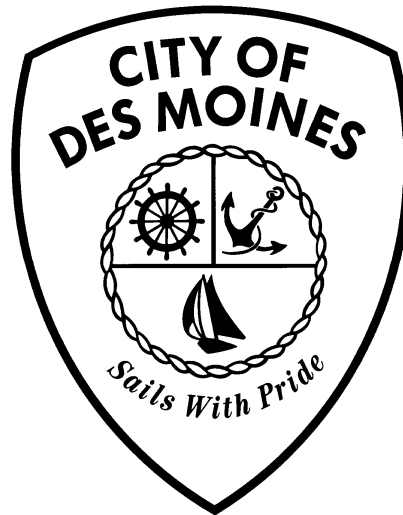


2011 BUDGET APPENDIX ADOPTED VERSION



City of Des Moines, Washington

2011 Budget Appendix Adopted Version

Adopted by the City Council
December 16, 2010

City Council

Bob Sheckler, Mayor
Dave Kaplan, Mayor Pro Tem
Melissa Musser
Matt Pina
Carmen Scott
Dan Sherman
Scott Thomasson

Administrative Staff

Tony Piasecki	City Manager
Lorri Ericson	Assistant City Manager
Patricia Bosmans	City Attorney
Paula Henderson	Finance Director
John O'Leary	Acting Police Chief
Grant Fredricks	Planning, Building and Public Works Director
Patrice Thorell	Parks, Recreation and Senior Services Director
Joe Dusenbury	Harbormaster

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ORDINANCE NO. 1501
APPENDIX A 2011 BUDGET

FINAL		Expenditure	Ending Fund Balance	Total	Revenue	Beginning Fund Balance	Total
ANNUAL APPROPRIATION FUNDS:							
001	General Fund	15,876,030	2,339,769	18,215,799	16,426,609	1,789,190	18,215,799
101	Street Fund	1,039,027	135,333	1,174,360	1,027,100	147,260	1,174,360
107	Police Drug Seizure Fund	20,000	15,924	35,924	15,138	20,786	35,924
111	Hotel/Motel Tax Fund	15,300	4,436	19,736	15,025	4,711	19,736
112	Police Services Restoration Fund	1,536,921	284,724	1,821,645	1,234,122	587,524	1,821,645
211	1995 GO Bond - Police Facility	-	37,131	37,131	3,100	34,031	37,131
212	LID Fund	4,225	12,841	17,066	4,823	12,243	17,066
218	1998 GO Bond Park Land Acquisition	-	353	353	1	352	353
219	2008 GO & Ref Bond - Transportation Capital Imprv	325,513	21,263	346,776	325,613	21,163	346,776
220	Miscellaneous Debt Service Fund	314,600	2	314,602	314,600	2	314,602
401	Marina Revenue Fund	3,592,814	1,614,010	5,206,824	3,669,240	1,537,584	5,206,824
403	Marina Repair and Replacement Fund	20,000	342,567	362,567	5,000	357,567	362,567
450	Surface Water Operations Fund	2,665,614	918,926	3,584,540	2,508,806	1,075,734	3,584,540
500	Equip Rental Operations Fund	484,877	110,824	595,701	429,172	166,529	595,701
501	Equip Rental Replacement Fund	377,850	1,179,623	1,557,473	263,628	1,293,845	1,557,473
506	Facility Repair and Replacement Fund	242,000	43,478	285,478	76,281	209,197	285,478
510	Computer Equipment Operations Fund	510,293	56,010	566,303	498,712	67,591	566,303
511	Computer Equipment Capital Fund	186,408	229,708	416,116	112,561	303,555	416,116
520	Self-Insurance Fund	685,913	55,460	741,373	680,184	61,189	741,373
530	Unemployment Insurance Fund	100,000	143,731	243,731	27,947	215,784	243,731
	SUB-TOTAL	27,997,385	7,546,113	35,543,498	27,637,662	7,905,837	35,543,498
CONTINUING APPROPRIATION FUNDS (MEMO ONLY):							
109	Transportation Impact Fee Fund	65,154	332,268	397,422	65,954	331,468	397,422
310	Municipal Capital Improvements Fund	2,601,423	256,828	2,858,251	1,935,028	923,223	2,858,251
319	Transportation Capital Improvement Fund, 2008B	5,656,380	544,505	6,200,885	2,525,809	3,675,076	6,200,885
404	Marina Depreciation & Improvement Fund	310,760	20,918	331,678	329,370	2,308	331,678
406	Marina Depreciation & Improvement Fund, 2008A	1,713,027	93,367	1,806,394	1,168,119	638,275	1,806,394
451	Surface Water Capital Fund	1,609,200	153,049	1,762,249	706,730	1,055,519	1,762,249
	SUB-TOTAL	11,955,944	1,400,935	13,356,879	6,731,010	6,625,869	13,356,879
	TOTAL APPROPRIATION	39,953,329	8,947,048	48,900,377	34,368,672	14,531,706	48,900,377

City of Des Moines

2011 Budget Overview

- 2% COLA for all employee groups, including City Manager & department directors and excluding employees on part-time seasonal pay plan.
- Change in medical group plan from Regence Blue Shield to Premera Blue Cross starting March, 2011 excluding Commanders & Guild employee group.

General & Street Funds Budget Balancing Strategies

- Defer Equipment Rental Replacement Assessments.
- Reduce Computer Equipment Replacement Assessments by 65.44%
- Include one-time revenues of \$959,955 for construction of Artemis Hotel.

Executive Budget Strategy

- No step increase for City Manager
- Increase in business license fee for out-of-city businesses.

Municipal Court Budget Strategy

- Eliminate Court Transport Officer position.
- Hire Court Gate Guard, 0.415 FTE
- Eliminate medical plan coverage of one court clerk.
- Reduce pro tem/interpreting services by \$14,500.

Legal

- Freeze Assistant City Attorney position for six months.

Parks & Rec Budget Strategy

- Eliminate Parks & Recreation Program Manager position.
- Add Part-time Recreation Specialist (1580 hours = 0.76 FTE).
- Increase hours for Seasonal Recreation Leaders by 1150 hours.
- Increase Arts Commission budget by \$7,000 for office support.
- Recreation Program revenue increase based on equal additional expenditures by \$51,750.

CITY OF DES MOINES

2011 Budget

Revenue Summary by Fund and Major Revenue Source

				2010	2011	\$ Chg	% Chg
Fund Acct	Source	Source Detail	Amended Budget	Budget	'10-'11	'10-'11	
001 General Fund							
311.00.00	Property Taxes - Regular Levy		\$ 3,023,813	\$ 3,023,166	\$ (647)		0.0%
313.00.00	Retail Sales Taxes	Retail Sales Taxes	1,475,000	1,515,000	40,000		2.7%
313.00.10	Retail Sales Taxes-One Time	Retail Sales Taxes - One Time	402,990	108,170	(294,820)		-73.2%
Subtotal Retail Sales Taxes			1,877,990	1,623,170	(254,820)		-13.6%
313.70.00	Retail Sales Taxes/Criminal Justice		580,000	565,500	(14,500)		-2.5%
316.10.00	Business & Occupation Taxes		628,200	615,000	(13,200)		-2.1%
316.30.01	Franchise Fees	Cable TV Franchise Fees	370,300	380,000	9,700		2.6%
316.30.02	Franchise Fees	Solid Waste Franchise Fees	345,100	335,000	(10,100)		-2.9%
Subtotal Franchise Fees			715,400	715,000	(400)		-0.1%
316.41.00	Utility Taxes	Utility Taxes - Electricity	1,128,800	1,086,300	(42,500)		-3.8%
316.43.00	Utility Taxes	Utility Taxes - Natural Gas	493,800	406,900	(86,900)		-17.6%
316.45.00	Utility Taxes	Utility Taxes - Solid Waste	218,000	216,500	(1,500)		-0.7%
316.46.00	Utility Taxes	Utility Taxes - Cable TV	441,300	452,600	11,300		2.6%
316.47.00	Utility Taxes	Utility Taxes - Telephone	939,100	913,200	(25,900)		-2.8%
316.78.00	Utility Taxes	Utility Taxes - City Utilities	132,000	135,600	3,600		2.7%
Subtotal Utility Taxes			3,353,000	3,211,100	(141,900)		-4.2%
317.20.00	Leasehold Taxes		88,000	104,000	16,000		18.2%
318.50.00	Gambling Taxes		21,000	15,000	(6,000)		-28.6%
321.30.00	Licenses and Permits	Crime-Free Housing Endorsement Fees	(42,104)	-	42,104		N/A
321.90.00	Licenses and Permits	Business Licenses	110,000	174,000	64,000		58.2%
322.10.00	Licenses and Permits	Building Permits	435,830	318,700	(117,130)		-26.9%
322.10.10	Licenses and Permits	Building Permits - One Time	-	515,190	515,190		N/A
322.30.00	Licenses and Permits	Animal Licenses	37,000	35,500	(1,500)		-4.1%
322.90.01	Licenses and Permits	Gun Permits	5,000	5,000	-		0.0%
322.90.02	Licenses and Permits	Land Clearing Permits	35,125	25,000	(10,125)		-28.8%
322.90.02	Licenses and Permits	Land Clearing Permits - One Time	-	7,701	7,701		N/A
Subtotal Licenses and Permits			580,851	1,081,091	500,240		86.1%

CITY OF DES MOINES

2011 Budget

Revenue Summary by Fund and Major Revenue Source

			2010	2011	\$ Chg	% Chg
Fund Acct	Source	Source Detail	Amended Budget	Budget	'10-'11	'10-'11
001 General Fund (Continued)						
331.16.60	Federal Shared Revenues	Bureau Justice - BP Vests	3,000	3,000	-	0.0%
331.16.60	Federal Shared Revenues	Bureau Justice - JAG/FY 10 Equip	17,037	-	(17,037)	-100.0%
331.66.60	Federal Shared Revenues	EPA SAAP Grant/Downtown Water System	14,000	486,000	472,000	3371.4%
333.14.21	Federal Shared Revenues	CDBG/Joint Minor Home Repair Prog	25,000	25,000	-	0.0%
Subtotal Federal Shared Revenues			59,037	514,000	454,963	770.6%
334.01.20	State Shared Revenues	WA AOC-Court Computers	-	5,125	5,125	N/A
334.01.20	State Shared Revenues	WA AOC-Interpreter Services	4,890	-	(4,890)	-100.0%
334.01.20	State Shared Revenues	WA AOC-Trial Court Imprv. Program	24,000	27,256	3,256	13.6%
334.01.21	State Shared Revenues	WA State Office of Public Defense	25,000	15,000	(10,000)	-40.0%
334.03.10	State Shared Revenues	DOE-Hazardous Wste Recycling Event	18,000	18,764	764	4.2%
334.03.10	State Shared Revenues	DOE-Shoreline Master Plan	17,251	-	(17,251)	-100.0%
334.03.50	State Shared Revenues	WSTC - Police Corp Grant	18,000	18,700	700	3.9%
334.04.20	State Shared Revenues	WSCTED-Growth Management	30,000	-	(30,000)	-100.0%
336.00.98	State Shared Revenues	City Assistance (ESSB 6050)	93,900	68,090	(25,810)	-27.5%
336.00.99	State Shared Revenues	Streamlined Sales Tax Mitigation Payments	15,000	8,000	(7,000)	-46.7%
336.06.21	State Shared Revenues	MVET-Criminal Justice/Population	7,025	7,030	5	0.1%
336.06.26	State Shared Revenues	CJ Special Programs	23,700	23,725	25	0.1%
336.06.51	State Shared Revenues	DUI Cities	5,000	7,000	2,000	40.0%
336.06.94	State Shared Revenues	Liquor Excise	139,900	145,800	5,900	4.2%
336.06.95	State Shared Revenues	Liquor Board Profits	240,900	214,990	(25,910)	-10.8%
Subtotal State Shared Revenues			662,566	559,480	(103,086)	-15.6%
337.07.00	Local Shared Revenues	KC 4Culture/ Arts Commission	7,500	7,500	-	0.0%
337.07.00	Local Shared Revenues	KC Interlocal Recycle Agreement	23,000	21,000	(2,000)	-8.7%
337.37.02	Local Shared Revenues	Seattle-King County Health Recycling Event	11,500	-	(11,500)	-100.0%
337.37.05	Local Shared Revenues	WASPC-KC Sex Offender Verification	18,301	7,601	(10,700)	-58.5%
338.12.00	Local Shared Revenues	Normandy Park Court Services	55,000	55,000	-	0.0%
338.21.00	Local Shared Revenues	WA Criminal Justice Ctr-Training Instructor	122,300	103,921	(18,379)	-15.0%
338.21.00	Local Shared Revenues	HSD-School Resource Officer	50,000	-	(50,000)	-100.0%
338.21.00	Local Shared Revenues	WATPA/KENT-Auto Theft Grant	10,340	8,000	(2,340)	-22.6%
338.55.01	Local Shared Revenues	Normandy Park Senior Services	22,728	22,800	72	0.3%
Subtotal Local Shared Revenues			320,669	225,822	(94,847)	-29.6%

CITY OF DES MOINES

2011 Budget

Revenue Summary by Fund and Major Revenue Source

Fund Acct	Source	Source Detail	2010	2011	\$ Chg	% Chg
			Amended Budget	Budget	'10-'11	'10-'11
001 General Fund (Continued)						
339.11.00	American Recovery & Reinvestment Act Grants	Recovery Act-Byrne Justice Assistance Grant	-	-	-	N/A
339.16.71	American Recovery & Reinvestment Act Grants	Recovery Act/COPS Hiring Program Grant	168,252	167,100	(1,152)	-0.7%
339.21.68	American Recovery & Reinvestment Act Grants	Recovery Act/Indirect DOJ-Ed Byrne (JAG)	39,592	-	(39,592)	-100.0%
339.21.68	American Recovery & Reinvestment Act Grants	Recovery Act/Indirect DOJ-Ed Byrne (JAG)	28,457	18,160	(10,297)	-36.2%
339.47.25	American Recovery & Reinvestment Act Grants	ARRA/Indirect-HHS/CPPW-HEAL Grant	28,054	122,228	94,174	335.7%
Subtotal Local Shared Revenues			264,355	307,488	43,133	-100.0%
341.33.xx	Charges for Services	Other Court Fees	1,275	3,000	1,725	135.3%
341.43.01	Charges for Services	Lien Search Fees	4,000	3,000	(1,000)	-25.0%
341.70.00	Charges for Services	Sale of Merchandise	2,325	-	(2,325)	-100.0%
341.70.01	Charges for Services	Senior Programs	1,500	1,500	-	0.0%
341.80.00	Charges for Services	Comm Dev Automation Fee	17,000	17,000	-	0.0%
341.90.01	Charges for Services	Fingerprinting	1,000	1,000	-	0.0%
342.33.00	Charges for Services	Adult Probation Charges	2,500	2,000	(500)	-20.0%
342.33.05	Charges for Services	Active Probation Fee	250	100	(150)	-60.0%
342.33.06	Charges for Services	Record Check Fee	157,000	91,200	(65,800)	-41.9%
342.33.07	Charges for Services	Sentence Compliance Fee	74,000	59,500	(14,500)	-19.6%
342.36.00	Charges for Services	Prisoner Board & Room	600	500	(100)	-16.7%
342.37.00	Charges for Services	Booking Fees	400	400	-	0.0%
342.90.00	Charges for Services	False Alarm Fees	55,000	60,000	5,000	9.1%
342.90.02	Charges for Services	Crime Conv Fee CT	1,500	1,200	(300)	-20.0%
342.90.03	Charges for Services	Crime Conv Fee CN	1,000	900	(100)	-10.0%
343.20.00	Charges for Services	Street Vacations	10,000	10,000	-	0.0%
343.20.02	Charges for Services	ROW Permits	135,000	135,000	-	0.0%
343.20.03	Charges for Services	Engineering Plan Review	81,832	19,500	(62,332)	-76.2%
343.20.03	Charges for Services	Engineering Plan Review-One Time	-	99,228	99,228	N/A
343.90.00	Charges for Services	Other Engineering Fees & Charges/ Title Reports	7,500	7,500	-	0.0%
345.81.01	Charges for Services	Zoning	69,190	154,080	84,890	122.7%
345.81.02	Charges for Services	Zoning-One Time	-	74,578	74,578	N/A
345.83.00	Charges for Services	Plan Check Fees	228,647	207,100	(21,547)	-9.4%
345.83.00	Charges for Services	Plan Check Fees - One Time	-	263,258	263,258	N/A
345.86.00	Charges for Services	SEPA Related Mitigation Fees	12,543	13,000	457	3.6%
Subtotal Charges for Services			864,062	1,224,544	360,482	41.7%

CITY OF DES MOINES

2011 Budget

Revenue Summary by Fund and Major Revenue Source

			2010	2011	\$ Chg	% Chg
Fund Acct	Source	Source Detail	Amended Budget	Budget	'10-'11	'10-'11
001 General Fund (Continued)						
347.40.00	Culture and Recreation Fees	Arts Commission - Event Admissions	3,000	1,000	(2,000)	-66.7%
347.90.01	Culture and Recreation Fees	Arts Commission - Other Fees/Sponsorships	7,500	6,300	(1,200)	-16.0%
347.30.00	Culture and Recreation Fees	Parks - Activity Fees	6,500	3,000	(3,500)	-53.8%
347.60.01	Culture and Recreation Fees	Parks - Camps	180,000	175,000	(5,000)	-2.8%
347.60.02	Culture and Recreation Fees	Parks - Classes	45,000	60,000	15,000	33.3%
347.60.03	Culture and Recreation Fees	Parks - Leagues	82,500	112,000	29,500	35.8%
347.60.04	Culture and Recreation Fees	Parks - Outreach	300,000	310,000	10,000	3.3%
347.60.05	Culture and Recreation Fees	Parks - Special Events	25,000	10,000	(15,000)	-60.0%
347.60.06	Culture and Recreation Fees	Parks - Youth & Team Basketball	75,750	79,000	3,250	4.3%
347.60.08	Culture and Recreation Fees	Parks - Nonresidential Fee	30,000	-	(30,000)	-100.0%
347.30.01	Culture and Recreation Fees	Sr. Programs - Activity Fees	6,000	6,000	-	0.0%
347.40.01	Culture and Recreation Fees	Sr. Programs - Event Admissions	7,395	9,000	1,605	21.7%
347.40.02	Culture and Recreation Fees	Sr. Programs - Sr. Ctr Dances	3,000	3,000	-	0.0%
347.60.01	Culture and Recreation Fees	Sr. Programs - Classes	25,000	28,000	3,000	12.0%
347.60.02	Culture and Recreation Fees	Sr. Programs - Trip/Travel Fees	25,000	25,000	-	0.0%
347.90.01	Culture and Recreation Fees	Sr. Programs - Health Programs	625	750	125	20.0%
347.90.02	Culture and Recreation Fees	Sr. Programs - Subscriptions	3,000	3,000	-	0.0%
Subtotal Culture and Recreation Fees			825,270	831,050	5,780	0.7%
349.14.03	Interfund Service Revenues	CIP Accounting Administration Fees	80,000	84,000	4,000	5.0%
349.19.00	Interfund Service Revenues	Marina Fund	600,000	615,000	15,000	2.5%
349.19.00	Interfund Service Revenues	Surface Water Management Fund	161,000	165,000	4,000	2.5%
349.19.00	Interfund Service Revenues	Equipment Rental Operations Fund	64,000	-	(64,000)	-100.0%
349.19.00	Interfund Service Revenues	Computer Operations Fund	28,000	-	(28,000)	-100.0%
349.19.00	Interfund Service Revenues	Self Insurance Fund	15,000	-	(15,000)	-100.0%
349.58.00	Interfund Service Revenues	Development Services CIP Support	20,333	15,000	(5,333)	-26.2%
349.76.00	Interfund Service Revenues	Parks & Rec Project Manager	10,000	-	(10,000)	-100.0%
349.94.00	Interfund Service Revenues	CIP Project Manager	86,950	105,260	18,310	21.1%
349.95.00	Interfund Service Revenues	Transportation Engineering Fees	245,190	363,189	117,999	48.1%
349.95.00	Interfund Service Revenues	Transportation-CIP Admin Support	32,786	12,000	(20,786)	-63.4%
Subtotal Interfund Service Revenues			1,343,259	1,359,449	16,190	1.2%

CITY OF DES MOINES
2011 Budget
Revenue Summary by Fund and Major Revenue Source

			2010	2011	\$ Chg	% Chg
Fund Acct	Source	Source Detail	Amended Budget	Budget	'10-'11	'10-'11
001 General Fund (Continued)						
350.00.00	Fines and Forfeits		250,000	211,744	(38,256)	-15.3%
361.10.00	Interest Earnings		40,000	35,600	(4,400)	-11.0%
362.40.01	Rents and Leases	Facility Rentals	60,000	58,000	(2,000)	-3.3%
362.40.01	Rents and Leases	Facility Rentals - Security Revenues	2,500	1,500	(1,000)	-40.0%
362.40.02	Rents and Leases	Field Rentals	20,000	21,000	1,000	5.0%
362.50.00	Rents and Leases	Cell Tower Lease	18,000	18,800	800	4.4%
362.60.02	Rents and Leases	Sonju Property Rental	10,635	10,635	-	0.0%
Subtotal Rents and Leases			111,135	109,935	(1,200)	-1.1%
367.11.00	Contributions and Donations	Arts Commission	6,000	-	(6,000)	-100.0%
367.11.02	Contributions and Donations	Sr. Programs	28,803	3,000	(25,803)	-89.6%
367.12.00	Contributions and Donations	Solid Waste Contract RFP Contributor	-	40,000	40,000	N/A
Subtotal Contributions and Donations			34,803	43,000	(31,803)	-91.4%
369.90.00	Miscellaneous Revenues	General	34,122	30,000	(4,122)	-12.1%
369.90.00	Miscellaneous Revenues	Recreation Programs	1,500	820	(680)	-45.3%
369.90.00	Miscellaneous Revenues	Senior Programs	650	650	-	0.0%
Subtotal Miscellaneous Revenues			36,272	31,470	(4,802)	-13.2%
395.10.00	Other Financing Sources	Sale of Fixed Assets	-	-	-	N/A
398.00.00	Other Financing Sources	L & I Reimbursements	52,000	20,000	(32,000)	-61.5%
Subtotal Other Financing Sources			52,000	20,000	(32,000)	-61.5%
397.00.00	Transfers	Transfer-in/Fund 101	150,000	-	(150,000)	-100.0%
397.00.09	Transfers	Transfer-in/Fund 104	805,175	-	(805,175)	-100.0%
397.00.11	Transfers	Transfer-in/Fund 110 (Mt Rainier Pool)	37,575	-	(37,575)	-100.0%
Subtotal Transfers			992,750	-	(992,750)	-100.0%
Total General Fund			\$ 16,724,432	\$ 16,426,609	\$ (337,823)	-2.0%
101 Street Fund						
316.30.00	Parking Taxes		\$ 15,000	\$ 15,600	\$ 600	4.0%
336.00.87	State Shared Revenues	Vehicle Fuel Tax	662,400	628,000	(34,400)	-5.2%
338.42.00	Transportation Benefit District		365,000	380,000	15,000	4.1%
344.10.00	Road/Street Mtc & Repair Services		-	1,500	1,500	N/A
361.10.00	Interest Earnings		1,000	1,000	-	0.0%
369.90.01	Miscellaneous Revenues		1,000	1,000	-	0.0%
395.10.00	Other Financing Sources	Sale of Fixed Assets	180,000	-	(180,000)	-100.0%
397.00.01	Transfers	Transfer-in/Fund 001	-	-	-	N/A
Total Street Fund			\$ 1,224,400	\$ 1,027,100	\$ (197,300)	-16.1%

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Revenue Summary by Fund and Major Revenue Source

Fund Acct	Source	Source Detail	2010	2011	\$ Chg	% Chg
			Amended Budget	Budget	'10-'11	'10-'11
106 Facility Repair & Replacement Fund						
361.10.00	Interest Earnings		\$ 843	\$ -	\$ (843)	-100.0%
365.90.99	Interfund Revenues		75,835	-	(75,835)	-100.0%
Total Facility Repair & Replacement Fund			\$ 76,678	\$ -	\$ (76,678)	-100.0%
107 Police Drug Seizure Fund						
361.10.00	Interest Earnings		\$ 166	\$ 138	\$ (28)	-16.9%
369.90.00	Miscellaneous Revenues		15,000	15,000	-	0.0%
Total Police Drug Seizure Fund			\$ 15,166	\$ 15,138	\$ (28)	-0.2%
109 Transportation Impact Fee Fund						
345.85.00	Charges for Services		\$ 80,432	\$ 65,154	\$ (15,278)	-19.0%
361.10.00	Interest Earnings		1,300	800	(500)	-38.5%
Total Transportation Impact Fee Fund			\$ 81,732	\$ 65,954	\$ (15,778)	-19.3%
110 Mt. Rainier Pool Contributors Fund						
338.76.00	Local Shared Revenues	Intergovernmental Service Revenues	\$ -	\$ -	\$ -	N/A
361.10.00	Interest Earnings		200	-	(200)	-100.0%
Total Mt. Rainier Pool Contributors' Fund			\$ 200	\$ -	\$ (200)	-100.0%
111 Hotel-Motel Tax Fund						
313.30.00	Hotel-Motel Taxes		\$ 20,000	\$ 15,000	\$ (5,000)	-25.0%
361.10.00	Interest Earnings		35	25	(10)	-28.6%
Total Hotel-Motel Tax Fund			\$ 20,035	\$ 15,025	\$ (5,010)	-25.0%
112 Police Restoration Fund						
311.00.00	Property Taxes - Regular Levy		\$ 1,554,854	\$ 1,234,121	\$ (320,733)	-20.6%
338.21.00	Local Shared Revenues	WATPA/Kent-Auto Theft Task Force Grant	16,399	-	(16,399)	-100.0%
369.90.18	Miscellaneous Revenues	Private Donations/July 4th Fireworks	1,057	-	(1,057)	-100.0%
Total Police Restoration Fund			\$ 1,572,310	\$ 1,234,121	\$ (320,733)	-20.4%
211 1995 Unlimited GO - Police Facility Fund						
311.10.00	Property Taxes - Excess Levy		\$ 2,650	\$ 3,000	\$ 350	13.2%
361.10.00	Interest Earnings		210	100	(110)	-52.4%
Total 1995 Unltd GO - Police Facility Fund			\$ 2,860	\$ 3,100	\$ 240	8.4%

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Revenue Summary by Fund and Major Revenue Source

Fund Acct		Source	Source Detail	2010 Amended Budget	2011 Budget	\$ Chg '10-'11	% Chg '10-'11
212 Local Improvement District Fund							
361.10.00	Interest Earnings		LID 1-92-8/Investment Interest	\$ 81	\$ 20	(61)	-75.3%
361.10.00	Interest Earnings		LID 1-98-10/Investment Interest	43	5	(38)	-88.4%
361.55.00	Interest Earnings		LID 1-97-9/Assessment Interest	43	25	(18)	-41.9%
361.55.00	Interest Earnings		LID 1-98-10/Assessment Interest	1,393	1,028	(365)	-26.2%
Subtotal Interest Earnings				1,560	1,078	(482)	-30.9%
368.00.00	Miscellaneous Revenues		LID 1-97-9/Assessment Principal	181	181	-	0.0%
368.00.00	Miscellaneous Revenues		LID 1-98-10/Assessment Principal	4,009	3,564	(445)	-11.1%
Subtotal Miscellaneous Revenues				4,190	3,745	(445)	-10.6%
Total Local Improvement District Fund				\$ 5,750	\$ 4,823	\$ (927)	-16.1%
218 1998 Limited GO - Park Acquisition Fund							
361.10.00	Interest Earnings			\$ 3	\$ 1	(2)	-66.7%
397.00.01	Transfers		Transfer-in/Fund 310 (MCI Fund)	-	-	-	N/A
Total 1998 Ltd GO - Park Acquisition Fund				\$ 3	\$ 1	(2)	-66.7%
219 2008 GO & Refunding Bond-Transportation CIP							
361.10.00	Interest Earnings			\$ 156	\$ 100	(56)	-35.9%
397.00.00	Transfers		Transfer-in/Fund 319 (Transportation CIP Fund)	192,913	194,513	1,600	0.8%
397.00.00	Transfers		Transfer-in/Fund 310 (MCI Fund)	135,000	131,000	(4,000)	-3.0%
Subtotal Transfers				327,913	325,513	(2,400)	-0.7%
Total 2008 GO & Refunding Bond - Transportation CIP				\$ 328,069	\$ 325,613	\$ (2,456)	-0.7%
220 Miscellaneous Debt Service Fund							
397.00.00	Transfers		PWTF Loan (103)-Pac Hwy Construction	\$ 25,389	\$ 25,273	(116)	-0.5%
397.00.00	Transfers		PWTF Loan (104)-Gateway Construction	190,698	274,327	83,629	43.9%
397.00.00	Transfers		Copier Capital Lease	12,196	15,000	2,804	23.0%
Total Miscellaneous Debt Service Fund				\$ 228,283	\$ 314,600	\$ 86,317	37.8%
310 Municipal Capital Improvements Fund							
311.10.00	Property Tax		King County-Parks Levy/DM Creek Trail	\$ 100,000	\$ 100,000	-	0.0%
317.34.00	Real Estate Excise Taxes		First Quarter %	270,000	225,000	(45,000)	-16.7%
317.35.00	Real Estate Excise Taxes		Second Quarter %	270,000	225,000	(45,000)	-16.7%
Subtotal Real Estate Excise Taxes				540,000	450,000	(90,000)	-16.7%
333.14.21	Federal Shared Revenues		CDBG/Citywide Energy Improvement	\$ -	\$ 70,000	70,000	N/A
333.20.20	Federal Shared Revenues		DM Creek Trail Waterfront	513,214	-	(513,214)	-100.0%
333.97.03	Federal Shared Revenues		FEMA/Beach Park Mudslide	148,750	284,250	135,500	91.1%
Subtotal Federal Shared Revenues				661,964	354,250	(307,714)	-46.5%

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Revenue Summary by Fund and Major Revenue Source

Fund Acct	Source	Source Detail	2010	2011	\$ Chg	% Chg
			Amended Budget	Budget	'10-'11	'10-'11
310 Municipal Capital Improvements Fund (Continued)						
334.01.80	State Shared Revenues	State Emerg Management/Beach Park Mudslide	10,625	47,375	36,750	345.9%
334.02.70	State Shared Revenues	WSRCO/DM Creek Trail Waterfront	310,299	-	(310,299)	-100.0%
334.02.70	State Shared Revenues	WSRCO/Field House Park	52,047	-	(52,047)	-100.0%
334.04.20	State Shared Revenues	CTED/DM Beach Park Rehab/Auditorium	295,500	-	(295,500)	-100.0%
334.06.90	State Shared Revenues	WA Heritage Funds/Dining Hall	35,123	321,528	286,405	815.4%
334.06.90	State Shared Revenues	WA Heritage Funds/Grandstand Restoration	411,600	189,997	(221,603)	-53.8%
Subtotal State Shared Revenues			1,115,194	558,900	(556,294)	-49.9%
337.75.08	Local Shared Revenues	KC 4 Culture Dev-Grandstand Restoration	10,000	-	(10,000)	-100.0%
Subtotal Local Shared Revenues			10,000	0	(10,000)	-100.0%
345.81.01	Charges for Services	Park-in-Lieu Fees	20,000	50,000	30,000	150.0%
361.10.00	Interest Earnings		7,000	2,300	(4,700)	-67.1%
367.11.05	Contributions and Donations	DM Legacy Foundation-Grandstand Restoration	4,000	-	(4,000)	-100.0%
Subtotal Contributions & Donations			4,000	0	(4,000)	-100.0%
369.90.00	Miscellaneous	Utility Rebates/Citywide Energy Improvement	-	23,000	23,000	N/A
391.90.00	Local Program Proceeds	Citywide Energy Improvement	-	105,000	105,000	N/A
395.20.00	Insurance Recoveries	DM Beach Park/Dining Hall-2007 Flood Event	-	49,578	49,578	N/A
397.00.00	Transfers	Tsf-in/Fund 506 (Fac Repair & Replacement)	-	242,000	242,000	N/A
Total Municipal Capital Improvement Fund			\$ 2,458,158	\$ 1,935,028	\$ (523,130)	-21.3%
319 Transportation Capital Improvement Fund						
311.10.00	Property Tax	King County-Parks Levy	\$ -	\$ 100,000	\$ 100,000	N/A
333.14.21	Federal Shared Revenues	CDBG/S 216th St. Impr/Ph 4	446,000	231,000	(215,000)	-48.2%
331.20.00	Federal Shared Revenues	BRAC/ N Twin Bridge Footing Repairs	1,015,444	161,000	(854,444)	-84.1%
331.20.00	Federal Shared Revenues	BRAC/ N Twin Bridge Seismic Retrofit	1,725,931	286,101	(1,439,830)	-83.4%
Subtotal Federal Shared Revenues			3,187,375	678,101	(2,509,274)	-78.7%
334.02.70	State Shared Revenues	WA State RCO-Barnes Creek Trail	-	500,000	500,000	N/A
334.03.50	State Shared Revenues	WTSC/Midway Sch Flashing Beacons	-	15,000	15,000	N/A
334.03.60	State Shared Revenues	WSDOT-Traffic Busters/ITS	60,000	30,000	(30,000)	-50.0%
Subtotal State Shared Revenues			60,000	545,000	485,000	808.3%
337.09.01	Local Shared Revenues	KC Conservation/Barnes Creek Trail	-	500,000	500,000	N/A
338.95.09	Local Shared Revenues	WD #54/S 216th St Improvements-Segement 4	482,390	-	(482,390)	-100.0%
Subtotal Local Shared Revenues			\$ 482,390	\$ 500,000	\$ 17,610	3.7%
339.21.42	Local Shared Revenues	ARRA/S 216th St. Impr/Ph 4	60,000	-	(60,000)	-100.0%

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Revenue Summary by Fund and Major Revenue Source

			2010	2011	\$ Chg	% Chg
Fund Acct	Source	Source Detail	Amended Budget	Budget	'10-'11	'10-'11
319 Transportation Capital Improvement Fund (Continued)						
345.81.03	Charges for Services	In-lieu Fees/24th Ave. South Improvements	1,634,730	-	(1,634,730)	-100.0%
345.81.03	Charges for Services	In-Lieu Fees/S 216th St Improvement - Segment 2	878,400	-	(878,400)	-100.0%
Subtotal Charges for Services			2,513,130	-	(2,513,130)	-100.0%
361.10.00	Interest Earnings		21,600	7,000	(14,600)	-67.6%
367.19.00	Contributions and Donations	PSE/North Twin Bridge Seismic Retrofit	25,000	-	(25,000)	-100.0%
367.19.00	Contributions and Donations	Comcast/S 216th St Improvements-Segment 4	33,253	35,512	2,259	6.8%
367.19.00	Contributions and Donations	Qwest/North Twin Bridge Seismic Retrofit	17,300	-	(17,300)	-100.0%
367.19.00	Contributions and Donations	Highline Water District/N Twin Bridge Seismic Retrof	4,000	-	(4,000)	-100.0%
367.19.00	Contributions and Donations	Seattle Public Utilities/Pavement Mgt Program	1,800	-	(1,800)	-100.0%
367.19.00	Contributions and Donations	PSE/Pavement Mgt Program	350	-	(350)	-100.0%
367.19.00	Contributions and Donations	KC Metro Construction/ITS	11,478	-	(11,478)	-100.0%
367.19.00	Contributions and Donations	Qwest/S 216th St Improvements-Segment 4	-	14,654	14,654	N/A
Subtotal Contributions & Donations			93,181	50,166	(43,015)	-46.2%
391.80.00	Other Financing Sources	PWTF-S 216th St Improvements	183,305	-	(183,305)	-100.0%
391.80.00	Other Financing Sources	PWTF-24th Ave. S. Improvements	82,500	-	(82,500)	-100.0%
395.10.01	Other Financing Sources	ROW Street Vacation Fees/Port of Seattle	3,800,000	-	(3,800,000)	-100.0%
Subtotal Other Financing Sources			4,065,805	-	(4,065,805)	-100.0%
397.42.02	Transfers	Transfer-in/MCI Funds	200,000	250,000	50,000	25.0%
397.42.05	Transfers	Transfer-in/LID Funds	4,384	4,225	(159)	-3.6%
397.42.06	Transfers	Transfer-in/Transportation Impact Fee Fund	80,432	391,317	310,885	386.5%
Subtotal Transfers			284,816	645,542	360,726	126.7%
Total Transportation Capital Improvement Fund			\$ 10,768,297	\$ 2,525,809	\$ (8,242,488)	-76.5%
401 Marina Revenue Fund						
341.70.00	Charges for Services	Vending/Bait/Ice/Propane	\$ 9,945	\$ 7,500	\$ (2,445)	-24.6%
343.30.00	Charges for Services	Electricity	100,215	82,500	(17,715)	-17.7%
344.50.00	Charges for Services	Unleaded Fuel Sales	511,525	376,000	(135,525)	-26.5%
344.50.00	Charges for Services	Diesel Fuel Sales	442,700	424,000	(18,700)	-4.2%
347.30.03	Charges for Services	Launching Fees	-	7,500	7,500	N/A
347.30.04	Charges for Services	Miscellaneous	5,610	6,000	390	7.0%
347.90.00	Charges for Services	Special Events	15,000	25,000	10,000	66.7%
Subtotal Charges for Services			1,084,995	928,500	(156,495)	-14.4%
349.79.00	Interfund Service Revenues	Marina CIP	92,055	100,440	8,385	9.1%
353.00.00	Fines and Forfeits	Waiting List Forfeitures	2,550	600	(1,950)	-76.5%
354.00.00	Fines and Forfeits	Parking Fines	1,530	7,500	5,970	390.2%
Subtotal Fines and Forfeits			4,080	8,100	4,020	98.5%

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Revenue Summary by Fund and Major Revenue Source

Fund Acct	Source	Source Detail	2010	2011	\$ Chg	% Chg
			Amended Budget	Budget	'10-'11	'10-'11
401 Marina Revenue Fund (Continued)						
361.10.00	Interest Earnings		22,620	10,000	(12,620)	-55.8%
362.00.01	Rents and Leases	Monthly Moorage	2,248,384	2,167,000	(81,384)	-3.6%
362.00.01	Rents and Leases	Dry Storage	201,596	135,000	(66,596)	-33.0%
362.00.01	Rents and Leases	Winter Moorage	40,800	30,000	(10,800)	-26.5%
362.00.02	Rents and Leases	Moorage - Late Fees	13,260	13,000	(260)	-2.0%
362.00.03	Rents and Leases	Overnight Moorage	108,120	75,000	(33,120)	-30.6%
362.00.04	Rents and Leases	Overnight Shared Moorage	1,530	2,500	970	63.4%
362.00.04	Rents and Leases	Lockers	12,200	9,800	(2,400)	-19.7%
362.00.05	Rents and Leases	Leases	75,000	90,000	15,000	20.0%
362.00.09	Rents and Leases	Sub-Lease Revenue	8,160	7,500	(660)	-8.1%
362.30.00	Rents and Leases	Parking Fees	122,250	60,000	(62,250)	-50.9%
362.50.00	Rents and Leases	Storage Fees	15,000	25,000	10,000	66.7%
362.90.01	Rents and Leases	Waiting List Admin Fee	6,000	5,000	(1,000)	-16.7%
Subtotal Rents and Leases			2,852,300	2,619,800	(232,500)	-8.2%
369.90.06	Miscellaneous Revenues	Keycard Sales	2,200	2,400	200	9.1%
Total Marina Revenue Fund			\$ 4,058,250	\$ 3,669,240	\$ (389,010)	-9.6%
403 Marina Repair & Replacement Fund						
361.10.00	Interest Earnings		\$ 2,410	\$ 5,000	\$ 2,590	107.5%
397.71.06	Transfers	Transfer-in/Fund 401 (Marina Revenue Fund)	-	-	-	N/A
Total Marina Repair & Replacement Fund			\$ 2,410	\$ 5,000	\$ 2,590	107.5%
404 Marina Depreciation & Improvement Fund						
361.10.00	Interest Earnings		\$ 9,200	\$ 1,460	\$ (7,740)	-84.1%
397.71.06	Transfers	Transfer-in/Fund 401 (Debt Service-2002)	330,510	327,910	(2,600)	-0.8%
Total Marina Depreciation & Improvement Fund			\$ 339,710	\$ 329,370	\$ (10,340)	-3.0%
406 Marina Depreciation & Improvement Fund, 2008A						
333.97.05	Federal Shared Revenues	Port Security	\$ -	\$ 767,243	\$ 767,243	N/A
334.02.70	State Shared Revenues	WA State RCO/Boating Fac Prog Grant/Blkhead Rep	380,000	-	(380,000)	-100.0%
361.10.00	Interest Earnings		37,200	5,840	(31,360)	-84.3%
397.71.06	Transfers	Transfer-in/Fund 401 (Debt Service-2008)	348,036	395,036	47,000	13.5%
397.71.06	Transfers	Transfer-in/Fund 401 (Capital Contributions)	265,000	0	(265,000)	-100.0%
Total Marina Depreciation & Improvement Fund			\$ 1,030,236	\$ 1,168,119	\$ 137,883	13.4%
450 Surface Water Mgmt Operations Fund						
334.03.10	State Shared Revenues	NPDES Grant	50,000	105,797	55,797	111.6%
Subtotal State Shared Revenues			50,000	105,797	55,797	111.6%

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Revenue Summary by Fund and Major Revenue Source

Fund Acct	Source	Source Detail	2010 Amended Budget	2011 Budget	\$ Chg '10-'11	% Chg '10-'11
450 Surface Water Mgmt Operations Fund (Continued)						
343.20.03	Charges for Services	Engineering Plan Review	30,394	67,870	37,476	123.3%
343.83.00	Charges for Services	Storm Drainage Fees	2,208,897	2,128,433	(80,464)	-3.6%
343.83.00	Charges for Services	Storm Drainage Fees (Utility Taxes)	132,534	127,706	(4,828)	-3.6%
Subtotal Charges for Services			2,371,825	2,324,009	(47,816)	-2.0%
349.38.00	Interfund Service Revenues	SWM - CIP Reimbursement	61,433	60,000	(1,433)	-2.3%
361.10.00	Interest Earnings		8,817	6,000	(2,817)	-31.9%
369.90.00	Miscellaneous Revenues		2,500	13,000	10,500	420.0%
Total Surface Water Mgmt Operations Fund			\$ 2,494,575	\$ 2,508,806	\$ 14,231	0.6%
451 Surface Water Mgmt Capital Improv Fund						
337.09.01	Local Shared Revenues	King Conservation District	\$ 153,000	\$ 15,300	\$ (137,700)	-90.0%
337.09.02	Local Shared Revenues	King County Flood Control	58,000	-	(58,000)	-100.0%
Subtotal Local Shared Revenues			211,000	15,300	(195,700)	-92.7%
343.83.01	Charges for Services	Storm Drainage Hook-Up Fees	\$ 115,000	\$ 50,000	\$ (65,000)	-56.5%
Subtotal Charges for Services			115,000	50,000	(65,000)	-56.5%
361.10.00	Interest Earnings		6,800	2,900	(3,900)	-57.4%
397.00.00	Transfers	Transfer-in/Fd 450 (SWM Operations Fd)	662,669	638,530	(24,139)	-3.6%
Total Surface Water Mgmt Capital Improv Fund			\$ 995,469	\$ 706,730	\$ (288,739)	-29.0%
500 Equipment Rental Operations Fund						
344.30.00	Charges for Services	Repair Charges-External/Training Center Repairs	\$ 300	\$ 300	\$ -	0.0%
344.50.00	Charges for Services	Fuel	187,694	196,890	9,196	4.9%
Subtotal Charges for Services			187,994	197,190	9,196	4.9%
361.10.00	Interest Earnings		1,027	277	(750)	-73.0%
365.90.99	Interfund Revenues		325,190	231,705	(93,485)	-28.7%
395.20.00	Other Financing Sources	Insurance Recoveries	15,000	-	(15,000)	-100.0%
Total Equipment Rental Operations Fund			529,211	\$ 429,172	\$ (100,039)	-18.9%
501 Equipment Rental Replacement Fund						
333.97.03	Federal Shared Revenues	FEMA/ Emergency Response Equipment	\$ 29,248	\$ -	\$ (29,248)	-100.0%
334.01.80	State Shared Revenues	WA State-Grant/Emergency Response Equipment	4,875	-	(4,875)	-100.0%
361.10.00	Interest Earnings		6,838	7,853	1,015	14.8%
365.90.99	Interfund Revenues		321,596	222,375	(99,221)	-30.9%
395.20.00	Other Financing Sources	Disposal of Fixed Assets	15,500	33,400	17,900	115.5%
397.00.04	Transfers	Transfer-in/ Fund 101 (Street Fund)	20,000	-	(20,000)	-100.0%
Total Equipment Rental Replacement Fund			398,057	\$ 263,628	\$ (134,429)	-33.8%

