01	Fuel	Provides fuel for Facility Maintenance Worker's vehicle.	\$ 2,088	\$ 2,088	\$ 2,088
518.30.35.00	Small Tools & Equipment	Provides small tools and equipment for building maintenance including power and hand tools, etc.	\$ 750	\$ 750	\$ 750
		TOTAL SUPPLIES	\$ 9,838	\$ 9,838	\$ 9,838

BUDGET NARRATIVE 2015

FUND: **GENERAL FUND**
DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
DIVISION: **ALL CITY BUILDINGS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.300.040.518.30		ALL CITY BUILDINGS			
		OTHER SERVICES AND CHARGES			
518.30.41.00	Professional Services	Fire alarm monitoring for City Hall and PW Service Center. <div style="margin-left: 20px;"> DOT Physicals \$ 840 Miscellaneous \$ 60 \$ 1,450 <u>\$ 2,350</u> </div>	\$ 2,350	\$ 2,350	\$ 2,350
518.30.41.32	Janitorial Services	Professional custodial services for City Hall, 42.5% allocation for PW Engineering Building, and 16% allocation for Parks/PW Service Center Building.	\$ 23,650	\$ 23,650	\$ 23,650
518.30.42.00	Communications	Provides cell phone services for Facility Maintenance	\$ 990	\$ 990	\$ 990
518.30.45.00	Rentals & Leasing	Provides equipment rental for needed building maintenance.	\$ 200	\$ 200	\$ 200
518.30.45.02	Copier Lease		\$ 45	\$ 45	\$ 45
518.30.45.05	Rent-Historical Society	The rent paid to Oddfellow's Lodge to house the Historical Society was previously paid from the Misc. Memberships.	\$ 7,800	\$ 7,800	\$ 7,800
518.30.47.XX	Utilities	Utilities used or services provided for City Hall complex, 3% of the Public Works-Parks Service Center and 40% of the Public Works - Engineering Building.	\$ 36,050	\$ 36,050	\$ 36,050
518.30.47.01		Electricity \$ 23,250			
518.30.47.02		Water \$ 4,415			
518.30.47.03		Sewer \$ 210			
518.30.47.04		SWM \$ 7,200			
518.30.47.06		Natural Gas \$ 975			
		<u>\$ 36,050</u>			
518.30.48.00	Repairs & Maintenance	Provides contracted repairs and maintenance (e.g., fire extinguishers, locksmith, drain cleaning and pest control) - \$13,500; HVAC contract - \$15,645; Fire flushing - \$10,000	\$ 39,145	\$ 39,145	\$ 39,145

**BUDGET NARRATIVE
2015**

FUND: **GENERAL FUND**
DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
DIVISION: **ALL CITY BUILDINGS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.300.040.518.30					
ALL CITY BUILDINGS					
518.30.49.00	Miscellaneous	Provides for miscellaneous services, including contract services (e.g., throw rug cleaning and first aid boxes).	\$ 300	\$ 300	\$ 300
518.30.49.20	Laundry	Provides for laundry services.	\$ 400	\$ 400	\$ 400
518.30.49.22	Dues, Schools, & Conferences	Provides for dues & training registration.	\$ 200	\$ 200	\$ 200
TOTAL OTHER SERVICES AND CHARGES			\$ 111,130	\$ 111,130	\$ 111,130
INTERFUND SERVICES					
518.30.99.03	Equipment Maintenance	Equipment maintenance program, provides equipment maintenance by the City's mechanic.	\$ 3,000	\$ 3,000	\$ 3,000
518.30.99.04	Equipment Replacement	Equipment replacement program, provides equipment replacement reserve funds for when equipment needs to be replaced.	\$ 9,306	\$ -	\$ -
518.30.99.05	Interfund Insurance	Contribution to Self Insurance Fund.	\$ 5,548	\$ 5,548	\$ 5,548
TOTAL INTERFUND SERVICES			\$ 17,854	\$ 8,548	\$ 8,548
CAPITAL OUTLAY					
594.18.63.00	Improvements		\$ -	\$ -	\$ -
594.18.64.00	Equipment	Equipment needed for Building Maintenance	\$ -	\$ -	\$ -
TOTAL CAPITAL OUTLAY			\$ -	\$ -	\$ -
TOTAL ALL CITY BUILDINGS			\$ 270,582	\$ 260,909	\$ 260,909

CITY OF DES MOINES

2015 BUDGET REQUEST PLANNING, BUILDING & PUBLIC WORKS
FACILITIES/CIP MANAGEMENT

		2013	2013	2014	2014	2014	2014	2015	2015	2015
		AMEND	ACTUAL	ADOPTED	AMEND	ACTUAL	EST YR	DEPT	EXEC	ADOPTED
* 001.305.040	FACILITIES/CIP MANAGEMENT					Jan-June	TOTAL	REQ	AMEND	
518.20.10.00	SALARIES & WAGES	93,788	93,702	95,580	95,580	47,094	95,507	97,452	97,452	97,452
518.20.10	SUB TOTAL	93,788	93,702	95,580	95,580	47,094	95,507	97,452	97,452	97,452
518.20.20.00	PERSONNEL BENEFITS	26,146	26,442	29,114	29,114	14,582	29,607	30,608	30,440	30,440
518.20.20.90	EMPLOYEE MED. CONTRIBUTION	0	-	-	-	-	-	-	(411)	(411)
518.20.21.00	UNIFORMS	150	251	300	300	38	300	300	300	300
518.20.20	SUB TOTAL	26,296	26,693	29,414	29,414	14,620	29,907	30,908	30,329	30,329
518.20.31.00	OPERATING SUPPLIES	300	42	150	150	-	150	150	150	150
518.20.32.01	UNLEADED FUEL	950	992	1,093	1,093	466	921	953	953	953
518.20.35.00	SM TOOLS & EQUIPMENT	0	-	100	100	-	-	100	100	100
518.20.35.90	SMALL EQUIPMENT >\$1,000 <\$5,000	0	-	-	-	-	-	-	-	-
518.20.30	SUB TOTAL	1,250	1,034	1,343	1,343	466	1,071	1,203	1,203	1,203
518.20.42.00	COMMUNICATIONS	30	336	688	688	353	745	785	785	785
518.20.43.00	TRAVEL EXPENSES	575	-	200	200	-	100	400	400	400
518.20.45.00	OPERATING RENTALS & LEASES	7,500	7,843	7,900	7,900	7,923	7,923	8,300	8,300	8,300
518.20.49.00	MISCELLANEOUS	0	-	50	50	-	300	100	100	100
518.20.49.22	DUES, SCHOOLS, & CONFERENCES	100	32	200	200	-	-	250	250	250
518.20.40	SUB TOTAL	8,205	8,211	9,038	9,038	8,276	9,068	9,835	9,835	9,835
518.20.99.01	COMPUTER INTERFUND MAINTENANCE	2,547	2,547	1,675	1,675	990	1,675	2,722	2,722	2,722
518.20.99.02	COMPUTER INTERFUND REPLACEMENT	279	279	275	275	137	183	800	-	-
518.20.99.03	EQUIPMENT RENTAL MAINTENANCE	720	720	720	720	360	720	900	900	900
518.20.99.04	EQUIPMENT REPAIR & REPLACEMENT	0	-	-	-	-	-	1,779	-	-
518.20.99.05	INTERFUND INSURANCE	3,990	3,990	3,941	3,941	3,941	3,941	4,642	4,642	4,642
518.20.99.06	FACILITY REPAIR AND REPLACEMENT	11,079	11,079	11,079	11,079	5,540	11,079	11,079	11,079	11,079
518.20.90	SUB TOTAL	18,615	18,615	17,690	17,690	10,968	17,598	21,922	19,343	19,343
594.18.64.00	EQUIPMENT	0	-	-	-	-	-	-	-	-
594.18.00	SUB TOTAL	0	-	-	-	-	-	-	-	-
597.18.00.00	TF OUT/FUND 220 ENERGY SAVNGS	11,439	11,439	11,439	11,439	1,499	11,439	11,439	11,439	11,439
597.18.00	SUB TOTAL	11,439	11,439	11,439	11,439	1,499	11,439	11,439	11,439	11,439
FACILITIES/CIP MANAGEMENT TOTAL		159,593	159,694	164,504	164,504	82,923	164,590	172,759	169,601	169,601

BUDGET NARRATIVE 2015

FUND: **GENERAL FUND**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION: **FACILITIES/CIP MANAGEMENT**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.305.040.518.20.00.00					
FACILITIES/CIP MANAGEMENT					
SALARIES AND WAGES					
518.20.10.00	Salaries & Wages	Provides for: <u>1.0</u> CIP Project Manager <u>1.0</u> FTE	\$ 97,452	\$ 97,452	\$ 97,452
NOTE: 0.35 reimbursed from CIP (MCI, Transportation, Marina, & SWM) and Fund 506, Facility Repair & Replacement					
TOTAL SALARIES & WAGES			\$ 97,452	\$ 97,452	\$ 97,452
PERSONNEL BENEFITS					
518.20.20.00	Personnel Benefits	Provides Personnel Benefits for the CIP Project Manager.	\$ 30,608	\$ 30,440	\$ 30,440
518.20.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependents. Starting 2015, dept. heads & exempt employees contribute for self; 2015 contribution is 5%.	\$ -	\$ (411)	\$ (411)
518.20.21.00	Uniforms	Provides uniforms for CIP Project Manager.	\$ 300	\$ 300	\$ 300
TOTAL PERSONNEL BENEFITS			\$ 30,908	\$ 30,329	\$ 30,329
SUPPLIES					
518.20.31.00	Supplies	Provides building maintenance operating supplies, including wood, fasteners, paint, windows, lights, ballast, etc.	\$ 150	\$ 150	\$ 150
518.20.32.01	Fuel	Provides fuel for CIP Project Manager's vehicle.	\$ 953	\$ 953	\$ 953
518.20.35.00	Small Tools & Equipment	Provides small tools and equipment for building maintenance including spray paint, marking chalk, tape measures, etc.	\$ 100	\$ 100	\$ 100
TOTAL SUPPLIES			\$ 1,203	\$ 1,203	\$ 1,203

BUDGET NARRATIVE 2015

FUND: **GENERAL FUND**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION: **FACILITIES/CIP MANAGEMENT**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.305.040.518.20.00.00		FACILITIES/CIP MANAGEMENT			
		OTHER SERVICES AND CHARGES			
518.20.42.00	Communications	Provides long distance phone call charges.	\$ 785	\$ 785	\$ 785
518.20.43.00	Travel Expenses	Provides for lodging, meals, per diem, and other costs associated with training, conferences and seminars.	\$ 400	\$ 400	\$ 400
518.20.45.00	Operating Rentals & Leases	Provides for City parking lot (Fisher property) lease.	\$ 8,300	\$ 8,300	\$ 8,300
518.20.49.00	Miscellaneous	Provides for miscellaneous services, including contract services.	\$ 100	\$ 100	\$ 100
518.20.49.22	Dues, Schools, & Conferences	Provides for dues & training registration.	\$ 250	\$ 250	\$ 250
		TOTAL OTHER SERVICES AND CHARGES	\$ 9,835	\$ 9,835	\$ 9,835
		INTERFUND SERVICES			
518.20.99.01	Computer Interfund Maintenance	Provides for division's share of interfund maintenance costs of computers and printer.	\$ 2,722	\$ 2,722	\$ 2,722
518.20.99.02	Computer Interfund Replacement	Provides for division's share of interfund replacement costs of computers and printer.	\$ 800	\$ -	\$ -
518.20.99.03	Equipment Maintenance	Provides vehicle maintenance by the City's mechanic.	\$ 900	\$ 900	\$ 900
518.20.99.04	Equipment Replacement	Provides equipment replacement reserve funds for when equipment needs to be replaced.	\$ 1,779	\$ -	\$ -
518.20.99.05	Interfund Insurance	Contribution to Self Insurance Fund.	\$ 4,642	\$ 4,642	\$ 4,642
518.20.99.06	Facility Repair and Replacement	Assessment for funding of major repair and replacement of City facilities.	\$ 11,079	\$ 11,079	\$ 11,079
		TOTAL INTERFUND SERVICES	\$ 21,922	\$ 19,343	\$ 19,343

BUDGET NARRATIVE 2015

FUND: **GENERAL FUND**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION: **FACILITIES/CIP MANAGEMENT**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.305.040.518.20.00.00		FACILITIES/CIP MANAGEMENT			
		TRANSFERS			
597.18.00.00	Transfer-out/Fund 220 Energy Savings Project	This is a transfer out to Fund 220 for General Fund's share of Energy Savings Program loan principal and interest.	\$ 11,439	\$ 11,439	\$ 11,439
		TOTAL TRANSFERS	\$ 11,439	\$ 11,439	\$ 11,439
		TOTAL FACILITIES/CIP MANAGEMENT	\$ 172,759	\$ 169,601	\$ 169,601

CITY OF DES MOINES

2015 BUDGET REQUEST PLANNING, BUILDING & PUBLIC WORKS
CODE ENFORCEMENT

		2013	2013	2014	2014	2014	2014	2015	2015	2015
		AMEND	ACTUAL	ADOPTED	AMEND	ACTUAL	EST YR	DEPT	EXEC	ADOPTED
001.470.040	CODE ENFORCEMENT					Jan-June	TOTAL	REQ	AMEND	
524.60.10.00	SALARIES & WAGES	74,112	75,180	75,564	75,564	37,212	75,466	77,028	77,028	77,028
524.60.10	SUB TOTAL	74,112	75,180	75,564	75,564	37,212	75,466	77,028	77,028	77,028
524.60.20.00	PERSONNEL BENEFITS	22,695	22,873	25,384	25,384	11,747	24,149	24,725	24,655	24,655
524.60.20.90	EMPLOYEE MED. CONTRIBUTION	0	-	-	-	-	-	-	-	-
524.60.21.00	UNIFORMS	150	-	-	-	-	525	2,400	2,400	2,400
524.60.20	SUB TOTAL	22,845	22,873	25,384	25,384	11,747	24,674	27,125	27,055	27,055
524.60.31.00	OPERATING SUPPLIES	300	240	300	300	262	300	2,000	2,000	2,000
524.60.32.01	UNLEADED FUEL	870	648	734	734	288	639	661	661	661
524.60.35.00	SM TOOLS & EQUIPMENT	0	-	-	-	-	-	-	-	-
524.60.35.90	SMALL EQUIPMENT >\$1,000 <\$5,000	0	-	-	-	-	-	-	-	-
524.60.30	SUB TOTAL	1,170	888	1,034	1,034	550	939	2,661	2,661	2,661
524.60.42.00	COMMUNICATIONS	1,822	1,451	1,120	1,120	535	1,022	1,125	1,125	1,125
524.60.43.00	TRAVEL EXPENSES	275	250	200	200	-	200	1,000	1,000	1,000
524.60.48.00	REPAIRS & MAINTENANCE	0	5	60	60	-	-	-	-	-
524.60.49.00	MISCELLANEOUS	0	-	-	-	-	-	-	-	-
524.60.49.22	DUES, SCHOOLS, & CONFERENCES	65	65	100	100	25	75	3,000	3,000	3,000
524.60.40	SUB TOTAL	2,162	1,771	1,480	1,480	560	1,297	5,125	5,125	5,125
524.60.99.01	COMPUTER INTERFUND MAINTENANCE	2,547	2,547	3,350	3,350	1,980	3,350	2,722	2,722	2,722
524.60.99.02	COMPUTER INTERFUND REPLACEMENT	279	279	550	550	275	367	800	800	-
524.60.99.03	EQUIPMENT RENTAL MAINTENANCE	720	720	720	720	360	720	900	900	900
524.60.99.04	EQUIPMENT REPAIR & REPLACEMENT	0	-	-	-	-	-	1,847	-	-
524.60.99.05	INTERFUND INSURANCE	4,072	4,072	4,087	4,087	4,087	4,087	4,562	4,562	4,562
524.60.90	SUB TOTAL	7,618	7,618	8,707	8,707	6,702	8,524	10,831	8,984	8,184
CODE ENFORCEMENT TOTAL		107,907	108,331	112,169	112,169	56,771	110,900	122,770	120,853	120,053

BUDGET NARRATIVE 2015

FUND: **GENERAL FUND**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION: **CODE ENFORCEMENT**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.470.040.524.60.00.00					
CODE ENFORCEMENT					
SALARIES AND WAGES					
524.60.10.00	Salaries & Wages	Provides for: 1.0 Code Enforcement Officer <u>1.0</u> FTE	\$ 77,028	\$ 77,028	\$ 77,028
TOTAL SALARIES & WAGES			\$ 77,028	\$ 77,028	\$ 77,028
PERSONNEL BENEFITS					
524.60.20.00	Personnel Benefits	Provides Personnel Benefits for one Code Enforcement Officer.	\$ 24,725	\$ 24,655	\$ 24,655
524.60.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.	\$ -	\$ -	\$ -
524.60.21.00	Uniforms	Provides uniforms for Code Enforcement Officer. Shirts, Pants, Patches \$ 500 Coat \$ 250 Boots \$ 150 Vest \$ 1,500 <u>\$ 2,400</u>	\$ 2,400	\$ 2,400	\$ 2,400
TOTAL PERSONNEL BENEFITS			\$ 27,125	\$ 27,055	\$ 27,055
SUPPLIES					
524.60.31.00	Supplies	Provides for general office supplies and forms needed to for code enforcement services. Reference materials \$ 500 Posting materials \$ 1,000 Misc office supplies \$ 500 <u>\$ 2,000</u>	\$ 2,000	\$ 2,000	\$ 2,000
524.60.32.01	Fuel	Provides fuel for Code Enforcement Officer's vehicle.	\$ 661	\$ 661	\$ 661
524.60.35.00	Small Tools & Equipment	Provides for purchase or replacement of small non-capitalized items.	\$ -	\$ -	\$ -
TOTAL SUPPLIES			\$ 2,661	\$ 2,661	\$ 2,661

BUDGET NARRATIVE
2015

FUND: **GENERAL FUND**
DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
DIVISION: **CODE ENFORCEMENT**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.470.040.524.60.00.00		CODE ENFORCEMENT			
		OTHER SERVICES AND CHARGES			
524.60.42.00	Communications	Provides for long distance calls and laptop/blackberry connection services.	\$ 1,125	\$ 1,125	\$ 1,125
		Air Card	\$ 505		
		Cell Phone	\$ 620		
			<u>\$ 1,125</u>		
524.60.43.00	Travel Expenses	Provides for lodging, meals, per diem, and other costs associated with training, conferences and seminars.	\$ 1,000	\$ 1,000	\$ 1,000
524.60.48.00	Repairs and Maintenance	Provides for routine maintenance, including car washes, and unexpected small repairs to Code Enforcement equipment.	\$ -	\$ -	\$ -
524.60.49.00	Miscellaneous	Provides for miscellaneous services, including contract services.	\$ -	\$ -	\$ -
524.60.49.22	Dues, Schools, & Conferences	Provides for dues & training registration.	\$ 3,000	\$ 3,000	\$ 3,000
		WACE Spring Conference	\$ 450		
		WACE Fall Conference	\$ 900		
		AACE Anunal Conference	\$ 1,500		
		Bitco / Permit TRAX Seminar	\$ 150		
			<u>\$ 3,000</u>		
		TOTAL OTHER SERVICES AND CHARGES	<u>\$ 5,125</u>	<u>\$ 5,125</u>	<u>\$ 5,125</u>

BUDGET NARRATIVE 2015

FUND: **GENERAL FUND**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION: **CODE ENFORCEMENT**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.470.040.524.60.00.00		CODE ENFORCEMENT			
		INTERFUND SERVICES			
524.60.99.01	Computer Interfund Maintenance	Provides for division's share of interfund maintenance costs of computers and printer.	\$ 2,722	\$ 2,722	\$ 2,722
524.60.99.02	Computer Interfund Replacement	Provides for division's share of interfund replacement costs of computers and printer.	\$ 800	\$ 800	\$ -
524.60.99.03	Equipment Maintenance	Provides vehicle maintenance by the City's mechanic.	\$ 900	\$ 900	\$ 900
524.60.99.04	Equipment Replacement	Provides equipment replacement reserve funds for when equipment needs to be replaced.	\$ 1,847	\$ -	\$ -
524.60.99.05	Interfund Insurance	Contribution to Self Insurance Fund.	\$ 4,562	\$ 4,562	\$ 4,562
		TOTAL INTERFUND SERVICES	\$ 10,831	\$ 8,984	\$ 8,184
		TOTAL CODE ENFORCEMENT	\$ 122,770	\$ 120,853	\$ 120,053

CITY OF DES MOINES

2015 BUDGET REQUEST PLANNING,BUILDING & PUBLIC WORKS

ENGINEERING SERVICES

001.480.040	ENGINEERING SERVICES	2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
544.20.10.00	SALARIES & WAGES	329,333	327,380	414,240	414,240	193,042	421,754	436,076	436,076	436,076
544.20.11.00	OVERTIME	2,500	1,246	2,500	2,500	201	1,295	2,500	2,500	2,500
544.20.10	SUB TOTAL	331,833	328,626	416,740	416,740	193,243	423,049	438,576	438,576	438,576
544.20.20.00	PERSONNEL BENEFITS	117,900	116,117	164,677	164,677	74,818	164,989	172,455	171,170	171,098
544.20.20.90	EMPLOYEE MED. CONTRIBUTION	(1,693)	(1,295)	(3,164)	(3,164)	(1,243)	(2,989)	(3,520)	(5,916)	(5,844)
544.20.21.00	UNIFORMS	500	144	300	300	-	311	-	-	-
544.20.20	SUB TOTAL	116,707	114,966	161,813	161,813	73,575	162,311	168,935	165,254	165,254
544.20.31.00	OFFICE & OPERATING SUPPLIES	3,000	2,920	3,000	3,000	1,687	3,000	3,000	3,000	3,000
544.20.32.01	UNLEADED FUEL (ISF)	2,920	2,024	1,916	1,916	1,330	2,619	2,709	2,709	2,709
544.20.35.00	SMALL TOOLS & EQUIPMENT	2,000	109	3,450	3,450	-	1,600	6,450	6,450	6,450
544.20.35.90	SMALL EQP >\$1,000 <\$5,000	0	-	-	-	-	-	-	-	-
544.20.30	SUB TOTAL	7,920	5,054	8,366	8,366	3,017	7,219	12,159	12,159	12,159
544.20.41.00	PROFESSIONAL SERVICES	14,000	11,417	18,950	18,950	13,098	18,950	90,650	90,650	90,650
544.20.41.45	ADVERTISING	3,500	4,738	3,500	3,500	-	1,000	3,500	3,500	3,500
544.20.42.00	COMMUNICATIONS	2,700	2,598	2,833	2,833	1,563	3,281	3,500	3,500	3,500
544.20.43.00	TRAVEL	1,200	243	1,000	1,000	120	3,000	3,200	3,200	3,200
544.20.45.00	OPERATING RENTALS & LEASE	0	-	-	-	-	-	-	-	-
544.20.45.02	COPIER LEASE	850	1,342	1,000	1,000	1,112	1,738	1,775	1,775	1,775
544.20.48.00	REPAIR & MAINTENANCE	0	-	-	-	-	-	-	-	-
544.20.49.00	MISCELLANEOUS	600	1,049	600	600	1,006	2,000	600	600	600
544.20.49.22	DUES, SCHOOLS, & CONFERENCES	4,000	1,795	3,780	3,780	2,346	3,869	3,940	3,940	3,940
544.20.49.25	PRINTING AND BINDING	500	-	500	500	-	300	500	500	500
544.20.40	SUB TOTAL	27,350	23,182	32,163	32,163	19,243	34,138	107,665	107,665	107,665
544.20.99.01	COMPUTER MAINTENANCE	18,557	18,557	12,981	12,981	7,671	12,981	14,224	14,224	14,224
544.20.99.02	COMPUTER REPLACEMENT	2,015	2,015	2,300	2,300	1,150	1,533	3,791	1,046	1,046
544.20.99.03	EQUIPMENT MAINTENANCE	2,880	2,880	2,880	2,880	1,440	2,880	3,600	3,600	3,600
544.20.99.04	EQUIPMENT REPLACEMENT	0	-	-	-	-	-	12,394	-	-
544.20.99.05	INTERFUND INSURANCE	16,324	16,324	12,476	12,476	12,476	12,476	16,319	16,319	16,319
544.20.90	SUB TOTAL	39,776	39,776	30,637	30,637	22,737	29,870	50,328	35,189	35,189
594.44.64.00	EQUIPMENT	0	-	-	-	-	-	-	-	-
594.44.60	SUB TOTAL	0	-	-	-	-	-	-	-	-
	ENGINEERING SERVICES TOTAL	523,586	511,604	649,719	649,719	311,815	656,587	777,663	758,843	758,843

BUDGET NARRATIVE

2015

FUND: **GENERAL**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION: **ENGINEERING SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.480.040.544.20.00.00		ENGINEERING			
		SALARIES AND WAGES			
544.20.10.00	Salaries & Wages	0.90 Engineering Services Manager	\$ 436,076	\$ 436,076	\$ 436,076
		<i>Remaining time allocated: 0.10 FTE in Street Fund. NOTE: 0.30 FTE reimbursed from Transportation CIP</i>			
		1.00 Associate Transportation Engineer			
		<i>NOTE: 0.50 FTE reimbursed from Transportation CIP</i>			
		0.10 SWM Engineer			
		<i>Remaining time allocated : 0.90 FTE in SWM Operations Fund Engineering Division</i>			
		1.00 Civil Engineer 1			
		<i>0.40 FTE reimbursed from Transportation CIP</i>			
		0.40 Civil Engineer 1			
		<i>Remaining time allocated: 0.60 FTE in SWM Operations Fund NPDES Division NOTE: 0.30 FTE reimbursed from Transportation CIP</i>			
		1.00 Engineering Inspector			
		<i>0.10 FTE reimbursed from Transportation CIP</i>			
		0.15 Administrative Assistant II			
		<i>Remaining time allocated: 0.60 in PBPW Administrative Division; 0.05 in Street Fund; 0.15 in SWM Operations Fund Engineering Division; and .05 in Equipment Rental Operations Fund</i>			
		4.55 FTE's			
544.20.11.00	Overtime	Provides for overtime for staff to attend City Council meetings, neighborhood meetings, project community meetings, and to conduct PM peak hour traffic counts.	\$ 2,500	\$ 2,500	\$ 2,500
		TOTAL SALARIES AND WAGES	\$ 438,576	\$ 438,576	\$ 438,576

BUDGET NARRATIVE

2015

FUND: **GENERAL**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION: **ENGINEERING SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.480.040.544.20.00.00		ENGINEERING			
		PERSONNEL BENEFITS			
544.20.20.00	Personnel Benefits	Personnel benefits for all staff assigned to Engineering Division.	\$ 172,455	\$ 171,170	\$ 171,098
544.20.20.90	Employee Med. Contribution	Employee's share of health insurance premium cost for spouse and/or dependents. Starting 2015, dept. heads & exempt employees contribute for self; 2015 contribution is 5%.	\$ (3,520)	\$ (5,916)	\$ (5,844)
544.20.21.00	Uniforms	Provide engineering staff shirts & caps with City logo.	\$ -	\$ -	\$ -
		TOTAL PERSONNEL BENEFITS	\$ 168,935	\$ 165,254	\$ 165,254
		SUPPLIES			
544.20.31.00	Office/Operating Supplies	The cost breakdown by general category is as follows: 1. Reference books/manuals (WSDOT, ITE, FHWA, etc.) 2. Plotter materials (1/4 Eng & SWM, 1/2 CD) 3. Photo processing 4. Plan copier materials (1/4 Eng & SWM, 1/2 CD) 5. Misc. office supplies	\$ 3,000	\$ 3,000	\$ 3,000
		\$ 1,000			
		\$ 500			
		\$ 200			
		\$ 800			
		\$ 500			
		<u>\$ 3,000</u>			
544.20.32.01	Fuel	Gasoline for Engineering Division vehicles.	\$ 2,709	\$ 2,709	\$ 2,709
544.20.35.00	Small Tools & Equipment	The cost breakdown by general category is as follows: 1. Safety equipment (hard hats, vests, safety glasses, hearing protection, boots, etc.) 2. Traffic counter supplies (count tubes, PK nails, chain, locks, 3. Survey tools (tapes, DMI's, levels, etc.) 4. Misc. office furniture 5. Engineering software/licenses	\$ 6,450	\$ 6,450	\$ 6,450
		\$ 500			
		\$ 450			
		\$ 500			
		\$ -			
		\$ 5,000			
		<u>\$ 6,450</u>			
544.20.35.90	Small Eqp >\$1,000 <\$5,000		\$ -	\$ -	\$ -
		TOTAL SUPPLIES	\$ 12,159	\$ 12,159	\$ 12,159

BUDGET NARRATIVE

2015

FUND: **GENERAL**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION: **ENGINEERING SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.480.040.544.20.00.00		ENGINEERING			
		OTHER SERVICES AND CHARGES			
544.20.41.00	Professional Services	This line item includes professional services that may be required for site-specific engineering, tests or analysis, such as surveying, soils reports, testing, and required inspection of the three bridges within the city limits.	\$ 90,650	\$ 90,650	\$ 90,650
		1. Annual Bridge and Sea Wall Inspection Program	\$ 14,000		
		2. Annual Pavement Condition Update	-		
		3. Annual Traffic Counts (Pacific Highway)	450		
		4. Title Reports for Right-of-Way Dedication	7,500		
		5. Peak Hour Turning Movement Counts	1,200		
		6. Graphic Preparation (Presentations)	2,500		
		7. Comprehensive Transportation Plan Update (for 2015 ONLY)	65,000		
		8. Downtown Improvements Study	35,000		
		Executive Amend: Not Approved			
			\$ 90,650		
544.20.41.45	Advertising	Advertising in Seattle Times and Daily Journal of Commerce for consultant Letters of Qualification, engineering and contracting services as required, also for public notices, hearings, and personnel.	\$ 3,500	\$ 3,500	\$ 3,500
544.20.42.00	Communications	Telephone Lines	\$ 1,155	\$ 3,500	\$ 3,500
		Long Distance	\$ 230		
		Cell Phones	\$ 2,115		
			\$ 3,500		
544.20.43.00	Travel	For travel to professional training seminars during the year for technical staff.	\$ 3,200	\$ 3,200	\$ 3,200
544.20.45.02	Copier Lease	Provides for operating costs of copier for the Engineering Division. Lease of copier is reclassified as a capital lease.	\$ 1,775	\$ 1,775	\$ 1,775

**BUDGET NARRATIVE
2015**

FUND: **GENERAL**
DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
DIVISION: **ENGINEERING SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.480.040.544.20.00.00		ENGINEERING			
544.20.49.00	Miscellaneous	Minor expenses not budgeted elsewhere: subscriptions, public display materials, etc.	\$ 600	\$ 600	\$ 600
544.20.49.22	Dues, Schools, & Conferences	This account funds training tuition, conference fees and professional dues.	\$ 3,940	\$ 3,940	\$ 3,940
		Professional Licenses (3 @ \$120)	\$ 360		
		Professional Traffic Opns Engr (PTOE)-1@\$275	\$ 275		
		APWA Membership (3@250)	\$ 750		
		ITE Membership (2 @ \$210)	\$ 420		
		APWA Spring and Fall Conferences/Registrations	\$ 600		
		ITE Monthly Meetings (12 @ \$30)	\$ 360		
		ITE Quad Conference	\$ 425		
		ITE Wash. State Annual Meeting	\$ 300		
		ITE District 6 Meeting	\$ 450		
			<u>\$ 3,940</u>		
		Includes training needed for changes to requirements such as the Manual of Uniform Traffic Control Devices, Endangered Species Act, GASB 34, traffic control, work zone safety, Federal/State requirements for right of way, construction mgmt/inspection and materials testing.			
544.20.49.25	Printing And Binding	Provides for printing costs, including printing of project specifications and manuals, maps that are too large for our print machine, and special type photo processing orders, such as multiple overlay plans, exact scale reductions, color copies, etc.	\$ 500	\$ 500	\$ 500
		TOTAL OTHER SERVICES AND CHARGES	\$ 107,665	\$ 107,665	\$ 107,665

**BUDGET NARRATIVE
2015**

FUND: **GENERAL**
DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
DIVISION: **ENGINEERING SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.480.040.544.20.00.00		ENGINEERING INTERFUND SERVICES			
544.20.99.01	Computer Maintenance	Maintenance of computers, printer, and plotter.	\$ 14,224	\$ 14,224	\$ 14,224
544.20.99.02	Computer Replacement	Replacement of computers, laserjet printer, plotter and shared server.	\$ 3,791	\$ 1,046	\$ 1,046
544.20.99.03	Equipment Maintenance	Maintenance of Engineering vehicles.	\$ 3,600	\$ 3,600	\$ 3,600
544.20.99.04	Equipment Replacement	Provides for replacement of Engineering vehicles.	\$ 12,394	\$ -	\$ -
544.20.99.05	Interfund Insurance	Division's contribution to the Self Insurance Fund.	\$ 16,319	\$ 16,319	\$ 16,319
		TOTAL INTERFUND SERVICES	\$ 50,328	\$ 35,189	\$ 35,189
		CAPITAL OUTLAY			
594.44.64.00			\$ -	\$ -	\$ -
		TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -
		ENGINEERING DEPARTMENT TOTAL	\$ 777,663	\$ 758,843	\$ 758,843

CITY OF DES MOINES

2015 BUDGET REQUEST

PLANNING, BUILDING & PUBLIC WORKS
JOINT MINOR HOME REPAIR PROGRAM

		2013	2013	2014	2014	2014	2014	2015	2015	2015
		AMEND	ACTUAL	ADOPTED	AMEND	ACTUAL Jan-June	EST YR TOTAL	DEPT REQUEST	EXEC AMEND	ADOPTED
001.495.040	PBPW - JT MINOR HOME REPAIR									
559.30.10.00	SALARIES	3,960	1,932	4,567	4,567	959	1,877	5,087	5,087	5,087
559.30.20.00	PERSONNEL BENEFITS	525	192	2,656	2,656	178	357	2,968	2,936	2,936
559.30.48.00	REPAIRS & MAINTENANCE	35,000	15,972	17,990	17,990	14,927	19,927	20,000	20,000	20,000
SUB TOTAL		39,485	18,096	25,213	25,213	16,064	22,160	28,055	28,023	28,023
PBPW-JT MINOR HOME REPAIR PROGRAM TOTAL		39,485	18,096	25,213	25,213	16,064	22,160	28,055	28,023	28,023

**BUDGET NARRATIVE
2015**

FUND: **GENERAL FUND**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION: **JOINT MINOR HOME REPAIR PROGRAM**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.495.040.559.30.00.00		PBPW JOINT MINOR HOME REPAIR PROGRAM			
		SALARIES AND WAGES			
559.30.10.00	Salaries & Wages	Provides for staff to support City's Minor Home Repair Program 0.10 FTE	\$ 5,087	\$ 5,087	\$ 5,087
		TOTAL SALARIES AND WAGES	\$ 5,087	\$ 5,087	\$ 5,087
		PERSONNEL BENEFITS			
559.30.20.00	Personnel Benefits	Provides for benefits for staff working on Minor Home Repair Program	\$ 2,968	\$ 2,936	\$ 2,936
		TOTAL PERSONNEL BENEFITS	\$ 2,968	\$ 2,936	\$ 2,936
		OTHER SERVICES AND CHARGES			
559.30.48.00	Repairs & Maintenance	The Joint Minor Home Repair Program targets minor home repairs for low and moderate income homeowners in the City of Des Moines. The program is intended to assist homeowners unable to maintain their homes. Funding is provided by Community Development Block Grant Funds.	\$ 20,000	\$ 20,000	\$ 20,000
		TOTAL OTHER SERVICES AND CHARGES	\$ 20,000	\$ 20,000	\$ 20,000
		TOTAL PBPW JOINT MINOR HOME REPAIR PROGRAM	\$ 28,055	\$ 28,023	\$ 28,023

CITY OF DES MOINES

2015 BUDGET REQUEST PLANNING, BUILDING & PUBLIC WORKS

BUILDING DIVISION

001.500.040 BUILDING DIVISION		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST Yr-End	2015 DEPT REQ	2015 EXEC AMEND	2015 ADOPTED
558.50.10.00	SALARIES AND WAGES	430,931	314,451	314,661	314,661	141,026	296,467	357,014	357,014	357,014
558.50.10.90	FURLOUGH	-	(102)	-	-	-	-	-	-	-
558.50.11.00	OVERTIME	4,200	3,597	4,200	4,200	2,119	3,939	4,200	4,200	4,200
558.50.10	SUB TOTAL	435,131	317,946	318,861	318,861	143,145	300,406	361,214	361,214	361,214
558.50.20.00	PERSONNEL BENEFITS	185,743	141,527	154,402	154,402	72,480	153,207	183,103	181,327	181,220
558.50.20.90	EMPLOYEE MED. CONTRIBUTION	(4,519)	(3,628)	(4,587)	(4,587)	(1,971)	(3,943)	(5,317)	(6,142)	(6,035)
558.50.21.00	UNIFORMS	500	172	500	500	113	500	750	750	750
558.50.20	SUB TOTAL	181,724	138,071	150,315	150,315	70,622	149,764	178,536	175,935	175,935
558.50.31.00	OFFICE & OPERATING SUPPLIES	3,400	3,185	3,500	3,500	1,353	3,100	4,000	4,000	4,000
558.50.31.05	CODE BOOKS	10,000	6,661	3,750	3,750	348	4,750	5,000	5,000	5,000
558.50.32.01	UNLEADED FUEL (ISF)	2,669	1,997	2,220	2,220	971	1,893	3,558	3,558	3,558
558.50.35.00	SMALL TOOLS & EQUIPMENT	3,000	1,750	1,500	1,500	-	1,228	3,000	3,000	3,000
558.50.35.90	SMALL EQP >\$1,000 <\$5,000	-	-	-	-	-	-	-	-	-
558.50.30	SUB TOTAL	19,069	13,593	10,970	10,970	2,672	10,971	15,558	15,558	15,558
558.50.41.00	PROFESSIONAL SERVICES	5,000	29,061	65,000	65,000	37,128	100,000	65,000	65,000	65,000
558.50.41.45	ADVERTISING	1,000	-	2,000	2,000	-	1,000	2,000	2,000	2,000
558.50.42.00	COMMUNICATIONS	5,977	6,075	5,926	5,926	2,588	5,341	5,650	5,650	5,650
558.50.43.00	TRAVEL	2,381	937	2,000	2,000	-	750	2,200	2,200	2,200
558.50.45.02	COPIER LEASE	800	567	800	800	871	1,091	1,100	1,100	1,100
558.50.48.00	REPAIR & MAINTENANCE	500	-	500	500	-	300	500	500	500
558.50.49.00	MISCELLANEOUS	500	80	500	500	-	200	500	500	500
558.50.49.05	CREDIT CARD FEES	4,500	3,890	4,500	4,500	2,745	5,722	5,750	5,750	5,750
558.50.49.20	LAUNDRY	-	42	-	-	-	-	-	-	-
558.50.49.22	DUES CONFERENCES/SCHOOLS	5,000	2,356	3,750	3,750	882	3,750	4,855	4,855	4,855
558.50.49.25	PRINTING	500	254	500	500	-	275	500	500	500
558.50.40	SUB TOTAL	26,158	43,262	85,476	85,476	44,215	118,428	88,055	88,055	88,055
558.50.99.01	COMPUTER MAINTENANCE	25,888	25,888	17,882	17,882	10,567	17,882	24,036	24,036	24,036
558.50.99.02	COMPUTER REPLACEMENT	3,086	3,086	3,204	3,204	1,602	2,136	6,412	1,859	1,859
558.50.99.03	EQUIPMENT MAINTENANCE	2,880	2,880	2,880	2,880	1,440	2,880	3,600	3,600	3,600
558.50.99.04	EQUIPMENT REPLACEMENT	-	-	-	-	-	-	9,901	-	-
558.50.99.05	INTERFUND INSURANCE	23,572	23,572	22,849	22,849	22,849	22,849	21,182	21,182	21,182
558.50.90	SUB TOTAL	55,426	55,426	46,815	46,815	36,458	45,747	65,131	50,677	50,677
594.58.64.00	EQUIPMENT	-	-	-	-	-	-	-	-	-
594.58.64	SUB TOTAL	-	-	-	-	-	-	-	-	-
597.58.00.00	TRANSFER OUT/FUND 511	16,000	20,270	17,000	17,000	-	19,370	17,500	17,500	17,500
597.58.00	SUB TOTAL	16,000	20,270	17,000	17,000	-	19,370	17,500	17,500	17,500
BUILDING DIVISION TOTAL		733,508	588,567	629,437	629,437	297,111	644,686	725,994	708,939	708,939

BUDGET NARRATIVE

2015

FUND: **GENERAL FUND**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION: **BUILDING DIVISION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.500.040.558.50.00.00		BUILDING DIVISION			
		SALARIES AND WAGES			
558.50.10.00	Salaries and Wages	Provides for personnel to conduct building official and other building inspection duties, including but not limited to administration of the Building, Electrical, Mechanical and Plumbing Codes; conducting plan reviews; and performing building code and multi-unit inspections. 1.00 Building Official 1.00 Asst Bldg Official/Lead Electrical/ Building Inspector 1.00 Bldg Inspector/Plans Examiner 1.00 Permit Coordinator - Provides City Hall operations support @ 0.25 FTE 0.90 Permit Specialist II - Provides City Hall operations support @ 0.25 FTE NOTE: Remaining 0.10 time allocated to Joint Minor Home Repair <hr style="width: 10%; margin-left: 0;"/> 4.90 FTE's	\$ 357,014	\$ 357,014	\$ 357,014
558.50.11.00	Overtime		\$ 4,200	\$ 4,200	\$ 4,200
TOTAL SALARIES AND WAGES			\$ 361,214	\$ 361,214	\$ 361,214
		PERSONNEL BENEFITS			
558.50.20.00	Personnel Benefits	Benefits for staff assigned to Building Division.	\$ 183,103	\$ 181,327	\$ 181,220
558.50.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependents. Starting 2015, dept. heads & exempt employees contribute for self; 2015 contribution is 5%.	\$ (5,317)	\$ (6,142)	\$ (6,035)
558.50.21.00	Uniforms	Provides for work boots & arc-fault protection for electrical inspectors. The increase in our large service gear projects now will mandate this.	\$ 750	\$ 750	\$ 750
TOTAL PERSONNEL BENEFITS			\$ 178,536	\$ 175,935	\$ 175,935

BUDGET NARRATIVE 2015

FUND: **GENERAL FUND**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION: **BUILDING DIVISION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.500.040.558.50.00.00 BUILDING DIVISION					
SUPPLIES					
558.50.31.00	Office and Operating Supplies	Provides for general and operating supplies.	\$ 4,000	\$ 4,000	\$ 4,000
558.50.31.05	Code Books	International Building Code reference manuals. A new "Code Cycle - 2015" will be adopted by the State	\$ 5,000	\$ 5,000	\$ 5,000
558.50.32.01	Fuel	Provides fuel for vehicles assigned to Building Division.	\$ 3,558	\$ 3,558	\$ 3,558
558.50.35.00	Small Tools and Equipment	Provides for purchase of small tools and equipment required by the Building Division. Equipment "updating" is needed.	\$ 3,000	\$ 3,000	\$ 3,000
558.50.35.90	Small Equipment >\$1,000<\$5,000		\$ -	\$ -	\$ -
TOTAL SUPPLIES			\$ 15,558	\$ 15,558	\$ 15,558
OTHER SERVICES AND CHARGES					
558.50.41.00	Professional Services	Professional services for inspection and plan review during peak construction periods.	\$ 65,000	\$ 65,000	\$ 65,000
558.50.41.45	Advertising	Funding for informational mailings and multi-media approach to inform contractors and the public of major changes in state codes and local ordinances.	\$ 2,000	\$ 2,000	\$ 2,000
558.50.42.00	Communications	Telephone service, fax, pagers, cell phones and postage.	\$ 5,650	\$ 5,650	\$ 5,650
		Long distance	\$ 150		
		Laptop connections	\$ 3,198		
		Cell Phone/Aircards	\$ 2,303		
			<u>\$ 5,650</u>		

BUDGET NARRATIVE
2015

FUND: **GENERAL FUND**
DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
DIVISION: **BUILDING DIVISION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.500.040.558.50.00.00		BUILDING DIVISION			
558.50.43.00	Travel	Professional training required in code updates for Building, Electrical, Plumbing, Mechanical, Energy and other codes as dictated by state and city ordinances.	\$ 2,200	\$ 2,200	\$ 2,200
		1. Four two-day Washington Association of Building Official (WABO) meetings in state.	\$ 400		
		2. Nine evening meetings with the northwest chapter of ICBO held locally for Building Official and Inspectors.	\$ 225		
		3. Annual meeting of the International Conference of Building Officials (ICBO) on education code development and code changes.	\$ 1,200		
		4. Travel to training seminars for two building inspectors, one permit technician and one permit coordinator.	\$ 375		
			<u>\$ 2,200</u>		
558.50.45.02	Copier Lease	Provides for operating cost per copy. Lease of copier is reclassified as capital lease.	\$ 1,100	\$ 1,100	\$ 1,100
558.50.48.00	Repairs and Maintenance	Provides for pro rata share of copier, fax machine and other equipment repairs.	\$ 500	\$ 500	\$ 500
558.50.49.00	Miscellaneous	Provides for purchase of miscellaneous items not budgeted elsewhere.	\$ 500	\$ 500	\$ 500
558.50.49.05	Credit Card Fees	Bank card fees associated with all charge card transactions, including building permits, etc.	\$ 5,750	\$ 5,750	\$ 5,750

BUDGET NARRATIVE 2015

FUND: **GENERAL FUND**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION: **BUILDING DIVISION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.500.040.558.50.00.00		BUILDING DIVISION			
558.50.49.22	Dues, Schools, Conferences	This account reflects the funding necessary for professional memberships, professional subscriptions, certification updates, new certifications, and training. These certifications and training are imperative. If not continued, the city's insurance costs rise.	\$ 4,855	\$ 4,855	\$ 4,855
		1. ICC membership dues (city membership)	\$ 150		
		2. IFCI membership (city membership)	\$ 150		
		3. WABO membership dues (city membership)	\$ 110		
		4. NW Chapter ICBO dues (staff membership)	\$ 105		
		5. ICC certification exam(4)	\$ 800		
		6. APT (staff membership)	\$ 125		
		7. Recertifications - Now must take classes for training to re-cert.	\$ 1,900		
		8. Building Permits Law Bulletin	\$ 90		
		9. IAES dues			
		\$200 each for building inspectors.	\$ 400		
		Two seminars for Permit Coordinator & Permit Specialist.	\$ 400		
		ICC Annual Education and Code Development	\$ 275		
		ICC Annual Conference registration.	\$ 350		
			<u>\$ 4,855</u>		
558.50.49.25	Printing	To provide for printing costs of permits and cover sheet costs for plan review.	\$ 500	\$ 500	\$ 500
TOTAL OTHER SERVICES AND CHARGES			\$ 88,055	\$ 88,055	\$ 88,055

BUDGET NARRATIVE

2015

FUND: **GENERAL FUND**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION: **BUILDING DIVISION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.500.040.558.50.00.00 BUILDING DIVISION					
INTERFUND PAYMENT FOR SERVICES					
558.50.99.01	Computer Maintenance	Provides for the maintenance of division computers.	\$ 24,036	\$ 24,036	\$ 24,036
558.50.99.02	Computer Replacement	Provides for the replacement of division computers.	\$ 6,412	\$ 1,859	\$ 1,859
558.50.99.03	Equipment Maintenance	Provides for repair and maintenance for vehicles for the Building Inspectors.	\$ 3,600	\$ 3,600	\$ 3,600
558.50.99.04	Equipment Replacement	Provides for replacement of division vehicles.	\$ 9,901	\$ -	\$ -
558.50.99.05	Interfund Insurance	Division's contribution to the Self Insurance Fund.	\$ 21,182	\$ 21,182	\$ 21,182
TOTAL INTERFUND SERVICES			\$ 65,131	\$ 50,677	\$ 50,677
CAPITAL OUTLAY					
594.32.64.00	Equipment		\$ -	\$ -	\$ -
TOTAL CAPITAL OUTLAY			\$ -	\$ -	\$ -
TRANSFERS					
597.58.00.00	Transfer Out	Provides for annual transfer-out to Fund 511 for Automation Fee revenues.	\$ 17,500	\$ 17,500	\$ 17,500
TOTAL TRANSFERS			\$ 17,500	\$ 17,500	\$ 17,500
BUILDING DIVISION TOTAL			\$ 725,994	\$ 708,939	\$ 708,939

CITY OF DES MOINES

2015 BUDGET REQUEST

PLANNING, BUILDING & PUBLIC WORKS
PLANNING & DEVELOPMENT SERVICES

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQ	2015 NEW REQ	2015 EXEC AMEND	2015 ADOPTED
001.580.040	PLANNING & DEVELOPMENT SVCS*										
558.60.10.00	SALARIES AND WAGES	264,339	258,732	257,031	257,031	123,273	256,944	271,484		271,484	271,484
558.60.10.90	FURLOUGH	-	-	-	-	-	-	-		-	-
558.60.11.00	OVERTIME	400	-	400	400	-	-	400		400	400
558.60.10	SUB TOTAL	264,739	258,732	257,431	257,431	123,273	256,944	271,884		271,884	271,884
558.60.20.00	PERSONNEL BENEFITS	92,682	91,930	100,720	100,720	48,461	100,208	101,468		100,966	100,944
558.60.20.90	EMPLOYEE MED. CONTRIBUTION	(1,539)	(1,517)	(1,896)	(1,896)	(818)	(1,637)	(1,692)		(2,930)	(2,908)
558.60.20.21	UNIFORMS	-	-	-	-	-	-	-		-	-
558.60.20	SUB TOTAL	91,143	90,414	98,824	98,824	47,642	98,571	99,776		98,036	98,036
558.60.31.00	OFFICE/OPERATING SUPPLIES	3,900	2,831	5,500	5,500	1,997	4,117	5,500		5,500	5,500
558.60.32.01	UNLEADED FUEL (ISF)	179	96	151	151	45	74	76		76	76
558.60.35.00	SMALL TOOLS & EQUIPMENT	1,200	1,155	1,200	1,200	-	750	1,200		1,200	1,200
558.60.35.90	SMALL EQP >\$1,000<\$5,000	-	-	-	-	-	-	-		-	-
558.60.30	SUB TOTAL	5,279	4,083	6,851	6,851	2,042	4,941	6,776		6,776	6,776
558.60.41.00	PROFESSIONAL SERVICES	25,500	31,691	15,000	15,000	2,495	6,470	15,000	30,000	15,000	15,000
558.60.41.45	ADVERTISING	4,500	5,446	5,000	5,000	2,352	5,000	5,000		5,000	5,000
558.60.42.00	COMMUNICATIONS	625	152	450	450	4,385	4,670	5,000		5,000	5,000
558.60.43.00	TRAVEL	530	63	500	500	420	500	1,500		1,500	1,500
558.60.45.02	COPIER LEASE	1,680	1,134	1,680	1,680	922	1,231	1,250		1,250	1,250
558.60.48.00	REPAIR & MAINTENANCE	600	-	-	-	-	-	-		-	-
558.60.49.00	MISCELLANEOUS	5,750	3,300	3,800	3,800	225	4,375	4,500		4,500	4,500
558.60.49.05	CREDIT CARD FEES	6,750	3,890	5,000	5,000	2,745	6,447	6,500		6,500	6,500
558.60.49.22	DUES, CONFERENCES, & SCHOOLS	2,048	1,407	3,000	3,000	4,435	1,710	5,000		5,000	5,000
558.60.40	SUB TOTAL	47,983	47,082	34,430	34,430	17,979	30,402	43,750	30,000	43,750	43,750
558.60.99.01	COMPUTER MAINTENANCE	13,286	13,286	6,700	6,700	3,959	6,700	9,017		9,017	9,017
558.60.99.02	COMPUTER REPLACEMENT	2,358	2,358	2,083	2,083	1,042	1,389	4,166		716	716
558.60.99.03	EQUIPMENT MAINTENANCE	720	720	720	720	360	720	900		900	900
558.60.99.04	EQUIPMENT REPLACEMENT	-	-	-	-	-	-	2,018		-	-
558.60.99.05	INTERFUND INSURANCE	14,766	14,766	15,199	15,199	15,199	15,199	13,271		13,271	13,271
558.60.90	SUB TOTAL	31,130	31,130	24,702	24,702	20,560	24,008	29,372		23,904	23,904
594.58.64.00	EQUIPMENT	-	-	-	-	-	-	-		-	-
PLANNING & DEVELOPMENT SERVICES TOTAL		440,274	431,441	422,238	422,238	211,497	414,867	451,558	30,000	444,350	444,350

BUDGET NARRATIVE 2015

FUND: GENERAL FUND
DEPARTMENT: PLANNING, BUILDING AND PUBLIC WORKS
DIVISION: PLANNING & DEVELOPMENT SERVICES

Account No.	Title	Narrative	Department Request	New Request	Executive Amendment	Adopted
001.580.040.558.60.00.00		PLANNING & DEVELOPMENT SERVICES				
		SALARIES AND WAGES	\$ 271,484		\$ 271,484	\$ 271,484
558.60.10.00	Salaries and Wages	1.00 Community Development Manager 0.96 Senior Planner <i>Remaining time allocated: 0.04 FTE to recycling program included with Community Development Grants Division</i> <u>1.00</u> Land Use Planner II 2.96 FTEs				
558.60.11.00	Overtime		\$ 400		\$ 400	\$ 400
		TOTAL SALARIES AND WAGES	\$ 271,884		\$ 271,884	\$ 271,884
		PERSONNEL BENEFITS				
558.60.20.00	Personnel Benefits	Personnel benefits for all staff assigned to Planning & Development Services Division.	\$ 101,468		\$ 100,966	\$ 100,944
558.60.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependents. Starting 2015, dept. heads & exempt employees contribute for self; 2015 contribution is 5%.	\$ (1,692)		\$ (2,930)	\$ (2,908)
		TOTAL PERSONNEL BENEFITS	\$ 99,776		\$ 98,036	\$ 98,036
		SUPPLIES				
558.60.31.00	Office and Operating Supplies	Purchase of miscellaneous office supplies, such as file folders, tablets, copier paper, pens, maps, books, etc.	\$ 5,500		\$ 5,500	\$ 5,500
558.60.32	Unleaded Fuel	Gasoline used performing field inspections, gathering data and attending meetings.	\$ 76		\$ 76	\$ 76

BUDGET NARRATIVE

2015

FUND: **GENERAL FUND**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION: **PLANNING & DEVELOPMENT SERVICES**

Account No.	Title	Narrative	Department Request	New Request	Executive Amendment	Adopted
001.580.040.558.60.00.00		PLANNING & DEVELOPMENT SERVICES				
558.60.35.00	Small Tools & Equipment	Purchase and replacement of non-expendable tools and small equipment (such as file cabinets and work tables) not classified as capital items.	\$ 1,200		\$ 1,200	\$ 1,200
		TOTAL SUPPLIES	\$ 6,776		\$ 6,776	\$ 6,776
		OTHER SERVICES AND CHARGES				
558.60.41.00	Professional Services	Provides for miscellaneous consultant support. • Environmental and Legal Peer Review • Pacific Highway S – Planning, Modeling, Public Involvement Support • FEMA Floodplain Management Provides consultant support for Sound Transit EIS work EXEC AMEND: Not Approved	\$ 15,000	\$ 30,000	\$ 15,000	\$ 15,000
558.60.41.45	Advertising	Public notices for general area zoning announcements.	\$ 5,000		\$ 5,000	\$ 5,000
558.60.42.00	Communications	Telephone and Courier Services	\$ 5,000		\$ 5,000	\$ 5,000
		Long Distance		\$ 150		
		Bulk Mail Postage		\$ 4,500		
		Courier Service		\$ 350		
				<u>\$ 5,000</u>		
558.60.43.00	Travel	Lodging, meals and mileage for staff conferences and training. APA annual conference (or equivalent training) Miscellaneous workshops and seminars.	\$ 1,500		\$ 1,500	\$ 1,500
				\$ 1,400		
				\$ 100		
				<u>\$1,500</u>		
558.60.45.02	Copier Lease	Provides for copier operating costs. Lease of copier is reclassified as a capital lease.	\$ 1,250		\$ 1,250	\$ 1,250

BUDGET NARRATIVE 2015

FUND: **GENERAL FUND**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION: **PLANNING & DEVELOPMENT SERVICES**

Account No.	Title	Narrative	Department Request	New Request	Executive Amendment	Adopted
001.580.040.558.60.00.00		PLANNING & DEVELOPMENT SERVICES				
558.60.48.00	Repairs & Maintenance	Provides for proportionate share of equipment repairs and usage.	\$ -		\$ -	\$ -
558.60.49.00	Miscellaneous	This account funds printing and other miscellaneous items. Printing and Photographic services \$ 1,000 EGOV Alliance Membership \$ 3,500 <u>\$ 4,500</u>	\$ 4,500		\$ 4,500	\$ 4,500
558.60.49.05	Credit Card Fees	Bank card fees associated with all charge card transactions, including zoning fees, etc.	\$ 6,500		\$ 6,500	\$ 6,500
558.60.49.22	Dues, Schools, Conferences	This account reflects the funding necessary for professional memberships, professional subscriptions, certification updates, new certifications, and training. Other Training/Certification for 3 staff - NPDES, SWM, FEMA (est. \$225-\$450/person) \$ 1,500 Planetizen Annual Membership for 3 staff (includes access to online publications, seminars & classes) \$ 650 Conference registrations: APA or equivalent for 3 staff (\$350/person est.) \$ 1,050 APA and AICP membership for 3 staff: • APA Membership \$320.00 • Washington APA Chapter Dues \$80.00 • AICP dues \$165.00 <u>\$ 1,800</u> <u>\$ 5,000</u>	\$ 5,000		\$ 5,000	\$ 5,000
TOTAL OTHER SERVICES AND CHARGES			\$ 43,750	\$ 30,000	\$ 43,750	\$ 43,750

BUDGET NARRATIVE

2015

FUND: **GENERAL FUND**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION: **PLANNING & DEVELOPMENT SERVICES**

Account No.	Title	Narrative	Department Request	New Request	Executive Amendment	Adopted
001.580.040.558.60.00.00		PLANNING & DEVELOPMENT SERVICES				
		INTERFUND PAYMENT FOR SERVICES				
558.60.99.01	Computer Maintenance	Provides for the maintenance of division computers, printers, plotter and server.	\$ 9,017		\$ 9,017	\$ 9,017
558.60.99.02	Computer Replacement	Provides for the replacement of division computers, printers, plotter and server.	\$ 4,166		\$ 716	\$ 716
558.60.99.03	Equipment Maintenance	Provides for repair and maintenance for the division vehicle.	\$ 900		\$ 900	\$ 900
558.60.99.04	Equipment Replacement	Provides for replacement of division vehicle.	\$ 2,018		\$ -	\$ -
558.60.99.05	Interfund Insurance	Division's contribution to the City's self-insurance fund.	\$ 13,271		\$ 13,271	\$ 13,271
		TOTAL INTERFUND SERVICES	\$ 29,372		\$ 23,904	\$ 23,904
		CAPITAL OUTLAY				
594.58.64.00	Equipment		\$ -		\$ -	\$ -
		PLANNING & DEVELOPMENT SERVICES TOTAL	\$ 451,558	\$ 30,000	\$ 444,350	\$ 444,350

CITY OF DES MOINES

2015 BUDGET REQUEST

PLANNING, BUILDING & PUBLIC WORKS
COMMUNITY DEVELOPMENT GRANTS

001.610.040 COMMUNITY DEVELOPMENT GRANTS		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
554.90	RECYCLING									
554.90.10.00	SALARIES & WAGES	2,965	4,148	3,217	3,217	1,759	2,692	3,442	3,442	3,442
554.90.20.00	PERSONNEL BENEFITS	1,224	1,663	1,483	1,483	686	1,050	1,291	1,285	1,285
554.90.20.90	DEPENDENT MEDICAL EE CONTRIBUTION	-	-	(29)	(29)	-	-	-	(26)	(26)
554.90.31.00	OPERATING SUPPLIES	-	-	-	-	-	-	-	-	-
554.90.35.00	SMALL TOOLS & EQUIPMT	-	5,630	-	-	-	-	-	-	-
554.90.35.90	SMALL EQUIPMT >\$1,000 <\$5,000	-	-	-	-	-	-	-	-	-
554.90.41.25	PROFESSIONAL SERVICES	47,655	43,819	80,760	80,760	20,173	45,000	45,000	45,000	45,000
554.90.41.45	ADVERTISING	-	205	-	-	-	-	-	-	-
554.90	SUB TOTAL	51,844	55,464	85,431	85,431	22,617	48,742	49,733	49,701	49,701
554.91	WA DOE-SMP GRANT									
554.91.41.26	PROFESSIONAL SERVICES	-	-	-	-	-	-	-	-	-
554.91	SUB TOTAL	-	-	-	-	-	-	-	-	-
594.54.64	EQUIPMENT	-	-	-	-	-	-	-	-	-
594.54	SUB TOTAL	-	-	-	-	-	-	-	-	-
COMMUNITY DEVELOPMENT GRANTS TOTAL		51,844	55,464	85,431	85,431	22,617	48,742	49,733	49,701	49,701

BUDGET NARRATIVE
2015

FUND: **GENERAL**
DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
DIVISION: **COMMUNITY DEVELOPMENT GRANTS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.610.040.554.90.00.00		COMMUNITY DEVELOPMENT GRANTS			
		RECYCLING PROGRAMS			
		SALARIES AND WAGES			
554.90.10.00	Salaries & Wages	Provides for Senior Planner to support City's Recycling program. 0.04 FTE	\$ 3,442	\$ 3,442	\$ 3,442
		TOTAL SALARIES AND WAGES	\$ 3,442	\$ 3,442	\$ 3,442
		PERSONNEL BENEFITS			
554.90.20.00	Personnel Benefits	Provides for benefits of Senior Planner to promote Recycling program.	\$ 1,291	\$ 1,259	\$ 1,259
		TOTAL PERSONNEL BENEFITS	\$ 1,291	\$ 1,259	\$ 1,259
		OTHER SERVICES AND CHARGES			
554.90.41.25	Prof Services- Recycling Program	Provides for professional services rendered for recycling collection events.	\$ 45,000	\$ 45,000	\$ 45,000
		TOTAL OTHER SERVICES AND CHARGES	\$ 45,000	\$ 45,000	\$ 45,000
001.610.040.554.91		WA DEPT OF ECOLOGY SHORELINE MASTER PLAN			
554.91.41.26	Professional Services WA DOE-SMP Grant		\$ -	\$ -	\$ -
		TOTAL SHORELINE MASTER PLAN	\$ -	\$ -	\$ -
594.54.64	Equipment		\$ -	\$ -	\$ -
		TOTAL EQUIPMENT	\$ -	\$ -	\$ -
		TOTAL COMMUNITY DEVELOPMENT GRANTS	\$ 49,733	\$ 49,701	\$ 49,701

CITY OF DES MOINES

2015 BUDGET REQUEST PLANNING/BUILDING/PUBLIC WORKS
PARKS OPERATIONS SERVICES

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQ	2015 EXEC AMEND	2015 ADOPTED
001.635.040	PARKS OPERATIONS SERVICES									
576.81.10.00	SALARIES & WAGES	169,279	143,454	191,890	191,890	71,226	162,872	188,190	190,421	190,067
576.81.10.01	SALARIES PART-TIME	28,676	13,693	29,684	29,684	-	20,617	29,798	29,798	29,798
576.81.11.00	OVERTIME	3,000	1,437	3,000	3,000	3,076	5,267	3,000	3,000	3,000
576.81.11.01	OVERTIME PART-TIME	500	-	500	500	-	-	500	500	500
576.81.10	SUB TOTAL	201,455	158,584	225,074	225,074	74,303	188,756	221,488	223,719	223,365
576.81.20.00	PERSONNEL BENEFITS	59,175	52,558	85,923	85,923	26,178	64,221	81,371	80,691	81,028
576.81.20.01	BENEFITS PART-TIME	4,900	3,261	5,170	5,170	-	3,093	4,081	4,081	4,081
576.81.20.90	EMPLOYEE MED. CONTRIBUTION	(259)	-	(1,201)	(1,201)	-	(352)	(845)	(2,554)	(2,537)
576.81.21.00	UNIFORMS	2,000	2,826	2,000	2,000	-	1,855	2,000	2,000	2,000
576.81.20	SUB TOTAL	65,816	58,645	91,892	91,892	26,178	68,817	86,607	84,218	84,572
576.81.31.00	SUPPLIES	33,930	26,521	32,600	32,600	11,814	38,900	32,600	32,600	32,600
576.81.31.03	OPERATING SUPPLIES-PARK FACILITIES	-	1,372	-	-	432	1,400	-	-	-
576.81.31.20	ANNUAL PLANTINGS	1,350	550	1,300	1,300	-	1,417	1,300	1,300	1,300
576.81.32.01	UNLEADED FUEL (ISF)	10,689	6,758	8,145	8,145	2,923	7,027	7,270	7,270	7,270
576.81.32.02	DIESEL FUEL (ISF)	8,159	2,406	6,300	6,300	1,166	3,527	3,575	3,575	3,575
576.81.35.00	SMALL TOOLS & EQUIPMENT	3,600	1,926	3,600	3,600	1,075	3,030	3,600	3,600	3,600
576.81.35.90	SMALL EQP >\$1,000 <\$5,000	-	1,708	-	-	-	-	-	-	-
576.81.30	SUB TOTAL	57,728	41,241	51,945	51,945	17,409	55,301	48,345	48,345	48,345
576.81.41.00	PROFESSIONAL SERVICES	6,300	6	3,000	3,000	1,401	3,000	3,000	3,000	3,000
576.81.41.32	JANITORIAL SERVICES	8,186	6,198	8,200	8,200	2,896	7,960	8,200	8,200	8,200
576.81.41.45	ADVERTISING	1,500	-	1,000	1,000	50	500	1,000	1,000	1,000
576.81.42.00	COMMUNICATIONS	3,550	3,257	3,580	3,580	1,451	3,580	3,911	3,911	3,911
576.81.43.00	TRAVEL EXPENSES	250	-	250	250	-	-	250	250	250
576.81.45.00	OPERATING LEASES & RENTAL	5,000	9,497	10,000	10,000	4,044	11,000	10,000	10,000	10,000
576.81.45.02	COPIER LEASE	146	66	125	125	224	70	125	125	125
576.81.47.00	UTILITIES - PARKS FACILITIES	85,445	101,218	109,900	109,900	50,240	105,750	109,900	109,900	109,900
576.81.48.00	REPAIRS & MAINTENANCE-PARKS	5,750	2,819	7,500	7,500	1,057	7,500	7,500	7,500	7,500
576.81.48.02	REPAIRS & MAINTENANCE-PARK BLDGS	-	172	-	-	72	4,370	-	-	-
576.81.48.24	CONTRACT LANDSCAPING SERVICES	93,575	89,271	98,000	98,000	45,247	88,479	98,000	101,500	101,500
576.81.49.00	MISCELLANEOUS	840	110	575	575	75	575	575	575	575
576.81.49.20	LAUNDRY	1,910	409	1,000	1,000	243	717	1,000	1,000	1,000
576.81.49.22	DUES, SCHOOLS, & CONFERENCES	-	1,224	500	500	-	500	1,224	1,224	1,224
576.81.40	SUB TOTAL	212,452	214,249	243,630	243,630	107,000	234,001	244,685	248,185	248,185

CITY OF DES MOINES

2015 BUDGET REQUEST PLANNING/BUILDING/PUBLIC WORKS
PARKS OPERATIONS SERVICES

	2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQ	2015 EXEC AMEND	2015 ADOPTED
001.635.040 PARKS OPERATIONS SERVICES									
576.81.99.01 COMPUTER MAINTENANCE	5,284	5,284	5,284	5,284	3,122	5,284	4,426	4,426	4,426
576.81.99.02 COMPUTER REPLACEMENT	707	707	625	625	313	417	1,335	375	375
576.81.99.03 EQUIPMENT RENTAL MAINTENANCE	27,840	27,840	23,800	23,800	11,900	23,800	29,870	29,870	29,870
576.81.99.04 EQUIPMENT REPAIR & REPLACEMENT	-	-	67,796	67,796	19,795	47,246	108,891	-	-
576.81.99.05 INTERFUND INSURANCE	13,235	13,235	11,588	11,588	11,588	11,588	12,608	12,608	12,608
576.81.99.06 FACILITY REPAIR & REPLACEMENT	4,274	4,274	4,274	4,274	2,137	4,274	4,274	4,274	4,274
576.81.90 SUB TOTAL	51,340	51,340	113,367	113,367	48,855	92,609	161,404	51,553	51,553
594.76.64.00 EQUIPMENT	-	-	-	-	-	-	-	-	-
594.76.60 SUB TOTAL	-	-	-	-	-	-	-	-	-
001.636.040 SONJU PROPERTY									
576.81.31.00 SUPPLIES-SONJU PROPERTY	-	1,968	-	-	459	750	1,000	1,000	1,000
576.81.35.90 SMALL EQP > \$1,000 < \$5,000	-	3,882	-	-	-	-	-	-	-
576.81.48.00 REPAIRS & MAINTENANCE	-	679	-	-	-	-	-	-	-
594.76.63.00 CAPITAL OUTLAY	6,264	-	-	-	-	-	-	-	-
576.81.XX SUB TOTAL SONJU PROPERTY	6,264	6,529	-	-	459	750	1,000	1,000	1,000
PARKS OPERATIONS SERVICES TOTAL	595,055	530,588	725,908	725,908	274,204	640,234	763,529	657,020	657,020

BUDGET NARRATIVE
2015

FUND: **GENERAL**
DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
DIVISION: **PARKS OPERATIONS SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.635.040.576.81.00.00		PARKS OPERATIONS SERVICES			
		SALARIES AND WAGES			
576.81.10.00	Salaries & Wages	Provides for the following Park Operations personnel: 0.15 PW-Parks Maintenance Superintendent 1.00 Senior Parks Maintenance Worker <u>2.00</u> Park Maintenance Workers <u>3.15</u> FTEs	\$ 188,190	\$ 190,421	\$ 190,067
576.81.10.01	Part-time Salaries	Provides for the seasonal parks maintenance workers: Ball Field and Grounds support with appointments from 3 to 9 months working in the aggregate 2080 hours @ Range 2 1.0 FTE	\$ 29,798	\$ 29,798	\$ 29,798
576.81.11.00	Overtime	Provides overtime compensation for full-time personnel.	\$ 3,000	\$ 3,000	\$ 3,000
576.81.11.01	Overtime Part-Time	Provides overtime compensation for part-time personnel	\$ 500	\$ 500	\$ 500
		TOTAL SALARIES & WAGES	\$ 221,488	\$ 223,719	\$ 223,365
		PERSONNEL BENEFITS			
576.81.20.00	Personnel Benefits	Provides personnel benefits for the full-time park operations personnel.	\$ 81,371	\$ 80,691	\$ 81,028
576.81.20.01	Personnel Benefits - Part time	Provides personnel benefits for part-time (seasonal) park operations staff.	\$ 4,081	\$ 4,081	\$ 4,081
576.81.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependents. Starting 2015, exempt & Teamsters employees contribute for self; 2015 contribution is 5%.	\$ (845)	\$ (2,554)	\$ (2,537)
576.81.21.00	Uniforms	Provides uniforms for full & part-time park operations personnel. This includes boots, pants, coats and hats with the City's logo.	\$ 2,000	\$ 2,000	\$ 2,000
		TOTAL PERSONNEL BENEFITS	\$ 86,607	\$ 84,218	\$ 84,572

BUDGET NARRATIVE 2015

FUND: **GENERAL**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION: **PARKS OPERATIONS SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.635.040.576.81.00.00		PARKS OPERATIONS SERVICES			
		SUPPLIES			
576.81.31.00	Supplies	Provides park, facilities, and special right-of-ways'	\$ 32,600	\$ 32,600	\$ 32,600
					\$ -
576.81.31.20	Annual Plantings	Provides plant material for annual plantings throughout the City parks, City buildings and special right-of way areas.	\$ 1,300	\$ 1,300	\$ 1,300
576.81.32.01	Unleaded Fuel	Provides unleaded fuel for Parks Operations' vehicles and equipment.	\$ 7,270	\$ 7,270	\$ 7,270
576.81.32.02	Diesel Fuel	Provides diesel fuel for Parks Operations' vehicles and equipment.	\$ 3,575	\$ 3,575	\$ 3,575
576.81.35.00	Tools and Equipment	Provides small tools and equipment for park maintenance.	\$ 3,600	\$ 3,600	\$ 3,600
		TOTAL SUPPLIES	\$ 48,345	\$ 48,345	\$ 48,345
		OTHER SERVICES AND CHARGES			
576.81.41.00	Professional Services	Provides professional services as needed (e.g., arborists, landscape design and survey services).	\$ 3,000	\$ 3,000	\$ 3,000
576.81.41.32	Janitorial Services	Provides professional custodial services for Underwood Park restrooms, Underwood Park gate locking, and 24% allocation of monthly cleaning for the Parks/PW Service Center.	\$ 8,200	\$ 8,200	\$ 8,200
576.81.41.45	Advertising	Provides advertisements for acquiring personnel and contractors.	\$ 1,000	\$ 1,000	\$ 1,000
576.81.42.00	Communications	Provides communication fees, telephone, postage, etc.	\$ 3,911	\$ 3,911	\$ 3,911
		Telephone Line	\$ 1,485		
		Cell Phones	\$ 2,426		
			<u>\$ 3,911</u>		

BUDGET NARRATIVE 2015

FUND: **GENERAL**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION: **PARKS OPERATIONS SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.635.040.576.81.00.00		PARKS OPERATIONS SERVICES			
576.81.43.00	Travel	Provides for meals, lodging, and mileage reimbursement for personnel training, trade classes and seminars.	\$ 250	\$ 250	\$ 250
576.81.45.00	Rentals & Leasing	Provides equipment rentals for needed park operations maintenance. Types of rentals would include a trencher, sod cutter, chipper, and lease of Dining Hall water heater. The leasing of a water heater includes maintenance.	\$ 10,000	\$ 10,000	\$ 10,000
576.81.45.02	Copier Lease	Provides for copier lease.	\$ 125	\$ 125	\$ 125
576.81.47.00	Utilities	Utilities used or services provided for the park system.	\$ 109,900	\$ 109,900	\$ 109,900
576.81.47.01		Electricity \$ 32,517			
576.81.47.02		Water \$ 51,178			
576.81.47.03		Sewer \$ 1,227			
576.81.47.04		SWM \$ 21,575			
576.81.47.06		Natural Gas \$ 3,402			
		<u>\$ 109,900</u>			
576.81.48.00	Repairs & Maintenance-Parks	Provides contracted repairs and maintenance for the park system and equipment maintenance not included in the "equipment maintenance" program. The types of items included are line trimmer and mower tune-ups, tree trimming, and backflow inspections.	\$ 7,500	\$ 7,500	\$ 7,500
576.81.48.24	Contract Landscaping Services	Provides for contracted landscape maintenance services for the park system in lieu of regular and seasonal staff.	\$ 98,000	\$ 101,500	\$ 101,500
576.81.49.00	Miscellaneous	Provides for park miscellaneous services not budgeted elsewhere.	\$ 575	\$ 575	\$ 575
576.81.49.20	Laundry	Provides for laundry services.	\$ 1,000	\$ 1,000	\$ 1,000
576.81.49.22	Dues, Schools, & Conferences	Provides for dues & training registration fees.	\$ 1,224	\$ 1,224	\$ 1,224
		TOTAL OTHER SERVICES AND CHARGES	\$ 244,685	\$ 248,185	\$ 248,185

BUDGET NARRATIVE 2015

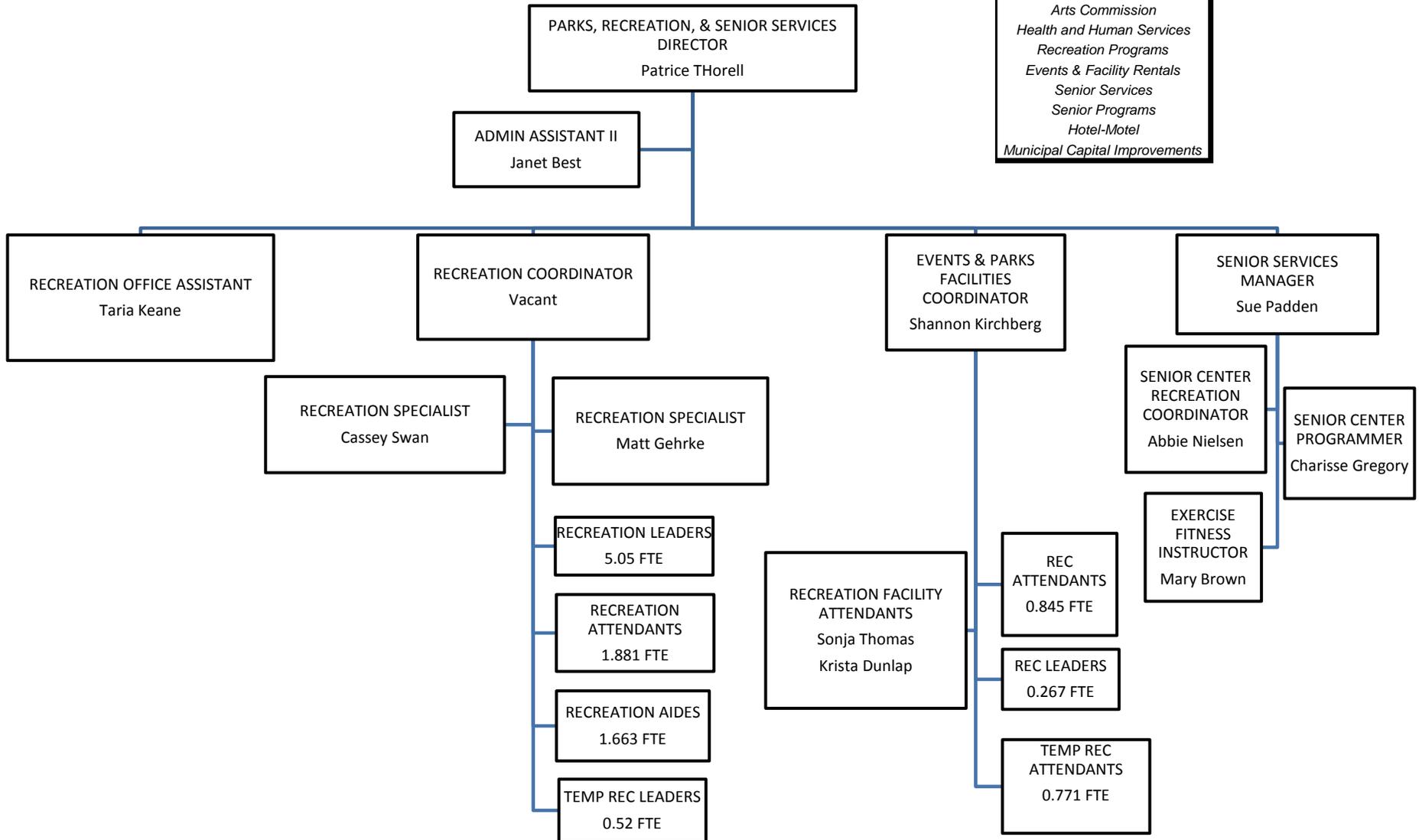
FUND: **GENERAL**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION: **PARKS OPERATIONS SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.635.040.576.81.00.00		PARKS OPERATIONS SERVICES			
		INTERFUND SERVICES			
576.81.99.01	Computer Maintenance	Division's assessment for computer maintenance.	\$ 4,426	\$ 4,426	\$ 4,426
576.81.99.02	Computer Replacement	Computer replacement program, provides computer replacement when needed.	\$ 1,335	\$ 375	\$ 375
576.81.99.03	Equipment Rental Maintenance	Equipment maintenance program, provides equipment maintenance by the City's mechanic.	\$ 29,870	\$ 29,870	\$ 29,870
576.81.99.04	Equipment Repair & Replacement	Equipment replacement program, provides reserve fund for equipment replacement when needed.	\$ 108,891	\$ -	\$ -
576.81.99.05	Interfund Insurance	Interfund transfer to the City's self-insurance fund.	\$ 12,608	\$ 12,608	\$ 12,608
576.81.99.06	Facility Repair & Replacement	Fee for funding of major repair and replacement of City facilities.	\$ 4,274	\$ 4,274	\$ 4,274
		TOTAL INTERFUND SERVICES	\$ 161,404	\$ 51,553	\$ 51,553
		CAPITAL OUTLAY			
		This account provides funding for capital improvements to park facilities, including minor park improvements and equipment.			
594.76.64	Equipment		\$ -	\$ -	\$ -
		TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -
001.636.040					
576.81.31.00	Supplies-Sonju Property	Supplies necessary to make as needed repairs to the Sonju House.	\$ 1,000	\$ 1,000	\$ 1,000
		TOTAL PARKS OPERATIONS SERVICES	\$ 763,529	\$ 657,020	\$ 657,020

**CITY OF DES MOINES
PARKS, RECREATION, & SENIOR SERVICES**

Organizational Chart

Department/Divisions



- Administration*
Arts Commission
Health and Human Services
Recreation Programs
Events & Facility Rentals
Senior Services
Senior Programs
Hotel-Motel
Municipal Capital Improvements

BUDGET NARRATIVE 2015

FUND: **GENERAL FUND**
DEPARTMENT: **PARKS, RECREATION & SENIOR SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
PARKS, RECREATION AND SENIOR SERVICES			\$ 2,045,151	\$ 1,977,917	\$ 1,977,917
001.630.045.571.10	Administration		\$ 386,699	\$ 350,894	\$ 350,894
		The Administrative Section provides direction to the Department, including development of capital projects, recreation, parks, senior services, human services, arts commission and landmarks commission programs, services, and projects. It provides support services to internal and external customers such as: customer inquiries, internal accounting, human resources and payroll support, inter-departmental and public notification and communications, grant and special project development and administration.			
001.310.045.573.20	Des Moines Arts Commission		\$ 52,672	\$ 55,074	\$ 55,074
		The Arts Commission's mission is to enhance and enable performing, community and public art programs and to recommend works of art for City's facilities and the local environment. Program and project funding recommendations are presented to City Council by the City's Arts Commission.			
001.620.045.5xx.xx.51.00	Health and Human Services		\$ 81,200	\$ 81,200	\$ 81,200
		The purpose of Health and Human Services is to provide financial aid to those non-profit human services organizations in our community who assist Des Moines citizens in time of need. Funding recommendations are provided to City Council by the City's Human Services Advisory Committee.			

BUDGET NARRATIVE 2015

FUND: **GENERAL FUND**
DEPARTMENT: **PARKS, RECREATION & SENIOR SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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PARKS, RECREATION AND SENIOR SERVICES

001.640.045.571.20

Recreation Programs

\$ 781,690 \$ 769,651 \$ 769,651

Recreation Programs is a self supporting program. Recreation Programs provides general recreational programs and services for all age groups to maintain our citizen's physical, mental and social wellness. These consumer-driven programs are offered citywide on a quarterly basis. Programs and services include: youth and teen outreach (Camp KHAOS, Club KHAOS, teen dances and Youth Leadership); recreation and lifelong learning classes and programs; cultural arts (music, dance, gymnastics, acrobatics, tiny tots movement); community events (outdoor movies, eggstravaganza, Halloween Carnival, farmers market, Christmas Ships Bon Fires, Holiday Tree Lighting); individual sports (tennis, sailing, rafting and boating, teen Ski Bus); youth and adult sports leagues (baseball, softball, t-ball, soccer, little kickers, basketball and camps, clinics and coaches trainings); Field House Park and Steven J Underwood Park athletic events, tournaments and field rentals; youth and adult fitness and health (K-Fit, aerobics, Zumba, yoga and Martial Arts classes).

Recreation Programs generates revenue by assessing fees and charges for direct program, service and event costs. Revenues and expenditures are based on maximum participant capacity. Recreation Programs works with the Des Moines Legacy Foundation, Rotary Club of Des Moines, Business Sponsors, community groups and non-profits to ensure that programs and services are provided equitably for the City's low-income citizens.

001.642.045.575.50

Recreation Events and Facility Rentals

\$ 391,187 \$ 390,428 \$ 390,428

Events and Facilities Division provides management of City's rental facilities such as: Beach Park Auditorium, Founders Lodge, Picnic Shelter and Meadow, Field House and Picnic Shelter, Activity Center and Wooton Park Picnic Shelter and works with the Marina on event and facility coordination.

BUDGET NARRATIVE 2015

FUND: **GENERAL FUND**
DEPARTMENT: **PARKS, RECREATION & SENIOR SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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PARKS, RECREATION AND SENIOR SERVICES

001.645.045.569.10	Senior Services	\$ 283,680	\$ 262,647	\$ 262,647
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The Senior Services Division provides for recreational programs, assistance services, transportation, nutrition, lifelong learning, continuing education, and outreach to Des Moines and Normandy Park senior citizens to support learning and independence and encourage involvement with the Senior Center and the community.

Programs that are offered include classes and workshops, Metro passes, transportation services, mental health services, athletic programs, pet food program, income tax assistance, senior rights assistance, information and referral, health screenings, foot care, blood pressure monitoring, health enhancement program, lending closet, trips, dances, defensive driving, drop-in activities, Latino programs, hot lunch program, Meals on Wheels, and special events. Senior Services works with the Des Moines Legacy Foundation, Business Sponsors, community groups and non-profits to ensure that programs and services are provided equitably for the City's low-income citizens.

001.650.045.569.11	Senior Programs	\$ 68,023	\$ 68,023	\$ 68,023
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Senior Programs is a self supporting program. Revenue is generated by assessing fees and charges for direct program, services, and event costs. Programs and services include special events, trips, lifelong learning and continuing education, sports leagues, fitness, and dance programs.

CITY OF DES MOINES

2015 BUDGET REQUEST

PARKS, RECREATION & SR SERVICES
ADMINISTRATION

001.630.045 PARKS, RECREATION AND SENIOR SERVICES		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT RQ	2015 NEW REQUEST	2015 EXEC AMEND	2015 ADOPTED
571.10.10.00	SALARIES & WAGES	178,458	183,662	181,608	181,608	90,691	184,711	191,916		191,916	191,916
571.10.10	SUB TOTAL	178,458	183,662	181,608	181,608	90,691	184,711	191,916	-	191,916	191,916
571.10.20.00	PERSONNEL BENEFITS	55,077	56,194	62,205	62,205	27,098	55,413	59,336		59,000	59,000
571.10.20.90	EMPLOYEE MED. CONTRIBUTION	(643)	(643)	(805)	(805)	-	-	-		(411)	(411)
571.10.20	SUB TOTAL	54,434	55,551	61,400	61,400	27,098	55,413	59,336	-	58,589	58,589
571.10.31.00	OPERATING SUPPLIES	5,500	3,117	5,500	5,500	6,696	7,971	5,500		5,500	5,500
571.10.35.00	SMALL TOOLS & EQUIPMENT	2,250	2,680	2,250	2,250	-	1,750	2,250		2,250	2,250
571.10.35.90	SMALL EQP>\$1,000<\$5,000	-	-	-	-	-	-	-	32,000		
571.10.30	SUB TOTAL	7,750	5,798	7,750	7,750	6,696	9,721	7,750	32,000	7,750	7,750
571.10.41.00	PROFESSIONAL SERVICES	2,000	-	2,000	2,000	-	1,200	2,000	50,000	52,000	52,000
571.10.41.45	ADVERTISING	1,000	-	1,000	1,000	-	500	1,000		1,000	1,000
571.10.42.00	COMMUNICATIONS	5,420	5,921	5,563	5,563	4,076	6,401	6,455		6,455	6,455
571.10.43.00	TRAVEL EXPENSES	250	42	250	250	85	450	450		450	450
571.10.45.02	COPIER LEASE	2,640	5,846	5,800	5,800	4,255	5,880	5,800		5,800	5,800
571.10.48.00	REPAIR & MAINTENANCE	1,500	-	1,500	1,500	-	-	1,500		1,500	1,500
571.10.49.00	MISCELLANEOUS	3,000	331	3,000	3,000	332	332	3,000		3,000	3,000
571.10.49.22	DUES, SCHOOLS, & CONFERENCES	1,100	814	1,100	1,100	330	825	1,100		1,100	1,100
571.10.40	SUB TOTAL	16,910	12,954	20,213	20,213	9,078	15,587	21,305	50,000	71,305	71,305
571.10.99.01	COMPUTER MAINTENANCE	15,107	15,107	11,597	11,597	6,853	11,597	11,847		11,847	11,847
571.10.99.02	COMPUTER REPLACEMENT	2,153	2,153	2,159	2,159	1,079	1,439	4,320		1,262	1,262
571.10.99.05	INTERFUND INSURANCE	7,278	7,278	9,671	9,671	9,671	9,671	8,225		8,225	8,225
571.10.99	SUB TOTAL	24,538	24,538	23,427	23,427	17,603	22,707	24,392		21,334	21,334
594.71.64.00	EQUIPMENT	-	-	-	-	-	-	-		-	-
594.71.60	SUB TOTAL	-	-	-	-	-	-	-	-	-	-
PARKS, RECREATION & SENIOR SERVICES ADMIN TOTAL		282,090	282,502	294,398	294,398	151,166	288,139	304,699	82,000	350,894	350,894

BUDGET NARRATIVE
2015

FUND: **GENERAL**
DEPARTMENT: **PARKS, RECREATION & SENIOR SERVICES**
DIVISION: **ADMINISTRATION**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.630.045.571.10.00.00 ADMINISTRATION						
SALARIES AND WAGES						
571.10.10.00	Salaries and Wages	Provides for the following Recreation personnel: 1.0 Park & Recreation Director 1.0 Administration Assistant II <u>2.0 FTE's</u>	\$ 191,916	\$ -	\$ 191,916	\$ 191,916
TOTAL SALARIES			\$ 191,916	\$ -	\$ 191,916	\$ 191,916
PERSONNEL BENEFITS						
571.10.20.00	Personnel Benefits	Provides for personnel benefits for Recreation Administrative Personnel.	\$ 59,336	\$ -	\$ 59,000	\$ 59,000
571.10.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependents. Starting 2015, dept. heads & exempt employees contribute for self; 2015 contribution is 5%.	\$ -	\$ -	\$ (411)	\$ (411)
TOTAL PERSONNEL BENEFITS			\$ 59,336	\$ -	\$ 58,589	\$ 58,589
SUPPLIES						
571.10.31.00	Office Supplies	Provides for General Office supplies of Administration. Includes all parks and recreation division office supplies, such as reams of paper, printed envelopes, letterhead and notepads. Also includes medical supplies, banners & decorations.	\$ 5,500	\$ -	\$ 5,500	\$ 5,500
571.10.35.00	Small Tools & Equipment	Provides for equipment and tools needed for Administration and Field House under \$1,000. Includes safety and office equipment.	\$ 2,250	\$ 32,000	\$ 2,250	\$ 2,250
TOTAL SUPPLIES			\$ 7,750	\$ 32,000	\$ 7,750	\$ 7,750

BUDGET NARRATIVE 2015

FUND: **GENERAL**
 DEPARTMENT: **PARKS, RECREATION & SENIOR SERVICES**
 DIVISION: **ADMINISTRATION**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.630.045.571.10.00.00		ADMINISTRATION				
		OTHER SERVICES AND CHARGES				
571.10.41.00	Professional Services	Guardian security and fire detection (Monitors for fire suppression & alarm systems) Grant & Project Materials Parks, Recreation, & Sr Services Master Plan	\$ 750	\$ 2,000	\$ 50,000	\$ 52,000
			\$ 1,250			
			<u>\$50,000</u>			
			<u>\$52,000</u>			
571.10.41.45	Advertising	Provides for newspaper and other promotional advertisements legal and employment notifications	\$ 1,000	\$ -	\$ 1,000	\$ 1,000
571.10.42.00	Communications	Provides for long distance phone charges, cell phone and fax charges. Long Distance Cell phone charges Provides for dept postage (\$1,900 per mailing/3 per year)	\$ 107			
			\$ 648			
			\$ 5,700			
			<u>\$ 6,455</u>			
571.10.43.00	Travel	Covers personal vehicle use reimbursement, mileage, and meals for trainings and meetings.	\$ 450	\$ -	\$ 450	\$ 450
571.10.45.02	Copier Lease	Provides for lease of copier used by Administration.	\$ 5,800	\$ -	\$ 5,800	\$ 5,800
571.10.48.00	Repair & Replacement	Provides for repairs of office equipment and alarm and fire systems	\$ 1,500	\$ -	\$ 1,500	\$ 1,500
571.10.49.00	Miscellaneous	Provides for the following miscellaneous services: Volunteer program supplies Printing-project brochures & documents Other Miscellaneous	\$ 500			
			\$ 1,400			
			\$ 1,100			
			<u>\$ 3,000</u>			
571.10.49.06	Special Events	Provides for one-time seed money for Des Moines Beach Park Dining Hall Opening in 2015.	\$ -	\$ -	\$ -	\$ -

BUDGET NARRATIVE
2015

FUND: **GENERAL**
DEPARTMENT: **PARKS, RECREATION & SENIOR SERVICES**
DIVISION: **ADMINISTRATION**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.630.045.571.10.00.00		ADMINISTRATION				
571.10.49.22	Dues, Schools, & Conferences	Provides for the following dues & conference registration fees: WRPA & NRPA Dues WRPA Conf. Registrations @\$300	\$ 1,100	\$ -	\$ 1,100	\$ 1,100
		\$ 800				
		\$ 300				
		<u>\$ 1,100</u>				
		TOTAL OTHER SERVICES AND CHARGES	\$ 21,305	\$ 50,000	\$ 71,305	\$ 71,305
		INTERFUND SERVICES				
571.10.99.01	Computer Maintenance	Computer maintenance support for administrative services.	\$ 11,847	\$ -	\$ 11,847	\$ 11,847
571.10.99.02	Computer Replacement	Provides for replacement of computer hardware assigned to Recreation Administration.	\$ 4,320	\$ -	\$ 1,262	\$ 1,262
571.10.99.05	Interfund Insurance	Contribution to Self Insurance Fund.	\$ 8,225	\$ -	\$ 8,225	\$ 8,225
		TOTAL INTERFUND SERVICES	\$ 24,392	\$ -	\$ 21,334	\$ 21,334
		CAPITAL OUTLAY				
594.71.64.00	Equipment		\$ -	\$ -	\$ -	\$ -
		TOTAL CAPITAL	\$ -	\$ -	\$ -	\$ -
		TOTAL ADMINISTRATIVE SERVICES	\$ 304,699	\$ 82,000	\$ 350,894	\$ 350,894

CITY OF DES MOINES

2015 BUDGET REQUEST

PARKS, RECREATION, & SR. SERVICES
DES MOINES ARTS COMMISSION

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQ	2015 EXEC AMEND	2015 ADOPTED
001.310.045	ARTS COMMISSION									
573.20.10.00	SALARIES & WAGES	6,417	10,207	12,064	12,064	5,558	10,663	12,917	12,917	12,917
573.20.20.00	PERSONNEL BENEFITS	930	6,088	8,062	8,062	3,539	6,824	8,255	8,157	8,157
573.20.31.00	OFFICE & OPERATING SUPPLIES	500	2,569	2,200	2,200	1,944	2,200	2,200	2,200	2,200
573.20.35.00	SMALL TOOLS & EQUIPMENT	-	345	-	-	-	-	-	-	-
573.20.35.90	SMALL EQUIPMENT >\$1,000 <\$5,000	-	-	-	-	-	-	-	-	-
573.20.41.00	PROFESSIONAL SERVICES	21,700	10,845	15,500	15,500	4,500	16,639	17,125	19,625	19,625
573.20.41.45	ADVERTISING	4,000	200	2,000	2,000	-	2,000	3,000	3,000	3,000
573.20.45.00	OPERATING RENTAL & LEASES	-	32	1,000	1,000	-	-	1,000	1,000	1,000
573.20.46.00	INSURANCE	-	1,000	1,000	1,000	-	1,500	1,500	1,500	1,500
573.20.49.00	MISCELLANEOUS	1,213	455	575	575	-	1,575	575	575	575
573.20.49.16	ASSOC STUDENTS HCC PROG	6,000	-	3,000	3,000	-	3,000	-	-	-
573.20.49.22	DUES, SCHOOLS, & CONFERENCES	70	30	70	70	30	70	100	100	100
594.73.64.00	ARTWORK	20,000	10,574	7,500	7,500	2,788	7,700	6,000	6,000	6,000
594.73.64.04	4CULTURE/ADA PORTABLE STAGE RMP	5,000	-	-	-	-	-	-	-	-
	ARTS COMMISSION TOTAL	65,830	42,346	52,971	52,971	18,360	52,171	52,672	55,074	55,074

BUDGET NARRATIVE 2015

FUND: **GENERAL**
 DEPARTMENT: **PARKS & RECREATION**
 DIVISION: **ARTS COMMISSION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.310.045.573.20.00.00			ARTS COMMISSION		
SALARIES AND WAGES					
573.20.10.00	Salaries & Wages	Provides for personnel to assist volunteers and additional marketing funds to promote community arts programs.	\$ 12,917	\$ 12,917	\$ 12,917
TOTAL SALARIES AND WAGES			\$ 12,917	\$ 12,917	\$ 12,917
PERSONNEL BENEFITS					
573.20.20.00	Personnel Benefits	Provides for benefits of staff working on Arts Commission-related tasks.	\$ 8,255	\$ 8,157	\$ 8,157
TOTAL PERSONNEL BENEFITS			\$ 8,255	\$ 8,157	\$ 8,157
SUPPLIES					
573.20.31.00	Office and Operating Supplies		2015 Budget \$ 2,200	\$ 2,200	\$ 2,200
573.20.35.00	Small Tools and Equipment		\$ -	\$ -	\$ -
0. SUPPLIES			\$ 2,200	\$ 2,200	\$ 2,200

BUDGET NARRATIVE
2015

FUND: **GENERAL**
DEPARTMENT: **PARKS & RECREATION**
DIVISION: **ARTS COMMISSION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
OTHER SERVICES AND CHARGES					
573.20.41.00	Professional Services	Provides for contractual fees for artists' performances	\$ 17,125	\$ 19,625	\$ 19,625
573.20.41.45	Advertising	Provides for advertisement of events	\$ 3,000	\$ 3,000	\$ 3,000
573.20.45.00	Operating Rental & Leases		\$ 1,000	\$ 1,000	\$ 1,000
573.20.46.00	Insurance		\$ 1,500	\$ 1,500	\$ 1,500
573.20.49.00	Miscellaneous	Special event expenses.	\$ 575	\$ 575	\$ 575
573.20.49.16	Assoc Students HCC Program		\$ -	\$ -	\$ -
573.20.49.22	Dues, Schools, & Conferences	Provides for membership dues.	\$ 100	\$ 100	\$ 100
TOTAL OTHER SERVICES AND CHARGES			\$ 23,300	\$ 25,800	\$ 25,800
CAPITAL OUTLAYS					
594.73.64.00	ARTWORK	Sculpture Foundation (or Pads)	\$ 6,000	\$ 6,000	\$ 6,000
TOTAL ARTS COMMISSION PROGRAM			\$ 52,672	\$ 55,074	\$ 55,074

2015 BUDGET REQUEST

PARKS, RECREATION & SR SERVICES
HEALTH AND HUMAN SERVICES

001.620.045 HEALTH AND HUMAN SERVICES		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
569.11.41.48	EGOV	1,700	500	1,700	500	-	500	600	600	600
	SUBTOTAL EGOV	1,700	500	1,700	500	-	500	600	600	600
562.24.51.09	HEALTHPOINT-DENTAL CARE	2,600	2,600	2,600	2,600	2,600	2,600	5,500	5,500	5,500
562.29.51.10	HEALTHPOINT-MEDICAL	4,900	4,900	4,900	4,900	4,900	4,900	7,250	7,250	7,250
562.26.51.03	PREGNANCY AID	1,100	1,100	-	-	-	-	-	-	-
562.73.51.14	WASHINGTON POISON CENTER	500	500	500	925	-	500	1,000	1,000	1,000
564.35.51.01	CRISIS CLINIC	4,800	4,800	4,800	4,800	4,800	4,800	5,600	5,600	5,600
564.41.51.11	K.C. SEXUAL ASSAULT	4,100	4,100	4,100	4,100	4,100	4,100	4,200	4,200	4,200
565.10.51.04	DES MOINES FOOD BANK	31,250	31,250	31,250	31,250	7,813	31,250	31,500	31,500	31,500
565.10.51.13	LUTHERAN COMMUNITY SERVICES	1,000	1,000	1,000	1,500	-	1,000	1,000	1,000	1,000
565.40.51.07	MULTI-SERVICE CENTER (SHELTER)	4,000	4,000	4,000	4,500	4,000	4,000	3,000	3,000	3,000
565.40.51.08	HOSPITALITY HOUSE (SHELTER)	5,500	5,500	5,500	5,500	-	5,500	5,500	5,500	5,500
565.50.51.02	DAWN	6,000	6,000	6,000	6,000	6,000	6,000	6,250	6,250	6,250
566.35.51.12	KENT YOUTH & FAMILY SERVICES	1,000	1,000	1,000	2,000	-	1,000	1,500	1,500	1,500
569.41.51.05	SENIOR SERV OF SEATTLE/KC-HYDE SHUTTLES	500	500	500	500	500	500	1,000	1,000	1,000
569.64.51.06	SENIOR SERV OF SEATTLE/KC-MEALS ON WHEELS	3,750	3,750	3,750	3,750	3,750	3,750	3,800	3,800	3,800
571.20.91.00	BEFORE & AFTER SCHOOL PROGRAM	4,000	2,000	2,450	1,225	-	1,225	-	-	-
566.35.51.15	AUBURN YOUTH SERVICES	-	-	-	-	-	-	1,500	1,500	1,500
569.11.41.50	GLOBAL TO LOCAL							1,000	1,000	1,000
569.41.51.17	ELDER & ADULT DAY SERVICES							1,000	1,000	1,000
	SUBTOTAL HEALTH & HUMAN SERVICES	75,000	73,000	72,350	73,550	38,463	71,125	80,600	80,600	80,600
564.00.51	HEALTH & HUMAN SERVICES & EGOV TOTAL	76,700	73,500	74,050	74,050	38,463	71,625	81,200	81,200	81,200

**BUDGET NARRATIVE
2015**

FUND: **GENERAL**
 DEPARTMENT: **PARKS, RECREATION & SR. SERVICES**
 DIVISION: **RECREATION PROGRAMS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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	2014 Adopted Budget	2015 Adopted Budget
RECREATION PROGRAMS REVENUES		
<u>Grants - DHHS/CDC/Community Transformation Grant</u>	\$ 6,836	\$ -
30.00.00 <u>Activity Fees</u> Drop-in fees collected from open gym, indoor playground and aerobics	\$ 1,300	\$ 1,000
<u>Program Fees</u>		
60.01.00 Camps	\$ 177,000	\$ 218,630
60.02.00 Classes	\$ 65,000	\$ 55,000
60.03.00 Leagues	\$ 74,000	\$ 80,500
60.03.01 Adult Leagues-Taxable	\$ 42,000	\$ -
60.04.00 Outreach	\$ 309,000	\$ 300,000
60.05.00 Special Events	\$ 10,000	\$ 15,000
60.06.00 Youth Basketball	\$ 75,000	\$ 65,000
90.00.01 Other Fees - Sponsonship		\$ 7,500
<u>Facilities Rental</u>		
40.02.00 Field Rentals	\$ 25,000	\$ 18,250
<u>Contributions and Donations - NRPA Grant/Out of School Time</u>	\$ 30,000	\$ -
<u>Community Partner Marketing</u>	\$ 9,500	\$ -
TOTAL RECREATION REVENUE	\$ 824,636	\$ 760,880

CITY OF DES MOINES

2015 BUDGET REQUEST

PARKS, RECREATION & SR SERVICES
RECREATION PROGRAMS

001.640.045 RECREATION PROGRAMS		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST Y/E	2015 DEPT REQ	2015 NEW REQ	2015 EXEC AMEND	2015 ADOPTED
571.20.10.00	SALARIES	134,998	138,989	144,936	144,936	73,294	166,656	182,756		182,756	182,756
571.20.10.02	SALARIES-Rec Leaders	250,859	187,483	207,536	207,536	100,505	204,660	188,364	11,610	199,974	199,974
571.20.11.00	OVERTIME	-	46	-	-	-	-	-	-	-	-
571.20.11.50	OVERTIME-INSTRUCTOR PART TIME	-	4,931	6,168	6,168	2,041	4,720	6,252		6,252	6,252
571.20.10	SUB TOTAL	385,857	331,449	358,640	358,640	175,840	376,036	377,372	11,610	388,982	388,982
571.20.20.00	BENEFITS	66,020	76,458	82,457	82,457	41,563	94,994	88,121		87,207	87,143
571.20.20.02	BENEFITS-Rec Leaders	49,003	35,641	41,925	41,925	17,004	34,792	35,251	1,720	36,971	36,971
571.20.20.04	L & I BENEFITS-Volunteers	150	45	75	75	14	55	75		75	75
571.20.20.50	BENEFITS-INSTRUCTOR PART TIME	-	1,002	1,202	1,202	409	944	1,147		1,147	1,147
571.20.20.90	EMPLOYEE MED. CONTRIBUTION	(1,938)	(2,698)	(3,058)	(3,058)	(1,529)	(3,058)	(3,210)		(3,210)	(3,146)
571.20.21.00	UNIFORMS	-	500	600	600	5,797	5,797	600	200	800	800
571.20.20	SUB TOTAL	113,235	110,949	123,201	123,201	63,258	133,525	121,984	1,920	122,990	122,990
571.20.31.00	OPERATING SUPPLIES	48,800	40,918	45,000	45,000	20,789	42,536	45,000		45,000	45,000
571.20.32.01	UNLEADED FUEL (ISF)	1,525	1,119	788	788	617	1,692	1,750		1,750	1,750
571.20.35.00	SMALL TOOLS & EQUIPMENT	4,475	1,374	4,000	4,000	148	3,000	3,000	100	3,100	3,100
571.20.35.90	SMALL EQP >\$1,000 <\$5,000	1,750	-	1,700	1,700	-	1,700	1,700		1,700	1,700
571.20.30	SUB TOTAL	56,550	43,410	51,488	51,488	21,553	48,928	51,450	100	51,550	51,550
571.20.41.00	PROFESSIONAL SERVICES	50,640	44,073	50,000	50,000	13,824	46,887	50,000		50,000	50,000
571.20.41.45	ADVERTISING	5,000	145	750	750	-	-	750		750	750
571.20.42.00	COMMUNICATIONS	3,900	2,605	2,338	2,338	1,020	2,615	2,895		2,895	2,895
571.20.43.00	TRAVEL	200	17	800	800	1,311	1,500	1,500		1,500	1,500
571.20.45.00	OPERATING RENTALS & LEASES	20,000	16,944	18,000	18,000	12,732	22,681	22,000		22,000	22,000
571.20.49.00	MISCELLANEOUS	22,000	15,551	21,200	21,200	2,812	15,950	15,000		15,000	15,000
571.20.49.05	CREDIT CARD FEES	16,000	19,670	18,500	18,500	11,642	23,801	25,000		25,000	25,000
571.20.49.22	DUES, SCHOOLS, & CONFERENCES	2,200	165	1,800	1,800	399	750	1,800		1,800	1,800
571.20.40	SUB TOTAL	119,940	99,171	113,388	113,388	43,739	114,185	118,945	-	118,945	118,945
571.20.99.01	COMPUTER MAINTENANCE	13,400	13,400	10,475	10,475	6,190	10,475	10,533		10,533	10,533
571.20.99.02	COMPUTER REPLACEMENT	3,976	3,976	4,061	4,061	2,030	2,707	8,125		1,000	1,000
571.20.99.03	EQUIPMENT MAINTENANCE	2,400	2,400	4,800	4,800	2,400	4,800	9,000		9,000	9,000
571.20.99.04	EQUIPMENT REPLACEMENT	-	-	-	-	-	-	4,000		-	-
571.20.99.05	INTERFUND INSURANCE	49,539	49,539	51,238	51,238	51,238	51,238	66,651		66,651	66,651
571.20.90	SUB TOTAL	69,315	69,315	70,574	70,574	61,858	69,220	98,309	-	87,184	87,184
594.71.64	EQUIPMENT	10,000	-	-	-	-	-	-		-	-
594.71.60	SUB TOTAL	10,000	-	-	-	-	-	-	-	-	-
RECREATION PROGRAM TOTAL		754,897	654,295	717,291	717,291	366,249	741,893	768,060	13,630	769,651	769,651