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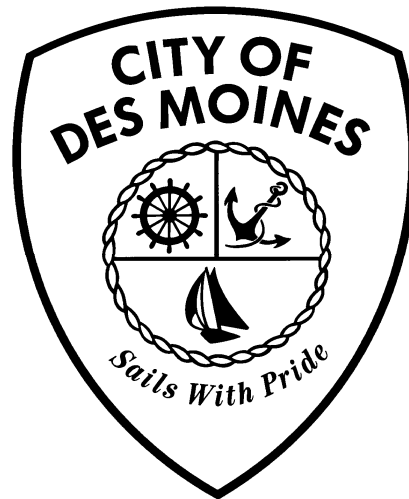
Revenue Summary by Fund and Major Revenue Source

Fund Acct	Source	Source Detail	2010	2011	\$ Chg	% Chg
			Amended Budget	Budget	'10-'11	'10-'11
506 Facility Repair & Replacement Fund						
361.10.00	Interest Earnings		\$ -	\$ 446	\$ 446	N/A
365.90.99	Interfund Revenues		-	75,835	75,835	N/A
397.00.12	Transfers	Transferin/Fund 106	209,797	-	(209,797)	-100.0%
Total Facility Repair & Replacement Fund			\$ 209,797	\$ 76,281	\$ (133,516)	-63.6%
510 Computer Equipment Operations Fund						
349.18.00	Interfund Services Revenues	Computer Desktop Support Tech	\$ 3,933	\$ -	\$ (3,933)	-100.0%
Subtotal Interfund Services Revenues			3,933	-	(3,933)	-100.0%
361.10.00	Interest Earnings		453	87	(366)	-80.8%
365.90.99	Interfund Revenues		490,295	489,695	(600)	-0.1%
397.10.20	Transfers	Transfer-in/Fund 511	8,624	8,930	306	3.5%
Total Computer Equipment Operations Fund			\$ 503,305	\$ 498,712	\$ (4,593)	-0.9%
511 Computer Equipment Replacement Fund						
361.10.00	Interest Earnings		\$ 2,360	\$ 3,116	\$ 756	32.0%
365.90.99	Interfund Revenues		113,092	84,445	(28,647)	-25.3%
397.58.01	Transfers	Transfer-in/Fund 001	27,000	25,000	(2,000)	-7.4%
Total Computer Equipment Replacement Fund			\$ 142,452	\$ 112,561	\$ (29,891)	-21.0%
520 Self-Insurance Fund						
338.14.00	Local Shared Revenues	AWC Wrkr Comp Retro Prgm	\$ 6,725	\$ 5,500	\$ (1,225)	-18.2%
361.10.00	Interest Earnings		848	268	(580)	-68.4%
365.90.99	Interfund Revenues		707,202	674,416	(32,786)	-4.6%
398.00.00	Other Financing Sources	Insurance Recoveries/Employee Settlement Agrmnt	5,000	-	(5,000)	-100.0%
Total Self-Insurance Fund			\$ 719,775	\$ 680,184	\$ (39,591)	-5.5%
530 Unemployment Compensation Fund						
361.10.00	Interest Earnings		\$ 1,783	\$ 446	\$ (1,337)	-75.0%
365.90.99	Interfund Revenues		32,296	27,501	(4,795)	-14.8%
Total Unemployment Compensation Fund			\$ 34,079	\$ 27,947	\$ (6,132)	-18.0%
GROSS TOTAL REVENUES			\$ 44,963,699	\$ 34,368,671	\$ (10,617,572)	-23.6%
Less Interfund Revenues & Transfers			7,271,584	6,248,922	(1,022,662)	-14.1%
NET TOTAL REVENUES			\$ 37,692,115	\$ 28,119,749	\$ (9,572,366)	-25.4%

CITY OF DES MOINES
2011 Budget
Revenue Summary - All Funds

Source	2010 Amended Budget	2011 Budget	\$ Chg '10-'11	% Chg '10-'11
Property Taxes - Regular Levy	\$ 3,023,813	\$ 3,023,166	\$ (647)	0.0%
Property Taxes - Excess Levy	2,650	3,000	350	13.2%
Property Taxes - Lid Lift Levy	1,554,854	1,234,121	(320,733)	-20.6%
Property Taxes - King County Parks Levy	100,000	200,000	100,000	100.0%
Retail Sales Taxes	1,877,990	1,623,170	(254,820)	-13.6%
Retail Sales Taxes/Local Criminal Justice	580,000	565,500	(14,500)	-2.5%
Hotel-Motel Taxes	20,000	15,000	(5,000)	-25.0%
Business & Occupation Taxes	628,200	615,000	(13,200)	-2.1%
Franchise Fees	715,400	715,000	(400)	-0.1%
Parking Taxes	15,000	15,600	600	4.0%
Utility Taxes	3,353,000	3,211,100	(141,900)	-4.2%
Real Estate Excise Taxes	540,000	450,000	(90,000)	-16.7%
Leasehold Taxes	88,000	104,000	16,000	18.2%
Gambling Taxes	21,000	15,000	(6,000)	-28.6%
Licenses and Permits	580,851	1,081,091	500,240	86.1%
Federal Shared Revenues	3,937,624	2,313,594	(1,624,030)	-41.2%
State Shared Revenues	2,935,035	2,397,177	(1,022,858)	-34.8%
Local Shared Revenues	1,412,183	1,126,622	(285,561)	-20.2%
American Recovery & Reinvestment Act Grants	324,355	307,488	(16,867)	-5.2%
Charges for Services	7,237,438	4,840,897	(2,396,541)	-33.1%
Culture and Recreation Fees	825,270	831,050	5,780	0.7%
Interfund Service Revenues	1,500,680	1,519,889	19,209	1.3%
Fines and Forfeits	254,080	219,844	(34,236)	-13.5%
Interest Earnings	174,386	91,835	(82,551)	-47.3%
Interfund Revenues	2,065,506	1,805,972	(259,534)	-12.6%
Rents and Leases	2,963,435	2,729,735	(233,700)	-7.9%
Contributions and Donations	131,984	93,166	(78,818)	-59.7%
Miscellaneous Revenues	62,219	89,615	27,396	44.0%
Insurance Premiums & Recoveries	72,000	69,578	(2,422)	-3.4%
Other Financing Sources	4,261,305	138,400	(4,122,905)	-96.8%
Transfers	3,705,398	2,923,061	(782,337)	-21.1%
GROSS TOTAL REVENUES	\$ 44,963,656	\$ 34,368,671	\$ (11,119,985)	-24.7%

2011 Budget



BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.100.021.511.00.00.00		LEGISLATIVE	\$ 144,732	\$ 144,732	\$ 144,732

The Legislative budget provides for updating the DMMC as well as costs for publishing of 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 expense directly associated with support of the City Council.

CITY OF DES MOINES

2011 BUDGET REQUEST

LEGISLATIVE

001.100.021 LEGISLATIVE		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST Y-T-D	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
511.30.41	CODE UPDATE	6,500	3,105	6,500	6,500	4,857	4,857	6,500	6,500	6,500	6,500
511.30.44	LEGAL PUBLICATIONS	600	1,270	600	600	496	1,060	1,100	1,100	1,100	1,100
511.30.40	SUB TOTAL	7,100	4,375	7,100	7,100	5,354	5,917	7,600	7,600	7,600	7,600
511.60.10	SALARIES & WAGES	57,750	57,100	73,000	73,000	43,600	73,000	74,000	74,000	74,000	74,000
511.60.10	SUB TOTAL	57,750	57,100	73,000	73,000	43,600	73,000	74,000	74,000	74,000	74,000
511.60.20	PERSONNEL BENEFITS	4,710	4,450	5,890	5,890	3,391	5,840	5,785	5,785	5,785	5,901
511.60.20	SUB TOTAL	4,710	4,450	5,890	5,890	3,391	5,840	5,785	5,785	5,785	5,901
511.60.31	SUPPLIES	2,000	1,323	2,000	2,000	2,234	2,000	2,000	2,000	2,000	2,000
511.60.35	SMALL TOOLS & EQUIPMENT	0	0	0	0	0	0	0	0	0	0
511.60.30	SUB TOTAL	2,000	1,323	2,000	2,000	2,234	2,000	2,000	2,000	2,000	2,000
511.60.41	PROFESSIONAL SERVICES	102,000	102,869	19,741	19,741	15,528	17,528	11,741	11,741	11,741	11,741
511.60.42	COMMUNICATIONS	1,210	781	1,000	1,000	402	690	1,000	1,000	1,000	1,000
511.60.43	TRAVEL EXPENSES	4,000	2,006	1,140	1,140	4,632	5,000	4,000	4,000	4,000	4,000
511.60.49.00	MISCELLANEOUS	500	2,514	500	500	42	500	500	500	500	500
511.60.49.01	DUES, SCHOOLS, AND CONFERENCES	1,000	660	1,000	1,000	0	450	1,000	1,000	1,000	1,000
511.70.51.00	K.C. ELECTION SERVICES	15,000	0	15,000	28,273	28,272	28,272	0	0	0	30,000
511.70.51.01	VOTER REGISTRATION FEES	33,500	35,732	38,825	38,825	33,236	33,236	35,425	35,425	35,425	36,310
511.70.99.05	INTERFUND INSURANCE	1,554	1,554	2,257	2,257	2,257	2,257	1,681	1,681	1,681	1,723
511.60.40	SUB TOTAL	158,764	146,115	79,463	92,736	84,369	87,933	55,347	55,347	55,347	86,274
594.11.64	CAPITAL OUTLAY	-	-	-	-	-	-	-	-	-	-
	LEGISLATIVE TOTAL	230,324	213,364	167,453	180,726	138,948	174,690	144,732	144,732	144,732	175,775

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.100.021		LEGISLATIVE			
511.30.41	Code Update	Provides for the DMMC update.	\$ 6,500	\$ 6,500	\$ 6,500
511.30.44	Legal Publications	Publishing of all ordinances and any other legal notices.	\$ 1,100	\$ 1,100	\$ 1,100
TOTAL PUBLICATIONS			\$ 7,600	\$ 7,600	\$ 7,600
SALARIES AND WAGES					
511.60.10	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 * 6 Councilmembers \$250 per meeting x 40 = \$60,000	\$ 74,000	\$ 74,000	\$ 74,000
TOTAL SALARIES			\$ 74,000	\$ 74,000	\$ 74,000
PERSONNEL BENEFITS					
511.60.20	Personnel Benefits	Provides for Social Security, Medicare, and L & I (Workmen's Compensation) contributions for Councilmembers.	\$ 5,785	\$ 5,785	\$ 5,785
TOTAL PERSONNEL BENEFITS			\$ 5,785	\$ 5,785	\$ 5,785
SUPPLIES					
511.60.31	Office and Operating Supplies	Provides for any supplies directly associated with the Council.	\$ 2,000	\$ 2,000	\$ 2,000
511.60.35	Small Tools & Equipment		\$ -	\$ -	\$ -
TOTAL SUPPLIES			\$ 2,000	\$ 2,000	\$ 2,000

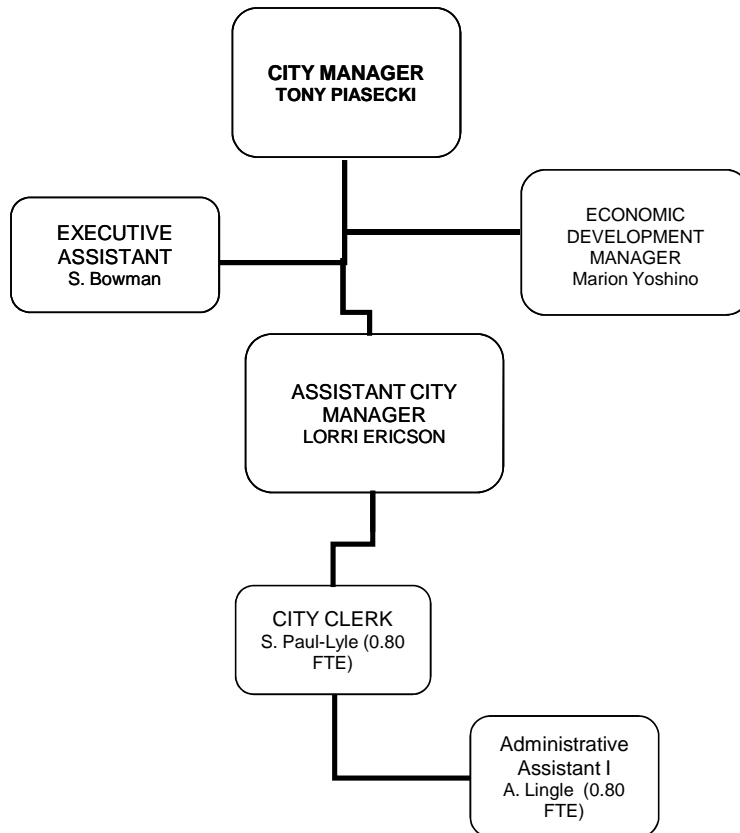
BUDGET NARRATIVE
2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.100.021		LEGISLATIVE			
		OTHER SERVICES AND CHARGES			
511.60.41	Professional Services	Provides for services as needed by Council.	\$ 11,741	\$ 11,741	\$ 11,741
511.60.42	Communication	Provides for necessary long distance calls by Councilmembers.	\$ 1,000	\$ 1,000	\$ 1,000
511.60.43	Travel	Provides for mileage and meals associated with seminars, conferences, etc.	\$ 4,000	\$ 4,000	\$ 4,000
511.60.49.00	Miscellaneous	Miscellaneous expenses not covered below.	\$ 500	\$ 500	\$ 500
511.60.49.01	Seminars & Conferences	Provides for registration of seminars and conferences.	\$ 1,000	\$ 1,000	\$ 1,000
511.70.51.00	Election Services	King County election charges.	\$ -	\$ -	\$ -
511.70.51.01	Voter Registration Fees	Voter registration fees assessed by King County. Charged annually . Approximately 15,291 voters x \$2.3167	\$ 35,425	\$ 35,425	\$ 35,425
511.70.99.05	Interfund Insurance		\$ 1,681	\$ 1,681	\$ 1,681
		TOTAL OTHER SERVICES AND CHARGES	\$ 55,347	\$ 55,347	\$ 55,347
		TOTAL LEGISLATIVE	\$ 144,732	\$ 144,732	\$ 144,732

**CITY OF DES MOINES
EXECUTIVE**

Organizational Chart



Department/Divisions

- City Manager*
- Public Defender*
- Record Services*
- Personnel Services*
- Wellnes Program*
- Central Services*
- Community Information Services*
- Risk Management*

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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001.140.023.513.10.00.00	EXECUTIVE		\$ 495,275	\$ 442,539	\$ 481,974
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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.

CITY OF DES MOINES

EXECUTIVE

001.140.023 EXECUTIVE		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST Y-T-D	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
513.10.10	SALARIES & WAGES	301,900	289,034	301,749	335,349	207,281	336,949	342,578	304,511	338,306	345,072
513.10.10.90	FURLOUGH	(2,241)	(2,241)	-	-	-	-	-	(5,856)	-	-
513.10.11	OVERTIME	-	-	-	-	-	-	-	-	-	-
513.10.10	SUB TOTAL	299,659	286,794	301,749	335,349	207,281	336,949	342,578	298,655	338,306	345,072
513.10.20	PERSONNEL BENEFITS	90,648	90,065	89,144	93,744	59,590	92,906	103,715	96,864	96,477	98,407
513.10.20.90	EE MED. CONTRIBUTION	(1,195)	(1,195)	(1,240)	(1,240)	(826)	(1,239)	(1,373)	(1,373)	(1,202)	(1,226)
513.10.20	SUB TOTAL	89,453	88,870	87,904	92,504	58,763	91,667	102,342	95,491	95,275	97,181
513.10.31	OFFICE SUPPLIES	2,000	1,349	1,600	1,600	1,979	2,393	1,600	1,600	1,600	1,632
513.10.35	SMALL TOOLS	400	-	400	400	-	-	400	400	400	408
513.10.30	SUB TOTAL	2,400	1,349	2,000	2,000	1,979	2,393	2,000	2,000	2,000	2,040
513.10.41	PROFESSIONAL SERVICES	15,000	13,361	15,000	15,750	7,547	13,750	15,000	15,000	15,000	15,300
513.10.42	COMMUNICATIONS	170	833	1,400	1,400	314	680	1,400	1,400	1,400	1,428
513.10.43	TRAVEL EXPENSES	1,830	2,102	1,830	1,830	1,690	2,068	1,830	1,830	1,830	1,867
513.10.44	ADVERTISING	-	-	2,540	2,540	-	-	-	-	-	-
513.10.49	MISCELLANEOUS	2,540	3,091	-	-	2,798	3,818	2,950	2,950	2,950	3,009
513.10.40	SUB TOTAL	19,540	19,387	20,770	21,520	12,349	20,316	21,180	21,180	21,180	21,604
513.10.99.01	COMPUTER MAINTENANCE	8,840	8,840	8,540	8,540	5,693	8,540	11,300	11,300	11,300	11,526
513.10.99.02	COMPUTER REPLACEMENT	-	-	1,515	1,515	1,010	1,515	2,998	1,036	1,036	1,057
513.10.99.05	INTERFUND INSURANCE	8,827	8,827	12,739	12,739	12,739	12,739	12,877	12,877	12,877	13,135
513.10.99	SUB TOTAL	17,667	17,667	22,794	22,794	19,442	22,794	27,175	25,213	25,213	25,717
594.13.64	EQUIPMENT	-	-	-	-	-	-	-	-	-	-
594.13.60	SUB TOTAL	-	-	-	-	-	-	-	-	-	-
EXECUTIVE TOTAL		428,719	414,066	435,217	474,167	299,814	474,119	495,275	442,539	481,974	491,613

BUDGET NARRATIVE 2011

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	Professional Services	Provides for hearing examiner services .	\$ 15,000	\$ 15,000	\$ 15,000
513.10.42	Communication	Long distance charges	1,400	1,400	1,400
513.10.43	Travel		1,830	1,830	1,830
		State ICMA conference for CM			500
		Monthly insurance (WCIA) meetings - 1 in eastern Washington and 2 in Seattle			75
		AWC Conference			375
		AWC Legislative Conference			100
		Washington D. C. - Meet with Lobbyist			-
		Miscellaneous reimbursable dinner and lunch meetings such as Suburban Cities, King County Officials, Chamber of Commerce, etc.			680
		Travel expenses for training for executive assistant			100
					<u>1,830</u>
513.10.49	Miscellaneous				
		ICMA dues (CM & ACM)		2,950	2,950
		WCMA dues (CM & ACM)			300
		AWC registration			150
		Legislative conference registration			110
		NLC Conference registration			-
		WCMA conference registration (1)			300
		ICMA Mgmt. Information Services Subs.			-
		Training for Executive Assistant			175
		Newspaper subscriptions			390
					<u>2,950</u>
		TOTAL OTHER SERVICES AND CHARGES	\$ 21,180	\$ 21,180	\$ 21,180

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.140.023.513.10.00.00		EXECUTIVE			
		INTERFUND PAYMENTS			
513.10.99.01	Computer Maintenance	Provides for maintenance of computers and printers.	\$ 11,300	\$ 11,300	\$ 11,300
513.10.99.02	Computer Replacement	Provides for allocated cost for shared server, computers, EDEN Financial System, & network infrastructure upgrades.	\$ 2,998	\$ 1,036	\$ 1,036
513.10.99.05	Interfund Insurance	Provides for a transfer to the City's self-insurance fund to cover insurance expenses.	\$ 12,877	\$ 12,877	\$ 12,877
		TOTAL INTERFUND PAYMENTS	\$ 27,175	\$ 25,213	\$ 25,213
		CAPITAL OUTLAY			
		TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -
		TOTAL EXECUTIVE	\$ 495,275	\$ 442,539	\$ 481,974

CITY OF DES MOINES

2011 BUDGET REQUEST

PUBLIC DEFENDER

001.150.023 EXECUTIVE PUBLIC DEFENDER		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
512.80.41.05	PROF. SERVICES-PUBLIC DEFENDER	103,000	108,365	110,000	110,000	77,509	110,060	110,000	110,000	110,000	112,200
512.80.41.06	PROF. SERVICES-VIDEO ARRAIGNMENT	10,800	15,600	14,400	14,400	9,600	14,400	14,400	14,400	14,400	14,688
512.80.40	SUB TOTAL	113,800	123,965	124,400	124,400	87,109	124,460	124,400	124,400	124,400	126,888
594.12.64	EQUIPMENT	0	0	0	0	0	0	0	0	0	0
	MUNICIPAL COURT TOTAL	113,800	123,965	124,400	124,400	87,109	124,460	124,400	124,400	124,400	126,888

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.150.023.512.80 PUBLIC DEFENDER					
OTHER SERVICES AND CHARGES					
512.50.41	Professional Services	Provides for contract professional services: Public Defenders for indigent defendants Video Arraignment Public Defender and Other Services	\$ 124,400	\$ 124,400	\$ 124,400
			\$ 110,000		
			\$ 14,400		
			<u>\$ 124,400</u>		
TOTAL OTHER SERVICES AND CHARGES			<u>\$ 124,400</u>	<u>\$ 124,400</u>	<u>\$ 124,400</u>
CAPITAL OUTLAY					
594.13.64	Equipment		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL PUBLIC DEFENDER			<u>\$ 124,400</u>	<u>\$ 124,400</u>	<u>\$ 124,400</u>

CITY OF DES MOINES

2011 BUDGET REQUEST

RECORDS SERVICES

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST Y-T-D	2011 DEPT REQ	2011 NEW REQ	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.180.024	RECORDS SERVICES											
514.30.10	SALARIES & WAGES	100,471	95,543	90,383	90,383	58,088	90,384	92,059	14,482	90,256	92,059	93,900
514.30.10.90	FURLOUGH	0	0	0	0	0	0	0		(2,170)	0	
514.30.11	OVERTIME	0	1,418	-	0	0	0	-		-	-	-
514.30.10	SUB TOTAL	100,471	96,961	90,383	90,383	58,088	90,384	92,059	14,482	88,086	92,059	93,900
514.30.20	PERSONNEL BENEFITS	42,268	58,697	44,982	44,982	24,044	36,650	40,465	2,284	38,016	36,119	36,841
514.30.20.90	EMPLOYEE MED CONTRIBUTION	(1,068)	(804)	(1,290)	(1,290)	(397)	(596)	(662)		(662)	(535)	(546)
514.30.20	SUB TOTAL	41,200	57,893	43,692	43,692	23,647	36,054	39,803	2,284	37,354	35,584	36,296
514.30.31	OFFICE/OPERATING SUPPLIES	1,166	2,071	1,166	1,166	1,790	2,150	1,166		1,166	1,166	1,166
514.30.31.01	COMPUTER SUPPLIES	100	-	100	100	-	-	100		100	100	100
514.30.35	SMALL TOOLS & EQUIPMENT	300	-	300	300	-	0	300		300	300	300
514.30.35.90	SMALL EQP > \$1,000 < \$5,000	2,078	2,077	0	0	-	0	0		0	0	0
514.30.30	SUB TOTAL	3,644	4,148	1,566	1,566	1,790	2,150	1,566	-	1,566	1,566	1,566
514.30.41	PROFESSIONAL SERVICES	3,500	4,726	3,500	3,500	3,215	4,450	3,500		3,500	3,500	3,570
514.30.42	COMMUNICATIONS	40	1	40	40	0	5	40		40	40	40
514.30.43	TRAVEL EXPENSES		0	0		0						
514.30.44	ADVERTISING	100	0	100	100	0	0	100		100	100	100
514.30.49	MISCELLANEOUS	700	650	700	700	735	885	700	1,700	700	700	700
514.30.40	SUB TOTAL	4,340	5,377	4,340	4,340	3,950	5,340	4,340	1,700	4,340	4,340	4,410
514.30.99.01	COMPUTER MAINTENANCE	4,420	4,420	4,270	4,270	2,847	4,270	6,780		6,780	6,780	6,916
514.30.99.02	COMPUTER REPLACEMENT	0	0	782	782	521	782	1,803		623	623	635
514.30.99.05	INTERFUND INSURANCE	6,987	6,987	6,413	6,413	6,413	6,413	7,044		7,044	7,044	7,185
514.30.99	SUB TOTAL	11,407	11,407	11,465	11,465	9,781	11,465	15,627	-	14,447	14,447	14,736
594.14.64	EQUIPMENT	0										
594.14.60	SUB TOTAL		-	-		-	-	-	-	-	-	-
	TOTAL RECORDS SERVICES	161,062	175,786	151,446	151,446	97,256	145,393	153,395	18,466	145,793	147,996	150,908

BUDGET NARRATIVE
2011

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.180.024.514.30.00.00		RECORD SERVICES				
		SALARIES AND WAGES				
514.30.10	Salaries and Wages	0.8 City Clerk	\$ 92,059		\$ 90,256	\$ 92,059
		0.8 Administrative Assistant I				
		—0.4 Restore City Clerk & Admin Asst I positions to full-time Not Approved		\$ 14,482		
		<u>1.6</u> FTE's				
514.30.10	Furlough	Provides for 5 days of unpaid leave.			\$ (2,170)	\$ 0
514.30.11	OVERTIME	Provides overtime to City Staff in the event the City Clerk is not available to take notes in Council meetings.	\$ -		\$ -	\$ -
		TOTAL SALARIES	\$ 92,059	\$ 14,482	\$ 88,086	\$ 92,059
		PERSONNEL BENEFITS				
514.30.20	Personnel Benefits	Provides for personnel benefits for the City Clerk and Administrative Assistant I.	\$ 40,465		\$ 38,016	\$ 36,119
		Restore City Clerk & Admin Asst I positions to full-time Not Approved		\$ 2,284		
514.30.20.90	Employee Medical Contribution	Employee's share of health insurance premium cost for spouse and/or dependents.	\$ (662)	\$ -	\$ (662)	\$ (535)
		TOTAL PERSONNEL BENEFITS	\$ 39,803	\$ 2,284	\$ 37,354	\$ 35,584

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.180.024.514.30.00.00			RECORD SERVICES			
SUPPLIES						
514.30.31	Office Supplies	Provides for general office supplies and forms such as business license forms.	\$ 1,166		\$ 1,166	\$ 1,166
514.30.31.01	Computer Supplies	Provides for computer supplies.	\$ 100		\$ 100	\$ 100
514.30.35	Small Tools and Equipment	Provides for purchase or replacement of small non-capitalized items such as dictaphones and calculators.	\$ 300		\$ 300	\$ 300
TOTAL SUPPLIES			\$ 1,566		\$ 1,566	\$ 1,566
OTHER SERVICES AND CHARGES						
514.30.41	Professional Services	Provides for archive services and off site storage for non-financial City records.	\$ 3,500		\$ 3,500	\$ 3,500
514.30.42	Communications	Provides for long distance telephone charges.	\$ 40		\$ 40	\$ 40
514.30.43	Travel	For City Clerk training and certification courses.	\$ -	\$ -	\$ -	\$ -
514.30.44	Advertising	Provides for any miscellaneous advertising.	\$ 100		\$ 100	\$ 100
514.30.49	Miscellaneous	Provides for miscellaneous dues, conferences and seminars.	\$ 700		\$ 700	\$ 700
Summary of Fees:						
		1. King County City Clerks Association	\$ 50			
		2. WA Municipal Clerks Association	\$ 115	\$ 350		
		3. Filing Fees	\$ 90			
		4. Int'l Institute of Municipal Clerks	\$ 170	\$ 500		
		5. WA Municipal Clerks Conf.	\$ 275			
		6. Municipal Clerks Spring & Fall Academy		\$ 250		
		7. Professional Development II		\$ 600		
		\$ 700				
TOTAL OTHER SERVICES AND CHARGES			\$ 4,340	\$ 1,700	\$ 4,340	\$ 4,340
INTERFUND SERVICES						

BUDGET NARRATIVE
2011

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.180.024.514.30.00.00		RECORD SERVICES				
514.30.99.01	Computer Maintenance	Provides for maintenance of two computers.	\$ 6,780		\$ 6,780	\$ 6,780
514.30.99.02	Computer Replacement	Provides for replacement of two computers.	\$ 1,803		\$ 623	\$ 623
514.30.99.05	Interfund Insurance	Provides for a transfer to the City's self-insurance fund to cover insurance expenses.	\$ 7,044		\$ 7,044	\$ 7,044
		TOTAL INTERFUND SERVICES	\$ 15,627		\$ 14,447	\$ 14,447
		TOTAL RECORD SERVICES	\$ 153,395	\$ 18,466	\$ 145,793	\$ 147,996

CITY OF DES MOINES

2011 BUDGET REQUEST

PERSONNEL SERVICES

001.230.000 PERSONNEL SERVICES		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST Y-T-D	2011 DEPT REQUEST	2011 NEW REQ	2011 EXEC AMEND	2011 ADOPTED	2012 EST
516.10.10	SALARIES & WAGES	8,383	6,735	-	-	-	-	-	73,560	-	-	-
516.10.11	OVERTIME	-	-	-	-	-	-	-	-	-	-	-
516.10.10	SUB TOTAL	8,383	6,735	-	-	-	-	-	73,560	-	-	-
516.10.20	PERSONNEL BENEFITS	1,441	1,101	-	-	-	-	-	29,366	-	-	-
516.10.20.90	EMPLOYEE MED CONTRIBUTION	-	-	-	-	-	-	-	(685)	-	-	-
516.10.20	SUB TOTAL	1,441	1,101	-	-	-	-	-	28,681	-	-	-
516.10.31	OFFICE SUPPLIES	1,700	144	1,700	1,700	-	500	1,700	-	1,700	1,700	1,700
516.10.31.01	SUPPLIES - SAFETY COMM	-	-	-	-	-	-	-	-	-	-	-
516.10.30	SUB TOTAL	1,700	144	1,700	1,700	-	500	1,700	-	1,700	1,700	1,700
516.10.41	PROFESSIONAL SERVICES	9,100	2,240	9,100	11,600	2,911	3,592	9,100	100,000	9,100	9,100	9,100
516.10.42	COMMUNICATIONS	370	105	370	370	116	136	370	-	370	370	379
516.10.43	TRAVEL EXPENSES	314	8	314	314	36	314	314	686	314	314	314
516.10.45	SMALL TOOLS & MINOR EQ	-	-	-	-	-	-	-	TBD*	-	-	-
516.10.49	MISCELLANEOUS	2,935	1,321	2,935	2,935	358	633	2,935	-	2,935	2,935	2,935
516.10.40	SUB TOTAL	12,719	3,674	12,719	15,219	3,421	4,675	12,719	100,686	12,719	12,719	12,728
516.10.99.01	COMPUTER MAINTENANCE	2,210	2,210	2,135	2,135	1,423	2,135	2,260	-	2,260	2,260	2,317
516.10.99.02	COMPUTER REPLACEMENT	-	-	440	440	293	440	709	-	245	245	251
516.10.99.05	INTERFUND INSURANCE	3,807	3,807	-	-	-	-	-	-	-	-	-
516.10.90	SUB TOTAL	6,017	6,017	2,575	2,575	1,716	2,575	2,969	-	2,505	2,505	2,568
594.16.64	EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
594.16.60	SUB TOTAL	-	-	-	-	-	-	-	-	-	-	-
PERSONNEL SERVICES TOTAL		30,260	17,671	16,994	19,494	5,137	7,750	17,388	202,927	16,924	16,924	16,996

BUDGET NARRATIVE
2011

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

Account No.	Title	Narrative	Departmental Request	New Requests	Executive Amendment	Adopted
001.230.000.516.10.00.00		PERSONNEL SERVICES				
		SALARIES AND WAGES				
516.10.10	Salaries and Wages	Provides for the following personnel: 0.0 FTE Human Resources Coordinator Position eliminated in 2009 1.0 FTE Human Resources Manager Not Approved	\$ -		\$ -	\$ -
				\$ 73,560		
516.10.11	Overtime		\$ -		\$ -	\$ -
		TOTAL SALARIES AND WAGES	\$ -	\$ 73,560	\$ -	\$ -
		PERSONNEL BENEFITS				
516.10.20	Personnel Benefits	Provides for personnel benefits. 1.0 FTE Human Resources Manager Not Approved	\$ -		\$ -	\$ -
				\$ 29,366		
516.10.20.90	Employee Medical Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s. 1.0 FTE Human Resources Manager Not Approved	\$ -		\$ -	\$ -
				\$ (685)		
		TOTAL PERSONNEL BENEFITS	\$ -	\$ 28,681	\$ -	\$ -
		SUPPLIES				
516.10.31	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.	\$ 1,700		\$ 1,700	\$ 1,700
516.10.35	Small Tools & Equipment	Provides for purchase of miscellaneous equipment.	\$ -		\$ -	\$ -
		TOTAL SUPPLIES	\$ 1,700		\$ 1,700	\$ 1,700

BUDGET NARRATIVE
2011

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

Account No.	Title	Narrative	Departmental Request	New Requests	Executive Amendment	Adopted
001.230.000.516.10.00.00		PERSONNEL SERVICES				
		OTHER SERVICES AND CHARGES				
516.10.41	Professional Services	Contingency for outside counsel on labor or personnel disputes and fees for in-service training seminars and professional services.	\$ 9,100		\$ 9,100	\$ 9,100
		WSP Background Checks	\$ 2,500			
		Required Hearing Conservation Program	\$ 1,500			
		Hepatitis B inoculations	\$ 1,500			
		Outside Counsel	\$ 3,600			
		Negotiations Consultant		\$ 75,000		
		Consultant to Update Job Descriptions		\$ 25,000		
		<u>\$ 9,100</u>				
516.10.42	Communications	Provides for Long Distance and Courier Service.	\$ 370		\$ 370	\$ 370
		Long Distance	\$50			
		Federal Express	\$320			
		<u>\$370</u>				
516.10.43	Travel	Meeting Travel and Conferences	\$ 314	\$ 686	\$ 314	\$ 314
516.10.49	Miscellaneous	Provides for miscellaneous dues, conferences and seminars, employee training, and testing.	\$ 2,935		\$ 2,935	\$ 2,935
		AWC Police Benefit Survey	\$ 85			
		Employment Law Newsletter	\$ 300			
		CPR/First Aid Training	\$ 500			
		WAPELRA Membership/Conf Registration	\$ 250			
		Labor Institute Registration	\$ 200			
		CDL Drug and Alcohol Testing	\$ 900			
		Miscellaneous	\$ 200			
		Safety Board Training	\$ 500			
		Defibrillator Renewal	\$ -			
		<u>\$ 2,935</u>				
		TOTAL OTHER SERVICES AND CHARGES	\$ 12,719	\$ 100,686	\$ 12,719	\$ 12,719

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	New Requests	Executive Amendment	Adopted
001.230.000.516.10.00.00		PERSONNEL SERVICES				
		INTERFUND SERVICES				
516.10.99.01	Computer Maintenance	Provides for computer hardware maintenance.	\$ 2,260		\$ 2,260	\$ 2,260
516.10.99.02	Computer Replacement	Provides for computer hardware replacement.	\$ 709		\$ 245	\$ 245
516.10.99.05	Interfund Insurance	Contribution to the Self Insurance Fund.	\$ -		\$ -	\$ -
		TOTAL INTERFUND SERVICES	\$ 2,969		\$ 2,505	\$ 2,505
		CAPITAL OUTLAY			\$ -	\$ -
		TOTAL CAPITAL OUTLAY	\$ -		\$ -	\$ -
		TOTAL PERSONNEL SERVICES	\$ 17,388	\$ 202,927	\$ 16,924	\$ 16,924

CITY OF DES MOINES

2011 BUDGET REQUEST

WELLNESS PROGRAM

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST Y-T-D	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.235.000	WELLNESS PROGRAM										
517.90.31	OFFICE SUPPLIES				1,500	-	1,500	1,500	1,500	1,500	1,500
517.90.31.01	SUPPLIES - SAFETY COMM	-	-	-	-	-	-	-	-	-	-
517.90.35	SMALL TOOLS & EQUIPMENT	-	-	-	-	-	-	-	-	-	-
517.90.30	SUB TOTAL	-	-	-	1,500	-	1,500	1,500	1,500	1,500	1,500
517.90.41	PROFESSIONAL SERVICES										
517.90.42	COMMUNICATIONS										
517.90.43	TRAVEL EXPENSES				500	442	500	500	500	500	500
517.90.44	ADVERTISING										
517.90.49	MISCELLANEOUS										
517.90.40	SUB TOTAL	-	-	-	500	442	500	500	500	500	500
	PERSONNEL SERVICES TOTAL	-	-	-	2,000	442	2,000	2,000	2,000	2,000	2,000

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.235.000.517.90.00.00		WELLNESS PROGRAM			
		SUPPLIES			
516.10.31	Office Supplies	Provides for the purchase of general office supplies for wellness program.	\$ 1,500	\$ 1,500	\$ 1,500
516.10.35	Small Tools & Equipment	Provides for purchase of miscellaneous equipment.	\$ -	\$ -	\$ -
		TOTAL SUPPLIES	\$ 1,500	\$ 1,500	\$ 1,500
		OTHER SERVICES AND CHARGES			
516.10.41	Professional Services		\$ -	\$ -	\$ -
516.10.42	Communications	Provides for Long Distance and Courier Service.	\$ -	\$ -	\$ -
516.10.43	Travel	Meeting Travel and Conferences	\$ 500	\$ 500	\$ 500
516.10.49	Miscellaneous	Provides for miscellaneous dues, conferences and seminars.			\$ -
		TOTAL OTHER SERVICES AND CHARGES	\$ 500	\$ 500	\$ 500
		TOTAL WELLNESS PROGRAM	\$ 2,000	\$ 2,000	\$ 2,000

CITY OF DES MOINES

2011 BUDGET REQUEST

PRINTING & DUPLICATION SERVICES

CENTRAL SERVICES PRINTING & DUPLICATING		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.240.027											
518.70.31	SUPPLIES	2,000	876	2,000	2,000	350	750	2,000	2,000	2,000	2,000
518.70.35	SMALL TOOLS & EQUIPMENT	0	-	-	0	-	-	-	-	-	-
518.70.30	SUB TOTAL	2,000	876	2,000	2,000	349.85	750	2,000	2,000	2,000	2,000
518.70.45.02	COPIER LEASE	1,691	2,035	1,951	1,951	3,320	1,984	5,013	5,013	5,013	5,138
518.70.48	REPAIR & MAINTENANCE	-	-	-	-	-	-	-	-	-	-
518.70.40	SUB TOTAL	1,691	2,035	1,951	1,951	3,320	1,984	5,013	5,013	5,013	5,138
594.18.64	EQUIPMENT	-	0	-	-	-	-	-	-	-	-
594.18.60	SUB TOTAL	-	0	-	-	-	-	-	-	-	-
TOTAL PRINTING & DUPLICATION		3,691	2,910	3,951	3,951	3,670	2,734	7,013	7,013	7,013	7,138

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.240.027.518.70.00.00		PRINTING AND DUPLICATION SERVICES			
		SUPPLIES			
518.70.31	Supplies	Provides funding for all supplies needed for use of multifunction copier machine at City Hall. Printing costs contained by increased 2-sided copying.	\$ 2,000	\$ 2,000	\$ 2,000
		TOTAL SUPPLIES	\$ 2,000	\$ 2,000	\$ 2,000
		OTHER SERVICES AND CHARGES			
518.70.45.02	Copier Lease	Provides for copier lease at City Hall.	\$ 5,013	\$ 5,013	\$ 5,013
		Kelley Imaging	\$ 1,980		
		Toshiba (Reclassified as Capital Lease - \$6,615)	\$ 3,033		
			<u>\$ 5,013</u>		
		Note: Lease with Toshiba expires in 1/31/2011. Lease may be with different vendor after that date.			
		TOTAL OTHER SERVICES AND CHARGES	\$ 5,013	\$ 5,013	\$ 5,013
		TOTAL PRINTING AND DUPLICATING	\$ 7,013	\$ 7,013	\$ 7,013

CITY OF DES MOINES

2011 BUDGET REQUEST

COMMUNICATIONS

001.280.027	CENTRAL SERVICES COMMUNICATIONS	2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
528.80.31	SUPPLIES	1,500	868	1,500	1,500	2,149	2,849	2,500	2,500	2,500	2,500
528.80.42	COMMUNICATIONS	37,110	31,766	37,110	37,110	20,403	33,410	35,100	35,100	35,100	35,978
528.80.45	OPERATING LEASES & RENTALS	2,750	2,742	2,750	2,750	2,056	2,742	2,850	2,850	2,850	2,921
528.80.40	SUB TOTAL	41,360	36,256	41,360	41,360	24,608	39,001	40,450	40,450	40,450	41,399
597.00.00	TRANSFER-OUT/FUND 511 **	0	0	10,000	10,000	-	10,000	10,000	10,000	10,000	10,000
597.00.00	SUB TOTAL	0	0	10,000	10,000	-	10,000	10,000	10,000	10,000	10,000
	TOTAL COMMUNICATIONS	41,360	36,256	51,360	51,360	24,608	49,001	50,450	50,450	50,450	51,399
	CENTRAL SERVICES TOTAL:	45,051	39,166	55,311	55,311	28,278	51,735	57,463	57,463	57,463	58,537

** The recommendation is to transfer-out the \$10,000 annually to the Computer Replacement Fund to reserve funds for the replacement of the phone system.

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.280.027.528.80.00.00		COMMUNICATIONS			
		OTHER SERVICES AND CHARGES			
528.80.31	Supplies	Postage tapes and ink cartridges for the postage meter.	\$ 2,500	\$ 2,500	\$ 2,500
528.80.35	Small Tools & Equip	Provides for the replacement of telephones (refurbished) and uninterrupted service in the event existing phones cease to function.	\$ -	\$ -	\$ -
528.80.42	Communications	Provides funding for citywide communications charges: Telephone Lines \$ 16,515 Postage \$ 18,225 MRSC Hosted Web Site \$ 360 <u>\$ 35,100</u>	\$ 35,100	\$ 35,100	\$ 35,100
528.80.45	Operating Leases & Rentals	Provides for lease of postage machine at City Hall.	\$ 2,850	\$ 2,850	\$ 2,850
528.80.48	Repair and Maintenance	Provides for repairs to city telecommunication system.	\$ -	\$ -	\$ -
528.80.49	Miscellaneous	Provides for unanticipated expenses.	\$ -	\$ -	\$ -
		TOTAL OTHER SERVICES AND CHARGES	\$ 40,450	\$ 40,450	\$ 40,450

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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EQUIPMENT

597.00.00	Transfer-out/Fund 511	\$10,000 per year beginning in 2001 is reserved over the next 7 to 10 years for the replacement of the City's existing telephone system.	\$ 10,000	\$ 10,000	\$ 10,000
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This money is reserved in the Computer Equipment Replacement Fund and the transfer-out of the General Fund started with a \$20,000 transfer in 2003. An annual transfer of \$10,000 thereafter, except in 2009.