BUDGET NARRATIVE 2015

FUND: **GENERAL**
 DEPARTMENT **PARKS, RECREATION & SR. SERVICES**
 DIVISION: **RECREATION PROGRAMS**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.640.045.571.20.00.00		RECREATION PROGRAMS				
		SALARIES AND WAGES				
571.20.10.00	Salaries	1.00 Office Assistant 1.00 Recreation Coordinator The Recreation Coordinators coordinate and supervise Before and After school, Spring Egg Hunt, Teen Events, KHAOS, K2, Halloween Carnival, Youth Basketball League Mid-Winter, Winter, and Spring Break Day Camps. Cultural Arts, Facility Rentals and Special Events. 0.724 Recreation Specialist-Cultural Programs (Office)-1506 hrs 0.724 Recreation Specialist-(Office)-1506 hrs <u>3.448</u> FTE's	\$ 182,756		\$ 182,756	\$ 182,756
				\$ -		
571.20.10.02	Salaries Program Leaders	<u>Recreation Program Staff</u> The Recreation Program staff supervise participants and plan activities in the various recreational programs offered by the department including day camps, teen programs, before & after school programs, classes, field and facility rentals, and special events. Recreation Aide (pay range I.A) 3,397 hrs *Day Camp Aide (7 @ 330 hrs) 2311 hrs * Sports Aide 670 hrs * Special Events 416 hrs Recreation Leader I (pay range II.C) 4,953 hrs *BASP Sub/Floater 510 hrs *Before School - Des Moines 556 hrs *Before School - Parkside 556 hrs *Before School - Woodmont 556 hrs *Before School - North Hill 555 hrs *After School - Des Moines 555 hrs *After School - Parkside 555 hrs *After School - Woodmont 555 hrs *After School - North Hill 555 hrs	\$ 188,364	\$ 11,610	\$ 199,974	\$ 199,974

BUDGET NARRATIVE 2015

FUND: **GENERAL**
 DEPARTMENT **PARKS, RECREATION & SR. SERVICES**
 DIVISION: **RECREATION PROGRAMS**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.640.045.571.20.00.00		RECREATION PROGRAMS				
		Recreation Leader I (pay range II.D)	1,220			
		*Teen Program 555 hrs				
		*Sports 665 hrs				
		Recreation Leader I (pay range II.E)	1,181			
		*Day Camp 1181 hrs				
		Recreation Attendant I (pay range II.F)	1,271			
		*Office Assistant 1271 hrs				
		Recreation Leaders II (pay range III.D)	1,071			
		*Camp Khaos Asst. Director AM 416 hrs				
		*Camp Khaos Asst. Director PM 416 hrs				
		* K Sports Camp Asst. Director 239 hrs				
		Recreation Attendants II (pay range III.D)	1,167			
		*Office Assistant II 1167 hrs				
		Recreation Leaders III (pay range IV.B)	2,082			
		*Day Camp Director 555 hrs				
		*BASP Director 555 hrs				
		*Sports League Director 556 hrs				
		*Special Recreation Assignment 416 hrs				
		Recreation Attendant III (pay range IV.E)	1,475			
		*Office Assistant III 1475 hrs				
		Temp Rec Leader I	541			
		Temp Rec Leader I	541			
		9.0857 FTE's				
			18,898			
						TOTAL HOURS
571.20.11.50	Overtime- Part time Instructor	Provides for overtime for dog obedience training class.	\$ 6,252		\$ 6,252	\$ 6,252
		TOTAL SALARIES	\$ 377,372	\$ 11,610	\$ 388,982	\$ 388,982

BUDGET NARRATIVE 2015

FUND: **GENERAL**
 DEPARTMENT **PARKS, RECREATION & SR. SERVICES**
 DIVISION: **RECREATION PROGRAMS**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.640.045.571.20.00.00		RECREATION PROGRAMS				
		PERSONNEL BENEFITS				
571.20.20.00	Benefits-Full Time	Provides for Personnel Benefits for Recreation Personnel:	\$ 88,121	\$ -	\$ 87,207	\$ 87,143
571.20.20.02	Benefits-PT-Rec Ldrs	Provides for Benefits for Part-time Recreation Leaders & Assistants	\$ 35,251	\$ 1,720	\$ 36,971	\$ 36,971
571.20.20.04	L & I Benefits-Volunteers		\$ 75	\$ -	\$ 75	\$ 75
571.20.20.50	Benefits-PT Instructor	Provides for Benefits for Part-time Dog Obedience Instructor	\$ 1,147	\$ -	\$ 1,147	\$ 1,147
571.20.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.	\$ (3,210)	\$ -	\$ (3,210)	\$ (3,146)
571.20.21.00	Uniforms	Provides for uniforms for Recreation Program Staff.	\$ 600	\$ 200	\$ 800	\$ 800
		TOTAL PERSONNEL BENEFITS	\$ 121,984	\$ 1,920	\$ 122,990	\$ 122,990
		SUPPLIES				
571.20.31.00	Office Supplies	Provides for operating and program supplies for before and after school programs, day camp, teen programs, athletic leagues, special events, etc. Including office supplies, awards, trophies, t-shirts, etc.	\$ 45,000	\$ -	\$ 45,000	\$ 45,000
571.20.32.01	Fuel Consumed	Provides for vehicle fuel.	\$ 1,750	\$ -	\$ 1,750	\$ 1,750
571.20.35.00	Small Tools & Equipment	Provides for equipment and tools needed for Recreation Operations under \$1,000. Includes sound system equipment, office equipment, hand weights, mats, balls, games, and other program equipment.	\$ 3,000	\$ 100	\$ 3,100	\$ 3,100
571.20.35.90	Small Eq >\$1,000 <\$5,000	Tables and chairs for various facilities	\$ 1,700	\$ -	\$ 1,700	\$ 1,700
		TOTAL SUPPLIES	\$ 51,450	\$ 100	\$ 51,550	\$ 51,550

BUDGET NARRATIVE 2015

FUND: **GENERAL**
 DEPARTMENT **PARKS, RECREATION & SR. SERVICES**
 DIVISION: **RECREATION PROGRAMS**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.640.045.571.20.00.00		RECREATION PROGRAMS				
		OTHER SERVICES AND CHARGES				
571.20.41.00	Professional Services	Provides for contractual fees for classes, camps, instructors, officials, transportation, etc. These services are directly related to implemented programs.	\$ 50,000	\$ -	\$ 50,000	\$ 50,000
571.20.41.45	Advertising	Provides for newspaper advertisements for instructors and seasonals, and special event and program announcements.	\$ 750	\$ -	\$ 750	\$ 750
571.20.42.00	Communications	Provides for postage on promotional mailers, cellular telephone and pagers. Telephone Lines \$ 2,085 Cell Phones/Pagers \$ 610 Postage \$ 200 <u>\$ 2,895</u>	\$ 2,895	\$ -	\$ 2,895	\$ 2,895
571.20.43.00	Travel	Covers statewide travel expenses, meals and lodging for trainings and meetings.	\$ 1,500	\$ -	\$ 1,500	\$ 1,500
571.20.45.00	Operating Rentals/Leases	Provides for contracted repairs and maintenance, equipment and school rentals and leases.	\$ 22,000	\$ -	\$ 22,000	\$ 22,000
571.20.49.00	Miscellaneous	Provides for miscellaneous services such as printing of quarterly programs and services guide, promotional materials, field trip admission and other miscellaneous services.	\$ 15,000	\$ -	\$ 15,000	\$ 15,000
571.20.49.05	Credit Card Charges	Provides for merchant bank credit card processing fees.	\$ 25,000	\$ -	\$ 25,000	\$ 25,000
571.20.49.22	Dues, Schools, & Conferences	Provides for membership dues.	\$ 1,800	\$ -	\$ 1,800	\$ 1,800
		TOTAL OTHER SERVICES AND CHARGES	\$ 118,945	\$ -	\$ 118,945	\$ 118,945

BUDGET NARRATIVE 2015

FUND: **GENERAL**
 DEPARTMENT **PARKS, RECREATION & SR. SERVICES**
 DIVISION: **RECREATION PROGRAMS**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.640.045.571.20.00.00		RECREATION PROGRAMS				
		INTERFUND SERVICES				
571.20.99.01	Computer Maintenance	Provides maintenance for computers and printers.	\$ 10,533	\$ -	\$ 10,533	\$ 10,533
571.20.99.02	Computer Replacement	Provides for computer hardware replacement.	\$ 8,125	\$ -	\$ 1,000	\$ 1,000
571.20.99.03	Equipment Maintenance	Provides for maintenance of the van transferred from King County.	\$ 9,000	\$ -	\$ 9,000	\$ 9,000
571.20.99.04	Equipment Replacement	Provides for replacement of the vehicle assigned to Recreation Program.	\$ 4,000	\$ -	\$ -	\$ -
571.20.99.05	Interfund Insurance	Division's contribution to the Self Insurance Fund.	\$ 66,651	\$ -	\$ 66,651	\$ 66,651
		TOTAL INTERFUND SERVICES	\$ 98,309	\$ -	\$ 87,184	\$ 87,184
		CAPITAL OUTLAY				
591.74.64.01	Equipment	CLASS System On-line Registration Program	\$ -	\$ -	\$ -	\$ -
		TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -
		TOTAL RECREATION PROGRAMS	\$ 768,060	\$ 13,630	\$ 769,651	\$ 769,651

**BUDGET NARRATIVE
2015**

FUND: **GENERAL**
 DEPARTMENT: **PARKS, RECREATION & SR. SERVICES**
 DIVISION: **EVENTS AND FACILITIES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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	2014 Adopted Budget	2015 Proposed Budget
EVENTS AND FACILITY RENTALS REVENUES		
<u>Facilities Rental</u>		
40.01.00 Facility Rentals	\$ 35,000	\$ 40,000
40.01.01 Facility Rentals - Security Revenues	\$ -	
40.01.02 Beach Park Event Center Rentals	\$ 115,000	\$ 173,562
<u>Sonju Property Rental</u>		
	\$ 10,635	\$ 10,635
<u>Community Special Events</u>		
	\$ -	
TOTAL EVENTS AND FACILITY RENTALS REVENUES		
	\$ 160,635	\$ 224,197

- Facility Rentals include:
- Beach Park Auditorium
 - Founders Lodge
 - Picnic Shelter
 - Field House
 - Activity Center

CITY OF DES MOINES

2015 BUDGET REQUEST

PARKS, RECREATION & SR SERVICES
EVENTS AND FACILITIES

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQ	2015 NEW REQUEST	2015 EXEC AMEND	2015 ADOPTED
001.642.045	EVENTS AND FACILITIES										
575.50.10.00	SALARIES & WAGES	49,150	46,241	48,255	48,255	23,859	47,066	82,660		82,660	82,660
575.50.10.01	SALARIES-PART TIME	-	26,145	43,831	43,831	13,676	43,613	26,828	20,073	46,901	46,901
575.50.11.00	OVERTIME	-	2,355	2,000	2,000	987	2,979	2,000		2,000	2,000
575.50.10	SUB TOTAL	49,150	74,742	94,086	94,086	38,522	93,658	111,488	20,073	131,561	131,561
575.50.20.00	PERSONNEL BENEFITS	33,857	26,134	31,934	31,934	16,825	32,946	38,219		37,860	37,828
575.50.20.01	PERSONNEL BENEFITS-PART TIME	-	5,484	8,520	8,520	2,574	8,286	4,715	2,849	7,564	7,564
575.50.20.90	EMPLOYEE MED. CONTRIBUTION	(1,295)	(1,187)	(1,223)	(1,223)	(764)	(1,529)	(1,605)		(1,605)	(1,573)
575.50.20	SUB TOTAL	32,562	30,431	39,231	39,231	18,634	39,704	41,329	2,849	43,819	43,819
575.50.31.00	OFFICE AND OPERATING SUPPLIES	1,200	8,290	11,000	11,000	1,054	7,229	11,000	500	11,500	11,500
575.50.31.03	OPERATING SUPPLIES-PARK BLDGS	8,140	5,897	6,300	6,300	3,701	9,100	6,300		6,300	6,300
575.50.35.00	SMALL TOOLS & EQUIPMENT	525	410	525	525	1,182	1,682	1,500	100	1,600	1,600
575.50.35.90	SMALL EQP > \$1,000 < \$5,000	2,379	-	-	-	-	-	-	4,170	4,170	4,170
575.50.30	SUB TOTAL	12,244	14,597	17,825	17,825	5,937	18,011	18,800	4,770	23,570	23,570
575.50.41.00	PROFESSIONAL SERVICES	6,000	8,515	7,000	7,000	2,710	6,962	7,000		7,000	7,000
575.50.41.32	JANITORIAL SERVICES	35,000	32,276	32,000	32,000	15,555	32,710	32,750		32,750	32,750
575.50.41.45	ADVERTISING	4,000	4,955	5,000	5,000	3,335	4,772	5,000		5,000	5,000
575.50.42.00	COMMUNICATION	2,100	3,723	3,891	3,891	2,105	4,009	3,940	1,200	5,140	5,140
575.50.43.00	TRAVEL EXPENSES	-	67	-	-	36	75	75		75	75
575.50.45.00	OPERATING LEASES & RENTAL	-	4,579	4,000	4,000	2,294	5,468	4,000		4,000	4,000
575.50.46.00	INSURANCE	5,684	5,963	6,082	6,082	7,448	7,448	7,600		7,600	7,600
575.50.47.XX	UTILITIES - FACILITY RENTALS BLDGS	74,202	38,868	37,532	37,532	21,830	38,698	43,780		43,780	43,780
575.50.48.02	REPAIRS & MAINTENANCE-FACILITY RENTAL BLDGS	20,500	31,307	32,950	32,950	10,703	27,824	32,000		32,000	32,000
575.50.49.00	MISCELLANEOUS	160	632	275	275	620	995	600	4,670	5,270	5,270
575.50.49.20	LAUNDRY	590	2,485	2,250	2,250	822	2,250	2,250		2,250	2,250
575.50.49.22	DUES, SCHOOLS, & CONFERENCES	300	40	300	300	1,394	1,394	1,500		1,500	1,500
575.50.49.25	PRINTING AND BINDING	-	-	-	-	1,608	1,608	2,000		2,000	2,000
575.50.40	SUB TOTAL	148,536	133,410	131,280	131,280	70,460	134,214	142,495	5,870	148,365	148,365
575.50.99.01	COMPUTER MAINTENANCE	2,680	2,680	2,095	2,095	1,238	2,095	2,107		2,107	2,107
575.50.99.02	COMPUTER REPLACEMENT	279	279	200	200	100	133	400		-	-
575.50.99.05	INTERFUND INSURANCE	3,770	3,770	3,700	3,700	3,700	3,700	5,060		5,060	5,060
575.50.99.06	FACILITY REPAIR & REPLACEMENT	35,946	35,946	35,946	35,946	17,973	35,946	35,946		35,946	35,946
575.50.90	SUB TOTAL	42,675	42,675	41,941	41,941	23,011	41,874	43,513	-	43,113	43,113
594.75.64.00	EQUIPMENT	-	-	-	-	-	-	-	-	-	-
594.75.60	SUB TOTAL	-	-	-	-	-	-	-	-	-	-
EVENTS & FACILITIES TOTAL		285,167	295,854	324,363	324,363	156,564	327,461	357,625	33,562	390,428	390,428

BUDGET NARRATIVE
2015

FUND: **GENERAL**
DEPARTMENT: **PARKS, RECREATION & SR. SERVICES**
DIVISION: **EVENTS AND FACILITIES**

Account No.	Title	Narrative	Departmental Request	New Request	Exec Amend	Adopted
001.642.045.575.50.00.00		EVENTS AND FACILITY RENTALS				
		SALARIES AND WAGES				
575.50.10.00	Salaries & Wages	Provides for Events & Facilities Coordinator 0.800 FTE (0.20 FTE charged to Arts Commisison) <u>0.724</u> FTE Recreation Specialist <u>1.524</u>	\$ 82,660	\$ -	\$ 82,660	\$ 82,660
575.50.10.01	Salaries & Wages- Part time	Provides for the part-time recreation attendants: *Facility Attendants 1211 hrs *Special Events 547 hrs * BP Event Center 555 hrs *Temp Facility Attendants for Dining Hall opening 1604 hrs	\$ 26,828		\$ 46,901	\$ 46,901
				\$ 20,073		
575.50.11.00	Overtime	Provides overtime compensation for full-time personnel.	\$ 2,000	\$ -	\$ 2,000	\$ 2,000
		TOTAL SALARIES & WAGES	\$ 111,488	\$ 20,073	\$ 131,561	\$ 131,561
		PERSONNEL BENEFITS				
575.50.20.00	Personnel Benefits	Provides personnel benefits for the full-time Events & Facilities Coordinator.	\$ 38,219	\$ -	\$ 37,860	\$ 37,828
575.50.20.02	Personnel Benefits - Part time	Provides personnel benefits for part-time Recreation Attendants.	\$ 4,715	\$ 2,849	\$ 7,564	\$ 7,564
575.50.20.90	Employee Med Contribution	Employees' share of health insurance premium cost for spouse and/or	\$ (1,605)	\$ -	\$ (1,605)	\$ (1,573)
		TOTAL PERSONNEL BENEFITS	\$ 41,329	\$ 2,849	\$ 43,819	\$ 43,819
		SUPPLIES				
575.50.31.00	Office And Operating Supplies	Provides for operating and program supplies for special community events, etc. It also includes banners & decorations.	\$ 11,000	\$ 500	\$ 11,500	\$ 11,500

**BUDGET NARRATIVE
2015**

FUND: **GENERAL**
DEPARTMENT: **PARKS, RECREATION & SR. SERVICES**
DIVISION: **EVENTS AND FACILITIES**

Account No.	Title	Narrative	Departmental Request	New Request	Exec Amend	Adopted
001.642.045.575.50.00.00		EVENTS AND FACILITY RENTALS				
575.50.31.03	Operating Supplies- Park Bldgs	Provides operating supplies for the Park and Recreation Department buildings. This cost is based on past expenditures for the 36,675 square feet of park buildings, including the Field House, Founders Lodge, Dining Hall, Sun Home Lodge, the Beach Park Picnic Shelter and bathrooms, and anticipated expenditures for SJU Memorial Park restrooms (1,266 sq. ft.).	\$ 6,300	\$ -	\$ 6,300	\$ 6,300
575.50.35.90	Tools and Equipment	Provides small tools and equipment for facilities maintenance.	\$ 1,500	\$ 100	\$ 1,600	\$ 1,600
575.50.35.90	Small Eqpt > \$1,000 < \$5,000	Provides tools and equipment neede for Events & Facilities over \$1,000.	\$ -	\$ 4,170	\$ 4,170	\$ 4,170
		TOTAL SUPPLIES	\$ 18,800	\$ 4,770	\$ 23,570	\$ 23,570
		OTHER SERVICES AND CHARGES				
575.50.41.00	Professional Services	Provides professional services as needed (e.g., brochure design services, newsletter, etc). Rental Equipment for Clients - Commission is 20%	\$ 7,000	\$ -	\$ 7,000	\$ 7,000
575.50.41.32	Janitorial Services	Provides professional custodial services for the Park and Recreation Facility Rental Buildings.	\$ 32,750	\$ -	\$ 32,750	\$ 32,750
575.50.41.45	Advertising	Provides advertisements for special events and facility rentals.	\$ 5,000	\$ -	\$ 5,000	\$ 5,000
575.50.42.00	Communication	Provides communication fees, telephone, postage, etc. <div style="margin-left: 40px;">Telephone Line \$ 3,387 Cell Phones \$ 653 Postage \$ 1,100 <u>\$ 5,140</u></div>	\$ 3,940	\$ 1,200	\$ 5,140	\$ 5,140
575.50.43.00	Travel Expenses		\$ 75	\$ -	\$ 75	\$ 75
575.50.45.00	Rentals & Leasing		\$ 4,000	\$ -	\$ 4,000	\$ 4,000

**BUDGET NARRATIVE
2015**

FUND: **GENERAL**
 DEPARTMENT: **PARKS, RECREATION & SR. SERVICES**
 DIVISION: **EVENTS AND FACILITIES**

Account No.	Title	Narrative	Departmental Request	New Request	Exec Amend	Adopted
001.642.045.575.50.00.00		EVENTS AND FACILITY RENTALS				
575.50.46.00	Insurance	Provides for the Beach Park Dining Hall flood insurance.	\$ 7,600	\$ -	\$ 7,600	\$ 7,600
575.50.47.00	Utilities	Utilities used or services provided for the park system. Also accounted for the Dining Hall, which will start to be online in 2015.	\$ 43,780	\$ -	\$ 43,780	\$ 43,780
575.50.47.01		Electricity \$ 16,250				
575.50.47.02		Water \$ 7,360				
575.50.47.03		Sewer \$ 2,450				
575.50.47.04		SWM \$ 6,040				
575.50.47.06		Natural Gas \$ 11,680				
		<u>\$ 43,780</u>				
575.50.48.02	Repairs & Maintenance-Facility Rental Bldgs	Provides contracted repairs and maintenance for park buildings. HVAC (\$17,565); Pest Control (\$1,685); Fire Extinguisher Svcs (\$7,900) and Other Misc Facility Bldgs Repairs (\$5,800)	\$ 32,000	\$ -	\$ 32,000	\$ 32,000
575.50.49.00	Miscellaneous	Provides for fire code permits for Activity Center and Fieldhouse.	\$ 600	\$ 4,670	\$ 5,270	\$ 5,270
575.50.49.20	Laundry	Provides for laundry services of floor mats and mops used in Facilities. Rental linens for clients. Our cost is \$3.50 each we charge \$7.00 each	\$ 2,250	\$ -	\$ 2,250	\$ 2,250
575.50.49.22	Dues, Schools, & Conferences	Provides for dues & training registration fees.	\$ 1,500	\$ -	\$ 1,500	\$ 1,500
575.50.49.25	Printing & Binding		\$ 2,000	\$ -	\$ 2,000	\$ 2,000
		TOTAL OTHER SERVICES AND CHARGES	\$ 142,495	\$ 5,870	\$ 148,365	\$ 148,365

BUDGET NARRATIVE
2015

FUND: **GENERAL**
DEPARTMENT: **PARKS, RECREATION & SR. SERVICES**
DIVISION: **EVENTS AND FACILITIES**

Account No.	Title	Narrative	Departmental Request	New Request	Exec Amend	Adopted
001.642.045.575.50.00.00		EVENTS AND FACILITY RENTALS				
		INTERFUND SERVICES				
575.50.99.01	Computer Maintenance	Division's assessment for computer maintenance.	\$ 2,107	\$ -	\$ 2,107	\$ 2,107
575.50.99.02	Computer Replacement	Computer replacement program, provides computer replacement when needed.	\$ 400	\$ -	\$ -	\$ -
575.50.99.05	Interfund Insurance	Interfund transfer to the City's self-insurance fund.	\$ 5,060	\$ -	\$ 5,060	\$ 5,060
575.50.99.06	Facility Repair & Replacement	Fee for funding of major repair and replacement of City facilities.	\$ 35,946	\$ -	\$ 35,946	\$ 35,946
		TOTAL INTERFUND SERVICES	\$ 43,513	\$ -	\$ 43,113	\$ 43,113
		CAPITAL OUTLAY				
		This account provides funding for capital improvements to rental facilities, including minor facility improvements and equipment.				
594.75.64.00	Equipment		\$ -	\$ -	\$ -	\$ -
		TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -
		TOTAL EVENTS AND FACILITY RENTALS	\$ 357,625	\$ 33,562	\$ 390,428	\$ 390,428

BUDGET NARRATIVE

2015

FUND: **GENERAL**
 DEPARTMENT: **PARKS, RECREATION & SENIOR SERVICES**
 DIVISION: **SENIOR SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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	2014 Budget	2015 Budget
Projected revenue for Senior Programs is from:		
City of Normandy Park (Shared Services)	<u>\$ 25,000</u>	<u>\$ 28,211</u>

CITY OF DES MOINES

2015 BUDGET REQUEST

PARKS, RECREATION & SR SERVICES
SENIOR SERVICES

001.645.045 SENIOR SERVICES		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQ	2015 EXEC AMEND	2015 ADOPTED
569.10.10.00	SALARIES & WAGES	149,278	149,870	152,136	152,136	74,952	152,003	155,124	155,124	155,124
569.10.11.00	OVERTIME	-	-	-	-	-	-	-	-	-
569.10.10	SUB TOTAL	149,278	149,870	152,136	152,136	74,952	152,003	155,124	155,124	155,124
569.10.20.00	PERSONNEL BENEFITS	58,044	58,623	66,200	66,200	30,289	58,592	62,265	62,002	61,988
569.10.20.02	L&I BENEFITS-VOLUNTEERS	1,200	576	475	475	97	475	475	475	475
569.10.20.90	EMPLOYEE MED. CONTRIBUTION	(1,286)	(1,287)	(1,610)	(1,610)	(614)	(1,287)	(1,290)	(1,933)	(1,919)
569.10.20	SUB TOTAL	57,958	57,912	65,065	65,065	29,772	57,780	61,450	60,544	60,544
569.10.31.00	OPERATING SUPPLIES	2,500	2,225	2,000	2,000	763	1,800	2,000	2,000	2,000
569.10.32.01	UNLEADED FUEL (ISF)	3,624	2,948	3,190	3,190	1,250	3,100	3,207	3,207	3,207
569.10.35.00	SMALL TOOLS & EQUIPMENT	1,000	1,026	1,000	1,000	65	500	750	750	750
569.10.35.90	SMALL EQP >\$1,000 <\$5,000	0	0	0	0	0	0	0	0	0
569.10.30	SUB TOTAL	7,124	6,199	6,190	6,190	2,077	5,400	5,957	5,957	5,957
569.10.41.00	PROFESSIONAL SERVICES	350	818	350	350	195	350	350	350	350
569.10.41.45	ADVERTISING	-	-	-	-	-	-	-	0	-
569.10.42.00	COMMUNICATIONS	6,266	5,612	5,757	5,757	2,745	5,507	5,500	5,500	5,500
569.10.43.00	TRAVEL EXPENSES	-	-	-	-	-	-	-	0	-
569.10.45.02	COPIER LEASE	320	178	650	650	644	1,200	1,200	1,200	1,200
569.10.49.00	MISCELLANEOUS	5,500	5,762	5,500	5,500	2,158	5,500	5,500	5,500	5,500
569.10.49.22	DUES, SCHOOL, & CONFERENCES	-	115	75	75	-	75	75	75	75
569.10.40	SUB TOTAL	12,436	12,486	12,332	12,332	5,742	12,632	12,625	12,625	12,625
569.10.99.01	COMPUTER MAINTENANCE	15,660	15,660	12,150	12,150	7,180	12,150	12,244	12,244	12,244
569.10.99.02	COMPUTER REPLACEMENT	2,052	2,052	2,058	2,058	1,029	1,372	4,118	1,118	1,118
569.10.99.03	EQUIPMENT MAINTENANCE	7,200	7,200	4,800	4,800	2,400	4,800	6,000	6,000	6,000
569.10.99.04	EQUIPMENT REPLACEMENT	-	-	-	-	-	-	17,127	-	-
569.10.99.05	INSURANCE INTERFUND	7,958	7,958	8,057	8,057	8,057	8,057	9,035	9,035	9,035
569.10.90	SUB TOTAL	32,870	32,870	27,065	27,065	18,666	26,379	48,524	28,397	28,397
594.69.64	EQUIPMENT	-	-	-	-	-	-	-	-	-
594.69.60	SUB TOTAL	-	-	-	-	-	-	-	-	-
SENIOR SERVICES TOTAL		259,666	259,337	262,788	262,788	131,208	254,194	283,680	262,647	262,647

BUDGET NARRATIVE
2015

FUND: **GENERAL**
DEPARTMENT: **PARKS, RECREATION & SENIOR SERVICES**
DIVISION: **SENIOR SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.645.045.569.10.00.00 SENIOR SERVICES					
SALARIES AND WAGES					
569.10.10.00	Salaries and Wages	Provides for salaries as follows: 1.00 Senior Services Manager 1.00 Senior Center Recreation Coordinator 2.0 FTE's	\$ 155,124	\$ 155,124	\$ 155,124
569.10.11.00	Overtime	Provides for overtime to accomplish the mission.	\$ -	\$ -	\$ -
TOTAL SALARIES AND WAGES			\$ 155,124	\$ 155,124	\$ 155,124
PERSONNEL BENEFITS					
569.10.20.00	Personnel Benefits	Provides for personnel benefits for full-time personnel.	\$ 62,265	\$ 62,002	\$ 61,988
569.10.20.02	L&I Benefits-Volunteers	Provides for the L & I workmen's compensation premium for senior center volunteers performing duties for the City.	\$ 475	\$ 475	\$ 475
569.10.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependents. Starting 2015, dept. heads & exempt employees contribute for self; 2015 contribution is 5%.	\$ (1,290)	\$ (1,933)	\$ (1,919)
569.10.21.00	Uniforms	Provides uniforms for Senior Center staff.	\$ -	\$ -	\$ -
TOTAL PERSONNEL BENEFITS			\$ 61,450	\$ 60,544	\$ 60,544
SUPPLIES					
569.10.31.00	Office Supplies	Provides for office and operating supplies	\$ 2,000	\$ 2,000	\$ 2,000
569.10.32.01	Fuel Consumed	Fuel for 2 senior center buses.	\$ 3,207	\$ 3,207	\$ 3,207
569.10.35.00	Small Tools and Equipment	Provides for equipment and tools needed for center operations and valued under \$1,000.	\$ 750	\$ 750	\$ 750
TOTAL SUPPLIES			\$ 5,957	\$ 5,957	\$ 5,957

BUDGET NARRATIVE 2015

FUND: **GENERAL**
 DEPARTMENT: **PARKS, RECREATION & SENIOR SERVICES**
 DIVISION: **SENIOR SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.645.045.569.10.00.00		SENIOR SERVICES			
		OTHER SERVICES AND CHARGES			
569.10.41	Professional Services	Provides for outside professional services, including piano tuning, etc.	\$ 350	\$ 350	\$ 350
569.10.41.45	Advertising		\$ -	\$ -	\$ -
569.10.42	Communications	Provides for funding of the following:	\$ 5,500	\$ 5,500	\$ 5,500
		Telephone Lines \$ 4,514			
		Long Distance \$ 30			
		Security Alarm \$ 390			
		Cell Phone \$ 391			
		Postage \$ 175			
		\$ 5,500			
569.10.43.00	Travel Expenses	Provides for staff mileage and travel expenses associated with training.	\$ -	\$ -	\$ -
569.10.45.02	Copier Lease	Provides for lease of Activity Center copier.	\$ 1,200	\$ 1,200	\$ 1,200
569.10.49.00	Miscellaneous	Provides for payment of miscellaneous items as follows:	\$ 5,500	\$ 5,500	\$ 5,500
		1. Printing marketing and sponsorship brochures			
		2. Printing Quarterly Newsletter			
		3. Equipment for program operations			
569.10.49.22	Dues, Schools, & Conferences	Provides for membership dues & conference registration fees to Wa State Assoc. of Senior Centers	\$ 75	\$ 75	\$ 75
TOTAL OTHER SERVICES AND CHARGES			\$ 12,625	\$ 12,625	\$ 12,625

BUDGET NARRATIVE
2015

FUND: **GENERAL**
DEPARTMENT: **PARKS, RECREATION & SENIOR SERVICES**
DIVISION: **SENIOR SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.645.045.569.10.00.00					
		SENIOR SERVICES			
		INTERFUND SERVICES			
569.10.99.01	Computer Maintenance	Provides for maintenance of computers and printers.	\$ 12,244	\$ 12,244	\$ 12,244
569.10.99.02	Computer Replacement	Provides for replacement of computer hardware.	\$ 4,118	\$ 1,118	\$ 1,118
569.10.99.03	Equipment Maintenance	1 - 1992 Chevrolet Van (Senior Activities Van) 2 - 2006 & 2007 Ford Van (Department Activity Vans)	\$ 6,000	\$ 6,000	\$ 6,000
569.10.99.04	Equipment Replacement	Provides for replacement of Department Activity vans.	\$ 17,127	\$ -	\$ -
569.10.99.05	Interfund Insurance	Transfer to the City's self-insurance fund based on workers' hours.	\$ 9,035	\$ 9,035	\$ 9,035
		TOTAL INTERFUND SERVICES	\$ 48,524	\$ 28,397	\$ 28,397
		CAPITAL OUTLAY			
594.55.64	Equipment		\$ -	\$ -	\$ -
		TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -
		TOTAL SENIOR SERVICES	\$ 283,680	\$ 262,647	\$ 262,647

BUDGET NARRATIVE 2015

FUND: **GENERAL**
 DEPARTMENT: **PARKS, RECREATION & SENIOR SERVICES**
 DIVISION: **SENIOR PROGRAMS**

Account No.	Title	Narrative	Departmental Request	Departmental Request	Adopted
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	2014 Adopted Budget	2015 Proposed Budget
The projected revenues from Senior Programs are as follows:		
Items for Resale/Coffee bar	\$ 3,000	\$ 700
Activity Fees	\$ 6,500	\$ 6,500
Event Admissions	\$ 3,000	\$ 2,000
Senior Dances	\$ 1,000	\$ 2,000
Classes	\$ 25,000	\$ 24,000
Trip-Travel Fees	\$ 26,000	\$ 25,000
Adult Leagues		\$ -
Health Programs	\$ 800	\$ 1,000
Subscriptions	\$ 2,000	\$ 1,350
Donations	\$ 3,650	\$ 6,000
Miscellaneous	\$ 800	\$ -
Total	\$ 71,750	\$ 68,550

CITY OF DES MOINES

2015 BUDGET REQUEST

PARKS, RECREATION & SR SERVICES
SENIOR PROGRAMS

		2013	2013	2014	2014	2014	2014	2015	2015	2015
		AMEND	ACTUAL	ADOPTED	AMEND	ACTUAL Jan-June	EST YR TOTAL	DPT REQ	EXEC AMEND	ADOPTED
001.650.045	SENIOR PROGRAMS									
569.11.10.00	SALARIES & WAGES	17,266	23,104	18,480	18,480	11,323	23,370	18,828	18,828	18,828
569.11.10.50	SALARIES & WAGES-Part time Instructor	11,652	9,828	11,652	11,652	5,271	10,850	11,652	11,652	11,652
569.11.10	SUB TOTAL	28,918	32,932	30,132	30,132	16,594	34,220	30,480	30,480	30,480
569.11.20.00	PERSONNEL BENEFITS	2,969	3,909	3,354	3,354	2,012	4,207	3,571	3,571	3,571
569.11.20.50	PERSONNEL BENEFITS-Part Time Instructors	1,323	1,200	1,333	1,333	607	1,302	1,247	1,247	1,247
569.11.20	SUB TOTAL	4,292	5,108	4,687	4,687	2,619	5,509	4,818	4,818	4,818
569.11.31.00	OPERATING SUPPLIES	550	413	550	550	191	500	450	450	450
569.11.31.03	UNLEADED FUEL (OUTSIDE)	-	114	120	120	-	120	200	200	200
569.11.34.05	ITEMS PURCHASED FOR RESALE	2,000	-	2,000	2,000	920	920	1,000	1,000	1,000
569.11.35.00	SMALL TOOLS & EQUIPMENT	250	-	250	250	-	-	-	-	-
569.11.35.90	SMALL EQUIPMENT >\$1,000 <\$5,000	-	-	-	-	-	-	-	-	-
569.11.30	SUB TOTAL	2,800	528	2,920	2,920	1,111	1,540	1,650	1,650	1,650
569.11.41.00	PROFESSIONAL SERVICES	8,300	6,538	7,000	7,000	3,789	7,600	7,600	7,600	7,600
569.11.43.00	TRAVEL EXPENSES	-	-	-	-	-	-	-	-	-
569.11.45.00	OPERATING RENTALS & LEASES	-	-	-	-	-	-	-	-	-
569.11.49.00	MISCELLANEOUS	12,500	7,998	12,000	12,000	14,612	18,230	16,000	16,000	16,000
569.11.49.05	CREDIT CARD FEES	1,870	1,536	1,800	1,800	1,144	2,800	2,800	2,800	2,800
569.11.49.22	DUES, SCHOOLS, & CONFERENCES	610	414	600	600	690	690	700	700	700
569.11.40	SUB TOTAL	23,280	16,487	21,400	21,400	20,235	29,320	27,100	27,100	27,100
569.11.99.05	INTERFUND INSURANCE	3,487	3,487	3,602	3,602	3,602	3,602	3,975	3,975	3,975
569.11.90	SUB TOTAL	3,487	3,487	3,602	3,602	3,602	3,602	3,975	3,975	3,975
594.69.64.00	EQUIPMENT	-	-	-	-	-	-	-	-	-
594.69.60	SUB TOTAL	-	-	-	-	-	-	-	-	-
SENIOR PROGRAMS TOTAL		62,777	58,542	62,741	62,741	44,160	74,191	68,023	68,023	68,023

BUDGET NARRATIVE 2015

FUND: **GENERAL**
 DEPARTMENT **PARKS, RECREATION & SENIOR SERVICES**
 DIVISION: **SENIOR PROGRAMS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.650.045.569.11.00.00		SENIOR PROGRAMS			
		SALARIES AND WAGES			
569.11.10.00	Salaries and Wages	<u>Senior Programmer</u> 0.50 FTE Sr Programmer Part-time employee The Senior Programmer will assist in the supervision of programs, volunteers, and special events, and provide office	\$ 18,828	\$ 18,828	\$ 18,828
569.11.10.50	Salaries & Wages-Part time Instructor	0.20 FTE Instructor Part-time employee	\$ 11,652	\$ 11,652	\$ 11,652
		TOTAL SALARIES AND WAGES	\$ 30,480	\$ 30,480	\$ 30,480
		PERSONNEL BENEFITS			
569.11.20.00	Personnel Benefits	Provides for benefits for part-time Senior Programmer.	\$ 3,571	\$ 3,571	\$ 3,571
569.11.50.00	Personnel Benefits - Part time Instructor	Provides for benefits for : 0.20 FTE Instructor Part-time employee	\$ 1,247	\$ 1,247	\$ 1,247
569.11.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.		\$ -	\$ -
		TOTAL PERSONNEL BENEFITS	\$ 4,818	\$ 4,818	\$ 4,818
		SUPPLIES			
569.11.31.00	Office and Operating	Supplies for special events. (NOTE: Supplies are offset by revenues)	\$ 450	\$ 450	\$ 450
569.11.32.03	Unleaded Fuel (Outside)	Provides for vehicle fuel.	\$ 200	\$ 200	\$ 200
569.11.34.05	Items Purchased for resale	Merchandise sales for Center fundraising	\$ 1,000	\$ 1,000	\$ 1,000

BUDGET NARRATIVE 2015

FUND: **GENERAL**
 DEPARTMENT **PARKS, RECREATION & SENIOR SERVICES**
 DIVISION: **SENIOR PROGRAMS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.650.045.569.11.00.00 SENIOR PROGRAMS					
569.11.35.00	Small Tools and Equipment	Provides for: 1. Equipment for special events. 2. Miscellaneous supplies.	\$ -	\$ -	\$ -
		\$ -			
		\$ -			
		<u>\$ -</u>			
		TOTAL SUPPLIES	\$ 1,650	\$ 1,650	\$ 1,650
OTHER SERVICES AND CHARGES					
569.11.41.00	Professional Services	Provides for: 1. Contractual fees for instructors 2. Entertainment for special events	\$ 7,600	\$ 7,600	\$ 7,600
		\$ 6,600			
		\$ 1,000			
		<u>\$ 7,600</u>			
569.11.43.00	Travel Expenses		\$ -	\$ -	\$ -
569.11.49.00	Miscellaneous	Day trip, extended trips, and special event expenses (NOTE: Expenses are offset by revenues)	\$ 16,000	\$ 16,000	\$ 16,000
569.11.49.05	Credit Card Charges	Provides for merchant bank credit card processing fees.	\$ 2,800	\$ 2,800	\$ 2,800
569.11.49.22	Dues, Schools, & Conferences	Provides for training registration fees.	\$ 700	\$ 700	\$ 700
		TOTAL OTHER SERVICES AND CHARGES	\$ 27,100	\$ 27,100	\$ 27,100
INTERFUND SERVICES					
569.11.99.05	Interfund Insurance	Division contribution to the City's self-insurance fund.	\$ 3,975	\$ 3,975	\$ 3,975
		TOTAL INTERFUND SERVICES	\$ 3,975	\$ 3,975	\$ 3,975
CAPITAL OUTLAY					
594.69.64.00	Equipment		\$ -	\$ -	\$ -
		TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -
		TOTAL SENIOR PROGRAMS	\$ 68,023	\$ 68,023	\$ 68,023

BUDGET NARRATIVE 2015

FUND: **GENERAL**
DEPARTMENT: **NON-DEPARTMENTAL**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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001.320.050.518.91

MISCELLANEOUS MEMBERSHIPS

\$ 52,320 \$ 52,320 \$ 52,320

Provides for City Membership in the following organizations;
Association of Washington Cities, Suburban Cities Association,
Washington Department of General Administration (procurement),
Southsound Alliance, SWKC Chamber of Commerce,
and Highline Community College Small Business Development Center.

CITY OF DES MOINES

2015 BUDGET REQUEST

**NON-DEPARTMENTAL
MISCELLANEOUS MEMBERSHIPS**

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
001.320.050	MISCELLANEOUS MEMBERSHIPS									
518.91.49.04	SUBURBAN CITIES ASSOCIATION	16,836	16,626	16,800	16,800	16,643	16,643	16,800	16,800	16,800
518.91.49.09	WA DEPT OF GENERAL ADMIN	2,000	500	2,000	2,000	-	-	1,000	1,000	1,000
518.91.49.11	SOUNDSIDE ALLIANCE for Eco Dev	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
518.91.49.13	SOUTH CTY AREA TRANS BOARD	100	100	100	100	100	100	100	100	100
518.91.49.14	WA STATE CERTIFICATION PROG	50	-	100	100	100	100	50	50	50
518.91.49.17	HCC SMALL BUSINESS DEV CENTER	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
518.91.49.24	ASSN. OF WASH. CITIES	20,078	20,092	20,200	20,200	20,207	20,207	20,370	20,370	20,370
518.91.49.28	SWKC CHAMBER OF COMMERCE	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	MISCELLANEOUS TOTAL	53,064	51,318	53,200	53,200	51,050	51,050	52,320	52,320	52,320

BUDGET NARRATIVE 2015

FUND: **GENERAL**
DEPARTMENT: **NON-DEPARTMENTAL**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.680.050.597.14.00.00		TRANSFER-OUT/ONE-TIME SALES & B&O TAXES	\$ 490,440	\$ 150,000	\$ -

Ordinance No. 1561 adopted by the City Council December 13, 2012 provides for the use of one-time revenues. One-time revenues means all corresponding sales tax and business and occupation tax revenues received by the City from development projects with a total value exceeding \$15 million dollars. For 2014, Ordinance No. 1561 allows 75% of one-time revenues to be used to fund 2014 General Fund expenditures. For 2015, 50% of one-time revenues can be used to fund 2015 General Fund expenditures. For 2016, 25% of one-time revenues can be used to fund 2016 General Fund expenditures. For 2017 and beyond, no one-time revenues shall be used to fund General Fund expenditures.

To close the budget gap in 2015, the Council approved 100% of one-time revenues to fund 2015 General Fund expenditures.

CITY OF DES MOINES

2015 BUDGET REQUEST

NON-DEPARTMENTAL
TRANSFERS-OUT

001.680.050 TRANSFERS-OUT		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
597.14.00.00	ONE-TIME SALES AND B&O TAXES	-	-	194,078	194,078	7,798	41,712	190,440	-	-
597.14.00.00	TRANSFER REET TO MCI							300,000	150,000	-
TRANSFERS-OUT TOTAL		-	-	194,078	194,078	7,798	41,712	490,440	150,000	-

001.000.000 GENERAL FUND ENDING FUND BALANCE		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
508.XX.00.00	ENDING FUND BALANCE	1,088,899	979,907	1,940,532	401,221	-	807,047	(395,826)	1,128,584	1,128,584
508.20.00.00	NONSPENDABLE	4,500	4500	4,500	4,500		4,500		4,500	4,500
508.40.00.00	COMMITTED	805,175	805,175	805,175	396,721		802,547		805,175	805,175
508.50.00.00	ASSIGNED	279,224	170,232	1,130,857	0		0		318,909	318,909
TOTAL ENDING FUND BALANCE		1,088,899	979,907	1,940,532	401,221	-	807,047	-	1,128,584	1,128,584

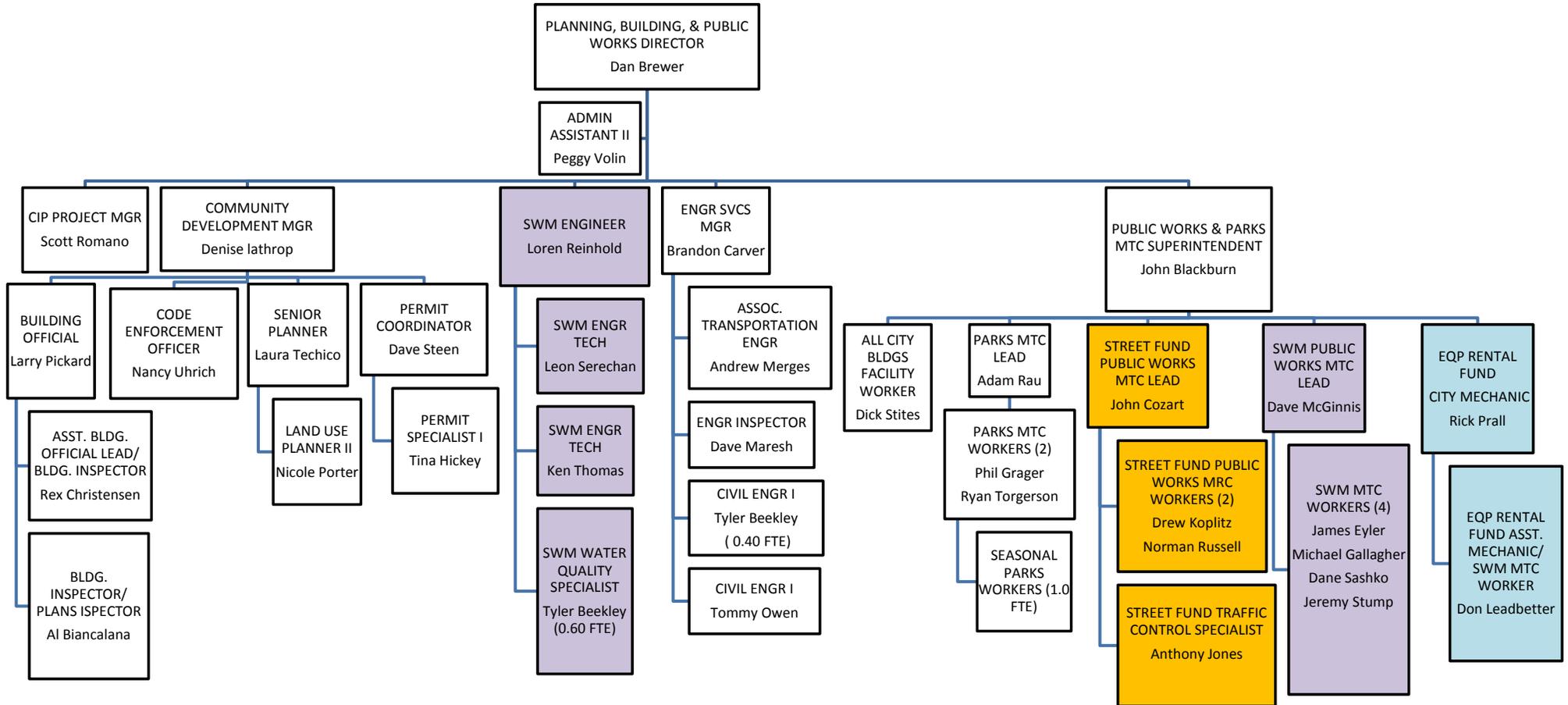
**CITY OF DES MOINES
PLANNING, BUILDING, AND PUBLIC WORKS**

Organizational Chart - 2015

Department/Divisions:

Administration	Planning & Dev Services
All City Buildings	Community Dev Grants
Facilities & CIP Mgt	Parks Operations Svcs
Jt Minor Home Repair Prg	Streets Admin & Mtc
Code Enforcement	Transportation CIP
Engineering	Surface Wtr Mgt Ops
Building Division	Equipment Rental

General Fund	
Street Fund	
SWM Fund	
Eqp Rental Fund	



**BUDGET NARRATIVE
2015**

FUND: **STREET FUND**
DEPARTMENT: **PLANNING, BUILDING, AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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	2014 Amended Budget	2015 Adopted Budget
STREET FUND REVENUES		
<u>Taxes</u>		
Parking Tax	\$ 24,000	\$ 23,000
<u>Intergovernmental Revenues</u>		
Vehicle Fuel Tax	\$ 606,492	\$ 609,300
<u>Charges for Services</u>		
Transportation Benefit District	\$ 410,000	\$ 415,000
<u>Interfund Revenues</u>		
CIP & Maintenance Support Services	\$ 17,000	\$ -
<u>Other Revenues</u>		
Interest Earnings	\$ 400	\$ 550
Miscellaneous Revenues	1,000	1,000
Insurance Recoveries	5,000	5,000
Total Other Revenues	<u>\$ 6,400</u>	<u>\$ 6,550</u>
TOTAL STREET FUND REVENUES	<u>\$ 1,063,892</u>	<u>\$ 1,053,850</u>

BUDGET NARRATIVE 2015

FUND: **STREET FUND**
DEPARTMENT: **PLANNING, BUILDING, AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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STREET FUND

\$ 1,339,669 \$ 1,172,041 \$ 1,251,018

The Street Fund budget provides funding for the Public Works Department to maintain roads and streets. This includes roadway and sidewalk maintenance, litter pick up, installation, traffic and pedestrian service, street lighting expenses, traffic control devices, snow and ice control, and street cleaning as well as small tools and equipment to operate and function correctly for the service of the citizens of the City of Des Moines.

The following personnel are accounted for under Salaries and Wages.

Maintenance Administration

0.30 PW & Parks Maint Superintendent
0.30 FTE's

Maintenance Workers

1.00 Lead Maintenance Worker
2.00 Maintenance Worker
1.00 Traffic Control Specialist
4.00 FTE's

Management

0.15 Planning, Building & Public Works Director
0.30 GIS Administrator
0.05 PBPW Administrative Assistant II
0.10 Engineering Services Manager
0.60 FTE's

CITY OF DES MOINES

2015 BUDGET REQUEST

PLANNING,BUILDING & PUBLIC WORKS
STREET FUND

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 YR END EST	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
101.XXX.040	STREET FUND									
101.100.040	ROADWAY MAINTENANCE:									
542.30.31.00	SUPPLIES	16,000	19,594	20,000	20,000	3,355	20,000	20,000	20,000	20,000
542.30.41.00	PROFESSIONAL SERVICES	-	-	-	-	-	-	-	-	-
542.30.48.00	REPAIR & MAINTENANCE	20,000	9,558	10,000	10,000	-	10,000	10,000	10,000	10,000
542.30.00	SUB TOTAL	36,000	29,153	30,000	30,000	3,355	30,000	30,000	30,000	30,000
101.200.040	TRAFFIC & PEDESTRIAN SERVICES:									
542.61.31.00	SUPPLIES	4,000	1,338	4,000	4,000	-	4,000	8,000	8,000	8,000
542.63.47.13	STREET LIGHTING	340,027	327,515	294,770	294,770	150,674	302,774	312,000	312,000	312,000
542.61 63.00	SUB TOTAL	344,027	328,853	298,770	298,770	150,674	306,774	320,000	320,000	320,000
101.300.040	TRAFFIC CONTROL DEVICES:									
542.64.31.00	SUPPLIES	20,000	20,857	25,000	25,000	8,768	25,000	30,000	30,000	30,000
542.64.31.18	SIGN CHANGE-OUT PROGRAM	-	1,178	3,500	3,500	2,768	5,500	5,600	5,600	5,600
542.64.35.00	SMALL TOOLS & EQUIPMENT	-	-	500	500	77	500	500	500	500
542.64.35.90	SMALL EQP < \$1,000 > \$5,000	-	-	-	-	-	-	-	-	-
542.64.47.14	TRAFFIC SIGNALS-ELECTRICITY	12,800	16,527	14,500	14,500	8,192	17,244	17,750	17,750	17,750
542.64.48.00	REPAIR & MAINTENANCE	16,000	19,881	20,000	20,000	-	20,000	20,000	20,000	20,000
542.64.48.17	SIGNAL MAINTENANCE	60,000	53,580	70,000	70,000	16,834	70,000	70,000	70,000	70,000
542.42.64.40	TRAFFIC CONTROLLER EQP	-	19,912	-	-	-	-	-	-	-
542.64.00	SUB TOTAL	108,800	131,936	133,500	133,500	36,638	138,244	143,850	143,850	143,850
101.400.040	SNOW & ICE CONTROL:									
542.66.31.00	SUPPLIES	7,500	16,066	7,500	7,500	1,260	7,500	7,500	7,500	7,500
542.66.00	SUB TOTAL	7,500	16,066	7,500	7,500	1,260	7,500	7,500	7,500	7,500
101.600.040	ROADSIDE VEGETATION:									
542.71.31.00	SUPPLIES	1,020	467	1,500	1,500	904	1,500	1,500	1,500	1,500
542.71.35.00	SMALL TOOLS & EQUIPMENT	1,550	274	1,600	1,600	560	1,600	1,600	1,600	1,600
542.71.48.00	REPAIR & MAINTENANCE	10,000	9,040	10,000	10,000	1,605	10,000	10,000	10,000	10,000
542.71.48.05	MEDIAN MAINTENANCE	10,000	5,078	15,000	15,000	611	10,000	15,000	15,000	15,000
542.71.00	SUB TOTAL	22,570	14,860	28,100	28,100	3,680	23,100	28,100	28,100	28,100
101.700.040	ROADSIDE LITTER CLEANUP:									
542.75.47.07	LITTER DISPOSAL-RECYCLING	800	124	800	800	283	2,500	800	800	800
542.75.47.08	WOOD RECYCLING	350	141	300	300	80	300	300	300	300
542.75.00	SUB TOTAL	1,150	265	1,100	1,100	363	2,800	1,100	1,100	1,100
101.900.040	MAINTENANCE ADMINISTRATION:									
542.90.10.00	SALARIES	29,035	22,409	25,250	25,250	11,946	24,728	26,495	26,495	26,495
542.90.20.00	PERSONNEL BENEFITS	12,616	5,823	8,370	8,370	3,930	5,921	8,639	8,639	8,588
542.90.20.90	EMPLOYEE MED. CONTRIBUTION	(324)	(324)	-	-	-	-	-	-	(123)
542.90.21.00	UNIFORMS	250	22	250	250	-	428	500	500	500

CITY OF DES MOINES

2015 BUDGET REQUEST

PLANNING,BUILDING & PUBLIC WORKS
STREET FUND

101.XXX.040	STREET FUND	2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 YR END EST	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
542.90.31.00	OFFICE & OPERATING SUPPLIES	300	985	1,000	1,000	-	1,389	1,400	1,400	1,400
542.90.32.01	UNLEADED FUEL(ISF)	8,141	3,055	4,596	4,596	1,141	2,182	2,257	2,257	2,257
542.90.32.02	DIESEL FUEL (ISF)	100	-	-	-	-	-	-	-	-
542.90.35.00	SMALL TOOLS & EQUIPMENT	100	27	500	500	-	500	500	500	500
542.90.35.90	SMALL EQP >\$1,000 <\$5,000	-	-	-	-	-	-	-	-	-
542.90.41.00	PROFESSIONAL SERVICES	400	-	400	400	-	400	400	400	400
542.90.41.45	ADVERTISING	1,000	-	1,000	1,000	-	500	1,000	1,000	1,000
542.90.42.00	COMMUNICATIONS	2,286	4,028	3,695	3,695	2,231	4,620	4,760	4,760	4,760
542.90.43.00	TRAVEL	100	-	500	500	-	100	500	500	500
542.90.45.02	COPIER LEASE	110	116	150	150	220	131	150	150	150
542.90.49.00	MISCELLANEOUS	500	-	500	500	33	300	500	500	500
542.90.49.20	LAUNDRY	250	-	250	250	-	150	250	250	250
542.90.49.22	DUES, SCHOOLS, & CONFERENCES	500	610	500	500	-	100	500	500	500
542.90.99.01	COMPUTER MAINTENANCE	4,027	4,027	-	-	-	-	-	-	-
542.90.99.02	COMPUTER REPLACEMENT	546	546	-	-	-	-	-	-	-
542.90.99.03	EQUIPMENT MAINTENANCE	4,800	4,800	2,400	2,400	1,200	2,400	3,000	3,000	3,000
542.90.99.04	EQUIPMENT REPLACEMENT	-	-	-	-	-	-	12,238	-	-
542.90.99.05	INTERFUND INSURANCE	4,213	4,213	4,066	4,066	4,066	4,066	2,170	2,170	2,170
542.90.00	SUB TOTAL	68,950	50,337	53,427	53,427	24,767	47,915	65,259	53,021	52,847

CITY OF DES MOINES

2015 BUDGET REQUEST

PLANNING,BUILDING & PUBLIC WORKS
STREET FUND

101.XXX.040 STREET FUND		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 YR END EST	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
101.920.040	ROAD/STREETS MAINTENANCE:									
542.91.10.00	SALARIES & WAGES	223,580	231,650	246,528	246,528	94,794	216,645	237,684	237,684	240,241
542.91.11.00	OVERTIME	7,500	9,238	7,500	7,500	1,713	8,187	7,500	7,500	7,500
542.91.20.00	PERSONNEL BENEFITS	118,872	107,730	130,758	130,758	46,910	106,156	111,123	111,123	110,778
542.91.20.90	EMPLOYEE MED. CONTRIBUTION	(3,527)	(2,861)	(3,052)	(3,052)	(975)	(1,947)	(2,047)	(2,047)	(4,388)
542.91.21.00	UNIFORMS	1,255	2,356	1,255	1,255	582	1,255	1,255	1,255	1,255
542.91.31.00	OFFICE & OPERATING SUPPLIES	3,975	5,329	3,975	3,975	255	4,000	4,000	4,000	4,000
542.91.32.01	UNLEADED FUEL(ISF)	6,400	9,660	10,436	10,436	4,430	9,643	9,975	9,975	9,975
542.91.32.02	DIESEL FUEL (ISF)	4,923	6,130	5,234	5,234	2,270	6,121	6,213	6,213	6,213
542.91.32.03	UNLEADED FUEL(OUTSIDE)	495	-	350	350	-	-	350	350	350
542.91.32.05	FUEL PURCHASED FROM THE MARINA	500	680	675	675	111	500	500	500	500
542.91.35.00	SMALL TOOLS & EQUIPMENT	2,660	778	2,660	2,660	1,111	1,400	2,660	2,660	2,660
542.91.35.90	SMALL EQP >\$1,000 <\$5,000	3,000	-	3,000	3,000	-	1,000	3,000	3,000	3,000
542.91.41.00	PROFESSIONAL SERVICES	100	221	500	500	50	500	500	500	500
542.91.42.00	COMMUNICATION	2,397	2,012	2,122	2,122	1,053	2,105	2,200	2,200	2,200
542.91.43.00	TRAVEL EXPENSES	500	11	500	500	-	500	500	500	500
542.91.45.00	OPERATING RENTALS & LEASES	2,050	1,364	2,050	2,050	-	2,050	2,000	2,000	2,000
542.91.48.00	REPAIRS & MAINTENANCE	1,500	-	1,300	1,300	-	1,300	1,300	1,300	1,300
542.91.49.00	MISCELLANEOUS	-	170	-	-	-	-	-	-	-
542.91.49.20	LAUNDRY	2,000	952	1,175	1,175	401	988	1,175	1,175	1,175
542.91.49.22	DUES,SCHOOLS & CONFERENCES	500	393	500	500	245	500	500	500	500
542.91.99.01	COMPUTER MAINTENANCE	7,911	7,911	8,960	8,960	5,295	8,960	9,103	9,103	9,103
542.91.99.02	COMPUTER REPLACEMENT	1,001	1,001	1,501	1,501	751	1,501	2,689	679	679
542.91.99.03	EQUIPMENT MAINTENANCE	43,616	43,616	47,616	47,616	23,808	47,616	59,520	59,520	59,520
542.91.99.04	EQUIPMENT REPLACEMENT	-	-	45,759	45,759	16,164	45,759	153,380	-	-
542.91.99.05	INTERFUND INSURANCE	16,181	16,181	14,915	14,915	14,915	14,915	18,204	18,204	18,204
542.90.00	SUB TOTAL	447,389	444,523	536,217	536,217	213,881	479,655	633,284	477,894	477,765

CITY OF DES MOINES

2015 BUDGET REQUEST

PLANNING,BUILDING & PUBLIC WORKS
STREET FUND

101.XXX.040 STREET FUND		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 YR END EST	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
101.930.040	ROAD/STREETS MANAGEMENT:									
543.10.10.00	SALARIES & WAGES	32,359	32,676	57,853	57,853	21,563	47,873	54,713	54,713	54,713
543.10.20.00	PERSONNEL BENEFITS	13,072	12,952	24,698	24,698	8,717	19,149	21,273	21,273	21,103
543.10.20.90	EMPLOYEE MED. CONTRIBUTION	(356)	-	(639)	(639)	-	-	(444)	(444)	(734)
543.10.31.00	OFFICE & OPERATING SUPPLIES	200	-	200	200	-	-	200	200	200
543.10.41.00	PROFESSIONAL SERVICES	-	-	-	-	1,035	1,035	1,100	1,100	1,100
543.10.42.00	COMMUNICATIONS	1,275	-	1,275	1,275	-	-	-	-	-
543.10.43.00	TRAVEL EXPENSES	-	-	-	-	29	29	100	100	100
543.10.99.01	COMPUTER MAINTENANCE	962	962	419	419	248	419	510	510	510
543.10.99.02	COMPUTER REPLACEMENT	98	98	50	50	25	50	80	80	80
543.10.99.05	INTERFUND INSURANCE	-	-	2,522	2,522	2,522	2,522	1,416	1,416	1,416
597.43.00.00	TRANSFER OUT/FUND 220-Energy Svngs	1,052	657	657	657	86	657	657	657	657
597.43.00.01	TRANSFER OUT/FUND 220-Copier	345	345	345	345	-	345	345	345	345
543.10.00	SUB TOTAL	49,007	47,691	87,380	87,380	34,224	72,079	79,950	79,950	79,490
101.940.040	ROAD/STREETS BUILDING MTC:									
543.50.31.00	OFFICE & OPERATING SUPPLIES	-	39	-	-	-	825	1,800	1,800	1,800
543.50.31.04	OPER SUPPLIES-PW/PARKS SVC CTR	525	565	825	825	317	825	825	825	825
543.50.41.00	PROFESSIONAL SERVICES	-	11	-	-	-	-	-	-	-
543.50.41.32	JANITORIAL SERVICES	3,972	4,394	4,500	4,500	2,269	4,466	4,600	4,600	4,600
543.50.47.00	UTILITY SERVICES	15,265	14,327	15,265	15,265	11,520	16,137	16,470	16,470	16,470
543.50.48.00	REPAIRS & MAINTENANCE	3,000	-	3,000	3,000	-	3,000	3,000	3,000	3,000
543.50.99.06	FAC REPAIR AND REPLACEMENT	3,931	3,931	3,931	3,931	1,966	3,931	3,931	3,931	3,931
543.50.00	SUB TOTAL	26,693	23,267	27,521	27,521	16,071	29,184	30,626	30,626	30,626
101.920.040	EQUIPMENT									
594.42.64.00	EQUIPMENT	-	-	-	-	-	-	-	-	-
594.42.60	SUB TOTAL	-	-	-	-	-	-	-	-	-
TOTAL STREET FUND EXPENDITURES		1,112,086	1,086,950	1,203,515	1,203,515	484,915	1,137,250	1,339,669	1,172,041	1,171,278
101.000.000	ENDING FUND BALANCE-RESTRICTED	280,773	264,629	198,900	198,900		197,168			79,740
508.30.00										
		1,392,859	1,351,579	1,402,415	1,402,415	484,915	1,334,418	1,339,669	1,172,041	1,251,018

BUDGET NARRATIVE 2015

FUND: **STREET FUND**
DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
TRANSPORTATION					
101.100.040.542.30					
ROADWAY MAINTENANCE					
This is for ongoing maintenance of roads and streets.					
Roadway					
This roadway section itemizes road and shoulder repairs, such as grading, graveling, and pothole patching.					
542.30.31.00	Operating Supplies	This accounts for hot mix, cold mix, tack coat, tar, gravel, and pit run.	\$ 20,000	\$ 20,000	\$ 20,000
		Local Streets	\$ 10,000		
		Arterial Streets	\$ 10,000		
			<u>\$ 20,000</u>		
542.30.48.00	Repair and Maintenance Contract Services	This funds larger patches and maintenance of city streets that are too large for the city's crews to do. Many areas on city streets need repair patching because of emergencies such as flooding, slides, and sinkholes.	\$ 10,000	\$ 10,000	\$ 10,000
		Total Roadway	<u>\$ 30,000</u>	<u>\$ 30,000</u>	<u>\$ 30,000</u>
101.200.040.542.60					
TRAFFIC AND PEDESTRIAN SERVICES					
This is for the cost of operation and maintenance of roadway facilities and services thereto.					
Sidewalks					
542.61.31.00	Operating Supplies	This provides for materials for general repair and maintenance of existing sidewalks and walkways, including concrete, form building materials, etc.	\$ 8,000	\$ 8,000	\$ 8,000
		Total Sidewalks	<u>\$ 8,000</u>	<u>\$ 8,000</u>	<u>\$ 8,000</u>

BUDGET NARRATIVE 2015

FUND: **STREET FUND**
DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
TRANSPORTATION					
Street Lighting					
This pays for electricity for all street lights in the city and additional lights that may be installed.					
542.63.47.13	Street Lighting	Operation and maintenance costs for street lights	\$ 312,000	\$ 312,000	\$ 312,000
Total Street Lighting			\$ 312,000	\$ 312,000	\$ 312,000
101.300.040.542.64	TRAFFIC CONTROL DEVICES				
This is for the cost of replacing street signs, painting crosswalks, guardrails, stop light maintenance, etc.					
542.64.31.00	Office and Operating Supplies	This provides for road paint, divider buttons, regulatory signs, and general repair and maintenance of traffic control devices.	\$ 30,000	\$ 30,000	\$ 30,000
542.64.31.18	Sign Change Out Prog		\$ 5,600	\$ 5,600	\$ 5,600
542.64.35.00	Small Tools & Equipment		\$ 500	\$ 500	\$ 500
542.64.47.14	Traffic Signals-Electricity	This pays for electricity for traffic control devices.	\$ 17,750	\$ 17,750	\$ 17,750
542.64.48.00	Repair and Maintenance	This provides for hiring contractors to install buttons, complete annual striping, etc., on portions of roadway that are too large for City crews to reasonably complete. It also includes striping and installation of thermal plastic arrows, stop bars, and crosswalks on State routes.	\$ 20,000	\$ 20,000	\$ 20,000
542.64.48.17	Signal Maintenance-(WSDOT Contract)	This item funds a contract with Washington State Department of Transportation (WSDOT) for signal maintenance.	\$ 70,000	\$ 70,000	\$ 70,000
		General ongoing maintenance and inspections	\$ 70,000		
		Traffic Signal Controller and Cabinet Replacement	\$ -		
			<u>\$ 70,000</u>		
TOTAL TRAFFIC CONTROL DEVICES			\$ 143,850	\$ 143,850	\$ 143,850

BUDGET NARRATIVE
2015

FUND: **STREET FUND**
DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
TRANSPORTATION					
101.400.040.542.66					
SNOW AND ICE CONTROL					
Contingency account for snow and ice removal and sanding of streets.					
542.66.31.00	Office and Operating Supplies	Provides for purchase of sand, salt, and brine mixture.	\$ 7,500	\$ 7,500	\$ 7,500
TOTAL SNOW AND ICE CONTROL			\$ 7,500	\$ 7,500	\$ 7,500
101.600.040.542.71					
ROADSIDE VEGETATION					
Cost of maintaining the portion of right-of-way beyond the outside edge of the curb when no shoulder exists, also includes temporary signs and traffic control during maintenance.					
542.71.31.00	Operating Supplies	Provides for purchase of soil sterilizer and other miscellaneous materials to be used to reduce vegetation growth on shoulders.	\$ 1,500	\$ 1,500	\$ 1,500
542.71.35.00	Small Tools and Equipment	Mower blades, saws, pruners, and other small hand tools. Purchase of string trimmers to replace old worn out units.	\$ 1,600	\$ 1,600	\$ 1,600
542.71.48.00	Repair and Maintenance	Provides for pruning and removal of trees too large for city crews to remove, also includes repairs and maintenance for weed eaters, chainsaws and pruners. Additional funds have been requested to remove dead elm trees on DMMD. The trees have created a safety hazard for private property adjacent to the road.	\$ 10,000	\$ 10,000	\$ 10,000
542.71.48.05	Median Maintenance	These funds are used for general maintenance of specific landscaped areas within the city. Provides for irrigation and vegetation maintenance, utility costs associated with irrigation system, fertilizers and weed control, and plant replacement. These funds also cover cost of traffic control required for work within medians. The maintenance services will be provided by City staff and DOC. Additional staff is required to support streetscape maintenance activities.	\$ 15,000	\$ 15,000	\$ 15,000
TOTAL ROADSIDE VEGETATION			\$ 28,100	\$ 28,100	\$ 28,100

BUDGET NARRATIVE 2015

FUND: **STREET FUND**
DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
TRANSPORTATION					
101.700.040.542.75					
ROADSIDE LITTER CLEANUP					
542.75.47.07	Dumping Fees	Provides funds for dumping litter and trash at county transfer station and Cedar Hills Landfill, and for dumping asphalt debris and other construction-related debris items at recycling locations.	\$ 800	\$ 800	\$ 800
542.75.47.08	Wood Recycling	Provides for disposal of stumps and brushes at wood recycling location.	\$ 300	\$ 300	\$ 300
TOTAL LITTER CLEANUP			\$ 1,100	\$ 1,100	\$ 1,100
101.900.040.542.90					
ROAD/STREETS MAINTENANCE ADMINISTRATION					
Supervisory operations, also includes general services and supplies for maintenance.					
542.90.10.00	Salaries & Wages	Salaries for Maintenance Administration <u>0.30</u> PW & Parks Maintenance Superintendent <u>0.30</u> FTE's	\$ 26,495	\$ 26,495	\$ 26,495
542.90.20.00	Personnel	Benefits for Maintenance Administration	\$ 8,639	\$ 8,639	\$ 8,588
542.90.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependents. Starting 2015, dept. heads & exempt employees contribute for self; 2015 contribution is 5%.	\$ -	\$ -	\$ (123)
542.90.21.00	Uniforms	Provides for uniforms for the Maintenance Administration.	\$ 500	\$ 500	\$ 500
542.90.31.00	Operating Supplies	Provides for general office supplies, forms, paper, etc. It also includes other supplies of general maintenance administration nature that are not budgeted elsewhere.	\$ 1,400	\$ 1,400	\$ 1,400
542.90.32.01	Fuel	Provides for fuel for Public Works vehicles assigned to Maintenance Administration.	\$ 2,257	\$ 2,257	\$ 2,257
542.90.35.00	Small Tools	This provides for the purchase of hand tools such as power drills, saws, etc.	\$ 500	\$ 500	\$ 500

BUDGET NARRATIVE
2015

FUND: **STREET FUND**
DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
TRANSPORTATION					
542.90.35.90	Small Eqp>\$1,000<\$5000		\$ -	\$ -	\$ -
542.90.41.00	Professional Services	Department of Transportation physical exams, required every two years for employees with CDL endorsement on their driver's license. Also covers IMSA, ITE, and other required certifications.	\$ 400	\$ 400	\$ 400
542.90.41.45	Advertising	Provides for job advertisements and bid notices.	\$ 1,000	\$ 1,000	\$ 1,000
542.90.42.00	Communications	Maintenance Administration telecommunication expenses.	\$ 4,760	\$ 4,760	\$ 4,760
542.90.43.00	Travel Expenses	Travel expenses for conferences, schools, and seminars.	\$ 500	\$ 500	\$ 500
542.90.49.00	Copier Lease	Provides for operating costs of copier for maintenance administration. Lease of copier is reclassified as a capital lease.	\$ 150	\$ 150	\$ 150
542.90.49.00	Miscellaneous	Miscellaneous items that cannot be assigned to other categories in maintenance administration.	\$ 500	\$ 500	\$ 500
542.90.49.20	Laundry	Provides for laundry of uniforms for the Maintenance Administration.	\$ 250	\$ 250	\$ 250
542.90.49.22	Dues, Schools & Conferences	Provides for dues and registration fees for training and conferences.	\$ 500	\$ 500	\$ 500
542.90.99.01	Computer Maintenance	Fund for maintenance of computers assigned to Maintenance Administration.	\$ -	\$ -	\$ -
542.90.99.02	Computer Replacement	Fund for replacement of computer assigned to Maintenance Administration.	\$ -	\$ -	\$ -
542.90.99.03	Equipment Maintenance	Equipment rental fund charges for vehicle maintenance.	\$ 3,000	\$ 3,000	\$ 3,000

BUDGET NARRATIVE
2015

FUND: **STREET FUND**
DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
TRANSPORTATION					
542.90.99.04	Equipment Replacement	Equipment rental fund charges for vehicle replacement.	\$ 12,238	\$ -	\$ -
542.90.99.05	Interfund Insurance	Provides for liability coverage for the department.	\$ 2,170	\$ 2,170	\$ 2,170
TOTAL MAINTENANCE ADMINISTRATION			\$ 65,259	\$ 53,021	\$ 52,847
101.920.040.542.91	ROADS/STREETS MAINTENANCE				
Work of the Street Department directly associated with maintenance activities.					
542.91.10.00	Salaries & Wages	Provides for salaries for the following positions: 1.00 Maintenance Worker - Lead 2.00 Maintenance Workers <u>1.00</u> Traffic Control Specialist <u>4.00</u> FTE's	\$ 237,684	\$ 237,684	\$ 240,241
542.91.11.00	Overtime	Overtime includes standby time and beeper pay @ \$1.00 per hour or at 5% of hourly rate whichever is higher.	\$ 7,500	\$ 7,500	\$ 7,500
542.91.20.00	Personnel Benefits	Covers payroll related benefits for all Street Maintenance personnel.	\$ 111,123	\$ 111,123	\$ 110,778
542.91.20.90	Employee Med. Contribution	Employee's share of health insurance premium cost for spouse and/or dependents. Starting 2015, exempt & Teamsters employees contribute for self; 2015 contribution is 5%.	\$ (2,047)	\$ (2,047)	\$ (4,388)
542.91.21.00	Uniforms	Benefits including uniforms and steel toed boots. Also covers replacement of worn shirts, rain gear, rain boots, hats and city logo embroidery.	\$ 1,255	\$ 1,255	\$ 1,255
542.91.31.00	Operating Supplies	Provides for general supplies of general maintenance nature that are not budgeted elsewhere.	\$ 4,000	\$ 4,000	\$ 4,000

BUDGET NARRATIVE 2015

FUND: **STREET FUND**
DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
TRANSPORTATION					
542.91.32	Fuel	Provides for fuel for Public Works vehicles assigned to Maintenance Workers.	\$ 17,038	\$ 17,038	\$ 17,038
542.91.32.01		Unleaded Fuel	\$ 9,975		
542.91.32.02		Diesel Fuel	\$ 6,213		
542.91.32.03		Outside Fuel Sales	\$ 350		
542.91.32.05		Propane from Marina	\$ 500		
			<u>\$ 17,038</u>		
542.91.35.00	Small Tools	This provides for the purchase of hand tools such as power drills, saws, etc.	\$ 2,660	\$ 2,660	\$ 2,660
542.91.35.90	Small Eqp>\$1,000<\$5000		\$ 3,000	\$ 3,000	\$ 3,000
542.91.41.00	Professional Services	Department of Transportation physical exams, required every two years for employees with CDL endorsement on their driver's license. Also covers IMSA, ITE, and other required certifications.	\$ 500	\$ 500	\$ 500
542.91.42.00	Communications	Public Works portion of telephone service. It also includes annual fees for underground locations center printer.	\$ 2,200	\$ 2,200	\$ 2,200
		T-1 Line	\$ 650		
		Cell Phones/Pagers	\$ 1,050		
		Underground Locator Line	\$ 500		
			<u>\$ 2,200</u>		
542.91.43.00	Travel Expenses	Courses or classes for Public Works employees, using their private vehicles.	\$ 500	\$ 500	\$ 500
542.91.45.00	Operating Rentals & Leases		\$ 2,000	\$ 2,000	\$ 2,000
542.91.48.00	Repairs & Maintenance	Provides contracted repairs and maintenance.	\$ 1,300	\$ 1,300	\$ 1,300
542.91.49.20	Laundry	Provides for laundry of uniforms for Maintenance Workers.	\$ 1,175	\$ 1,175	\$ 1,175
542.91.49.22	Dues, School, and Conferences	Provides for dues, school tuition, and conferences.	\$ 500	\$ 500	\$ 500

BUDGET NARRATIVE

2015

FUND: **STREET FUND**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
TRANSPORTATION					
542.91.99.01	Computer Maintenance	Fund for maintenance of Maintenance Administration computers.	\$ 9,103	\$ 9,103	\$ 9,103
542.91.99.02	Computer Replacement	Fund for replacement of Maintenance Administration computers.	\$ 2,689	\$ 679	\$ 679
542.91.99.03	Equipment Maintenance	Equipment rental fund charges for vehicle maintenance.	\$ 59,520	\$ 59,520	\$ 59,520
542.91.99.04	Equipment Replacement	Equipment rental fund charges for vehicle replacement.	\$ 153,380	\$ -	\$ -
542.91.99.05	Interfund Insurance	Provides for liability coverage for the department.	\$ 18,204	\$ 18,204	\$ 18,204
TOTAL ROADS/STREETS MAINTENANCE			\$ 633,284	\$ 477,894	\$ 477,765
101.930.040.543.10	ROADS/STREETS MANAGEMENT				
Road/Street activities that are engaged in overall executive direction and not directly associated with a specific maintenance function or project.					
543.10.10.00	Salaries & Wages	Salaries for Management: 0.15 Planning, Building & Public Works Director 0.30 GIS Administrator 0.05 PBPW Administrative Assistant II 0.10 Engineering Services Manager <u>0.60 FTE's</u>	\$ 54,713	\$ 54,713	\$ 54,713
543.10.20.00	Personnel Benefits	Benefits for Management personnel.	\$ 21,273	\$ 21,273	\$ 21,103
543.10.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependents. Starting 2015, dept. heads & exempt employees contribute for self; 2015 contribution is 5%.	\$ (444)	\$ (444)	\$ (734)
543.10.31.00	Operating Supplies	Provides for general supplies of general administrative nature that are not budgeted elsewhere.	\$ 200	\$ 200	\$ 200
543.10.41.00	Professional Services		\$ 1,100	\$ 1,100	\$ 1,100
543.10.42.00	Communications	Public Works Engineering portion of telephone service.	\$ -	\$ -	\$ -
543.10.43.00	Travel Expenses		\$ 100	\$ 100	\$ 100

BUDGET NARRATIVE
2015

FUND: **STREET FUND**
DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
TRANSPORTATION					
543.10.99.01	Computer Maintenance	Fund for maintenance of Maintenance Administration computers.	\$ 510	\$ 510	\$ 510
543.10.99.02	Computer Replacement	Fund for replacement of Maintenance Administration computers.	\$ 80	\$ 80	\$ 80
543.10.99.05	Interfund Insurance	Provides for liability coverage for the department.	\$ 1,416	\$ 1,416	\$ 1,416
597.43.00.00	Transfer Out	This is a transfer to Fund 220 for its share of the State LOCAL Program Debt Service for the City-wide Energy Savings & Utility Improvement project.	\$ 657	\$ 657	\$ 657
597.43.00.01	Transfer Out	This is a transfer to Fund 220 for its share of Debt Service for the copier lease.	\$ 345	\$ 345	\$ 345
TOTAL ROADS/STREETS MANAGEMENT			\$ 79,950	\$ 79,950	\$ 79,490
101.940.040.543.50.00.00					
ROADS/STREET BUILDING MAINTENANCE					
Cost of maintaining the Public Works Service Center associated with Roads/Streets activities.					
543.50.31	Operating Supplies	Provides for general supplies of general administrative nature that are not budgeted elsewhere.	\$ 1,800	\$ 1,800	\$ 1,800
543.50.31.04	Operating Supplies-Public Works Parks Svc Ctr & Bldg	Provides for supplies of Public Works Service Center & Bldg.	\$ 825	\$ 825	\$ 825
543.50.42	Janitorial Services	Public Works portion of telephone service.	\$ 4,600	\$ 4,600	\$ 4,600
543.50.47	Utility Services	Provides for the Public Works portion of utilities for the Public Works Service Center (35%) and Public Works Bldg (20%)	\$ 16,470	\$ 16,470	\$ 16,470
543.50.47.01	Electricity		\$ 8,445		
543.50.47.02	Water		\$ 1,170		
543.50.47.03	Sewer		\$ 260		
543.50.47.04	SWM		\$ 6,100		
543.50.47.06	Natural Gas		\$ 495		
			<u>\$ 16,470</u>		

BUDGET NARRATIVE 2015

FUND: **STREET FUND**
DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
TRANSPORTATION					
543.50.99.02	Repairs & Maintenance	Fund for replacement of Maintenance Administration computers.	\$ 3,000	\$ 3,000	\$ 3,000
543.50.99.06	Facility Repair & Replacement Interfund	Provides for major improvements to City buildings. Fee is charged on an occupied square foot basis.	\$ 3,931	\$ 3,931	\$ 3,931
TOTAL ROADS/STREETS BUILDING MAINTENANCE			\$ 30,626	\$ 30,626	\$ 30,626
101.920.040.594.42.60.00	CAPITAL OUTLAY				
	This accounts for capital equipment purchased for the Street Department's general use.				
594.42.64	Equipment		\$ -	\$ -	\$ -
TOTAL CAPITAL OUTLAY			\$ -	\$ -	\$ -
TOTAL STREET FUND BUDGET REQUESTS			\$ 1,339,669	\$ 1,172,041	\$ 1,171,278
ESTIMATED ENDING FUND BALANCE			\$ -	\$ -	\$ 79,740
TOTAL STREET FUND			\$ 1,339,669	\$ 1,172,041	\$ 1,251,018

CITY OF DES MOINES

2015 BUDGET REQUESTS

LAW ENFORCEMENT
POLICE DRUG SEIZURE FUND

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 YR END EST	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
107.100.030	POLICE DRUG SEIZURE FUND									
521.21.31.00	OFFICE & OPERATING SUPPLIES	-	608	-	-	378	750	1,000	1,000	1,000
521.21.35.00	SMALL EQUIPMENT	-	-	-	-	-	-			
521.21.35.90	SMALL EQP >\$1,000 <\$5,000	3,500	-	3,500	3,500	-	-	2,500	2,500	2,500
521.21.41.00	PROFESSIONAL SERVICES	10,000	1,590	10,000	10,000	891	2,000	10,000	10,000	10,000
521.21.48.00	REPAIRS AND MAINTENANCE	-	18	-	-	-	-			
521.21.49.22	DUES, SCHOOLS, & CONFERENCES	-	40	-	-	-	-			
521.21.51.49	STATE SHARE OF DRUG SEIZURES	1,500	135	1,500	1,500	-	-	1,500	1,500	1,500
594.21.64.00	EQUIPMENT - DRUG SEIZURE	-	-	-	-	-	-			
	POLICE DRUG SEIZURE TOTAL	15,000	2,390	15,000	15,000	1,269	2,750	15,000	15,000	15,000
508.30.00.00	ENDING FUND BALANCE-RESTRICTED	9,684	9,476	4,776	4,776		7,334	7,338	7,338	7,338
		24,684	11,866	19,776	19,776	1,269	10,084	22,338	22,338	22,338

BUDGET NARRATIVE

2015

FUND: POLICE DRUG SEIZURE FUND
 DEPARTMENT: LAW ENFORCEMENT
 DIVISION: DRUG SEIZURE

Account No.	Title	Description	Departmental Request	Executive Amendment	Adopted
107.100.030.521.21.00.00 POLICE DRUG SEIZURE FUND					
SUPPLIES					
521.21.31.00	Supplies		\$ 1,000	\$ 1,000	\$ 1,000
		TOTAL SUPPLIES	\$ 1,000	\$ 1,000	\$ 1,000
SMALL EQUIPMENT					
521.21.35.00	Small Equipment		\$ 2,500	\$ 2,500	\$ 2,500
		TOTAL SMALL EQUIPMENT	\$ 2,500	\$ 2,500	\$ 2,500
PROFESSIONAL SERVICES					
521.21.41.00	Professional Services		\$ 10,000	\$ 10,000	\$ 10,000
		TOTAL OTHER SERVICES AND CHARGES	\$ 10,000	\$ 10,000	\$ 10,000
INTERGOV'T/INTERFUND SERVICES					
521.21.51.49	State Share of Drug Seizures	Annual payment to the state for 10% of local drug seizures.	\$ 1,500	\$ 1,500	\$ 1,500
		TOTAL INTERFUND SERVICES	\$ 1,500	\$ 1,500	\$ 1,500
CAPITAL OUTLAY					
594.21.64.00	Equipment-Drug Seizure	Provides for acquisition of miscellaneous equipment for drug crime prevention.	\$ -	\$ -	\$ -
		TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -
ENDING FUND BALANCE					
508.30.00.00	Ending Fund Balance-Restricted		\$ 7,338	\$ 7,338	\$ 7,338
		TOTAL ENDING FUND BALANCE	\$ 7,338	\$ 7,338	\$ 7,338
		TOTAL POLICE DRUG SEIZURE FUND	\$ 22,338	\$ 22,338	\$ 22,338

BUDGET NARRATIVE 2015

FUND: **TRANSPORTATION IMPACT FEE**
DEPARTMENT: **PLANNING, BUILDING, AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
109.100.040		TRANSPORTATION IMPACT FEE	\$ 641,623	\$ 641,623	\$ 641,623

The purpose of this fund is to account for all transportation impact fees imposed on development activity to fund transportation infrastructure improvements due to growth impacts from the development. Ordinance No. 1322, adopted May 22, 2003, established transportation impact fees effective July 1, 2005.

Impact fees are transferred to the Transportation Capital Improvement Fund for eligible expenditures identified in the Comprehensive Transportation Plan as "Intersection and Roadway Capacity Improvements". Eligible expenditures include payments on debt service on bonds or loans, financing eligible expenditures and reimbursements for past and current eligible expenditures.

2015 Beginning Fund Balance	\$	335,851
2015 Impact Fees	\$	305,772
2015 Interest	\$	1,000
2015 Expenditures	\$	<u>(305,772)</u>
2015 Ending Fund Balance	\$	<u>336,851</u>

CITY OF DES MOINES

2015 BUDGET REQUEST

PLANNING, BUILDING, AND PUBLIC WORKS
TRANSPORTATION IMPACT FEE FUND

109.100.040 TRANSPORTATION IMPACT FEE FUND		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 YR END EST	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
597.95.00.00	TRANSFER-OUT	634,250	288,751	292,641	417,641	74,335	253,201	305,772	305,772	305,772
	TOTAL TRANS. IMPACT FEE	634,250	288,751	292,641	417,641	74,335	253,201	305,772	305,772	305,772
508.40.00.00	ENDING FUND BALANCE-COMMITTED	9,778	335,351	9,727	335,851		335,351	335,851	335,851	335,851
		644,028	624,102	302,368	753,492	74,335	588,552	641,623	641,623	641,623

BUDGET NARRATIVE
2015

FUND: **TRANSPORTATION IMPACT FEE**
DEPARTMENT: **PLANNING, BUILDING, AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
109.100.040		TRANSPORTATION IMPACT FEE			
		OPERATING TRANSFERS			
597.95.00.00	Transfer-out	Transfer-out to Fund 319	\$ 305,772	\$ 305,772	\$ 305,772
		TOTAL OPERATING TRANSFERS	\$ 305,772	\$ 305,772	\$ 305,772
		ENDING FUND BALANCE			
508.40.00.00	Ending Fund Balance-Committed		\$ 335,851	\$ 335,851	\$ 335,851
		TOTAL ENDING FUND BALANCE	\$ 335,851	\$ 335,851	\$ 335,851
		TOTAL TRANSPORTATION IMPACT FEE FUND	\$ 641,623	\$ 641,623	\$ 641,623

BUDGET NARRATIVE

2015

FUND: **HOTEL-MOTEL TAX**
 DEPARTMENT: **PARKS, RECREATION, AND SENIOR SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
111.100.045		HOTEL-MOTEL TAX	\$ 28,387	\$ 28,387	\$ 28,387

Ordinance No. 1358, adopted January 13, 2005, established the Hotel-Motel Tax Fund and authorized a special excise tax, not to exceed 2%. The Lodging Tax Advisory Committee recommended imposing a 1% lodging tax. Revenues generated by the lodging tax are to be used exclusively for tourism-related activities.

2015 Beginning Fund Balance	\$	8,379
2015 Hotel-Motel Tax	\$	20,000
2015 Interest	\$	8
2015 Expenditures	\$	<u>(20,000)</u>
2015 Ending Fund Balance	\$	<u>8,387</u>

CITY OF DES MOINES

2015 BUDGET REQUEST

PARKS, RECREATION, AND
 SENIOR SERVICES
 HOTEL-MOTEL TAX FUND

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 YR END EST	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
111.100.045	HOTEL-MOTEL TAX FUND									
557.30.51.55	SEATTLE SOUTHSIDE VISITOR SERVICES	17,247	19,822	17,813	25,000	9,143	20,583	20,000	20,000	20,000
	TOTAL HOTEL-MOTEL TAX FUND	17,247	19,822	17,813	25,000	9,143	20,583	20,000	20,000	20,000
508.30.00.00	ENDING FUND BALANCE-RESTRICTED	8,013	8,374	9,843	8,382		8,379	8,387	8,387	8,387
		25,260	28,196	27,656	33,382	9,143	28,962	28,387	28,387	28,387

Per Paula, budget \$20,000 (both revenue & expenditure).

BUDGET NARRATIVE

2015

FUND: **HOTEL-MOTEL TAX FUND**
 DEPARTMENT: **PARKS, RECREATION, AND SENIOR SERVICES**

Account No.	Title	Narrative	Dparrtmental Request	Executive Amendment	Adopted
111.100.045	HOTEL-MOTEL TAX FUND				
	INTERGOVERNMENTAL SERVICES				
557.30.51.55	Seattle Southside Visitor Services		\$ 20,000	\$ 20,000	\$ 20,000
	ENDING FUND BALANCE				
508.30.00.00	Ending Fund Balance-Restricted		\$ 8,387	\$ 8,387	\$ 8,387
			\$ 28,387	\$ 28,387	\$ 28,387

CITY OF DES MOINES
 Outstanding Bonds and Public Works Trust Fund Loans
 Debt Service Funds
 2015 Budget

Fund	Description	Source of Revenue	Outstanding Balance 12/31/14	2015 Payment Principal	Interest	Outstanding Balance 12/31/15	Maturity
219	2008 G.O. Bond Transportation	Transportation Impact fees/REET	\$ 1,965,000	\$ 105,000	\$ 88,763	\$ 1,860,000	12/1/28
219	2008 G.O. Refunding Bond	Real Estate Excise Taxes	340,000	105,000	14,450	235,000	12/1/17
Total Fund 219			\$ 2,305,000	\$ 210,000	\$ 103,213	\$ 2,095,000	
<hr/>							
220	2004 PWTF Loan-Pac Hwy Construction	Transportation Impact Fees/REET	\$ 236,184	\$ 23,618	\$ 1,181	\$ 212,565	7/1/24
220	2009 PWTF Loan-DM Gateway	Transportation Impact Fees/REET	446,078	31,863	2,390	414,215	7/1/28
220	2011 State of WA LOCAL Financing Prog	Energy Savings fm General Fd, Street Fd, SWM Fd	78,262	9,993	3,156	68,269	12/1/21
220	2011 Capital Lease - Copier	General & Street Funds	17,346	14,815	448	2,531	2/1/16
Total Fund 220			\$ 777,870	\$ 80,289	\$ 7,175	\$ 697,580	

CITY OF DES MOINES

2015 BUDGET REQUEST

NON-DEPARTMENTAL
95 G.O. NEW POLICE FACILITY

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 YR END EST	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
211.000.011	1995 G.O. NEW POLICE FACILITY									
	LONG TERM DEBT SERVICE									
591.21.71	PRINCIPAL		-	-	-	-	-	-	-	-
592.21.80	INTEREST		-	-	-	-	-	-	-	-
597.21.00.01	TRANSFER-OUT/FUND 506	-	-	-	-	-	-	-	-	-
	TOTAL 1995 G.O. BOND	-	-	-	-	-	-	-	-	-
508.50.00	ENDING FUND BALANCE-ASSIGNED	283	230	235	231	-	235	235	235	235
		283	230	235	231	-	235	235	235	235

ORIGINAL ISSUE AMOUNT: \$ 3,350,000
MATURITY 2007

2013 Estimate:

2013 Beg Fund Balance-Assigned	\$	227
Special Property Tax		3
Interest Revenue		-
Principal		-
Interest		-
Tsf-out to Fund 506		-
Ending Fund Balance-Assigned	\$	230

2014 Estimate:

2014 Beg Fund Balance-Assigned	\$	230
Special Property Tax		5
Interest Revenue		-
Principal		-
Interest		0
Tsf-out to Fund 506		-
Ending Fund Balance-Assigned	\$	235

2015 Estimate:

2015 Beg Fund Balance-	\$	235
Special Property Tax		-
Interest Revenue		-
Principal		-
Interest		-
Tsf-out to Fund 506		-
Ending Fund Balance-As	\$	235

CITY OF DES MOINES

2015 BUDGET REQUEST

NON-DEPARTMENTAL
LID FUND

212.000.050 LID FUND		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TTL	2015 DEPT REQ	2015 EXEC AMEND	2015 ADOPTED
212.198.050	LID 1-98-10 (7th Ave.)									
597.95.00.00	TRANSFER-OUT/FUND 319	3,719	6,076	3,569	5,479	0	5,452	3,419	3,419	3,419
	TOTAL LID FUND	3,719	6,076	3,569	5,479	0	5,452	3,419	3,419	3,419
212.000.000	ESTIMATED ENDING FUND BALANCE	0	0	0	0		0	0	0	0
508.30.00		3,719	6,076	3,569	5,479	0	5,452	3,419	3,419	3,419

2013 Estimate:

Beginning Fund Balance	-
Interest Revenue	-
Assessment Principal	4,455
Assessment Interest/Penalties	1,621
Transfer Out to Fund 319	(6,076)
Total	0

2014 Budget:

Beginning Fund Balance	0
Interest Revenue	-
Assessment Principal	4,901
Assessment Interest/Penalties	551
Transfer Out to Fund 319	(5,452)
Total	0

2015 Forecast:

Beginning Fund Balance	0
Interest Revenue	-
Assessment Principal	3,119
Assessment Interest	300
Transfer Out to Fund 319	(3,419)
Total	(0)

CITY OF DES MOINES

2015 BUDGET REQUEST

NON-DEPARTMENTAL
2008 G.O. TRANS & REF BONDS

2008 G.O. 219.XXX.050 TRANSPORTATION/REFUNDING	2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 YR END EST	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
219.100.050 2008 GO TRANSPORTATION BONDS:									
591.95.71.00 PRINCIPAL	95,000	95,000	100,000	100,000	-	100,000	105,000	105,000	105,000
592.95.83.00 INTEREST	96,563	96,563	95,563	92,763	46,381	92,763	88,763	88,763	88,763
592.95.85.00 FISCAL AGENT FEES	300	219	225	225	220	220	225	225	225
SUBTOTAL 2008 GO TRANS BONDS	191,863	191,782	195,788	192,988	46,601	192,983	193,988	193,988	193,988
219.200.050 2008 GO REFUNDING BONDS (97 BONDS)									
591.18.71.00 PRINCIPAL	100,000	100,000	100,000	105,000	-	105,000	105,000	105,000	105,000
592.18.83.00 INTEREST	22,650	22,650	18,650	18,650	9,325	18,650	14,450	14,450	14,450
592.18.85.00 FISCAL AGENT FEES	150	81	85	85	82	82	85	85	85
SUBTOTAL 2008 REFUNDING BONDS	122,800	122,731	118,735	123,735	9,407	123,732	119,535	119,535	119,535
TOTAL 2008 G.O. BONDS	314,663	314,513	314,523	316,723	56,008	316,715	313,523	313,523	313,523
508.30.00.00 ENDING FUND BALANCE-RESTRICTED	20,803	21,248	18,173	21,273	-	21,266	21,291	21,291	21,291
	335,466	335,761	332,696	337,996	56,008	337,981	334,814	334,814	334,814

ORIGINAL ISSUE AMOUNT: \$ 3,450,000
BALANCE AS OF 12/31/2013: \$ 2,510,000
ENDING BALANCE AS OF 12/31/2014: \$ 2,305,000
MATURITY 2008 TRANSPORTATION BONDS 12/1/2028
MATURITY 2008 REFUNDING BONDS 12/1/2017 (1997 GO Bonds were refunded with 2008 Refunding GO Bond Issue)

2013 Actual:

2013 Beg Fund Balance-Restricted	\$	21,222
Transfer-in from Fund 310		122,731
Transfer-in from Fund 319		191,782
Interest Revenue		26
Principal		(195,000)
Interest		(119,213)
Miscellaneous		(300)
Ending Fund Balance-Restricted	\$	21,248

2014 Estimate:

2014 Beg Fund Balance	\$	21,248
Transfer-in from Fund 310		123,732
Transfer-in from Fund 319		192,983
Interest Revenue		17
Principal		(205,000)
Interest		(111,413)
Miscellaneous		(302)
Ending Fund Balance	\$	21,266

2015 Estimate:

2015 Beg Fund Balance		21,266
Transfer-in from Fund 310		119,535
Transfer-in from Fund 319		193,988
Interest Revenue		25
Principal		(210,000)
Interest		(103,213)
Miscellaneous		(310)
Ending Fund Balance		21,291

CITY OF DES MOINES

2015 BUDGET REQUEST

NON-DEPARTMENTAL
PUBLIC WORKS TRUST LOAN/PAC HWY

PW TRUST FUND LOAN/PAC HWY 220.103.050 PW-04-691-026		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 YR END EST	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
591.95.79.00	PRINCIPAL-PW TRUST LOAN	23,618	23,618	23,618	23,619	23,618	23,618	23,618	23,618	23,618
592.95.83.00	INTEREST-PW TRUST LOAN	1,417	1,417	1,299	1,299	1,299	1,299	1,181	1,181	1,181
TOTAL PW TRUST LOAN		25,035	25,035	24,917	24,918	24,917	24,917	24,799	24,799	24,799
220.000.000										
508.50.00.00	ENDING FUND BALANCE-ASSIGNED	2	2	2	4	2	2	2	2	2
		25,037	25,037	24,919	24,922	24,919	24,919	24,801	24,801	24,801

ORIGINAL LOAN AMOUNT: \$ 2,250,000
 BALANCE AS OF 12/31/2013: \$ 259,802
 ENDING BALANCE AS OF 12/31/2014: \$ 236,184
 MATURITY 7/1/2024

2013 Actual:
 Beginning Fund Balance-Assigned \$ 2
 Transfer-in from Fund 319 25,035
 Principal (23,618)
 Interest (1,417)
 Miscellaneous -
 Ending Fund Balance-Assigned \$ 2

2014 Estimate:
 2014 Beg Fund Balance \$ 2
 Transfer-in from Fund 319 24,917
 Principal (23,618)
 Interest (1,299)
 Miscellaneous -
 Ending Fund Balance \$ 2

2015 Estimate:
 2015 Beg Fund Balance \$ 2
 Transfer-in from Fund 319 24,799
 Principal (23,618)
 Interest (1,181)
 Miscellaneous -
 Ending Fund Balance \$ 2

CITY OF DES MOINES

2015 BUDGET REQUEST

NON-DEPARTMENTAL
PUBLIC WORKS TRUST LOAN/GATEWAY

PW TRUST FUND LOAN/GATEWAY 220.104.050 PW-08-951-112		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 YR END EST	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
591.95.79.04	PRINCIPAL-PW TRUST LOAN	31,863	31,863	31,863	31,863	31,863	31,863	31,863	31,863	31,863
592.95.83.04	INTEREST-PW TRUST LOAN	2,549	2,549	2,549	2,549	2,390	2,390	2,230	2,230	2,230
592.95.89.04	OTHER COSTS-PW TRUST LOAN		-	-	-	-	-	-	-	-
TOTAL PW TRUST LOAN		34,412	34,412	34,412	34,412	34,253	34,253	34,093	34,093	34,093

ORIGINAL LOAN AMOUNT: \$ 1,000,000
BALANCE AS OF 12/31/2013: \$ 477,941
ENDING BALANCE AS OF 12/31/2014: \$ 446,078
MATURITY 2028 (Loan was extended from 7/1/2013 to 7/1/2028)

2013 Actual:
 Transfer-in from Fund 319 \$ 34,412
 Principal (31,863)
 Interest (2,549)
 Miscellaneous -

 Total \$ -

2014 Estimate:
 Transfer-in from Fund 319 \$ 34,253
 Principal (31,863)
 Interest (2,390)
 Miscellaneous -

 Total \$ -

2015 Estimate:
 Transfer-in from Fund 319 \$ 34,093
 Principal (31,863)
 Interest (2,230)
 Miscellaneous -

 Total \$ -

CITY OF DES MOINES

2015 BUDGET REQUEST

NON-DEPARTMENTAL
LOCAL PRG-ENERGY SAVINGS PROJECT

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 ESTIMATE YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
220.106.050	LOCAL PRG-ENERGY SVGS PROJ									
591.18.79.06	PRINCIPAL	9,419	9,419	8,925	9,702	-	9,702	9,993	9,993	9,993
592.18.83.06	INTEREST	3,729	3,729	3,171	3,447	1,723	3,447	3,156	3,156	3,156
TOTAL LOCAL PRG-ENERGY SVGS PROJ		13,148	13,148	12,096	13,149	1,723	13,149	13,149	13,149	13,149

ORIGINAL LOAN AMOUNT: \$ 106,138
 BALANCE AS OF 12/31/2013: \$ 87,963
 ENDING BALANCE AS OF 12/31/2014: \$ 78,261
 MATURITY 12/1/2021

2013 Actual:
 Transfer-in \$ 13,148
 Principal (9,419)
 Interest (3,729)
 Miscellaneous -
 Total \$ (0)

2014 Estimate:
 Transfer-in \$ 13,149
 Principal (9,702)
 Interest (3,447)
 Miscellaneous -
 Total \$ -

2015 Estimate:
 Transfer-in \$ 13,149
 Principal (9,993)
 Interest (3,156)
 Miscellaneous -
 Total \$ 0

CITY OF DES MOINES

2015 BUDGET REQUEST

NON-DEPARTMENTAL
COPIER LEASE

220.125.050	COPIER CAPITAL LEASE	2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 ESTIMATE YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
591.18.75.00	PRINCIPAL	13,616	13,616	14,203	14,203	-	14,203	14,815	14,815	14,815
592.18.83.00	INTEREST	1,647	1,647	1,060	1,060	-	1,060	448	448	448
TOTAL COPIER CAPITAL LEASE		15,263	15,263	15,263	15,263	-	15,263	15,263	15,263	15,263

ORIGINAL LEASE AMOUNT: \$ 68,685
 BALANCE AS OF 12/31/14: \$ 17,346
 ENDING BALANCE AS OF 12/31/15: \$ 2,531
 MATURITY 2/1/2016

2013 Actual:

Tsf-in from Fund 001/101	\$	15,263
Principal		(13,616)
Interest		(1,647)
Miscellaneous		-
Total	\$	-

2014 Estimate:

Tsf-in from Fund 001/101	\$	15,263
Principal		(14,203)
Interest		(1,060)
Miscellaneous		-
Total	\$	-

2015 Estimate:

Tsf-in from Fund 001/101	\$	15,263
Principal		(14,815)
Interest		(448)
Miscellaneous		-
Total	\$	-

CITY OF DES MOINES
 Outstanding Bonds and Loans
 All Funds
 2015 Budget

Outstanding Debt 12/31/2015

Item	Interest Rates	Issue Date	Maturity Date	Total Amount Issued	Outstanding			
					1/1/2015	Issue in 2015	Redeem in 2015	12/31/2015
<u>General Obligation Bonds</u>								
Limited:								
2008 Transportation Improvement	4.00% - 4.70%	12/1/08	12/1/28	2,515,000	\$ 1,965,000	\$ -	\$ 105,000	\$ 1,860,000
2008 Refunding Bond	4.00% - 4.25%	12/1/08	12/1/17	935,000	340,000		105,000	235,000
Total General Obligation Bonds				\$ 3,450,000	\$ 2,305,000	\$ -	\$ 210,000	\$ 2,095,000
<u>General Obligation Notes and Loans</u>								
General Government:								
2004 PWTF Loan-Pac Hwy Proj	0.5%	7/14/04	7/1/24	2,250,000	236,184	-	23,618	212,565
2009 PWTF Loan-DM Gateway	0.5%	3/9/09	7/1/28	1,000,000	446,078		31,863	414,215
2011 LOCAL Lease Purchase Prog	3.00%	11/15/11	12/1/21	106,138	78,262	-	9,993	68,269
2011 Capital lease - Copiers	4.00%	3/1/11	2/1/16	68,685	17,346	-	14,815	2,531
Total General Obligation Notes and Loans				\$ 3,424,823	\$ 777,870	\$ -	\$ 80,289	\$ 697,580
<u>Enterprise Funds Bonds, Notes & Loans</u>								
2012 Marina Refunding Bonds	2.00% - 4.00%	12/1/12	12/1/22	\$ 2,810,000	\$ 2,085,000	\$ -	\$ 235,000	\$ 1,850,000
2008 Marina GO Bonds	4.00% - 5.00%	12/1/08	12/1/28	6,080,000	5,190,000		275,000	4,915,000
2011 Capital lease - Copiers (Marina)	4.00%	3/1/11	2/1/16	7,787	1,967	-	1,680	287
2011 Capital lease - Copiers (SWM)	4.00%	3/1/11	2/1/16	4,591	1,159	-	990	169
2011 Capital lease - Copiers (Equipment Rental)	4.00%	3/1/11	2/1/16	1,246	315	-	269	46
2011 Capital lease - Copiers (Computer Operations)	4.00%	3/1/11	2/1/16	1,246	315	-	269	46
Total Enterprise Funds Bonds, Notes & Loans				\$ 8,904,871	\$ 7,278,756	\$ -	\$ 513,208	\$ 6,765,548
Total Outstanding Debt				\$ 15,779,693	\$ 10,361,626	\$ -	\$ 803,497	\$ 9,558,128

CITY OF DES MOINES
2015 Budget

Debt Capacity

Description	General Capacity		Special Purpose Capacity		Total Debt Capacity
	Councilmanic	Voter Approval	Parks & Open Space	Utility Purposes	
Legal Limit (1.5% of assessed value)	40,007,139	(40,007,139)			
Legal Limit (2.5% of assessed value)		66,678,564	66,678,564	66,678,564	200,035,693
Statutory Debt Limit	\$ 40,007,139	\$ 26,671,426	\$ 66,678,564	\$ 66,678,564	\$ 200,035,693
Less:					
Limited Tax Debt Outstanding *	(9,555,050)	(9,555,050)			
Unlimited Tax Debt Outstanding		0			
Add:					
Cash Available in Debt Service Funds	21,293	235			
Remaining Legal Debt Capacity	\$ 30,473,382	\$ 17,116,611	\$ 66,678,564	\$ 66,678,564	\$ 200,035,693
Total Remaining "General" Capacity	\$ 47,589,993				