TOTAL EQUIPMENT

	\$ 10,000	\$ 10,000	\$ 10,000
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TOTAL COMMUNICATIONS

	\$ 50,450	\$ 50,450	\$ 50,450
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CITY OF DES MOINES

2011 BUDGET REQUEST

COMMUNITY INFORMATION SERVICES

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.550.035	COMMUNITY INFO. SERVICES										
557.20.31.00	SUPPLIES		-	-		-	-	-	-	-	-
557.20.41.00	PROF SERV-CABLE CONSULTANT	3,000	3,056	3,000	3,000	2,200	2,200	3,000	3,000	3,000	3,075
557.20.41.01	PROF SERV-CC VIDEO TAPE	4,500	1,350	4,500	6,113	3,825	5,825	4,500	4,500	4,500	4,613
557.20.41.04	PROF SERV-NEWSLETTER	12,900	18,688	14,000	14,000	4,535	5,652	14,000	14,000	14,000	14,350
557.20.41.19	PROF SERV-PUBLIC INFO CONSULTANT	12,000	12,500	-	-	-	-	-	-	-	-
557.20.42	COMMUNICATIONS	10,000	8,408	10,000	10,000	2,845	5,325	10,000	10,000	10,000	10,250
557.20.44	ADVERTISING	-	-	-	-	-	-	-	-	-	-
557.20.49	MISCELLANEOUS	-	-	-	-	-	-	-	-	-	-
557.20.40	SUB TOTAL	42,400	44,002	31,500	33,113	13,405	19,002	31,500	31,500	31,500	32,288
594.57.64	EQUIPMENT		-	-		-	-	-	-	-	-
	COMMUNITY INFO. TOTAL	42,400	44,002	31,500	33,113	13,405	19,002	31,500	31,500	31,500	32,288

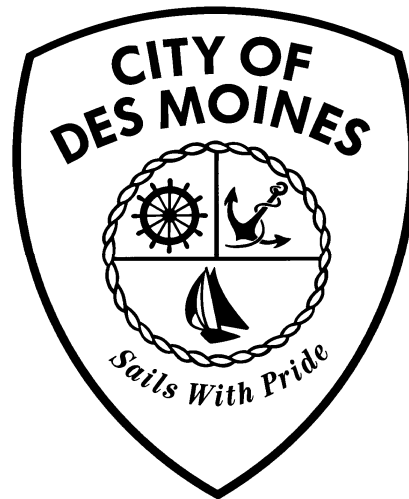
BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.550.035.557.20.00.00					
		COMMUNITY INFORMATION SERVICES			
		OTHER SERVICES AND CHARGES			
557.20.41.00	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.	\$ 3,000	\$ 3,000	\$ 3,000
557.20.41.01	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 \$1,500 to format video tape for broadcast.	\$ 4,500	\$ 4,500	\$ 4,500
557.20.41.04	Prof Serv - Newsletter	Provides for printing of three (3) issues of 'City Currents' per year, and for the production of brochures, doorhangers, and other informational items.	\$ 14,000	\$ 14,000	\$ 14,000
557.20.41.19	Prof Serv - Public Information Consultant	Provides for reporting of City Council Meetings, and other city sponsored events. Assists with press releases. Provides contributing articles to the local newspaper.	\$ -	\$ -	\$ -
557.20.42	Communications	Provides for bulk rate postage for newsletters, public information and the "City Currents" as City Currents- 3 issues per year Miscellaneous mailings (e.g., "fireworks prohibited")	\$ 10,000	\$ 10,000	\$ 10,000
		\$8,530			
		\$1,470			
		<u>\$10,000</u>			
557.20.44	Advertising	Provides for miscellaneous advertising.	\$ -	\$ -	\$ -
		TOTAL COMMUNITY INFORMATION SERVICES	\$ 31,500	\$ 31,500	\$ 31,500

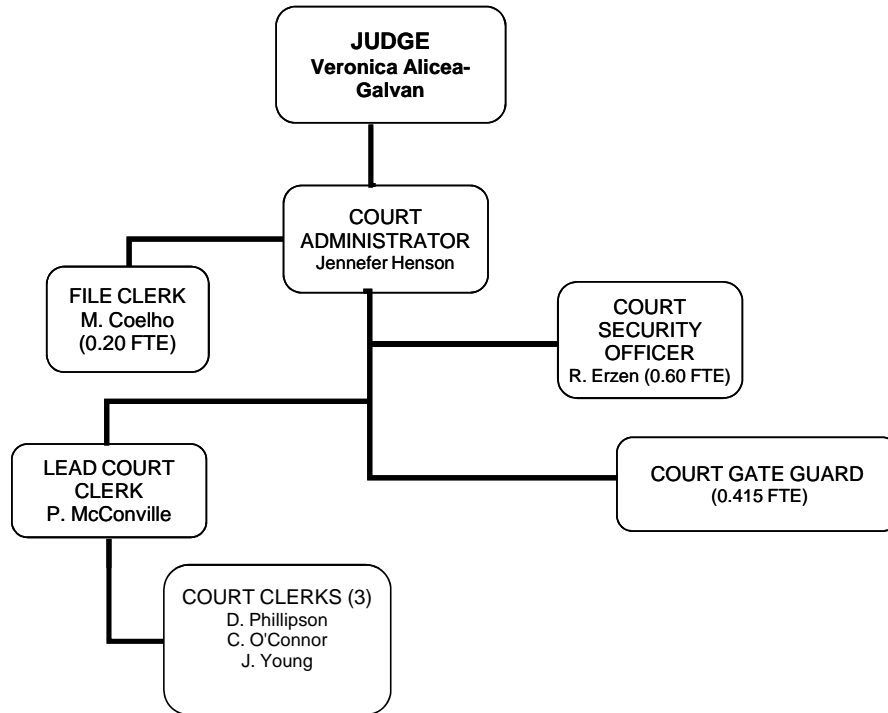
2011 Budget



CITY OF DES MOINES

JUDICIAL

Organizational Chart



Department/Divisions



BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.120.022.512.50.00.00	JUDICIAL		\$ 795,921	\$ 713,374	\$ 724,126

The Judicial budget funds all functions of the Municipal Court system. Funding is also provided for contract services provided by pro tem judges, a magistrate, public defenders, interpreters and other necessary support personnel. The judicial processes misdemeanor prosecutions and violations of city codes.

	2010 (Amended Budget)	2011 (Budget)
Municipal Court Revenues Include:		
WA State Grants-AOC for:		
Court computers	\$ -	\$ 5,125
Interpreting Services Reimbursement	\$ 4,890	\$ -
WA Sate Grant-Office of Public Defense	\$ 25,000	\$ 15,000
Normandy Park Court Services	\$ 55,000	\$ 55,000
Fines and Forfeitures	\$ 250,000	\$ 211,744
Probation Fees	\$ 2,750	\$ 2,100
Court Costs	\$ 234,500	\$ 153,700
	\$ 572,140	\$ 442,669

Trial Court Improvement Revenue Includes:		
WA State Grant-AOC for full-time elected municipal court judge		
	\$ 24,000	\$ 27,256

CITY OF DES MOINES

2011 BUDGET REQUEST

MUNICIPAL COURT

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.120.022	JUDICIAL										
512.50.10	SALARIES & WAGES	464,020	494,915	478,042	478,042	332,342	499,108	494,934	465,676	472,096	481,538
512.50.10.10.90	FURLOUGH	(5,633)	(4,446)	0	0	0	0	0	(9,324)	0	0
512.50.11	OVERTIME	250	293	300	300	0	0	300	300	300	306
512.50.10	SUB TOTAL	458,637	490,762	478,342	478,342	332,342	499,108	495,234	456,652	472,396	481,844
512.50.20	PERSONNEL BENEFITS	154,446	163,002	156,798	156,798	106,349	160,289	175,634	151,198	145,616	148,528
512.50.20.90	EE MED. CONTRIBUTION	(3,515)	(3,573)	(3,446)	(3,446)	(2,422)	(3,634)	(3,770)	(3,770)	(3,180)	(3,244)
512.50.21	UNIFORMS	1,000	532	1,000	1,000	596	1,000	1,000	1,000	1,000	1,000
512.50.20	SUB TOTAL	151,931	159,961	154,352	154,352	104,523	157,655	172,864	148,428	143,436	146,285
512.50.31	OFFICE/OPERATING SUPPLIES	7,650	10,577	7,650	7,650	8,267	10,000	12,775	12,775	12,775	12,775
512.50.32.01	UNLEADED FUEL (ISF)	2,741	3,213	2,741	2,741	3,312	4,589	4,681	4,681	4,681	4,775
512.50.35	SMALL TOOLS & EQUIP	750	525	750	750	1,403	750	750	750	750	750
512.50.30	SUB TOTAL	11,141	14,315	11,141	11,141	12,982	15,339	18,206	18,206	18,206	18,300
512.50.41	PROFESSIONAL SERVICES	25,600	47,990	35,000	35,000	20,848	35,000	35,000	20,500	20,500	20,500
512.50.42	COMMUNICATIONS	850	696	850	850	479	761	1,289	1,289	1,289	1,315
512.50.43	TRAVEL EXPENSES	784	598	784	784	1,600	3,000	784	784	784	784
512.50.44	ADVERTISING	500	1,525	500	500	-	-	500	500	500	500
512.50.45.02	COPIER LEASE	2,000	3,513	3,500	3,500	2,525	3,500	3,500	3,500	3,500	3,500
512.50.48	REPAIRS & MAINTENANCE	4,000	26	2,000	2,000	0	575	2,000	2,000	2,000	2,000
512.50.49	MISCELLANEOUS	1,275	2,787	1,275	1,275	2,222	2,500	1,275	1,275	1,275	1,275
512.50.49.05	CREDIT CARD FEES	2,300	3,183	3,200	3,200	1,809	3,200	3,200	3,200	3,200	3,200
512.50.49.90	JURY FEES	4,600	984	3,700	3,700	516	1,500	3,700	3,700	3,700	3,700
512.50.40	SUB TOTAL	41,909	61,302	50,809	50,809	29,999	50,036	51,248	36,748	36,748	36,774
512.50.99.01	COMPUTER MAINTENANCE	15,470	15,470	19,215	19,215	12,810	19,215	18,080	18,080	18,080	18,442
512.50.99.02	COMPUTER REPLACEMENT	0	0	1,479	1,479	986	1,479	2,140	739	739	754
512.50.99.03	EQUIPMENT MAINTENANCE	4,500	4,500	3,900	3,900	2,600	3,900	2,250	2,250	2,250	2,295
512.50.99.04	EQUIPMENT REPLACEMENT	0	0	0	0	0	0	2,187	0	0	2,187
512.50.99.05	INSURANCE	26,469	26,469	30,885	30,885	30,885	30,885	32,271	32,271	32,271	32,916
	SUB TOTAL	46,439	46,439	55,479	55,479	47,281	55,479	56,928	53,340	53,340	56,594
594.12.64	EQUIPMENT	0	0	0	0	0	0	0	0	0	0
	MUNICIPAL COURT TOTAL	710,057	772,779	750,123	750,123	527,127	777,617	794,480	713,374	724,126	739,796

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.120.022.512.50.00.00 MUNICIPAL COURT					
SALARIES AND WAGES					
512.50.10	Salaries & Wages	0.80 Judge 1.00 Court Administrator 1.00 Lead Court Clerk 3.00 Court Clerks 0.20 File Clerk 0.60 Jail Transport Officer Position eliminated in 2011 due to opening of SCORE 0.60 Court Security Officer (Will be funded @ 1.0 FTE from 01/11 to 08/11)) 0.415 Court Gate Guard New position in 2011 to handle front gate & courtroom <hr/> 7.015 FTE's	\$ 494,934	\$ 465,676	\$ 472,096
512.50.10.90	Furlough	Provides for 5 days of unpaid leave.	\$ -	\$ (9,324)	\$ 0
512.50.11	Overtime	Overtime for staff results from extended court calendars, magistrate hearings, and jury trials.	\$ 300	\$ 300	\$ 300
TOTAL SALARIES AND WAGES			\$ 495,234	\$ 456,652	\$ 472,396
PERSONNEL BENEFITS					
512.50.20	Benefits	Personnel benefits associated with all staff. Note: One Court Clerk dropped healthcare coverage for (him)self and Lead Court Clerk dropped healthcare coverage for spouse in 2011.	\$ 175,634	\$ 151,198	\$ 145,616
512.50.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.	\$ (3,770)	\$ (3,770)	\$ (3,180)
512.50.21	Uniforms	Provides uniforms for the Court Security and Court Gate Guard.	\$ 1,000	\$ 1,000	\$ 1,000
TOTAL PERSONNEL BENEFITS			\$ 172,864	\$ 148,428	\$ 143,436

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.120.022.512.50.00.00		MUNICIPAL COURT			
		SUPPLIES			
512.50.31	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.	\$ 12,775	\$ 12,775	\$ 12,775
512.50.32.01	Unleaded Fuel		\$ 4,681	\$ 4,681	\$ 4,681
512.50.35	Small Tools & Equipment	Provides for small office equipment that may need to be replaced.	\$ 750	\$ 750	\$ 750
		TOTAL SUPPLIES	\$ 18,206	\$ 18,206	\$ 18,206
		OTHER SERVICES AND CHARGES			
512.50.41	Professional Services	Provides for contract professional services.	\$ 35,000	\$ 20,500	\$ 20,500
		Pro tem services for judge/magistrate	\$ 12,500		
		Interpreting Services	\$ 3,500		
		Puget Sound Security	\$ 3,000		
		Shred-It (Document Shredding Service)	\$ 1,500		
			<u>\$ 20,500</u>		
		Professional Services pays for contract services for pro tem judge/magistrate. 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 2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.120.022.512.50.00.00		MUNICIPAL COURT			
512.50.42	Communications	Telephone Line	\$ 562	\$ 1,289	\$ 1,289
		MDC aircard	\$ 459		
		Long Distance	\$ 230		
		Postage	\$ 38		
			\$ 1,289		
512.50.43	Travel	Provides for mileage, hotel and meal reimbursement for training and meetings.			
			\$ 784	\$ 784	\$ 784
		Dist & Municipal Court Administrator Conf. Spring/Fall	\$ 275		
		Dist & Municipal Judges Conf. Spring/Fall	\$ 275		
		Court Clerk Regional training Spring/Fall	\$ 117		
		Court Security Ofc & Jail Transport Ofc training	\$ 117		
			\$ 784		
512.50.44	Advertising	Provides for any miscellaneous advertising that may be needed throughout the year.		\$ 500	\$ 500
512.50.45.02	Copier Lease	Provides for lease & maintenance agreement of the copier.		\$ 3,500	\$ 3,500
512.50.48	Repairs & Maintenance	Provides for repairs needed to the fax machine.		\$ 2,000	\$ 2,000
512.50.49	Miscellaneous	Provides other miscellaneous charges such as:		\$ 1,275	\$ 1,275
		Training registration	\$ 1,175		
		Record storage fees	\$ 100		
			\$ 1,275		
512.50.49.05	Bank Charges	Bank charges for processing credit card payments.		\$ 3,200	\$ 3,200
512.50.49.90	Jury Fees	Reimburses individuals for jury duty time.		\$ 3,700	\$ 3,700
		TOTAL OTHER SERVICES AND CHARGES		\$ 51,248	\$ 36,748
				\$ 36,748	\$ 36,748

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.120.022.512.50.00.00					
		MUNICIPAL COURT			
		INTERFUND SERVICES			
512.50.99.01	Computer Maintenance	Provides for maintenance of computers and printer.	\$ 18,080	\$ 18,080	\$ 18,080
512.50.99.02	Computer Replacement	Provides for allocated cost for shared server, Eden Financial System, network infrastructure upgrades, & vehicle computer.	\$ 2,140	\$ 739	\$ 739
512.50.99.03	Equipment Maintenance	Provides for maintenance of jail transport vehicle by City mechanic.	\$ 2,250	\$ 2,250	\$ 2,250
512.50.99.04	Equipment Replacement	Provides for replacement of reserved jail transport vehicle.	\$ 2,187	\$ -	\$ -
512.50.99.05	Insurance	Transfer to the Self Insurance Fund based on workers' hours.	\$ 32,271	\$ 32,271	\$ 32,271
		TOTAL INTERFUND SERVICES	\$ 56,928	\$ 53,340	\$ 53,340
		CAPITAL OUTLAY			
594.13.64	Equipment		\$ -	\$ -	\$ -
		TOTAL MUNICIPAL COURT	\$ 794,480	\$ 713,374	\$ 724,126

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.120.022.512.50.00.00		TRIAL COURT IMPROVEMENT	\$ 37,896	\$ 37,896	\$ 37,172

Established to account for Trial Court Funding (E2SSB 5454) of 0.20 FTE Judge, thus allowing for a full-time judge. Eligibility requires judicial elections and judicial salary of 95% of a District Court judges' salary.

CITY OF DES MOINES

2011 BUDGET REQUEST

Trial Court Improvement Account

	2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.125.022 JUDICIAL										
512.50.10 SALARIES & WAGES	-	-	27,000	27,000	18,000	27,000	28,913	28,913	28,913	29,491
512.50.10 SUB TOTAL	-	-	27,000	27,000	18,000	27,000	28,913	28,913	28,913	29,491
512.50.20 PERSONNEL BENEFITS	-	-	3,757	3,757	5,349	7,714	9,243	9,243	8,485	8,655
512.50.20.90 EE MED. CONTRIBUTION	-	-	-	-	-	-	(260)	(260)	(226)	(231)
512.50.20 SUB TOTAL	-	-	3,757	3,757	5,349	7,714	8,983	8,983	8,259	8,424
TRIAL COURT IMPRV ACCT TOTAL	-	-	30,757	30,757	23,349	34,714	37,896	37,896	37,172	37,915

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.120.022.512.50.00.00 TRIAL COURT IMPROVEMENT					
SALARIES AND WAGES					
512.50.10	Salaries & Wages	0.20 Judge	\$ 28,913	\$ 28,913	\$ 28,913
TOTAL SALARIES AND WAGES			\$ 28,913	\$ 28,913	\$ 28,913
PERSONNEL BENEFITS					
512.50.20	Benefits	Personnel benefits associated with 0.20 FTE Judge	\$ 9,243	\$ 9,243	\$ 8,485
512.50.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.	\$ (260)	\$ (260)	\$ (226)
TOTAL PERSONNEL BENEFITS			\$ 8,983	\$ 8,983	\$ 8,259
TOTAL TRIAL COURT IMPROVEMENT ACCOUNT			\$ 37,896	\$ 37,896	\$ 37,172

BUDGET NARRATIVE 2011

FUND: **GENERAL**
DEPARTMENT: **JAIL SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.400.030.523.60.00.00	Jail Services		\$ 778,010	\$ 778,010	\$ 778,010

The Jail Services budget provides for the tracking of detention facilities expenditures. Prior to 2000, the City contracted only with King County and tracked jail charges through the Law Enforcement Administration budget. The City now uses various City and County jail facilities to house prisoners to help reduce costs. This budget tracks each type of expenditure associated with booking and housing a prisoner in the jail facilities of King, Okanogan and Kitsap Counties, and the city of Fife. This budget also includes contracting for jail services with SCORE starting September 1, 2011.

CITY OF DES MOINES

2011 BUDGET REQUEST

JAIL SERVICES

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.400	JAIL SERVICES										
001.400.010											
523.10.49.00	JAIL ADVISORY GROUP (JAG) MEMBER.	2,815	2,281	2,281	2,281	-	-				-
523.10.49.01	SCORE (South End Jail Project)	81,584	-	-	-	-	-				-
523.21.41.00	Jail-Professional Services	-	5,437	-	-	5,924	8,424				-
523.60.51.00	SCORE-MISDEMEANOR MAINTENANCE	-	-	-	-	-	-	148,000	148,000	148,000	657,451
598.23.52	SCORE CAPITAL CONTRIBUTIONS	-	265,056	-	-	-	-	382,610	382,610	382,610	-
060.523.60.51.00	SUB TOTAL	84,399	272,774	2,281	2,281	5,924	8,424	530,610	530,610	530,610	657,451
001.400.030											
523.60.51.00	KC-MISDEMEANOR BOOKINGS	50,000	73,276	60,000	60,000	38,774	65,000	45,000	45,000	45,000	46,125
523.60.51.02	KC-MISDEMEANOR MAINTENANCE	210,500	195,980	240,000	240,000	110,994	200,000	125,000	125,000	125,000	128,125
030.523.60.51.00	SUB TOTAL	260,500	269,256	300,000	300,000	149,768	265,000	170,000	170,000	170,000	174,250
001.400.040											
523.60.51.02	OKANOGAN-MISDEMEANOR MAINTENANCE	-	-	-	-	-	-	25,000	25,000	25,000	25,625
050.523.60.51.00	SUB TOTAL	-	-	-	-	-	-	25,000	25,000	25,000	25,625
001.400.050											
523.60.51.02	YAKIMA-MISDEMEANOR MAINTENANCE	407,500	333,595	340,200	340,200	191,128	380,000				-
050.523.60.51.00	SUB TOTAL	407,500	333,595	340,200	340,200	191,128	380,000	-	-	-	-
001.400.060											
523.60.51.02	RENTON-MISDEMEANOR MAINTENANCE	2,000	3,360	2,000	2,000	780	1,000				
060.523.60.51.00	SUB TOTAL	2,000	3,360	2,000	2,000	780	1,000	-	-	-	-
001.400.070											
523.60.51.02	ENUMCLAW-MISDEMEANOR MAINTENANCE	500	660	500	500	385	500				-
060.523.60.51.00	SUB TOTAL	500	660	500	500	385	500	-	-	-	-
001.400.080											
523.60.51.00	FIFE-MISDEMEANOR BOOKINGS	55,000	2,360	5,000	5,000	2,148	4,000	2,400	2,400	2,400	2,460
523.60.51.02	FIFE-MISDEMEANOR MAINTENANCE	5,000	29,170	55,000	55,000	30,867	40,000	25,000	25,000	25,000	25,625
060.523.60.51.00	SUB TOTAL	60,000	31,530	60,000	60,000	33,015	44,000	27,400	27,400	27,400	28,085
001.400.100											
523.60.51.02	CHELAN-MISDEMEANOR MAINTENANCE	-	720	-	-	-	-	-	-	-	-
060.523.60.51.02	SUB TOTAL	-	720	-	-	-	-	-	-	-	-
001.400.110											
523.60.51.02	ISSAQUAH-MISDEMEANOR MAINTENANCE	-	400	-	-	1,792	2,000	-	-	-	-
060.523.60.51.02	SUB TOTAL	-	400	-	-	1,792	2,000	-	-	-	-
001.400.120											
523.60.51.02	KITSAP-MISDEMEANOR MAINTENANCE	-	-	-	-	-	-	25,000	25,000	25,000	25,625
060.523.60.51.02	SUB TOTAL	-	-	-	-	-	-	25,000	25,000	25,000	25,625
JAIL SERVICES TOTAL		814,899	912,295	704,981	704,981	382,791	700,924	778,010	778,010	778,010	911,036

BUDGET NARRATIVE 2011

FUND: **GENERAL**
DEPARTMENT: **JAIL SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
JAIL SERVICES					
001.400.010.523.10.00.00 ADMINISTRATION					
523.10.49.00	Jail Advisory Group (Jag) Member.	Jail Advisory Group (JAG) Membership	\$ -	\$ -	\$ -
523.60.51.00	SCORE-MISDEMEANOR MAINTENANCE		\$ 148,000	\$ 148,000	\$ 148,000
598.23.52	SCORE CAPITAL CONTRIBUTIONS		\$ 382,610	\$ 382,610	\$ 382,610
TOTAL ADMINISTRATION			\$ 530,610	\$ 530,610	\$ 530,610
001.400.030.523.60.00.00 KING COUNTY					
523.60.51.00	Misdemeanor Bookings	Initial booking charge.	\$ 45,000	\$ 45,000	\$ 45,000
523.60.51.01	Misdemeanor Maintenance	Cost of incarceration. Charged by the day.	\$ 125,000	\$ 125,000	\$ 125,000
TOTAL KING COUNTY			\$ 170,000	\$ 170,000	\$ 170,000
001.400.040.523.60.00.00 OKANOGAN COUNTY					
523.60.51.02	Okanogan-Misdemeanor Maintenance	Cost of incarceration. Charged by the day.	\$ 25,000	\$ 25,000	\$ 25,000
TOTAL OKANOGAN COUNTY			\$ 25,000	\$ 25,000	\$ 25,000
001.400.060.523.60.00.00 RENTON MUNICIPAL					
523.60.51.00	Renton-Misdemeanor Bookings	Cost of incarceration. Charged by the day.	\$ -	\$ -	\$ -
TOTAL RENTON MUNICIPAL			\$ -	\$ -	\$ -

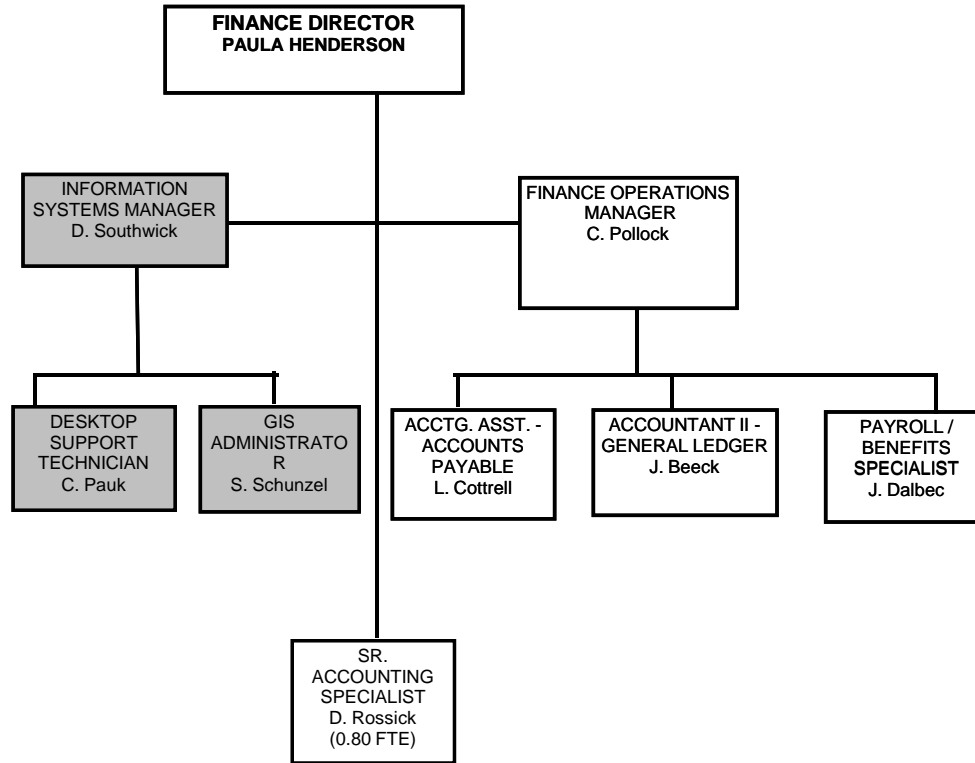
BUDGET NARRATIVE 2011

FUND: **GENERAL**
DEPARTMENT: **JAIL SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
JAIL SERVICES					
001.400.060.523.70.00.00					
ENUMCLAW MUNICIPAL					
523.60.51.02	Enumclaw-Misdemeanor Maintenance	Cost of incarceration. Charged by the day.	\$ -	\$ -	\$ -
TOTAL ENUMCLAW MUNICIPAL			\$ -	\$ -	\$ -
001.400.080.523.60.00.00					
FIFE MUNICIPAL					
523.60.51.00	Fife-Misdemeanor Bookings	Initial booking charge.	\$ 2,400	\$ 2,400	\$ 2,400
523.60.51.02	Fife-Misdemeanor Maintenance	Cost of incarceration. Charged by the day.	\$ 25,000	\$ 25,000	\$ 25,000
TOTAL FIFE MUNICIPAL			\$ 27,400	\$ 27,400	\$ 27,400
001.400.090.523.60.00.00					
AUBURN MUNICIPAL					
523.60.51.02	Auburn-Misdemeanor Maintenance	Cost of incarceration. Charged by the day.	\$ -	\$ -	\$ -
001.400.100.523.60.00.00					
CHELAN COUNTY					
523.60.51.02	Chelan-Misdemeanor Maintenance	Cost of incarceration. Charged by the day.	\$ -	\$ -	\$ -
001.400.120.523.60.00.00					
KITSAP COUNTY					
060.523.60.51.02	Kitsap-Misdemeanor Maintenance	Cost of incarceration. Charged by the day.	\$ 25,000	\$ 25,000	\$ 25,000
TOTAL JAIL SERVICES			\$ 778,010	\$ 778,010	\$ 778,010

**CITY OF DES MOINES
FINANCIAL SERVICES**

Organizational Chart



Department/Divisions

- | |
|-------------------------------------|
| <i>Financial Services</i> |
| <i>Grants Management</i> |
| <i>Reserve Funds</i> |
| <i>Treasury Services</i> |
| <i>King County Detox Program</i> |
| <i>Miscellaneous Memberships</i> |
| <i>Fire & Pollution Control</i> |
| <i>Debt Service Funds</i> |
| <i>Computer Operations</i> |

BUDGET NARRATIVE 2011

FUND: **GENERAL**
DEPARTMENT: **FINANCIAL SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.160.024.514.20.00.00	FINANCIAL SERVICES		\$ 932,577	\$ 803,148	\$ 816,966

The Financial Services section assists the City Manager in preparing the annual operating budget and the six-year Capital Improvement Plan. It also monitors and administers these budgets once they have been approved by the City Council. It prepares monthly internal financial reports and annual financial reports for the State Auditor's Office. It provides payroll services, including all benefit processing to all City employees. This program also provides cashiering for all cash receipts and manages the City's investment portfolio. It administers the City's debt portfolio and obtains long-term financing at the most advantageous rates. It bills and collects for the City's local improvement districts, and all other miscellaneous charges. It also accounts for fixed assets, administers grant reimbursements and performs all other necessary accounting services.

CITY OF DES MOINES

2011 BUDGET REQUEST

FINANCIAL SERVICES

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 NEW REQ	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.160.024	FINANCIAL SERVICES											
514.20.10	SALARIES & WAGES	465,518	469,425	460,062	460,062	306,996	460,610	468,506	68,416	459,250	468,506	477,876
514.20.10.90	FURLOUGH	(6,426)	(6,891)	0	0	0	0	0		(9,088)	0	0
514.20.11	OVERTIME	2,000	167	2,000	2,000	200	550	2,000		2,000	2,000	2,040
514.20.10	SUB TOTAL	461,092	462,701	462,062	462,062	307,196	461,160	470,506	68,416	452,162	470,506	479,916
514.20.20	PERSONNEL BENEFITS	160,928	161,844	158,208	158,208	104,250	156,299	174,582	28,415	165,433	160,236	163,441
514.20.20.90	EE MED. CONTRIBUTION	(3,973)	(3,974)	(4,011)	(4,011)	(2,680)	(4,187)	(4,430)	(990)	(4,430)	(3,759)	(3,834)
514.20.20	SUB TOTAL	156,955	157,870	154,197	154,197	101,571	152,112	170,152	27,425	161,003	156,477	163,441
514.20.31	OFFICE & OPERATING SUPPLIES	5,000	3,366	3,000	3,000	1,720	2,650	3,000	800	3,000	3,000	3,060
514.20.35.00	SMALL TOOLS & EQUIPMENT	250	350	250	250	0	0	250		250	250	255
514.20.30	SUB TOTAL	5,250	3,716	3,250	3,250	1,720	2,650	3,250	800	3,250	3,250	3,315
514.20.41	PROFESSIONAL SERVICES	33,800	32,600	33,800	38,800	19,782	36,483	33,800		33,800	33,800	34,476
514.20.41.02	PROF. SVCS/ADP PAYROLL	23,000	22,872	23,810	23,810	15,510	23,173	24,762		24,762	24,762	25,258
514.20.41.04	PROF. SVCS/ARMOR CAR SERVICE	5,000	5,892	5,875	5,875	2,603	3,644	3,350		3,350	3,350	3,417
514.20.41.05	PROF. SVCS/MICROFLEX-SALES TAX	2,000	1,483	2,000	2,000	1,661	862	2,000		2,000	2,000	2,040
514.20.41.06	PROF. SVCS/NET ASSETS	2,500	1,600	2,000	2,000	624	1,280	2,500		2,500	2,500	2,550
514.20.41.07	PROF. SVCS/MICROFLEX-BUS LIC	1,500	770	1,500	1,500	390	1,205	1,500		1,500	1,500	1,530
514.20.41.08	PROF. SVCS/MICROFLEX-B&O AUDIT	5,000	6,631	3,000	3,000	5,119	7,660	8,700		8,700	8,700	8,874
514.20.42	COMMUNICATIONS	200	91	200	200	437	687	818		818	818	834
514.20.43	TRAVEL	350	280	350	350	95	245	350		350	350	357
514.20.44	ADVERTISING	500	0	500	500	-	-	500		500	500	510
514.20.49	MISCELLANEOUS	4,620	2,990	3,000	3,000	2,137	2,785	3,260		3,260	3,260	3,325
514.20.49.01	BANK CHARGES	5,500	8,904	7,800	7,800	6,620	13,865	14,000		14,000	14,000	14,280
514.20.49.02	PRINTING	500	0	500	500	0	0	500		500	500	510
514.20.49.05	CREDIT CARD FEES	0	601	620	620	295	415	420		420	420	428
514.20.49.99	A/P HOLDING ACCOUNT	0	(84)	-	0	0	25	-		-	-	-
514.20.53	B & O TAXES	120	11	120	120	54	81	120		120	120	122
514.20.40	SUB TOTAL	84,590	84,642	85,075	90,075	55,327	92,410	96,580	0	96,580	96,580	98,512

CITY OF DES MOINES

2011 BUDGET REQUEST

FINANCIAL SERVICES

	2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 NEW REQ	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.160.024 FINANCIAL SERVICES											
514.20.99.01 COMPUTER MAINTENANCE	24,450	24,450	21,565	21,565	14,377	21,565	22,760	1,507	22,760	22,760	23,215
514.20.99.02 COMPUTER REPLACEMENT	0	0	3,324	3,324	2,216	3,324	5,787		1,999	1,999	2,039
514.20.99.05 INTERFUND INSURANCE	24,547	24,547	24,977	24,977	24,977	24,977	23,394		23,394	23,394	23,862
514.00.90 SUB TOTAL	48,997	48,997	49,866	49,866	41,570	49,866	51,941	1,507	48,153	48,153	49,116
514.23.41 STATE AUDIT	42,000	35,662	42,000	42,000	6,532	42,000	42,000		42,000	42,000	42,840
514.23.40 SUB TOTAL	42,000	35,662	42,000	42,000	6,532	42,000	42,000	0	42,000	42,000	42,840
594.14.64 EQUIPMENT	-	-	-	-	-	-	-		-	-	-
594.14.60 SUB TOTAL	-	-	-	-	-	-	-	-	-	-	-
TOTAL FINANCIAL SERVICES	798,884	793,588	796,450	801,450	513,915	800,198	834,429	98,148	803,148	816,966	837,140

BUDGET NARRATIVE 2011

FUND: **GENERAL**
DEPARTMENT **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	Salaries and Wages	1.00 Finance Director 1.00 Asst. Finance Director Not Approved 1.00 Finance Operations Manager 1.00 Accountant II - General Ledger 1.00 Accounting Assistant - Accounts Payable 1.00 Payroll/ Benefits Specialist 0.80 Senior Accounting Specialist 5.80 FTE's	\$ 468,506	68,416	\$ 459,250	\$ 468,506
<p>A portion of the Finance Director & Finance Operations Manager is offset by a .5% administrative fee charged on all CIP projects.</p>						
514.20.10.90	Furlough	Provides for 5 days of unpaid leave.	\$ -	\$ -	\$ (9,088)	\$ 0
514.20.11	Overtime	Provides for overtime as necessary.	\$ 2,000		\$ 2,000	\$ 2,000
TOTAL SALARIES			\$ 470,506	\$ 68,416	\$ 452,162	\$ 470,506
PERSONNEL BENEFITS						
514.20.20	Personnel Benefits	Provides for personnel benefits for the Finance Staff. 1.00 Asst. Finance Director Not Approved	\$ 174,582	\$ 28,415	\$ 165,433	\$ 160,236
514.20.20.90	Employee Medical Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s. 1.00 Asst. Finance Director Not Approved	\$ (4,430)	\$ (990)	\$ (4,430)	\$ (3,759)
TOTAL PERSONNEL BENEFITS			\$ 170,152	\$ 27,425	\$ 161,003	\$ 156,477

BUDGET NARRATIVE 2011

FUND: **GENERAL**
DEPARTMENT **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	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.	\$ 3,000	\$ 800	\$ 3,000	\$ 3,000
514.20.35	Small Tools and Equipment	Provides for small non-capitalized items.	\$ 250	\$ -	\$ 250	\$ 250
TOTAL SUPPLIES			\$ 3,250	\$ 800	\$ 3,250	\$ 3,250
OTHER SERVICES AND CHARGES						
514.20.41	Professional Services	Investment safekeeping - custody services with Bank of New York B&O Tax administration Investment advisory services	\$ 1,800	\$ 33,800	\$ -	\$ 33,800
			\$ 22,000			
			\$ 10,000			
			<u>\$ 33,800</u>			
514.20.41.02	Prof Services/ADP	ADP Payroll Services @ approximately \$2,063.50/month.	\$ 24,762	\$ -	\$ 24,762	\$ 24,762
514.20.41.04	Professional Services/Armored Car Services	Provides for armored car services. Bank deposits are picked up daily from the city hall complex.	\$ 3,350	\$ -	\$ 3,350	\$ 3,350
514.20.41.05	Prof Services/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.	\$ 2,000	\$ -	\$ 2,000	\$ 2,000

BUDGET NARRATIVE 2011

FUND: **GENERAL**
DEPARTMENT **FINANCIAL SERVICES**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.160.024.514.20.00.00		FINANCIAL SERVICES				
514.20.41.06	Prof Services/ 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.	\$ 2,500		\$ 2,500	\$ 2,500
514.20.41.07	Prof Services/ -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.	\$ 1,500	\$ -	\$ 1,500	\$ 1,500
514.20.41.08	Prof Services/ -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.	\$ 8,700		\$ 8,700	\$ 8,700
514.20.42	Communications	Provides for long distance and Blackberry internet service charges for the Finance department. Long Distance \$ 120 Blackberry Internet Service \$ 698	\$ 818	\$ -	\$ 818	\$ 818
514.20.43	Travel	Provides for travel associated with training for Finance staff. WFOA Annual Conference (3 nights) \$ 165 Mileage to Conference (200 miles @ \$.55) \$ 110 Mileage & parking \$ 75 <u>\$ 350</u>	\$ 350	\$ -	\$ 350	\$ 350
514.20.44	Advertising	Notices of Public Hearings and employment postings.	\$ 500	\$ -	\$ 500	\$ 500

BUDGET NARRATIVE 2011

FUND: **GENERAL**
DEPARTMENT **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	Miscellaneous	Provides for miscellaneous dues, conference and seminars.	\$ 3,260		\$ 3,260	\$ 3,260
		Conferences:				
		Washington Finance Officers Assoc.	\$ 325			
		Govt. Acctng. & Auditing Conference	\$ 305			
		Government Finance Officers' Assoc.	\$ 250			
		Training:				
		Fin Director CPE (24 hrs per yr @ \$35/hr)	\$ 840			
		Fin Ops Manager GFOA	\$ -			
		Staff Conferences/Software Training	\$ 500			
		Dues:				
		WSCPA	\$ 235			
		AICPA	\$ 200			
		GFOA - Finance Director	\$ 230			
		Assoc of Gov't Accountants-Finance Director	\$ 65			
		WFOA - Finance Director	\$ 50			
		Publications:				
		AICPA Accting. Research Assoc (GASB)	\$ 236			
		Governing	\$ 25			
			\$ 3,260			
514.20.49.01	Bank Charges	Bank charges per month are offset by earnings credit from the three (3) city checking accounts.	\$ 14,000	\$ -	\$ 14,000	\$ 14,000

BUDGET NARRATIVE 2011

FUND: **GENERAL**
DEPARTMENT **FINANCIAL SERVICES**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.160.024.514.20.00.00 FINANCIAL SERVICES						
514.20.49.02	Printing	Printing for Budget & Financial Report Covers	\$ 500	\$ -	\$ 500	\$ 500
514.20.49.05	Credit Card Fees		\$ 420	\$ -	\$ 420	\$ 420
514.20.49.99	A/P Holding Account		\$ -	\$ -	\$ -	\$ -
514.20.53	B & O Taxes		\$ 120	\$ -	\$ 120	\$ 120
TOTAL OTHER SERVICES AND CHARGES			\$ 96,580	\$ -	\$ 96,580	\$ 96,580
INTERFUND SERVICES						
514.20.99.01	Computer Interfund Maintenance	Provides for Computer Maintenance.	\$ 22,760	\$ 1,507	\$ 22,760	\$ 22,760
514.20.99.02	Computer Interfund Replacement	Provides for computer hardware replacement and allocated costs for Eden financial system and infrastructure upgrades.	\$ 5,787		\$ 1,999	\$ 1,999
514.20.99.05	Interfund Insurance	Each department pays its share of insurance based on employee hours worked.	\$ 23,394	\$ -	\$ 23,394	\$ 23,394
TOTAL INTERFUND SERVICES			\$ 51,941	\$ 1,507	\$ 48,153	\$ 48,153
AUDITS						
514.23.41	State Audit	Provides for the cost of the City's annual audit.	\$ 42,000	\$ -	\$ 42,000	\$ 42,000
TOTAL AUDITS			\$ 42,000	\$ -	\$ 42,000	\$ 42,000
TOTAL FINANCIAL SERVICES			\$ 834,429	\$ 98,148	\$ 803,148	\$ 816,966

BUDGET NARRATIVE

2011

FUND: **GENERAL**
 DEPARTMENT: **FINANCIAL SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.170.024.566.00.51.00		KING COUNTY DETOX PROGRAM	\$ 7,217	\$ 7,217	\$ 7,217

Provides for the City's support of the King County Mental Health, Chemical Abuse & Dependency Services Division, as required by State law.

Sources of Revenue:

2% Liquor Profits RCW 66.08:	\$	4,300	\$	4,300	\$	4,300
2% Liquor Excise Tax RCW 82.08.170		2,917		2,917		2,917
		<u>\$ 7,217</u>		<u>\$ 7,217</u>		<u>\$ 7,217</u>

CITY OF DES MOINES

2011 BUDGET REQUEST

KING COUNTY DETOX PROGRAM

	2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.170.024 KING COUNTY DETOX PROGRAM										
566.00.51.00 K. C. DETOXIFICATION	7,228	7,807	7,616	7,616	3,886	7,702	7,217	7,217	7,217	7,182
566.00.51.00 SUB TOTAL	7,228	7,807	7,616	7,616	3,886	7,702	7,217	7,217	7,217	7,182
TOTAL ALCOHOLISM	7,228	7,807	7,616	7,616	3,886	7,702	7,217	7,217	7,217	7,182

Liquor Board Profits	214,956	240,900	240,900	121,665	240,300	215,000	215,000	215,000	210,875
Liquor Excise Taxes	131,669	139,900	139,900	74,102	144,800	145,870	145,870	145,870	148,200
	<u>346,625</u>	<u>380,800</u>	<u>380,800</u>	<u>195,767</u>	<u>385,100</u>	<u>360,870</u>	<u>360,870</u>	<u>360,870</u>	<u>359,075</u>
2% allocated to KC Detoxification	6,933	7,616	7,616	2,125	7,702	7,217	7,217	7,217	7,182

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.320.029.519.90.49.00	MISCELLANEOUS MEMBERSHIPS		\$ 50,443	\$ 50,443	\$ 57,943

Provides for City Membership in the following organizations; Association of Washington Cities, Suburban Cities Association, National League of Cities, Washington Department of General Administration (procurement), and the South King County Economic Development Initiative.

Also provides seed money for Destination Des Moines in 2011.

CITY OF DES MOINES

2011 BUDGET REQUEST

MISCELLANEOUS MEMBERSHIPS

		2008 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.320.029	MISCELLANEOUS MEMBERSHIPS										
519.90.49.01	ASSN. OF WASH. CITIES	20,183	19,740	19,740	19,740	19,740	19,740	19,815	19,815	19,815	20,211
519.90.49.04	SUBURBAN CITIES ASSOCIATION	16,800	17,476	19,043	19,043	16,385	16,385	19,043	19,043	19,043	19,424
519.90.49.07	NATIONAL LEAGUE OF CITIES	1,860	1,861	1,935	1,935	1,861	1,861	1,935	1,935	1,935	1,974
519.90.49.09	WA DEPT OF GENERAL ADMIN	1,000	750	1,000	1,000	2,000	2,000	2,000	2,000	2,000	2,000
519.90.49.10	SOUTH KING COUNTY CHAMBER OF COMMERCE	0	0	0	0	0	0	0	0	0	0
519.90.49.11	SOUTH KING COUNTY EDI	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500
519.90.49.12	DESTINATION DES MOINES	0	0	0	0	0	0	0	0	7,500	0
519.90.49.13	SOUTH CTY AREA TRANS BOARD	-	-	100	100	100	100	100	100	100	102
519.90.49.14	WA STATE CERTIFICATION PROG	-	-	-	-	100	100	50	50	50	50
	MISCELLANEOUS TOTAL	47,343	47,327	49,318	49,318	47,685	47,686	50,443	50,443	57,943	51,261

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.440.032.522.20.50.00		FIRE CONTROL	\$ 19,787	\$ 19,787	\$ 19,787

Two components make up these expenditures. A fee is paid to South King Fire and Rescue for fire protection for 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.

CITY OF DES MOINES

2011 BUDGET REQUEST

FIRE CONTROL

		2008 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.440.032	FIRE CONTROL										
522.20.51	SOUTH KING FIRE & RESCUE	12,407	12,406	12,401	12,401	6,168	12,335	12,018	12,018	12,018	12,258
522.20.51	K.C. FIRE INVESTIGATION SERVICES	22,724	11,041	10,198	10,198	7,928	7,928	7,769	7,769	7,769	7,924
	FIRE CONTROL TOTAL	35,131	23,447	22,599	22,599	14,096	20,263	19,787	19,787	19,787	20,183

BUDGET NARRATIVE
2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.460.033.531.70.50.00	POLLUTION CONTROL	Provides for the City's proportional share of the Puget Sound Air Pollution Control Agency's cost, as required by State law.	\$ 16,402	\$ 16,402	\$ 16,402

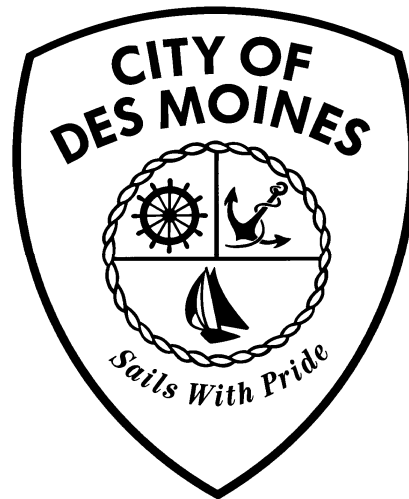
CITY OF DES MOINES

2011 BUDGET REQUEST

POLLUTION CONTROL

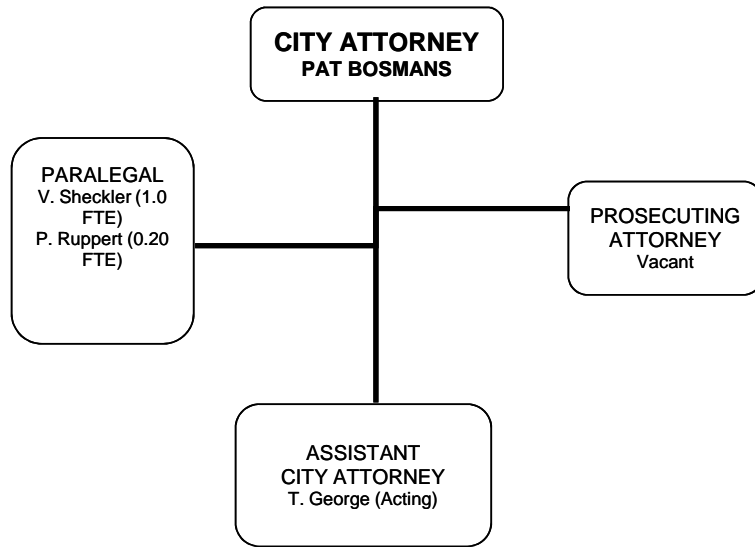
		2008 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.460.033	POLLUTION CONTROL										
531.70.51	AIR POLLUTION CONTROL	13,383	13,383	13,584	13,584	13,584	13,584	16,402	16,402	16,402	16,730
531.70.53	WASTE HAZARDOUS WASTE	-	-	-	-	-	-	-	-	-	-
	POLLUTION CONTROL TOTAL	13,383	13,383	13,584	13,584	13,584	13,584	16,402	16,402	16,402	16,730

2011 Budget



**CITY OF DES MOINES
LEGAL SERVICES**

Organizational Chart



Department/Divisions

Legal Services

BUDGET NARRATIVE

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

2011

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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001.220.026.515.10.00.00

LEGAL DEPARTMENT

\$ 549,789 \$ 470,187 \$ 474,460

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.

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

2011 BUDGET REQUEST

LEGAL

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.220.026	LEGAL										
515.10.10	SALARIES	355,475	358,075	361,364	361,364	242,261	366,495	371,692	316,107	321,400	327,828
515.10.10.90	FURLOUGH	(3,307)	(3,307)	0	0	0	0		(4,899)	0	
515.10.10	SUB TOTAL	352,168	354,768	361,364	361,364	242,261	366,495	371,692	311,208	321,400	327,828
515.10.20	PERSONNEL BENEFITS	102,929	103,560	103,093	103,093	68,514	107,798	114,840	98,077	91,869	93,706
515.10.20.90	EE MED. CONTRIBUTION	(1,433)	(1,433)	(1,455)	(1,455)	(1,032)	(1,548)	(1,718)	(1,718)	(1,429)	(1,458)
515.10.20	SUB TOTAL	101,496	102,127	101,638	101,638	67,482	106,250	113,122	96,359	90,440	92,248
515.10.31	OPERATING SUPPLIES	6,500	7,559	6,500	6,500	4,708	6,500	7,100	7,100	7,100	6,500
515.10.35	SMALL EQUIPMENT	0	545	-	2,112	2,112	2,112	-	-	-	-
515.10.30	SUB TOTAL	6,500	8,104	6,500	8,612	6,820	8,612	7,100	7,100	7,100	6,500
515.10.41	PROFESSIONAL SERVICES	15,467	1,959	15,467	15,467	963	4,000	15,467	15,467	15,467	15,467
515.10.42	COMMUNICATIONS	200	128	200	200	43	135	200	200	200	200
515.10.43	TRAVEL EXPENSES	2,615	1,025	2,615	2,615	1,090	2,200	2,615	2,615	2,615	2,615
515.10.45.02	COPIER LEASE	2,600	505	2,600	2,600	2,042	455	883	883	883	883
515.10.49	MISCELLANEOUS	2,800	1,955	2,800	2,800	2,136	2,827	2,800	2,800	2,800	2,800
515.10.40	SUB TOTAL	23,682	5,571	23,682	23,682	6,274	9,617	21,965	21,965	21,965	21,965
515.10.99.01	COMPUTER MAINTENANCE	11,050	11,050	10,675	10,675	7,117	10,675	13,560	13,560	13,560	13,831
515.10.99.02	COMPUTER REPLACEMENT	0	0	1,889	1,889	1,259	1,889	3,598	1,243	1,243	3,670
515.10.99.05	INTERFUND INSURANCE	16,128	16,128	18,752	18,752	18,752	18,752	18,752	18,752	18,752	19,127
515.10.90	SUB TOTAL	27,178	27,178	31,316	31,316	27,128	31,316	35,910	33,555	33,555	36,628
594.14.64	EQUIPMENT	-	-	-	-	-	-	-	-	-	-
594.14.60	SUB TOTAL	-	-	-	-	-	-	-	-	-	-
	LEGAL TOTAL:	511,024	497,748	524,500	526,612	349,965	522,290	549,789	470,187	474,460	485,170

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.220.026.515.10.00.00		LEGAL DEPARTMENT			
		SALARIES AND WAGES			
515.10.10	Salaries & Wages	1.0 City Attorney 1.0 Assistant City Attorney (Funded for 6 months) 1.0 Paralegal 1.0 Prosecuting Attorney 0.2 Paralegal <hr style="width: 20%; margin-left: 0;"/> 4.2 FTE's	\$ 371,692	\$ 316,107	\$ 321,400
515.10.10.90	Furlough	Provides for 5 days of unpaid leave.	\$ -	\$ (4,899)	\$ -
515.10.11	Overtime	Provides for overtime for staff	\$ -	\$ -	\$ -
		TOTAL SALARIES AND WAGES	\$ 371,692	\$ 311,208	\$ 321,400
		PERSONNEL BENEFITS			
515.10.20	Personnel Benefits	Provides for benefits for legal staff, including a \$1,800 transportation & communications allowance.	\$ 114,840	\$ 98,077	\$ 91,869
515.10.20.90	Employee Med Contribution	Employees' share of health insurance premium cost for spouse and/or dependents.	(1,718)	(1,718)	(1,429)
		TOTAL PERSONNEL BENEFITS	\$ 113,122	\$ 96,359	\$ 90,440

BUDGET NARRATIVE

2011

FUND: **GENERAL**

DEPARTMENT: **LEGAL**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.220.026.515.10.00.00		LEGAL DEPARTMENT			
		SUPPLIES			
515.10.31	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.	\$ 7,100	\$ 7,100	\$ 7,100
515.10.35	Small Tools & Equipment	This account covers costs for various communications items, recording equipment, and other small items used by legal staff.	\$ -	\$ -	\$ -
		TOTAL SUPPLIES	\$ 7,100	\$ 7,100	\$ 7,100
		OTHER SERVICES AND CHARGES			
515.10.41	Professional Services	This item provides funding for outside legal services as needed.	\$ 15,467	\$ 15,467	\$ 15,467
		Consultation on special cases	\$5,000		
		Outside counsel for conflict cases	\$5,000		
		Other legal professional services	\$5,467		
			<u>\$15,467</u>		
515.10.42	Communications	Monthly long distance and messenger service.	\$ 200	\$ 200	\$ 200
		Long Distance	\$180		
		Messenger Service	\$20		
			<u>\$200</u>		

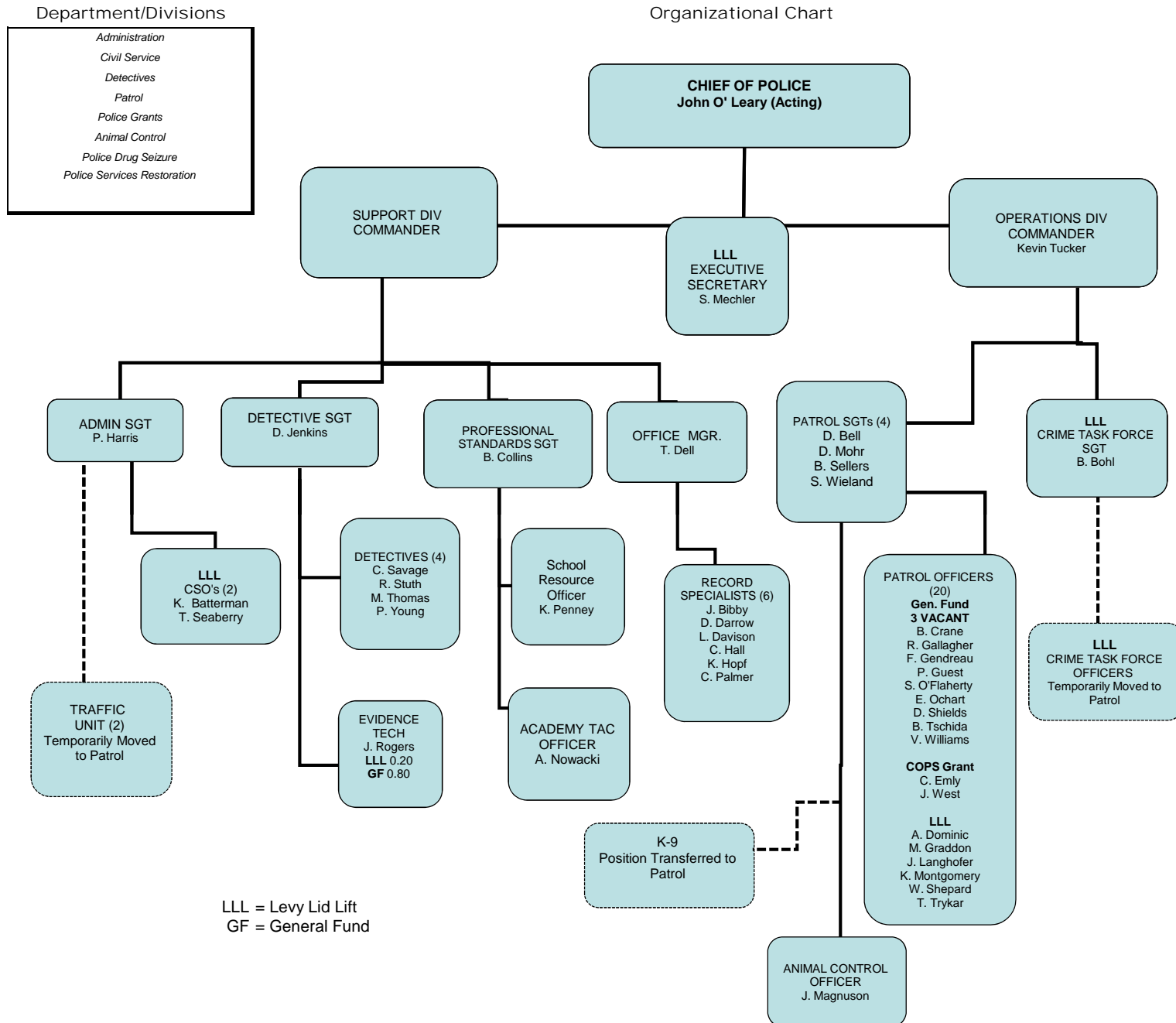
BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.220.026.515.10.00.00			LEGAL DEPARTMENT		
515.10.43	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.	\$ 2,615	\$ 2,615	\$ 2,615
515.10.45.02	Copier Lease	Provides for operating cost per copy. Lease of copier is reclassified as capital lease.	\$ 883	\$ 883	\$ 883
515.10.48	Repairs and Maintenance	Contingency for repair of machines.	\$ -	\$ -	\$ -
515.10.49	Miscellaneous	This account covers Washington State Bar for staff attorneys, CLE registration costs and other miscellaneous expenses, such as subscriptions to legal periodicals and printing.	\$ 2,800	\$ 2,800	\$ 2,800
TOTAL OTHER SERVICES AND CHARGES			\$ 21,965	\$ 21,965	\$ 21,965
INTERFUND SERVICES					
515.10.99.01	Computer Maintenance	Provides maintenance for the legal computers and printer.	\$ 13,560	\$ 13,560	\$ 13,560
515.10.99.02	Computer Replacement	Provides for replacement of the computers and printer.	\$ 3,598	\$ 1,243	\$ 1,243
515.10.99.05	Interfund Insurance	Provides for a transfer to the City's self-insurance fund to cover insurance expenses.	\$ 18,752	\$ 18,752	\$ 18,752
TOTAL INTERFUND SERVICES			\$ 35,910	\$ 33,555	\$ 33,555
TOTAL LEGAL DEPARTMENT			\$ 549,789	\$ 470,187	\$ 474,460

**CITY OF DES MOINES
LAW ENFORCEMENT**



BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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LAW ENFORCEMENT

001.340.030.521.10.00.00	Administrative Division		\$ 2,269,544	\$ 2,106,382	\$ 2,134,040
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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.

001.345.030.521.10.00.00	Civil Service		\$ 14,530	\$ 14,313	\$ 14,530
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The Civil Service Division is responsible for administering the personnel rules and policies of the Police Department's civil employees.

001.350.030.521.21.00.00	Detective Division		\$ 896,511	\$ 845,067	\$ 873,419
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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.

BUDGET NARRATIVE

2011

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

Account No.	Title Narrative	Departmental Request	Executive Amendment	Adopted
LAW ENFORCEMENT				
001.360.030.521.22.00.00	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.	\$ 3,106,051	\$ 2,902,222	\$ 3,001,027
001.380.000.000.00.00.00	Police Grants This division accounts for all expenditures associated with grants awarded to the Police Department.	\$ 266,998	\$ 266,998	\$ 266,998
001.540.036.539.30.00.00	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.	\$ 129,810	\$ 117,522	\$ 121,153
	TOTAL LAW ENFORCEMENT	\$ 6,683,444	\$ 6,252,504	\$ 6,411,167

Note: In 2009, City Council approved total Police Staffing of 60 FTE's. Staff reduction: General Fund - 3 positions; Levy Lid Lift Fund - 0.5 position. In 2010, City Council approved to lay-off/ freeze 1 Record Specialist position and 8 Police Officer positions.

CITY OF DES MOINES

2011 BUDGET REQUESTS

LAW ENFORCEMENT
ADMINISTRATIVE

POLICE - ADMINISTRATIVE DIVISION		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR-END	2011 DEPT REQ	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.340.030											
521.10.10	SALARIES & WAGES	886,019	884,170	878,507	878,507	609,397	869,929	905,111	812,761	828,111	844,673
521.21.10.10	HOLIDAY PAY-OUT	-	-	8,116	8,116	-	8,116	8,356	-	8,356	8,523
521.21.10.90	FURLOUGH	(7,206)	(6,855)	-	-	-	-	-	(8,207)	0	-
521.10.11	OVERTIME	31,550	28,159	30,000	30,000	20,322	30,214	30,000	30,000	30,000	30,000
521.10.11.02	OVERTIME TRAINING	3,000	-	2,725	2,725	-	-	-	-	-	-
521.10.10	SUB TOTAL	913,363	905,474	919,348	919,348	629,718	908,259	943,467	834,554	866,467	883,196
521.10.20	PERSONNEL BENEFITS	316,356	306,546	321,376	321,376	204,743	299,609	340,116	299,643	292,192	298,036
521.10.20.02	L&I BENEFITS-VOLUNTEERS	75	-	75	75	-	75	75	75	75	77
521.10.20.16	LEOFF 1 RETIREES BENEFITS	69,885	77,783	73,346	73,346	42,518	69,789	81,535	81,535	81,535	83,166
521.10.20.90	EMPLOYEE MED. CONTRIBUTION	(7,816)	(7,255)	(7,818)	(7,818)	(4,709)	(6,868)	(7,849)	(7,849)	(4,653)	(4,746)
521.10.21	UNIFORMS	7,000	545	7,000	7,000	984	1,469	4,000	4,000	4,000	4,000
521.10.22	CLOTHING	5,580	1,314	5,580	5,580	1,560	2,058	5,580	5,580	5,580	5,580
521.10.20	SUB TOTAL	391,080	378,932	399,559	399,559	245,096	366,131	423,457	382,984	378,729	386,112
521.10.31	OFFICE & OPERATING SUPPLIES	20,000	33,693	20,000	20,000	15,963	24,005	20,000	20,000	20,000	20,000
521.10.31.01	COMPUTER SUPPLIES	1,500	-	1,365	1,365	-	-	1,365	1,365	1,365	1,365
521.10.32.01	UNLEADED FUEL (ISF)	5,875	5,863	4,524	4,524	4,832	6,898	7,044	7,044	7,044	7,185
521.10.32.03	UNLEADED FUEL (OUTSIDE)	455	126	500	500	288	523	500	500	500	510
521.10.35	SMALL TOOLS & EQUIPMENT	7,000	1,078	6,365	6,365	763	2,088	4,000	4,000	4,000	4,080
521.10.35.90	SMALL TOOLS >\$1,000 <\$5,000	-	-	-	-	-	-	-	-	-	-
521.10.35.15	REDONDO SQ EQUIPT/FURNITURE	-	-	-	-	-	-	-	-	-	-
521.10.30	SUB TOTAL	34,830	40,761	32,754	32,754	21,846	33,514	32,909	32,909	32,909	33,140
521.10.41	PROFESSIONAL SERVICES	62,000	72,079	62,000	62,000	25,930	42,832	50,000	50,000	50,000	50,000
521.10.41.02	PROF SERV-DISPATCH SERV	590,000	539,868	590,000	536,000	275,993	503,090	545,000	545,000	545,000	555,900
521.10.41.04	PROF SERV-JANITORIAL SERV	25,000	21,611	25,000	25,000	14,504	22,459	25,000	25,000	25,000	25,500
521.10.42	COMMUNICATIONS	28,200	19,614	25,635	25,635	10,750	19,029	22,835	22,835	22,835	23,291
521.10.43	TRAVEL EXPENSES	1,569	2,871	1,569	1,569	502	1,569	1,569	1,569	1,569	1,600
521.10.44	ADVERTISING	800	2,176	2,270	2,270	-	1,135	2,270	2,270	2,270	2,270
521.10.45	OPERATING RENTALS & LEASES	3,500	2,497	3,500	3,500	1,379	2,520	3,500	3,500	3,500	3,500
521.10.45.02	COPIER LEASE	2,014	2,366	2,308	2,308	2,493	2,365	2,554	2,554	2,554	2,605
521.10.47	UTILITIES	53,810	49,265	53,810	53,810	36,518	53,753	58,591	58,591	58,591	59,763
521.10.48	REPAIR & MAINTENANCE	10,712	15,792	14,000	14,000	10,262	14,814	14,000	14,000	14,000	14,000
521.10.49	MISCELLANEOUS	1,845	4,746	1,845	1,845	515	1,845	1,845	1,845	1,845	1,845
521.10.49.01	DUES,SCHOOLS,CONFERENCES	-	2,069	2,725	2,725	2,029	2,725	3,725	3,725	3,725	3,725
521.10.49.05	CREDIT CARD FEES	475	484	475	475	322	592	725	725	725	725
521.10.49.20	LAUNDRY	3,200	2,810	3,500	3,500	1,316	2,064	3,500	3,500	3,500	3,500
	SUB TOTAL	783,125	738,246	788,637	734,637	382,513	670,793	735,114	735,114	735,114	748,225

CITY OF DES MOINES

2011 BUDGET REQUESTS

LAW ENFORCEMENT
ADMINISTRATIVE

POLICE - ADMINISTRATIVE DIVISION		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR-END	2011 DEPT REQ	2011 EXEC AMEND	2011 ADOPTED	2012 EST
521.10.99.01	COMPUTER MAINTENANCE	67,793	67,793	75,308	75,308	50,205	75,308	39,608	39,608	39,608	40,400
521.10.99.02	COMPUTER REPLACEMENT	-	-	7,166	7,166	4,777	7,166	10,619	3,668	3,668	10,831
521.10.99.03	EQUIPMENT MAINTENANCE	18,000	18,000	15,600	15,600	10,400	15,600	6,750	6,750	6,750	6,885
521.10.99.04	EQUIPMENT REPLACEMENT	-	-	7,097	7,097	4,731	7,097	6,825	-	-	6,962
521.10.99.05	INSURANCE	48,759	48,759	56,320	56,320	56,320	56,320	53,818	53,818	53,818	54,894
521.10.99.06	FACILITY REP AND REPLACEMENT	16,977	16,977	16,977	16,977	11,318	16,977	16,977	16,977	16,977	16,977
521.10.90	SUB TOTAL	151,529	151,529	178,468	178,468	137,752	178,468	134,597	120,821	120,821	136,949
594.21.64	IMPROVEMENTS:	-	-	-	-	-	-	-	-	-	-
594.21.64.01	COMPUTER EQUIPMENT	-	-	-	-	-	-	-	-	-	-
594.21.60	SUB TOTAL	-	-	-	-	-	-	-	-	-	-
ADMINISTRATIVE DIVISION TOTAL:		2,273,927	2,214,941	2,318,766	2,264,766	1,416,926	2,157,165	2,269,544	2,106,382	2,134,040	2,187,622

**BUDGET NARRATIVE
2011**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.340.030.521.10.00.00		ADMINISTRATION			
		SALARIES AND WAGES			
521.10.10	Salaries & Wages	Provides for personnel to perform administrative functions, clerical functions, and command field operations. 1.0 Chief of Police 2.0 Commanders 2.0 Sgts (Admin and Prof. Standards) assigned to Administration 1.0 Office Manager <u>6.0</u> Records Specialists 12.0 FTE's	\$ 905,111	\$ 812,761	\$ 828,111
521.21.10.10	Holiday Pay-Out	Provides for maximum holiday pay cash-out of 40 hrs per Sergeant and Commander. NOTE: Will start funding for additional 40 hours per Commander in accordance with the Police Management Association Labor Agreement - January 13, 2011.	8,356	-	8,356
521.21.10.90	Furlough	Provides for 5 days of unpaid leave.	-	(8,207)	-
521.10.11	Overtime	Provides for overtime for-6 Records Specialists and one 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 two Sergeants who are assigned to Administration.	30,000	30,000	30,000
521.10.11.02	Overtime Training	Provides for overtime for mandatory training for six Record Specialists and one 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.	-	-	-
		TOTAL SALARIES AND WAGES	\$ 943,467	\$ 834,554	\$ 866,467

**BUDGET NARRATIVE
2011**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.340.030.521.10.00.00		ADMINISTRATION			
		PERSONNEL BENEFITS			
521.10.20	Personnel Benefits	Provides for personnel benefits for persons assigned to Administrative division. This includes 3 command personnel, Office Manager, 6 Record Specialists, and 2 Sergeants assigned to Administration.	\$ 340,116	\$ 299,643	\$ 292,192
521.10.20.02	L&I Benefits-Volunteers	Volunteer hours.	75	75	75
521.10.20.16	Leoff 1 Retirees Benefits	This covers Leoff I long-term care annual premium (\$17,005) and health insurance premium for the Leoff I retirees (\$64,530).	81,535	81,535	81,535
521.10.20.90	Employee Med. Contribution	Employees' share of health insurance premium cost for spouse and/or dependents.	(7,849)	(7,849)	(4,653)
521.10.21	Uniforms	Provides uniforms for 12 FTE's, including volunteers.	4,000	4,000	4,000
521.10.22	Clothing	Provides clothing for 3 Command personnel and 2 Sergeants assigned to Administration.	5,580	5,580	5,580
		TOTAL PERSONNEL BENEFITS	\$ 423,457	\$ 382,984	\$ 378,729

**BUDGET NARRATIVE
2011**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.340.030.521.10.00.00		ADMINISTRATION			
		SUPPLIES			
521.10.31	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.	\$ 20,000	\$ 20,000	\$ 20,000
521.10.31.01	Computer Supplies	Provides for the purchase of small computer accessories and supplies not covered under maintenance agreement.	1,365	1,365	1,365
521.10.32.01	Fuel-ISF	Provides for fuel for vehicles assigned to the Administrative Division.	7,044	7,044	7,044
521.10.32.03	Fuel-Outside	Provides for fuel purchased outside of the city.	500	500	500
521.10.35	Small Tools	Provides for purchase of miscellaneous items, such as electric staplers, special event binders, file cabinets, whiteboards, time clock, recorders, and dictaphone accessories. Also includes small tools needed for the Redondo Square police substation.	4,000	4,000	4,000
		TOTAL SUPPLIES	\$ 32,909	\$ 32,909	\$ 32,909

**BUDGET NARRATIVE
2011**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.340.030.521.10.00.00		ADMINISTRATION			
		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 record storage, maintenance & internet service, ACCESS terminal charges, contracts for Public Safety testing and City's emergency management coordinator (EMC).	\$ 50,000	\$ 50,000	\$ 50,000
521.10.41.02	Dispatch Services	Provides for contract services with Valley Communications Center for dispatch services.	545,000	545,000	545,000
521.10.41.04	Professional Services - Janitorial	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.	25,000	25,000	25,000
521.10.42	Communications	Provides for pagers, postage, shipping, registered mail, E137 cellular air time, and long distance charges for the Administrative division (adding Administrative and Professional Standards Sergeants and Office Manager).	22,835	22,835	22,835
		Long Distance	\$ 300		
		Cell Phones/Pagers/Pay Phone	\$ 18,300		
		Postage	\$ 4,235		
			<u>\$ 22,835</u>		

**BUDGET NARRATIVE
2011**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.340.030.521.10.00.00		ADMINISTRATION			
521.10.43	Travel	Provides for lodging, meals, per diem, and other costs associated with training, conferences and seminars. 1. Washington Assoc. of Sheriffs and Police Chiefs: spring/fall conferences, 2 attendees. 2. Law Enforcement Information & Records Assoc.: spring/fall conferences, 2 attendees. 3. Executive Command College for Chief. 4. International Assoc. of Chiefs of Police conference for Chief. 5. FBINAA Conference for Chief of Police and one Commander.	1,569	1,569	1,569
521.10.44	Advertising	Provides for purchase of classified ads to announce employment openings and publish sex offender notifications.	2,270	2,270	2,270
521.10.45	Operating Rental and Leases	Provides for reverse directories, IACP NET, fire and security alarm system for buildings, ACCESS terminal charges, and postage meter rental.	3,500	3,500	3,500
521.10.45.02	Copier Lease	Provides for operating cost per copy. Lease of copier is reclassified as a capital lease.	2,554	2,554	2,554
521.10.47	Utilities	Provides for utility and SWM payments at police facility. Electric \$ 48,359 Water \$ 4,144 Sewer \$ 688 Surface Water Management \$ 5,400 <u> \$ 58,591</u>	58,591	58,591	58,591
521.10.48	Repair and Maintenance	Provides for routine maintenance, pest control and unexpected small repairs to facilities and equipment. Amount reflects a maintenance agreement on the emergency generator at the police facility.	14,000	14,000	14,000
521.10.49	Miscellaneous	Provides for printing, neighborhood surveys, emergency management and other special service flyers.	1,845	1,845	1,845

**BUDGET NARRATIVE
2011**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.340.030.521.10.00.00		ADMINISTRATION			
521.10.49.01	Dues, Schools, and Conferences	Provides for fees and tuition, dues and membership associated with training. These funds are necessary to maintain training standards.	3,725	3,725	3,725
		<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 6 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 			
521.10.49.05	Credit Card Fees	Charge fees to City Card Accounts	725	725	725
521.10.49.20	Laundry	Provides for laundry service for the administrative division.	3,500	3,500	3,500
		TOTAL OTHER SERVICES AND CHARGES	\$ 735,114	\$ 735,114	\$ 735,114

**BUDGET NARRATIVE
2011**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.340.030.521.10.00.00		ADMINISTRATION			
		INTERFUND SERVICES			
521.10.99.01	Computer Maintenance	Provides for department's share of interfund maintenance costs for administrative computers.	\$ 39,608	\$ 39,608	\$ 39,608
521.10.99.02	Computer Replacement	Provides for department's share of interfund replacement costs for administrative computers.	10,619	3,668	3,668
521.10.99.03	Equipment Maintenance	Provides for department's share of interfund maintenance costs for administrative vehicles.	6,750	6,750	6,750
521.10.99.04	Equipment Replacement	Provides for department's share of interfund replacement costs for administrative vehicles.	6,825	-	-
521.10.99.05	Insurance	Provides for department's share of interfund administrative insurance costs.	53,818	53,818	53,818
521.10.99.06	Facility Repair & Replacement	Provides for department's share of interfund maintenance for new police building.	16,977	16,977	16,977
		TOTAL INTERFUND SERVICES	\$ 134,597	\$ 120,821	\$ 120,821
		CAPITAL OUTLAYS			
594.21.64	Equipment		\$ -	\$ -	\$ -
		TOTAL CAPITAL OUTLAYS	\$ -	\$ -	\$ -
		TOTAL ADMINISTRATIVE DIVISION	\$ 2,269,544	\$ 2,106,382	\$ 2,134,040

CITY OF DES MOINES

2011 BUDGET REQUESTS

LAW ENFORCEMENT
CIVIL SERVICE

001.345.030 POLICE - CIVIL SERVICE DIVISION		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 ESTIMATE
521.10.11	OVERTIME	8,054	11,675	10,000	10,000	2,616	3,124	10,197	10,000	10,197	10,401
521.10.10 SUB TOTAL		8,054	11,675	10,000	10,000	2,616	3,124	10,197	10,000	10,197	10,401
521.10.20	PERSONNEL BENEFITS	1,328	1,828	1,401	1,401	366	437	1,611	1,591	1,611	1,643
521.10.20 SUB TOTAL		1,328	1,828	1,401	1,401	366	437	1,611	1,591	1,611	1,643
521.10.31.17	SUPPLIES-CIVIL SERVICE	820	1,603	2,000	2,000	-	1,200	2,000	2,000	2,000	2,040
521.10.35.90	SMALL TOOLS & EQUIPMENT	-	-	-	-	-	-	-	-	-	-
521.10.30 SUB TOTAL		820	1,603	2,000	2,000	-	1,200	2,000	2,000	2,000	2,040
521.10.41	PROFESSIONAL SERVICES		-	-	-	-	-	-	-	-	-
521.10.42	COMMUNICATION		215	-	-	-	-	-	-	-	-
521.10.49	MISCELLANEOUS	820	20	500	500	-	20	500	500	500	510
521.10.40 SUB TOTAL		820	235	500	500	-	20	500	500	500	510
539.10.99.05	INTERFUND INSURANCE	-	-	1,894	1,894	1,500	1,894	222	222	222	226
539.10.90 SUB TOTAL		-	-	1,894	1,894	1,500	1,894	222	222	222	1,246
CIVIL SERVICE DIVISION TOTAL:		11,022	15,341	15,795	15,795	4,482	6,675	14,530	14,313	14,530	14,594

BUDGET NARRATIVE

2011

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	Overtime	Provides for overtime for Civil Service, testing applicants and attending regular meetings.	\$ 10,197	\$ 10,000	\$ 10,197
		TOTAL SALARIES AND WAGES	\$ 10,197	\$ 10,000	\$ 10,197
		PERSONNEL BENEFITS			
521.10.20	Personnel Benefits		\$ 1,611	\$ 1,591	\$ 1,611
		TOTAL PERSONNEL BENEFITS	\$ 1,611	\$ 1,591	\$ 1,611
		SUPPLIES			
521.10.31.17	Supplies-Civil Service	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	Provides for purchase of miscellaneous items, such as staplers, binders, file cabinets, white boards, time clock, recorders, and dictaphone accessories.	\$ -	\$ -	\$ -
		TOTAL SUPPLIES	\$ 2,000	\$ 2,000	\$ 2,000
		OTHER SERVICES AND CHARGES			
521.10.41.05	Professional Services	Provides for civil service hearing costs.	\$ -	\$ -	\$ -
521.10.49.06	Miscellaneous	Provides for miscellaneous items not budgeted elsewhere.	\$ 500	\$ 500	\$ 500
		TOTAL OTHER SERVICES AND CHARGES	\$ 500	\$ 500	\$ 500
		INTERFUND SERVICES			
539.10.99.05	Interfund Insurance	Provides for department's share of interfund administrative insurance costs.	\$ 222	\$ 222	\$ 222
		TOTAL INTERFUND SERVICES	\$ 222	\$ 222	\$ 222
		TOTAL CIVIL SERVICE DIVISION	\$ 14,530	\$ 14,313	\$ 14,530

01/13/2011

CITY OF DES MOINES

2011 BUDGET REQUESTS

LAW ENFORCEMENT
DETECTIVE DIVISION

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.350.030	DETECTIVE DIVISION										
521.21.10	SALARIES & WAGES	477,990	475,557	490,105	490,105	326,137	489,104	500,361	490,528	500,361	510,368
521.21.10.10	HOLIDAY PAY-OUT	-	-	8,676	8,676	-	8,676	8,858	-	8,858	9,035
521.21.10.90	FURLOUGH	(734)	(918)	-	-	-	-	-	(936)	-	-
521.21.11	OVERTIME	58,895	35,464	63,280	63,280	17,645	35,965	50,000	50,000	50,000	51,000
521.21.11.02	OVERTIME TRAINING	3,805	627	3,805	3,805	859	859	3,805	3,805	3,805	3,881
521.21.11.12	RECRUITMENT/REFERRAL INCENTIVE	-	-	750	750	-	-	-	-	-	-
521.21.10	SUB TOTAL	539,956	510,730	566,616	566,616	344,641	534,604	563,024	543,397	563,024	574,284
521.21.20	PERSONNEL BENEFITS	187,730	182,270	196,445	196,445	129,919	198,512	212,771	201,744	210,336	214,543
521.21.20.90	EMPLOYEE MED. CONTRIBUTION	(4,403)	(4,530)	(4,843)	(4,843)	(3,323)	(4,985)	(6,124)	(6,124)	(5,991)	(6,111)
521.21.21	UNIFORMS	2,000	628	2,000	2,000	1,011	2,000	2,000	2,000	2,000	2,040
521.21.22	CLOTHING	5,023	3,048	5,023	5,023	2,035	3,500	5,231	5,231	5,231	5,336
521.21.20	SUB TOTAL	190,350	181,416	198,625	198,625	129,641	199,028	213,878	202,852	211,576	215,808
521.21.31	OFFICE & OPERATING SUPPLIES	6,650	2,033	6,650	6,650	3,905	6,650	6,650	6,650	6,650	6,783
521.21.32.01	UNLEADED FUEL (ISF)	4,201	7,912	2,805	2,805	5,652	5,886	6,014	6,014	6,014	6,134
521.21.32.03	UNLEADED FUEL (OUTSIDE)	124	-	125	125	-	125	125	125	125	128
521.21.35	SMALL TOOLS & EQUIPMENT	3,000	677	4,000	4,000	1,078	1,250	2,500	2,500	2,500	2,550
521.21.35.01	SM TOOLS & EQUIPMENT-EVIDENCE RM	-	-	500	500	-	-	500	500	500	-
521.21.30	SUB TOTAL	13,975	10,622	14,080	14,080	10,635	13,911	15,789	15,789	15,789	15,595
521.21.41	PROFESSIONAL SERVICES	3,500	4,476	3,500	3,500	791	1,643	3,500	3,500	3,500	3,570
521.21.42	COMMUNICATIONS	6,000	4,225	6,000	6,000	2,497	4,318	6,000	6,000	6,000	6,120
521.21.43	TRAVEL	1,569	36	1,569	1,569	-	500	1,569	1,569	1,569	1,600
521.21.45	OPERATING RENTALS & LEASES	1,500	1,369	2,500	2,500	1,369	1,369	2,500	2,500	2,500	2,550
521.21.45.02	COPIER LEASE	130	265	158	158	737	333	346	346	346	353
521.21.48	REPAIR & MAINTENANCE	1,000	1,298	1,000	1,000	1,324	1,324	1,000	1,000	1,000	1,020
521.21.48.01	REPAIR & MTC-EVIDENCE ROOM	1,000	-	1,000	1,000	-	-	1,000	1,000	1,000	1,020
521.21.49	MISCELLANEOUS	330	42	330	330	50	175	330	330	330	337
521.21.49.01	DUES, SCHOOLS, CONFERENCES	1,800	837	1,800	1,800	359	1,250	1,800	1,800	1,800	1,836
521.21.49.02	INVESTIGATIVE ACCOUNT	3,000	2,470	3,000	3,000	-	2,500	3,000	3,000	3,000	3,060
521.21.49.20	LAUNDRY	3,500	3,881	3,500	3,500	2,253	3,960	3,500	3,500	3,500	3,570
521.21.40	SUB TOTAL	23,329	18,899	24,357	24,357	9,379	17,371	24,545	24,545	24,545	25,036
521.21.99.01	COMPUTER MAINTENANCE	15,470	15,470	18,648	18,648	12,432	18,648	19,321	19,321	19,321	19,707
521.21.99.02	COMPUTER REPLACEMENT	-	-	2,700	2,700	1,800	2,700	4,232	1,462	1,462	1,491
521.21.99.03	EQUIPMENT MAINTENANCE	27,000	27,000	23,400	23,400	15,600	23,400	12,750	12,750	12,750	13,005
521.21.99.04	EQUIPMENT REPLACEMENT	-	-	7,825	7,825	5,217	7,825	18,020	-	-	18,380
521.21.99.05	INSURANCE	24,085	24,085	27,092	27,092	27,092	27,092	24,952	24,952	24,952	25,451
521.21.90	SUB TOTAL	66,555	66,555	79,665	79,665	62,141	79,665	79,275	58,485	58,485	78,035
594.21.62.01	EVIDENCE ROOM IMPROV	-	-	-	-	-	-	-	-	-	-
594.21.64.02	EQUIPMENT-VEHICLE	-	-	-	-	-	-	-	-	-	-
594.21.60	SUB TOTAL	-	-	-	-	-	-	-	-	-	-
DETECTIVE DIVISION TOTAL:		834,165	788,222	883,343	883,343	556,436	844,579	896,511	845,067	873,419	908,758

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.350.030.521.21.00.00		DETECTIVE			
		SALARIES AND WAGES			
521.21.10	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 <u>0.8</u> Evidence Technician 5.8 FTEs	\$ 500,361	\$ 490,528	\$ 500,361
521.21.10.10	Holiday Pay-out	Provides for holiday pay cash-out of 40 hrs per detective officer.	\$ 8,858	\$ -	\$ 8,858
521.21.10.90	Furlough	Provides for 5 days of unpaid leave.	\$ -	\$ (936)	\$ -
521.21.11	Overtime	Provides for overtime for sergeant and detectives for crime scene call-out, court, special details, and holiday pay. Normal overtime due to excessive work loads and call-outs.	\$ 50,000	\$ 50,000	\$ 50,000
521.21.11.02	Overtime for Training	Provides for overtime for mandatory training in first aid, bloodborne and airborne pathogens, breathalyzer defensive tactics, firearms qualifications, and other training.	\$ 3,805	\$ 3,805	\$ 3,805
521.21.11.12	Recruitment/Referral Incentive		\$ -	\$ -	\$ -
		TOTAL SALARIES AND WAGES	\$ 563,024	\$ 543,397	\$ 563,024

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.350.030.521.21.00.00		DETECTIVE			
		PERSONNEL BENEFITS			
521.21.20	Personnel Benefits	Provides for personnel benefits for 5.8 personnel assigned to the Detective division as indicated. This also covers benefits associated with overtime (\$7,032).	\$ 212,771	\$ 201,744	\$ 210,336
521.21.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependents.	\$ (6,124)	\$ (6,124)	\$ (5,991)
521.21.21	Uniforms	Provides uniforms as needed for detective division.	\$ 2,000	\$ 2,000	\$ 2,000
521.21.22	Clothing	Provides clothing for 5 detectives @ 1% of base pay per year each plus \$625 for the replacement of job related damaged clothes. This amount is set by the Police Guild Contract.	\$ 5,231	\$ 5,231	\$ 5,231
		TOTAL PERSONNEL BENEFITS	\$ 213,878	\$ 202,852	\$ 211,576
		SUPPLIES			
521.21.31	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.	\$ 6,650	\$ 6,650	\$ 6,650
521.21.32	Fuel	Provides for fuel for operating vehicles assigned to the Detective Division.	\$ 6,139	\$ 6,139	\$ 6,139
521.21.35	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
521.21.35.01	Small Tools & Equipment-Evidence Room		\$ 500	\$ 500	\$ 500
		TOTAL SUPPLIES	\$ 15,789	\$ 15,789	\$ 15,789