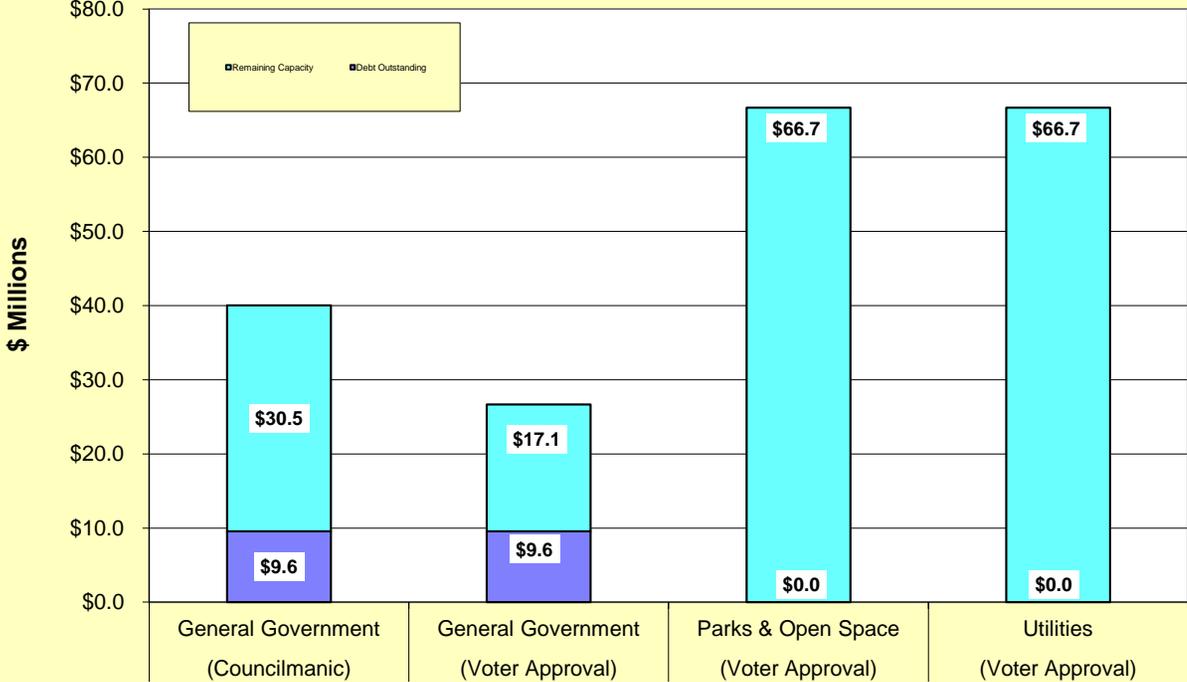
Latest AV fm 2014 Final Levy Limit Worksheet 2,667,142,570

	(Councilmanic) General Government	(Voter Approval) General Government	(Voter Approval) Parks & Open Space	(Voter Approval) Utilities
Debt Outstanding	9.6	9.6	0	0
Remaining Capacity	30.5	17.1	66.7	66.7

* Excludes Capital Lease

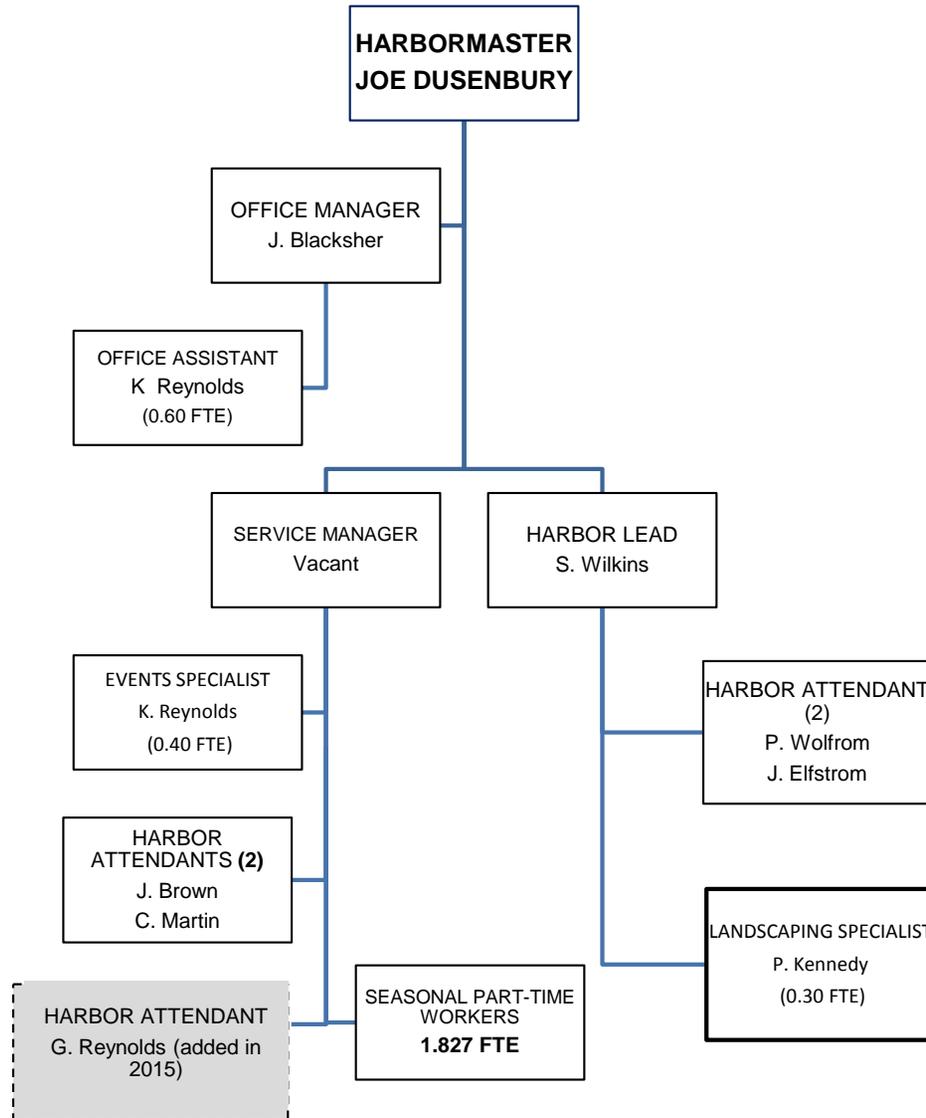
CITY OF DES MOINES
2015 Budget

Debt Capacity as of December 31, 2015
Based on 2015 Assessed Valuation = \$2.667 Billion
Total Remaining "General Capacity" \$47,589,993



**CITY OF DES MOINES
MARINA**

Organizational Chart



Department/Divisions

- | |
|-------------------------------|
| <i>Administration</i> |
| <i>Services</i> |
| <i>Special Events</i> |
| <i>Maintenance</i> |
| <i>Repair and Replacement</i> |
| <i>Capital Improvement</i> |

BUDGET NARRATIVE

2015

FUND: MARINA REVENUE FUND
DEPARTMENT: MARINA

MARINA REVENUE FUND

	2013 Year End Actual	2014 Adopted Budget	2014 Year End Estimates	2015 Proposed Budget
REVENUE				
Monthly Moorage	2,137,608	2,140,000	2,123,381	2,100,000
Dry Storage	147,913	148,112	165,230	140,000
Winter Moorage	12,495	12,000	16,000	16,000
Sublease Credits	(14,465)	(30,753)	(10,001)	
Sublease Revenue	80,897	36,333	25,973	13,000
Leases	90,481	95,843	98,000	95,843
Storage Fees	24,346	25,900	25,900	25,900
Monthly Moorage Late Penalties	12,795	13,500	13,000	13,000
Overnight Moorage	71,693	75,000	78,500	70,000
Liveaboard Revenue	-	-	29,761	-
Shared Moorage	(378)	-	(424)	-
Lockers	9,733	9,500	4,900	6,000
Electricity	96,733	110,000	97,918	96,500
Launching Fees	6,800	4,600	5,750	4,800
Miscellaneous Services & Charges	2,857	3,000	3,000	2,200
Special Events	1,288	1,000	116	-
Parking Fines	5,822	5,100	6,814	5,000
Farmer's Market Space Rental	3,115	-	-	
Concession Proceeds	482	750	1,050	500
Waiting List Admin Fee	4,920	4,500	4,770	3,500
Unleaded Fuel	530,505	563,390	698,269	546,184
Diesel & Propane Fuel	764,086	759,763	818,597	819,276
Travel Lift Equipt Rental fee	7,342	7,572	7,572	7,342
Parking Fees	83,562	80,000	80,480	80,000
Travel Lift Eqp & Building Maintenance fee	5,480	5,651	5,651	5,480
Sale of Keycards & Other Misc Revenues	6,041	4,800	3,200	5,070
Vending-Bait-Ice-Propane	7,251	10,000	7,398	4,100
Interest Earnings	4,144	3,750	3,045	2,000
	\$ 4,103,546	\$ 4,089,311	\$ 4,313,850	\$ 4,061,695

BUDGET NARRATIVE

2015

FUND: MARINA REVENUE FUND
DEPARTMENT: MARINA

MARINA REVENUE FUND

	2013 Year End Actual	2014 Adopted Budget	2014 Year End Estimates	2015 Proposed Budget
EXPENSES				
Operating Expenses				
Marina Administration	\$ 1,294,100	\$ 1,269,670	\$ 1,250,335	\$ 1,027,464
Marina Service	1,629,066	1,596,410	1,695,251	1,712,124
Marina Maintenance	470,755	552,198	601,330	536,559
Marina Special Events	13,593	38,880	31,377	34,020
Total Operating Expenses	\$ 3,407,514	\$ 3,457,158	\$ 3,578,293	\$ 3,310,167
Transfers & Debt Service				
Transfer In (CIP Reimbursement)	\$ -	\$ (22,500)	\$ -	\$ -
Debt Service-2012 Refunded Bonds	312,300	307,700	308,002	308,420
Copier Capital Lease	1,731	1,731	1,731	1,731
Transfer Out (Marina Capital Contribution)	-	-	-	-
Transfer-Out to Depr & Improv Fund-2008 Bonds	483,017	514,036	514,018	513,436
Total Transfers	\$ 797,048	\$ 800,967	\$ 823,751	\$ 823,587
Other Revenues & (Expenses)				
Other Non Operating Revenues	11,183	-	1,457	-
	\$ 11,183	\$ -	\$ 1,457	\$ -
Total Expenses (Net)	\$ 4,204,562	\$ 4,258,125	\$ 4,402,044	\$ 4,133,754
Total Revenue - Total Expenses	\$ (89,833)	\$ (168,814)	\$ (88,194)	\$ (72,059)
Beginning Fund Balance	\$ 1,271,540	\$ 1,122,297	\$ 1,181,708	\$ 1,093,514
Ending Fund Balance	\$ 1,181,708	\$ 953,483	\$ 1,093,514	\$ 1,021,455
Debt Service Reserve				
2012 Refunded Bonds	(254,500)	(231,500)	(231,500)	(208,500)
2008 Bonds	(514,316)	(514,316)	(514,316)	(491,500)
	\$ (768,816)	\$ (745,816)	\$ (745,816)	\$ (700,000)
Total Unreserved Fund Balance	\$ 412,892	\$ 207,667	\$ 347,699	\$ 321,455

** Beginning Unreserved Fund Balance to be maintained at a minimum of 12.5% (1.5 months) of Operating Expenses.

Target Beginning Fund Balance	\$ 425,939	\$ 432,145	\$ 447,287	\$ 413,771
+/- difference	\$ (13,047)	\$ (224,478)	\$ (99,587)	\$ (92,316)

CITY OF DES MOINES

2015 BUDGET REQUEST

MARINA
ADMINISTRATION

401.100.070 ADMINISTRATION		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
575.71.10.00	SALARIES	191,111	178,182	198,664	198,664	99,038	200,567	208,795	208,795	208,795
575.71.11.00	OVERTIME	300	1,318	1,500	1,500	1,086	1,750	1,500	1,500	1,500
575.71.10	SUB TOTAL	191,411	179,500	200,164	200,164	100,124	202,317	210,295	210,295	210,295
575.71.20.00	BENEFITS	70,739	71,050	83,254	83,254	40,457	81,756	84,302	84,302	84,302
575.71.20.90	EMPLOYEE MED. CONTRIBUTION	(1,095)	(1,284)	(805)	(805)	(710)	(1,419)	(1,490)	(1,490)	(1,490)
575.71.21.00	UNIFORMS	250	-	-	-	-	250	250	250	250
575.71.20	SUB TOTAL	69,894	69,766	82,449	82,449	39,748	80,587	83,062	83,062	83,062
575.71.31.00	OFFICE/OPERATING SUPPLIES	6,000	13,038	6,000	6,000	2,470	5,500	6,000	6,000	6,000
575.71.34.07	KEYCARDS PURCHASED FOR RESALE	2,500	-	2,500	2,500	1,580	2,500	2,500	2,500	2,500
575.71.35.00	SMALL TOOLS & EQUIPMENT	1,000	992	1,000	1,000	-	700	1,000	1,000	1,000
575.71.35.90	SMALL EQP >\$1,000 <\$5,000	3,000	-	3,000	3,000	-	2,000	3,000	3,000	3,000
575.71.30	SUB TOTAL	12,500	14,029	12,500	12,500	4,049	10,700	12,500	12,500	12,500
575.71.41.00	PROFESSIONAL SERVICES	35,000	20,123	35,000	35,000	18,333	24,800	35,000	35,000	35,000
575.71.41.23	PROF SERV-STATE AUDIT	5,000	4,163	5,150	5,150	-	7,500	5,150	5,150	5,150
575.71.41.38	PROF SERV-ARMOR CAR SERVICES	5,211	4,035	4,267	4,267	2,137	4,267	4,395	4,395	4,395
575.71.41.43	SECURITY SERVICES	18,300	21,066	21,628	21,628	11,835	23,700	23,700	23,700	23,700
575.71.41.45	ADVERTISING	14,500	9,576	14,500	14,500	7,408	10,000	14,500	14,500	14,500
575.71.42.00	COMMUNICATIONS	9,810	9,723	10,548	10,548	6,813	10,500	11,800	11,800	11,800
575.71.43.00	TRAVEL	3,250	503	3,000	3,000	5	150	3,000	3,000	3,000
575.71.44.01	B & O TAX-CITY	2,200	3,132	3,000	3,000	2,657	2,336	2,245	2,245	2,245
575.71.44.03	B & O TAX-STATE	10,000	9,941	11,000	11,000	3,126	8,024	7,362	7,362	7,362
575.71.44.04	PARKING TAXES	14,050	20,580	20,190	20,190	6,940	19,830	19,850	19,850	19,850
575.71.45.00	OPERATING RENTAL & LEASES	2,000	737	2,000	2,000	484	2,000	2,000	2,000	2,000
575.71.45.01	TIDELAND LEASES	101,302	109,272	109,272	109,272	81,344	109,272	112,550	112,550	112,550
575.71.45.02	COPIER LEASE	400	2,036	3,000	3,000	1,516	3,000	3,000	3,000	3,000
575.71.48.00	REPAIRS & MAINTENANCE	1,500	-	1,500	1,500	-	1,500	1,500	1,500	1,500
575.71.49.00	MISCELLANEOUS	5,000	1,558	4,000	4,000	9,403	12,500	4,000	4,000	4,000
575.71.49.05	CREDIT CARD FEES	52,500	57,494	52,902	52,902	26,883	55,000	55,000	55,000	55,000
575.71.49.20	LAUNDRY	-	-	-	-	-	-	-	-	-
575.71.49.22	DUES, SCHOOLS & CONFERENCES	3,000	2,480	3,000	3,000	1,903	3,500	3,000	3,000	3,000
575.71.49.23	MISC BANK CHARGES	8,250	6,557	8,250	8,250	3,774	8,250	7,500	7,500	7,500
575.71.40	SUB TOTAL	291,273	282,975	312,207	312,207	184,560	306,129	315,551	315,551	315,551
575.71.51.50	FIRE SUPPRESSION-SKF&R	3,225	3,250	-	-	1,590	3,251	4,058	4,058	4,058
575.71.50	SUB TOTAL	3,225	3,250	-	-	1,590	3,251	4,058	4,058	4,058

CITY OF DES MOINES

2015 BUDGET REQUEST

MARINA
ADMINISTRATION

401.100.070 ADMINISTRATION		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
575.71.91.01	GEN FUND ADMIN & ALLOC OF INDIRECT EXP	635,200	635,200	550,000	550,000	275,000	500,000	300,000	300,000	300,000
575.71.99.01	COMPUTER MAINTENANCE	27,940	27,940	20,920	20,920	12,362	20,920	20,920	20,920	20,920
575.71.99.02	COMPUTER REPLACEMENT	20,725	20,725	37,227	37,227	18,614	37,227	37,227	37,227	37,227
575.71.99.03	EQUIPMENT MAINTENANCE	9,724	9,724	9,724	9,724	4,862	9,724	9,724	9,724	9,724
575.71.99.04	EQUIPMENT REPLACEMENT	28,641	28,641	32,344	32,344	16,172	32,344	21,689	21,689	21,689
575.71.99.05	INTERFUND INSURANCE	8,140	8,140	12,135	12,135	12,135	12,135	12,437	12,437	12,437
575.71.90	SUB TOTAL	730,370	730,370	662,350	662,350	339,145	612,350	401,997	401,997	401,997
591.75.71.02	PRINCIPAL - 2012 REFUNDING BONDS	230,000	230,000	230,000	230,000	-	230,000	235,000	235,000	235,000
591.75.75.03	PRINCIPAL-COPIER CAPITAL LEASE	1,544	1,544	1,611	1,611	-	1,611	1,680	1,680	1,680
592.75.83.02	INTEREST-2012 REFUNDING BONDS	82,300	82,300	77,700	77,700	38,850	77,700	73,100	73,100	73,100
592.75.83.03	INTEREST-COPIER CAPITAL LEASE	187	187	120	120	-	120	52	52	52
592.75.85.02	FISCAL AGENT FEES/2012 GO ADV REF BONDS	500	-	-	-	302	302	320	320	320
	SUB TOTAL	314,531	314,031	309,431	309,431	39,152	309,733	310,151	310,151	310,151
594.75.64.00	EQUIPMENT	14,210	14,210	-	-	-	-	-	-	-
594.75.64.02	SOFTWARE	-	-	-	-	-	35,000	-	-	-
594.75.60	SUB TOTAL	14,210	14,210	-	-	-	35,000	-	-	-
	TRANSFER TO:									
597.71.08	DEPRECIATION/IMPROVEMENT-2008 Bonds	483,036	483,017	-	-	124,660	514,018	513,436	513,436	513,436
597.71.08	DEPRECIATION/IMPROVEMENT-Capital Contr	-	-	-	-	-	-	-	-	-
597.71.00	SUB TOTAL	483,036	483,017	-	-	124,660	514,018	513,436	513,436	513,436
	MARINA ADMINISTRATION TOTAL	2,110,450	2,091,148	1,579,101	1,579,101	833,027	2,074,086	1,851,051	1,851,051	1,851,051

BUDGET NARRATIVE
2015

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.100.070.575.71.00.00		ADMINISTRATION			
		SALARIES AND WAGES			
575.71.10.00	Salaries & Wages	Provide for necessary personnel to perform administrative functions, clerical duties, and security operations. 1.00 Harbormaster 1.00 Office Manager <u>0.60</u> Office Assistant <u>2.60</u> FTE's	\$ 208,795	\$ 208,795	\$ 208,795
575.71.11.00	Overtime	Provides funds to pay overtime in situations such as emergencies, training sessions, etc.	\$ 1,500	\$ 1,500	\$ 1,500
		TOTAL SALARIES AND WAGES	\$ 210,295	\$ 210,295	\$ 210,295
		PERSONNEL BENEFITS			
575.71.20.00	Personnel Benefits	Provides for personnel benefits for those persons assigned to the administrative division.	\$ 84,302	\$ 84,302	\$ 84,302
575.71.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependents. Starting 2015, dept. heads & exempt employees contribute for self; 2015 contribution is 5%.	\$ (1,490)	\$ (1,490)	\$ (1,490)
575.71.21.00	Uniforms	Provides uniforms for Administration.	\$ 250	\$ 250	\$ 250
		TOTAL PERSONNEL BENEFITS	\$ 83,062	\$ 83,062	\$ 83,062
		SUPPLIES			
575.71.31.00	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 supplies.	\$ 6,000	\$ 6,000	\$ 6,000
575.71.34.07	Keycards for Resale	Keycards purchased for resale to tenants	\$ 2,500	\$ 2,500	\$ 2,500
575.71.35.00	Small Tools & Equipment	Provides for the purchase of small office equipment	\$ 1,000	\$ 1,000	\$ 1,000

BUDGET NARRATIVE

2015

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.100.070.575.71.00.00 ADMINISTRATION					
575.71.35.90	Small Equipment >\$1,000 <\$5,000		\$ 3,000	\$ 3,000	\$ 3,000
TOTAL SUPPLIES			\$ 12,500	\$ 12,500	\$ 12,500
OTHER SERVICES AND CHARGES					
575.71.41.00	Professional Services	Provides for architectural, engineering or computer support that cannot be provided by City Staff, and pays for the printing and mailing of the monthly Marina moorage statements.	\$ 35,000	\$ 35,000	\$ 35,000
		Data Bar (prints and sends statements)	\$ 12,000		
		Other Consultant Services	\$ 23,000		
			<u>\$ 35,000</u>		
575.71.41.23	State Audit Services	The Marina's portion of the state audit.	\$ 5,150	\$ 5,150	\$ 5,150
575.71.41.38	Armored Car Services	Provides for daily pick-up of bank deposits by an armored car service.	\$ 4,395	\$ 4,395	\$ 4,395
575.71.41.43	Security Patrol Services	Provides for nightly security services at the Marina rendered by a private security company.	\$ 23,700	\$ 23,700	\$ 23,700
575.71.41.45	Advertising	The Marina advertises in at least two of the local boaters' directories and in one of the regional boating publications. This includes listings in the telephone directory.	\$ 14,500	\$ 14,500	\$ 14,500
575.71.42.00	Communication	Provides for telephone lines, long distance charges, postage, and certified mail for the Marina.	\$ 11,800	\$ 11,800	\$ 11,800
		Telephone Lines	\$ 6,185		
		CCU Server Hosting	\$ 1,284		
		Website Hosting	\$ 351		
		Long Distance	\$ 80		
		Postage/Courier	\$ 3,900		
			\$ 11,800		

BUDGET NARRATIVE
2015

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.100.070.575.71.00.00		ADMINISTRATION			
575.71.43.00	Travel	Pays for mileage, lodging and meals for personnel who are required to travel. The staff will attend two meetings of the Pacific Coast Congress of Harbormasters and 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.	\$ 3,000	\$ 3,000	\$ 3,000
575.71.44.01	B & O Taxes-City	Provides for City B & O Taxes.	\$ 2,245	\$ 2,245	\$ 2,245
575.71.44.03	B & O Taxes-State	Provides for State B & O Taxes.	\$ 7,362	\$ 7,362	\$ 7,362
575.71.44.04	Parking Taxes	Provides for City Parking taxes.	\$ 19,850	\$ 19,850	\$ 19,850
575.71.45.00	Operating Rental		\$ 2,000	\$ 2,000	\$ 2,000
575.71.45.01	Leases	Land and other operational leases.	\$ 112,550	\$ 112,550	\$ 112,550
575.71.45.02	Copier Lease		\$ 3,000	\$ 3,000	\$ 3,000
575.71.48.00	Repair & Maintenance	Provides for maintenance contracts on office equipment, copier, fax machine and radios.	\$ 1,500	\$ 1,500	\$ 1,500
575.71.49.00	Miscellaneous	Provides for the costs associated with printing, etc.	\$ 4,000	\$ 4,000	\$ 4,000
575.71.49.05	Bank Card Fees	Bank card fees associated with all charge card transactions, including Marina tenant payments.	\$ 55,000	\$ 55,000	\$ 55,000
575.71.49.22	Dues, Schools & Conferences	Provides for dues for the Pacific Coast Congress of Harbormasters and the Northwest Marine Trade Association. Pays for tuition and other costs associated with training and continuing education for staff.	\$ 3,000	\$ 3,000	\$ 3,000
575.71.49.23	Misc Bank Charges	Provides for fees relating to bank's quarterly account analysis.	\$ 7,500	\$ 7,500	\$ 7,500
TOTAL OTHER SERVICES & CHARGES			\$ 315,551	\$ 315,551	\$ 315,551

BUDGET NARRATIVE

2015

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.100.070.575.71.00.00 ADMINISTRATION					
		INTERGOVERNMENTAL SERVICES			
575.71.51.01	Fire Suppression-S&KFR	Fire protection for the Marina facility.	\$ 4,058	\$ 4,058	\$ 4,058
		TOTAL INTERGOVERNMENTAL SERVICES	\$ 4,058	\$ 4,058	\$ 4,058
		INTERFUND SERVICES			
575.71.91.01	Gen Fund Admin & Alloc Of Indirect Exp		\$ 300,000	\$ 300,000	\$ 300,000
575.71.99.01	Computer Maintenance		\$ 20,920	\$ 20,920	\$ 20,920
575.71.99.02	Computer Replacement		\$ 37,227	\$ 37,227	\$ 37,227
575.71.99.03	Equipment Maintenance		\$ 9,724	\$ 9,724	\$ 9,724
575.71.99.04	Equipment Replacement		\$ 21,689	\$ 21,689	\$ 21,689
575.71.99.05	Interfund Insurance		\$ 12,437	\$ 12,437	\$ 12,437
		TOTAL INTERFUND SERVICES	\$ 401,997	\$ 401,997	\$ 401,997
		DEBT SERVICE			
591.75.71.02	Principal - 2012 Refunding Bonds		\$ 235,000	\$ 235,000	\$ 235,000
591.75.75.03	Principal-Copier Capital Lease		\$ 1,680	\$ 1,680	\$ 1,680
592.75.83.02	Interest-2012 Refunding Bonds		\$ 73,100	\$ 73,100	\$ 73,100
592.75.83.03	Interest-Copier Capital Lease		\$ 52	\$ 52	\$ 52
592.75.85.02	Fiscal Agent Fees/2012 Go Adv Ref Bonds		\$ 320	\$ 320	\$ 320
		TOTAL DEBT SERVICE	\$ 310,151	\$ 310,151	\$ 310,151
		CAPITAL OUTLAY			
594.75.64.00	Equipment		\$ -	\$ -	\$ -
		TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -
		TOTAL ADMINISTRATIVE DIVISION	\$ 1,337,615	\$ 1,337,615	\$ 1,337,615

CITY OF DES MOINES

2015 BUDGET REQUEST

MARINA SERVICES

		2013	2013	2014	2014	2014	2014	2015	2015	2015
		AMEND	ACTUAL	ADOPTED	AMEND	ACTUAL	YE EST	DEPT	EXEC	ADOPTED
401.200.070	SERVICES					Jan-June	YR TOTAL	REQUEST	AMEND	
575.72.10.00	SALARIES	174,292	194,063	179,090	179,090	55,638	114,144	189,968	189,968	189,968
575.72.11.00	OVERTIME	7,500	5,180	5,000	5,000	63	3,000	5,000	5,000	5,000
575.72.12.00	SALARIES: SEASONAL	47,021	40,979	47,021	47,021	5,388	30,900	48,453	48,453	48,453
575.72.10	SUB TOTAL	228,813	240,221	231,111	231,111	61,090	148,044	243,421	243,421	243,421
575.72.20.00	BENEFITS	88,546	100,680	100,664	100,664	48,502	83,325	111,565	111,565	111,565
575.72.20.90	EMPLOYEE MED. CONTRIBUTION	(2,582)	(2,582)	(3,126)	(3,126)	(1,101)	(2,301)	(3,783)	(3,783)	(3,783)
575.72.21.00	UNIFORMS	1,500	1,003	1,500	1,500	1,119	1,500	1,500	1,500	1,500
575.72.22.00	BENEFITS - SEASONAL	7,599	6,869	7,704	7,704	825	4,635	6,893	6,893	6,893
575.72.20	SUB TOTAL	95,063	105,970	106,742	106,742	49,345	87,159	116,175	116,175	116,175
575.72.31.00	OFFICE & OPERATING SUPPLIES	25,000	24,643	25,000	25,000	14,072	25,000	25,000	25,000	25,000
575.72.34.01	DIESEL FUEL FOR RESALE	678,360	701,799	678,360	678,360	282,875	746,560	763,565	763,565	763,565
575.72.34.02	UNLEADED FUEL FOR RESALE	503,027	504,663	503,027	503,027	147,008	636,821	509,043	509,043	509,043
575.72.34.03	BAIT & ICE FOR RESALE	2,500	3,189	2,500	2,500	421	3,093	2,500	2,500	2,500
575.72.34.04	PROPANE & FUEL PROD FOR RESALE	2,500	1,893	2,500	2,500	1,235	3,000	2,500	2,500	2,500
575.72.34.05	ITEMS PURCHASED FOR RESALE	3,000	977	1,000	1,000	243	550	1,000	1,000	1,000
575.72.35.00	SMALL TOOLS & EQUIPMENT	1,000	862	1,000	1,000	59	500	1,000	1,000	1,000
575.72.35.90	SMALL EQP >\$1,000 <\$5,000	2,000	1,846	2,000	2,000	-	1,000	2,000	2,000	2,000
575.72.30	SUB TOTAL	1,217,387	1,239,872	1,215,387	1,215,387	445,913	1,416,525	1,306,609	1,306,609	1,306,609
575.72.41.00	PROFESSIONAL SERVICES	2,500	3,540	2,500	2,500	658	2,000	2,500	2,500	2,500
575.72.42.00	COMMUNICATIONS	-	25	-	-	-	-	-	-	-
575.72.43.00	TRAVEL	-	50	-	-	-	-	-	-	-
575.72.45.00	OPERATING RENTAL & LEASES	-	71	-	-	-	-	-	-	-
575.72.46.00	INSURANCE	1,125	-	1,125	1,125	-	1,125	1,125	1,125	1,125
575.72.48.14	REPAIRS & MAINTENANCE-FUEL DOCK	7,500	11,532	7,500	7,500	3,906	7,500	7,500	7,500	7,500
575.72.48.19	REPAIRS & MAINTENANCE-HOISTS	1,500	-	1,500	1,500	-	1,500	2,500	2,500	2,500
575.72.49.00	MISCELLANEOUS	3,000	310	3,000	3,000	-	2,500	3,000	3,000	3,000
575.72.49.01	LAUNDRY	-	-	-	-	-	-	-	-	-
575.72.49.22	DUES, SCHOOLS & CONFERENCES	75	519	-	-	-	-	-	-	-
575.72.40	SUB TOTAL	15,700	16,046	15,625	15,625	4,563	14,625	16,625	16,625	16,625
575.72.99.05	INTERFUND INSURANCE	26,956	26,956	27,545	27,545	27,545	27,545	29,294	29,294	29,294
575.72.90	SUB TOTAL	26,956	26,956	27,545	27,545	27,545	27,545	29,294	29,294	29,294
594.75.64.00	EQUIPMENT	-	-	-	-	-	1,354	-	-	-
	SUB TOTAL	-	-	-	-	-	1,354	-	-	-
	MARINA SERVICE DIVISION TOTAL	1,583,919	1,629,066	1,596,410	1,596,410	588,456	1,695,251	1,712,124	1,712,124	1,712,124

BUDGET NARRATIVE
2015

FUND: **MARINA REVENUE FUND**
DEPARTMENT: **MARINA**
DIVISION: **SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.200.070.575.72.00.00		SERVICES			
		SALARIES AND WAGES			
575.72.10.00	Salaries and Wages	Provides salaries for personnel who perform service functions and related support activities. 1.00 Service Manager 2.00 Harbor Attendants <u>3.00 FTE's</u>	\$ 189,968	\$ 189,968	\$ 189,968
575.72.11.00	Overtime	Provides funds for paying staff for overtime. Situations that might require using overtime in the service areas are emergencies or special events.	\$ 5,000	\$ 5,000	\$ 5,000
575.72.12.00	Salaries: Seasonal	Seasonal part-time employees = 3,798 hours 1.827 FTE's	\$ 48,453	\$ 48,453	\$ 48,453
		TOTAL SALARIES AND WAGES	\$ 243,421	\$ 243,421	\$ 243,421
		PERSONNEL BENEFITS			
575.72.20.00	Personnel Benefits	Provides for personnel benefits for those persons assigned to the service division.	\$ 111,565	\$ 111,565	\$ 111,565
575.72.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s. Starting 2015, exempt & Teamsters employees contribute for self; 2015 contribution is 5%.	\$ (3,783)	\$ (3,783)	\$ (3,783)
575.72.21.00	Uniforms		\$ 1,500	\$ 1,500	\$ 1,500
575.72.22.00	Benefits-Seasonal	Provides for benefits for seasonal employees.	\$ 6,893	\$ 6,893	\$ 6,893
		TOTAL PERSONNEL BENEFITS	\$ 116,175	\$ 116,175	\$ 116,175

BUDGET NARRATIVE

2015

FUND: **MARINA REVENUE FUND**
 DEPARTMENT: **MARINA**
 DIVISION: **SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.200.070.575.72.00.00		SERVICES			
		SUPPLIES			
575.72.31.00	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, etc. It also provides for supplies for the receipt accounting system, moorage envelopes, and signs.	\$ 25,000	\$ 25,000	\$ 25,000
575.72.34.02	Fuel for Resale	Provides unleaded gasoline and diesel fuel for resale for use on vessels.	\$ 1,272,609	\$ 1,272,609	\$ 1,272,609
575.72.34.03	Bait & Ice for Resale	Provides for the resale of bait and ice.	\$ 2,500	\$ 2,500	\$ 2,500
575.72.34.04	Propane & Fuel Prod for Resale	Provides for propane and other oils and lubricants for resale.	\$ 2,500	\$ 2,500	\$ 2,500
575.72.34.05	Items Purchased for Resale		\$ 1,000	\$ 1,000	\$ 1,000
575.72.35.00	Small Tools & Equipment	Provides for the purchase of small tools or equipment needed to accomplish service tasks.	\$ 1,000	\$ 1,000	\$ 1,000
575.72.35.90	Small Equipment >\$1,000 <\$5,000	Provides for the purchase of small equipment worth more than \$1,000 but less than \$5,000	\$ 2,000	\$ 2,000	\$ 2,000
		TOTAL SUPPLIES	\$ 1,306,609	\$ 1,306,609	\$ 1,306,609

BUDGET NARRATIVE

2015

FUND: **MARINA REVENUE FUND**
 DEPARTMENT: **MARINA**
 DIVISION: **SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.200.070.575.72.00.00		SERVICES			
		OTHER SERVICES AND CHARGES			
575.72.41.00	Professional Services	Provides for environmental services, including hazmat disposal services.	\$ 2,500	\$ 2,500	\$ 2,500
575.72.46.00	Insurance		\$ 1,125	\$ 1,125	\$ 1,125
575.72.48.14	Repairs & Maintenance-Fuel Dock	Pays for annual inspection and maintenance service for fuel tanks, fuel lines and fuel pumps.	\$ 7,500	\$ 7,500	\$ 7,500
575.72.48.19	Repairs & Maintenance - Hoists	Pays for annual inspection and maintenance service for hoists.	\$ 2,500	\$ 2,500	\$ 2,500
575.72.49.00	Miscellaneous	Provides for miscellaneous consumable supplies.	\$ 3,000	\$ 3,000	\$ 3,000
575.72.49.22	Dues, Schools, & Conferences	Provides for membership dues & training registration fees.	\$ -	\$ -	\$ -
		TOTAL OTHER SERVICES & CHARGES	\$ 16,625	\$ 16,625	\$ 16,625
		INTERFUND SERVICES			
575.72.99.05	Interfund Insurance		\$ 29,294	\$ 29,294	\$ 29,294
		TOTAL INTERFUND SERVICES	\$ 29,294	\$ 29,294	\$ 29,294
		EQUIPMENT			
594.75.64.00	Equipment		\$ -	\$ -	\$ -
		TOTAL SERVICE DIVISION	\$ 1,712,124	\$ 1,712,124	\$ 1,712,124

CITY OF DES MOINES

2015 BUDGET REQUEST

MARINA
MAINTENANCE

401.300.070	MAINTENANCE	2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
575.73.10.00	SALARIES	193,146	178,800	196,508	196,508	123,331	246,012	200,108	200,108	200,108
575.73.11.00	OVERTIME	5,000	4,078	5,000	5,000	2,126	5,500	5,000	5,000	5,000
575.73.10	SUB TOTAL	198,146	182,878	201,508	201,508	125,457	251,512	205,108	205,108	205,108
575.73.20.00	BENEFITS	88,948	81,935	102,342	102,342	49,973	97,790	84,540	84,540	84,540
575.73.20.90	EMPLOYEE MED. CONTRIBUTION	(2,073)	(2,073)	(2,358)	(2,358)	(511)	(1,022)	(1,074)	(1,074)	(1,074)
575.73.21.00	UNIFORMS	500	646	-	-	1,695	1,695	500	500	500
575.73.20	SUB TOTAL	87,375	80,508	99,984	99,984	51,157	98,463	83,966	83,966	83,966
575.73.31.00	OFFICE & OPERATING SUPPLIES	25,000	17,395	25,000	25,000	9,315	20,000	25,000	25,000	25,000
575.73.31.22	SUPPLIES - REDONDO	-	5,967	5,000	5,000	1,869	6,000	5,000	5,000	5,000
575.73.32.01	UNLEADED FUEL (ISF)	4,500	4,209	4,174	4,174	2,194	4,500	4,200	4,200	4,200
575.73.32.02	DIESEL FUEL (ISF)	218	571	1,108	1,108	69	500	1,500	1,500	1,500
575.73.32.05	FUEL PURCHASED FROM MARINA	2,000	2,332	2,000	2,000	722	2,250	2,000	2,000	2,000
575.73.33.00	ELECTRICITY	85,000	75,997	84,525	84,525	43,348	78,636	76,100	76,100	76,100
575.73.35.00	SMALL TOOLS & EQUIPMENT	3,000	3,931	3,000	3,000	627	3,000	3,000	3,000	3,000
575.73.35.90	SMALL EQP >\$1,000 <\$5,000	3,500	-	3,500	3,500	1,621	3,500	3,500	3,500	3,500
575.73.30	SUB TOTAL	123,218	110,403	128,307	128,307	59,766	118,386	120,300	120,300	120,300
575.73.41.00	PROFESSIONAL SERVICES	6,000	4,495	13,000	13,000	2,274	12,500	9,000	9,000	9,000
575.73.42.00	COMMUNICATION	-	1,330	1,362	1,362	665	1,300	1,300	1,300	1,300
575.73.43.00	TRAVEL	-	-	-	-	-	-	-	-	-
575.73.45.00	OPERATING RENTALS & LEASES	4,000	2,867	4,000	4,000	982	3,500	4,000	4,000	4,000
575.73.47.xx	UTILITIES	75,000	68,896	79,416	79,416	32,304	72,670	81,250	81,250	81,250
575.73.48.00	REPAIRS & MAINTENANCE	15,000	8,468	15,000	15,000	11,293	15,000	15,000	15,000	15,000
575.73.48.30	BOAT YARD REPAIRS & MTC	-	1,909	-	-	10,501	12,000	5,000	5,000	5,000
575.73.49.00	MISCELLANEOUS	1,500	-	1,500	1,500	283	1,500	1,500	1,500	1,500
575.73.49.22	DUES, SCHOOLS & CONFERENCES	325	495	-	-	355	355	375	375	375
575.73.49.25	PRINTING AND BINDING	100	-	-	-	-	-	-	-	-
575.73.40	SUB TOTAL	101,925	88,460	114,278	114,278	58,657	118,825	117,425	117,425	117,425
575.73.99.05	INTERFUND INSURANCE	8,506	8,506	8,121	8,121	8,121	8,121	9,760	9,760	9,760
575.73.90	SUB TOTAL	8,506	8,506	8,121	8,121	8,121	8,121	9,760	9,760	9,760
594.75.64.00	EQUIPMENT	-	-	-	-	6,023	6,023	-	-	-
594.75.60	SUB TOTAL	-	-	-	-	6,023	6,023	-	-	-
MARINA MAINTENANCE DIVISION TOTAL		519,170	470,755	552,198	552,198	309,181	601,330	536,559	536,559	536,559

**BUDGET NARRATIVE
2015**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.300.070.575.73.00.00					
		MAINTENANCE			
		SALARIES AND WAGES			
575.73.10.00	Salaries and Wages	Provides salaries for personnel who perform maintenance functions and related support activities. 1.00 Marina Maintenance Manager 2.00 Harbor Attendants 0.30 Landscaping Specialist <u>3.30 FTE's</u>	\$ 200,108	\$ 200,108	\$ 200,108
575.73.11.00	Overtime	Provides for paying staff overtime. Situations that might require the use of overtime are emergencies and special events.	\$ 5,000	\$ 5,000	\$ 5,000
		TOTAL SALARIES AND WAGES	\$ 205,108	\$ 205,108	\$ 205,108
		PERSONNEL BENEFITS			
575.73.20.00	Personnel Benefits	Provides for personnel benefits for those persons assigned to the maintenance division.	\$ 84,540	\$ 84,540	\$ 84,540
575.73.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s. Starting 2015, exempt & Teamsters employees contribute for self; 2015 contribution is 5%.	\$ (1,074)	\$ (1,074)	\$ (1,074)
575.73.21.00	Uniforms		\$ 500	\$ 500	\$ 500
		TOTAL PERSONNEL BENEFITS	\$ 83,966	\$ 83,966	\$ 83,966

BUDGET NARRATIVE 2015

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.300.070.575.73.00.00		MAINTENANCE			
		SUPPLIES			
575.73.31.00	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 maintain the Marina in an excellent condition. This work includes painting trusses, landscaping and groundskeeping.	\$ 25,000	\$ 25,000	\$ 25,000
575.73.31.22	Operating Supplies-Redondo	Provides for purchase operating supplies for the Marina Redondo site.	\$ 5,000	\$ 5,000	\$ 5,000
575.73.32.01	Fuel-Unleaded	Provides fuel for Marina trucks and the two utility vehicles. This fuel is purchased from the City's internal fuel system.	\$ 4,200	\$ 4,200	\$ 4,200
575.73.32.02	Fuel-Diesel	Provides for diesel fuel purchased from the City for Marina vehicles.	\$ 1,500	\$ 1,500	\$ 1,500
575.73.32.05	Fuel Purchased from the Marina	Unleaded fuel purchased from the Marina for Marina use.	\$ 2,000	\$ 2,000	\$ 2,000
575.73.33.00	Electricity	Provides for electrical service to our moorage holders.	\$ 76,100	\$ 76,100	\$ 76,100
575.73.35.00	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	\$ 3,000
575.73.35.90	Small Equipment >\$1,000 <\$5,000		\$ 3,500	\$ 3,500	\$ 3,500
		TOTAL SUPPLIES	\$ 120,300	\$ 120,300	\$ 120,300

BUDGET NARRATIVE 2015

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.300.070.575.73.00.00		MAINTENANCE			
		OTHER SERVICES & CHARGES			
575.73.41.00	Professional Services	Provides for contract services and for professional consultations on maintenance problems involving Marina structures or systems (i.e.electrical & plumbing).	\$ 9,000	\$ 9,000	\$ 9,000
575.73.42.00	Communication	Provides for the Fuel Dock internet service.	\$ 1,300	\$ 1,300	\$ 1,300
575.73.45.00	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	\$ 4,000
575.73.47.00	Utilities	Marina utilities charges. This includes water, garbage, and sewer. Also includes Utilities for Redondo Ramp & Pier.	\$ 81,250	\$ 81,250	\$ 81,250
575.73.47.01		Electric	\$ 4,930		
575.73.47.02		Water	\$ 16,500		
575.73.47.03		Sewer	\$ 14,500		
575.73.47.04		SWM	\$ 21,565		
575.73.47.05		Garbage	\$ 22,280		
575.73.47.10		Cable	\$ 1,475		
			\$ 81,250		
575.73.48.00	Repair and 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 that 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	\$ 15,000

BUDGET NARRATIVE
2015

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.300.070.575.73.00.00		MAINTENANCE			
575.73.49.00	Miscellaneous	Provides for miscellaneous consumable supplies.	\$ 1,500	\$ 1,500	\$ 1,500
575.72.49.22	Dues, Schools, & Conferences	Provides for membership dues & training registration fees.	\$ 375	\$ 375	\$ 375
558.50.49.25	Printing	To provide for printing costs.	\$ -	\$ -	\$ -
		TOTAL OTHER SERVICE & CHARGES	\$ 112,425	\$ 112,425	\$ 112,425
		INTERFUND SERVICES			
575.73.99.05	Interfund Insurance		\$ 9,760	\$ 9,760	\$ 9,760
		TOTAL INTERFUND SERVICES	\$ 9,760	\$ 9,760	\$ 9,760
		CAPITAL OUTLAY			
594.75.64.00	Equipment		\$ -	\$ -	\$ -
		TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -
		TOTAL MAINTENANCE DIVISION	\$ 531,559	\$ 531,559	\$ 531,559

CITY OF DES MOINES

2015 BUDGET REQUEST

MARINA
SPECIAL EVENTS

401.400.070	SPECIAL EVENTS	2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
575.74.10.00	SALARIES OVERTIME	24,461	1,095 -	24,167 2,000	24,167 2,000	8,772 133	17,790 250	19,061 500	19,061 500	19,061 500
575.74.10	SUB TOTAL	24,461	1,095	26,167	26,167	8,905	18,040	19,561	19,561	19,561
575.74.20.00	BENEFITS	8,927	185	10,501	10,501	3,742	7,696	7,795	7,795	7,795
575.74.20.90	EMPLOYEE MED. CONTRIBUTION	-	-	(80)	(80)	-	-	-	-	-
575.74.20	SUB TOTAL	8,927	185	10,421	10,421	3,742	7,696	7,795	7,795	7,795
575.74.31.00	OFFICE & OPERATING SUPPLIES	1,875	1,656	-	-	2,051	2,500	2,500	2,500	2,500
575.74.35.00	SMALL TOOLS & EQUIPMENT	500	66	-	-	-	-	\$ -	-	-
575.74.30	SUB TOTAL	2,375	1,722	-	-	2,051	2,500	2,500	2,500	2,500
575.74.41.00	PROFESSIONAL SERVICES	4,282	2,584	-	-	-	500	-	-	-
575.74.41.45	ADVERTISING	2,500	1,061	-	-	-	-	-	-	-
575.74.45.00	OPERATING RENTALS & LEASES	2,235	-	-	-	130	200	-	-	-
575.74.49.00	MISCELLANEOUS	3,233	10	-	-	140	150	-	-	-
575.74.49.25	PRINTING AND BINDING	375	-	-	-	-	-	-	-	-
575.74.40	SUB TOTAL	12,625	3,656	-	-	270	850	-	-	-
575.74.99.01	COMPUTER MAINTENANCE	2,260	2,260	1,675	1,675	990	1,675	1,675	1,675	1,675
575.74.99.02	COMPUTER REPLACEMENT	279	279	400	400	200	400	400	400	400
575.74.99.05	INTERFUND INSURANCE	4,397	4,397	217	217	217	217	2,090	2,090	2,090
575.74.90	SUB TOTAL	6,936	6,936	2,292	2,292	1,407	2,292	4,165	4,165	4,165
SPECIAL EVENTS DIVISION TOTAL		55,324	13,593	38,880	38,880	16,375	31,377	34,021	34,021	34,020
MAINTENANCE TOTAL		519,170	470,755	552,198	552,198	309,181	601,330	536,559	536,559	536,559
SERVICES TOTAL		1,583,919	1,629,066	1,596,410	1,596,410	588,456	1,695,251	1,712,124	1,712,124	1,712,124
ADMINISTRATION TOTAL		1,312,883	1,294,100	1,269,670	1,269,670	669,215	1,250,335	1,027,463	1,027,463	1,027,463
DEBT SERVICE		314,531	314,031	309,431	309,431	39,152	309,733	310,151	310,151	310,151
TRANSFERS-OUT		483,036	483,017	514,036	514,036	124,660	514,018	513,436	513,436	513,436
TOTAL MARINA REVENUE FUND EXPENDITURES		4,268,863	4,204,562	4,280,625	4,280,625	1,747,038	4,402,045	4,133,754	4,133,754	4,133,753
401.000.000										
508.10.00	ENDING FUND BALANCE-RESERVED	768,816	-	768,816	768,816	-	768,816	700,000	700,000	700,000
508.80.00	ENDING FUND BALANCE- UNRESERVED	433,776		184,667	184,667	-	184,667	321,455	321,455	321,455
TOTAL MARINA REVENUE FUND		5,471,455	4,204,562	5,234,108	5,234,108	1,747,038	5,355,528	5,155,209	5,155,209	5,155,208

**BUDGET NARRATIVE
2015**

FUND: **MARINA REVENUE FUND**
DEPARTMENT: **MARINA**
DIVISION: **SPECIAL EVENTS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.400.070.575.74.00.00		SPECIAL EVENTS			
		SALARIES AND WAGES			
575.74.10.00	Salaries and Wages	Provides salaries for personnel who perform special events functions. - Service Manager <u>0.40</u> Events Specialist <u>0.40</u> FTE's	\$ 19,061	\$ 19,061	\$ 19,061
575.74.11.00	Overtime		\$ 500	\$ 500	\$ 500
		TOTAL SALARIES AND WAGES	\$ 19,561	\$ 19,561	\$ 19,561
		PERSONNEL BENEFITS			
575.74.20.00	Personnel Benefits	Provides for personnel benefits for those persons assigned to the special events division.	\$ 7,795	\$ 7,795	\$ 7,795
575.74.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependents.	\$ -	\$ -	\$ -
		TOTAL PERSONNEL BENEFITS	\$ 7,795	\$ 7,795	\$ 7,795
		SUPPLIES			
575.74.31.00	Operating Supplies	Provides for purchase operating supplies for special events functions.	\$ 2,500	\$ 2,500	\$ 2,500
575.74.35.00	Small tools & Equipment	Provides for the purchase of small office equipment.	\$ -	\$ -	\$ -
		TOTAL SUPPLIES	\$ 2,500	\$ 2,500	\$ 2,500

BUDGET NARRATIVE
2015

FUND: **MARINA REVENUE FUND**
DEPARTMENT: **MARINA**
DIVISION: **SPECIAL EVENTS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.400.070.575.74.00.00					
		SPECIAL EVENTS			
		OTHER SERVICES & CHARGES			
575.74.41.00	Professional Services	Provides professional services as needed (e.g., brochure design services, etc).	\$ -	\$ -	\$ -
575.74.41.45	Advertising	Provides advertisements for Marina special events.	\$ -	\$ -	\$ -
575.74.45.00	Operating Rental and Leases	Provide for rental of equipment as needed for special events functions, such as Marina boat shows, etc.	\$ -	\$ -	\$ -
575.73.49.00	Miscellaneous	Provides for miscellaneous consumable supplies.	\$ -	\$ -	\$ -
575.74.49.25	Printing and Binding	Provides for printing of brochures associated with events such as Fireworks Over Des Moines, Marina boat and car shows, etc.	\$ -	\$ -	\$ -
		TOTAL OTHER SERVICE & CHARGES	\$ -	\$ -	\$ -
		INTERFUND SERVICES			
575.74.99.01	Computer Interfund Maintenance		\$ 1,675	\$ 1,675	\$ 1,675
575.74.99.02	Computer Interfund Replacement		\$ 400	\$ 400	\$ 400
575.73.99.05	Interfund Insurance		\$ 2,090	\$ 2,090	\$ 2,090
		TOTAL INTERFUND SERVICES	\$ 4,165	\$ 4,165	\$ 4,165
		TOTAL SPECIAL EVENTS DIVISION	\$ 34,021	\$ 34,021	\$ 34,021

BUDGET NARRATIVE

2015

FUND: **MARINA REVENUE FUND 401**
 DEPARTMENT: **MARINA**
 DIVISION: **TRANSFERS-OUT**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.500.070.597.75.00.00			TRANSFERS OUT		
597.75.00.00	Transfer-out/Fund 406	This is a transfer out to Fund 406 for annual debt service payment.	\$ 513,436	\$ 513,436	\$ 513,436
TOTAL TRANSFERS			\$ 513,436	\$ 513,436	\$ 513,436
TOTAL MARINA REVENUE FUND EXPENDITURES			\$ 3,620,318	\$ 3,620,318	\$ 3,620,317
401.000.000.508.10.00.00			ENDING FUND BALANCES		
508.10.00.00	Ending Fund Balance-Reserved		\$ 700,000	\$ 700,000	\$ 700,000
508.80.00.00	Ending Fund Balance-Unreserved		\$ 321,455	\$ 321,455	\$ 321,455
TOTAL ENDING FUND BALANCES			\$ 1,021,455	\$ 1,021,455	\$ 1,021,455
TOTAL INCLUDING ENDING FUND BALANCE			\$ 5,155,209	\$ 5,155,209	\$ 5,155,208

BUDGET NARRATIVE 2015

FUND: **MARINA REPAIR AND REPLACEMENT**
DEPARTMENT: **MARINA**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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403.XXX.070.575.75.00.00	MARINA REPAIR AND REPLACEMENT FUND	\$326,639	\$326,639	\$326,639
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This fund was created in 1970 by Ordinance 265 to provide a sinking fund to establish a maximum \$300,000 reserve for extraordinary repairs and maintenance. The requirement for a reserve fund was eliminated in 2002 under Ordinance 1312 with the issuance of advance refunding bonds to retire the 1968 revenue bonds authorized by Ordinance 265. The requirement for a repair and replacement reserve was re-established with Ordinance 1312.

Ordinance 1312 required reserves for repair and replacement in the maximum aggregate of \$1 million with maximum annual deposits of \$100,000 or such portion that becomes available from the operating revenues of the Marina. To facilitate the repair and replacement reserve requirement, the Marina Repair & Replacement Fund continued to be designated as a sinking fund for this purpose.