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.350.030.521.21.00.00		DETECTIVE			
		OTHER SERVICES AND CHARGES			
521.21.41	Professional Services	Provides for photo processing of major crime scenes, polygraph examinations, DNA analysis, interpreters, employment security searches, financial traces, courier services, and towing.	\$ 3,500	\$ 3,500	\$ 3,500
521.21.42	Communications	Provides for pagers for sergeant and on-call detectives, cellular airtime, long distance and telephone lines.	\$ 6,000	\$ 6,000	\$ 6,000
		Telephone Lines	\$ 560		
		Long Distance	\$ 375		
		Cell Phones/Pagers	\$ 5,000		
		Postage	\$ 65		
			<u>\$ 6,000</u>		
521.21.43	Travel	Provides for lodging, meals, per diem, and other costs associated with training, conferences and seminars.	\$ 1,569	\$ 1,569	\$ 1,569
		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	Operating Rental and Leases	Provides for Ident-I-Kit rental and storage space for seized vehicles.	\$ 2,500	\$ 2,500	\$ 2,500
521.21.45.02	Copier Lease	Provides for lease of copier in detective work area.	\$ 346	\$ 346	\$ 346
521.21.48	Repair and Maintenance	Provides for routine maintenance and unexpected small repairs to Detective Division equipment.	\$ 1,000	\$ 1,000	\$ 1,000

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.350.030.521.21.00.00		DETECTIVE			
521.21.48.01	Repair and Maint-Evidence Room	Provides for unexpected small repairs & maintenance in the Evidence Room.	\$ 1,000	\$ 1,000	\$ 1,000
521.21.49	Miscellaneous	Provides for developing of basic crime scene photos and enlarging photographs for court.	\$ 330	\$ 330	\$ 330
521.21.49.01	Dues, Schools, and Conferences	Provides for fees and tuition, dues and membership associated with training. 1. NW Crime Intelligence dues for two. 2. Reid Interview course tuition for two. 3. Advanced Homicide Investigation course tuition for two. 4. NW Fraud Investigators Assoc. dues for one. 5. Child exploitation unit dues	\$ 1,800	\$ 1,800	\$ 1,800
521.21.49.02	Investigative Account		\$ 3,000	\$ 3,000	\$ 3,000
521.21.49.20	Laundry	Provides for laundry service for investigation division as provided in the collective bargaining agreement.	\$ 3,500	\$ 3,500	\$ 3,500
TOTAL OTHER SERVICES AND CHARGES			\$ 24,545	\$ 24,545	\$ 24,545

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.350.030.521.21.00.00		DETECTIVE			
		INTERFUND SERVICES			
521.21.99.01	Computer Maintenance	Provides for division's share of interfund maintenance costs for detective computers and printer.	\$ 19,321	\$ 19,321	\$ 19,321
521.21.99.02	Computer Replacement	Provides for division's share of interfund replacement costs of detective computers and printer.	\$ 4,232	\$ 1,462	\$ 1,462
521.21.99.03	Equipment Maintenance	Provides for division's share of interfund maintenance for Detective vehicles.	\$ 12,750	\$ 12,750	\$ 12,750
521.21.99.04	Equipment Replacement	Provides for division's share of interfund replacement costs for detective vehicles.	\$ 18,020	\$ -	\$ -
521.21.99.05	Insurance	Provides for division's share of interfund insurance costs.	\$ 24,952	\$ 24,952	\$ 24,952
		TOTAL INTERFUND SERVICES	\$ 79,275	\$ 58,485	\$ 58,485
		CAPITAL OUTLAYS			
594.21.62.01	Evidence Room Improvements		\$ -	\$ -	\$ -
594.21.64.02	Equipment-Vehicle		\$ -	\$ -	\$ -
		TOTAL CAPITAL OUTLAYS	\$ -	\$ -	\$ -
		TOTAL DETECTIVE DIVISION	\$ 896,511	\$ 845,067	\$ 873,419

CITY OF DES MOINES

2011 BUDGET REQUESTS

LAW ENFORCEMENT
PATROL DIVISION

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQ	2011 NEW REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.360.030	PATROL DIVISION											
521.22.10	SALARIES & WAGES-PATROL	1,929,797	1,899,756	1,486,190	1,486,190	1,076,172	1,515,185	1,489,773		1,457,245	1,489,773	1,519,568
521.22.10.03	SALARIES-SCHOOL RESOURCE OFF	82,256	83,465	85,524	85,524	57,016	85,524	87,228		87,228	87,228	88,973
521.22.10.10	HOLIDAY PAY-OUT/PATROL	0	570	29,510	29,510	1,480	29,510	28,649		0	28,649	29,222
521.22.10.13	HOLIDAY PAY-OUT-SCHOOL RES OFF	0	0	1,645	1,645	-	1,645	1,677		0	1,677	1,711
521.22.11	OVERTIME-PATROL	193,482	161,780	166,807	166,807	81,342	137,926	150,707		150,707	150,707	153,721
521.22.11.02	OVERTIME TRAINING	37,400	17,090	29,400	29,400	11,842	18,442	27,000		27,000	27,000	27,540
521.22.11.02	OVERTIME-SCH RSR OFFICER	6,290	9,284	10,675	10,675	9,200	14,400	10,675		10,675	10,675	10,889
521.22.11.06	OVERTIME-SPECIAL EVENTS	1,500	-	1,500	1,500	-	-	0		0	0	0
521.70.12.00	RECRUITMENT/REFERRAL INCENTIVE	7,875	14,875	7,875	7,875	2,625	7,875	0		0	0	0
521.22.10	SUB TOTAL	2,258,600	2,186,819	1,819,126	1,819,126	1,239,676	1,810,507	1,795,709	0	1,732,855	1,795,709	1,831,623
521.22.20	PERSONNEL BENEFITS-PATROL	753,398	742,374	603,863	603,863	425,269	609,894	609,158		573,207	609,158	621,341
521.22.20.02	L&I BENEFITS-RESERVE OFFICERS	3,500	213	3,500	3,500	247	1,000	3,500		3,500	3,500	3,570
521.22.20.03	PERSONNEL BEN-SCHOOL RES OFF	32,340	33,746	35,778	35,778	23,618	36,110	40,344		40,344	40,344	41,151
521.22.20.90	EMPLOYEE MED. CONTR-PATROL	(19,815)	(20,233)	(17,950)	(17,950)	(11,362)	(16,322)	(17,735)		(17,735)	(17,735)	(18,090)
521.22.21	UNIFORMS-PATROL	60,000	22,264	52,000	52,000	13,633	28,500	42,000		42,000	42,000	42,840
521.22.20	SUB TOTAL	829,423	778,363	677,191	677,191	451,406	659,182	677,267	0	641,316	677,267	690,812
521.22.31	OFFICE & OPER SUPPLIES-PATROL	3,000	13,796	17,000	17,000	7,562	15,562	17,000		17,000	17,000	17,340
521.22.32.01	UNLEADED FUEL (ISF)	66,905	56,573	45,339	45,339	38,982	56,470	57,594		57,594	57,594	58,746
521.22.32.02	DIESEL FUEL (ISF)	866	0	808	808	71	700	713		713	713	727
521.22.32.03	UNLEADED FUEL (OUTSIDE)-PATROL	5,500	3,325	5,500	5,500	966	1,765	5,500		5,500	5,500	5,610
521.22.35	SMALL TOOLS & EQUIPMENT-PATROL	60,000	17,479	47,000	47,000	3,792	20,000	40,000		40,000	40,000	40,800
521.22.35.90	SMALL EQP > \$1,000 < \$5,000	0	-	-	0	1,645	1,645	-		-	-	-
521.22.30	SUB TOTAL	136,271	91,173	115,647	115,647	53,181	96,142	120,807	0	120,807	120,807	123,223
521.22.41	PROFESSIONAL SERVICES	5,000	14,605	15,000	15,000	6,219	13,494	15,000		15,000	15,000	15,300
521.22.42	COMMUNICATIONS-PATROL	23,500	27,447	28,545	28,545	14,839	23,794	26,508	11,871	26,508	26,508	27,039
521.22.43	TRAVEL-PATROL	5,230	2,998	5,230	5,230	2,309	3,800	5,230		5,230	5,230	5,335
521.22.44	ADVERTISING	0	-	3,000	3,000	-	-	3,000		3,000	3,000	3,060
521.22.45	OPER RENTALS & LEASES-PATROL	4,500	4,741	8,000	8,000	1,685	5,285	8,000		8,000	8,000	8,160
521.22.48	REPAIR & MAINTENANCE-PATROL	7,000	7,589	8,000	8,000	7,944	10,264	8,000		8,000	8,000	8,160
521.22.49	MISCELLANEOUS-PATROL	3,730	154	3,730	3,730	64	700	3,730		3,730	3,730	3,805
521.22.49.01	DUES, SCHOOLS & CONF-PATROL	12,038	7,221	8,947	8,947	4,383	6,326	8,947		8,947	8,947	9,126
521.22.49.20	LAUNDRY-PATROL	8,000	5,026	5,725	5,725	1,971	4,451	5,725		5,725	5,725	5,840
521.22.40	SUB TOTAL	68,998	69,781	86,177	86,177	39,413	68,113	84,140	11,871	84,140	84,140	85,823

CITY OF DES MOINES

2011 BUDGET REQUESTS

LAW ENFORCEMENT
PATROL DIVISION

001.360.030 PATROL DIVISION		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQ	2011 NEW REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
521.22.99.01	COMPUTER MAINTENANCE-PATROL	86,190	86,190	91,622	91,622	61,081	91,622	97,466		97,466	97,466	99,415
521.22.99.02	COMPUTER REPLACEMENT-PATROL	0	0	20,945	20,945	13,963	20,945	35,375		12,222	12,222	36,083
521.22.99.03	EQUIPMENT MAINTENANCE	88,500	88,500	74,100	74,100	49,400	74,100	45,000		39,000	39,000	39,780
521.22.99.04	EQUIPMENT REPLACEMENT	0	0	58,250	58,250	38,833	58,250	134,075		70,075	70,075	136,757
521.22.99.05	INSURANCE-PATROL	105,479	105,479	125,274	125,274	125,274	125,274	104,341		104,341	104,341	106,428
521.22.99	SUB TOTAL	280,169	280,169	370,191	370,191	288,552	370,191	416,257	0	323,104	323,104	418,462
594.21.64	EQUIPMENT	0	0	0	0	0	0	-		-	-	-
594.21.60	SUB TOTAL	0	0	0	0	0	0	-	-	-	-	-
	PATROL DIVISION TOTAL	3,573,461	3,406,305	3,068,332	3,068,332	2,072,227	3,004,135	3,094,180	11,871	2,902,222	3,001,027	3,149,944

BUDGET NARRATIVE

2011

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	Salaries & Wages-Patrol	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. <div style="text-align: center;"> 4.0 Sergeants 13.0 Officers <hr style="width: 50px; margin: 0 auto;"/> 17.0 FTE's </div>	\$ 1,489,773	\$ -	\$ 1,457,245	\$ 1,489,773
521.22.10.03	Salaries-School Resource Off	This position is funded through an interlocal agreement with the Highline School District until June 1, 2011. <div style="text-align: center;"> 1.0 Officer </div>	87,228	-	87,228	87,228
521.22.10.10	Holiday Pay-Out/Patrol	Provides for maximum holiday pay cash-out of 40 hrs per Patrol officer.	28,649	-	-	28,649
521.22.10.13	Holiday Pay-Out-School Res Off	Provides for maximum holiday pay cash-out of 40 hrs for school resource officer.	1,677	-	-	1,677
521.22.11	Overtime-Patrol	Provides for overtime for sergeants, officers, and community service 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 and traffic school.	150,707	-	150,707	150,707

BUDGET NARRATIVE 2011

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				
521.22.11.02	Overtime Training	Provides overtime pay for mandatory training for 17 police officers in 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.	27,000	-	27,000	27,000
521.22.11.02	Overtime-Sch Rsr Officer	Provides for overtime for school resource officer.	10,675	-	10,675	10,675
521.70.12.00	Recruitment/Referral		-	-	-	-
TOTAL SALARIES AND WAGES			\$ 1,795,709	\$ -	\$ 1,732,855	\$ 1,795,709
PERSONNEL BENEFITS						
521.22.20	Personnel Benefits-Patrol	Provides for personnel benefits for 17 police officers assigned to the Patrol Division.	\$ 609,158	\$ -	\$ 573,207	\$ 609,158
521.22.20.03	Personnel Ben-School Res Off	Provides for personnel benefits for the School Resource Officer.	40,344	-	40,344	40,344
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.	3,500	-	3,500	3,500
521.22.20.90	Employee Med. Contr-Patrol	Employees' share of health insurance premium cost for spouse and/or dependents.	(17,735)	-	(17,735)	(17,735)

BUDGET NARRATIVE 2011

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				
521.22.21	Uniforms-Patrol	Provides uniforms for Sergeants & Police Officers assigned to the Patrol Division and uniforms for the reserve officers. This is determined by collective bargaining agreement.	42,000	-	42,000	42,000
		TOTAL PERSONNEL BENEFITS	\$ 677,267	\$ -	\$ 641,316	\$ 677,267
		SUPPLIES				
521.22.31	Office & Oper Supplies-Patrol	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.	\$ 17,000	\$ -	\$ 17,000	\$ 17,000
521.22.32.01	Unleaded Fuel (Isf)	Provides for fuel to operate vehicles assigned to the Patrol Division.	57,594	-	57,594	57,594
521.22.32.02	Diesel Fuel (Isf)	Provides for fuel to operate vehicles assigned to the Patrol Division.	713	-	713	713
521.22.32.03	Unleaded Fuel (Outside)-Patrol	Provides for outside fuel to operate vehicles assigned to the Patrol Division.	5,500	-	5,500	5,500
521.22.35	Small Tools & Equipment-Patrol	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.	40,000	-	40,000	40,000
		TOTAL SUPPLIES	\$ 120,807	\$ -	\$ 120,807	\$ 120,807

BUDGET NARRATIVE 2011

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				
		OTHER SERVICES AND CHARGES				
521.22.41	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.	\$ 15,000	\$ -	\$ 15,000	\$ 15,000
521.22.42	Communications-Patrol	Provides for telephone lines, long distance phone charges and cellular air time for staff.	26,508		26,508	26,508
		Provides for installation of Aircards in police patrol vehicles for communicating with Valley Comm.		11,871		
521.22.43	Travel-Patrol	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.	5,230	-	5,230	5,230
521.22.44	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
521.22.45	Oper Rentals & Leases-Patrol	Provides for leasing one Identi-Kit and a shredder.	8,000	-	8,000	8,000
521.22.48	Repair & Maintenance-Patrol	Provides for routine maintenance and unexpected small repairs to Patrol Division equipment.	8,000	-	8,000	8,000
521.22.49	Miscellaneous-Patrol	Provides for printing, cost of photo developing for court and emergency phone lines for victims.	3,730	-	3,730	3,730

BUDGET NARRATIVE 2011

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				
521.22.49.01	Dues, Schools & Conf-Patrol	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.	8,947	-	8,947	8,947
521.22.49.20	Laundry-Patrol	Provides for uniform cleaning for patrol unit personnel.	5,725	-	5,725	5,725
TOTAL OTHER SERVICES AND CHARGES			\$ 84,140	\$ 11,871	\$ 84,140	\$ 84,140
INTERFUND SERVICES						
521.22.99.01	Computer Maintenance-Patrol	Provides for division's share of interfund maintenance costs for Patrol computers.	\$ 97,466	\$ -	\$ 97,466	\$ 97,466
521.22.99.02	Computer Replacement-Patrol	Provides for division's share of interfund replacement costs for Patrol computers.	\$ 35,375	\$ -	\$ 12,222	\$ 12,222

BUDGET NARRATIVE 2011

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				
521.22.99.03	Equipment Maintenance	Provides for division's share of interfund replacement costs for Patrol vehicles. EXEC AMEND: Reduced assessment by \$6,000 which is equivalent of 2 vehicles removed from the fleet w/ no plans to be replaced.	\$ 45,000	\$ -	\$ 39,000	\$ 39,000
521.22.99.04	Equipment Replacement	Provides for division's share of interfund replacement costs for Patrol vehicles. EXEC AMEND: Reduced assessment by \$64,000 which is equivalent of 2 vehicles removed from the fleet w/ no plans to be replaced.	\$ 134,075	\$ -	\$ 70,075	\$ 70,075
521.22.99.05	Insurance-Patrol	Provides for Patrol Division's contribution to the City's self-insurance fund.	\$ 104,341	\$ -	\$ 104,341	\$ 104,341
TOTAL INTERFUND SERVICES			\$ 416,257	\$ -	\$ 323,104	\$ 323,104
CAPITAL OUTLAYS						
594.21.64	Equipment		\$ -	\$ -	\$ -	\$ -
TOTAL CAPITAL OUTLAYS			\$ -	\$ -	\$ -	\$ -
TOTAL PATROL DIVISION			\$ 3,094,180	\$ 11,871	\$ 2,902,222	\$ 3,001,027

CITY OF DES MOINES

2011 BUDGET REQUESTS

LAW ENFORCEMENT
ANIMAL CONTROL

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.540.036	ANIMAL CONTROL										
539.30.10	SALARIES & WAGES	63,720	62,067	64,992	64,992	43,328	64,992	66,264	63,730	66,264	67,589
539.30.10.10	HOLIDAY PAY	0	0	1,250	1,250	0	1,250	1,274	1,274	1,274	1,299
539.30.11	OVERTIME	2,800	896	2,800	2,800	1,711	2,676	2,800	2,800	2,800	2,856
539.30.11.02	OVERTIME TRAINING	560	0	560	560	0	0	560	560	560	571
539.30.10	SUB TOTAL	67,080	62,963	69,602	69,602	45,039	68,918	70,898	68,364	70,898	72,316
539.30.20	PERSONNEL BENEFITS	19,167	19,030	20,591	20,591	12,854	19,512	21,158	20,061	21,158	21,581
539.30.20.90	EMPLOYEE MED. CONTRIBUTION	0	0	0	0	0	0	0	0	0	0
539.30.21	UNIFORMS	1,000	252	1,000	1,000	1,024	1,024	1,000	1,000	1,000	1,020
539.30.20	SUB TOTAL	20,167	19,281	21,591	21,591	13,878	20,536	22,158	21,061	22,158	22,601
539.30.31	OPERATING SUPPLIES	2,000	2,223	2,000	2,000	66	600	2,000	2,000	2,000	2,040
539.30.32.01	UNLEADED FUEL (ISF)	3,341	1,726	1,723	1,723	1,429	2,030	2,080	2,080	2,080	2,122
539.30.35	SMALL TOOLS/MINOR EQUIP.	500	0	500	500	0	0	500	500	500	510
539.30.30	SUB TOTAL	5,841	3,948	4,223	4,223	1,495	2,630	4,580	4,580	4,580	4,672
539.30.41	PROFESSIONAL SERVICES	860	420	860	860	2,903	3,383	860	860	860	877
539.30.42	COMMUNICATIONS	700	732	700	700	457	722	787	787	787	803
539.30.43	TRAVEL	157	495	157	157	0	157	157	157	157	160
539.30.48	REPAIR & MAINTENANCE	500	0	500	500	0	0	500	500	500	510
539.30.49	MISCELLANEOUS	600	30	600	600	99	224	600	600	600	612
539.30.49.01	DUES, SCHOOLS, CONF.	500	389	500	500	274	508	500	500	500	510
539.30.49.20	LAUNDRY	400	310	400	400	135	233	400	400	400	408
539.30.40	SUB TOTAL	3,717	2,376	3,717	3,717	3,868	5,227	3,804	3,804	3,804	3,880
539.30.51	PROF ANIMAL CARE SERVICES	10,000	8,672	10,000	10,000	0	10,000	10,000	10,000	10,000	10,200
539.30.50	SUB TOTAL	10,000	8,672	10,000	10,000	0	10,000	10,000	10,000	10,000	10,200
539.30.99.01	COMPUTER MAINTENANCE	2,210	2,210	2,752	2,752	1,835	2,572	2,942	2,942	2,942	3,001
539.30.99.02	COMPUTER REPLACEMENT	0	0	0	395	263	395	626	216	216	639
539.30.99.03	EQUIPMENT MAINTENANCE	4,500	4,500	3,900	3,900	2,600	3,900	2,250	2,250	2,250	2,295
539.30.99.04	EQUIPMENT REPLACEMENT	0	0	0	3,214	2,143	3,214	8,247	0	0	8,412
539.30.99.05	INTERFUND INSURANCE	3,770	3,770	4,343	4,343	4,343	4,343	4,305	4,305	4,305	4,391
539.30.90	SUB TOTAL	10,480	10,480	10,995	14,604	11,184	14,424	18,370	9,713	9,713	18,737
594.39.64	EQUIPMENT	0	0	0	0	-	-	-	-	-	-
594.39.60	SUB TOTAL	0	0	0	0	-	-	-	-	-	-
ANIMAL CONTROL TOTAL		117,285	107,721	120,128	123,737	75,464	121,735	129,810	117,522	121,153	132,406

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.540.036.539.30.00.00		ANIMAL CONTROL			
		SALARIES AND WAGES			
539.30.10	Salaries & Wages	Provides for 1.0 FTE Animal Control Officer (ACO) to perform animal control functions, preventive animal control, and emergency response.	\$ 66,264	\$ 63,730	\$ 66,264
539.30.10.10	Holiday Pay	Provides for maximum holiday pay cash-out of 40 hours.	\$ 1,274	\$ 1,274	\$ 1,274
539.30.11	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
539.30.11.02	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	\$ 70,898	\$ 68,364	\$ 70,898
		PERSONNEL BENEFITS			
539.30.20	Personnel Benefits	Provides payroll benefits for one Animal Control Officer.	\$ 21,158	\$ 20,061	\$ 21,158
539.30.20.90	Employee Med. Contribution	Employees' share of health insurance premium cost for spouse and/or dependents.	\$ -	\$ -	\$ -
539.30.21	Uniforms	Provides uniforms for animal control officer.	\$ 1,000	\$ 1,000	\$ 1,000
		TOTAL PERSONNEL BENEFITS	\$ 22,158	\$ 21,061	\$ 22,158
		SUPPLIES			
539.30.31	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

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.540.036.539.30.00.00		ANIMAL CONTROL			
539.30.32.01	Fuel	Provides for fuel for operating one vehicle assigned to the Animal Control Division.	\$ 2,080	\$ 2,080	\$ 2,080
539.30.35	Small Tools/Minor Equip.	Provides for purchase of animal traps and portable kennels.	\$ 500	\$ 500	\$ 500
TOTAL SUPPLIES			\$ 4,580	\$ 4,580	\$ 4,580
OTHER SERVICES AND CHARGES					
539.30.41	Professional Services	Provides for emergency after-hours veterinarian services and fees paid to outside agencies for issuing pet licenses.	\$ 860	\$ 860	\$ 860
539.30.42	Communications	Provides long-distance phone service and cellular airtime to reduce the number of billable from Valley Communications.	\$ 787	\$ 787	\$ 787
539.30.43	Travel	Provides for lodging, meals, per diem, and other costs associated with training, conferences and seminars.	\$ 157	\$ 157	\$ 157
539.30.48	Repair & Maintenance	Provides for routine maintenance and unexpected small repairs to Animal Control equipment.	\$ 500	\$ 500	\$ 500
539.30.49	Miscellaneous	Provides for printing and other miscellaneous expenses.	\$ 600	\$ 600	\$ 600
539.30.49.01	Dues, Schools, Conf.	Provides for fees and tuition, dues and memberships associated with training.	\$ 500	\$ 500	\$ 500
539.30.49.20	Laundry	Provides for uniform cleaning of one animal control officer.	\$ 400	\$ 400	\$ 400
TOTAL OTHER SERVICES AND CHARGES			\$ 3,804	\$ 3,804	\$ 3,804

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.540.036.539.30.00.00		ANIMAL CONTROL			
		INTERGOVERNMENTAL SERVICES			
539.30.51	Prof Animal Care Services	Provides for animal shelter and euthanasia services at King County Animal Shelter.	\$ 10,000	\$ 10,000	\$ 10,000
		TOTAL INTERGOVERNMENTAL SERVICES	\$ 10,000	\$ 10,000	\$ 10,000
		INTERFUND SERVICES			
539.30.99.01	Computer Maintenance	Provides for maintenance of one computer for the animal control officer.	\$ 2,942	\$ 2,942	\$ 2,942
539.30.99.02	Computer Replacement	Provides for replacement of one computer for the animal control officer.	\$ 626	\$ 216	\$ 216
539.30.99.03	Equipment Maintenance	Provides for animal control's share of interfund maintenance for the Animal Control vehicle.	\$ 2,250	\$ 2,250	\$ 2,250
539.30.99.04	Equipment Replacement	Provides for animal control's share of replacement costs for the Animal Control vehicle.	\$ 8,247	\$ -	\$ -
539.30.99.05	Interfund Insurance	Animal Control's contribution to the Self Insurance Fund.	\$ 4,305	\$ 4,305	\$ 4,305
		TOTAL INTERFUND SERVICES	\$ 18,370	\$ 9,713	\$ 9,713
		TOTAL ANIMAL CONTROL DIVISION	\$ 129,810	\$ 117,522	\$ 121,153

CITY OF DES MOINES

2011 BUDGET REQUEST

LAW ENFORCEMENT
POLICE GRANTS

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQ	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.380.000	POLICE GRANTS										
001.380.001	BUREAU OF JUSTICE										
521.22.00.00	BULLET PROOF VESTS										
521.22.35	SMALL TOOLS & EQP-VESTS	-	-	6,000	6,000	-	-				
001.380.001	SUB TOTAL	-	-	6,000	6,000	-	-	-	-	-	-
001.380.003	PUBLIC HEALTH/KING COUNTY										
521.70.00.00	WTSC										
521.70.11.00	OVERTIME	-	-	-	-	-	-	-	-	-	-
521.70.20.00	PERSONNEL BENEFITS	-	-	-	-	-	-	-	-	-	-
001.380.003	SUB TOTAL	-	-	-	-	-	-	-	-	-	-
001.380.004	WA TRAFFIC SAFETY COMMISSION										
521.70.11.00	OVERTIME	-	1,974	10,439	10,439	-	-				-
521.70.11.22	OVERTIME CLICK-IT OR TICKET	-	-	-	-	2,113	4,113	5,000	5,000	5,000	5,125
521.70.20.00	PERSONNEL BENEFITS	-	278	1,561	1,561	-	-				-
521.70.20.22	PERSONNEL BENEFITS CLICK IT OR TICK	-	-	-	-	304	576	673	673	673	690
521.70.35.90	SMALL EQP < \$1,000 > \$5,000	-	-	-	-	-	-				-
521.70.43.00	TRAVEL EXPENSES	-	-	-	-	-	-				-
521.70.64.00	WTSC GRANT/EQUIPMENT	-	-	6,000	6,000	-	-				-
001.380.004	SUB TOTAL	-	2,252	18,000	18,000	2,418	4,689	5,673	5,673	5,673	5,815
001.380.005	WASPC/SEX OFFENDER VERIFICATION										
521.22.11.00	OVERTIME-WASPC/SEX OFFNDR VERIF	-	6,604	14,790	15,921	5,631	7,431	7,500	7,500	7,500	7,688
521.22.20.00	BENEFITS-WASPC/SEX OFFNDR VERIF	-	1,021	2,210	2,380	907	1,189	1,010	1,010	1,010	1,035
521.70.35.00	SMALL TOOLS & EQUIPMENT	-	3,285	-	-	-	-				-
521.70.35.90	SMALL EQP < \$1,000 > \$5,000	-	8,857	-	-	-	-				-
001.380.005	SUB TOTAL	-	19,767	17,000	18,301	6,538	8,620	8,510	8,510	8,510	8,723
001.380.007	WA AUTO THEFT PREVENTION										
521.22.11.00	AUTHORITY										
521.22.11.00	OVERTIME	7,715	-	-	-	-	-				-
521.22.20.00	PERSONNEL BENEFITS	1,055	-	-	-	-	-				-
521.22.31.00	SUPPLIES	-	912	-	-	-	-				-
521.22.35.00	SMALL TOOLS & EQUIPMENT	-	953	-	-	-	-				-
521.22.35.90	SMALL EQP < \$1,000 > \$5,000	-	2,294	-	-	-	-				-
521.22.35.90	COMMUNICATIONS	-	8	-	-	-	-				-
001.380.007	SUB TOTAL	8,770	4,167	-	-	-	-				-

CITY OF DES MOINES

2011 BUDGET REQUEST

LAW ENFORCEMENT
POLICE GRANTS

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQ	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.380.000	POLICE GRANTS										
001.380.008	WASPC/GANG PREVENTION										
521.22.10.00	SALARY		-	23,185	28,884	28,884	28,884				-
521.22.11.00	OVERTIME			-	5,000	4,137	4,137				
521.22.20.00	PERSONNEL BENEFITS		-	3,340	9,048	11,399	11,399				-
521.22.20.90	DEPENDENT MEDICAL EE CONTRIBUTION					(158)	(158)				
521.22.31.00	SUPPLIES	-									
521.22.35.00	SMALL TOOLS & EQUIPMENT			-							
521.22.35.90	SMALL EQP < \$1,000 > \$5,000	-		8,067	-	-					
521.22.35.90	COMMUNICATIONS										
001.380.008	SUB TOTAL	-	-	34,592	42,932	44,262	44,262				-
001.380.009	COPS HIRING RECOVERY PROGRAM										
521.22.10.00	SALARY		-	113,328	113,328	101,963	154,441	163,345	163,345	163,345	167,429
521.22.10.10	HOLIDAY PAY-OUT		-	2,180	2,180	-	2,180	3,141	3,141	3,141	3,220
521.22.11.00	OVERTIME		-	-	-	10,839	16,040	15,000	15,000	15,000	15,375
521.22.11.02	OVERTIME-TRAINING		-	-	-	-	-				-
521.22.20.00	PERSONNEL BENEFITS		-	54,450	54,450	39,011	61,908	73,876	73,876	73,876	75,723
521.22.20.90	DEPENDENT MEDICAL EE CONTRIBUTION		-	(1,706)	(1,706)	(1,173)	(1,941)	(2,547)	(2,547)	(2,547)	(2,611)
521.22.31.00	SUPPLIES	-									
521.22.35.00	SMALL TOOLS & EQUIPMENT			-			-				
521.22.35.90	SMALL EQP < \$1,000 > \$5,000	-		-			-				
521.22.35.90	COMMUNICATIONS						-				
001.380.009	SUB TOTAL	-	-	168,252	168,252	150,641	232,629	252,815	252,815	252,815	259,135
001.380.010	RECOV ACT/ED BYRNE(JAG)/PD TECH UPGRADE										
521.22.31.00	SUPPLIES	-									
521.22.35.00	SMALL TOOLS & EQUIPMENT			-			-				
521.22.35.90	SMALL EQP < \$1,000 > \$5,000			-			-				
594.21.64.00	EQUIPMENT-Police Training Room Tech Upgrade				10,297		10,297				
001.380.008	SUB TOTAL	-	-	-	10,297	-	10,297	-	-	-	-
TOTAL POLICE GRANTS		8,770	26,185	243,844	263,782	203,858	300,496	266,998	266,998	266,998	273,673

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
POLICE GRANTS					
001.380.001.521.22.00.00					
BUREAU OF JUSTICE					
BULLET PROOF VESTS					
521.22.35	Small Tools & Equipment-Vests	\$6,000 for 10 bullet proof vest @ \$1,000 each, of which one-half (\$3,000) will be reimbursed to the City through a grant from the Federal Bureau of Justice.	\$ -	\$ -	\$ -
TOTAL BULLET PROOF VESTS			\$ -	\$ -	\$ -
001.380.004					
WASHINGTON TRAFFIC SAFETY COMMISSION					
521.70.11.22	Overtime		\$ 5,000	\$ 5,000	\$ 5,000
521.70.20.22	Personnel Benefits CLICK IT OR TICK		\$ 673	\$ 673	\$ 673
521.70.64.00	WTSC Grant/Equipment		\$ -	\$ -	\$ -
TOTAL WTSC			\$ 5,673	\$ 5,673	\$ 5,673
001.380.005					
WASPC/SEX OFFENDER VERIFICATION					
521.22.11.00	Overtime	Provides for overtime hours.	\$ 7,500	\$ 7,500	\$ 7,500
521.22.20.00	Personnel Benefits	Provides for the benefits associated with overtime.	\$ 1,010	\$ 1,010	\$ 1,010
521.22.35	Small Tools & Equipment		\$ -	\$ -	\$ -
521.22.35.90	Small Equipment < \$1,000 > \$5,000		\$ -	\$ -	\$ -
TOTAL WASPC/SEX OFFENDER VERIFICATION			\$ 8,510	\$ 8,510	\$ 8,510
001.380.008					
WASPC/GANG PREVENTION					

BUDGET NARRATIVE

2011

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

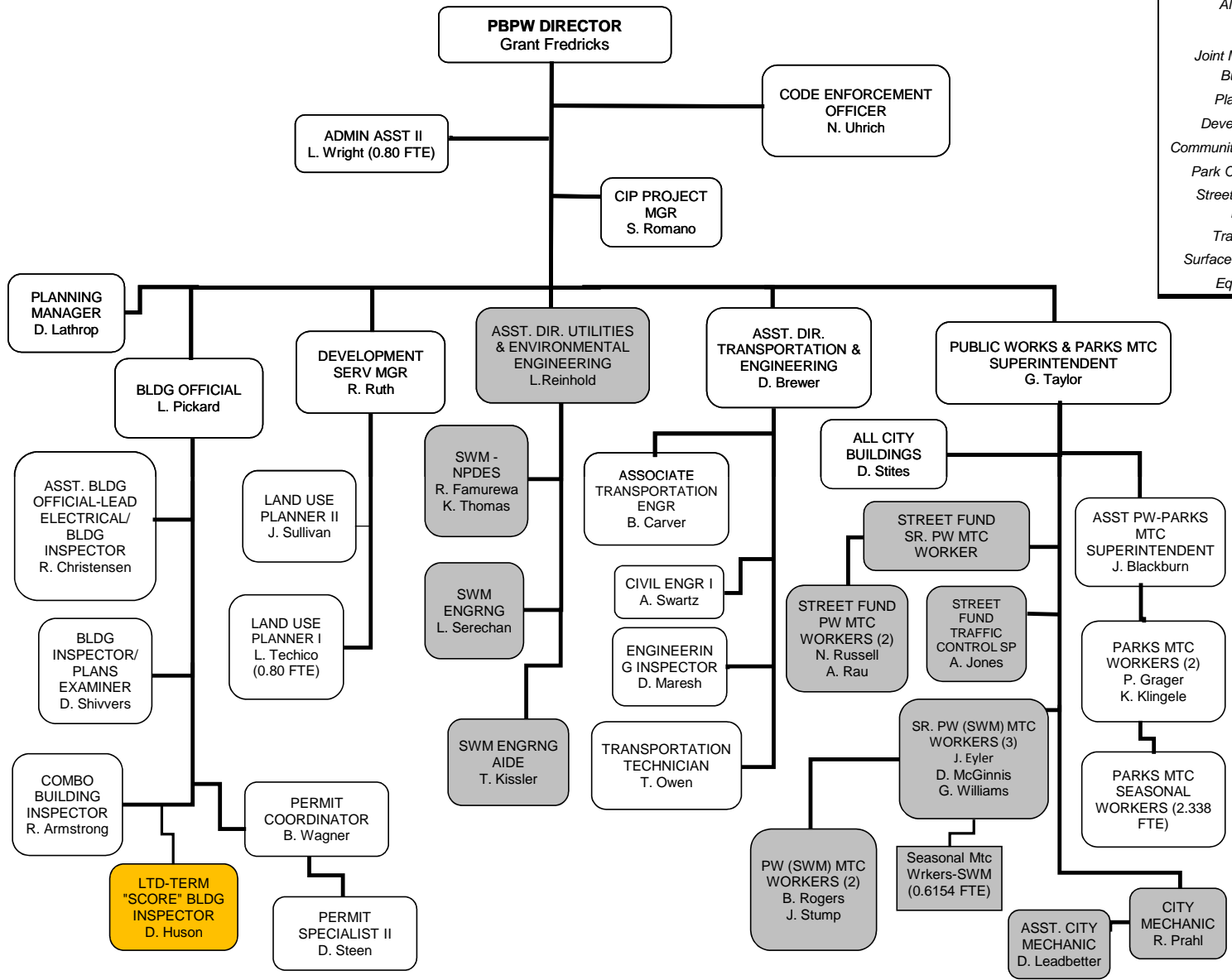
Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
POLICE GRANTS					
521.22.10.00	Salaries & Wages	Provides for community service officer (CSO) to perform gang prevention functions.	\$ -	\$ -	\$ -
521.22.20.00	Personnel Benefits	Provides for the benefits associated with gang prevention tasks.	\$ -	\$ -	\$ -
521.22.35	Small Tools & Equipment		\$ -	\$ -	\$ -
521.22.35.90	Small Equipment < \$1,000 > \$5,000		\$ -	\$ -	\$ -
TOTAL WASPC/GANG PREVENTION			\$ -	\$ -	\$ -
001.380.009	COPS HIRING RECOVERY PROGRAM				
521.22.10.00	Salaries & Wages	Provides for two patrol police officers.	\$ 163,345	\$ 163,345	\$ 163,345
521.22.10.10	Holiday Pay-out	Provides for holiday pay cash-out.	\$ 3,141	\$ 3,141	\$ 3,141
521.22.11.00	Overtime	Provides for overtime hours.	\$ 15,000	\$ 15,000	\$ 15,000
521.22.20.00	Personnel Benefits	Provides for the benefits of two police officers.	\$ 73,876	\$ 73,876	\$ 73,876
521.22.20.90	Dependent Medical EE Contribution	Employees' share of health insurance premium cost for spouse and/or dependents.	\$ (2,547)	\$ (2,547)	\$ (2,547)
521.22.35	Small Tools & Equipment		\$ -	\$ -	\$ -
521.22.35.90	Small Equipment < \$1,000 > \$5,000		\$ -	\$ -	\$ -
TOTAL COPS HIRING RECOVERY PROGRAM			\$ 252,815	\$ 252,815	\$ 252,815
 TOTAL POLICE GRANTS			 \$ 266,998	 \$ 266,998	 \$ 266,998

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

Organizational Chart

Department/Divisions

- Administration
- All City Buildings
- Engineering
- Joint Minor Home Repair Building Division
- Plan Development
- Development Services
- Community Development Grants
- Park Operations Services
- Streets Administration & Maintenance
- Transportation CIP
- Surface Water Management
- Equipment Rental



BUDGET NARRATIVE

2011

FUND: **GENERAL**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
PLANNING, BUILDING AND PUBLIC WORKS (PBPW)			\$ 4,246,674	\$ 3,767,909	\$ 3,890,905
001.490.040.532.10.00.00	Administrative Division		\$ 448,182	\$ 401,496	\$ 411,724
		The Administration Division manages the Engineering Services and Surface Water Management public works divisions, the Building and Development Services divisions and Plan Development Program, 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.			
001.300.028.518.30.00.00	All City Buildings		\$ 262,330	\$ 250,810	\$ 251,383
		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.			
001.480.034.532.21.00.00	Engineering Services Division		\$ 1,230,464	\$ 1,122,396	\$ 1,132,703
		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 Arterial Streets capital improvements. It also reviews residential and commercial development proposals.			

BUDGET NARRATIVE

2011

FUND: **GENERAL**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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PLANNING, BUILDING AND PUBLIC WORKS (PBPW)

001.495.040.551.48.00	Joint Minor Home Repair Program	\$ 25,000	\$ 25,000	\$ 25,000
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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.

001.500.034.532.22.00.00	Building Division	\$ 798,122	\$ 670,189	\$ 764,241
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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.

001.580.038.558.20.00.00	Plan Development	\$ 217,130	\$ 149,319	\$ 151,369
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Plan Development 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.

Plan Development drafts and implements legislation and researches and analyzes areas of concern. It is responsible for research, including population projections and census projections; mapping for the City, economic development planning and implementation, interdepartmental support and other activities. Its central purpose is to identify issues, project needs, and assist in establishing policies to achieve declared goals.

Plan Development researches, drafts, and coordinates activities relating to state legislation, such as Growth Management Act (GMA), SEPA and the State Shoreline Act.

BUDGET NARRATIVE

2011

FUND: **GENERAL**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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PLANNING, BUILDING AND PUBLIC WORKS (PBPW)

001.600.038.558.60.00.00	Development Services Division	\$ 378,789	\$ 381,062	\$ 382,533
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Development Services implements adopted City policies through administrative review of development proposals and drafting of necessary land-use related code amendments. This Division is responsible for 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 through this Division by way of local review and coordination of both public and private project and nonproject regulatory actions. Development Services staff supports City Council, Planning Agency, and the Hearing Examiner and recommends zoning code amendments.

001.610.000.000.00.00.00	Community Development Grants	\$ 52,188	\$ 52,188	\$ 51,946
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This program accounts for all expenditures associated with grants awarded to the Department.

001.635.045.576.81.00.00	Park Operations	\$ 834,469	\$ 715,449	\$ 720,006
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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

2011 BUDGET REQUEST

PLANNING, BUILDING & PUBLIC WORKS
ADMINISTRATION

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 NEW REQ	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.490.040	PBPW - ADMIN											
532.10.10	SALARIES & WAGES	268,696	270,642	285,313	285,313	197,502	296,518	289,047	11,618	283,141	289,047	296,273
532.10.10.90	FURLOUGH	(2,265)	(2,265)	0	0	0	0			(5,680)	(0)	
532.10.11.00	OVERTIME	1,125	0	500	500	0	0	500		500	500	500
532.10.12.00	SALARIES - TEMPORARY						4,628		11,083			0
532.10.10	SUB TOTAL	267,556	268,377	285,813	285,813	197,502	301,146	289,547	22,701	277,961	289,547	296,773
532.10.20	PERSONNEL BENEFITS	72,806	76,185	74,541	74,541	51,636	77,567	85,088	5,180	81,861	80,435	82,446
532.10.20.90	EMPLOYEE MED. CONTRIBUTION	(508)	(598)	(496)	(496)	(413)	(620)	(549)		(549)	(481)	(493)
532.10.21	UNIFORMS	300	284	300	300	279	279	300		300	300	300
532.10.22	BENEFITS - TEMPORARY						385					0
532.10.20	SUB TOTAL	72,598	75,871	74,345	74,345	51,502	77,611	84,839	5,180	81,612	80,254	82,253
532.10.31	OPERATING SUPPLIES	2,400	1,717	2,000	2,000	946	1,553	2,000		2,000	2,000	2,050
532.10.32.01	UNLEADED FUEL (ISF)	945	853	1,092	1,092	715	1,071	1,095		1,095	1,095	1,122
532.10.35	SM TOOLS & EQUIPMENT	2,375	43	1,500	1,500	401	425	1,500		1,500	1,500	1,538
532.10.30	SUB TOTAL	5,720	2,614	4,592	4,592	2,061	3,049	4,595		4,595	4,595	4,710
532.10.41	PROFESSIONAL SERVICES	3,400	0	2,000	2,000	75	500	2,000		2,000	2,000	2,000
532.10.42	COMMUNICATIONS	1,685	2,172	2,937	2,937	1,727	2,822	2,937		2,937	2,937	2,937
532.10.43	TRAVEL EXPENSES	261	14	434	434	-	100	434		434	434	434
532.10.44	ADVERTISING	300	0	200	200	0	0	200		200	200	200
532.10.45	OPERATING RENTALS	600	-	500	500	-	-	500		500	500	500
532.10.48	REPAIRS & MAINT	200	96	200	200	0	0	200		200	200	200
532.10.49	MISCELLANEOUS	500	966	700	700	68	500	700		700	700	700
532.10.40	SUB TOTAL	6,946	3,248	6,971	6,971	1,870	3,922	6,971	0	6,971	6,971	6,971
532.10.99.01	COMPUTER MAINTENANCE	10,387	10,387	13,860	13,860	9,240	13,860	13,976		13,976	13,976	14,325
532.10.99.02	COMPUTER REPLACEMENT	0	-	2,516	2,516	1,677	2,516	3,326		1,149	1,149	1,178
532.10.99.03	EQUIPMENT MAINTENANCE	450	450	900	900	600	900	900		900	900	923
532.10.99.04	EQUIPMENT REPLACEMENT	0	-	1,929	1,929	1,286	1,929	1,815		0	0	0
532.10.99.05	INSURANCE	19,505	19,505	18,346	18,346	18,346	18,346	14,332		14,332	14,332	14,690
532.10.90	SUB TOTAL	30,342	30,342	37,551	37,551	31,149	37,551	34,349		30,357	30,357	31,116
594.32.64.00	EQUIPMENT	-	-	-	-	-	-	-		-	-	-
	SUB TOTAL	-	-	-	-	-	-	-		-	-	-
PLNG/BLDG/PW ADMINISTRATION TOTAL		383,162	380,452	409,272	409,272	284,085	423,279	420,301	27,881	401,496	411,724	421,823

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.490.040.532.10.00.00 PBPW ADMINISTRATION						
SALARIES AND WAGES						
532.10.10	Salaries & Wages	Provides for the following Personnel: 0.80 PBPW Director Remainder of Director's time allocated as follows: 0.10 in SWM, 0.05 in Streets, 0.05 in Equipment Rental. 0.20 reimbursed from Transportation CIP 0.45 Admin Asst II (Position was cut from 1.0 to 0.80 FTE in 2009 & remained at 0.80 FTE 2010 Remainder of Admin Asst II time allocated in 2010 as follows: 0.20 in SWM, 0.10 in Streets & .05 in Equipment Rental. 0.20 reimbursed from Transportation CIP 0.20 Admin Asst II (Position was cut from 1.0 to 0.80 FTE in 2009 & remained at 0.80 FTE in 2010. Proposed to be restored to full time in 2011 to support Transportation CIP) Not Approved 1.00 Code Enforcement Officer 0.23 Administrative Support to Code Enforcement (16 hrs per week until July 31, 2011) Funding is through savings on certain budget line items. Approved by City Manager but was not presented to City Council. <u>1.00</u> CIP Project Manager /Facilities Coordinator 3.25 FTEs	\$ 289,047		\$ 283,141	\$ 289,047
				11,618		
					11,083	
532.10.90	Furlough	Provides for 5 days of unpaid leave.	\$ -		\$ (5,680)	\$ (0)
532.10.11.00	Overtime	Provides for overtime for classified staff to attend City Council, neighborhood and community meetings, and for code enforcement activities.	\$ 500	\$ -	\$ 500	\$ 500
TOTAL SALARIES & WAGES			\$ 289,547	\$ 22,701	\$ 277,961	\$ 289,547

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.490.040.532.10.00.00		PBPW ADMINISTRATION				
		PERSONNEL BENEFITS				
532.10.20	Personnel Benefits	Provides for personnel benefits. Admin Asst II (Position was cut from 1.0 to 0.80 FTE in 2009 & remained at 0.80 FTE 2010 proposed to be restored to full time in 2011 to support Transportation CIP Not Approved)	\$ 85,088	\$ 5,180	\$ 81,861	\$ 80,435
532.10.20.90	Employee Med. Contribution	Employees' share of health insurance premium cost for spouse and/or dependents.	\$ (549)		\$ (549)	\$ (481)
532.10.21	Uniforms	Provides for uniforms and protective equipment for Code Enforcement Officer.	\$ 300	\$ -	\$ 300	\$ 300
		TOTAL PERSONNEL BENEFITS	\$ 84,839	\$ 5,180	\$ 81,612	\$ 80,254
		SUPPLIES				
532.10.31	Operating Supplies		\$ 2,000	\$ -	\$ 2,000	\$ 2,000
532.10.32.01	Fuel		\$ 1,095	\$ -	\$ 1,095	\$ 1,095
532.10.35	Sm Tools & Equipment	Provides small tools and equipment.	\$ 1,500	\$ -	\$ 1,500	\$ 1,500
		TOTAL SUPPLIES	\$ 4,595	\$ -	\$ 4,595	\$ 4,595

BUDGET NARRATIVE
2011

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.490.040.532.10.00.00		PBPW ADMINISTRATION				
		OTHER SERVICES AND CHARGES				
532.10.41	Professional Services	Professional services for management consulting and code enforcement interpreters.	\$ 2,000		\$ 2,000	\$ 2,000
532.10.42	Communications	Provides for pager, long distance calls, and laptop/blackberry connection services.	\$ 2,937	\$ -	\$ 2,937 \$ -	\$ 2,937 \$ -
532.10.43	Travel Expenses	Provides for meals, lodging, and mileage reimbursement for personnel training, trade classes and seminars.	\$ 434	\$ -	\$ 434	\$ 434
532.10.44	Advertising	Advertising in Seattle Times and Daily Journal of Commerce for consultant Letters of Qualification, contracting services as required, and personnel.	\$ 200	\$ -	\$ 200	\$ 200
532.10.45	Rentals & Leasing	Provides for equipment rental.	\$ 500	\$ -	\$ 500	\$ 500
532.10.48	Repairs & Maintenance	Provides for equipment repair.	\$ 200		\$ 200	\$ 200
532.10.49	Miscellaneous	Provides for miscellaneous services. Also includes dues, registration, tuition and contract services.	\$ 700	\$ -	\$ 700	\$ 700
		TOTAL OTHER SERVICES AND CHARGES	\$ 6,971	\$ -	\$ 6,971	\$ 6,971

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.490.040.532.10.00.00		PBPW ADMINISTRATION				
		INTERFUND SERVICES				
532.10.99.01	Computer Maintenance	Provides for computer maintenance.	\$ 13,976	\$ -	\$ 13,976	\$ 13,976
532.10.99.02	Computer Interfund Replacement	Provides for Computer Hardware Replacement.	\$ 3,326	\$ -	\$ 1,149	\$ 1,149
532.10.99.03	Equipment Maintenance	Equipment maintenance program, provides equipment maintenance by the City's mechanic.	\$ 900	\$ -	\$ 900	\$ 900
532.10.99.04	Equipment Replacement	Equipment replacement program, provides equipment replacement reserve funds for when equipment needs to be replaced.	\$ 1,815	\$ -	\$ -	\$ -
532.10.99.05	Interfund Insurance	Division's contribution to the City's self-insurance fund.	\$ 14,332	\$ -	\$ 14,332	\$ 14,332
		TOTAL INTERFUND SERVICES	\$ 34,349	\$ -	\$ 30,357	\$ 30,357
		CAPITAL OUTLAY				
594.32.64	Equipment	Equipment needed for the Director.	\$ -	\$ -	\$ -	\$ -
		TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -
		TOTAL PBPW ADMINISTRATION	\$ 420,301	\$ 27,881	\$ 401,496	\$ 411,724

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.300.028.518.30.00.00	ALL CITY BUILDINGS		\$ 262,330	\$ 250,810	\$ 251,383

This program provides for ordinary building maintenance for the government-owned buildings in the City Hall complex, which includes City Hall, Public Works Engineering building and a portion of the Public Works and Parks Service Center. Expenditures for other departments are recognized in those departments' budgets.

CITY OF DES MOINES

2011 BUDGET REQUEST PLANNING, BUILDING & PUBLIC WORKS

ALL CITY BLDGS.

		2009	2009	2010	2010	2010	2010	2011	2011	2011	2012
		AMEND	ACTUAL	ADOPTED	AMEND	ACTUAL	EST YR	DEPT	2011	2011	2012
001.300.028	ALL CITY BUILDINGS					Jan-Aug	TOTAL	REQ	EXEC	ADOPTED	EST
518.30.10	SALARIES & WAGES	57,684	56,922	65,480	65,480	43,856	65,968	67,686	66,348	67,686	69,378
518.30.10.90	FURLOUGH	(1,109)	(1,109)	0	0	0	0	0	(1,276)	0	0
518.30.11	OVERTIME	9,000	9,141	9,000	9,000	6,240	9,375	9,000	9,000	9,000	9,225
518.30.10	SUB TOTAL	65,575	64,953	74,480	74,480	50,096	75,343	76,686	74,072	76,686	78,603
518.30.20	PERSONNEL BENEFITS	27,756	27,972	32,795	32,795	18,582	28,454	32,201	31,003	28,780	29,500
518.30.20.90	EMPLOYEE MED. CONTRIBUTION	(919)	(919)	(1,081)	(1,081)	(674)	(1,017)	(897)	(897)	(715)	(733)
518.30.21	UNIFORMS	250	319	250	250	36	139	250	250	250	256
518.30.20	SUB TOTAL	27,087	27,372	31,964	31,964	17,943	27,576	31,554	30,356	28,315	29,023
518.30.31	OPERATING SUPPLIES	7,800	6,314	6,000	6,000	4,653	6,421	6,000	6,000	6,000	6,000
518.30.32.01	UNLEADED FUEL (ISF)	2,160	1,578	1,458	1,458	1,453	2,018	2,061	2,061	2,061	2,113
518.30.35	SM TOOLS & EQUIPMENT	750	922	750	750	1,746	2,373	750	750	750	750
518.30.30	SUB TOTAL	10,710	8,814	8,208	8,208	7,852	10,812	8,811	8,811	8,811	8,863
518.30.41	PROFESSIONAL SERVICES	30,620	22,089	30,620	30,620	15,566	24,500	30,620	30,620	30,620	31,386
518.30.42	COMMUNICATIONS	700	594	700	700	345	495	700	700	700	718
518.30.43	TRAVEL EXPENSES		12								
518.30.45	RENTALS	100	-	100	100	298	298	100	100	100	100
518.30.45.05	RENT-HISTORICAL SOCIETY	7,800	7,800	7,800	7,800	5,850	7,800	7,800	7,800	7,800	7,800
518.30.47	UTILITIES	41,100	33,763	41,100	41,100	24,033	34,153	41,100	41,100	41,100	42,128
518.30.48	REPAIRS & MAINT/CONTRACT	38,900	16,920	38,900	38,900	14,088	24,061	38,900	38,900	38,900	39,873
518.30.49	MISCELLANEOUS	650	1,088	650	650	253	522	650	650	650	650
518.30.40	SUB TOTAL	119,870	82,266	119,870	119,870	60,432	91,829	119,870	119,870	119,870	122,653
518.30.99.03	EQUIPMENT RENTAL MAINTENANCE	3,000	3,000	2,400	2,400	1,600	2,400	1,500	1,500	1,500	1,538
518.30.99.04	EQUIPMENT REPAIR & REPLACEMENT	0	0	2,750	2,750	1,833	2,750	7,708	0	0	7,901
518.30.99.05	INTERFUND INSURANCE	3,159	3,159	3,584	3,584	3,584	3,584	5,122	5,122	5,122	5,250
518.30.99.06	FACILITY REPAIR AND REPLACEMENT	11,079	11,079	11,079	11,079	7,386	11,079	11,079	11,079	11,079	11,079
518.30.90	SUB TOTAL	17,238	17,238	19,813	19,813	14,403	19,813	25,409	17,701	17,701	25,767
594.18.63	IMPROVEMENTS	-	-	-	-	-	-	-	-	-	-
594.18.60	SUB TOTAL	-	-	-	-	-	-	-	-	-	-
ALL CITY BUILDINGS TOTAL		240,480	200,643	254,335	254,335	150,727	225,373	262,330	250,810	251,383	264,909

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.300.028.518.30.00.00		ALL CITY BUILDINGS			
		SALARIES AND WAGES			
518.30.10	Salaries & Wages	Provides for the following City Facilities Personnel: 1.0 Facility Maintenance Worker 0.1 PW & Parks Maintenance Superintendent <u>1.1 FTE's</u>	\$ 67,686	\$ 66,348	\$ 67,686
518.30.11	Overtime	Provides pager compensation for Facility Maintenance Worker	\$ 9,000	\$ 9,000	\$ 9,000
		TOTAL SALARIES & WAGES	\$ 76,686	\$ 75,348	\$ 76,686
		PERSONNEL BENEFITS			
518.30.20	Personnel Benefits	Provides Personnel Benefits for the Facility Maintenance Staff.	\$ 32,201	\$ 31,003	\$ 28,780
518.30.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.	(\$897)	\$ (897)	\$ (715)
518.30.21	Uniforms	Provides uniforms for Facility Maintenance Worker.	\$ 250	\$ 250	\$ 250
		TOTAL PERSONNEL BENEFITS	\$ 31,554	\$ 30,356	\$ 28,315
		SUPPLIES			
518.30.31	Supplies	Provides building maintenance operating supplies, including wood, fasteners, paint, windows, lights, ballast, etc.	\$ 6,000	\$ 6,000	\$ 6,000
518.30.32.01	Fuel	Provides fuel for Facility Maintenance Worker's vehicle.	\$ 2,061	\$ 2,061	\$ 2,061
518.30.35	Small Tools & Equipment	Provides small tools and equipment for building maintenance including power and hand tools, etc.	\$ 750	\$ 750	\$ 750
		TOTAL SUPPLIES	\$ 8,811	\$ 8,811	\$ 8,811

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.300.028.518.30.00.00		ALL CITY BUILDINGS			
		OTHER SERVICES AND CHARGES			
518.30.41	Professional Services	Professional custodial services: \$ 26,120 Security monitoring system: \$ 4,500 <u>\$ 30,620</u>	\$ 30,620	\$ 30,620	\$ 30,620
518.30.42	Communications	Provides pager and phone services for Facility Maintenance Worker Long Distance \$ 50 Cell Phone/Pager \$ 650 <u>\$ 700</u>	\$ 700	\$ 700	\$ 700
518.30.45	Rentals & Leasing	Provides equipment rental for needed building maintenance.	\$ 100	\$ 100	\$ 100
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	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. Electricity \$ 28,550 Water \$ 3,800 Sewer \$ 500 SWM \$ 6,550 Natural Gas \$ 1,700 <u>\$ 41,100</u>	\$ 41,100	\$ 41,100	\$ 41,100
518.30.48	Repairs & Maintenance	Provides contracted repairs and maintenance (e.g., fire extinguishers, locksmith, drain cleaning and pest control) - \$12,000; HVAC contract - \$26,900.	\$ 38,900	\$ 38,900	\$ 38,900
518.30.49	Miscellaneous	Provides for miscellaneous services, including dues, registration, tuition, laundry, and contract services (e.g., throw rug cleaning and first aid	\$ 650	\$ 650	\$ 650
		TOTAL OTHER SERVICES AND CHARGES	\$ 119,870	\$ 119,870	\$ 119,870

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.300.028.518.30.00.00		ALL CITY BUILDINGS			
		INTERFUND SERVICES			
518.30.99.03	Equipment Maintenance	Equipment maintenance program, provides equipment maintenance by the City's mechanic.	\$ 1,500	\$ 1,500	\$ 1,500
518.30.99.04	Equipment Replacement	Equipment replacement program, provides equipment replacement reserve funds for when equipment needs to be replaced.	\$ 7,708	\$ -	\$ -
518.30.99.05	Interfund Insurance	Contribution to Self Insurance Fund.	\$ 5,122	\$ 5,122	\$ 5,122
518.30.99.06	Facility Repair and Replacement	Assessment for funding of major repair and replacement of City facilities.	\$ 11,079	\$ 11,079	\$ 11,079
		TOTAL INTERFUND SERVICES	\$ 25,409	\$ 17,701	\$ 17,701
		CAPITAL OUTLAY			
594.18.63	Improvements		\$ -	\$ -	\$ -
594.18.64	Equipment	Equipment needed for Building Maintenance	\$ -	\$ -	\$ -
		TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -
		TOTAL ALL CITY BUILDINGS	\$ 262,330	\$ 252,086	\$ 251,383

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
ENGINEERING			\$ 1,230,464	\$ 1,122,396	\$ 1,132,703

Revenues directly related to this department include:

	2010 Amended Budget	2011 Budget
Right-of-way Permits and Inspection Fees	\$ 135,000	\$ 135,000
Street Vacation Fees	\$ 10,000	\$ 10,000
Title Report Fees	\$ 7,500	\$ 7,500
Engineering Plan Review Fees	\$ 56,000	\$ 19,500
Engineering Fees from Zoning	\$ 25,832	\$ 99,228
HEAL Grant Funds (shown under HEAL budget worksheet)	\$ -	\$ -
Transfer from CIP Funds	\$ 245,190	\$ 363,189
Asst. Director Transportation & Engineering 50%		
Associate Transportation Engr 25%		
Civil Engineer 1 30%		
Engineering Inspector 10%		
Transportation Tech. 80%		
Total Projected Revenue	\$ 479,522	\$ 634,417

Note: 5% of Assistant Director and 10% of Associate Transportation Engineer allocated to Street Maintenance Administration.

CITY OF DES MOINES

2011 BUDGET REQUEST

PLANNING,BUILDING & PUBLIC WORKS
ENGINEERING SERVICES

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 NEW REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.480.034	ENGINEERING SERVICES											
532.21.10	SALARIES & WAGES	430,014	425,573	405,044	405,044	269,615	404,403	426,416	48,000	417,757	426,416	437,076
532.21.10.16	SALARIES & WAGES-Part Time	-	2,061	-	-	-	-	-	-	-	-	-
532.21.10.90	FURLOUGH	(5,236)	(5,656)	-	-	(3,841)	(4,341)	-	-	(8,345)	0	-
532.21.11	OVERTIME	1,400	1,399	2,500	2,500	1,130	1,930	2,500	2,000	2,500	2,500	2,563
532.21.11.01	OVERTIME-PartTime	-	0	-	-	-	-	-	-	-	-	-
532.21.10	SUB TOTAL	426,178	423,378	407,544	407,544	266,904	401,992	428,916	50,000	411,912	428,916	439,639
532.21.20	PERSONNEL BENEFITS	141,902	141,064	123,925	123,925	83,183	124,782	144,900	10,000	139,957	132,939	136,262
532.21.20.16	PERSONNEL BENEFITS-Part Time	0	222	-	0	0	0	-	-	-	-	-
532.21.20.90	EMPLOYEE MED. CONTRIBUTION	(2,635)	(2,579)	(1,994)	(1,994)	(1,561)	(2,342)	(2,536)	-	(2,536)	(2,215)	(2,270)
532.21.21	UNIFORMS	500	103	500	500	0	250	500	-	500	500	513
532.21.20	SUB TOTAL	139,767	138,810	122,431	122,431	81,622	122,690	142,864	10,000	137,921	131,224	134,504
532.21.31	OFFICE/OPERATING SUPPLIES	3,900	2,809	3,000	3,000	1,949	3,245	3,000	1,500	3,000	3,000	3,075
532.21.32.01	UNLEADED FUEL (ISF)	2,704	2,406	2,800	2,800	1,636	2,645	2,800	-	2,800	2,800	2,870
532.21.35	SMALL TOOLS & EQUIPMENT	0	1,137	2,000	2,000	140	1,126	2,000	2,400	2,000	2,000	2,050
532.21.35.90	SMALL EQP >\$1,000 <\$5,000	-	0	-	-	-	0	-	-	-	-	-
532.21.30	SUB TOTAL	6,604	6,352	7,800	7,800	3,725	7,016	7,800	3,900	7,800	7,800	7,995
532.21.41	PROFESSIONAL SERVICES	17,050	11,517	17,000	17,000	240	8,800	17,000	17,650	17,000	17,000	17,000
532.21.41.18	DOWNTWN WTR SYS EVAL	15,943	10,489	-	0	0	0	0	-	0	0	0
532.21.41.19	DOWNTWN WTR SYS -CTY SPRT	0	0	-	0	590	2,990	0	-	0	0	0
532.21.42	COMMUNICATIONS	3,245	2,706	3,245	3,245	1,961	2,836	3,245	-	3,245	3,245	3,245
532.21.43	TRAVEL	1,258	710	1,200	1,200	25	700	1,200	-	1,200	1,200	1,200
532.21.44	ADVERTISING	3,700	354	3,500	3,500	835	3,000	3,500	-	3,500	3,500	3,500
532.21.45.02	COPIER LEASE	202	314	800	800	650	455	476	-	476	476	476
532.21.48	REPAIR & MAINTENANCE	0	96	-	-	0	0	-	-	-	-	-
532.21.49	MISCELLANEOUS	600	231	600	600	212	600	600	-	600	600	600
532.21.49.01	DUES, SCHOOLS, CONFERENCES	4,039	2,260	4,000	4,000	1,321	3,000	4,000	1,200	4,000	4,000	4,000
532.21.49.02	PRINTING	500	69	500	500	0	500	500	-	500	500	500
532.21.40	SUB TOTAL	46,537	28,746	30,845	30,845	5,833	22,881	30,521	18,850	30,521	30,521	30,521
532.21.99.01	COMPUTER MAINTENANCE	19,890	19,890	23,235	23,235	13,686	23,235	23,651	-	23,651	23,651	24,242
532.21.99.02	COMPUTER REPLACEMENT	0	0	3,274	3,274	1,917	3,274	5,150	-	1,779	1,779	5,279
532.21.99.03	EQUIP. MAINTENANCE	6,300	6,300	5,400	5,400	3,600	5,400	1,800	-	1,800	1,800	1,845
532.21.99.04	EQUIP REPLACEMENT	-	-	2,858	2,858	1,905	2,858	0	-	0	0	0
532.21.99.05	INSURANCE	20,414	20,414	19,020	19,020	19,020	19,020	21,012	-	21,012	21,012	21,537
532.21.90	SUB TOTAL	46,604	46,604	53,787	53,787	40,129	53,787	51,613	-	48,242	48,242	52,903
594.32.64		-	-	-	-	-	-	-	-	-	-	-
594.32.60	SUB TOTAL	-	0	-	-	-	-	-	-	-	-	-
598.97.52	INTERGOVERNMENTAL SERV	-	-	-	-	-	-	486,000	-	486,000	486,000	-
598.97.50	SUB TOTAL	-	0	-	-	-	-	486,000	-	486,000	486,000	-
	ENGINEERING SERVICES TOTAL	665,690	643,890	622,407	622,407	398,213	608,366	1,147,714	82,750	1,122,396	1,132,703	665,562

**BUDGET NARRATIVE
2011**

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

Account No.	Title	Narrative	Departmental Request	New Requests	Executive Amendment	Adopted
001.480.034.532.21.00.00		ENGINEERING				
		SALARIES AND WAGES				
532.21.10	Salaries & Wages	0.95 Assistant Director-Transportation & Engineering Remaining 0.10 FTE of Asst Dir -Transportation & Engineering allocated to Street Fund. 0.50 FTE reimbursed from Transportation CIP	\$ 426,416	\$ -	\$ 417,757	\$ 426,416
		0.90 Associate Transportation Engineer Remaining 0.15 FTE of Associate Transportation Engineer allocated to Street Fund. 0.25 FTE reimbursed from Transportation CIP				
		1.00 Civil Engineer 1 0.30 FTE reimbursed from Transportation CIP				
		1.00 Engineering Inspector 0.10 FTE reimbursed from Transportation CIP				
		1.00 Transportation Engineering Technician 0.80 FTE reimbursed from Transportation CIP				
		<u>0.10</u> Asslstant Director - Utilities and Environment 4.95 FTE's				
532.21.10.90	Furlough	Provides for 5 days of unpaid leave.			\$ (8,345)	
532.21.11	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
532.21.11		Provides for staff time associated with the Construction of the Downtown Water System. Not Approved		\$ 2,000		
		TOTAL SALARIES AND WAGES	\$ 428,916	\$ 2,000	\$ 411,912	\$ 428,916

**BUDGET NARRATIVE
2011**

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

Account No.	Title	Narrative	Departmental Request	New Requests	Executive Amendment	Adopted
001.480.034.532.21.00.00		ENGINEERING				
		PERSONNEL BENEFITS				
532.21.20	Personnel Benefits	Personnel benefits for all staff assigned to Engineering Department.	\$ 144,900		\$ 139,957	\$ 132,939
532.21.20.90	Employee Med. Contribution	Employees' share of health insurance premium cost for spouse and/or dependents.	\$ (2,536)		\$ (2,536)	\$ (2,215)
532.21.21	Uniforms	Provide engineering staff shirts & caps with City logo.	\$ 500	\$ -	\$ 500	\$ 500
		TOTAL PERSONNEL BENEFITS	\$ 142,864	\$ -	\$ 137,921	\$ 131,224
		SUPPLIES				
532.21.31	Office/Operating Supplies	The cost breakdown by general category is as follows: 1. Reference books/manuals (WSDOT, ITE, FHWA, etc.) \$ 1,000 2. Office copier (1/2 Eng & 1/2 SWM) \$ 800 3. Plotter materials (1/4 Eng & SWM, 1/2 CD) \$ 500 4. Photo processing \$ 200 5. Plan copier materials (1/4 Eng & SWM, 1/2 CD) \$ 800 6. Misc. office supplies \$ 1,200 New Request Not Approved \$ (1,500) <u>\$ 3,000</u>	\$ 3,000	\$ 1,500	\$ 3,000	\$ 3,000
532.21.32.01	Fuel	Gasoline for Engineering Department vehicles.	\$ 2,800	\$ -	\$ 2,800	\$ 2,800
532.21.35	Small Tools & Equipment	The cost breakdown by general category is as follows: 1. Safety equipment (hard hats, vests, safety glasses, hearing protection, boots, etc.) \$ 800 2. Traffic counter supplies (count tubes, PK nails, chain, \$ 1,800 3. Survey tools (tapes, DMI's, levels, etc.) \$ 750 4. Misc. office furniture \$ 500 5. Engineering analysis software \$ 550 New Request Not Approved \$ (2,400) <u>\$ 2,000</u>	\$ 2,000	\$ 2,400	\$ 2,000	\$ 2,000
532.21.35.90	Small Eqp >\$1,000 <\$5,000		\$ -	\$ -	\$ -	\$ -
		TOTAL SUPPLIES	\$ 7,800	\$ 3,900	\$ 7,800	\$ 7,800

01/13/2011

**BUDGET NARRATIVE
2011**

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

Account No.	Title	Narrative	Departmental Request	New Requests	Executive Amendment	Adopted
001.480.034.532.21.00.00		ENGINEERING OTHER SERVICES AND CHARGES				
532.21.41	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.	\$ 17,000		\$ 17,000	\$ 17,000
		The cost breakdown by general category is as follows:				
		1. Annual Bridge and Sea Wall Inspection Program	\$ 7,000	\$ 1,000		
		2. Annual Pavement Condition Update	-			
		3. Annual Traffic Counts (Pacific Highway)	450			
		4. Title Reports for Right-of-Way Dedication	5,850	\$ 1,650		
		5. Peak Hour Turning Movement Counts	1,200			
		6. Graphic Preparation (Presentations)	2,500			
		7. GIS Maps	-			
		8. Structural Analysis Services	-			
		9. Traffic Counts (Traffic Tech Position Cut in 2009).		\$ 15,000		
			<u>\$ 17,000</u>			
532.21.42	Communications	Telephone Lines	\$ 1,160	\$ 3,245	\$ -	\$ 3,245
		Long Distance	\$ 200			\$ 3,245
		Cell Phones (\$1,280 CTE & \$605 Inspector)	\$ 1,885			\$ 3,245
			<u>\$ 3,245</u>			
532.21.43	Travel	For travel to professional training seminars during the year for technical staff.	\$ 1,200	\$ -	\$ 1,200	\$ 1,200
532.21.44	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
532.21.45.02	Copier Lease	Provides for operating costs of copier for the Engineering Dept. Lease of copier is reclassified as a capital lease.	\$ 476	\$ -	\$ 476	\$ 476

**BUDGET NARRATIVE
2011**

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

Account No.	Title	Narrative	Departmental Request	New Requests	Executive Amendment	Adopted
001.480.034.532.21.00.00		ENGINEERING				
532.21.49	Miscellaneous	Minor expenses not budgeted elsewhere: subscriptions, public display materials, etc.	\$ 600	\$ -	\$ 600	\$ 600
532.21.49.01	Dues, Schools, Conferences	This account funds training tuition, conference fees and professional dues.	\$ 4,000		\$ 4,000	\$ 4,000
		Professional Licenses (2 @ \$200)	\$ 400			
		Professional Traffic Opns Engr (PTOE)-2@\$275	\$ -	\$ 550		
		APWA Membership	\$ 250			
		ITE Membership (3 @ \$210)	\$ 630			
		WTS Membership	\$ 200			
		City Engineers Association	\$ 80			
		APWA Spring and Fall Conferences/Registrations	\$ 600	\$ 600		
		ITE Monthly Meetings (12 @ \$30)	\$ 360			
		ITE Quad Conference	\$ 425			
		ITE Wash. State Annual Meeting	\$ 425			
		ITE District 6 Meeting	\$ 450	\$ 50		
		WTS Monthly Meetings (6 @ \$30)	\$ 180			
			<u>\$ 4,000</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.				
532.21.49.02	Printing	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			\$ 30,521	\$ 18,850	\$ 30,521	\$ 30,521

**BUDGET NARRATIVE
2011**

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

Account No.	Title	Narrative	Departmental Request	New Requests	Executive Amendment	Adopted
001.480.034.532.21.00.00		ENGINEERING INTERFUND SERVICES				
532.21.99.01	Computer Maintenance	Maintenance of computers, printer, and plotter.	\$ 23,651	\$ -	\$ 23,651	\$ 23,651
532.21.99.02	Computer Replacement	Replacement of computers, laserjet printer, plotter and shared server.	\$ 5,150	\$ -	\$ 1,779	\$ 1,779
532.21.99.03	Equip. Maintenance	Maintenance of Engineering vehicles.	\$ 1,800	\$ -	\$ 1,800	\$ 1,800
532.21.99.04	Equip Replacement	Provides for replacement of Engineering vehicles.	\$ -	\$ -	\$ -	\$ -
532.21.99.05	Insurance	Division's contribution to the Self Insurance Fund.	\$ 21,012	\$ -	\$ 21,012	\$ 21,012
		TOTAL INTERFUND SERVICES	\$ 51,613	\$ -	\$ 48,242	\$ 48,242
		INTERGOVERNMENTAL				
521.23.41		Provides for Water District #54 Downtown Water System	\$ 486,000		\$ 486,000	\$ 486,000
		TOTAL INTERGOVERNMENTAL	\$ 486,000	\$ -	\$ 486,000	\$ 486,000
		CAPITAL OUTLAY				
594.32.64			\$ -		\$ -	\$ -
		TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -
		ENGINEERING DEPARTMENT TOTAL	\$ 1,147,714	\$ 24,750	\$ 1,122,396	\$ 1,132,702

CITY OF DES MOINES

2011 BUDGET REQUEST

PLANNING, BUILDING & PUBLIC WORKS

JOINT MINOR HOME REPAIR PROGRAM

	2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.495.040 PBPW - JT MINOR HOME REPAIR										
551.50.48.00 REPAIRS & MAINTENANCE	23,750	15,468	23,750	25,000	5,135	17,196	25,000	25,000	25,000	25,625
SUB TOTAL	23,750	15,468	23,750	25,000	5,135	17,196	25,000	25,000	25,000	25,625
PBPW-JT MINOR HOME REPAIR PROGRAM TOTAL	23,750	15,468	23,750	25,000	5,135	17,196	25,000	25,000	25,000	25,625

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.495.040.551.50.48.00		PBPW JOINT MINOR HOME REPAIR PROGRAM			
		OTHER SERVICES AND CHARGES			
551.50.48	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.	\$ 25,000	\$ 25,000	\$ 25,000
		TOTAL OTHER SERVICES AND CHARGES	<u>\$ 25,000</u>	<u>\$ 25,000</u>	<u>\$ 25,000</u>
		TOTAL PBPW JOINT MINOR HOME REPAIR PROGRAM	<u>\$ 25,000</u>	<u>\$ 25,000</u>	<u>\$ 25,000</u>

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.500.034.532.22.00.00	Building Division		\$ 798,122	\$ 670,189	\$ 764,241

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. The Building Department is the final accepting authority for occupancy permits.

CITY OF DES MOINES

2011 BUDGET REQUEST

PLANNING, BUILDING & PUBLIC WORKS

BUILDING DIVISION

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST Yr-End	2011 DEPT REQ	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.500.034	BUILDING DIVISION										
532.22.10	SALARIES AND WAGES	481,747	468,479	457,070	457,070	305,064	459,864	477,785	403,780	477,785	489,730
532.22.10.90	FURLOUGH	(7,372)	(5,662)	-	-	(354)	(354)	-	(7,765)	-	-
532.22.11	OVERTIME	9,200	4,203	4,200	4,200	3,182	4,257	4,200	4,200	4,200	4,305
532.22.10	SUB TOTAL	483,575	467,019	461,270	461,270	307,890	463,767	481,985	400,215	481,985	494,035
532.22.20	PERSONNEL BENEFITS	184,566	180,285	189,538	189,538	122,033	184,510	207,329	174,815	185,996	190,646
532.22.20.90	EMPLOYEE MED. CONTRIBUTION	(3,136)	(4,452)	(4,954)	(4,954)	(3,296)	(4,956)	(5,535)	(5,535)	(4,434)	(4,545)
532.22.21	UNIFORMS	-	815	-	-	826	826	-	-	-	-
532.22.20	SUB TOTAL	181,430	176,648	184,584	184,584	119,562	180,380	201,794	169,280	181,562	186,101
532.22.31	OFFICE/OPERATING SUPPLIES	5,400	3,470	3,400	5,400	4,588	5,965	3,400	3,400	3,400	3,485
532.22.31.05	CODE BOOKS	5,000	5,783	5,000	5,000	5,179	5,179	5,000	5,000	5,000	5,125
532.22.32.01	UNLEADED FUEL (ISF)	3,803	2,293	2,833	2,833	2,687	3,263	3,281	3,281	3,281	3,363
532.22.35	SMALL TOOLS & EQUIPMENT	6,365	1,044	3,500	3,500	1,065	2,000	3,500	3,500	3,500	3,588
532.22.35.90	SMALL EQP >\$1,000 <\$5,000	-	-	-	-	-	-	-	-	-	-
532.22.30	SUB TOTAL	20,568	12,590	14,733	16,733	13,519	16,407	15,181	15,181	15,181	15,561
532.22.41	PROFESSIONAL SERVICES	10,000	5	5,000	5,000	128	700	5,000	5,000	5,000	5,125
522.32.42	COMMUNICATIONS	6,400	4,024	6,200	6,200	4,072	5,677	6,200	6,200	6,200	6,355
532.22.43	TRAVEL	2,381	562	2,381	2,381	682	1,381	2,381	2,381	2,381	2,441
532.22.44	ADVERTISING	3,000	0	1,000	1,000	-	-	1,000	1,000	1,000	1,025
532.22.45.02	COPIER LEASE	311	360	800	800	515	359	800	800	800	820
532.22.48	REPAIR & MAINTENANCE	500	143	500	500	-	200	500	500	500	513
532.22.49	MISCELLANEOUS	500	216	500	500	143	300	500	500	500	513
532.22.49.01	DUES CONFERENCES/SCHOOLS	5,437	3,836	5,000	5,000	2,282	4,000	5,000	5,000	5,000	5,125
532.22.49.02	PRINTING	1,000	0	500	500	-	0	500	500	500	513
532.22.49.05	CREDIT CARD FEES	3,820	2,883	3,820	3,820	3,206	5,506	4,500	4,500	4,500	4,613
532.22.40	SUB TOTAL	33,349	12,030	25,701	25,701	11,029	18,123	26,381	26,381	26,381	27,041
532.22.99.01	COMPUTER MAINTENANCE	30,565	30,565	28,768	28,768	19,179	28,768	26,175	26,175	26,175	26,829
532.22.99.02	COMPUTER REPLACEMENT	-	0	3,226	3,226	2,151	3,226	6,059	2,093	2,093	6,210
532.22.99.03	EQUIPMENT MAINTENANCE	4,500	4,500	3,600	3,600	2,400	3,600	1,800	1,800	1,800	1,845
532.22.99.04	EQUIPMENT REPLACEMENT	-	0	5,017	5,017	3,345	5,017	9,683	0	0	9,925
532.22.99.05	INSURANCE	34,253	34,253	24,774	24,774	24,774	24,774	29,064	29,064	29,064	29,791
532.22.90	SUB TOTAL	69,318	69,318	65,385	65,385	51,848	65,385	72,781	59,132	59,132	74,601
594.32.64	PERSONNEL REQUESTS	-	-	-	-	-	-	-	-	-	-
594.32.64	SUB TOTAL	-	-	-	-	-	-	-	-	-	-
	BUILDING DIVISION TOTAL	788,240	737,606	751,673	753,673	503,848	744,062	798,122	670,189	764,241	797,337

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.500.034.532.22.00.00 BUILDING DIVISION						
SALARIES AND WAGES						
532.22.10	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 Combo Bldg Inspector 1.00 Limited term (2 years) "SCORE" Building Inspector added back effective 2/1/2010. 1.00 Permit Coordinator - Provides City Hall operations support @ .25 FTE 1.00 Permit Specialist II - Provides City Hall operations support @ .25 FTE 7.00 FTE's	\$ 477,785		\$ 403,780	\$ 477,785
				\$ -	\$ -	
532.22.10.90	Furlough	Provides for 5 days of unpaid leave.	\$ -	\$ -	\$ (7,765)	\$ -
532.22.11	Overtime		\$ 4,200	\$ -	\$ 4,200	\$ 4,200
TOTAL SALARIES AND WAGES			\$ 481,985	\$ -	\$ 400,215	\$ 481,985

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.500.034.532.22.00.00 BUILDING DIVISION						
PERSONNEL BENEFITS						
532.22.20	Personnel Benefits	Benefits for staff assigned to Building Division.	\$ 207,329		\$ 174,815	\$ 185,996
532.22.20.90	Employee Med Contribution	Employees' share of health insurance premium cost for spouse and/or dependents.	\$ (5,535)		\$ (5,535)	\$ (4,434)
TOTAL PERSONNEL BENEFITS			\$ 201,794	\$ -	\$ 169,280	\$ 181,562
SUPPLIES						
532.22.31	Office and Operating Supplies	Provides for general and operating supplies.	\$ 3,400	\$ -	\$ 3,400	\$ 3,400
532.22.31.05	Code Books	International Building Code reference manuals.	\$ 5,000	\$ -	\$ 5,000	\$ 5,000
532.22.32	Fuel	Gasoline for Building Division vehicles.	\$ 3,281		\$ 3,281	\$ 3,281
532.22.35	Small Tools and Equipment	Provides for purchase of small tools and equipment required by the Building Division.	\$ 3,500	\$ -	\$ 3,500	\$ 3,500
532.22.35.90	Small Equipment >\$1,000<\$5,000		\$ -		\$ -	\$ -
TOTAL SUPPLIES			\$ 15,181	\$ -	\$ 15,181	\$ 15,181

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.500.034.532.22.00.00		BUILDING DIVISION				
		OTHER SERVICES AND CHARGES				
532.22.41	Professional Services	Professional services for inspection and plan review during peak construction periods.	\$ 5,000	\$ -	\$ 5,000	\$ 5,000
532.22.42	Communications	Telephone service, fax, pagers, cell phones and postage.	\$ 6,200		\$ 6,200	\$ 6,200
		Long distance	\$ 165			
		Cell phones/laptop connection	\$ 2,795			
		Wireless service for five users	\$ 2,640			
		Limited term "SCORE" Building	\$ 600	\$ -	\$ -	
			<u>\$ 6,200</u>			
532.22.43	Travel	Professional training required in code updates for Building, Electrical, Plumbing, Mechanical, Energy and other codes as dictated by state and city ordinances.	\$ 2,381	\$ -	\$ 2,381	\$ 2,381
		<ol style="list-style-type: none"> 1. Four two-day Washington Association of Building Official (WABO) meetings in state. 2. Nine evening meetings with the northwest chapter of ICBO held locally for Building Official and Inspectors. 3. Annual meeting of the International Conference of Building Officials (ICBO) on education code development and code changes. 4. Travel to training seminars for three building inspectors, one plans examiner, one permit technician and one permit coordinator. 				

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.500.034.532.22.00.00		BUILDING DIVISION				
532.22.44	Advertising	Funding for informational mailings and multi-media approach to inform contractors and the public of major changes in state codes and local ordinances.	\$ 1,000	\$ -	\$ 1,000	\$ 1,000
532.22.45.02	Copier Lease	Provides for operating cost per copy. Lease of copier is reclassified as capital lease.	\$ 800	\$ -	\$ 800	\$ 800
532.22.48	Repairs and Maintenance	Provides for pro rata share of copier, fax machine and other equipment repairs.	\$ 500	\$ -	\$ 500	\$ 500
532.22.49	Miscellaneous	Provides for purchase of miscellaneous items not budgeted elsewhere.	\$ 500	\$ -	\$ 500	\$ 500
532.22.49.01	Dues, Schools, Conferences	<p>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.</p> <ol style="list-style-type: none"> 1. ICC membership dues (city membership) 2. IFCI membership (city membership) 3. WABO membership dues (city membership) 4. NW Chapter ICBO dues (staff membership) 5. ICC certification exam(4) 6. APT (staff membership) 7. Rec Recertifications - Now must take classes for training to re-cert. 8. Building Permits Law Bulletin 9. IAES dues <p>Five @ \$200 each for building inspectors and plan examiners. Two seminars for Permit Coordinator & Permit Specialist. ICC Annual Education and Code Development ICC Annual Conference registration.</p>	\$ 5,000	\$ -	\$ 5,000	\$ 5,000

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.500.034.532.22.00.00 BUILDING DIVISION						
532.22.49.02	Printing	To provide for printing costs of permits and cover sheet costs for plan review.	\$ 500	\$ -	\$ 500	\$ 500
532.22.49.05	Credit Card Fees		\$ 4,500	\$ -	\$ 4,500	\$ 4,500
TOTAL OTHER SERVICES AND CHARGES			\$ 26,381	\$ -	\$ 26,381	\$ 26,381
INTERFUND PAYMENT FOR SERVICES						
532.22.99.01	Computer Maintenance	Provides for the maintenance of division computers.	\$ 26,175	\$ -	\$ 26,175	\$ 26,175
532.22.99.02	Computer Replacement	Provides for the replacement of division computers.	\$ 6,059	\$ -	\$ 2,093	\$ 2,093
532.22.99.03	Equipment Maintenance	Provides for repair and maintenance for vehicles for the Building Inspectors.	\$ 1,800	\$ -	\$ 1,800	\$ 1,800
532.22.99.04	Equipment Replacement	Provides for replacement of division vehicles.	\$ 9,683	\$ -	\$ -	\$ -
532.22.99.05	Interfund Insurance	Division's contribution to the Self Insurance Fund.	\$ 29,064	\$ -	\$ 29,064	\$ 29,064
TOTAL INTERFUND SERVICES			\$ 72,781	\$ -	\$ 59,132	\$ 59,132
CAPITAL OUTLAY						
594.32.64	Equipment		\$ -	\$ -		
TOTAL CAPITAL OUTLAY			\$ -	\$ -	\$ -	\$ -
BUILDING DIVISION TOTAL			\$ 798,122	\$ -	\$ 670,189	\$ 764,241

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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001.580.038.558.20.00.00	Plan Development		\$ 217,130	\$ 149,319	\$ 151,369
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Plan Development 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.