2014 Beginning Fund Balance	\$ 312,239
Expenses	(327,000)
Interest Income	975
Insurance Recoveries	20,000
	6,214
2015 Beginning Fund Balance	6,214
Expenses	(320,000)
Interest Income	425
Insurance Recoveries	320,000
Transfer from Fund 401	-
	6,639
2015 Ending Fund Balance	\$ 6,639

CITY OF DES MOINES

2015 BUDGET REQUEST

MARINA
MARINA REPAIR AND REPLACEMENT

403.XXX.070 MARINA REPAIR AND REPLACEMENT FUND		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 ESTIMATE YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
403.100.070	REPAIRS & MAINTENANCE:									
575.75.41.00	PROFESSIONAL SERVICES		336	-	-	-				
575.75.48.00	REPAIRS AND MAINTENANCE	20,000	16,232	20,000	20,000			20,000	20,000	20,000
575.75.49.00	MISCELLANEOUS		420			-				
	SUBTOTAL	20,000	16,988	20,000	20,000	-	-	20,000	20,000	20,000
403.200.070	MARINA FIRE 6/23/13:									
575.75.10.00	SALARIES & WAGES		35,043			267				
575.75.11.00	OVERTIME		2,429			-				
575.75.20.00	PERSONNEL BENEFITS		11,932			148				
575.75.31.00	OFFICE AND OPERATING SUPPLIES		21,766			-				
575.75.32.05	FUEL PURCHASED FROM THE MARINA		40			-				
575.75.41.00	PROFESSIONAL SERVICES		9,761			-				
575.75.41.45	ADVERTISING		-			680				
575.75.45.00	OPERATING RENTALS & LEASES		530			-				
575.75.48.00	REPAIRS AND MAINTENANCE		68,862			21,900				
575.75.49.00	MISCELLANEOUS		1,587			8,025				
594.75.63.00	OTHER IMPROVEMENTS (PH 1)	260,000	94,550			-				
594.75.63.18	PH-2 -J DOCK REBUILD		23,813	750,000	750,000	28,413	327,000	300,000	300,000	300,000
	SUBTOTAL	260,000	270,313	750,000	750,000	59,433	327,000	300,000	300,000	300,000
	TOTAL MARINA REPAIR AND REPLACEMENT FUND	280,000	287,301	770,000	770,000	59,433	327,000	320,000	320,000	320,000
403.000.000	ENDING FUND BALANCE:									
508.10.00.00	ENDING FUND BALANCE-RESERVED	324,629	312,239	245,367	245,367	-	6,214	6,639	6,639	6,639
		604,629	599,540	1,015,367	1,015,367	59,433	333,214	326,639	326,639	326,639

**BUDGET NARRATIVE
2015**

FUND: **MARINA REPAIR AND REPLACEMENT**
DEPARTMENT: **MARINA**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
403.100.070.575.75.00.00	MARINA REPAIR AND REPLACEMENT				
	REPAIRS AND MAINTENANCE:				
575.75.48.00	Repairs and Maintenance		\$ 20,000	\$ 20,000	\$ 20,000
	TOTAL REPAIRS AND MAINTENANCE		\$ 20,000	\$ 20,000	\$ 20,000
403.200.070.575.75.00.00	MARINA FIRE 6/23/13:				
594.75.63.18	PH 2 - J Dock Rebuild		\$ 300,000	\$ 300,000	\$ 300,000
	TOTAL MARINA FIRE 6/23/13		\$ 300,000	\$ 300,000	\$ 300,000
403.000.000.508.10.00.00	Ending Fund Balance - Reserved		\$ 6,639	\$ 6,639	\$ 6,639
	TOTAL ENDING FUND BALANCE		\$ 6,639	\$ 6,639	\$ 6,639
	TOTAL MARINA REPAIR AND REPLACEMENT FUND		\$ 326,639	\$ 326,639	\$ 326,639

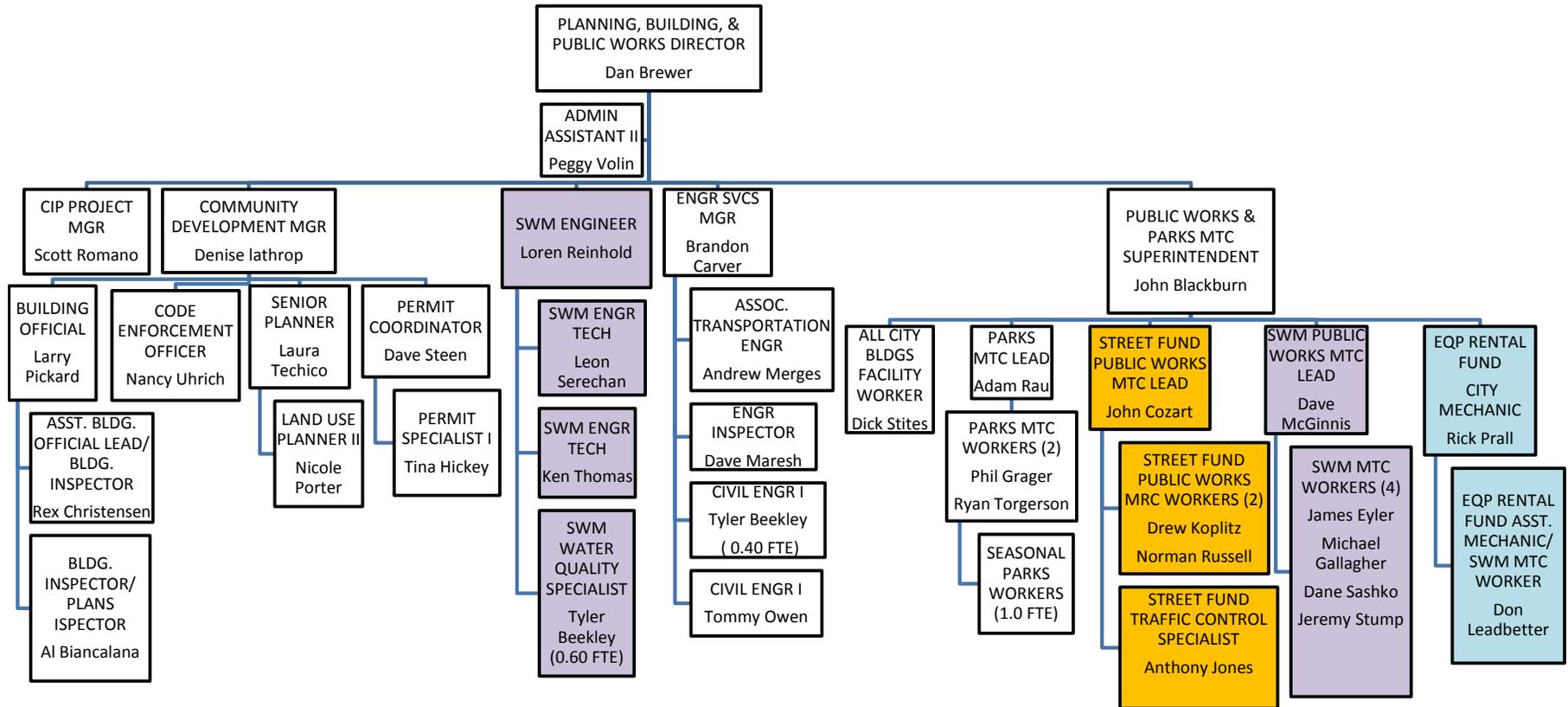
**CITY OF DES MOINES
PLANNING, BUILDING, AND PUBLIC WORKS**

Organizational Chart - 2015

Department/Divisions:

Administration	Planning & Dev Services
All City Buildings	Community Dev Grants
Facilities & CIP Mgt	Parks Operations Svcs
Jt Minor Home Repair Prg	Streets Admin & Mtc
Code Enforcement	Transportation CIP
Engineering	Surface Wtr Mgt Ops
Building Division	Equipment Rental

General Fund	
Street Fund	
SWM Fund	
Eqp Rental Fund	



BUDGET NARRATIVE

2015

FUND: **SURFACE WATER MANAGEMENT UTILITY**
DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**

Surface Water Management fund is accrued through the billing of property tax statements administered by King County. The County, as collection agency, distributes Surface Water Management fees to the City on a monthly basis. This fund is designated for maintenance of existing natural and man-made drainage features within the City of Des Moines.

	Projection 2014		Budget 2015
BEGINNING FUND BALANCE **	\$ 1,213,924	\$	1,252,000
REVENUE			
Storm Drainage Fees	\$ 2,427,590	\$	2,516,197
Partial Year Storm Drainage Fees	6,000		7,500
Utility Tax on Storm Drainage Fees	146,483		203,373
SWM - Engineering Plan Review Fees	73,300		63,273
Interest Income	1,700		2,000
Other Misc Charges	23,500		24,000
NPDES Grant	37,500		12,500
Salary CIP Reimbursement	30,000		30,000
REVENUE	\$ 2,746,073	\$	2,858,843
OPERATING EXPENSES			
SWM Engineering	\$ (1,030,853)	\$	(981,055)
SWM Maintenance	(896,161)		(1,114,471)
SWM NPDES	(293,476)		(338,018)
Total Operating Expenses	\$ (2,220,490)	\$	(2,433,544)
TRANSFER-OUT TO FUND 451	\$ (486,455)	\$	(758,450)
(Annual Cash Available for capital projects and debt service)			
TRANSFER-OUT TO FUND 220	(1,052)	\$	(1,052)
(for Energy Savings Prog)			
ENDING FUND BALANCE	\$ 1,252,000	\$	917,797

* Hook-up Fees are receipted under SWM - Capital.

** Beginning Fund Balance to be maintained at a minimum of 33% (4 months) of Operating Expenses plus 7% to ensure positive balance before April collection of Storm Drainage fees.

CITY OF DES MOINES
SURFACE WATER MANAGEMENT REVENUE REQUIREMENTS

Revenue Requirements	2011 Actual	2012 Actual	2013 Actual	2014 Estimate	2015 Forecast	2016 Forecast
Rate Revenues	\$ 2,274,323	\$ 2,308,392	\$ 2,410,781	\$ 2,427,590	\$ 2,516,197	\$ 2,586,315
Billing Correction						
Growth Factor (0.5% 2011-2016)					11,970	12,307
Total Rate Revenues	\$ 2,274,323	\$ 2,308,392	\$ 2,410,781	\$ 2,427,590	\$ 2,528,167	\$ 2,598,622
Monthly Rate (Residential Billing Unit)	\$11.56	\$11.85	\$12.20	\$14.24	\$14.76	\$15.10
Rate Increase						
ENR Cost Index - March	-0.80%	1.00%	3.60%	4.10%	7.50%	3.00%
Sea Consumer Price Index - June	-0.50%	3.20%	2.70%	1.40%	2.00%	2.00%
ENR Cost Index @ 30%	-0.24%	0.30%	1.08%	1.23%	2.25%	0.90%
Sea Consumer Price Index @ 70%	<u>-0.35%</u>	<u>2.24%</u>	<u>1.89%</u>	<u>0.98%</u>	<u>1.40%</u>	<u>1.40%</u>
Base Rate Increase	-0.59%	2.54%	2.97%	2.21%	3.65%	2.30%
Phase-in	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
CPI correction/adjustments	<u>0.59%</u>	<u>0.00%</u>	<u>0.00%</u>	<u>0.00%</u>	<u>0.00%</u>	<u>0.00%</u>
Total Rate Increase	0.00%	2.54%	2.97%	2.21%	3.65%	2.30%
Capital Contributions - Target	\$ 682,297	\$ 682,871	\$ 709,484	\$ 728,277	\$ 758,450	\$ 779,587
CIP Allocation from Rate Revenues	683,530	682,871	709,484	486,455	758,450	779,587
Utilize From Excess Operation Fund Balance	-	-	-	-	-	-
Total Capital Transfer	\$ 683,530	\$ 682,871	\$ 709,484	\$ 486,455	\$ 758,450	\$ 779,587
Capital Contribution (% of Rate Revenue)	30.05%	29.58%	29.43%	20.04%	30.00%	30.00%

The City Council on September 25, 2008 gave direction with adoption of Ordinance No. 1437 to adjust the current rate of \$9.83 to \$11.55 (per equivalent billing unit) for 2009 and include inflation rates thereafter. This approach in increasing rates would meet the "Moderate Level of Servicing" funding described in the rate study. The capital transfer would be maintained at 30% of total rate revenues beginning in 2009, yet allowing for the SWM Operation's beginning fund balance to build up to a 4-month plus 7% reserve (to ensure positive cash flow before the drainage fees are collected in April).

The City Council on August 8, 2013 gave direction with adoption of Ordinance No. 1574 to adjust the structure of the rates, resulting in an increase of the 2014 monthly residential charge to \$13.93 but keeping the overall revenue of the utility neutral. The \$14.24 residential rate shown above reflects a 2.21% inflation adjustment for 2014.

2014 transfer to CIP reduced by \$250,000 to cover costs for Stormwater Comprehensive Plan.

CITY OF DES MOINES

2015 BUDGET REQUEST

PLANNING, BUILDING, AND PUBLIC WORKS
SURFACE WATER MANAGEMENT
ENGINEERING

450.100.040 ENGINEERING		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQ	2015 EXEC AMEND	2015 ADOPTED
531.10.10.00	SALARIES & WAGES	208,524	208,107	214,282	214,282	111,289	231,485	243,979	243,979	243,979
531.10.11.00	OVERTIME	2,000	-	2,000	2,000	-	1,000	2,000	2,000	2,000
531.10.10	SUB TOTAL	210,524	208,107	216,282	216,282	111,289	232,485	245,979	245,979	245,979
531.10.20.00	PERSONNEL BENEFITS	94,046	94,612	106,054	106,054	54,993	114,871	117,844	116,613	116,613
531.10.20.90	EMPLOYEE MED. CONTRIBUTION	(2,815)	(3,233)	(3,351)	(3,351)	(1,931)	(3,233)	(3,520)	(4,467)	(4,467)
531.10.21.00	UNIFORMS	-	101	-	-	-	-	-	-	-
531.10.20	SUB TOTAL	91,231	91,479	102,703	102,703	53,062	111,638	114,324	112,146	112,146
531.10.31.00	OFFICE/OPERATING SUPPLIES	2,500	1,270	2,500	2,500	1,702	2,500	2,500	2,500	2,500
531.10.32.01	UNLEADED FUEL (ISF)	1,860	1,527	1,365	1,365	638	1,588	1,643	1,643	1,643
531.10.35.00	SM TOOLS & EQUIPMENT	1,500	718	1,500	1,500	-	1,000	1,500	1,500	1,500
531.10.35.90	SM TOOLS & EQUIPMENT >\$1,000<\$5,000	3,500	-	3,500	3,500	-	2,000	3,500	3,500	3,500
531.10.30	SUB TOTAL	9,360	3,514	8,865	8,865	2,341	7,088	9,143	9,143	9,143
531.10.41.00	PROFESSIONAL SERVICES	93,200	107,484	323,200	323,200	82,693	273,200	127,200	127,200	127,200
531.10.41.32	JANITORIAL SERVICES	650	527	650	650	304	650	650	650	650
531.10.41.45	ADVERTISING	250	-	250	250	-	-	250	250	250
531.10.42.00	COMMUNICATIONS	1,450	480	611	611	242	500	625	625	625
531.10.43.00	TRAVEL	3,000	-	3,000	3,000	39	1,000	3,000	3,000	3,000
531.10.44.03	B & O TAX-STATE	45,123	41,052	42,000	42,000	19,299	38,599	45,292	45,292	46,207
531.10.44.05	UTILITY TAX	141,897	141,655	144,640	144,640	72,828	146,483	200,323	200,323	203,373
531.10.45.02	COPIER LEASE	975	1,342	1,200	1,200	1,112	1,500	2,500	2,500	2,500
531.10.47.00	UTILITIES	1,275	1,265	1,375	1,375	518	1,375	1,399	1,399	1,399
531.10.48.00	REPAIRS AND MAINTENANCE	1,000	-	1,000	1,000	-	500	1,000	1,000	1,000
531.10.49.00	MISCELLANEOUS	2,500	237	2,500	2,500	909	2,500	2,500	2,500	2,500
531.10.49.22	DUES, SCHOOLS, AND CONFERENCES	5,000	499	5,000	5,000	1,689	3,500	5,000	5,000	5,000
531.10.49.25	PRINTING AND BINDING	500	-	500	500	72	250	500	500	500
531.10.40	SUB TOTAL	296,820	294,541	525,926	525,926	179,705	470,057	390,238	390,238	394,204
531.10.99.00	INTERFUND ADMIN CHRGS.-GEN FUND	190,000	190,000	190,000	190,000	96,350	192,700	196,600	196,600	196,600
531.10.99.01	COMPUTER INTERFUND-MAINTENANCE	7,955	7,955	6,463	6,463	3,819	6,463	7,628	7,628	7,628
531.10.99.02	COMPUTER INTERFUND REPLACEMENT	1,553	1,553	1,775	1,775	887	1,775	2,140	2,140	2,140
531.10.99.05	INTERFUND INSURANCE	11,429	11,429	7,128	7,128	7,128	7,128	11,696	11,696	11,696
531.10.99.06	FACILITY REPAIR/REPLACEMENT	499	499	499	499	250	499	499	499	499
531.10.90	SUB TOTAL	211,436	211,436	205,865	205,865	108,434	208,565	218,563	218,563	218,563

CITY OF DES MOINES

2015 BUDGET REQUEST

**PLANNING, BUILDING, AND PUBLIC WORKS
SURFACE WATER MANAGEMENT
ENGINEERING**

450.100.040	ENGINEERING	2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQ	2015 EXEC AMEND	2015 ADOPTED
591.31.75.03	PRINCIPAL-COPIER CAPITAL LEASE	910	910	949	949	-	949	990	990	990
592.31.83.03	INTEREST-COPIER CAPITAL LEASE	110	110	71	71	-	71	30	30	30
594.31.64.00	EQUIPMENT	-	-	-	-	-	-			
	SUB TOTAL	1,020	1,020	1,020	1,020	0	1,020	1,020	1,020	1,020
	TOTAL SWM ENGINEERING	820,391	810,098	1,060,661	1,060,661	454,831	1,030,853	979,268	977,090	981,055

BUDGET NARRATIVE

2015

FUND: SURFACE WATER MANAGEMENT UTILITY
 DEPARTMENT: PLANNING, BUILDING AND PUBLIC WORKS
 DIVISION: ENGINEERING

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
450.100.040.531.10.00.00 ENGINEERING					
SALARIES AND WAGES					
531.10.10.00	Salaries & Wages	This provides salaries & wages for the following staff: 0.15 PBPW Director 0.15 Administrative Assistant II 0.70 SWM Utility Manager 1.00 Engineering Technician I 0.50 Engineering Aide 0.40 GIS Analyst <u>2.90</u> FTE's (Remaining .3 FTE SWM Utility Manager is budgeted 0.1 FTE in 001.480 PBPW Engineering Services to perform duties related to environmental issues and utilities other than SWM and 0.2 FTE for the NPDES Permit program. The remaining 0.5 Engineering Aide is budgeted in the NPDES Permit program.)	\$ 243,979	\$ 243,979	\$ 243,979
531.10.11.00	Overtime	Provides for overtime for staff.	2,000	2,000	2,000
TOTAL SALARIES AND WAGES			\$ 245,979	\$ 245,979	\$ 245,979
PERSONNEL BENEFITS					
531.10.20.00	Personnel Benefits	Provides for benefits for surface water staff.	\$ 117,844	\$ 116,613	\$ 116,613
531.10.20.90	Employee Med. Contribution	Employee's share of health insurance premium cost for spouse and/or dependents. Starting 2015, dept. heads & exempt employees contribute for self; 2015 contribution is 5%.	(3,520)	(4,467)	(4,467)
TOTAL PERSONNEL BENEFITS			\$ 114,324	\$ 112,146	\$ 112,146

BUDGET NARRATIVE

2015

FUND: SURFACE WATER MANAGEMENT UTILITY
 DEPARTMENT: PLANNING, BUILDING AND PUBLIC WORKS
 DIVISION: ENGINEERING

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
450.100.040.531.10.00.00 ENGINEERING					
SUPPLIES					
531.10.31.00	Office/Operating Supplies	Cost of office and operating supplies. Also includes office billing supplies, forms, computer paper, etc.	\$ 2,500	\$ 2,500	\$ 2,500
		Office Supplies	\$ 880		
		Plotter Materials	\$ 250		
		Photo Processing	\$ 100		
		Plan copier materials	\$ 660		
		Misc	\$ 610		
		Total	\$ 2,500		
531.10.32.01	Unleaded Fuel	Gasoline for two cars.	\$ 1,643	\$ 1,643	\$ 1,643
531.10.35.00	Small Tools and Equipment	Hand tools, field equipment, safety equipment.	\$ 1,500	\$ 1,500	\$ 1,500
531.10.35.90	Small Tools and Equipment >\$1,000<\$5,000		\$ 3,500	\$ 3,500	\$ 3,500
		TOTAL SUPPLIES	\$ 9,143	\$ 9,143	\$ 9,143
OTHER SERVICES AND CHARGES					
531.10.41.00	Professional Services	This line item includes outside professional services that 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.	\$ 127,200	\$ 127,200	\$ 127,200
		K.C. Billing Services	\$ 15,500		
		K.C. Collection Services (1%)	\$ 24,700		
		2015 Stormwater Comprehensive Plan	\$ 50,000		
		Other Consultant Engineering services	\$ 25,000		
		WRIA 9	\$ 12,000		
			\$ 127,200		

BUDGET NARRATIVE

2015

FUND: SURFACE WATER MANAGEMENT UTILITY
 DEPARTMENT: PLANNING, BUILDING AND PUBLIC WORKS
 DIVISION: ENGINEERING

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
450.100.040.531.10.00.00		ENGINEERING			
531.10.41.32	Janitorial Services	Provides for janitorial services for 10% of the Public Works-Engineering Building.	\$ 650	\$ 650	\$ 650
531.10.41.45	Advertising	Expenses for advertising position openings, project bids, and legal publications.	\$ 250	\$ 250	\$ 250
531.10.42.00	Communications	Provides for postage, phone and fax service. Wireless (field laptop) \$ 550 Telephone Lines \$ - Long Distance \$ 75 <u> \$ 625</u>	\$ 625	\$ 625	\$ 625
531.10.43.00	Travel	Travel expenses associated with training.	\$ 3,000	\$ 3,000	\$ 3,000
531.10.44.03	B & O Taxes-State	Provides for 1.8 % B & O tax to State.	\$ 45,292	\$ 45,292	\$ 46,207
531.10.44.05	Utility Tax	Provides for 6% utility tax to City.	\$ 200,323	\$ 200,323	\$ 203,373
531.10.45.02	Copier Lease	One-half copier, shared with Engineering	\$ 2,500	\$ 2,500	\$ 2,500
531.10.47.00	Utilities	Provides for 10% of the utilities for the Public Works-Engineering Building:	\$ 1,399	\$ 1,399	\$ 1,399
531.10.47.01		Electric \$ 967			
531.10.47.02		Water \$ 98			
531.10.47.03		Sewer \$ 73			
531.10.47.06		Natural Gas \$ 261 <u> \$ 1,399</u>			
531.10.48.00	Repairs And Maintenance	Expenses for repairs and adjustments to SWM engineering office equipment/instruments.	\$ 1,000	\$ 1,000	\$ 1,000
531.10.49.00	Miscellaneous	Minor expenses not otherwise categorized.	\$ 2,500	\$ 2,500	\$ 2,500

BUDGET NARRATIVE

2015

FUND: **SURFACE WATER MANAGEMENT UTILITY**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION: **ENGINEERING**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
450.100.040.531.10.00.00		ENGINEERING			
531.10.49.22	Dues, Schools and Conferences	ASCE Membership \$ 300 WEF Membership \$ 200 Professional Licenses \$ 700 Subscriptions \$ 300 Conferences/Registrations \$ 2,000 Classes/Training* \$ 1,500 <u>Total \$ 5,000</u>	\$ 5,000	\$ 5,000	\$ 5,000
		*Includes basic training, GIS classes, safety training for confined spaces, other permit and regulation training.			
531.10.49.25	Printing And Binding	Provides for printing costs of basin plans, project specifications and manuals, large maps, exact scale reductions, color copies, etc.	\$ 500	\$ 500	\$ 500
TOTAL OTHER SERVICES AND CHARGES			\$ 390,238	\$ 390,238	\$ 394,204
INTERFUND SERVICES					
531.10.99.00	Interfund Administrative Charge	Indirect charge for services.	\$ 196,600	\$ 196,600	\$ 196,600
531.10.99.01	Computer Maintenance	Provides for Computer Maintenance.	\$ 7,628	\$ 7,628	\$ 7,628
531.10.99.02	Computer Replacement	Provides for replacement of computer hardware assigned to SWM Engineering.	\$ 2,140	\$ 2,140	\$ 2,140
531.10.99.05	Interfund Insurance	Division's contribution to the Self Insurance Fund.	\$ 11,696	\$ 11,696	\$ 11,696
531.10.99.06	Facility Repair and Replacement	Provides for major repairs for City facilities.	\$ 499	\$ 499	\$ 499
TOTAL INTERFUND SERVICES			\$ 218,563	\$ 218,563	\$ 218,563

BUDGET NARRATIVE

2015

FUND: SURFACE WATER MANAGEMENT UTILITY
 DEPARTMENT: PLANNING, BUILDING AND PUBLIC WORKS
 DIVISION: ENGINEERING

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
450.100.040.531.10.00.00 ENGINEERING					
DEBT SERVICES					
591.31.75.03	Principal-Copier Capital Lease		\$ 990	\$ 990	\$ 990
592.31.83.03	Interest-Copier Capital Lease		\$ 30	\$ 30	\$ 30
TOTAL DEBT SERVICES			\$ 1,020	\$ 1,020	\$ 1,020
CAPITAL OUTLAY					
594.31.64.00	Equipment		\$ -	\$ -	\$ -
TOTAL CAPITAL OUTLAY			\$ -	\$ -	\$ -
TOTAL ENGINEERING			\$ 979,268	\$ 977,090	\$ 981,055

CITY OF DES MOINES

2015 BUDGET REQUEST

PLANNING, BUILDING, AND PUBLIC WORKS
SURFACE WATER MANAGEMENT
MAINTENANCE

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQ	2015 NEW REQ	2015 EXEC AMEND	2015 ADOPTED
450.200.040	MAINTENANCE										
531.20.10.00	SALARIES & WAGES	394,941	380,387	370,368	370,368	171,973	356,433	353,223		356,741	356,741
531.20.11.00	OVERTIME	8,100	6,913	8,100	8,100	4,142	7,500	8,100		8,100	8,100
531.20.10	SUB TOTAL	403,041	387,299	378,468	378,468	176,115	363,933	361,323		364,841	364,841
531.20.20.00	PERSONNEL BENEFITS	159,361	141,182	162,948	162,948	64,902	134,655	177,735		176,567	176,567
531.20.20.90	EMPLOYEE MED. CONTRIBUTION	(2,356)	(1,613)	(2,810)	(2,810)	(607)	(1,613)	(3,874)		(7,623)	(7,623)
531.20.21.00	UNIFORMS	1,600	2,893	-	-	747	2,425	3,000		3,000	3,000
531.20.20	SUB TOTAL	158,605	142,462	160,138	160,138	65,041	135,468	176,861		171,944	171,944
531.20.31.00	OFFICE SUPPLIES	2,000	2,037	2,000	2,000	775	2,000	2,000		2,000	2,000
531.20.31.21	REPAIR SUPPLIES	43,000	29,655	43,000	43,000	5,502	12,000	43,000		37,500	37,500
531.20.32.01	UNLEADED FUEL (ISF)	8,749	9,287	10,389	10,389	4,286	9,429	9,754		9,754	9,754
531.20.32.02	DIESEL FUEL (ISF)	23,390	23,396	26,406	26,406	9,422	18,469	20,748		20,748	20,748
531.20.35.00	SM TOOLS & EQUIPMENT	2,000	2,474	2,000	2,000	1,171	2,000	2,000		2,000	2,000
531.20.35.90	SMALL EQP >\$1,000 <\$5,000	5,000	5,060	5,000	5,000	-	5,000	5,000		5,000	5,000
531.20.30	SUB TOTAL	84,139	71,910	88,795	88,795	21,155	48,898	82,502		77,002	77,002
531.20.41.00	PROFESSIONAL SERVICES	87,500	69,540	90,600	90,600	66,289	90,000	98,000		98,000	98,000
531.20.41.32	JANITORIAL SERVICES	1,850	1,476	1,850	1,850	738	1,850	1,850		1,850	1,850
531.20.41.45	ADVERTISING	500	-	500	500	569	1,000	1,000		1,000	1,000
531.20.42.00	COMMUNICATIONS	2,050	2,885	3,048	3,048	1,609	3,200	3,300		3,300	3,300
531.20.43.00	TRAVEL EXPENSES	500	-	500	500	-	-	500		500	500
531.20.45.00	OPERATING RENTALS & LEASES	6,000	325	6,000	6,000	3,006	6,100	6,000		6,000	6,000
531.20.45.02	COPIER LEASE	75	50	260	260	129	260	260		260	260
531.20.47.00	UTILITIES	31,549	29,877	31,921	31,921	15,464	31,921	32,205		32,205	32,205
531.20.47.12	STREET SWEEPING DISPOSAL	22,500	8,499	22,500	22,500	4,741	10,000	22,500		22,500	22,500
531.20.48.00	REPAIRS & MTC (Vehicles & Equipment)	25,000	5,997	17,000	17,000	-	-	17,000		17,000	17,000
531.20.48.20	STREET SWEEPING	53,000	48,591	53,000	53,000	19,748	40,000	53,000		47,400	47,400
531.20.48.22	CONTRACTED DRAINAGE REPAIR	50,000	6,964	50,000	50,000	6,544	13,000	50,000		50,000	50,000
531.20.48.23	WEST NILE VIRUS MOSQUITO CONTROL	25,000	-	25,000	25,000	474	1,000	25,000		25,000	25,000
531.20.49.00	MISCELLANEOUS	3,800	133	500	500	212	500	500		500	500
531.20.49.20	LAUNDRY	3,100	1,715	1,500	1,500	643	1,500	1,500		1,500	1,500
531.20.49.22	DUES, SCHOOLS, & CONF	700	213	700	700	-	300	700		700	700
531.20.40	SUB TOTAL	313,124	176,264	304,879	304,879	120,166	200,631	313,315	-	307,715	307,715

CITY OF DES MOINES

2015 BUDGET REQUEST

PLANNING, BUILDING, AND PUBLIC WORKS
SURFACE WATER MANAGEMENT
MAINTENANCE

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQ	2015 NEW REQ	2015 EXEC AMEND	2015 ADOPTED
450.200.040	MAINTENANCE										
531.20.99.01	COMPUTER MAINTENANCE	4,522	4,522	3,350	3,350	1,980	3,350	5,431		5,431	5,431
531.20.99.02	COMPUTER REPLACEMENT	1,115	1,115	1,118	1,118	559	1,118	1,287		1,287	1,287
531.20.99.03	EQUIPMENT RENTAL MAINTENANCE	42,120	42,120	38,120	38,120	19,060	38,120	38,120		38,120	38,120
531.20.99.04	EQUIPMENT RENTAL REPLACEMENT	49,094	49,094	79,500	79,500	39,750	79,500	107,925		107,925	107,925
531.20.99.05	INTERFUND INSURANCE	22,107	22,107	23,781	23,781	23,781	23,781	24,029		24,029	24,029
531.20.99.06	FAC REP AND REPLACEMENT	1,362	1,362	1,362	1,362	681	1,362	1,362		1,362	1,362
531.20.90	SUB TOTAL	120,320	120,320	147,231	147,231	85,811	147,231	178,154	-	178,154	178,154
594.31.64.00	EQUIPMENT - Pipe camera	-	-	-	-	-	-	-	14,815	14,815	14,815
594.31.60	SUB TOTAL	-	-	-	-	-	-	-	14,815	14,815	14,815
	TOTAL SWM MAINTENANCE	1,079,229	898,255	1,079,511	1,079,511	468,288	896,161	1,112,155	14,815	1,114,471	1,114,471

BUDGET NARRATIVE
2015

FUND: **SURFACE WATER MANAGEMENT UTILITY**
DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
DIVISION: **MAINTENANCE**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
450.200.040.531.20.00.00		MAINTENANCE				
		SALARIES AND WAGES				
531.20.10.00	Salaries & Wages	Provides for salaries and wages for staff. 0.30 PW & Parks Maintenance Superintendent 1.00 Senior Maintenance Workers 4.00 Maintenance Workers 0.60 Asst. City Mechanic <u>5.90 FTE's</u>	\$ 353,223	\$ -	\$ 356,741	\$ 356,741
531.20.11.00	Overtime	Provides for standby pay and overtime.	\$ 8,100		\$ 8,100	\$ 8,100
		TOTAL SALARIES AND WAGES	\$ 361,323	\$ -	\$ 364,841	\$ 364,841
		PERSONNEL BENEFITS				
531.20.20.00	Personnel Benefits	Provides payroll related benefits for salary and overtime for the surface water management maintenance workers.	\$ 177,735	\$ -	\$ 176,567	\$ 176,567
531.20.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s. Starting 2015, exempt & Teamsters employees contribute for self; 2015 contribution is 5%.	\$ (3,874)		\$ (7,623)	\$ (7,623)
531.20.21.00	Uniforms	Provided uniform replacement and annual purchase of steel-toed boots.	\$ 3,000		\$ 3,000	\$ 3,000
		TOTAL PERSONNEL BENEFITS	\$ 176,861	\$ -	\$ 171,944	\$ 171,944

BUDGET NARRATIVE 2015

FUND: **SURFACE WATER MANAGEMENT UTILITY**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION: **MAINTENANCE**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
450.200.040.531.20.00.00		MAINTENANCE				
		SUPPLIES				
531.20.31.00	Office Supplies	Cost of office and operating supplies. Also includes billing supplies, forms, computer paper, etc.	\$ 2,000	\$ -	\$ 2,000	\$ 2,000
531.20.31.21	Repair Supplies	Cost of repair supplies, pipe, couplings, pit run gravel and safety supplies.	\$ 43,000		\$ 37,500	\$ 37,500
531.20.32.01	Unleaded Fuel	Gasoline for pickup, backhoe, dump trucks.	\$ 9,754		\$ 9,754	\$ 9,754
531.20.32.02	Diesel Fuel	Diesel fuel for pickup, backhoe, dump trucks.	\$ 20,748		\$ 20,748	\$ 20,748
531.20.35.00	Small Tools & Equipment	Provides for small tools and equipment such as tapes, shovels, hand tools, small power saws, etc.	\$ 2,000		\$ 2,000	\$ 2,000
531.20.35.90	Small Equipment >\$1,000 <\$5,000		\$ 5,000		\$ 5,000	\$ 5,000
		TOTAL SUPPLIES	\$ 82,502	\$ -	\$ 77,002	\$ 77,002
		OTHER SERVICES AND CHARGES				
531.20.41.00	Professional Services	DM Creek Basin Projects OM Fund DM Creek Basin Projects RR Fund Lower DM Creek OM Fund City of Kent/Hwy 99 SWM Facility Maint Landscaping Contract Miscellaneous Prof Services	\$ 29,700 \$ 35,300 \$ 15,000 \$ 5,000 \$ 7,000 \$ 6,000 <u>\$ 98,000</u>	\$ 98,000	\$ - \$ 98,000	\$ 98,000
531.20.41.32	Janitorial Services	Provides for janitorial services for Surface Water Management's share of the Public Works Service Center.	\$ 1,850		\$ 1,850	\$ 1,850
531.20.42.00	Communications		\$ 3,300		\$ 3,300	\$ 3,300

BUDGET NARRATIVE 2015

FUND: **SURFACE WATER MANAGEMENT UTILITY**
DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
DIVISION: **MAINTENANCE**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
450.200.040.531.20.00.00		MAINTENANCE				
531.20.43.00	Travel	Travel, mileage, meals and lodging associated with professional training for maintenance personnel.	\$ 500	\$ -	\$ 500	\$ 500
531.20.44.02	Advertising	Expenses for advertising position openings, project bids and legal publications.	\$ 1,000		\$ 1,000	\$ 1,000
531.20.45.00	Operating Leases and Rentals	Rental of heavy equipment for stream dredging and catch basin placement, or in the event of a major landslide, equipment that may be needed to support operations.	\$ 6,000		\$ 6,000	\$ 6,000
531.20.45.02	Copier Lease	Provides for operating costs of copier for the department.	\$ 260		\$ 260	\$ 260
531.20.47.00	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:	\$ 32,205		\$ 32,205	\$ 32,205
531.20.47.01		Electric	\$ 3,096			
531.20.47.02		Water	\$ 2,052			
531.20.47.03		Sewer	\$ 100			
531.20.47.04		SWM	\$ 4,582			
531.20.47.09		Dirt Removal	\$ 13,085			
531.20.47.11		Vactor Waste	<u>\$ 9,290</u>			
			<u>\$ 32,205</u>			
531.20.47.12	Street Sweeping Disposal		\$ 22,500		\$ 22,500	\$ 22,500
531.20.48.00	Repair and Maintenance - Vehicles and Equipment	Contingency for outside repair and maintenance of vehicles and equipment that is not part of Equipment Rental budget, e.g., vibrator plate, trash dumps, generator, jackhammer, and other pneumatic tools.	\$ 17,000		\$ 17,000	\$ 17,000

BUDGET NARRATIVE
2015

FUND: **SURFACE WATER MANAGEMENT UTILITY**
DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
DIVISION: **MAINTENANCE**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
450.200.040.531.20.00.00		MAINTENANCE				
531.20.48.20	Repair and Maintenance - Street Sweeping	The City currently contracts for street sweeping. 3.3 miles of downtown streets are swept twice a month. All residential streets are swept once a month from February through October and twice a month from November through January.	\$ 53,000	\$ -	\$ 47,400	\$ 47,400
531.20.48.22	Repair and Maintenance - Drainage Repair	Outside contracted drainage repair. This account funds large drainage projects that the city crew cannot perform for various reasons (e.g., time or equipment limitations, lack of work crew experience).	\$ 50,000		\$ 50,000	\$ 50,000
531.20.48.23	West Nile Virus Mosquito Control	Outside contracted services for mosquito control in response to the West Nile Virus.	\$ 25,000		\$ 25,000	\$ 25,000
531.20.49.00	Miscellaneous	Provides for miscellaneous items not budgeted elsewhere.	\$ 500		\$ 500	\$ 500
531.20.49.20	Laundry	Provides for laundry of uniforms of SWM maintenance.	\$ 1,500		\$ 1,500	\$ 1,500
531.20.49.22	Dues, Schools, and Conferences	Training, tuition and professional memberships.	\$ 700		\$ 700	\$ 700
		TOTAL OTHER SERVICES AND CHARGES	\$ 313,315	\$ -	\$ 307,715	\$ 307,715

BUDGET NARRATIVE 2015

FUND: SURFACE WATER MANAGEMENT UTILITY
 DEPARTMENT: PLANNING, BUILDING AND PUBLIC WORKS
 DIVISION: MAINTENANCE

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
450.200.040.531.20.00.00		MAINTENANCE				
		INTERFUND SERVICES				
531.20.99.01	Computer Maintenance	Provides for Computer Maintenance.	\$ 5,431	\$ -	\$ 5,431	\$ 5,431
531.20.99.02	Computer Replacement	Provides for replacement of computer hardware.	\$ 1,287		\$ 1,287	\$ 1,287
531.20.99.03	Equipment Maintenance	Provides for the repair and maintenance of vehicles at the City garage.	\$ 38,120		\$ 38,120	\$ 38,120
531.20.99.04	Equipment Replacement	Provides for contributions to the eventual replacement of SWM-owned vehicles. Also includes maintenance expenses for the flush truck due to the age of the vehicle. This account to remain until the vehicle is replaced in 20xx.	\$ 107,925		\$ 107,925	\$ 107,925
531.20.99.05	Insurance	Provides for proportional share of liability and property insurance.	\$ 24,029		\$ 24,029	\$ 24,029
531.20.99.06	Fac Repair and Replacement	Provides for major repairs for City facilities.	\$ 1,362		\$ 1,362	\$ 1,362
		TOTAL INTERFUND SERVICES	\$ 178,154	\$ -	\$ 178,154	\$ 178,154
		CAPITAL OUTLAY				
594.35.64.00	Equipment	Telescoping pipe camera for pipe condition inspections	\$ -	\$ 14,815	\$ 14,815	\$ 14,815
		TOTAL CAPITAL OUTLAY	\$ -	\$ 14,815	\$ 14,815	\$ 14,815
		TOTAL MAINTENANCE	\$ 1,112,155	\$ 14,815	\$ 1,114,471	\$ 1,114,471

CITY OF DES MOINES

2015 BUDGET REQUEST

PLANNING, BUILDING, AND PUBLIC WORKS
SURFACE WATER MANAGEMENT
NPDES PERMIT PROGRAM

450.400.040 NPDES PERMIT PROGRAM		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQ	2015 EXEC AMEND	2015 ADOPTED
531.40.10.00	SALARIES & WAGES	186,084	129,249	169,670	169,670	82,293	152,979	172,810	172,810	172,810
531.40.11.00	OVERTIME	900	-	900	900	397	900	900	900	900
531.40.10	SUB TOTAL	186,984	129,249	170,570	170,570	82,690	153,879	173,710	173,710	173,710
531.40.20.00	PERSONNEL BENEFITS	90,301	63,887	83,186	83,186	40,133	76,287	88,846	87,979	87,979
531.40.20.90	EMPLOYEE MED. CONTRIBUTION	(2,528)	(1,295)	(2,237)	(2,237)	(764)	(1,295)	(2,622)	(2,808)	(2,808)
531.40.20	SUB TOTAL	87,773	62,592	80,949	80,949	39,369	74,992	86,224	85,171	85,171
531.40.31.00	OFFICE/OPERATING SUPPLIES	400	131	500	500	2,963	3,500	500	500	500
531.40.35.00	SM TOOLS & EQUIPMENT	1,000	72	1,000	1,000	280	575	1,000	1,000	1,000
531.40.35.90	SM TOOLS & EQUIPMENT >\$1,000<\$5,000	5,000	-	5,000	5,000	-	2,500	5,000	5,000	5,000
531.40.30	SUB TOTAL	6,400	203	6,500	6,500	3,244	6,575	6,500	6,500	6,500
531.40.41.00	PROFESSIONAL SERVICES	15,000	7,520	15,000	15,000	20,173	24,200	35,000	35,000	35,000
531.40.42.00	COMMUNICATION	-	0	-	-	-	-	-	-	-
531.40.43.00	TRAVEL EXPENSES	500	97	500	500	-	500	500	500	500
531.40.49.00	MISCELLANEOUS	5,000	-	5,000	5,000	-	2,500	5,000	5,000	5,000
531.40.49.15	NPDES PERMIT FEE	16,000	7,944	16,500	16,500	16,605	16,605	18,273	18,273	18,273
531.40.49.22	DUES, SCHOOLS AND CONFERENCE	1,500	337	1,500	1,500	156	750	1,500	1,500	1,500
531.40.40	SUB TOTAL	38,000	15,898	38,500	38,500	36,934	44,555	60,273	60,273	60,273
531.40.99.01	COMPUTER INTERFUND-MAINTENANCE	6,556	6,556	5,384	5,384	3,181	6,556	3,778	3,778	3,778
531.40.99.02	COMPUTER INTERFUND REPLACEMENT	1,115	1,115	1,118	1,118	559	1,115	895	895	895
531.40.99.05	INTERFUND INSURANCE	5,804	5,804	8,151	8,151	8,151	5,804	7,691	7,691	7,691
531.40.90	SUB TOTAL	13,475	13,475	14,653	14,653	11,891	13,475	12,364	12,364	12,364
594.31.64.00	EQUIPMENT-Cityworks Program	7,650	7,650	-	-	-	-	-	-	-
594.31.60	SUB TOTAL	7,650	7,650	-	-	-	-	-	-	-
TOTAL NPDES PERMIT PROGRAM		340,282	229,068	311,172	311,172	174,128	293,476	339,071	338,018	338,018
TOTAL SWM MAINTENANCE		1,079,229	898,255	1,079,511	1,079,511	468,288	896,161	1,112,155	1,114,471	1,114,471
TOTAL SWM ENGINEERING		820,391	810,098	1,060,661	1,060,661	454,831	1,030,853	979,268	977,090	981,055
TOTAL SWM ENGR, MAINT & NPDES		2,239,902	1,937,421	2,451,344	2,451,344	1,097,246	2,220,490	2,430,494	2,429,579	2,433,544
TRANSFER-OUT/FUND 220		657	1,052	1,052	1,052	138	1,052	1,052	1,052	1,052
TRANSFER-OUT/CAPITAL		709,484	709,484	486,455	486,455	243,228	486,455	758,450	758,450	758,450
TOTAL INCLUDING TRANSFERS		2,950,043	2,647,957	2,938,851	2,938,851	1,340,612	2,707,997	3,189,996	3,189,080	3,193,046
ENDING FUND BALANCE		910,622		914,168	914,168		1,252,000	917,797	917,797	917,797
TOTAL INCLUDING EFB		3,860,665	2,647,957	3,853,019	3,853,019	1,340,612	3,959,997	4,107,793	4,106,878	4,110,843

BUDGET NARRATIVE

2015

FUND: SURFACE WATER MANAGEMENT
 DEPARTMENT: PLANNING, BUILDING AND PUBLIC WORKS
 DIVISION: NATIONAL POLLUTION DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT PROGRAM

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
450.400.040.538.31.00.00		NPDES PERMIT PROGRAM			
		SALARIES AND WAGES			
531.40.10.00	Salaries & Wages	Provides for salaries and wages for: 0.20 SWM Utility Manager 0.60 Water Quality Specialist/Civil Engr I 0.50 Engineering Aide 1.00 Engineering Technician <u>2.30</u> FTE's (Remaining .4 FTE Water Quality Specialist/Civil Engr I is budgeted 001.480 PBPW Engineering Services)	\$ 172,810	\$ 172,810	\$ 172,810
531.40.11.00	Overtime	Provides for overtime for staff.	\$ 900	\$ 900	\$ 900
		TOTAL SALARIES AND WAGES	\$ 173,710	\$ 173,710	\$ 173,710
		PERSONNEL BENEFITS			
531.40.20.00	Personnel Benefits	Provides for benefits for surface water staff.	\$ 88,846	\$ 87,979	\$ 87,979
531.40.20.90	Employee Med. Contribution	Employee's share of health insurance premium cost for spouse and/or dependents. Starting 2015, dept. heads & exempt employees contribute for self; 2015 contribution is 5%.	\$ (2,622)	\$ (2,808)	\$ (2,808)
		TOTAL PERSONNEL BENEFITS	\$ 86,224	\$ 85,171	\$ 85,171

BUDGET NARRATIVE

2015

FUND: SURFACE WATER MANAGEMENT
 DEPARTMENT: PLANNING, BUILDING AND PUBLIC WORKS
 DIVISION: NATIONAL POLLUTION DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT PROGRAM

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
450.400.040.538.31.00.00 NPDES PERMIT PROGRAM					
SUPPLIES					
531.40.31.00	Office/Operating Supplies	Cost of office and operating supplies. Also includes office billing supplies, forms, computer paper, etc.	\$ 500	\$ 500	\$ 500
531.40.35.00	Sm Tools & Equipment	Hand tools, field equipment, safety equipment.	\$ 1,000	\$ 1,000	\$ 1,000
531.40.35.90	Sm Tools & Equipment >\$1,000<\$5,000		\$ 5,000	\$ 5,000	\$ 5,000
TOTAL SUPPLIES			\$ 6,500	\$ 6,500	\$ 6,500
OTHER SERVICES AND CHARGES					
531.40.41.00	Professional Services	This line item includes outside professional services that may be required for site specific NPDES Program, such as compliance, testing, consulting services, public outreach program, etc.	\$ 35,000	\$ 35,000	\$ 35,000
531.40.43.00	Travel Expenses	Travel expenses associated with training.	\$ 500	\$ 500	\$ 500
531.40.49.00	Miscellaneous	Minor expenses not otherwise categorized.	\$ 5,000	\$ 5,000	\$ 5,000
531.40.49.15	NPDES Permit Fee	Provides for stormwater discharge permit fee.	\$ 18,273	\$ 18,273	\$ 18,273
531.40.49.22	Dues, Schools And Conference	Provides basic training, NPDES seminars, other permit and regulation training.	\$ 1,500	\$ 1,500	\$ 1,500
TOTAL OTHER SERVICES AND CHARGES			\$ 60,273	\$ 60,273	\$ 60,273

BUDGET NARRATIVE

2015

FUND: SURFACE WATER MANAGEMENT
 DEPARTMENT: PLANNING, BUILDING AND PUBLIC WORKS
 DIVISION: NATIONAL POLLUTION DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT PROGRAM

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
450.400.040.538.31.00.00			NPDES PERMIT PROGRAM		
INTERFUND SERVICES					
538.31.99.01	Computer Maintenance	Provides for Computer Maintenance.	\$ 3,778	\$ 3,778	\$ 3,778
538.31.99.02	Computer Replacement	Provides for replacement of computer hardware.	\$ 895	\$ 895	\$ 895
538.31.99.05	Interfund Insurance	Provides for proportional share of liability and property insurance.	\$ 7,691	\$ 7,691	\$ 7,691
TOTAL INTERFUND SERVICES			\$ 12,364	\$ 12,364	\$ 12,364
CAPITAL OUTLAY					
594.31.64.00	Equipment		\$ -	\$ -	\$ -
TOTAL CAPITAL OUTLAY			\$ -	\$ -	\$ -
TOTAL NPDES PERMIT PROGRAM			\$ 339,071	\$ 338,018	\$ 338,018

BUDGET NARRATIVE 2015

FUND: **SURFACE WATER MANAGEMENT**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION: **OPERATING TRANSFERS-OUT**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
450.300.040		TRANSFERS OUT			
597.31.00.00	Transfer-out/Fund 220	This is a transfer out to Fund 220 for SWM share of Energy Savings Program loan principal and interest.	\$ 1,052	\$ 1,052	\$ 1,052
597.31.00.01	Transfer-out/Fund 450	This is a transfer out to Fund 451, which is maintained at 30% of total rate revenues.	\$ 758,450	\$ 758,450	\$ 758,450
		TOTAL TRANSFERS	<u>\$ 759,502</u>	<u>\$ 759,502</u>	<u>\$ 759,502</u>
		TOTAL SWM FUND EXPENDITURES	<u>\$ 2,430,494</u>	<u>\$ 2,429,579</u>	<u>\$ 2,433,544</u>
450.000.000.508.80.00.00		Ending Fund Balance - Unreserved	<u>\$ 917,797</u>	<u>\$ 917,797</u>	<u>\$ 917,797</u>
		TOTAL INCLUDING ENDING FUND BALANCE	<u><u>\$ 4,107,793</u></u>	<u><u>\$ 4,106,878</u></u>	<u><u>\$ 4,110,843</u></u>

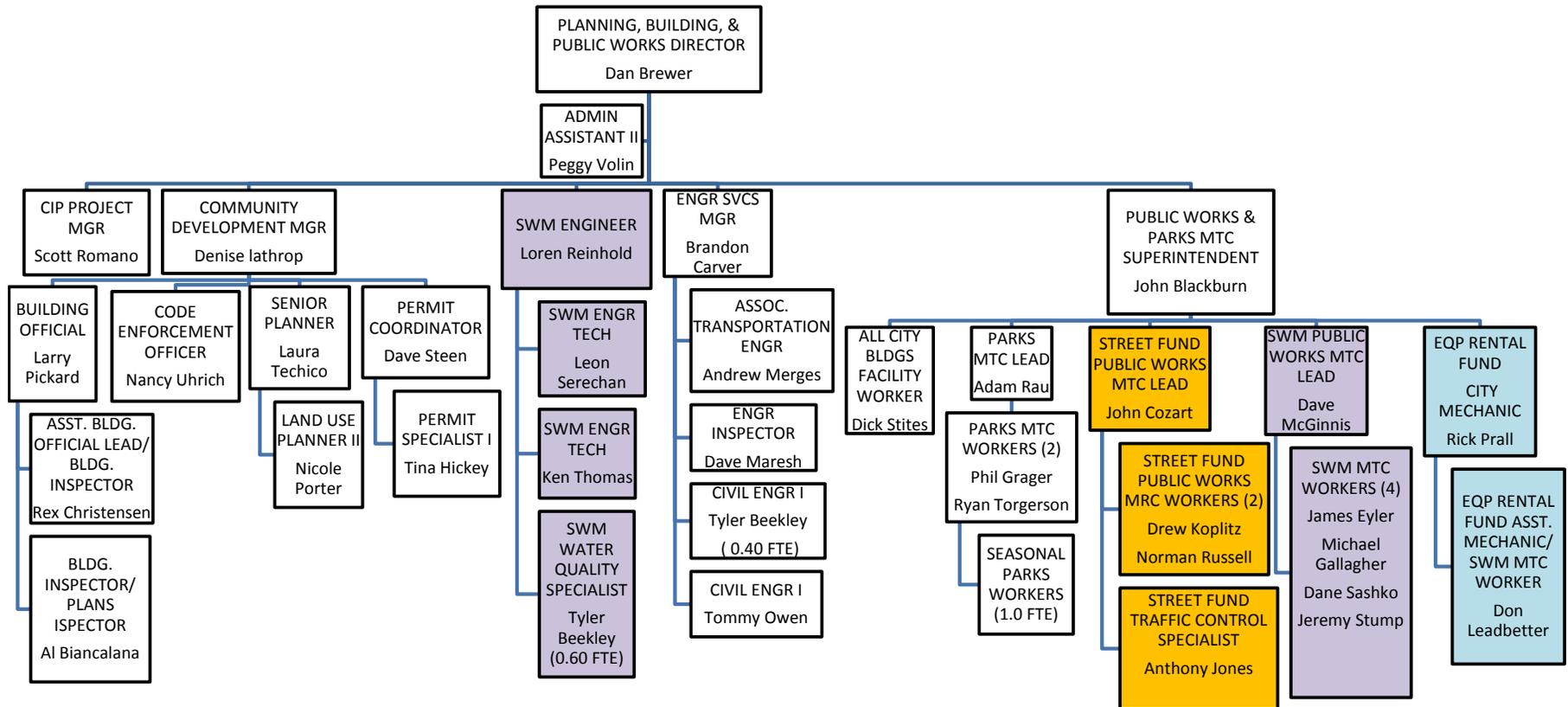
**CITY OF DES MOINES
PLANNING, BUILDING, AND PUBLIC WORKS**

Organizational Chart - 2015

Department/Divisions:

Administration	Planning & Dev Services
All City Buildings	Community Dev Grants
Facilities & CIP Mgt	Parks Operations Svcs
Jt Minor Home Repair Prg	Streets Admin & Mtc
Code Enforcement	Transportation CIP
Engineering	Surface Wtr Mgt Ops
Building Division	Equipment Rental

General Fund	
Street Fund	
SWM Fund	
Eqp Rental Fund	



BUDGET NARRATIVE

2015

FUND: **EQUIPMENT RENTAL - OPERATIONS**
 DEPARTMENT: **PLANNING, BUILDING, AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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500.100.040.548.60.00.00	EQUIPMENT RENTAL - OPERATIONS	\$ 706,990	\$ 780,781	\$ 780,781
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Equipment Rental was established to provide maintenance support to the City's vehicles and major equipment.