Plan Development drafts and implements legislation and researches and analyzes areas of concern. It is responsible for research, including population projections and census projections; mapping for the City, economic development planning and implementation, interdepartmental support and other activities. Its central purpose is to identify issues, project needs, and assist in establishing policies to achieve declared goals.

Plan Development researches, drafts, and coordinates activities relating to state legislation, such as Growth Management Act (GMA), SEPA and the State Shoreline Act. It also coordinates the City's Geographic Information System (GIS).

CITY OF DES MOINES

2011 BUDGET REQUEST

PLANNING, BUILDING & PUBLIC WORKS

PLAN DEVELOPMENT

		2009	2009	2010	2010	2010	2010	2011	2011	2011	2011	2012
		AMEND	ACTUAL	ADOPTED	AMEND	ACTUAL	EST	DEPT	NEW	EXEC	ADOPTED	EST
001.580.038	PLAN DEVELOPMENT					Jan-Aug	YR TOTAL	REQ	REQUEST	AMEND		
558.20.10	SALARIES AND WAGES	88,538	85,017	87,672	87,672	59,621	88,845	89,424		87,672	89,424	91,660
558.20.10.90	FURLOUGH	(555)	(554)		0	0	0			(1,686)	0	
558.20.11	OVERTIME	1,300	0	1,000	1,000	0	0	1,000		1,000	1,000	1,025
558.20.10	SUB TOTAL	89,283	84,462	88,672	88,672	59,621	88,845	90,424	0	86,986	90,424	92,685
558.20.20	PERSONNEL BENEFITS	25,042	25,387	24,391	24,391	16,544	24,771	27,638		27,103	25,672	26,314
558.20.20.90	EMPLOYEE MED. CONTRIBUTION	(287)	(280)	(302)	(302)	(201)	(302)	(336)		(336)	(293)	(300)
558.20.20	SUB TOTAL	24,755	25,107	24,089	24,089	16,343	24,469	27,302	0	26,767	25,379	26,013
558.20.31	OFFICE/OPERATING SUPPLIES	2,800	1,503	1,400	1,400	1,874	2,337	1,400		1,400	1,400	1,435
558.20.32.01	UNLEADED FUEL (ISF)	101	0	100	100	0	0	100		100	100	103
558.20.35	SMALL TOOLS & EQUIPMENT	1,000	0	500	500	0	0	500		500	500	513
558.20.35.90	SMALL EQ >\$1,000<\$5,000	-	0	-	-	-	-	-		-	-	-
558.20.30	SUB TOTAL	3,901	1,503	2,000	2,000	1,874	2,337	2,000	-	2,000	2,000	2,050
558.20.41	PROFESSIONAL SERVICES	20,556	10,000	15,000	75,000	22,150	68,000	15,000	62,950	15,000	15,000	15,375
558.20.42	COMMUNICATIONS	450	5	250	250	622	1,072	250		250	250	256
558.20.43	TRAVEL	419	-	400	400	0	0	400		400	400	410
558.20.44	ADVERTISING	1,300	614	1,300	1,300	410	1,130	1,300		1,300	1,300	1,333
558.20.45.02	COPIER LEASE	310	360	840	840	515	359	388		388	388	398
558.20.48	REPAIR & MAINTENANCE	400	-	400	400	-	-	400		400	400	410
558.20.49	MISCELLANEOUS	5,000	3,325	5,000	5,000	2,900	4,400	5,000		5,000	5,000	5,125
558.20.49.01	DUES CONFERENCES/SCHOOLS	1,398	443	1,398	1,398	465	775	1,398		1,398	1,398	1,433
558.20.49.05	CREDIT CARD FEES	-	0	-	-	-	-	-		-	-	-
558.20.40	SUB TOTAL	29,833	14,747	24,588	84,588	27,062	75,736	24,136	62,950	24,136	24,136	24,739
558.20.99.01	COMPUTER MAINTENANCE	6,630	6,630	4,557	4,557	3,038	4,557	4,807		4,807	4,807	4,927
558.20.99.02	COMPUTER REPLACEMENT	0	0	831	831	554	831	1,356		468	468	1,390
558.20.99.05	INTERFUND INSURANCE	4,715	4,715	4,326	4,326	4,326	4,326	4,155		4,155	4,155	4,259
558.20.90	SUB TOTAL	11,345	11,345	9,714	9,714	7,918	9,714	10,318	-	9,430	9,430	10,576
594.58.64	EQUIPMENT	-	-	-	-	-	-	-		-	-	-
	PLAN DEVELOPMENT TOTAL	159,117	137,164	149,063	209,063	112,818	201,101	154,180	62,950	149,319	151,369	156,063

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Department Request	New Requests	Executive Amendment	Adopted
001.580.038.558.20.00.00		PLAN DEVELOPMENT				
		SALARIES AND WAGES	\$ 89,424	\$ -	\$ 87,672	\$ 89,424
558.20.10	Salaries and Wages	Provides for the following personnel: 1.0 Planning Manager				
558.20.10.90	Furlough	Provides for 5 days of unpaid leave.	\$ -	\$ -	\$ (1,686)	\$ -
558.20.11	Overtime	Provides for overtime for Planner II support to Plan Development	\$ 1,000	\$ -	\$ 1,000	\$ 1,000
		TOTAL SALARIES AND WAGES	\$ 90,424	\$ -	\$ 86,986	\$ 90,424
		PERSONNEL BENEFITS				
558.20.20	Personnel Benefits	Benefits for staff assigned to Plan Development.	\$ 27,638	\$ -	\$ 27,103	\$ 25,672
558.20.20.90	Employee Med Contribution	Employees' share of health insurance premium cost for spouse and/or dependents.	\$ (336)	\$ -	\$ (336)	\$ (293)
		TOTAL PERSONNEL BENEFITS	\$ 27,302	\$ -	\$ 26,767	\$ 25,379
		SUPPLIES				
558.20.31	Office and Operating Supplies	Purchase of miscellaneous office supplies, such as file folders, tablets, copier paper, pens, maps, books, etc.	\$ 1,400	\$ -	\$ 1,400	\$ 1,400
558.20.32	Fuel	Gasoline used performing field inspections, gathering data and attending meetings.	\$ 100	\$ -	\$ 100	\$ 100
558.20.35	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.	\$ 500	\$ -	\$ 500	\$ 500
		TOTAL SUPPLIES	\$ 2,000	\$ -	\$ 2,000	\$ 2,000

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Department Request	New Requests	Executive Amendment	Adopted
001.580.038.558.20.00.00		PLAN DEVELOPMENT OTHER SERVICES AND CHARGES				
558.20.41	Professional Services		\$ 15,000		\$ 15,000	\$ 15,000
		Support of Small Business Development Center @ HCC. \$10,000	\$ 10,000			
		Miscellaneous consultant support	\$ 5,000			
		Planning & Urban Design Consultant for Marina District planning		\$ 10,000		
		WSDOT Highway Tourism Signage (Design \$1,200; Installation \$840; 1st Yr. Fee \$910)		\$ 2,950		
		Real Estate and Economic Development Consultant to support Des Moines Creek Business Park		\$ 50,000		
		<u>\$ 15,000</u>				
558.20.42	Communications	Telephone and Postage.	\$ 250	\$ -	\$ 250	\$ 250
		Long Distance	\$150			
		Cell Phones	\$100			
		<u>\$250</u>				
558.20.43	Travel	Lodging, meals and mileage for staff and Planning Agency conferences and training.	\$ 400	\$ -	\$ 400	\$ 400
		1. Plan Development staff to APA annual conference (or equivalent training)	\$ 300			
		2. Miscellaneous workshops and seminars.	\$ 100			
		<u>\$400</u>				
558.20.44	Advertising	Public notices for general area zoning announcements.	\$ 1,300	\$ -	\$ 1,300	\$ 1,300

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Department Request	New Requests	Executive Amendment	Adopted
001.580.038.558.20.00.00		PLAN DEVELOPMENT				
558.20.45.02	Copier Lease	Provides for copier operating costs. Lease of copier is reclassified as a capital lease.	\$ 388	\$ -	\$ 388	\$ 388
558.20.48	Repairs and Maintenance	Provides for proportionate share of copier, typewriter and other equipment repairs and usage.	\$ 400	\$ -	\$ 400	\$ 400
558.20.49	Miscellaneous	This account funds printing and other miscellaneous items. 1. Printing and Photographic services \$500 2. Miscellaneous. This line item reflects costs associated with the annual purchase of the assessor's extract for the GIS database. \$1,800 3. NW Property subscription \$2,700 <u>\$5,000</u>	\$ 5,000	\$ -	\$ 5,000	\$ 5,000
558.20.49.01	Dues, Schools, Conferences	This account reflects the funding necessary for professional memberships, professional subscriptions, certification updates, new certifications, and training. 1. Training/tuition for staff \$500 2. Conference registrations: APA or equivalent for staff and Planning Agency member and Washington Planning Directors. \$500 3. APA registrations for staff members and half of Planning Agency members and State Planning Directors Association. \$398 <u>\$1,398</u>	\$ 1,398	\$ -	\$ 1,398	\$ 1,398
558.20.49.05	Credit Card Fees		\$ -	\$ -	\$ -	\$ -
TOTAL OTHER SERVICES AND CHARGES			\$ 24,136	\$ 62,950	\$ 24,136	\$ 24,136

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Department Request	New Requests	Executive Amendment	Adopted
001.580.038.558.20.00.00						
		PLAN DEVELOPMENT				
		INTERFUND PAYMENT FOR SERVICES				
558.20.99.01	Computer Maintenance	Provides for the maintenance of division computers, printers, plotter and server.	\$ 4,807	\$ -	\$ 4,807	\$ 4,807
558.20.99.02	Computer Replacement	Provides for the replacement of division computers, printers, plotter and server.	\$ 1,356	\$ -	\$ 468	\$ 468
558.20.99.03	Equipment Maintenance	Provides for repair and maintenance for the division vehicles.	\$ -	\$ -	\$ -	\$ -
558.20.99.04	Equipment Replacement	Provides for replacement of division vehicles.	\$ -	\$ -	\$ -	\$ -
558.20.99.05	Interfund Insurance	Division's contribution to the City's self-insurance fund.	\$ 4,155	\$ -	\$ 4,155	\$ 4,155
		TOTAL INTERFUND SERVICES	\$ 10,318	\$ -	\$ 9,430	\$ 9,430
		CAPITAL OUTLAY				
594.58.64	Equipment		\$ -	\$ -	\$ -	\$ -
		PLAN DEVELOPMENT TOTAL	\$ 154,180	\$ 62,950	\$ 149,319	\$ 151,369

BUDGET NARRATIVE
2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.600.038.558.60.00.00	Development Services Division	<p>Development Services Division implements adopted City policies through administrative review of development proposals and drafting of necessary land-use related code amendments. This Division is responsible for 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 through this Division by way of local review and coordination of both public and private project and nonproject regulatory actions. Development Services staff supports City Council, Planning Agency, and the Hearing Examiner and makes recommendations for zoning code amendments.</p>	\$ 378,789	\$ 381,062	\$ 382,533

CITY OF DES MOINES

2011 BUDGET REQUEST

PLANNING/BUILDING/PUBLIC WORKS
DEVELOPMENT SERVICES

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQ	2011 NEW REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.600.038	DEVELOPMENT SERVICES											
558.60.10	SALARIES AND WAGES	219,198	222,660	204,421	216,286	144,114	217,295	208,423	13,067	203,062	208,423	213,634
558.60.10.90	FURLOUGH	(1,968)	(2,167)		0	0	0			(3,018)	(0)	
558.60.11	OVERTIME	1,300	1,561	800	6,800	7,445	11,546	400		400	400	800
558.60.10	SUB TOTAL	218,530	222,054	205,221	223,086	151,559	228,841	208,823	13,067	200,444	208,823	214,434
558.60.20	PERSONNEL BENEFITS	100,531	105,650	88,308	90,776	62,001	91,459	105,447	5,663	100,899	93,257	95,589
558.60.20.90	EMPLOYEE MED. CONTRIBUTION	(3,948)	(3,427)	(2,963)	(2,963)	(2,097)	(3,058)	(4,073)		(4,073)	(3,339)	(3,422)
558.60.20	SUB TOTAL	96,583	102,224	85,345	87,813	59,905	88,401	101,374	5,663	96,826	89,918	92,166
558.60.31	OFFICE/OPERATING SUPPLIES	3,200	2,604	2,800	2,800	1,546	1,975	2,800		2,800	2,800	2,870
558.60.32.01	UNLEADED FUEL (ISF)	126	140	95	95	156	217	220		220	220	226
558.60.35	SMALL TOOLS & EQUIPMENT	1,300	745	1,300	1,300	150	300	900		900	900	1,300
558.60.35.90	SMALL EQP > \$1,000 < \$5,000		0	0		0						0
558.60.30	SUB TOTAL	4,626	3,488	4,195	4,195	1,852	2,492	3,920	0	3,920	3,920	4,396
558.60.41	PROFESSIONAL SERVICES	4,000	0	2,500	2,500	588	963	2,500		42,500	42,500	2,500
558.60.42	COMMUNICATIONS	535	283	400	400	350	563	550		550	550	400
558.60.43	TRAVEL	157	0	130	130	0	0	130		130	130	130
558.60.44	ADVERTISING	4,000	4,494	3,600	3,600	1,651	2,011	3,600		3,600	3,600	3,600
558.60.45	OPERATING LEASES/RENTALS					580	580					0
558.60.45.02	COPIER LEASE	310	360	850	850	515	359	388		388	388	398
558.60.48	REPAIR & MAINTENANCE	200	96	200	200	-	-	200		200	200	200
558.60.49	MISCELLANEOUS	1,800	561	1,800	1,800	126	415	1,500		1,500	1,500	1,800
558.60.49.05	CREDIT CARD FEES	3,650	2,883	2,500	2,500	3,206	4,356	3,650		3,650	3,650	2,500
558.60.40	SUB TOTAL	14,652	8,677	11,980	11,980	7,016	9,247	12,518	0	52,518	52,518	11,528
558.60.99.01	COMPUTER MAINTENANCE	11,050	11,050	11,450	11,450	7,633	11,450	12,013		12,013	12,013	12,313
558.60.99.02	COMPUTER REPLACEMENT	-	-	2,436	2,436	1,624	2,436	4,224		1,459	1,459	4,330
558.60.99.03	EQUIPMENT MAINTENANCE	900	900	900	900	600	900	450		450	450	461
558.60.99.04	EQUIPMENT REPLACEMENT	-	-	1,680	1,680	1,120	1,680	3,305		-	-	3,388
558.60.99.05	INTERFUND INSURANCE	15,111	15,111	11,739	11,739	11,739	11,739	13,432		13,432	13,432	13,768
558.60.90	SUB TOTAL	27,061	27,061	28,205	28,205	22,716	28,205	33,424	0	27,354	27,354	34,260
594.58.64	EQUIPMENT	-	-	-	-	-	-	-		-	-	-
	DEVELOPMENT SERVICES TOTAL	361,452	363,503	334,946	355,279	243,047	357,186	360,059	18,730	381,062	382,533	356,783

**BUDGET NARRATIVE
2011**

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.600.038.558.60.00.00		DEVELOPMENT SERVICES				
		SALARIES AND WAGES				
558.60.10	Salaries & Wages	Provides for staff to administer city zoning, subdivision and environmental review requirements including design and plat reviews, use reviews and permits, SEPA compliance, shoreline permits, and FEMA and critical areas code compliance. 1.00 Development Services Manager 1.00 Land Use Planner II <u>0.74</u> Land Use Planner I (Remainder of this position's time is allocated to Community Development Grants to administer Recycling Grant Program - 0.06 FTE) Land Use Planner I - Position was reduced to 0.80 FTE in 2009 (Proposed to be restored to full time in 2011 to support work related to HEAL Grant. This is shown under HEAL budget.) 2.74 FTE's	\$ 208,423		\$ 203,062	\$ 208,423
				\$ 13,067		
558.60.10.90	Furlough	Provides for 5 days of unpaid leave.	\$ -	\$ -	\$ (3,018)	\$ -
558.60.11	Overtime	Senior & Land Use Planner evening meetings and special projects.	\$ 400		\$ 400	\$ 400
		TOTAL SALARIES AND WAGES	\$ 208,823	\$ 13,067	\$ 200,444	\$ 208,823
		PERSONNEL BENEFITS				
558.60.20	Personnel Benefits	Personnel benefits for all staff assigned to Development Services. 0.2 Land Use Planner I position restored to Full Time in 2011 (Shown under HEAL budget)	\$ 105,447		\$ 100,899	\$ 93,257
				\$ 5,663		
558.60.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.	\$ (4,073)	\$ -	\$ (4,073)	\$ (3,339)
		TOTAL PERSONNEL BENEFITS	\$ 101,374	\$ 5,663	\$ 96,826	\$ 89,918

**BUDGET NARRATIVE
2011**

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.600.038.558.60.00.00		DEVELOPMENT SERVICES				
		SUPPLIES				
558.60.31	Office and Operating Supplies	Purchase of miscellaneous office supplies, such as file folders, tablets, copier paper, pens, books, etc.	\$ 2,800	\$ -	\$ 2,800	\$ 2,800
558.60.32.01	Fuel	Gasoline for Community Development car utilized for field inspections, data gathering and meetings.	\$ 220		\$ 220	\$ 220
558.60.35	Small Tools	Purchase and replacement of non-expendable tools and small equipment (such as file cabinets and work tables) not classified as capital items.	\$ 900		\$ 900	\$ 900
		TOTAL SUPPLIES	\$ 3,920	\$ -	\$ 3,920	\$ 3,920
		OTHER SERVICES AND CHARGES				
558.60.41	Professional Services	Consulting services for wetland reviews under new CAO and supplement Pacific Ridge design support services.	\$ 2,500	\$ -	\$ 42,500	\$ 42,500
558.60.42	Communications	Telephone service for long distance calls.	\$ 550	\$ -	\$ 550	\$ 550
558.60.43	Travel	Lodging, meals and mileage for staff and Planning Agency conferences and training.	\$ 130		\$ 130	\$ 130
558.60.44	Advertising	Legal notices for SEPA determination and public hearings.	\$ 3,600		\$ 3,600	\$ 3,600
558.60.45.02	Copier Lease		\$ 388	\$ -	\$ 388	\$ 388
558.60.48	Repairs and Maintenance	Provides for proportionate share of copier, typewriter and other equipment repairs.	\$ 200	\$ -	\$ 200	\$ 200

**BUDGET NARRATIVE
2011**

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.600.038.558.60.00.00		DEVELOPMENT SERVICES				
558.60.49	Miscellaneous	This account funds training tuition, printing, professional dues and other miscellaneous items. 1. Printing and photographic services. 2. Training and tuition for the Dev Services staff. 3. Conference registrations: APA fall or spring conference for Planners 4. APA registrations for Planners and half of Planning Agency members. 5. Public disclosure request - legal copies 6. Miscellaneous/Courier Services	\$ 1,500	\$ -	\$ 1,500	\$ 1,500
558.60.49.05	Credit Card Fees		\$ 3,650		\$ 3,650	\$ 3,650
		TOTAL SERVICES AND CHARGES	\$ 12,518	\$ -	\$ 52,518	\$ 52,518
		INTERFUND PAYMENT FOR SERVICES				
558.60.99.01	Computer Maintenance	Provides for maintenance of division computers.	\$ 12,013	\$ -	\$ 12,013	\$ 12,013
558.60.99.02	Computer Replacement	Provides for the replacement of division computers	\$ 4,224	\$ -	\$ 1,459	\$ 1,459
558.20.99.03	Equipment Maintenance	Provides for repair and maintenance for the division vehicles.	\$ 450	\$ -	\$ 450	\$ 450
558.20.99.04	Equipment Replacement	Provides for replacement of division vehicles.	\$ 3,305	\$ -	\$ -	\$ -
558.60.99.05	Interfund Insurance	Division's contribution to the Self Insurance Fund.	\$ 13,432	\$ -	\$ 13,432	\$ 13,432
		TOTAL INTERFUND SERVICES	\$ 33,424	\$ -	\$ 27,354	\$ 27,354
		CAPITAL OUTLAY				
594.58.64	Equipment		\$ -	\$ -	\$ -	\$ -
		TOTAL CAPITAL OUTLAY				
		DEVELOPMENT SERVICES TOTAL	\$ 360,059	\$ 18,730	\$ 381,062	\$ 382,533

CITY OF DES MOINES

2011 BUDGET REQUEST

PLANNING, BUILDING & PUBLIC WORKS

COMMUNITY DEVELOPMENT GRANTS

COMMUNITY DEVELOPMENT GRANTS		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.610.000	COMMUNITY DEVELOPMENT GRANTS										
001.610.001	RECYCLING										
539.90.37	Recycling - Contract Adm.						-	-	-	-	-
539.90.10.00	SALARIES & WAGES	5,172	3,842	2,811	2,811	1,206	2,811	3,920	3,920	3,920	4,018
539.90.20.00	PERSONNEL BENEFITS	2,379	1,792	2,395	2,395	531	2,395	2,078	2,078	1,836	1,882
539.90.35	SMALL TOOLS & EQUIPMT	-	7,979	-	-	8,015	8,015	-	-	-	-
539.90.41	PROFESSIONAL SVCS	46,548	39,448	46,856	46,856	22,595	40,540	46,190	46,190	46,190	47,345
539.90.44	ADVERTISING	-	-	-	-	384	784	-	-	-	-
001.610.001	SUB TOTAL	54,099	53,061	52,062	52,062	32,731	54,545	52,188	52,188	51,946	53,245
001.610.002	MULTI FAMILY/COMM GUIDELINES										
558.20.41	PROFESSIONAL SVCS	-	-	-	-	-	-	-	-	-	-
558.20.44	ADVERTISING	-	-	-	-	-	-	-	-	-	-
558.20.49	MISCELLANEOUS	-	-	-	-	-	-	-	-	-	-
001.610.002	SUB TOTAL	-	-	-	-	-	-	-	-	-	-
001.610.003	WA DOE-SMP GRANT										
558.20.31	SMP OPERATING SUPPLIES					91	91				
558.20.41	PROFESSIONAL SVCS	-	6,266	-	17,251	14,632	16,684	-	-	-	-
558.20.44	ADVERTISING-SMP					117	117				
558.20.49.02	PRINTING-SMP					450	450				
594.58.64	EQUIPMENT - ARCINFO	-	-	-	-	-	-	-	-	-	-
001.610.003	SUB TOTAL	-	6,266	-	17,251	15,290	17,342	-	-	-	-
PLNG/BLDG/PW GRANTS TOTAL		54,099	59,327	52,062	69,313	48,021	71,887	52,188	52,188	51,946	53,245

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
COMMUNITY DEVELOPMENT GRANTS					
001.610.001.539.90.00					
RECYCLING PROGRAMS					
539.90.37	Recycling - Contract/Grant administration		\$ 5,998	\$ 5,998	\$ 5,756
539.90.41	Professional Services Recycling Event		\$ 46,190	\$ 46,190	\$ 46,190
TOTAL			\$ 52,188	\$ 52,188	\$ 51,946
001.610.002.558.20.00					
MULTI-FAMILY/COMM GUIDELINES					
558.20.41	Professional Services Multi Family Comm Guidelines		\$ -	\$ -	\$ -
558.20.44	Advertising Multi Family Comm Guidelines		\$ -	\$ -	\$ -
TOTAL			\$ -	\$ -	\$ -
001.610.003.558.20.00					
WA DEPT OF ECOLOGY SHORELINE MASTER PLAN					
558.20.41	Professional Services WA DOE-SMP Grant		\$ -	\$ -	\$ -
594.58.64	Equip-ARCINFO WA DOE-SMP Grant		\$ -	\$ -	\$ -
TOTAL			\$ -	\$ -	\$ -
TOTAL COMMUNITY DEVELOPMENT GRANTS			\$ 52,188	\$ 52,188	\$ 51,946

CITY OF DES MOINES

2011 BUDGET REQUEST

PLANNING/BUILDING/PUBLIC WORKS

PARK OPERATIONS SERVICES

	2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQ	2011 NEW REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.635.045 PARK OPERATIONS SERVICES											
576.81.10 SALARIES & WAGES	159,653	179,054	190,913	190,913	93,421	157,515	196,524		192,648	196,524	200,454
576.81.10.01 SALARIES PART-TIME	59,633	59,286	61,896	61,896	43,905	58,414	63,125		61,893	63,125	64,388
576.81.10.90 FURLOUGH	(2,696)	(2,696)		-	-	-	-		(3,705)	0	
576.81.11 OVERTIME	6,056	1,264	3,000	3,000	483	1,325	3,000		3,000	3,000	3,000
576.81.11.01 OVERTIME PART-TIME	1,122	354	500	500	30	500	500		500	500	500
576.81.10 SUB TOTAL	223,768	237,261	256,309	256,309	137,839	217,754	263,149	-	254,336	263,149	268,342
576.81.20 PERSONNEL BENEFITS	70,972	77,465	83,409	83,409	42,421	69,745	90,715		85,910	81,054	82,675
576.81.20.01 BENEFITS PART-TIME	8,166	9,765	9,293	9,293	6,405	9,738	8,844		8,736	8,844	9,021
576.81.20.90 EMPLOYEE MED. CONTRIBUTION	(2,145)	(2,092)	(2,440)	(2,440)	(1,535)	(2,302)	(2,456)		(2,456)	(1,964)	(2,003)
576.81.21 UNIFORMS	2,015	1,656	2,000	2,000	378	1,750	2,000		2,000	2,000	2,000
576.81.20 SUB TOTAL	79,008	86,794	92,262	92,262	47,670	78,931	99,103	-	94,189	89,934	91,692
576.81.30 SUPPLIES	37,700	27,791	37,700	37,700	25,830	37,700	37,700	2,300	37,700	37,700	37,700
576.81.31.01 ANNUAL PLANTINGS	3,000	-	1,500	1,500	860	1,500	1,500		1,500	1,500	1,500
576.81.31.03 OPERATING SUPPLIES-PARK BLDGS	6,000	7,803	8,600	8,600	4,611	8,600	8,600		8,600	8,600	8,600
576.81.32.01 UNLEADED FUEL (ISF)	10,346	7,067	7,114	7,114	5,238	7,471	7,578		7,578	7,578	7,730
576.81.32.02 DIESEL FUEL (ISF)	3,301	5,145	4,376	4,376	2,433	5,240	5,401		5,401	5,401	5,509
576.81.35 SMALL TOOLS & EQUIPMENT	4,000	3,545	4,000	4,000	720	2,779	4,000		4,000	4,000	4,000
576.81.35.90 SMALL EQP >\$1,000 <\$5,000	-	-	-	-	-	-	-		-	-	-
576.81.30 SUB TOTAL	64,347	51,351	63,290	63,290	39,692	63,290	64,779	2,300	64,779	64,779	65,039
576.81.40 PROFESSIONAL SERVICES	11,200	5,122	7,000	7,000	1,443	6,600	7,000		7,000	7,000	7,000
576.81.41.02 JANITORIAL SERVICES	39,676	38,926	39,676	39,676	26,175	40,895	39,676		39,676	39,676	40,470
576.81.42 COMMUNICATIONS	2,250	2,005	2,250	2,250	1,368	2,041	2,250		2,250	2,250	2,295
576.81.43 TRAVEL EXPENSES	-	-	250	250	-	125	250		250	250	250
576.81.44 ADVERTISING	1,500	-	1,500	1,500	-	-	1,500		1,500	1,500	1,500
576.81.45 OPERATING LEASES & RENTAL	7,000	3,456	5,000	5,000	5,095	7,851	5,000	2,400	5,000	5,000	5,000
576.81.45.02 COPIER LEASE	43	62	56	56	148	53	146		146	146	146
576.81.47 UTILITIES - PARKS & PARK BUILDINGS	132,550	148,417	143,000	143,000	103,788	143,906	148,300		148,300	148,300	151,266
576.81.48 REPAIRS & MAINTENANCE - PARKS	5,750	5,818	5,750	5,750	6,687	7,612	5,750	2,250	5,750	5,750	5,750
576.81.48.02 REPAIRS & MAINTENANCE-PARK BLDGS	15,237	22,251	20,500	20,500	13,673	20,500	20,500		20,500	20,500	20,500
576.81.49 MISCELLANEOUS	3,520	5,352	3,500	3,500	2,205	3,500	3,500		3,500	3,500	3,500
576.81.40 SUB TOTAL	218,726	231,407	228,482	228,482	160,581	233,083	233,872	4,650	233,872	233,872	237,677

CITY OF DES MOINES

2011 BUDGET REQUEST

PLANNING/BUILDING/PUBLIC WORKS

PARK OPERATIONS SERVICES

	2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQ	2011 NEW REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.635.045 PARK OPERATIONS SERVICES											
576.81.99.01 COMPUTER MAINTENANCE	4,420	4,420	4,270	4,270	2,847	4,270	7,544		7,544	7,544	7,695
576.81.99.02 COMPUTER REPLACEMENT	-	-	812	812	541	812	2,035		703	703	717
576.81.99.03 EQUIPMENT RENTAL MAINTENANCE	33,800	33,800	29,000	29,000	19,333	29,000	18,400		18,400	18,400	18,768
576.81.99.04 EQUIPMENT REPAIR & REPLACEMENT	-	-	17,802	17,802	11,868	17,802	97,012		-	-	98,952
576.81.99.05 INTERFUND INSURANCE	22,738	22,738	24,621	24,621	24,621	24,621	18,482		18,482	18,482	18,852
576.81.99.06 FACILITY REPAIR & REPLACEMENT	23,143	23,143	23,143	23,143	15,429	23,143	23,143		23,143	23,143	23,606
576.81.99 SUB TOTAL	84,101	84,101	99,648	99,648	74,639	99,648	166,616	-	68,272	68,272	168,590
594.76.64.00 EQUIPMENT	-	-	-	-	-	-	-		-	-	-
594.76.64 SUB TOTAL	-	-	-	-	-	-	-	-	-	-	-
576.81.31.00 SUPPLIES-SONJU PROPERTY	-	-	-	-	16	16	-		-	-	-
576.81.48 REPAIRS & MAINTENANCE	-	-	-	-	-	-	-		-	-	-
576.76.62 CAPITAL OUTLAY	-	-	-	-	-	-	-		-	-	-
001.636.045 SUB TOTAL	-	-	-	-	16	16	-	-	-	-	-
PARKS OPERATIONS SERVICES TOTAL	669,950	690,914	739,991	739,991	460,438	692,722	827,519	6,950	715,449	720,006	831,339

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.635.045.576.81.00.00		PARK OPERATIONS SERVICES				
		SALARIES AND WAGES				
576.81.10	Salaries & Wages	Provides for the following Park Operations personnel: 0.20 PW-Parks Maintenance Superintendent 1.00 Asst. PW-Parks Supt. <u>2.00</u> Park Maintenance Workers <u>3.20</u> FTEs	\$ 196,524		\$ 192,648	\$ 196,524
576.81.10.01	Part-time Salaries	Provides for the following part-time personnel: Up to 6 Flexible, Part-time Maintenance Workers for Ball Field and Grounds support with appointments from 3 to 9 months working in the aggregate 4,863 hours @ Range 2 2.338 FTE's	\$ 63,125		\$ 61,893	\$ 63,125
576.81.10.90	Furlough	Provides for 5 days of unpaid leave.	\$ -	\$ -	\$ (3,705)	\$ 0
576.81.11	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	\$ 263,149	\$ -	\$ 254,336	\$ 263,149
		PERSONNEL BENEFITS				
576.81.20	Personnel Benefits	Provides personnel benefits for the full-time park operations personnel, including \$411 for benefits associated with overtime.	\$ 90,715		\$ 85,910	\$ 81,054
576.81.20.01	Personnel Benefits - Part time	Provides personnel benefits for part-time park operations staff.	\$ 8,844		\$ 8,736	\$ 8,844
576.81.20.90	Employee Med Contribution	Employees' share of health insurance premium cost for spouse and/or dependents.	\$ (2,456)		\$ (2,456)	\$ (1,964)
576.81.21	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	\$ 99,103	\$ -	\$ 94,189	\$ 89,934

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.635.045.576.81.00.00		PARK OPERATIONS SERVICES				
		SUPPLIES				
576.81.31	Supplies	Provides park, facilities, and special right-of-ways'	\$ 37,700	\$ 2,300	\$ 37,700	\$ 37,700
576.81.31.01	Annual Plantings	Provides plant material for annual plantings throughout the City parks, City buildings and special right-of way areas.	\$ 1,500	\$ -	\$ 1,500	\$ 1,500
576.81.31.03	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.).	\$ 8,600	\$ -	\$ 8,600	\$ 8,600
576.81.32	Fuel	Provides fuel for Park Operations' vehicles and equipment.	\$ 12,979	\$ -	\$ 12,979	\$ 12,979
576.81.35	Tools and	Provides small tools and equipment for park maintenance.	\$ 4,000	\$ -	\$ 4,000	\$ 4,000
		TOTAL SUPPLIES	\$ 64,779	\$ 2,300	\$ 64,779	\$ 64,779
		OTHER SERVICES AND CHARGES				
576.81.41	Professional Services	Provides professional services as needed (e.g., arborists, landscape design and survey services).	\$ 7,000	\$ -	\$ 7,000	\$ 7,000
576.81.41.02	Janitorial Services	Provides professional custodial services for the Park and Recreation Department's buildings.	\$ 39,676	\$ -	\$ 39,676	\$ 39,676
576.81.42	Communications	Provides communication fees, telephone, postage, etc.	\$ 2,250	\$ -	\$ 2,250	\$ 2,250
		Telephone Line \$ 1,450				
		Long Distance \$ 100				
		Cell Phones \$ 700				
		<u>\$ 2,250</u>				
576.81.43	Travel	Provides for meals, lodging, and mileage reimbursement for personnel training, trade classes and seminars.	\$ 250	\$ -	\$ 250	\$ 250
576.81.44	Advertising	Provides advertisements for acquiring personnel and contractors.	\$ 1,500	\$ -	\$ 1,500	\$ 1,500

01/13/2011

BUDGET NARRATIVE 2011

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

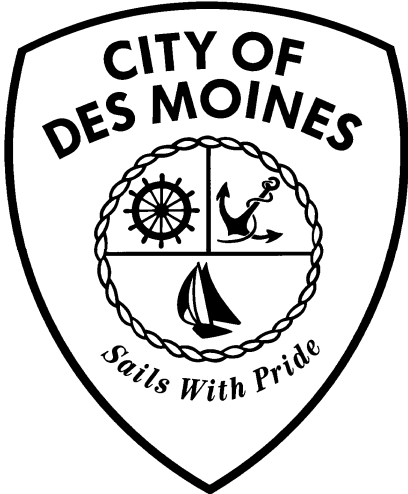
Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.635.045.576.81.00.00		PARK OPERATIONS SERVICES				
576.81.45	Rentals & Leasing	Provides equipment rentals for needed park operations maintenance. Types of rentals would include a trencher, sod cutter, chipper, and lease of Dining Hall water heater. The leasing of a water heater includes maintenance.	\$ 5,000	\$ 2,400	\$ 5,000	\$ 5,000
576.81.45.02	Copier Lease	Provides for copier lease.	\$ 146	\$ -	\$ 146	\$ 146
576.81.47	Utilities	Utilities used or services provided for the park system.	\$ 148,300	\$ -	\$ 148,300	\$ 148,300
		Electricity \$ 53,160				
		Water \$ 45,300				
		Sewer \$ 4,160				
		SWM \$ 32,300				
		Natural Gas \$ 13,300				
		Dump/Litter/Recycl. \$ 80				
		Wood Recycling \$ -				
		<u>\$ 148,300</u>				
576.81.48	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.	\$ 5,750	\$ 2,250	\$ 5,750	\$ 5,750
576.81.48.02	Repairs & Maintenance-Park Bldgs	Provides contracted repairs and maintenance for park buildings. HVAC (\$12,900); Pest Control (\$1,800); and Other Misc Park Bldgs Repairs (\$5,800)	\$ 20,500	\$ -	\$ 20,500	\$ 20,500
576.81.49	Miscellaneous	Provides for park miscellaneous services, dues, registrations, tuition, laundry, and contractual services not budgeted elsewhere.	\$ 3,500	\$ -	\$ 3,500	\$ 3,500
		TOTAL OTHER SERVICES AND CHARGES	\$ 233,872	\$ 4,650	\$ 233,872	\$ 233,872

BUDGET NARRATIVE 2011

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

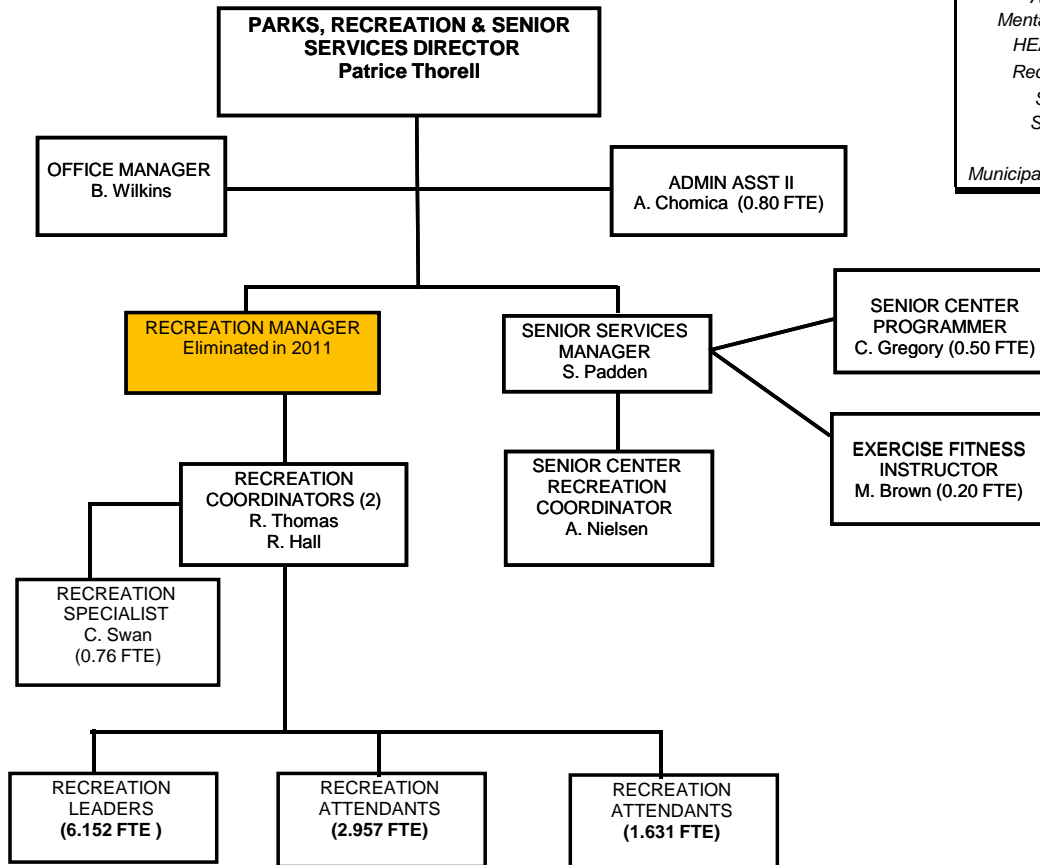
Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.635.045.576.81.00.00			PARK OPERATIONS SERVICES			
INTERFUND SERVICES						
576.81.99.01	Computer Maintenance	Division's assessment for computer maintenance.	\$ 7,544	\$ -	\$ 7,544	\$ 7,544
576.81.99.02	Computer Replacement	Computer replacement program, provides computer replacement when needed.	\$ 2,035	\$ -	\$ 703	\$ 703
576.81.99.03	Equipment Rental Maintenance	Equipment maintenance program, provides equipment maintenance by the City's mechanic.	\$ 18,400	\$ -	\$ 18,400	\$ 18,400
576.81.99.04	Equipment Repair & Replacement	Equipment replacement program, provides reserve fund for equipment replacement when needed.	\$ 97,012	\$ -	\$ -	\$ -
576.81.99.05	Interfund Insurance	Interfund transfer to the City's self-insurance fund.	\$ 18,482	\$ -	\$ 18,482	\$ 18,482
576.81.99.06	Facility Repair & Replacement	Fee for funding of major repair and replacement of City facilities.	\$ 23,143	\$ -	\$ 23,143	\$ 23,143
TOTAL INTERFUND SERVICES			\$ 166,616	\$ -	\$ 68,272	\$ 68,272
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			\$ -	\$ -	\$ -	\$ -
001.636.045						
576.81.31.00	Supplies-Sonju Property	Supplies necessary to make as needed repairs to the Sonju House.	\$ -	\$ -	\$ -	\$ -
TOTAL PARK OPERATIONS SERVICES			\$ 827,519	\$ 6,950	\$ 715,449	\$ 720,006

2011 Budget



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

Organizational Chart



Department/Divisions

- Administration*
- Arts Commission*
- Mental & Physical Health*
- HEAL Grant Program*
- Recreation Programs*
- Senior Services*
- Senior Programs*
- Hotel-Motel*
- Municipal Capital Improvements*

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
PARKS, RECREATION AND SENIOR SERVICES			\$ 1,714,035	\$ 1,580,018	\$ 1,604,886
001.630.045.576.10.00.00	Administration		\$ 382,144	\$ 290,054	\$ 294,961
		The Administrative Section provides direction to the Department, including development of capital projects, recreation, parks, senior center and human services programs, services, and projects. It provides support services to internal and external customers such as: customer inquiries, internal accounting 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		\$ 23,000	\$ 22,300	\$ 29,300
		The Arts Commission is established to nurture art programs and to recommend works of art for the City to enhance the City's facilities and the local environment.			
001.620.039.564.00.51.00	Health and Human Services		\$ 77,500	\$ 77,500	\$ 77,500
		The purpose of Health and Human Services is to provide financial aid to those non-profit, charitable organizations in our community who assist our citizens in time of need. Funding recommendations are provided by the City's Human Services Advisory Committee.			
001.625.039.562.10	Healthy Eating and Active Living (HEAL) Program		\$ 87,346	\$ 87,346	\$ 87,346
		The City, along with cities of Burien, Normandy Park and SeaTac, was awarded a Healthy Eating Active Living grant from Seattle & King County Public Health. The goals of HEAL are to support schools, local governments and communities to reduce overweight and obesity rates by increasing health eating and physical activity through policy, system and environment changes.			