2015 Beginning Fund Balance **\$ 172,749**

Assessments:			
Judicial	\$ 4,500		1
Police-Administration	18,000		4
Police-Detective	27,000		6
Police-Patrol	108,000		18
Police-Crime Prevention	10,500		2
Police-Animal Control	4,500		1
PBPW - All City Buildings	3,000		1
PBPW - Code Enforcement	900		1
PBPW - Facility/CIP Mgmt	900		1
PBPW - Engineering	3,600		4
PBPW - Building	3,600		4
PBPW - Planning & Development Svcs	900		1
PBPW - Parks Operations	29,870		24
Parks & Rec - Rec Programs	9,000		3
Parks & Rec - Senior Center	6,000		2
Streets	<u>62,520</u>	\$ 292,790	33
Marina Revenue Fund		9,724	5
Surface Water Management Fund		38,120	10
Equipment Rental Fund		-	0
Computer Operations Fund		<u>900</u>	<u>1</u>
		\$ 341,534	<u>122</u>
Fuel Sale (115% of expense amount)		266,240	
Training Center Repairs		-	
Interest		<u>258</u>	
Total 2015 Available Resources		\$ 608,032	
2015 Expenses			<u>(617,749)</u>
2015 Ending Fund Balance			<u>\$ 163,032</u>

CITY OF DES MOINES

2015 BUDGET REQUEST

PLANNING, BUILDING, AND PUBLIC WORKS
EQUIPMENT RENTAL-OPERATIONS

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQ	2015 NEW REQ	2015 EXEC AMEND	2015 ADOPTED
500.100.040	EQUIPMENT RENTAL OPS										
548.60.10.00	SALARIES & WAGES	107,452	111,129	102,168	102,168	50,686	104,743	104,827		104,827	104,827
548.60.11.00	OVERTIME	525	132	525	525	132	275	525		525	525
548.60.10	SUB TOTAL	107,977	111,261	102,693	102,693	50,818	105,018	105,352	-	105,352	105,352
548.60.20.00	PERSONNEL BENEFITS	45,376	51,882	51,099	51,099	27,085	55,975	44,050		44,050	44,050
548.60.20.90	EMPLOYEE MED. CONTRIBUTION	(870)	(858)	(1,243)	(1,243)	(402)	(805)	(460)		(460)	(460)
548.60.21.00	UNIFORMS	600	517	-	-	-	600	-		-	-
548.60.20	SUB TOTAL	45,106	51,541	49,856	49,856	26,683	55,770	43,590	-	43,590	43,590
548.60.31.00	OPERATING SUPPLIES	50,000	52,613	55,000	55,000	24,760	54,400	55,000		55,000	55,000
548.60.32.01	UNLEADED FUEL (ISF)	3,757	2,864	3,554	3,554	1,615	2,763	2,858		2,858	2,858
548.60.32.02	DIESEL FUEL (ISF)	116	17	34	34	30	35	35		35	35
548.60.34.06	FUEL PURCHASED FOR RESALE	245,281	218,309	233,262	233,262	103,201	214,674	231,513		231,513	231,513
548.60.35.00	SMALL TOOLS	1,500	-	1,500	1,500	468	1,000	1,500		1,500	1,500
548.60.35.90	SMALL EQP >\$1,000 <\$5,000	2,000	-	2,000	2,000	-	750	2,000		2,000	2,000
548.60.30	SUB TOTAL	302,654	273,802	295,350	295,350	130,075	273,622	292,906	-	292,906	292,906
548.60.41.00	PROFESSIONAL SERVICES	-	286	268	268	264	600	600		600	600
548.60.41.32	JANITORIAL SERVICES	950	950	950	950	547	1,022	1,100		1,100	1,100
548.60.41.45	ADVERTISING	450	-	450	450	-	-	450		450	450
548.60.42.00	COMMUNICATIONS	1,335	1,254	1,346	1,346	631	1,284	1,346		1,346	1,346
548.60.43.00	TRAVEL EXPENSES	250	-	250	250	-	-	250		250	250
548.60.45.00	OPERATING RENTALS & LEASES	250	-	250	250	-	-	250		250	250
548.60.45.02	COPIER LEASE	150	27	20	20	159	43	55		55	55
548.60.46.00	INSURANCE	950	-	850	850	-	-	-		-	-
548.60.47.XX	UTILITIES	3,751	3,070	3,410	3,410	1,502	2,400	3,410		3,410	3,410
548.60.48.00	REPAIRS/MAINTENANCE	38,000	40,435	42,000	42,000	32,288	46,500	50,000		50,000	50,000
548.60.48.21	REPAIRS/MAJOR MAINTENANCE	5,000	3,777	5,000	5,000	16,091	19,091	15,000		15,000	15,000
548.60.48.31	TRAVEL LIFT REPAIRS & MAINT	-	-	-	-	-	-	-		-	-
548.60.49.00	MISCELLANEOUS	1,000	603	1,000	1,000	331	1,000	1,000		1,000	1,000
548.60.49.20	LAUNDRY	1,800	1,540	1,500	1,500	1,071	2,179	2,200		2,200	2,200
548.60.49.22	DUES, SCHOOLS, & CONFERENCES	500	620	500	500	120	500	500		500	500
548.60.40	SUB TOTAL	54,386	52,561	57,794	57,794	53,005	74,618	76,161	-	76,161	76,161
548.60.99.01	COMPUTER MAINTENANCE	9,779	9,779	7,322	7,322	4,327	7,322	9,302		9,302	9,302
548.60.99.02	COMPUTER REPLACEMENT	2,573	2,573	2,580	2,580	1,290	2,580	2,581		2,581	2,581
548.60.99.04	EQUIPMENT REPLACEMENT	2,114	2,114	2,253	2,253	1,127	2,253	2,101		2,101	2,101
548.60.99.05	INTERFUND INSURANCE	5,828	5,828	6,268	6,268	6,268	6,268	10,278		10,278	10,278
548.60.99.06	FACILITY REPLACEMENT	1,410	1,410	1,410	1,410	705	1,410	1,410		1,410	1,410
548.60.90	SUB TOTAL	21,704	21,704	19,833	19,833	13,716	19,833	25,672	-	25,672	25,672

CITY OF DES MOINES

2015 BUDGET REQUEST

PLANNING, BUILDING, AND PUBLIC WORKS
EQUIPMENT RENTAL-OPERATIONS

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQ	2015 NEW REQ	2015 EXEC AMEND	2015 ADOPTED
500.100.040	EQUIPMENT RENTAL OPS										
591.48.75.03	PRINCIPAL-COPIER CAPITAL LEASE	247	247	258	258	-	258	269		269	269
592.48.83.03	INTEREST-COPIER CAPITAL LEASE	30	30	19	19	-	19	8		8	8
594.48.64.00	EQUIPMENT	-	-	-	-	-	-		73,791	73,791	73,791
SUB TOTAL		277	277	277	277	-	277	277	73,791	74,068	74,068
TOTAL		532,104	511,147	525,803	525,803	274,297	529,139	543,958	73,791	617,749	617,749
508.80.00	ENDING FUND BALANCE	166,322	159,353	186,111	186,111	-	172,749	163,032		163,032	163,032
		698,426	670,500	711,914	711,914	274,297	701,888	706,990	73,791	780,781	780,781

BUDGET NARRATIVE

2015

FUND: **EQUIPMENT RENTAL - OPERATIONS**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
500.100.040.548.60.00.00						
EQUIPMENT RENTAL - OPERATIONS						
SALARIES AND WAGES						
548.60.10.00	Salaries and Wages	0.05 PBPW Director 0.05 PBPW Administrative Assistant II 0.10 PW-Parks Maintenance Superintendent 1.00 City Mechanic 0.40 Asst. City Mechanic <u>1.60</u> FTE's	\$ 104,827		\$ 104,827	\$ 104,827
NOTE: The remaining 0.60 Asst. City Mechanic is budgeted in the SWM Maintenance division.						
548.60.11.00	Overtime	Provides for overtime in accomplishment of the mission stated above for a rare requirement to meet unanticipated deadlines.	\$ 525	\$ -	\$ 525	\$ 525
TOTAL SALARIES AND WAGES			\$ 105,352	\$ -	\$ 105,352	\$ 105,352
PERSONNEL BENEFITS						
548.60.20.00	Personnel Benefits	Provides for benefits for the staff.	\$ 44,050	\$ -	\$ 44,050	\$ 44,050
548.60.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependents. Starting 2015, dept. heads & exempt employees contribute for self; 2015 contribution is 5%.	\$ (460)	\$ -	\$ (460)	\$ (460)
548.60.21.00	Uniforms	Provides uniforms for mechanics.	\$ -	\$ -	\$ -	\$ -
TOTAL PERSONNEL BENEFITS			\$ 43,590	\$ -	\$ 43,590	\$ 43,590

BUDGET NARRATIVE

2015

FUND: **EQUIPMENT RENTAL - OPERATIONS**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
500.100.040.548.60.00.00			EQUIPMENT RENTAL - OPERATIONS			
			SUPPLIES			
548.60.31.00	Operating 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.	\$ 55,000	\$ -	\$ 55,000	\$ 55,000
548.60.32.01	Fuel (Unleaded & Diesel)	Provides for gas and oil for the vehicle assigned to the mechanic.	\$ 2,893	\$ -	\$ 2,893	\$ 2,893
548.60.34.06	Fuel Purchased for Resale	Purchase of fuel to re-sell to the departments that require it to fuel vehicles and equipment.	\$ 231,513	\$ -	\$ 231,513	\$ 231,513
548.60.35.00	Small Tools and Supplies	Provides for items under \$1,000.	\$ 1,500	\$ -	\$ 1,500	\$ 1,500
548.60.35.90	Small Equipment >\$1,000 <\$5,000		\$ 2,000	\$ -	\$ 2,000	\$ 2,000
TOTAL SUPPLIES			\$ 292,906	\$ -	\$ 292,906	\$ 292,906
			OTHER SERVICES AND CHARGES			
548.60.41.32	Janitorial Services	Provides for janitorial services for 20% of the Public Works-Engineering Building.	\$ 1,100	\$ -	\$ 1,100	\$ 1,100
548.60.41.45	Advertising		\$ 450	\$ -	\$ 450	\$ 450
548.60.42.00	Communications	Cover long distance telephone calls and faxes. Postage \$ 50 Telephone Line \$ 1,246 Long Distance \$ 50 <u>\$ 1,346</u>	\$ 1,346	\$ -	\$ 1,346	\$ 1,346
548.60.43.00	Travel	Travel associated with specialized classes for the mechanic.	\$ 250	\$ -	\$ 250	\$ 250
548.60.45.00	Operating Leases	Provision for equipment rental too expensive and rarely used.	\$ 250	\$ -	\$ 250	\$ 250

BUDGET NARRATIVE

2015

FUND: **EQUIPMENT RENTAL - OPERATIONS**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
500.100.040.548.60.00.00		EQUIPMENT RENTAL - OPERATIONS				
548.60.45.02	Copier	Provides for operating costs of copier for the department.	\$ 55	\$ -	\$ 55	\$ 55
548.60.46.00	Insurance		\$ -	\$ -	\$ -	\$ -
548.60.47.00	Utilities	Provides for utilities for 20% of the Public Works-Engineering	\$ 3,410	\$ -	\$ 3,410	\$ 3,410
548.60.47.01		Bldg: Electric 1,885				
548.60.47.02		Water 158				
548.60.47.03		Sewer 130				
548.60.47.04		SWM 637				
548.60.47.06		Natural Gas 600				
		<u>3,410</u>				
548.60.48.00	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.	\$ 50,000	\$ -	\$ 50,000	\$ 50,000
548.60.48.21	Repairs/Major Maintenance	Provides for major unanticipated damages resulting from extensive body repairs from collisions.	\$ 15,000	\$ -	\$ 15,000	\$ 15,000
548.60.49.00	Miscellaneous	Provides for class tuition, maintenance manuals and recycle cost for oil, tires, etc. \$500 welding class	\$ 1,000	\$ -	\$ 1,000	\$ 1,000
548.60.49.20	Laundry	Provides for shop laundry.	\$ 2,200	\$ -	\$ 2,200	\$ 2,200
548.60.49.22	Dues, Schools, & Conference	Provides for membership dues and training registration fees.	\$ 500	\$ -	\$ 500	\$ 500
TOTAL OTHER SERVICES AND CHARGES			\$ 76,161	\$ -	\$ 76,161	\$ 76,161

BUDGET NARRATIVE

2015

FUND: **EQUIPMENT RENTAL - OPERATIONS**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
500.100.040.548.60.00.00		EQUIPMENT RENTAL - OPERATIONS				
		INTERFUND SERVICES				
548.60.99.01	Computer Maintenance	Provides for Computer Maintenance.	\$ 9,302	\$ -	\$ 9,302	\$ 9,302
548.60.99.02	Computer Replacement	Provides for replacement of computer hardware.	\$ 2,581	\$ -	\$ 2,581	\$ 2,581
548.60.99.04	Equipment Replacement	Provides for the replacement of vehicles at the City garage.	\$ 2,101	\$ -	\$ 2,101	\$ 2,101
548.60.99.05	Interfund Insurance	Provides for proportional share of liability and property	\$ 10,278	\$ -	\$ 10,278	\$ 10,278
548.60.99.06	Facility Repair & Replacement	Provides for major repairs for City facilities.	\$ 1,410	\$ -	\$ 1,410	\$ 1,410
		TOTAL INTERFUND SERVICES	\$ 25,672	\$ -	\$ 25,672	\$ 25,672
		DEBT SERVICE				
591.48.75.03	Principal-Copier Capital Lease		\$ 269	\$ -	\$ 269	\$ 269
592.48.83.03	Interest-Copier Capital Lease		\$ 8	\$ -	\$ 8	\$ 8
		TOTAL DEBT SERVICE	\$ 277	\$ -	\$ 277	\$ 277
		CAPITAL OUTLAY				
594.48.64.00	Equipment		\$ -	\$ 73,791	\$ 73,791	\$ 73,791
		TOTAL CAPITAL OUTLAY	\$ -	\$ 73,791	\$ 73,791	\$ 73,791
		TOTAL EQUIPMENT RENTAL-OPERATIONS	\$ 543,958	\$ 73,791	\$ 617,749	\$ 617,749
408.000.000.508.80.00.00		ENDING FUND BALANCE - UNRESERVED	\$ 163,032	\$ -	\$ 163,032	\$ 163,032
		TOTAL INCLUDING ENDING FUND BALANCE	\$ 706,990	\$ 73,791	\$ 780,781	\$ 780,780

BUDGET NARRATIVE

2015

FUND: **EQUIPMENT RENTAL REPLACEMENT**
 DEPARTMENT: **PLANNING, BUILDING, AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
501.100.040.594.00.00.00	EQUIPMENT RENTAL - REPLACEMENT		\$ 2,102,171	\$ 2,015,871	\$ 2,015,871

The Equipment Rental - Replacement budget provides funds for eventual replacement of all City vehicles through the accumulation of yearly charges against all departments that have at least one vehicle. Purchases are made directly out of this fund.

2015 Beginning Fund Balance				\$1,609,602
Assessments:				
Judicial	\$	-		
PBPW-All City Buildings		-		
PBPW-Facility/CIP Mgmt		-		
PBPW-Code Enforcement		-		
PBPW Engineering Services		-		
PBPW Building Division		-		
PBPW Planning & Development Svcs		-		
PBPW Parks Operations		-		
Police-Administration		-		
Police-Detective		24,046		
Police-Patrol		139,958		
Police-Crime Prevention		-		
Police-Animal Control		-		
Parks & Rec-Rec Programs		-		
Parks-Senior Services & Rec		-		
Streets		-	\$ 164,004	
Marina			21,689	
Surface Water Management			107,925	
Equipment Maintenance			2,101	
Computer Operations			4,370	
			<u>300,089</u>	300,089
Interest Revenue				3,300
Transfer in from Fund 001				60,000
Sale of Fixed Assets (Salvage Values)				42,880
Loan Proceeds				-
Total Available Resources				<u>\$2,015,871</u>
Year 2015 Expenditures				<u>(673,700)</u>
2015 Ending Fund Balance				<u>\$ 1,342,171</u>

BUDGET NARRATIVE

2015

FUND: **EQUIPMENT RENTAL REPLACEMENT**
 DEPARTMENT: **PLANNING, BUILDING, AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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Summary of Cumulative Balances (By Department)

	As of 12/31/2014	Year 2015 Assessment	2015 Interest	2015 Salvage	Transfer from Gen Fund	2015 Expenditures	As of 12/31/2015
Judicial	\$ 36,149	\$ -	\$ 74	\$ -	\$ -	\$ -	\$ 36,224
Police-Administration	(7,671)		(16)				(7,687)
Police-Detective	96,770	24,046	198	3,500		(60,000)	64,515
Police-Patrol	191,028	139,958	392	21,000	60,000	(420,000)	(7,623)
Police-Crime Prevention	37,309	-	76				37,385
Police-Animal Control	6,474	-	13				6,488
PBPW-Code Enforcement	9,250		19				9,269
PBPW-All City Buildings	11,767		24				11,791
PBPW-Facilities/CIP Mgt	22,276		46				22,321
PBPW-Engineering	24,458		50				24,509
PBPW-Building Division	41,398		85				41,483
PBPW-Parks Operation	28,206		58	12,880		(33,700)	7,444
Recreation Program	12,921		26				12,947
Senior Center	15,900		33				15,932
Streets	186,108		382	2,000		(30,000)	158,489
Streets-Signal Replacement	20,471		42				20,513
Marina	204,879	21,689	420	3,000		(100,000)	129,988
Surface Water Management	619,701	107,925	1,271				728,897
Equipment Rental Operations	13,817	2,101	28				15,947
Computer Operations	33,989	4,370	70	500		(30,000)	8,929
Unassigned Balance	4,402		9				4,411
Total	\$1,609,602	\$ 300,089	\$ 3,300	\$ 42,880	\$ 60,000	\$ (673,700)	\$ 1,342,171

CITY OF DES MOINES

2015 BUDGET REQUEST

PLANNING, BUILDING, AND PUBLIC WORKS
EQUIPMENT RENTAL-REPLACEMENT

501.100.040 EQUIP RENTAL-REPLCMNT		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
594.21.31.00	OFFICE & OPERATING SUPPLIES	-	-	-	-	-	-	-	-	-
594.12.64.00	VEHICLE REPLACEMENT-COURT	-	-	-	-	-	-	-	-	-
594.18.64.00	VEHICLE REPLACEMENT-COMPUTER OPS	-	-	-	-	-	-	30,000	30,000	30,000
594.21.64.00	VEHICLE REPLACEMENT-POLICE	56,000	890	275,000	275,000	42,956	136,844	540,000	480,000	480,000
594.44.64.00	VEHICLE REPLACEMENT-ENGR	-	-	-	-	-	-	-	-	-
594.42.64.00	VEHICLE REPLACEMENT-STREETS	25,000	-	36,900	36,900	29,445	29,445	30,000	30,000	30,000
594.76.64.00	VEHICLE REPLACEMENT-PARKS OPS	17,276	17,317	59,400	59,400	52,055	52,055	60,000	33,700	33,700
594.42.64.02	TRAFFIC CONTROLLER EQP	-	-	-	-	-	-	-	-	-
594.48.64.00	VEHICLE REPLACEMENT-EQUIP RENTAL	-	-	-	-	-	-	-	-	-
594.75.64.00	VEHICLE REPLACEMENT-MARINA	-	-	-	-	-	-	100,000	100,000	100,000
594.76.64.00	VEHICLE REPLACEMENT-PARKS & REC	-	-	-	-	-	7,000	-	-	-
594.31.64.01	EMG RESPONSE EQUIPMENT	-	-	-	-	-	-	-	-	-
594.31.64.00	VEHICLE REPLACEMENT-SWM	-	-	-	-	-	-	-	-	-
594.XX.64	SUB TOTAL	98,276	18,208	371,300	371,300	124,456	225,344	760,000	673,700	673,700
RECLASSIFICATION & COST ALLOCATIONS:										
591.48.75.06	PRINCIPAL - LOCAL PRG	-	-	21,405	21,405	-	-	-	-	-
592.48.83.06	INTEREST - LOCAL PRG	-	-	1,507	1,507	-	-	-	-	-
597.48.00.00	TRANSFER OUT/FUND 500	-	-	-	-	-	-	-	-	-
	SUB TOTAL	-	-	22,912	22,912	-	-	-	-	-
EQUIPMENT RENTAL - REPLACEMENT TOTAL		98,276	18,208	394,212	394,212	124,456	225,344	760,000	673,700	673,700
508.80.00	ENDING FUND BALANCE - UNRESERVED	1,347,451	1,430,229	1,688,397	1,688,397		1,609,602	1,342,171	1,342,171	1,342,171
		1,445,727	1,448,436	2,082,609	2,082,609	124,456	1,834,946	2,102,171	2,015,871	2,015,871

	2015 Purchases	Deferred Purchases	
Police Patrol Ford Explorer	\$ 60,000		Replace 2008 Crown Victoria
Police Patrol Ford Explorer	\$ 60,000		Replace 2008 Crown Victoria
Police Patrol Ford Explorer	\$ 60,000		Replace 2008 Crown Victoria
Police Patrol Ford Explorer	\$ 60,000		Replace 2008 Crown Victoria
Police Patrol Ford Explorer	\$ 60,000		Replace 2008 Crown Victoria
Police Patrol Ford Explorer	\$ 60,000		Replace 2008 Crown Victoria
Police Patrol Ford Explorer	\$ 60,000		Replace 2008 Crown Victoria
Police Patrol Ford Explorer	\$ -	60,000	Replace 2008 Crown Victoria
Police Patrol Ford Explorer	\$ 60,000		Replace 2008 Ford Expedition
Police Detective Ford Explorer	\$ 44,000		Replace 2004 Ford Expedition
Police Detective Ford Explorer	\$ 16,000		Remove Funding at 2015 Budget amendment
Parks John Deere 1600 WAM	\$ 12,800		Replace Old Deere 1600 Turbo WAM
Parks Z500 HP Toro	\$ 20,900		Replace 2006 Z500 HP Toro Diesel
Streets Ford Explorer	\$ 30,000		Replace 2002 Chev Tahoe
Marina Monson	\$ 100,000		Replace Orca Boat
Computer Ops Nissan Leaf	\$ 30,000		Replace 1995 Ford Escort
	<u>\$ 673,700</u>	<u>\$ 60,000</u>	

BUDGET NARRATIVE 2015

FUND: **FACILITY REPAIR AND REPLACEMENT**
DEPARTMENT: **PLANNING, BUILDING, AND PUBLIC WORKS**

Account No.	Title Narrative	Departmental Request	Executive Amendment	Adopted
506.200.040.518.30.00.00	FACILITY REPAIR AND REPLACEMENT FUND	\$ 302,073	\$ 302,073	\$ 302,073

This fund provides a reserve of accumulated funds that are used for repair and replacement of City-owned buildings. The revenue for this fund is generated through assessments charged to each department. The charges are prorated based on the total square footage of City-owned buildings and the amount occupied by each department. In 2015, the charge is \$0.70 per square foot.

2015 Beginning Fund Balance			\$ 146,990
	<u>Sq. Feet</u>	<u>Assessment</u>	
General Fund	97,537	68,276	
Street Fund	5,616	3,931	
Equipment Rental Ops Fund	2,014	1,410	
Computer Operations Fund	510	357	
Surface Water Manage. Fund	2,658	1,861	
Total	108,335		\$ 75,835
Insurance Recoveries			\$ 79,182
Interest			\$ 66
Total Available Resources			\$ 302,073
Year 2015 Expenditures			\$ (238,475)
2015 Ending Fund Balance			\$ 63,598
Reserve balance from Fund 211 transfer-in for Police Bldg repair			\$ -
2015 Ending Fund Balance (Unreserved)			\$ 63,598

	2015				
	As of 12/31/2014	Year 2015 Assessment	Interest/Oth Revenues	2015 Appropriations	As of 12/31/2015
General Fund	\$ 87,764	\$ 68,276	\$ 79,227	\$ (140,940)	\$ 94,328
General Fnd (Police Bldg Reserves)	12,835	-	-	(61,000)	\$ (48,165)
Street Fund	24,273	3,931	11	(24,687)	3,528
Equipment Rental Ops Fund	8,268	1,410	4	(1,125)	8,557
Computer Operations Fund	2,417	357	1	-	2,775
Surface Water Manage. Fund	11,432	1,861	5	(10,723)	2,575
Totals	\$ 146,990	\$ 75,835	\$ 79,248	\$ (238,475)	\$ 63,598

CITY OF DES MOINES

2015 BUDGET REQUEST

PLANNING, BUILDING, AND PUBLIC WORKS
FACILITY REPAIR AND REPLACEMENT FUND

		2013	2013	2014	2014	2014	2014	2015	2015	2015
FACILITY REPAIR AND REPLACEMENT		AMEND	ACTUAL	ADOPTED	AMEND	ACTUAL Jan-June	EST YR TOTAL	DEPT REQUEST	EXEC AMEND	ADOPTED
506.200.040	FACILITY REPAIRS & MAINTENANCE	-	-	-	-	-	-	-	-	-
518.30.48.03	FIELD HOUSE EXTERIOR PAINT	42,000	40,515	25,000	25,000	-	29,500	-	-	-
518.30.48.27	ACTIVITY CENTER INTERIOR PAINT	-	-	-	-	-	-	-	-	-
518.30.48.28	POLICE BUILDING EXTERIOR PAINT	-	-	-	-	-	-	-	-	-
518.30.48.29	BEACH PARK AUDITORIUM RE-ROOF	-	-	-	-	-	-	-	-	-
518.30.48.30	CITY HALL VIDEO ROOM HEATER/AC UNIT REPL	10,000	-	-	-	-	-	-	-	-
518.30.48.31	ENGRNG BLDG ALARM SYSTEM REPLACEMENT	5,000	1,294	-	-	-	-	-	-	-
518.30.48.32	PUBLIC WORKS SERVICE CENTER DOOR REPL	7,500	2,534	-	-	-	-	-	-	-
518.30.48.33	ACTIVITY CENTER SHEETROCK REPAIR	-	-	8,500	8,500	-	-	-	-	-
518.30.48.34	PW SVC CENTER REPAIRS-UPPER WALL CMU JTS	-	-	15,000	15,000	-	-	-	-	-
518.30.48.35	PW ENGR PAINT STORAGE BLDG GARAGE DOORS	-	-	4,000	4,000	-	4,380	-	-	-
518.30.48.36	BEACH PARK MUD SLIDE REPAIR 2014	-	-	-	-	4,301	4,301	-	-	-
518.30.48.37	PW SERVICE CENTER EXTERIOR PAINT	-	-	-	-	-	-	56,100	56,100	56,100
518.30.48.38	PW ENG EXTERIOR FASCIA REPAIRS & PAINT	-	-	-	-	-	-	5,000	5,000	5,000
518.30.48.39	PW Eng UPSTAIRS/IT WINDOW REPLACE (2016: \$22,500)	-	-	-	-	-	-	-	-	-
518.30.48.40	POLICE SVCS CTR INTERIOR PAINT	-	-	-	-	-	-	61,000	61,000	61,000
518.30.48.41	FIELD HOUSE INTERIOR PAINT (2016: \$32,500)	-	-	-	-	-	-	-	-	-
518.30.48.42	ACTIVITY CENTER EXTERIOR PAINT (2016: \$29,750)	-	-	-	-	-	-	-	-	-
518.30.48.66	FIELD HS BASEMENT REPAIR (WATER DAMAGE)	-	-	-	-	4,064	73,347	-	-	-
518.30.48.67	PICNIC SHELTER REPAIRS	-	-	-	-	11,192	48,600	116,375	116,375	116,375
NEW	LED EXTERIOR LIGHTING (2016: \$39,150)	-	-	-	-	-	-	-	-	-
594.32.63.01	IMPROVEMENTS-Eng Bldg New Side Sewer Line	-	-	-	-	-	-	-	-	-
594.40.62	IMPROVEMENTS-Activity Center Main Roof	-	-	-	-	-	-	-	-	-
594.40.62	IMPROVEMENTS-Sonju Basement Drainage	-	-	-	-	-	-	-	-	-
594.76.62	IMPROVEMENTS-Demo Sonju Outbuildings	-	-	-	-	-	-	-	-	-
594.76.62	IMPROVEMENTS-Founder's Lodge Roof	-	-	-	-	-	-	-	-	-
594.76.62.01	IMPROVEMENTS-Founder's Lodge Misc. Imprv	-	-	-	-	-	-	-	-	-
594.40.62	IMPROVEMENTS-Engineering Building Roof	-	-	-	-	-	-	-	-	-
594.19.62	IMPROVEMENTS-City Hall Bldg Outside Stain	-	-	-	-	-	-	-	-	-
594.50.62.08	IMPROVEMENTS-City Hall Walkway Canopy Repair	-	-	-	-	-	-	-	-	-
FACILITY REPAIR AND REPLACEMENT TOTAL		64,500	44,343	52,500	52,500	19,557	160,128	238,475	238,475	238,475
508.10.00	ENDING FUND BALANCE-RESERVED	11,294	12,835	12,835	12,835	-	12,835	-	-	-
508.80.00	ENDING FUND BALANCE-UNRESERVED	53,597	72,228	79,203	134,168	-	134,155	63,598	63,598	63,598
		129,391	129,406	144,538	199,503	19,557	307,118	302,073	302,073	302,073

BUDGET NARRATIVE 2015

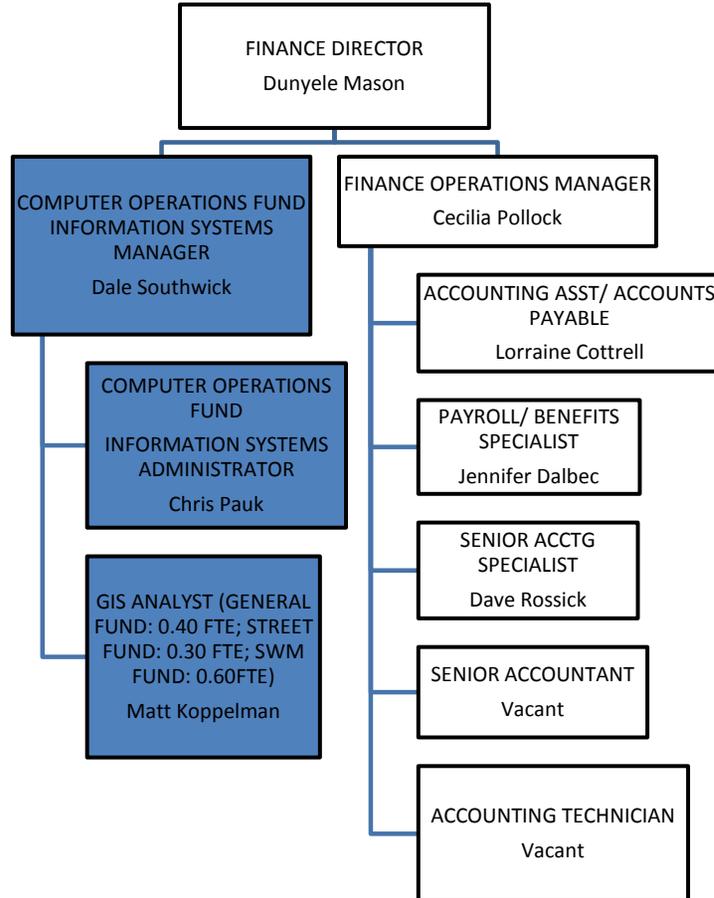
FUND: FACILITY REPAIR AND REPLACEMENT
DEPARTMENT: PLANNING, BUILDING, AND PUBLIC WORKS

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
506.200.040.518.30.00.00					
518.30.48	REPAIRS & MAINTENANCE	Provides for exterior painting of the Public Works Services Center and Engineering Facility.	\$ 61,100	\$ 61,100	\$ 61,100
518.30.48	REPAIRS & MAINTENANCE	Provides for interior painting of the Police Facility.	\$ 61,000	\$ 61,000	\$ 61,000
518.30.48.67	REPAIRS & MAINTENANCE	Provides for repair of the Beach Park Picnic Shelter.	\$ -	\$ -	\$ -
TOTAL CAPITAL OUTLAY			\$ 122,100	\$ 122,100	\$ 122,100
508.10.00.00	ENDING FUND BALANCE - RESERVED		\$ -	\$ -	\$ -
508.80.00.00	ENDING FUND BALANCE - UNRESERVED		\$ 63,598	\$ 63,598	\$ 63,598
TOTAL ENDING FUND BALANCE			\$ 63,598	\$ 63,598	\$ 63,598
TOTAL FACILITY REPAIR AND REPLACEMENT FUND			\$ 185,698	\$ 185,698	\$ 185,698

CITY OF DES MOINES

FINANCE

Organizational Chart



Department/Divisions

- Financial Services**
- Grants Management
- Reserve Funds
- Treasury Services
- Recording & Election Activities**
- King County Detox Program**
- Fire & Pollution Control**
- Debt Service Funds**
- Computer Operations**

BUDGET NARRATIVE

2015

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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510.100.024.518.80.00.00	COMPUTER - OPERATIONS	\$ 454,187	\$ 454,187	\$ 454,187
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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; and (4) recovery of data and replacement of damaged hardware. Sources of revenue are through a \$1,710 per unit charge (PC, printer, WebMSS & CAD terminals, MDC) to each department and a total charge of \$62,267 for software (i.e. Taxtools, Permits Plus, Quadrant Cash Register, Spillman, Class, Cityworks, and Marina Management Program software).

2015 Beginning Fund Balance **\$ 65,702**

Assessments:

			Number of Units
General Fund	\$ 306,652		153.74
Streets Fund	\$ 9,613		5.35
Marina	\$ 26,087		15.00
Surface Water Management	\$ 16,837		7.08
Equipment Rental	\$ 9,302		4.40
Computer Operations	\$ -		3.00
Unassigned assessment	\$ -	\$ 368,491	0.00
			<u>188.57</u>

Transfer-in PermitTrax Maintenance **8,400**

Transfer-in City Website Annual Mtc **11,500**

Interest **95**

Total Available Resources **\$ 454,188**

2015 Expenses **\$ (426,165)**

2015 Ending Fund Balance **\$ 28,023**

		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQ	2015 EXEC AMEND	2015 ADOPTED
510.100.024	COMPUTER-OPERATIONS									
518.80.10.00	SALARIES AND WAGES	250,708	218,443	171,924	171,924	84,246	171,301	177,576	177,576	177,576
518.80.10	SUB TOTAL	250,708	218,443	171,924	171,924	84,246	171,301	177,576	177,576	177,576
518.80.20.00	PERSONNEL BENEFITS	103,944	80,236	65,839	65,839	33,641	68,520	70,092	70,092	70,092
518.80.20.90	EMPLOYEE MED. CONTRIBUTION	(2,907)	(1,617)	(1,201)	(1,201)	(600)	(1,200)	(1,261)	(1,261)	(1,261)
518.80.20	SUB TOTAL	101,037	78,619	64,638	64,638	33,041	67,320	68,831	68,831	68,831
518.80.31.00	OFFICE SUPPLIES	4,500	1,057	1,500	1,500	790	1,350	1,500	1,500	1,500
518.80.31.02	SOFTWARE	7,000	1,302	5,000	5,000	1,343	2,875	4,000	4,000	4,000
518.80.32.01	UNLEADED FUEL	275	157	200	200	70	169	175	175	175
518.80.35.00	SMALL TOOLS AND EQUIPMENT	3,500	4,046	3,500	3,500	3,333	4,832	4,500	4,500	4,500
518.80.35.90	SMALL EQP >\$1,000 <\$5,000	-	91	-	-	-	-	-	-	-
518.80.30	SUB TOTAL	15,275	6,654	10,200	10,200	5,535	9,226	10,175	10,175	10,175
518.80.41.00	PROFESSIONAL SERVICES	10,000	20,777	15,000	15,000	5,380	9,325	14,000	14,000	14,000
518.80.42.00	COMMUNICATIONS	14,980	13,419	16,516	16,516	6,431	14,800	16,757	16,757	16,757
518.80.43.00	TRAVEL EXPENSES	1,000	-	500	500	-	-	2,500	2,500	2,500
518.80.45.02	COPIER LEASE	22	27	30	30	159	44	55	55	55
518.80.48.15	MAINTENANCE AGREEMENTS	106,686	102,437	104,730	104,730	89,632	106,740	111,317	111,317	111,317
518.80.48.50	REPAIR & MAINTENANCE:	4,000	4,638	4,500	4,500	1,186	2,500	4,000	4,000	4,000
518.80.49.00	MISCELLANEOUS	500	162	250	250	-	-	250	250	250
518.80.49.22	DUES, SCHOOLS, & CONFERENCES	4,000	5,704	1,000	1,000	270	500	1,000	1,000	1,000
518.80.40	SUB TOTAL	141,188	147,163	142,526	142,526	103,056	133,909	149,879	149,879	149,879
518.80.99.02	COMPUTER REPLACEMENT	2,330	2,330	1,775	1,775	887	1,775	1,838	1,838	1,838
518.80.99.03	EQUIPMENT MAINTENANCE	900	900	900	900	450	900	900	900	900
518.80.99.04	EQUIPMENT RENTAL REPLACEMENT	6,597	6,597	13,111	13,111	2,186	13,111	4,370	4,370	4,370
518.80.99.05	INTERFUND INSURANCE	12,633	12,633	12,064	12,064	12,064	12,064	11,962	11,962	11,962
518.80.99.06	FACILITY REPLACEMENT	357	357	357	357	179	357	357	357	357
518.80.90	SUB TOTAL	22,817	22,817	28,207	28,207	15,765	28,207	19,427	19,427	19,427
591.18.75.03	PRINCIPAL-COPIER CAPITAL LEASE	247	247	258	258	-	258	269	269	269
592.18.83.03	INTEREST-COPIER CAPITAL LEASE	30	30	19	19	-	19	8	8	8
	SUB TOTAL	277	277	277	277	-	277	277	277	277
	COMPUTER-OPERATIONS TOTAL	531,302	473,974	417,772	417,772	241,644	410,241	426,165	426,165	426,165
508.80.00.00	ENDING FUND BALANCE	66,487	111,995	62,529	62,529		\$65,702	\$28,023	\$28,023	28,023
		597,789	585,969	480,301	480,301	241,644	475,942	454,187	454,187	454,187

BUDGET NARRATIVE 2015

FUND: **COMPUTER OPERATIONS**
 DEPARTMENT: **FINANCE**
 DIVISION: **COMPUTER OPERATIONS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
510.100.024.518.80.00.00					
		COMPUTER - OPERATIONS			
		SALARIES AND WAGES			
518.80.10.00	Salaries and Wages	Provides for the following personnel: 1.0 Information Systems Manager 1.0 Information Systems Administrator 0.0 GIS Administrator <u>2.0 FTE's</u> (GIS Administrator's time is allocated to: 0.30 FTE Engrng Svcs/Gen Fund; 0.30 FTE Street Fund; and 0.40 FTE SWM Fund)	\$ 177,576	\$ 177,576	\$ 177,576
		TOTAL SALARIES AND WAGES	\$ 177,576	\$ 177,576	\$ 177,576
		PERSONNEL BENEFITS			
518.80.20.00	Personnel Benefits	Provides for personnel benefits for the above.	\$ 70,092	\$ 70,092	\$ 70,092
518.80.920.90	Employee Medical Contribution	Employee's share of health insurance premium cost for spouse and/or dependents. Starting 2015, dept. heads & exempt employees contribute for self; 2015 contribution is 5%.	\$ (1,261)	\$ (1,261)	\$ (1,261)
		TOTAL PERSONNEL BENEFITS	\$ 68,831	\$ 68,831	\$ 68,831
		SUPPLIES			
518.80.31.00	Office Supplies	Provides general office supplies.	\$ 1,500	\$ 1,500	\$ 1,500
518.80.31.02	Software	Provides for software upgrades and licensing.	\$ 4,000	\$ 4,000	\$ 4,000
518.80.32.01	Unleaded Fuel		\$ 175	\$ 175	\$ 175
518.80.35.00	Small Tools and Equip	Provides for purchase of non-capitalized equipment.	\$ 4,500	\$ 4,500	\$ 4,500
		TOTAL SUPPLIES	\$ 10,175	\$ 10,175	\$ 10,175

BUDGET NARRATIVE

2015

FUND: **COMPUTER OPERATIONS**

DEPARTMENT: **FINANCE**

DIVISION: **COMPUTER OPERATIONS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
510.100.024.518.80.00.00		COMPUTER - OPERATIONS			
		OTHER SERVICES AND CHARGES			
518.80.41.00	Professional Services	Provides for consulting and programming maintenance services for all City Departments.	\$ 14,000	\$ 14,000	\$ 14,000
518.80.42.00	Communications	Long Distance Postage/Shipping Cell Phone Service Internet (I-Net)	\$ 25 \$ 200 \$ 932 <u>\$ 15,600</u> <u>\$ 16,757</u>	\$ 16,757 \$ 16,757	\$ 16,757 \$ 16,757
518.80.43.00	Travel Expenses	Computer Seminars/Conferences	\$ 2,500	\$ 2,500	\$ 2,500
518.80.45.02	Copier Lease	Provides for operating costs of copier for the division.	\$ 55	\$ 55	\$ 55

BUDGET NARRATIVE

2015

FUND: **COMPUTER OPERATIONS**
 DEPARTMENT: **FINANCE**
 DIVISION: **COMPUTER OPERATIONS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
510.100.024.518.80.00.00	COMPUTER - OPERATIONS				
518.80.48.15	Maintenance Agreements	Provides for hardware & software annual maintenance agreements:	\$ 111,317	\$ 111,317	\$ 111,317
		Finance Eden	\$ 15,665		
		Police RMS Spillman (also includes Valley Comm increase)	\$ 24,838		
		Police Spillman interface Tiburon Interface	\$ 1,314		
		Police RMS IBM Server	\$ 2,628		
		Police/City Hall POS Quadrant	\$ 1,478		
		Permit System PermitTrax	\$ 8,400		
		Hard Drive Maintenance Utilities Diskeeper Annual Maint.	\$ 1,946		
		Anti-Virus Software Sunbelt Software VIPRE	\$ 1,128		
		Internet Firewall WatchGuard	\$ 1,496		
		Network Hardware Dell Network Servers/Switches	\$ 1,450		
		ArcInfo/ArcGIS/ArcPad maintenance ArcInfo/ArcGIS/ArcPad maintenance	\$ 11,113		
		GIS Development Software ESRI EDN Subscription	\$ 1,643		
		Parks Mgmt System Active Network - RecWare	\$ 5,951		
		Police WSP Access System PD Wire (Police WSP Access)	\$ 350		
		Webserver SSL Certificates Verisign Web Site Security	\$ 300		
		Network Backup Veritas Back-up Software	\$ 642		
		Phone/Voicemail System NEC Voicemail System	\$ 5,000		
		SPAM/Web Filtering Service Barracuda	\$ 3,025		
		Valleycom Valleycom VPN Concentrator	\$ 700		
		Archive System Icompass	\$ 6,500		
		Email Search and Retrieval Digiscope	\$ 315		
		King County GIS 2015 GIS Ortho & LiDAR	\$ 2,500		
		Web Surveys Survey Monkey	\$ 300		
		PD, Court, Council Recording FTR Recorders	\$ 250		
		PW/SWM Asset Mgmt System Cityworks	\$ 6,595		
		Redondo Parking Station Ventek	\$ 1,127		
		Live Stream Council Meetings AVCaptureAll	\$ 2,353		
		Marina Fuel System Syslogist	\$ 1,385		
		Adobe Cloud Apps Adobe	\$ 400		
		AutoCAD Maintenance Marina AutoCAD	\$ 525		
			<u>\$ 111,317</u>		

BUDGET NARRATIVE

2015

FUND: **COMPUTER OPERATIONS**
 DEPARTMENT: **FINANCE**
 DIVISION: **COMPUTER OPERATIONS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
510.100.024.518.80.00			COMPUTER - OPERATIONS		
518.80.48.50	Repairs & Maintenance		\$ 4,000	\$ 4,000	\$ 4,000
518.80.49.00	Miscellaneous	Provides for miscellaneous dues, memberships, testing, and other items not budgeted elsewhere.	\$ 250	\$ 250	\$ 250
518.80.49.22	Dues, Schools, & Conference	Provides for conferences, seminars and training: Microsoft Server 2008R2 Admin	\$ 1,000	\$ 1,000	\$ 1,000
TOTAL OTHER SERVICES AND CHARGES			\$ 149,879	\$ 149,879	\$ 149,879
INTERFUND SERVICES					
518.80.99.02	Computer Replacement	Provides for replacement of computer hardware.	\$ 1,838	\$ 1,838	\$ 1,838
518.80.99.03	Equipment Maintenance	Provides for the maintenance of vehicle at the City garage.	\$ 900	\$ 900	\$ 900
518.80.99.04	Equipment Rental Replacement	Provides for the replacement of vehicle at the City garage.	\$ 4,370	\$ 4,370	\$ 4,370
518.80.99.05	Interfund Insurance	Provides for proportional share of liability and property insurance.	\$ 11,962	\$ 11,962	\$ 11,962
518.80.99.06	Facility Replacement	Provides for major repairs for City facilities.	\$ 357	\$ 357	\$ 357
TOTAL INTERFUND SERVICES			\$ 19,427	\$ 19,427	\$ 19,427
DEBT SERVICE					
591.18.75.03	Principal-Copier Capital Lease		\$ 269	\$ 269	\$ 269
592.18.83.03	Interest-Copier Capital Lease		\$ 8	\$ 8	\$ 8
TOTAL DEBT SERVICE			\$ 277	\$ 277	\$ 277

BUDGET NARRATIVE
2015

FUND: **COMPUTER OPERATIONS**
DEPARTMENT: **FINANCE**
DIVISION: **COMPUTER OPERATIONS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
510.100.024.518.80.00.00		COMPUTER - OPERATIONS			
		CAPITAL OUTLAY			
594.18.64.00	Equipment	Internet & Software Upgrades	\$ -	\$ -	\$ -
		TOTAL EQUIPMENT	\$ -	\$ -	\$ -
		TOTAL COMPUTER OPERATIONS	\$ 426,165	\$ 426,165	\$ 426,165
508.80.00.00	Ending Fund Balance - Unreserved		\$ 28,023	\$ 28,023	\$ 28,023
		TOTAL INCLUDING ENDING FUND BALANCE	\$ 454,188	\$ 454,188	\$ 454,188

BUDGET NARRATIVE

2015

FUND: **COMPUTER EQUIPMENT REPLACEMENT**
 DEPARTMENT: **FINANCE**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
511.100.024.594.18.00.00	COMPUTER - REPLACEMENT		\$ 376,648	\$ 376,648	\$ 376,648

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.

The General and Streets funds are assessed for EDEN financial system replacement and the other funds (Marina, SWM, and Equipment Rental) are assessed at 100% in 2015.

2015 Beginning Fund Balance

\$ 282,888

	2015	
	<u>Assessments</u>	Number of Units
General Fund	\$ 24,294	153.74
Streets Fund	759	5.35
Marina	35,891	15.00
Surface Water Management	4,322	7.08
Equipment Rental	2,581	4.40
Computer Operations	<u>1,838</u>	3.00
Total Assessments	69,685	<u>188.57</u>
Interest	575	
Transfers for Automation Fees	6,000	
Transfers for Phone System Replacement	<u>17,500</u>	
Total Available Resources	\$ 376,648	
Year 2015 Expenditures	<u>(276,752)</u>	
2015 Ending Fund Balance	<u>\$ 99,896</u>	

	2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
511.XXX.024 COMPUTER-REPLACEMENT									
100.024									
518.81.35.00 SMALL TOOLS & EQUIPMENT	36,000	20,927	35,000	35,000	20,416	41,000	43,000	43,000	43,000
518.81.35.90 SMALL EQP >1,000 <\$5,000	10,000	19,295	10,000	10,000	5,747	15,000	5,000	5,000	5,000
518.81.45.00 OPERATING RENTALS & LEASES	-	-	-	-	1,812	-	-	-	-
594.18.64.00 EQUIPMENT*	123,100	99,360	135,988	135,988	50,363	100,363	216,728	216,728	216,728
SUBTOTAL	169,100	139,581	180,988	180,988	78,338	156,363	264,728	264,728	264,728
DEBT SERVICE									
591.18.75.04 PRINCIPAL-DOC MGT SYS CAPITAL LS	-	579	-	-	-	3,493	3,523	3,523	3,523
592.18.83.04 INTEREST-DOC MGT SYS CAPITAL LS	-	25	-	-	-	131	101	101	101
SUBTOTAL	-	604	-	-	-	3,624	3,624	3,624	3,624
200.024 TRANSFERS-OUT									
597.18.00.00 TRANSFER-OUT/FUND 510	19,839	7,994	19,900	19,900	-	7,994	8,400	8,400	8,400
COMPUTER REPLACEMENT TOTAL	188,939	148,179	200,888	200,888	78,338	167,981	276,752	276,752	276,752
511.000.000									
508.80.00.00 ESTIMATED ENDING BALANCE	274,622	338,306	269,496	269,496		282,888	99,896	99,896	99,896
	463,561	486,485	470,384	470,384	78,338	450,869	376,648	376,648	376,648

* 2015 EQUIPMENT

Council Video / Ch21 Upgrades	\$ 105,000
CivicPlus 3rd yr installment on new website	\$ 11,500
Barracuda Email Archiving System	\$ 16,500
Prism Document Mgmt System - 2nd yr installment	\$ 4,488
Marina Security Camera Server Replacement	\$ 15,000
Microsoft Office 2013 Licenses	\$ 52,590
Microsoft Server 2012 Licenses	\$ 3,315
Microsoft SQL Server 2012 Licenses	\$ 1,270
Microsoft Exchange 2013 Licenses	\$ 7,065

Total Capital Outlay **\$ 216,728**

BUDGET NARRATIVE 2015

FUND: **SELF INSURANCE**
DEPARTMENT: **EXECUTIVE**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
520.100.023.518.60.00.00	SELF INSURANCE FUND		\$ 778,707	\$ 778,707	\$ 778,707

This fund was created by Ordinance 608 in 1984. The purpose of the fund is to create a reserve to pay for claims or judgments against the City where insurance does not exist; repair or replacement of City property that is damaged or destroyed and not covered by insurance; modifications, 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 2015, the estimated insurance cost is \$531,342 and the total assessment for all City departments is \$637,610.

2015 Beginning Fund Balance		\$ 135,437
2015 Department Assessments	\$ 637,612	
2015 AWC Worker Comp Retro Payment	\$ 5,500	
Insurance Recovery	\$ -	
Interest	\$ 158	\$ 643,270
Total Available Resources		\$ 778,707
2015 Expenses		\$ (662,842)
2015 Ending Fund Balance		\$ 115,865

CITY OF DES MOINES

2015 BUDGET REQUEST

EXECUTIVE
SELF INSURANCE FUND

SELF INSURANCE FUND		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 ESTIMATE YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
520.100.023.										
518.60.41.00	PROFESSIONAL SVC	-	-	-	-	-	-	-	-	-
518.60.46.00	INSURANCE EXPENSE	481,125	481,249	469,994	469,994	468,379	468,379	531,342	531,342	531,342
518.60.46.02	AWC WRKR COMP RETRO RATING	13,275	13,091	13,484	13,484	13,812	13,812	14,000	14,000	14,000
520.100.050.										
518.60.49.21	SETTLEMENTS	10,000	10,000	-	-	10,000	10,000	10,000	10,000	10,000
520.200.040.										
553.70.41.27	PROF SERV-GRND WATER MONITORING	107,500	46,522	107,500	107,500	18,820	95,000	107,500	107,500	107,500
SELF INSURANCE TOTAL		611,900	550,862	590,978	590,978	511,011	587,191	662,842	662,842	662,842
520.000.000.508.80.00	ENDING FUND BALANCE	82,502	148,469	61,274	61,274		135,437	115,865	115,865	115,865
		694,402	699,331	652,252	652,252	511,011	722,628	778,707	778,707	778,707

BUDGET NARRATIVE

2015

FUND: **SELF INSURANCE**
DEPARTMENT: **EXECUTIVE**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
520.100.023.518.60.00.00 SELF INSURANCE FUND					
518.60.41	Professional Services	To pay for outplacement assistance.	\$ -	\$ -	\$ -
518.60.46.00	Insurance Expense	To cover WCIA liability insurance, public officials bond, and insurance at the Marina to include hull insurance and protection and indemnity.	\$ 531,342	\$ 531,342	\$ 531,342
		WCIA			
		Auto Physical damage	\$ 12,894		
		Boiler and Machinery	3,372		
		Crime/Fidelity Bond	1,650		
		Liability (also includes storage tank liab ins)	446,006		
		Property (increased approx by 10%)	67,420		
		Total Insurance Expense	\$ 531,342		
				Allocated to diff depts based on L & I worked hours	
		* Based on 2015 WCIA Liability Rate Estimate = 15.13% increase			
518.60.46.02	AWC Worker Comp Retro Rating Prog	Provides for AWC Workers Compensation Retro Rating payment based on AWC's estimate for 2015.	\$ 14,000	\$ 14,000	\$ 14,000
520.100.050.518.60.49.21	Settlements	For lawsuit settlement.	\$ 10,000	\$ 10,000	\$ 10,000
520.200.553.70.41.27	Ground Water Monitoring	To pay for the monitoring of ground water due to fuel tank leaks at the Engineering Building.	\$ 107,500	\$ 107,500	\$ 107,500
		TOTAL SELF INSURANCE FUND	\$ 662,842	\$ 662,842	\$ 662,842
520.000.000.508.80.00	Ending Fund Balance - Unreserved		\$ 115,865	\$ 115,865	\$ 115,865
		TOTAL INCLUDING ENDING FUND BALANCE	\$ 778,707	\$ 778,707	\$ 778,707

BUDGET NARRATIVE

2015

FUND: **UNEMPLOYMENT COMPENSATION**

DEPARTMENT: **EXECUTIVE**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
530.100.023.517.70.00.00		UNEMPLOYMENT COMPENSATION FUND	\$ 343,116	\$ 343,116	\$ 343,116

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	= Per Employee	x Years	+ Ann. Pay Out
115	5%	\$ 28,416	3	\$ 37,754

Annual Maximum Unemployment Compensation (AMUC): \$528,969

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.

	<u>Gross Salaries</u>	<u>FTE</u>	<u>Avg Qtr Sal</u>	<u>Sum High 2</u>	<u>Sum/2</u>
Quarter 3 '13	\$ 2,617,472	123	\$ 21,283	\$ 47,360	\$ 23,680
Quarter 4 '13	\$ 2,622,984	107	\$ 24,625		
Quarter 1 '14	\$ 2,554,613	112	\$ 22,736	<u>Weekly Benft</u>	<u>Max Pay Period</u>
Quarter 2 '14	\$ 2,639,125	119	\$ 22,158	947	\$ 28,416

Increased departmental assessments starting 2012 to 0.5% of gross salaries.

Assessments in prior years were 0.25% of gross salaries.

Council may, at its discretion, transfer money out this fund for uses it deems appropriate.

BUDGET NARRATIVE

2015

FUND: **UNEMPLOYMENT COMPENSATION**
 DEPARTMENT: **EXECUTIVE**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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530.100.023.517.70.00.00 UNEMPLOYMENT COMPENSATION FUND

Resources Available

2014 Beginning Fund Balance			\$	247,711
2014 Department Assessments	\$	56,490		
2014 Interest Earnings	\$	255	\$	56,745
Total Available Resources			\$	304,456
2014 Expenses			\$	(20,000)
2014 Ending Fund Balance			\$	284,456
2015 Department Assessments	\$	58,385		
2015 Interest Earnings	\$	275	\$	58,660
Total Available Resources			\$	343,116
2015 Expenses			\$	(50,000)
2015 Ending Fund Balance			\$	293,116

CITY OF DES MOINES

2015 BUDGET REQUEST

FINANCE
UNEMPLOYMENT COMPENSATION FUND

UNEMPLOYMENT COMPENSATION FUND		2013 AMEND	2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 ESTIMATE YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
530.100.023.517.70.20.26	UNEMPLOYMENT INSURANCE CLAIMS	70,000	10,431	70,000	70,000	42	20,000	50,000	50,000	50,000
UNEMPLOYMENT COMPENSATION TOTAL		70,000	10,431	70,000	70,000	42	20,000	50,000	50,000	50,000
530.000.000.508.80.00.00	ENDING FUND BALANCE	191,020	247,711	178,010	178,010		284,456	293,116	293,116	293,116
		261,020	258,142	248,010	248,010	42	304,456	343,116	343,116	343,116

BUDGET NARRATIVE

2015

FUND: **UNEMPLOYMENT COMPENSATION**
 DEPARTMENT: **FINANCE**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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530.100.023.517.70.00.00

UNEMPLOYMENT COMPENSATION FUND

517.70.20.26	Unemployment Claims	\$70,000 has been budgeted to cover anticipated unemployment claims. Below is the 15-year history of claims payments:	\$ 50,000	\$ 50,000	\$ 50,000
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2013	\$	9,725
2012	\$	37,601
2011	\$	60,872
2010	\$	90,466
2009	\$	114,425
2008	\$	15,239
2007	\$	3,798
2006	\$	6,665
2005	\$	31,170
2004	\$	7,584
2003	\$	11,072
2002	\$	22,885
2001	\$	19,150
2000	\$	18,304
1999	\$	24,971

TOTAL UNEMPLOYMENT COMPENSATION

\$ 50,000 \$ 50,000 \$ 50,000

508.80.00.00	Ending Fund Balance-Unreserved	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.	\$ 293,116	\$ 293,116	\$ 293,116
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TOTAL INCLUDING ENDING FUND BALANCE

\$ 343,116 \$ 343,116 \$ 343,116

BUDGET NARRATIVE

2015

FUND: **MUNICIPAL CAPITAL IMPROVEMENT**
 DEPARTMENTS: **PARK, RECREATION, AND SENIOR SERVICES**
PLANNING, BUILDING, AND PUBLIC WORKS

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
MUNICIPAL CAPITAL IMPROVEMENTS			\$ 3,292,932	\$ 3,292,932	\$ 3,292,932

Municipal Capital Improvement revenue is generated through a 0.5 percent tax on real estate sold within Des Moines and a transfer from the General Fund whenever excess one-time revenues are available. In addition, various county, state and federal grant revenues are utilized to pay for expenditures. These expenditures are for local improvements including those listed in RCW 35.40.040. For a more complete description of the capital projects, refer to the 2015-2020 six-year Capital Improvement Plan.

CITY OF DES MOINES

2015 BUDGET REQUEST MUNICIPAL CAPITAL IMPROVEMENT

MUNICIPAL CAPITAL IMPROVEMENT		2013	2014	2014	2014	2014	2015	2015	2015
		ACTUAL	ADOPTED	AMEND	ACTUAL Jan-June	YR-END EST	DEPT REQUEST	EXEC AMEND	ADOPTED
310.050.100.594.76.62.00	DM BEACH PARK REHAB-AUDITORIUM	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
310.054.045.594.75.62.00	DM BEACH PARK REHAB-DINING HALL	25,604	1,187,623	599,885	117,647	157,633	692,738	692,738	692,738
310.055.045.594.76.63.00	DM CREEK (URBAN) TRAIL IMPRV (Tsf to Trans CIP Fd)	144,662				12,181			
310.056.045.594.75.63.00	MARINA DISTRICT BANNERS & READERBOARDS	2,330	29,000	29,000	11,635	25,984	31,000	31,000	31,000
310.057.045.594.76.63.00	BEACH PARK/JAN 2009 MUDSLIDE	871			502	502			
310.058.045.594.76.63.00	LIFECYCLE PARK REPAIR & REPLACEMENT PROJ	-	20,000	20,000		18,139	164,675	164,675	164,675
310.059.045.594.76.64.00	BEACH PARK PAY PARKING STATIONS	-	40,000	40,000			40,000	40,000	40,000
310.060.045.594.76.63.00	LANDMARQUE PARK/LITOWITZ DEV	159,883							
310.061.045.594.75.62.02	DMBP REHAB-PICNIC SHELTER	-					752,529	752,529	752,529
310.062.045.594.76.63.00	PARKSIDE-PARK & PLAYGOUND REPAIR & REPL						514,499	514,499	514,499
310.700.000.594.19.63.01	CITY-WIDE ENERGY SAVINGS & UTILITY IMPR	2,292							
310.701.040.594.18.63.00	KEYLESS ENTRY SYSTEMS	-	83,272	53,060		53,060			
310.702.040.594.75.64.00	ACTIVITY CENTER GENERATOR	-	92,000	18,435	2,865	18,435	93,585	93,585	93,585
310.703.040.594.75.63.00	ACTIVITY CENTER FLOOR REPAIR	-	25,000	2,054	2,053	2,054	22,946	22,946	22,946
310.799.040.597.18.00.00	TSF TO FUND 219 - 2008 GO REFUNDING BONDS	122,731	123,750	123,735		123,732	119,535	119,535	119,535
310.799.040.597.76.00.00	TRANSFER-OUT/FUND 001 (REET)	220,000		300,000		300,000			
310.799.040.597.76.00.01	TRANSFER-OUT/FUND 506 (REET WCIA DEDUCTIBLE)	-		50,000		50,000			
310.799.040.597.95.00.00	TSF TO TRANSPORTATION CAPITAL IMPRV FUND		347,039	281,556		269,375	300,000	300,000	300,000
	TOTAL MUNICIPAL CAPITAL IMP.	678,373	1,947,684	1,517,725	134,702	1,031,095	2,731,507	2,731,507	2,731,507
310.000.000.508.50.00.00	ENDING FUND BALANCE-ASSIGNED	493,663	278,164	220,900		615,404	561,425	561,425	561,425
	TOTAL MCI FUND	1,172,036	2,225,848	1,738,625	134,702	1,646,499	3,292,932	3,292,932	3,292,932

BUDGET NARRATIVE 2015

FUND: **MUNICIPAL CAPITAL IMPROVEMENT**
 DEPARTMENTS: **PARK, RECREATION, AND SENIOR SERVICES**
PLANNING, BUILDING, AND PUBLIC WORKS

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
MUNICIPAL CAPITAL IMPROVEMENT					
310.054.045.594.75.62.00	DM BEACH PARK REHAB-DINING HALL	Historic Preservation "Community Heritage" improvements: Rehabilitation of the Dining Hall. This project will provide for funds for Dining Hall window replacement and door repairs.	\$ 692,738	\$ 692,738	\$ 692,738
310.056.045.594.75.63.00	MARINA DISTRICT BANNERS & READERBOARDS	Install Civic Readerboards and Marina District Banners to improve citizen communications, create a sense of place and promote Des Moines as a destination.	\$ 31,000	\$ 31,000	\$ 31,000
310.058.045.594.76.63.00	LIFECYCLE PARK REPAIR & REPLACEMENT PROJ	Proposed improvements for 2015 - Field House Park: Renovate Tennis Court/Sports Court and install fountains.	\$ 164,675	\$ 164,675	\$ 164,675
310.059.045.594.76.64.00	BEACH PARK PAY PARKING STATIONS	This project will provide two (2) parking pay stations at the Beach Park, along with a "pay-by-space" parking system with a parking enforcement and management plan.	\$ 40,000	\$ 40,000	\$ 40,000
310.061.045.594.75.62.02	DMBP REHAB-PICNIC SHELTER	Rehabilitation of the Picnic Shelter and Restroom includes building a new stem wall, update mechanical, electrical and plumbing systems, fixtures, interior and exterior finishes and drainage to serve the high volume Beach Park and Des Moines Creek Trail park users.	\$ 752,529	\$ 752,529	\$ 752,529
310.062.045.594.76.63.00	PARKSIDE-PARK & PLAYGROUND REPAIR & REPL	Parkside Park Improvements include site grading to improve site access, sightlines, safety and security as identified in the 2010 Parks Master Plan.	\$ 514,499	\$ 514,499	\$ 514,499
310.702.040.594.75.64.00	ACTIVITY CENTER GENERATOR	Install a new 125 KW emergency generator outside at the Activity Center to allow operations during power outage and emergency situations.	\$ 93,585	\$ 93,585	\$ 93,585

**BUDGET NARRATIVE
2015**

FUND: **MUNICIPAL CAPITAL IMPROVEMENT**
DEPARTMENTS: **PARK, RECREATION, AND SENIOR SERVICES**
PLANNING, BUILDING, AND PUBLIC WORKS

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
MUNICIPAL CAPITAL IMPROVEMENT					
310.703.040.594.75.63.00	ACTIVITY CENTER FLOOR REPAIR	This project will repair the damaged wood floor at the Activity Center. Areas of the floor are lifting due to ground moisture.	\$ 22,946	\$ 22,946	\$ 22,946
310.799.040.597.18.00.00	TSF TO FUND 219 - 2008 GO REFUNDING BONDS	Transfer to Fund 219 - Refunding Debt Service for the City Hall South Wing Remodel.	\$ 119,535	\$ 119,535	\$ 119,535
310.799.040.597.95.00.00	TSF TO TRANSPORTATION CAPITAL IMPRV FUND	Transfer to Fund 001 - 25% of one time sales and business & occupation taxes.	\$ -	\$ -	\$ -
310.799.040.597.95.00.00	TSF TO TRANSPORTATION CAPITAL IMPRV FUND	Transfer to Fund 319	\$ 300,000	\$ 300,000	\$ 300,000
TOTAL EXPENDITURES MUNICIPAL CAPITAL IMPROVEMENTS			\$ 2,731,507	\$ 2,731,507	\$ 2,731,507
310.000.000.508.50.00.00	ENDING FUND BALANCE		\$ 561,425	\$ 561,425	\$ 561,425
TOTAL EXPENDITURES AND ENDING FUND BALANCE			\$ 3,292,932	\$ 3,292,932	\$ 3,292,932

BUDGET NARRATIVE

2015

FUND: **TRANSPORTATION CAPITAL IMPROVEMENT FUND**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Departmental Request	Executive Amendment	Adopted
319.000.040.595.00.00.00	TRANSPORTATION CAPITAL IMPROVEMENT FUND	\$ 7,923,502	\$ 7,923,502	\$ 7,923,502

The Transportation Capital Improvement Fund was created with Ordinance No. 1444 authorizing the sale of bonds to fund transportation projects. The Transportation Capital Improvement Fund will be used to account for the planning, design and capital expenditures within the City's transportation infrastructure. Additional revenues include unrestricted fuel taxes when available, real estate excise taxes, and various Federal, state, and local grants.

Note: For a more detailed discussion of the following expenditures, refer to the City's six-year (2015 to 2020) Capital Improvement Plan.

CITY OF DES MOINES

2015 BUDGET REQUEST

PLANNING, BUILDING, AND PUBLIC WORKS
TRANSPORTATION CAPITAL IMPRV FUND

		2013	2014	2014	2014	2014	2015	2015	2015
		ACTUAL	ADOPTED	AMENDED	ACTUAL	EST	DEPT	EXEC	ADOPTED
319.XXX.040 TRANSPORTATION CAPITAL IMPRV FUND					Jan-June	YR TOTAL	REQUEST	AMEND	
319.100.040.595	PAVEMENT MANAGEMENT PROGRAM								
319.100.040.595.10.63.00	Engineering	\$ -	\$ 30,000	\$ -		\$ -	\$ -	\$ -	\$ -
319.100.040.595.30.63.00	Roadway		142,039	-		-	55,000	55,000	55,000
319.100.040.595.90.63.00	Admin/Overhead	1,336	15,000	1,000	971	1,000	4,000	4,000	4,000
	SUBTOTAL	1,336	187,039	1,000	971	1,000	59,000	59,000	59,000
319.103.040.595	GUARDRAIL PROGRAM								
319.103.040.595.30.63.00	Roadway		33,000	23,000		23,000			
319.103.040.595.90.63.00	Admin/Overhead		2,000	1,000	499	1,000			
	SUBTOTAL	-	35,000	24,000	499	24,000	-	-	-
319.120.040.595	ANNUAL SIDEWALK PROGRAM								
319.120.040.595.61.63.00	Sidewalks		23,000	23,000		23,000	23,000	23,000	23,000
319.120.040.595.90.63.00	Admin/Overhead		2,000	2,000	1,235	2,000	2,000	2,000	2,000
	SUBTOTAL	-	25,000	25,000	1,235	25,000	25,000	25,000	25,000
319.300.040.595	24TH AVE S. IMPROVEMENTS (GATEWAY)								
319.300.040.595.10.63.00	Engineering	30,140	30,000	30,000	8,670	30,000			
319.300.040.595.11.63.00	Construction Inspection	223,500	600,000	472,823	254,442	472,823	100,000	100,000	100,000
319.300.040.595.20.61.00	Land/ROW	482	-	-	-	-			
319.300.040.595.30.63.00	Roadway	946,328	4,324,035	3,108,903	866,936	3,108,903	400,000	400,000	400,000
319.300.040.595.80.61.00	Utility Installation		1,084,914	1,083,397	360,378	1,083,397			
319.300.040.595.90.63.00	Admin/Overhead	52,540	90,000	70,000	32,478	70,000	35,000	35,000	35,000
	SUBTOTAL	1,252,990	6,128,949	4,765,123	1,522,904	4,765,123	535,000	535,000	535,000
319.132.040.595	NORTH TWIN BRIDGE FOOTINGS REPAIR								
319.132.040.595.90.63.00	Admin/Overhead								
	SUBTOTAL	-	-	-	-	-	-	-	-
319.301.040.595	16TH AVE SO. IMPROVEMENTS - SEGMENT 5A								
319.301.040.595.10.63.00	Engineering		105,000	-			106,339	106,339	106,339
319.301.040.595.90.63.00	Admin/Overhead		23,839	-			22,500	22,500	22,500
	SUBTOTAL	-	128,839	-	-	-	128,839	128,839	128,839
319.322.040.595	NORTH TWIN BRIDGE SEISMIC RETROFIT								
319.322.040.595.90.63.00	Admin/Overhead								
	SUBTOTAL	-	-	-	-	-	-	-	-

CITY OF DES MOINES

2015 BUDGET REQUEST

PLANNING, BUILDING, AND PUBLIC WORKS
TRANSPORTATION CAPITAL IMPRV FUND

		2013	2014	2014	2014	2014	2015	2015	2015
		ACTUAL	ADOPTED	AMENDED	ACTUAL	EST	DEPT	EXEC	ADOPTED
319.XXX.040	TRANSPORTATION CAPITAL IMPRV FUND				Jan-June	YR TOTAL	REQUEST	AMEND	
319.326.040.595	SALTWATER ST PK BRIDGE SEISMIC RETROFIT								
319.326.040.595.10.63.00	Engineering	185,885	284,550	407,665	326,913	407,665	270,000	270,000	270,000
319.326.040.595.11.63.00	Construction Inspection	-	353,788	196,150	10,870	196,150	294,225	294,225	294,225
319.326.040.595.50.63.00	Bridge Construction	-	2,024,535	1,093,915	-	1,093,915	1,640,873	1,640,873	1,640,873
319.326.040.595.90.63.00	Admin/Overhead	14,624	23,433	30,000	17,657	30,000	30,375	30,375	30,375
	SUBTOTAL	200,509	2,686,306	1,727,730	355,440	1,727,730	2,235,473	2,235,473	2,235,473
319.332.040.595	SOUTH 216TH ST PROJ SEG 1A (29TH TO 24TH)								
319.332.040.595.10.63.00	Engineering	19,474	15,000	75,000	22,133	75,000	120,000	120,000	120,000
319.332.040.595.20.61.00	ROW	40,894	280,000	130,000	15,940	130,000	1,055,000	1,055,000	1,055,000
319.332.040.595.90.63.00	Admin/Overhead	3,350	30,000	30,000	13,009	30,000	90,000	90,000	90,000
	SUBTOTAL	63,718	325,000	235,000	51,082	235,000	1,265,000	1,265,000	1,265,000
319.333.040.595	SOUTH 216TH ST PROJ SEG 2 (18TH TO 24TH)								
319.333.040.595.10.63.00	Engineering	24,732	-	-	4,052	-	-	-	-
319.333.040.595.11.63.00	Construction Inspection	510,666	80,000	20,000	7,896	20,000	-	-	-
319.333.040.595.20.61.00	ROW	-	-	-	-	-	-	-	-
319.333.040.595.30.63.00	Roadway	4,445,626	215,337	180,097	84,708	180,097	-	-	-
319.333.040.595.40.63.00	Drainage	-	-	-	-	-	-	-	-
319.333.040.595.80.61.00	Utility Installation	762,538	-	-	9,616	-	-	-	-
319.333.040.595.90.63.00	Admin/Overhead	122,652	25,000	35,000	9,131	35,000	-	-	-
	SUBTOTAL	5,866,214	320,337	235,097	115,403	235,097	-	-	-
319.334.040.595	SOUTH 216TH ST PROJECT PH3								
319.334.040.595.10.63.00	Engineering	-	150,000	-	-	-	-	-	-
319.334.040.595.90.63.00	Admin/Overhead	-	20,000	560	561	560	-	-	-
	SUBTOTAL	-	170,000	560	561	560	-	-	-
319.335.040.595	SOUTH 216TH ST PROJ SEGMENT 4								
319.335.040.595.10.63.00	Engineering	-	-	-	-	-	-	-	-
319.335.040.595.30.63.00	Roadway	-	-	-	-	-	-	-	-
319.335.040.595.90.63.00	Admin/Overhead	-	-	-	-	-	-	-	-
	SUBTOTAL	-	-	-	-	-	-	-	-

CITY OF DES MOINES

2015 BUDGET REQUEST

PLANNING, BUILDING, AND PUBLIC WORKS
TRANSPORTATION CAPITAL IMPRV FUND

		2013	2014	2014	2014	2014	2015	2015	2015
		ACTUAL	ADOPTED	AMENDED	ACTUAL	EST	DEPT	EXEC	ADOPTED
319.XXX.040	TRANSPORTATION CAPITAL IMPRV FUND				Jan-June	YR TOTAL	REQUEST	AMEND	
319.336.040.595	SOUTH 224TH ST IMPROVEMENTS								
319.336.040.595.10.63.00	Engineering		160,000	-			80,000	80,000	80,000
319.336.040.595.11.63.00	Construction Inspection		50,000	-			40,000	40,000	40,000
319.336.040.595.20.61.00	Land/ROW		35,000	-			35,000	35,000	35,000
319.336.040.595.30.63.00	Roadway		531,423	-			399,617	399,617	399,617
319.336.040.595.80.61.00	Utility Installation		25,000	-			25,000	25,000	25,000
319.336.040.595.90.63.00	Admin/Overhead		75,000	2,000		2,000	33,000	33,000	33,000
	SUBTOTAL	-	876,423	2,000	-	2,000	612,617	612,617	612,617
319.345.040.595	BARNES CREEK TRAIL/SR 509 ROW ACQUISITION								
319.345.040.595.10.63.00	Engineering	8,164	170,000	50,000	25,701	50,000	430,000	430,000	430,000
319.345.040.595.20.61.00	Land/ROW	-	750,000	-	-	-	472,034	472,034	472,034
319.345.040.595.90.63.00	Admin/Overhead	566	30,000	10,000	1,603	10,000	25,000	25,000	25,000
	SUBTOTAL	8,730	950,000	60,000	27,304	60,000	927,034	927,034	927,034
319.601.000.595	INTELLIGENT TRANSPORTATION SYSTEM (ITS)								
319.601.000.595.90.64.00	Admin/Overhead								
	SUBTOTAL	-	-	-	-	-	-	-	-
319.603.000.595	TRAFFIC SAFETY PROGRAM								
319.603.000.595.10.63.00	Engineering								
319.603.000.595.64.63.00	Traffic Control Devices								
319.603.000.595.90.63.00	Admin/Overhead								
	SUBTOTAL	-	-	-	-	-	-	-	-
319.604.040.595	CITYWIDE ARTERIAL STREET IMPROVEMENTS								
319.604.040.595.10.63.00	Engineering	-	37,000	37,000	-	-	-	-	-
319.604.040.595.20.61.00	Land/ROW	-	-	-	-	37,000	7,500	7,500	7,500
319.604.040.595.30.63.00	Roadway	88,906	67,500	63,861	6,508	63,861	12,500	12,500	12,500
319.604.040.595.90.63.00	Admin/Overhead	28,233	5,000	5,000	31,999	5,000	5,000	5,000	5,000
	SUBTOTAL	117,139	109,500	105,861	38,507	105,861	25,000	25,000	25,000
319.605.040.595	TRAFFIC SAFETY PROG-NORTH HILL ELEM-SRTS								
319.605.040.595.10.63.00	Engineering	-							
319.605.040.595.20.61.00	Land/ROW	-							
319.605.040.595.64.63.00	Traffic Control Devices	42,525		1,316	1,316	1,316			
319.605.040.595.90.63.00	Admin/Overhead	3,792		584	584	584			
	SUBTOTAL	46,317	-	1,900	1,900	1,900	-	-	-

CITY OF DES MOINES

2015 BUDGET REQUEST

PLANNING, BUILDING, AND PUBLIC WORKS
TRANSPORTATION CAPITAL IMPRV FUND

		2013	2014	2014	2014	2014	2015	2015	2015
		ACTUAL	ADOPTED	AMENDED	ACTUAL	EST	DEPT	EXEC	ADOPTED
319.XXX.040	TRANSPORTATION CAPITAL IMPRV FUND				Jan-June	YR TOTAL	REQUEST	AMEND	
319.606.040.595	TRAFFIC SAFETY PROG-MIDWAY ELEM-SRTS								
319.606.040.595.10.63.00	Engineering	13,718	91,383	15,500	2,745	15,500	30,000	30,000	30,000
319.606.040.595.11.63.00	Construction Inspection	-	100,000	-	-	-	20,000	20,000	20,000
319.606.040.595.20.61.00	Land/ROW	-	24,000	-	-	-	24,000	24,000	24,000
319.606.040.595.40.63.00	Drainage	-	242,700	-	-	-	-	-	-
319.606.040.595.61.63.00	Sidewalks	-	159,300	-	-	-	-	-	-
319.606.040.595.64.63.00	Traffic Control Devices	-	198,000	-	-	-	475,000	475,000	475,000
319.606.040.595.80.61.00	Utility Installation	-	40,000	-	-	-	40,000	40,000	40,000
319.606.040.595.90.63.00	Admin/Overhead	5,073	25,000	7,500	2,952	7,500	25,000	25,000	25,000
	SUBTOTAL	18,791	880,383	23,000	5,697	23,000	614,000	614,000	614,000
319.607.040.595	TRAFFIC SAFETY PROG-MVD CROSSWALK IMPR								
319.607.040.595.10.63.00	Engineering	-	10,000	4,000	-	4,000	-	-	-
319.607.040.595.11.63.00	Construction Inspection	-	10,000	2,000	-	2,000	-	-	-
319.607.040.595.64.63.00	Traffic Control Devices	-	-	-	4,333	-	-	-	-
319.607.040.595.69.63.00	Traffic & Pedestrian Improvements	86,658	125,000	125,000	-	87,000	-	-	-
319.607.040.595.90.63.00	Admin/Overhead	13,547	10,000	4,000	584	4,000	-	-	-
	SUBTOTAL	100,205	155,000	135,000	4,917	97,000	-	-	-
319.608.040.595	TRAFFIC SAFETY PROG-MVD & S 240TH RAB								
319.608.040.595.10.63.00	Engineering		142,398	45,000		45,000	181,653	181,653	181,653
319.608.040.595.20.61.00	Land/ROW		-	-		-	-	-	-
319.608.040.595.30.63.00	Roadway		-	-		-	-	-	-
319.608.040.595.90.63.00	Admin/Overhead		10,000	5,000		5,000	15,000	15,000	15,000
	SUBTOTAL	-	152,398	50,000	-	50,000	196,653	196,653	196,653
319.609.040.595	TRAFFIC SAFETY PROG-DRIVER FEEDBACK SIGNS								
319.609.040.595.69.63.00	Traffic & Pedestrian Improvements		20,000	15,000		15,000			
319.609.040.595.90.63.00	Admin/Overhead		-	2,000	404	2,000			
	SUBTOTAL	-	20,000	17,000	404	17,000	-	-	-
319.610.040.595	REDONDO PARKING MANAGEMENT PLAN								
319.610.040.595.10.63.00	Engineering		100,000	60,000	2,110	60,000	40,000	40,000	40,000
319.610.040.595.90.63.00	Admin/Overhead		10,000	5,000	3,493	5,000	5,000	5,000	5,000
	SUBTOTAL	-	110,000	65,000	5,603	65,000	45,000	45,000	45,000

CITY OF DES MOINES

2015 BUDGET REQUEST

PLANNING, BUILDING, AND PUBLIC WORKS
TRANSPORTATION CAPITAL IMPRV FUND

		2013	2014	2014	2014	2014	2015	2015	2015
		ACTUAL	ADOPTED	AMENDED	ACTUAL	EST	DEPT	EXEC	ADOPTED
319.XXX.040	TRANSPORTATION CAPITAL IMPRV FUND				Jan-June	YR TOTAL	REQUEST	AMEND	
319.611.040.595	S 251ST ST SLIDE REPAIRS								
319.611.040.595.10.63.00	Engineering			93,160		93,160			
319.611.040.595.20.61.00	Land/ROW			27,000		27,000			
319.611.040.595.30.63.00	Roadway			139,652		251,000			
319.611.040.595.40.63.00	Drainage			143,348	34,304	251,000			
319.611.040.595.90.63.00	Admin/Overhead			25,000	7,806	25,000			
	SUBTOTAL	-	-	428,160	42,110	647,160	-	-	-
319.612.040.595	216TH - 11TH AVE CROSSWALK								
319.612.040.595.69.63.00	Traffic & Pedestrian Improvements			23,000		23,000			
319.612.040.595.90.63.00	Admin/Overhead			2,000		2,000			
	SUBTOTAL	-	-	25,000	-	25,000	-	-	-
319.614.040.595	S 268TH ST SIDEWALKS								
319.614.040.595.10.63.00	Engineering						60,000	60,000	60,000
319.614.040.595.90.63.00	Admin/Overhead						10,000	10,000	10,000
	SUBTOTAL	-	-	-	-	-	70,000	70,000	70,000
319.699.040.597.95	OPERATING TRANSFERS-OUT								
319.699.040.597.95.00.00	Transfer-Out/220.102/PWTF-P Hwy Const	25,036	24,918	24,918	24,917	24,918	24,800	24,800	24,800
319.699.040.597.95.00.01	Transfer-Out to Fund 219/2008 GO Bonds Debt Service	191,782	193,013	192,988	46,601	192,983	193,988	193,988	193,988
319.699.040.597.95.00.02	Transfer-Out to Fund 220/PWTF Loan DM Gateway	34,412	34,253	34,253	34,253	34,412	34,093	34,093	34,093
	SUBTOTAL	251,230	252,184	252,159	105,771	252,313	252,881	252,881	252,881
	TRANSPORTATION CAPITAL IMPRV TOTAL	7,927,179	13,512,358	8,178,590	2,280,308	8,359,744	6,991,497	6,991,497	6,991,497
319.000.000.508.50	ENDING FUND BALANCE	4,215,853	496,235	4,058,065		2,332,648	932,005	932,005	932,005
	TOTAL TRANSPORTATION CAPITAL IMPRV	12,143,032	14,008,593	12,236,655	2,280,308	10,692,392	7,923,502	7,923,502	7,923,502

BUDGET NARRATIVE

2015

FUND: **TRANSPORATION CAPITAL IMPROVEMENT**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
319.xxx.040.595		TRANSPORTATION CAPITAL IMPROVEMENT			
319.100.040.595	PAVEMENT MANAGEMENT PROGRAM	Maintain and preserve the integrity of the City's existing roadway surfaces through a combination of pavement rehabilitation measures, such as chip seals, patches, and overlays.	\$ 59,000	\$ 59,000	\$ 59,000
319.120.040.595	ANNUAL SIDEWALK PROGRAM	Maintain and preserve the integrity of the City's existing sidewalk system and pedestrian facilities.	\$ 25,000	\$ 25,000	\$ 25,000
319.300.040.595	24TH AVE S. IMPROVEMENTS (GATEWAY)	Reconstruct roadway to five-lane cross section. This project includes: installation of curbs, gutters, sidewalks, planters, and bicycle lanes on both sides of the street, widening the road with asphalt pavement, installing center medians where feasible, constructing a new street lighting system, undergrounding storm water, overhead communications, and electrical distribution lines.	\$ 535,000	\$ 535,000	\$ 535,000
319.301.040.595	16TH AVE SO. IMPROVEMENTS - SEGMENT 5A	Install curbs, gutters, sidewalks, enclosed drainage system, and bike lanes along both sides of the street. Improve the existing lighting, and install left turn lanes.	\$ 128,839	\$ 128,839	\$ 128,839
319.326.040.595	SALTWATER ST PK BRIDGE SEISMIC RETROFIT	Repairs and seismic retrofitting of the bridge. The project would replace the pin and hanger system for both suspended sections of the bridge. Surface drainage improvements would also be addressed.	\$ 2,235,473	\$ 2,235,473	\$ 2,235,473

BUDGET NARRATIVE

2015

FUND: **TRANSPORATION CAPITAL IMPROVEMENT**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
319.xxx.040.595		TRANSPORTATION CAPITAL IMPROVEMENT			
319.332.040.595	SOUTH 216TH ST PROJ SEG 1A (29TH TO 24TH)	Widen roadway to 5 lanes with a continuous left turn lane, bicycle lanes, sidewalks planter strips and U-turn pockets at Pacific Highway S.	\$ 1,265,000	\$ 1,265,000	\$ 1,265,000
319.336.040.595	SOUTH 224TH ST IMPROVEMENTS	Provide for the design of improvements consistent with the Pacific Ridge Neighborhood Improvement Plan.	\$ 612,617	\$ 612,617	\$ 612,617
319.345.040.595	BARNES CREEK TRAIL/SR 509 ROW ACQUISITION	Provide study to identify the highest and best use of the SR 509 right-of-way, and submit a proposal to the WSDOT.	\$ 927,034	\$ 927,034	\$ 927,034
319.604.040.595	CITYWIDE ARTERIAL STREET IMPROVEMENTS	Improve visibility of traffic signal displays, install countdown pedestrian heads, upgrade street name signs and pavement markings.	\$ 25,000	\$ 25,000	\$ 25,000
319.606.040.595	TRAFFIC SAFETY PROG-MIDWAY ELEM-SRTS	Install sidewalk, widened shoulders, overhead school crossing sign for school crossing.	\$ 614,000	\$ 614,000	\$ 614,000
319.608.040.595	TRAFFIC SAFETY PROG-MVD & S 240TH RAB	Realign intersection and install a modern Roundabout.	\$ 196,653	\$ 196,653	\$ 196,653
319.610.040.595	REDONDO PARKING MANAGEMENT PLAN	Develop a parking management plan strategy and apply program and actions.	\$ 45,000	\$ 45,000	\$ 45,000
319.614.040.595	S 268TH ST SIDEWALKS	Install sidewalks on both sides of South 268th Street between 16th Ave South and Pacific Highway South	\$ 70,000	\$ 70,000	\$ 70,000
319.699.040.597.95.00.00	Transfer- Out/220.102/PWTF-P Hwy Const	Debt Service for the Public Works Trust Fund Loan for the Pacific Highway pre-construction phase of the project.	\$ 24,800	\$ 24,800	\$ 24,800

BUDGET NARRATIVE

2015

FUND: **TRANSPORATION CAPITAL IMPROVEMENT**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
319.xxx.040.595		TRANSPORTATION CAPITAL IMPROVEMENT			
319.699.040.597.95.00.01	Transfer-Out to Fund 219/2008 GO Bonds Debt Service	Debt Service for the 2008 G.O. Bonds.	\$ 193,988	\$ 193,988	\$ 193,988
319.699.040.597.95.00.02	Transfer-Out to Fund 220/PWTF Loan DM Gateway	Debt Service for the Public Works Trust Fund Loan for the design phase of the Des Moines Gateway projects.	\$ 34,093	\$ 34,093	\$ 34,093
TOTAL EXPENDITURES TRANSPORTATION CAPITAL IMPRV FUND			\$ 6,991,497	\$ 6,991,497	\$ 6,991,497
319.000.000.508.50	ENDING FUND	This is the assigned Ending Fund Balance	\$ 932,005	\$ 932,005	\$ 932,005
TOTAL EXPENDITURES AND ENDING FUND BALANCE			\$ 7,923,502	\$ 7,923,502	\$ 7,923,502

BUDGET NARRATIVE

2015

FUND: **MARINA DEPRECIATION AND IMPROVEMENT FUND, 2008 BONDS**
 DEPARTMENT: **MARINA**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
406.000.000.594.00.00.00	MARINA DEPRECIATION AND IMPROVEMENT FUND, 2008		\$ 685,041	\$ 685,041	\$ 685,041

This Fund was created in 2008 by Ordinance 1445 authorizing the issuance of limited tax obligation bonds to fund improvements at the Marina identified in the updated Marina Master Plan. The 2008 bonds represent the second of a series of three bond issues that will provide funding for the Marina capital improvements.

CITY OF DES MOINES

2015 BUDGET REQUEST

MARINA DEPRECIATION AND
IMPROVEMENT FUND - 2008 BONDS

MARINA DEPRECIATION AND IMPROVEMENT FUND		2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 EST YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
406.4XX.070	MISC CAPITAL PROJECTS								
400/594.75.63.00	SECURITY CAMERA PROJECT	48,372							
402/594.75.63.00	SITE MANAGEMENT PROJECT	5,278	120,000	-			120,000	120,000	120,000
440/594.79.63.09	PORT SECURITY GRANT PROGRAM								
442/594.75.63.00	RECONFIGURE SMALL DOCKS								
444/594.79.62.00	SOUTH LOT RESTROOM PROJECT								
445/594.79.63.00	CANOPY STRUCTURE FOR ACTIVITY FLOAT	38,863		247	247	247			
446/594.79.63.17	GATE OPENING SYSTEM OR M & N DOCKS								
447/594.75.63.00	REDONDO RAMP BOARDING FLOATS	18,009		5,400	5,399	5,399			
448/594.79.63.00	FISHING PIER RENOVATIONS								
449/594.75.63.00	NEW BREAKWATER AT MARINA ENTRANCE								
450/594.75.61.00	TIMBER BREAKWATER REMOVAL								
451/594.75.63.00	6TH AVENUE STAIRWAY GATES	16,224							
452/594.75.61.00	SOUTH PARKING LOT STORMWTR RETROFIT			96,000	4,009	96,000	34,774	34,774	34,774
SUBTOTAL		126,746	120,000	101,647	9,655	101,646	154,774	154,774	154,774
406.599.070	DEBT SERVICE AND TRANSFERS								
582.79.71.00	PRINCIPAL-2008 BONDS	225,000	265,000	265,000		265,000	275,000	275,000	275,000
592.79.83.00	INTEREST-2008 BONDS	257,716	248,716	248,716	124,358	248,716	238,116	238,116	238,116
592.79.85.00	FISCAL AGENT FEES-2008 GO BONDS	301	320	320	302	302	320	320	320
404.000.000									
597.79.00.06	TRANSFEROUT/FUND 404			-			-	-	-
SUBTOTAL		483,017	514,036	514,036	124,660	514,018	513,436	513,436	513,436
TOTAL DEPR AND IMPROVEMENT FUND 406		\$ 609,763	\$ 634,036	\$ 615,683	\$ 134,315	\$ 615,664	\$ 668,210	\$ 668,210	\$ 668,210
508.10.00.00	ENDING FUND BALANCE-RESERVED	\$ 141,227	\$ 24,206	\$ 136,580	\$ -	\$ 136,081	\$ 16,831	\$ 16,831	\$ 16,831
TOTAL DEPRECIATION & IMPROVEMENT		\$ 750,990	\$ 658,242	\$ 752,263	\$ 134,315	\$ 751,745	\$ 685,041	\$ 685,041	\$ 685,041

**BUDGET NARRATIVE
2015**

FUND: **MARINA DEPRECIATION AND IMPROVEMENT FUND, 2008 Bonds**
DEPARTMENT: **MARINA**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
406.599.070.	MARINA DEPRECIATION AND IMPROVEMENT FUND - 2008 BONDS				
	DEBT SERVICE				
406.599.070.591.75.71.00	PRINCIPAL-2008 BONDS		\$ 275,000	\$ 275,000	\$ 275,000
406.599.070.592.75.83.00	INTEREST-2008 BONDS		\$ 238,116	\$ 238,116	\$ 238,116
406.599.070.592.75.85.00	FISCAL AGENT FEES-2008 GO BONDS		\$ 320	\$ 320	\$ 320
	TOTAL DEBT SERVICE		\$ 513,436	\$ 513,436	\$ 513,436
406.000.000.594.00.00.00	DEPRECIATION AND IMPROVEMENT				
406.402.070.594.75.63.00	SIE MANAGEMENT PROJECT-REDONDO	This project addresses the low-level criminal activity in the Marina parking lots by installing eight parking pay stations for the Marina and Beach Park along with a "pay-by-space" parking system with a parking enforcement and management plan.	\$ 120,000	\$ 120,000	\$ 120,000
406.452.070.594.75.61.00	SOUTH PARKING LOT STORM WATER RETROFIT	The project will install system needed to meet current stormwater discharge regulations.	\$ 34,774	\$ 34,774	\$ 34,774
	TOTAL MARINA IMPROVEMENT PROJECTS		\$ 154,774	\$ 154,774	\$ 154,774
	TOTAL MARINA DEPRECIATION AND IMPROVEMENT, 2008 BONDS EXPENDITURES		\$ 668,210	\$ 668,210	\$ 668,210
406.000.000.508.10.00.00	ENDING FUND BALANCE		\$ 16,831	\$ 16,831	\$ 16,831

**BUDGET NARRATIVE
2015**

FUND: **SURFACE WATER MANAGEMENT CAPITAL FUND**
 DEPARTMENT: **PLANNING, BUILDING, AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
451.XXX.040.595.40.63.00	SURFACE WATER MANAGEMENT - CAPITAL		\$ 2,125,070	\$ 2,125,070	\$ 2,125,070

Surface Water Management Capital revenue results from dedicating a portion of SWM charges to capital improvements. Grants also are utilized to fund expenditures. These expenditures consist of capital projects and related studies and engineering necessary to control and prevent flooding, erosion, sedimentation and water quality degradation; acquire land; protect streamways and wetlands; accommodate future urban growth, correct water problems and safeguard public safety; prevent property damage and improve water quality. For specific descriptions of the capital projects, refer to the six-year (2015-2020) Capital Improvement Plan.

CITY OF DES MOINES

2015 BUDGET REQUEST

PLANNING, BUILDING, AND PUBLIC WORKS
SURFACE WATER MANAGEMENT CAPITAL

451.800.040 SURFACE WATER MANAGEMENT CAPITAL		2013 ACTUAL	2014 ADOPTED	2014 AMEND	2014 ACTUAL Jan-June	2014 ESTIMATE YR TOTAL	2015 DEPT REQUEST	2015 EXEC AMEND	2015 ADOPTED
451.804.040.595.40.63.00	BARNES CREEK /KDM RD CULVERT	\$ 87	\$ 92,500	\$ 9,999	\$ -	\$ 35,000	\$ 92,500	\$ 92,500	\$ 92,500
451.806.040.595.40.63.00	LOWER DM CREEK CHANNEL MODIFICATIONS	349	-		-				
451.810.040.595.40.63.00	DETENTION POND SAFETY IMPROVEMENTS	2,141	-		1,951	47,500			
451.812.040.595.40.63.00	DMMD PIPELINE S. 212th to S. 213th	18,507	356,000	355,808	18,188	368,087			
451.815.040.595.40.63.00	24TH AVE PIPELINE REPLACEMENT/UPGRADE		242,700	242,700	-		260,100	260,100	260,100
451.818.040.595.40.63.00	REDONDO HEIGHTS CULVERT REPLACEMENT	6,898	-		-				
451.819.040.595.40.63.00	216TH PLACE CULVERT REPLACEMENT	9,628	196,500	196,400	9,295	184,162			
451.820.040.595.40.63.00	BARNES CREEK 223RD CULVERT REPLACEMENT	14,495	-		808				
451.821.040.595.40.63.00	LOWER MASSEY CREEK CHANNEL MODIFICATIONS	152,410	210,000	236,590	104,577	220,820	1,248,565	1,248,565	1,248,565
451.825.040.595.40.63.00	216TH - 15TH TO 18TH AV PIPE REPLACEMENT	150,499	-		28,213	38,150			
	SWM - CAPITAL TOTAL	\$ 355,014	\$ 1,097,700	\$ 1,041,496	\$ 163,032	\$ 893,719	\$ 1,601,165	\$ 1,601,165	\$ 1,601,165
451.000.000.508.10.00.00	ENDING FUND BALANCE-RESERVED	1,313,351	578,322	559,484	-	908,420	523,905	523,905	523,905
	SWM - CAPITAL TOTAL	\$ 1,668,365	\$ 1,676,022	\$ 1,600,980	\$ 163,032	\$ 1,802,139	\$ 2,125,070	\$ 2,125,070	\$ 2,125,070

**BUDGET NARRATIVE
2015**

FUND: SURFACE WATER MANAGEMENT CAPITAL
DEPARTMENT: PLANNING, BUILDING, AND PUBLIC WORKS

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
451.000.040.595		SURFACE WATER MANAGEMENT			
451.804.040.595.40.63.00	BARNES CREEK /KDM RD CULVERT	Replace existing culvert with a new 42-inch diameter concrete culvert and install an energy dissipater structure at the downstream end of the culvert.	\$ 92,500	\$ 92,500	\$ 92,500
451.815.040.595.40.63.00	24TH AVE PIPELINE REPLACEMENT/UPGRADE	Replacement of existing 12-inch storm drainage pipe with 36-inch trunkline, as recommended in the 1992 Massey Creek Basin Plan.	\$ 260,100	\$ 260,100	\$ 260,100
451.821.040.595.40.63.00	LOWER MASSEY CREEK CHANNEL MODIFICATIONS	Widen Massey Creek channel, between 10th Avenue South and Marine View Drive, and berming the north side of the stream. This project will alleviate flooding in that section of Massey Creek and restore a "fish friendly" and aesthetic stream-like quality to Massey Creek.	\$ 1,248,565	\$ 1,248,565	\$ 1,248,565
	TOTAL SURFACE WATER MANAGEMENT CAPITAL PROJECTS		\$ 1,601,165	\$ 1,601,165	\$ 1,601,165
451.000.000.508.10.00.00	ENDING FUND BALANCE		\$ 523,905	\$ 523,905	\$ 523,905
	TOTAL SURFACE WATER MANAGEMENT CAPITAL FUND		\$ 2,125,070	\$ 2,125,070	\$ 2,125,070

CITY OF DES MOINES

Staffing Comparisons by Department

	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Budget	% chg '14-'15
Executive:																
City Manager	4.00	4.00	4.00	2.25	2.25						4.00	4.00	4.00	2.25	2.25	0.0%
Economic Development				0.75	0.75									0.75	0.75	0.0%
Record Services	1.60	2.00	2.00	1.00	1.00						1.60	2.00	2.00	1.00	1.00	0.0%
Record Services-eliminated position			-1.00										-1.00	0.00	0.00	#DIV/0!
Personnel				1.00	1.00						-	-	0.00	1.00	1.00	0.0%
Total Executive	5.60	6.00	5.00	5.00	5.00	0.00	0.00	0.00	0.00	0.00	5.60	6.00	5.00	5.00	5.00	0.0%
Judicial:																
Municipal Court	7.22	7.40	7.70	7.67	7.90						7.22	7.40	7.70	7.67	7.90	3.1%
Municipal Court-assigned to ASE		-0.30	-1.02	-0.470	-0.493						-	-0.30	-1.02	-0.470	-0.493	4.9%
Total Judicial	7.22	7.10	6.68	7.195	7.407	0.00	0.00	0.00	0.00	0.00	7.22	7.10	6.68	7.195	7.407	2.95%
Finance:																
Financial Services	5.80	5.80	5.80	5.525	6.50						5.80	5.80	5.80	5.525	6.50	17.6%
Computer Operations						3.00	3.00	3.00	2.00	2.00	3.00	3.00	3.00	2.00	2.00	0.0%
Computer Operations-GIS Analyst				0.600	0.60				0.40	0.40	-	-	0.00	1.00	1.00	0.0%
Total Finance	5.80	5.80	5.80	6.125	7.10	3.00	3.00	3.00	2.40	2.40	8.80	8.80	8.80	8.525	9.50	11.4%
Legal:																
Legal	4.20	4.00	4.50	4.50	4.574						4.20	4.00	4.50	4.50	4.574	1.6%
Legal-assigned to ASE			-0.20	-0.025									-0.20	-0.025	0.00	-100.0%
Domestic Violence											-	-	0.00	0.00	0.00	#DIV/0!
Total Legal	4.20	4.00	4.30	4.475	4.574	0.00	0.00	0.00	0.00	0.00	4.20	4.00	4.30	4.475	4.574	2.2%
Law Enforcement:																
Administration	12.00	12.00	12.00	12.00	12.00	1.00	1.00				13.00	13.00	12.00	12.00	12.00	0.0%
Administration- tsf from Levy Lid Lift			1.00										1.00	0.00	0.00	#DIV/0!
Administration-assigned to ASE		-0.19	-0.37	-0.11	-0.06						-	-0.19	-0.37	-0.11	-0.06	-45.5%
Administration-frozen positions			-2.00										-2.00	0.00	0.00	#DIV/0!
Detective	5.80	5.80	5.80	5.80	5.80	0.20	-	-	-	-	6.00	5.80	5.80	5.80	5.80	0.0%
Patrol	19.00	19.00	15.00	22.00	25.00						19.00	19.00	15.00	22.00	25.00	13.6%
Patrol- tsf from Levy Lid Lift		1.00	7.00									1.00	7.00	0.00	0.00	#DIV/0!
Patrol-frozen positions			2.00	4.00	0.00								2.00	4.00	0.00	-100.0%
Patrol-School Resource Officer	1.00	1.00	1.00	1.00	1.00						1.00	1.00	1.00	1.00	1.00	0.0%
Patrol-School Officer-assigned to ASE	0.00	-0.13	-0.25	-0.06	-0.03						-	-0.13	-0.25	-0.06	-0.03	-50.0%
Crime Prevention			2.00	2.00	2.00						-	-	2.00	2.00	2.00	0.0%
Automated Speed Enforcement (ASE)		0.63	1.86	0.71	0.58							0.63	1.86	0.71	0.58	-17.9%
Animal Control	1.00	1.00	1.00	1.00	1.00						1.00	1.00	1.00	1.00	1.00	0.0%
Levy Lid Lift - Patrol						9.00	9.00				9.00	9.00	0.00	0.00	0.00	#DIV/0!
Levy Lid Lift - Patrol (tsf to Gen Fund)							-1.00				-	-1.00	0.00	0.00	0.00	#DIV/0!
Total Law Enforcement	38.80	40.12	46.04	48.34	47.29	10.20	9.00	0.00	0.00	0.00	49.00	49.12	46.04	48.34	47.29	-2.2%

CITY OF DES MOINES

Staffing Comparisons by Department

	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Budget	% chg '14-'15
Planning/Building/Public Works:																
Administration	3.25	3.25	1.25	1.25	1.25						3.25	3.25	1.25	1.25	1.25	0.0%
All City Buildings	1.10	1.20	1.20	1.15	1.15						1.10	1.20	1.20	1.15	1.15	0.0%
Facilities/CIP Management			1.00	1.00	1.00								1.00	1.00	1.00	0.0%
Code Enforcement			1.00	1.00	1.00								1.00	1.00	1.00	0.0%
Engineering Services	4.85	4.95	4.15	4.55	4.55						4.85	4.95	4.15	4.55	4.55	0.0%
Engineering Services-assigned to ASE		-0.02	-0.02	-0.01	0.00						-	-0.02	-0.02	-0.01	0.00	-100.0%
Joint Minor Home Repair Prog		0.10	0.10	0.10	0.10						-	0.10	0.10	0.10	0.10	0.0%
Building Division	7.00	6.00	6.00	4.90	4.90						7.00	6.00	6.00	4.90	4.90	0.0%
Bldg Div-Bldg Inspector for Artemis Hotel		1.00									-	1.00		0.00	0.00	#DIV/0!
Planning & Development Services	1.00	1.00	1.00	3.00	3.00						1.00	1.00	1.00	3.00	3.00	0.0%
Development Services	3.00	3.00	2.00								3.00	3.00	2.00	0.00	0.00	#DIV/0!
Development Services-tsf to SWM		-0.40	-0.10				0.40	0.10						0.00	0.00	#DIV/0!
Parks Maintenance Operations	5.54	3.80	3.80	4.15	4.15						5.54	3.80	3.80	4.15	4.15	0.0%
Street	4.65	4.60	4.35	4.60	4.60						4.65	4.60	4.35	4.60	4.60	0.0%
Surface Water Management						11.17	11.00	11.45	10.70	10.70	11.17	11.00	11.45	10.70	10.70	0.0%
Equipment Rental						2.20	1.90	1.70	1.60	1.60	2.20	1.90	1.70	1.60	1.60	0.0%
Total Planning/Building/Public Works	30.39	28.48	25.73	25.69	25.70	13.37	13.30	13.25	12.30	12.30	43.75	41.78	38.98	37.99	38.00	0.0%
Parks, Recreation & Senior Services:																
Administration	1.80	1.80	1.80	2.00	2.00						1.80	1.80	1.80	2.00	2.00	0.0%
HEAL Prog	1.00	1.00									1.00	1.00	0.00	0.00	0.00	#DIV/0!
Recreation Programs	14.50	15.80	14.00	12.014	12.534						14.50	15.80	14.00	12.014	12.534	4.3%
Events & Facility Rentals			0.80	2.636	3.407								0.80	2.636	3.407	29.2%
Events & Facility Rentals-assigned to Arts Commission		0.20	0.20	0.20	0.20								0.20	0.20	0.20	0.0%
Senior Services	2.00	2.00	2.00	2.00	2.00						2.00	2.00	2.00	2.00	2.00	0.0%
Senior Programs	0.70	0.70	0.70	0.70	0.70						0.70	0.70	0.70	0.70	0.70	0.0%
Total Parks, Recreation & Senior Services	20.00	21.50	19.50	19.55	20.84	0.00	0.00	0.00	0.00	0.00	20.00	21.30	19.50	19.55	20.84	6.6%
Marina:																
Administration						3.55	2.60	2.60	2.60	2.60	3.55	2.60	2.60	2.60	2.60	0.0%
Service						7.126	6.526	4.826	4.727	4.827	7.13	6.53	4.83	4.727	4.827	2.1%
Maintenance						2.000	2.000	3.300	3.300	3.300	2.00	2.00	3.30	3.300	3.300	0.0%
Special Events							0.40	0.50		0.40	-	-	0.40	0.50	0.40	-20.0%
Total Marina	0.00	0.00	0.00	0.00	0.00	12.68	11.13	11.13	11.127	11.127	12.68	11.13	11.13	11.127	11.127	0.0%
TOTAL	112.01	113.00	113.05	116.38	117.92	39.24	36.43	27.38	25.83	25.83	151.25	149.23	140.43	142.202	143.742	1.1%

Staff totals based on full-time equivalents. A full-time equivalent position equals 2,080 hours per year.