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
PARKS, RECREATION AND SENIOR SERVICES					
001.640.045.574.20.00.00	Recreation Programs		\$ 814,937	\$ 799,642	\$ 804,766
		<p>Recreation Programs provides general programs for all age groups. These consumer-driven programs are offered citywide on a quarterly basis. Programs and services include youth and teen outreach, recreation and lifelong learning and continuing education classes and programs, cultural arts and community events, sports leagues and athletic events, health and fitness programs, and facility and field rentals.</p> <p>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.</p>			
001.645.045.555.00.00.00	Senior Services		\$ 255,093	\$ 237,572	\$ 245,038
		<p>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.</p> <p>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, vision & hearing screenings, foot care, blood pressure monitoring, health enhancement program, lending closet, trips, dances, defensive driving, computer lab, newcomer's services, financial seminars, drop-in activities, Latino Lunch program, hot lunch program, Meals on Wheels, and special events.</p>			
001.650.045.555.20.00.00	Senior Programs		\$ 74,015	\$ 65,604	\$ 65,975
		<p>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, computer lab, lifelong learning and continuing education, sports leagues, fitness, and dance programs.</p>			

CITY OF DES MOINES

2011 BUDGET REQUEST

PARKS, RECREATION & SR SERVICES
ADMINISTRATION

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT RQ	2011 NEW REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.630.045	PARKS, RECREATION AND SENIOR SERVICES											
576.10.10	SALARIES & WAGES	201,666	213,702	166,716	166,716	111,414	167,753	170,050		166,704	170,050	173,451
576.10.10.90	FURLOUGH	(2,575)	(2,360)		-	-	-	-		(3,425)	0	-
576.10.10	SUB TOTAL	199,091	211,342	166,716	166,716	111,414	167,753	170,050	-	163,279	170,050	173,451
576.10.20	PERSONNEL BENEFITS	65,922	67,561	55,465	55,465	36,249	54,471	53,106		50,761	48,731	49,706
576.10.20.90	EMPLOYEE MED. CONTRIBUTION	(1,491)	(1,751)	(1,315)	(1,315)	(877)	(1,316)	(767)		(767)	(601)	(613)
576.10.21	UNIFORMS	-	-	-	-	-	-	-		-	-	-
576.10.20	SUB TOTAL	64,431	65,810	54,150	54,150	35,372	53,155	52,339	-	49,994	48,130	49,093
576.10.31	OPERATING SUPPLIES	5,500	3,341	5,500	5,500	1,210	3,373	5,500		5,500	5,500	5,610
576.10.31.16	SUPPLIES - BANNERS	-	-	-	-	-	-	-	6,000	-	-	-
576.10.32.01	UNLEADED FUEL (ISF)	124	192	124	124	-	-	124		124	124	126
576.10.35	SMALL TOOLS & EQUIPMENT	2,250	-	2,250	2,250	-	1,250	2,250		2,250	2,250	2,295
576.10.35.90	SMALL EQP>\$1,000<\$5,000	-	-	-	-	-	-	-	1,000	-	-	-
576.10.30	SUB TOTAL	7,874	3,533	7,874	7,874	1,210	4,623	7,874	7,000	7,874	7,874	8,031
576.10.41	PROFESSIONAL SERVICES	5,000	176	2,000	2,000	2,864	3,840	2,000		2,000	2,000	2,040
576.10.42	COMMUNICATIONS	10,965	9,709	11,500	11,500	2,736	5,951	11,500	1,000	11,500	11,500	11,730
576.10.43	TRAVEL EXPENSES	261	31	250	250	77	100	250		250	250	255
576.10.44	ADVERTISING	1,000	30	1,000	1,000	-	575	1,000		1,000	1,000	1,020
576.10.45.02	COPIER LEASE	1,194	1,598	1,373	1,373	1,944	1,506	1,373		1,373	1,373	1,400
576.10.47	UTILITIES	-	-	-	-	-	-	-	600	-	-	-
576.10.48	REPAIR & MAINTENANCE	1,500	296	1,500	1,500	-	525	1,500		1,500	1,500	1,530
576.10.49	MISCELLANEOUS	6,000	617	3,000	3,000	954	1,725	3,000	2,000	3,000	3,000	3,060
576.10.49.05	CREDIT CARD CHARGES	15,500	16,069	15,500	15,500	10,529	16,233	15,500		15,500	15,500	15,810
576.10.49.06	SPECIAL EVENTS - Auditorium	-	-	-	-	-	-	-	11,800	-	-	-
576.10.40	SUB TOTAL	41,420	28,527	36,123	36,123	19,104	30,455	36,123	15,400	36,123	36,123	36,845
576.10.99.01	COMPUTER MAINTENANCE	20,470	20,470	22,045	22,045	14,697	22,045	12,560		12,560	12,560	12,811
576.10.99.02	COMPUTER REPLACEMENT	-	-	5,395	5,395	3,597	5,395	8,515		2,941	2,941	3,000
576.10.99.03	EQUIPMENT MAINTENANCE	3,000	3,000	2,400	2,400	1,600	2,400	3,000		3,000	3,000	3,060
576.10.99.04	EQUIPMENT REPLACEMENT	-	-	2,500	2,500	1,667	2,500	-		-	-	-
576.10.99.05	INSURANCE	8,928	8,928	12,401	12,401	12,401	12,401	7,724		7,724	7,724	7,878
576.10.99.06	FACILITY REPAIR & REPLACEMENT	6,559	6,559	6,559	6,559	4,373	6,559	6,559		6,559	6,559	6,690
576.10.99	SUB TOTAL	38,957	38,957	51,300	51,300	38,334	51,300	38,358		32,784	32,784	33,440
594.76.64	EQUIPMENT	-	-	-	-	-	-	-	55,000	-	-	-
594.76.60	SUB TOTAL	-	-	-	-	-	-	-	55,000	-	-	-
	PARKS, RECREATION & SENIOR SERVICES ADMIN TOTAL	351,773	348,169	316,163	316,163	205,434	307,286	304,744	77,400	290,054	294,961	300,860

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.630.045.576.10.00.00						
		ADMINISTRATION				
		SALARIES AND WAGES				
576.10.10	Salaries and Wages	Provides for the following Recreation personnel: 1.0 Park & Recreation Director 0.8 Administration Assistant II <u>1.8</u> FTE's	\$ 170,050	\$ -	\$ 166,704	\$ 170,050
576.10.10.90	Furlough	Provides for 5 days of unpaid leave.	\$ -	\$ -	\$ (3,425)	\$ 0
		TOTAL SALARIES	\$ 170,050	\$ -	\$ 163,279	\$ 170,050
		PERSONNEL BENEFITS				
576.10.20	Personnel Benefits	Provides for personnel benefits for Recreation Administrative Personnel.	\$ 53,106	\$ -	\$ 50,761	\$ 48,731
576.10.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.	\$ (767)	\$ -	\$ (767)	\$ (601)
576.10.20	Uniforms	Provides uniforms for Administration Staff.	\$ -	\$ -	\$ -	\$ -
		TOTAL PERSONNEL BENEFITS	\$ 52,339	\$ -	\$ 49,994	\$ 48,130
		SUPPLIES				
576.10.31	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.	\$ 5,500	\$ -	\$ 5,500	\$ 5,500
576.10.31.16	Supplies - Banners	Provides banners for Marina District and Downtown.	\$ -	\$ 6,000	\$ -	\$ -

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.630.045.576.10.00.00		ADMINISTRATION				
576.10.32	Fuel	Provides for fuel to operate the department's vehicles.	\$ 124	\$ -	\$ 124	\$ 124
576.10.35	Small Tools & Equipment	Provides for equipment and tools needed for Administration and Field House under \$1,000. Includes safety and office equipment. New Request Not Approved	\$ 2,250	\$ 1,000	\$ 2,250	\$ 2,250
TOTAL SUPPLIES			\$ 7,874	\$ 7,000	\$ 7,874	\$ 7,874
OTHER SERVICES AND CHARGES						
576.10.41	Professional Services	Guardian security and fire detection (Monitors for fire suppression & alarm systems) Grant & Project Materials	\$ 750	\$ 2,000	\$ -	\$ 2,000
			<u>\$ 1,250</u>			
			<u>\$ 2,000</u>			
576.10.42	Communications	Provides for long distance phone charges, cell phone and fax charges. Long Distance Provides for dept and brochure postage (\$3,600 per mailing/3 per year) Reader Board phone line	\$ 11,500		\$ 11,500	\$ 11,500
			\$ 700			
			\$ 10,800			
				\$ 1,000		
			<u>\$ 11,500</u>			
576.10.43	Travel	Covers personal vehicle use reimbursement, mileage, and meals for trainings and meetings.	\$ 250	\$ -	\$ 250	\$ 250
576.10.44	Advertising	Provides for newspaper and other promotional advertisements legal and employment notifications	\$ 1,000	\$ -	\$ 1,000	\$ 1,000
576.10.45.02	Copier Lease	Provides for lease of copier used by Administration.	\$ 1,373	\$ -	\$ 1,373	\$ 1,373

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.630.045.576.10.00.00		ADMINISTRATION				
576.10.47	Utilities	Provides for electricity to use reader board at the Marina District.	\$	600	\$ -	\$ -
576.10.48	Repair & Replacement	Provides for repairs of office equipment and alarm and fire systems	\$	1,500	\$ -	\$ 1,500
576.10.49	Miscellaneous	Provides for the following miscellaneous services:	\$	3,000	\$ 2,000	\$ 3,000
		Volunteer program supplies CORPS		\$ 500		
		News & periodicals		\$ 200		
		WRPA & NRPA Annual Dues		\$ 800		
		1 WRPA Conf. Registrations @\$300		\$ 300		
		Printing-project brochures & documents		\$ 1,000		
		Letterhead, business cards		\$ 200		
		New Request \$2,000 Not Approved		<u>\$ 3,000</u>		
576.10.49.05		Credit Card Charges	\$	15,500	\$ -	\$ 15,500
576.10.49.06	Special Events	Provides for expenses associated with the following special events: Fireworks Over Des Moines and Des Moines Criterium. Not Approved	\$	-	\$ 11,800	
		TOTAL OTHER SERVICES AND CHARGES	\$	36,123	\$ 15,400	\$ 36,123
				\$	36,123	\$ 36,123

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
001.630.045.576.10.00.00		ADMINISTRATION				
		INTERFUND SERVICES				
576.10.99.01	Computer Maintenance	Computer maintenance support for administrative services.	\$ 12,560	\$ -	\$ 12,560	\$ 12,560
576.10.99.02	Computer Replacement	Provides for replacement of computer hardware assigned to Recreation Administration.	\$ 8,515	\$ -	\$ 2,941	\$ 2,941
576.10.99.03	Equipment Maintenance	Provides for Equipment repair and maintenance of vehicles and equipment by the City mechanic.	\$ 3,000	\$ -	\$ 3,000	\$ 3,000
576.10.99.04	Equipment Replacement	Provides for replacement of engineering vehicles.	\$ -	\$ -	\$ -	\$ -
576.10.99.05	Interfund Insurance	Contribution to Self Insurance Fund.	\$ 7,724	\$ -	\$ 7,724	\$ 7,724
576.10.99.06	Facility Repair & Replacement	Provides for major repairs for City facilities.	\$ 6,559	\$ -	\$ 6,559	\$ 6,559
		TOTAL INTERFUND SERVICES	\$ 38,358	\$ -	\$ 32,784	\$ 32,784
		CAPITAL OUTLAY				
594.76.64	Equipment	Marina District Reader Board	\$ -	\$ 55,000	\$ -	\$ -
		TOTAL CAPITAL	\$ -	\$ 55,000	\$ -	\$ -
		TOTAL ADMINISTRATIVE SERVICES	\$ 304,744	\$ 77,400	\$ 290,054	\$ 294,961

BUDGET NARRATIVE 2011

FUND: GENERAL
 DEPARTMENT: PARKS, RECREATION AND SENIOR SERVICES
 DIVISION: DES MOINES ARTS COMMISSION

Account No.	Title Narrative	Departmental Request	Executive Amendment	Adopted
	DES MOINES ARTS COMMISSION	\$ 29,300	\$ 22,300	\$ 29,300

The Arts Commission Committee seeks government grants or other sources to support the following programs:

Performing/Community Arts-

Summer Concert Series, including the 4th of July
 Poverty Bay Arts Festival
 Waterland Arts Series

Children's Programming-

Children's Events
 Missoula Childrens Theatre

Local Arts-

Grants of local arts organizations or artists
 Program Overhead-
 Support for event staff , supplies and marketing

Projected Revenue for the Des Moines Arts Commission:

	2010 Amended Budget	2011 Budget
4Culture Grant- Sustaining Fund	\$ 7,500	\$ 7,500
Event Sponsors	\$ 7,500	\$ 6,300
Event Admission Fees	\$ 3,000	\$ 1,000
Food Sales	\$ 2,325	\$ -
Contributions & Donations	\$ 6,000	\$ -
	\$ 26,325	\$ 14,800

CITY OF DES MOINES

2011 BUDGET REQUEST

DES MOINES ARTS COMMISSION

	2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQ	2011 NEW REQ	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.310.045 ARTS COMMISSION											
573.20.10 SALARIES & WAGES	-	-	-	-	-	-	-	-	-	-	-
573.20.20 PERSONNEL BENEFITS	-	-	-	-	-	-	-	-	-	-	-
573.20.31 SUPPLIES	500	355	500	500	362	500	500		500	500	513
573.20.35 SMALL TOOLS & EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
573.20.41 PROFESSIONAL SERVICES	29,100	18,550	25,825	25,825	16,833	19,333	16,500	7,000	16,500	23,500	24,088
573.20.42 COMMUNICATIONS	-	-	-	-	-	-	-	-	-	-	-
573.20.43 TRAVEL	-	-	-	-	-	-	-	-	-	-	-
573.20.44 ADVERTISING	1,500	985	1,500	1,500	500	1,500	4,000		4,000	4,000	4,100
573.20.49 MISCELLANEOUS	-	1,731	-	-	71	71	1,300		1,300	1,300	1,333
573.20.49.16 ASSOC STUDENTS HCC PROG	-	-	-	6,000	1,646	6,000	-		-	-	-
ARTS COMMISSION TOTAL:	31,100	21,621	27,825	33,825	19,412	27,404	22,300	7,000	22,300	29,300	30,033

BUDGET NARRATIVE 2011

FUND: **GENERAL**
DEPARTMENT: **PARKS & RECREATION**

Account No.	Title	Narrative	Departmental Request	New Requests	Executive Amendment	Adopted
001.310.045.573		ARTS COMMISSION				
		OTHER SERVICES AND CHARGES				
573.20.10	Salaries & Wages	Provides for part-time personnel to assist volunteers and additional marketing funds to promote community arts programs.	\$ -	-	\$ -	\$ -
TOTAL SALARIES AND WAGES			\$ -	\$ -	\$ -	\$ -
		PERSONNEL BENEFITS				
573.20.20	Personnel Benefits	Provides for benefits for part-time personnel.	\$ -	\$ -	\$ -	\$ -
	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.	\$ -	\$ -	\$ -	\$ -
TOTAL PERSONNEL BENEFITS			\$ -	\$ -	\$ -	\$ -
		SUPPLIES				
573.20.31	Office and Operating Supplies	Supplies for special events	\$ 500	\$ -	\$ 500	\$ 500
573.20.35	Small Tools and Equipment	Provides for: 1. Equipment for special events. 2. Miscellaneous supplies.	\$ -	\$ -	\$ -	\$ -
TOTAL SUPPLIES			\$ 500	\$ -	\$ 500	\$ 500

BUDGET NARRATIVE
2011

FUND: **GENERAL**
DEPARTMENT: **PARKS & RECREATION**

Account No.	Title	Narrative	Departmental Request	New Requests	Executive Amendment	Adopted
OTHER SERVICES AND CHARGES						
573.20.41	Professional Services	Provides for contractual fees for artists' performances	\$ 16,500	\$ 7,000	\$ 16,500	\$ 23,500
573.20.42	Communications		\$ -	\$ -	\$ -	\$ -
573.20.43	Travel Expenses		\$ -	\$ -	\$ -	\$ -
573.20.44	Advertising	Provides for advertisement of events	\$ 4,000	\$ -	\$ 4,000	\$ 4,000
573.20.49	Miscellaneous	Special event expenses.	\$ 1,300	\$ -	\$ 1,300	\$ 1,300
TOTAL OTHER SERVICES AND CHARGES			\$ 21,800	\$ 7,000	\$ 21,800	\$ 28,800
TOTAL ARTS COMMISSION PROGRAM			\$ 22,300	\$ 7,000	\$ 22,300	\$ 29,300

BUDGET NARRATIVE

2011

FUND: **GENERAL**
 DEPARTMENT: **PARKS, RECREATION AND SENIOR SERVICES**
 DIVISION: **HEALTH AND HUMAN SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.620.039.564.00.51.00		HEALTH AND HUMAN SERVICES	\$ 77,500	\$ 77,500	\$ 77,500

The purpose of Health and Human Services is to provide financial aid to those non-profit, charitable organizations in our community who assist our citizens in time of need. Funding recommendations are provided by the City's Human Services Advisory Committee.

CITY OF DES MOINES

2011 BUDGET REQUEST

PARKS, RECREATION & SR SERVICES
MENTAL AND PHYSICAL HEALTH

001.620.039 MENTAL AND PHYSICAL HEALTH		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
564.00.51.00	K.C. SEXUAL ASSAULT	4,000	4,000	4,000	4,000	4,000	4,000	4,100	4,100	4,100	4,100
564.00.51.02	DAWN	6,000	6,000	6,000	6,000	3,000	6,000	6,000	6,000	6,000	6,000
564.00.51.04	PREGNANCY AID	1,500	1,500	1,500	1,500	1,500	1,500	1,100	1,100	1,100	1,100
564.00.51.07	DES MOINES FOOD BANK	29,990	29,990	31,000	31,000	15,500	31,000	31,250	31,250	31,250	31,250
564.00.51.12	CRISIS CLINIC	4,000	4,000	4,000	4,000	4,000	4,000	4,800	4,800	4,800	4,800
564.00.51.21	SENIOR SERVICES OF SEATTLE/KING COUNTY	4,750	4,750	4,750	4,750	4,750	4,750	5,750	5,750	5,750	5,750
564.00.51.23	MULTI-SERVICE CENTER	3,000	3,000	3,000	3,000	3,000	3,000	3,500	3,500	3,500	3,500
564.00.51.24	CHANGES PARENT SUPPORT GROUP	-	0	-	-	-	-	-	-	-	-
564.00.51.28	AUBURN YOUTH SERVICES	2,000	2,000	2,000	2,000	1,000	2,000	2,000	2,000	2,000	2,000
564.00.51.29	HOSPITALITY HOUSE	3,500	3,500	4,425	4,425	2,213	4,425	5,000	5,000	5,000	5,000
564.00.51.30	BEFORE & AFTER SCHOOL PROGRAM	3,000	3,000	3,000	3,000	1,500	3,000	4,000	4,000	4,000	4,000
564.00.51.36	TSA/FEDERAL WAY CORPS	6,000	6,000	6,000	6,000	3,000	6,000	-	-	-	-
564.00.51.37	HEALTHPOINT	4,400	4,400	5,325	5,325	5,325	5,325	5,500	5,500	5,500	5,500
564.00.51.41	HIGHLINE MEDICAL GROUP							2,000	2,000	2,000	2,000
564.00.51.42	EGOV							2,500	2,500	2,500	2,500
564.00.51	PUBLIC HEALTH TOTAL	72,140	72,140	75,000	75,000	48,788	75,000	77,500	77,500	77,500	77,500

BUDGET NARRATIVE

2011

FUND: **GENERAL**
 DEPARTMENT: **PARKS, RECREATION AND SENIOR SERVICES**
 DIVISION: **HEALTH EATING ACTIVE LIVING (HEAL) Program**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.625.039.562.10		HEAL Program	\$ 87,346	\$ 87,346	\$ 87,346

The City of Des Moines, along with cities of Burien, Normandy Park and SeaTac, was awarded a Healthy Eating Active Living grant from Seattle & King County Public Health. The goals of HEAL are to support schools, local governments, and communities to reduce overweight and obesity rates by increasing health eating and physical activity through policy, system, and environment changes.

CITY OF DES MOINES

2011 BUDGET REQUEST

PARKS, RECREATION & SR SERVICES

HEAL Program

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DPT REQ	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.625.039	HEAL PROGRAM										
562.10.10	SALARIES & WAGES	0	0	0	14,325	0	5,358	54,944	54,944	54,944	56,318
562.10.10	SUB TOTAL	0	0	0	14,325	0	5,358	54,944	54,944	54,944	56,318
562.10.20	PERSONNEL BENEFITS	0	0	0	4,775	0	1,768	18,132	18,132	18,132	18,585
562.10.20.90	EMPLOYEE MED. CONTRIBUTION	-	-	-	-	-	-	-	-	-	-
562.10.20	SUB TOTAL	-	-	-	4,775	-	1,768	18,132	18,132	18,132	18,585
562.10.31	OPERATING SUPPLIES	-	-	-	200	-	200	1,100	1,100	1,100	1,100
562.10.35	SMALL TOOLS & EQUIPMENT	-	-	-	1,000	-	1,000	250	250	250	250
562.10.35.90	SMALL EQUIPMENT >\$1,000 <\$5,000	-	-	-	-	-	-	-	-	-	-
562.10.30	SUB TOTAL	-	-	-	1,200	-	1,200	1,350	1,350	1,350	1,350
562.10.41	PROFESSIONAL SERVICES	-	-	-	-	-	-	-	-	-	-
562.10.42	COMMUNICATIONS	-	-	-	150	-	150	1,000	1,000	1,000	1,025
562.10.43	TRAVEL EXPENSES	-	-	-	150	-	-	600	600	600	600
562.10.44	ADVERTISING	-	-	-	300	-	300	-	-	-	-
562.10.49	MISCELLANEOUS	-	-	-	100	-	100	5,157	5,157	5,157	5,157
562.10.40	SUB TOTAL	-	-	-	700	-	550	6,757	6,757	6,757	6,782
562.10.99.01	COMPUTER MAINTENANCE	-	-	-	-	-	1,336	4,807	4,807	4,807	4,927
562.10.99.02	COMPUTER REPLACEMENT	-	-	-	-	-	-	1,356	1,356	1,356	1,390
562.10.99	SUB TOTAL	-	-	-	-	-	1,336	6,163	6,163	6,163	6,317
	HEAL PROGRAM TOTAL	0	0	0	21,000	0	10,212	87,346	87,346	87,346	89,352

BUDGET NARRATIVE

2011

FUND: **GENERAL**
 DEPARTMENT: **PARKS, RECREATION & SENIOR SERVICES**
 DIVISION: **HEALTHY EATING ACTIVE LIVING (HEAL) Program**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.625.039		HEAL Program			
		SALARIES AND WAGES			
562.10.10	Salaries and Wages	Provides for the following personnel: 1.0 Policy Analyst <u>0.2</u> Land Use Planner I <u>1.2</u> FTE's	\$ 54,944	\$ 54,944	\$ 54,944
		TOTAL SALARIES AND WAGES	\$ 54,944	\$ 54,944	\$ 54,944
		PERSONNEL BENEFITS			
562.10.20	Personnel Benefits	Provides for benefits of HEAL program personnel.	\$ 18,132	\$ 18,132	\$ 18,132
562.10.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.	\$ -	\$ -	\$ -
		TOTAL PERSONNEL BENEFITS	\$ 18,132	\$ 18,132	\$ 18,132
		SUPPLIES			
562.10.31	Office and Operating Supplies	Provides for General Office supplies needed to set-up HEAL program.	\$ 1,100	\$ 1,100	\$ 1,100
562.10.10	Small Tools and Equipment	Provides for miscellaneous equipment	\$ 250	\$ 250	\$ 250
		TOTAL SUPPLIES	\$ 1,350	\$ 1,350	\$ 1,350

BUDGET NARRATIVE

2011

FUND: **GENERAL**
 DEPARTMENT: **PARKS, RECREATION & SENIOR SERVICES**
 DIVISION: **HEALTHY EATING ACTIVE LIVING (HEAL) Program**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.625.039		HEAL Program			
		OTHER SERVICES AND CHARGES			
562.10.10	Professional Services	Provides for contract professional services.	\$ -	\$ -	\$ -
562.10.10	Communications	Provides for long distance, cell and fax charges.	\$ 1,000	\$ 1,000	\$ 1,000
562.10.10	Travel Expenses	Covers mileage and meals for meetings.	\$ 600	\$ 600	\$ 600
562.10.44	Advertising	Provides for newspaper and other promotional advertisements.	\$ -	\$ -	\$ -
562.10.10	Miscellaneous	Provides for othe miscellaneous expenses.	\$ 5,157	\$ 5,157	\$ 5,157
		TOTAL OTHER SERVICES AND CHARGES	\$ 6,757	\$ 6,757	\$ 6,757
		INTERFUND SERVICES			
576.10.99.01	Computer Maintenance	Computer maintenance support for administrative services.	\$ 4,807	\$ 4,807	\$ 4,807
576.10.99.02	Computer Replacement	Provides for computer hardware replacement for	\$ 1,356	\$ 1,356	\$ 1,356
		TOTAL INTERFUND SERVICES	\$ 6,163	\$ 6,163	\$ 6,163
		CAPITAL OUTLAY			
562.10.10	Equipment			\$ -	\$ -
		TOTAL CAPITAL OUTLAY		\$ -	\$ -
		TOTAL HEAL PROGRAM	\$ 87,346	\$ 87,346	\$ 87,346

**BUDGET NARRATIVE
2011**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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		2010 Amended Budget	2011 Budget
RECREATION PROGRAMS REVENUES			
30.00.00	<u>Activity Fees</u> Drop-in fees collected from open gym, indoor playground and aerobics	\$ 6,500	\$ 3,000
	<u>Program Fees</u>		
60.01.00	Camps	\$ 180,000	\$ 175,000
60.02.00	Classes	\$ 45,000	\$ 60,000
60.03.00	Leagues	\$ 82,500	\$ 112,000
60.04.00	Outreach	\$ 300,000	\$ 310,000
60.05.00	Special Events	\$ 25,000	\$ 10,000
60.06.00	Youth Basketball	\$ 75,750	\$ 79,000
	<u>Facilities Rental</u>		
40.01.00	Facility Rentals	\$ 60,000	\$ 58,000
40.01.01	Facility Rentals - Security Revenues	\$ 2,500	\$ 1,500
40.02.00	Field Rentals	\$ 20,000	\$ 21,000
	<u>Miscellaneous</u>		
	MCT Video Sales	\$ 400	\$ 320
	Youth & Teen Bball Sales	\$ 300	
	Youth & Teen Bball Picture Rebate	\$ 350	\$ 350
	Camp KHAOS Shirt Sales	\$ 150	\$ 150
	Vending Machine & Concession Sales	\$ 300	
	<u>Non-residential differential</u>	\$ 30,000	\$ -
	<u>Community Partner Marketing</u>		
	TOTAL RECREATION REVENUE	\$ 828,750	\$ 830,320

CITY OF DES MOINES

2011 BUDGET REQUEST

PARKS, RECREATION & SR SERVICES
RECREATION PROGRAMS

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST Y/E	2011 DEPT REQ	2011 NEW REQ	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.640.045	RECREATION PROGRAMS											
574.20.10	SALARIES	284,620	285,995	260,044	260,044	156,595	217,015	260,532	(72,108)	184,788	188,424	194,077
574.20.10	SALARIES-Part Time Rec Specialist	0	0	-	0	-	-	-	22,673	22,673	22,673	23,353
574.20.10.02	SALARIES-Rec Leaders	189,525	250,399	222,793	222,793	152,319	222,793	222,793	14,950	237,743	237,743	244,875
574.20.10.90	FURLOUGH	(3,321)	(3,321)	-	0	-	-	-	-	(3,554)	0	-
574.20.10	SUB TOTAL	470,824	533,475	482,837	482,837	308,937	439,808	483,325	(34,485)	441,650	448,840	462,305
574.20.20	BENEFITS	105,946	102,310	95,020	95,020	48,230	69,196	101,912	(31,816)	66,594	64,235	68,089
574.20.20	BENEFITS-Part Time Rec Specialist	0	0	-	0	-	-	-	4,419	4,419	4,419	4,684
574.20.20.02	BENEFITS-Rec Leaders	24,645	46,317	33,056	33,056	23,390	33,855	33,855	2,985	36,840	36,840	37,577
574.20.20.04	L & I BENEFITS-Volunteers	0	8	0	0	65	130	150	-	150	150	150
574.20.20.90	EMPLOYEE MED. CONTRIBUTION	(2,352)	(2,053)	(2,444)	(2,444)	(953)	(1,383)	(2,451)	1,023	(1,429)	(1,136)	(1,158)
574.20.21	UNIFORMS	750	-	-	-	-	-	80	-	80	80	82
574.20.20	SUB TOTAL	128,989	146,583	125,632	125,632	70,733	101,799	133,546	(23,389)	106,654	104,588	109,423
574.20.31	OPERATING SUPPLIES	38,000	47,482	40,000	40,000	23,506	40,000	40,000	4,723	44,723	44,723	44,723
574.20.32.01	UNLEADED FUEL (ISF)	494	700	395	395	1,184	1,059	1,076	-	1,076	1,076	1,098
574.20.35	SMALL TOOLS & EQUIPMENT	4,000	1,098	2,000	2,000	289	1,100	2,000	-	2,000	2,000	2,000
574.20.35.90	SMALL EQP >\$1,000 <\$5,000	3,000	-	-	-	-	-	-	-	-	-	-
574.20.30	SUB TOTAL	45,494	49,280	42,395	42,395	24,979	42,159	43,076	4,723	47,799	47,799	47,821
574.20.41	PROFESSIONAL SERVICES	50,000	65,613	55,000	55,000	41,825	55,000	55,000	-	55,000	55,000	55,000
574.20.42	COMMUNICATIONS	4,750	4,098	4,750	4,750	1,922	2,683	4,750	-	4,750	4,750	4,750
574.20.43	TRAVEL	284	32	-	-	634	859	-	-	-	-	-
574.20.44	ADVERTISING	1,000	450	500	500	327	500	500	-	500	500	500
574.20.45	OPERATING RENTALS/LEASES	8,000	15,983	10,000	10,000	11,413	14,358	15,000	2,000	17,000	17,000	17,000
574.20.49	MISCELLANEOUS	15,433	25,297	15,000	15,000	10,822	15,822	15,000	-	15,000	15,000	15,000
574.20.40	SUB TOTAL	79,467	111,474	85,250	85,250	66,943	89,222	90,250	2,000	92,250	92,250	92,250
574.20.99.01	COMPUTER MAINTENANCE	13,260	13,260	11,935	11,935	7,957	11,935	20,600	-	20,600	20,600	21,012
574.20.99.02	COMPUTER REPLACEMENT	-	-	1,908	1,908	1,272	1,908	4,739	-	1,637	1,637	4,857
574.20.99.03	EQUIPMENT MAINTENANCE	-	-	-	-	-	-	-	1,500	-	-	-
574.20.99.05	INTERFUND INSURANCE	66,454	66,454	76,741	76,741	76,741	76,741	82,493	-	82,493	82,493	84,143
574.20.99.06	FACILITY REPAIR AND REPLACEMENT	6,559	6,559	6,559	6,559	4,373	6,559	6,559	-	6,559	6,559	6,559
574.20.99	SUB TOTAL	86,273	86,273	97,143	97,143	90,342	97,143	114,391	1,500	111,289	111,289	116,571
594.74.64	EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-
594.74.64	SUB TOTAL	-	-	-	-	-	-	-	-	-	-	-
	RECREATION PROGRAM TOTAL	811,047	927,083	833,257	833,257	561,934	770,131	864,588	(49,651)	799,642	804,766	828,370

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	New Requests	Executive Amendment	Adopted
001.640.045.574.20.00.00 RECREATION PROGRAMS						
SALARIES AND WAGES						
574.20.10	Salaries- Full-Time	1.00 Recreation Manager	\$ 260,532		\$ 184,788	\$ 188,424
		-1.00 Recreation Manager (See Note below)		\$ (72,108)		
		1.00 Office Manager				
		2.00 Recreation Coordinators				
		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.				
		<u>3.00</u> FTE's				
574.20.10.01	Salaries for Part-time Recreation Specialist	Provides for the Recreation regular part-time personnel. Part-time employees do not include part-time class instructors. The recreation specialist is necessary to assist with day to day recreation program support and office operations.	\$ -	22,673	\$ 22,673	\$ 22,673
		<u>0.76</u> Recreation Specialist-Cultural Programs (Office) 1580 hrs				
		<u>0.76</u>				
		NOTE: Requested staff positions offset from eliminating Recreation Manager position and re-allocating hours from Recreation Leaders.				
574.20.10.02	Salaries Part-time Program Leaders	<u>Recreation Leaders</u> The Recreation Leaders 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.	\$ 222,793	\$ 14,950	\$ 237,743	\$ 237,743
		Recreation Aide (pay range I.A) 3,392.5 hrs				
		*Day Camp Aide (7 @ 330 hrs) 2310.9 hrs				
		* Sports Aide 665.6 hrs				
		* Special Events 416.0 hrs				

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	New Requests	Executive Amendment	Adopted
001.640.045.574.20.00.00		RECREATION PROGRAMS				
		Recreation Leader I (pay range II.C)	5,000.0	hrs		
		*BASP Sub/Floater 555.4 hrs				
		*Before School - Des Moines 556.1 hrs				
		*Before School - Parkside 556.1 hrs				
		*Before School - Woodmont 555.4 hrs				
		*Before School - North Hill 555.4 hrs				
		*After School - Des Moines 555.4 hrs				
		*After School - Parkside 555.4 hrs				
		*After School - Woodmont 555.4 hrs				
		*After School - North Hill 555.4 hrs				
		Recreation Leader I (pay range II.D)	1,777.8	hrs		
		*Teen Program 555.4 hrs				
		*Special Events 555.4 hrs				
		*Sports 667.0 hrs				
		Recreation Leader I (pay range II.E)	2,310.8	hrs		
		*Day Camp 2310.8 hrs				
		Recreation Attendant I (pay range II.F)	1,171	hrs		
		*Facility Rentals 1171.0 hrs				
		Recreation Attendant I (pay range II.G)	1,270.9	hrs		
		*Office Assistant 1270.9 hrs				
		Recreation Leaders II (pay range III.D)	1,071.1	hrs		
		*Camp Khaos Asst. Director AM 416.0 hrs				
		*Camp Khaos Asst. Director PM 416.0 hrs				
		* K Sports Camp Asst. Director 239.1 hrs				
		Recreation Attendants II (pay range III.D)	2,233.8			
		*Facility Lead 1067.0 hrs				
		*Office Assistant II 1166.8 hrs				
		Recreation Leaders III (pay range IV.B)	2,637.6	hrs		
		*Day Camp Director 555.4 hrs				
		*BASP Director 555.4 hrs				
		*Sports Camp Director 555.4 hrs				
		*Special Events Site Director 555.4 hrs				
		*Special Recreation Assignment 416.0 hrs				
		Recreation Attendant III (pay range IV.E)	1,474.7			
		*Office Assistant III 1474.7 hrs				

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	New Requests	Executive Amendment	Adopted
001.640.045.574.20.00.00		RECREATION PROGRAMS				
		10.74 FTE's		22,340.2	TOTAL HOURS	
574.20.10.90	Furlough	Provides for 5 days of unpaid leave.	\$ -	\$ -	\$ (3,554)	\$ 0
		TOTAL SALARIES	\$ 483,325	\$ (34,485)	\$ 441,650	\$ 448,840
		PERSONNEL BENEFITS				
574.20.20	Benefits-Full Time	Provides for Personnel Benefits for Recreation Personnel: EXEC AMEND: Cut 0.50 FTE Recreation Coordinator & hire 0.50 FTE Recreation Specialist	\$ 101,912	\$ (27,397)	\$ 66,594 \$ 4,419	\$ 64,235 \$ 4,419
574.20.20.02	Benefits-PT-Rec Ldrs	Provides for Benefits for Part-time Recreation Leaders & Assistants COUNCIL AMEND: Increase Rec Leaders hrs. equal to 0.709 FTE	\$ 33,855	\$ 2,985	\$ 36,840	\$ 36,840
574.20.20.04	L & I Benefits-Volunteers		\$ 150		\$ 150	\$ 150
574.20.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.	\$ (2,451)	1,023	\$ (1,429)	\$ (1,136)
574.20.21	Uniforms	Provides for uniforms for Recreation Program Staff.	\$ 80	\$ -	\$ 80	\$ 80
		TOTAL PERSONNEL BENEFITS	\$ 133,546	\$ (23,389)	\$ 106,655	\$ 104,588
		SUPPLIES				
574.20.31	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.	\$ 40,000	\$ 4,723	\$ 44,723	\$ 44,723
574.20.32	Fuel Consumed	Provides for vehicle fuel.	\$ 1,076		\$ 1,076	\$ 1,076
574.20.35	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.	\$ 2,000	\$ -	\$ 2,000	\$ 2,000
574.20.35.90	Small Eqp >\$1,000 <\$5,000	Tables and chairs for various facilities	\$ -		\$ -	\$ -

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	New Requests	Executive Amendment	Adopted
001.640.045.574.20.00.00		RECREATION PROGRAMS				
		TOTAL SUPPLIES	\$ 43,076	\$ 4,723	\$ 47,799	\$ 47,799
		OTHER SERVICES AND CHARGES				
574.20.41	Professional Services	Provides for contractual fees for classes, camps, instructors, officials, transportation, etc. These services are directly related to implemented programs.	\$ 55,000	\$ -	\$ 55,000	\$ 55,000
574.20.42	Communications	Provides for postage on promotional mailers, cellular telephone and pagers. Telephone Lines \$ 1,355 Long Distance \$ 10 Cell Phones/Pagers \$ 3,050 Postage \$ 335 <u>\$ 4,750</u>	\$ 4,750	\$ -	\$ 4,750	\$ 4,750
574.20.43	Travel	Covers statewide travel expenses, meals and lodging for trainings and meetings.	\$ -	\$ -	\$ -	\$ -
574.20.44	Advertising	Provides for newspaper advertisements for instructors and seasonals, and special event and program announcements.	\$ 500	\$ -	\$ 500	\$ 500
574.20.45	Operating Rentals/Leases	Provides for contracted repairs and maintenance, equipment and school rentals and leases.	\$ 15,000	\$ 2,000	\$ 17,000	\$ 17,000
574.20.49	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
		TOTAL OTHER SERVICES AND CHARGES	\$ 90,250	\$ 2,000	\$ 92,250	\$ 92,250

BUDGET NARRATIVE
2011

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

Account No.	Title	Narrative	Departmental Request	New Requests	Executive Amendment	Adopted
001.640.045.574.20.00.00		RECREATION PROGRAMS				
		INTERFUND SERVICES				
574.20.99.01	Computer Maintenance	Provides maintenance for computers and printers.	\$ 20,600	\$ -	\$ 20,600	\$ 20,600
574.20.99.02	Computer Replacement	Provides for computer hardware replacement.	\$ 4,739	\$ -	\$ 1,637	\$ 1,637
574.20.99.03	Equipment Maintenance	Provides for maintenance of the van transferred from King County.	\$ -	\$ 1,500	\$ -	\$ -
574.20.99.05	Interfund Insurance	Division's contribution to the Self Insurance Fund.	\$ 82,493	\$ -	\$ 82,493	\$ 82,493
574.20.99.06	Facility Repair & Replacement	Provides for major repairs for City facilities.	\$ 6,559	\$ -	\$ 6,559	\$ 6,559
		TOTAL INTERFUND SERVICES	\$ 114,391	\$ 1,500	\$ 111,289	\$ 111,289
		CAPITAL OUTLAY				
594.74.64.01	Equipment		\$ -	\$ -	\$ -	\$ -
		TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -
		TOTAL RECREATION PROGRAMS	\$ 864,588	\$ (49,651)	\$ 799,643	\$ 804,766

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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	2010 Amended Budget	2011 Budget
Projected revenue for Senior Programs is from:		
City of Normandy Park (Shared Services)	\$22,728	\$ 22,800

CITY OF DES MOINES

2011 BUDGET REQUEST

PARKS, RECREATION & SR SERVICES
SENIOR SERVICES

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQ	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.645.045	SENIOR SERVICES										
555.00.10	SALARIES & WAGES	129,351	128,912	134,744	134,744	89,208	134,737	140,304	137,584	140,304	143,812
555.00.10.90	FURLOUGH	(1,591)	(1,611)		0	0	0		(2,646)	0	
555.00.10	SUB TOTAL	127,760	127,300	134,744	134,744	89,208	134,737	140,304	134,938	140,304	143,812
555.00.20	PERSONNEL BENEFITS	43,195	46,433	44,302	44,302	28,974	45,544	48,529	46,429	48,529	49,742
555.00.20.02	L&I BENEFITS-VOLUNTEERS	2,000	729	1,200	1,200	359	771	1,200	1,200	1,200	1,230
555.00.20.90	EMPLOYEE MED. CONTRIBUTION	(986)	(1,114)	(995)	(995)	(669)	(1,002)	(1,088)	(1,088)	(1,088)	(1,115)
555.00.21	UNIFORMS	100	0	0	0	-	0	0	0	0	0
555.00.20	SUB TOTAL	44,309	46,048	44,507	44,507	28,665	45,313	48,641	46,541	48,641	49,857
555.00.31	OPERATING SUPPLIES	2,000	1,237	2,000	2,000	917	2,000	2,000	2,000	2,000	2,000
555.00.31.01	COMPUTER SUPPLIES	950	579	750	750	564	750	750	750	750	750
555.00.32.01	UNLEADED FUEL (ISF)	3,297	1,906	3,000	3,000	1,410	2,071	2,102	2,102	2,102	2,155
555.00.35	SMALL TOOLS & EQUIPMENT	3,000	151	3,000	3,000	332	825	3,000	3,000	3,000	3,000
555.00.30	SUB TOTAL	9,247	3,873	8,750	8,750	3,224	5,646	7,852	7,852	7,852	7,905
555.00.41	PROFESSIONAL SERVICES	1,000	358	350	350	752	1,000	350	350	350	350
555.00.42	COMMUNICATIONS	6,520	5,830	6,520	6,520	3,938	6,455	6,520	6,520	6,520	6,683
555.00.43	TRAVEL EXPENSES	183	-	-	-	-	-	-	-	-	-
555.00.45.02	COPIER LEASE	307	359	353	353	1,250	629	383	383	383	393
555.00.49	MISCELLANEOUS	7,000	5,498	7,000	7,000	3,857	7,000	7,000	7,000	7,000	7,000
555.00.49.05	CREDIT CARD FEES	1,000	753	1,000	1,000	677	1,385	1,250	1,250	1,250	1,250
555.00.40	SUB TOTAL	16,010	12,798	15,223	15,223	10,474	16,469	15,503	15,503	15,503	15,676
555.00.99.01	COMPUTER MAINTENANCE	11,050	11,050	12,355	12,355	8,237	12,355	15,660	15,660	15,660	16,052
555.00.99.02	COMPUTER REPLACEMENT	0	0	2,151	2,151	1,434	2,151	4,030	1,392	1,392	4,131
555.00.99.03	EQUIPMENT MAINTENANCE	6,000	6,000	4,800	4,800	3,200	4,800	3,000	3,000	3,000	3,075
555.00.99.04	EQUIPMENT REPLACEMENT	-	-	6,786	6,786	4,523	6,786	7,417	0	0	7,602
555.00.99.05	INSURANCE INTERFUND	7,771	7,771	8,618	8,618	8,618	8,618	8,727	8,727	8,727	8,945
555.00.99.06	FAC REP & REPLACE	3,959	3,959	3,959	3,959	2,639	3,959	3,959	3,959	3,959	3,959
555.00.99	SUB TOTAL	28,780	28,780	38,669	38,669	28,651	38,669	42,793	32,738	32,738	43,764
594.55.63	IMPROVEMENTS	-	-	-	-	-	-	-	-	-	-
594.55.64	EQUIPMENT-2006 Ford 14	-	-	-	25,803	25,803	25,803	-	-	-	-
594.55.60	SUB TOTAL	-	-	-	25,803	25,803	25,803	-	-	-	-
	SENIOR SERVICES TOTAL	226,106	218,800	241,893	267,696	186,025	266,637	255,093	237,572	245,038	261,013

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.645.045.555.00.00.00		SENIOR SERVICES			
		SALARIES AND WAGES			
555.00.10	Salaries and Wages	Provides for salaries as follows: 1.00 Senior Services Manager 1.00 Senior Center Recreation Coordinator 2.0 FTE's	\$ 140,304	\$ 137,584	\$ 140,304
555.00.10.90	Furlough	Provides for 5 days of unpaid leave.	\$ -	\$ (2,646)	\$ 0
		TOTAL SALARIES AND WAGES	\$ 140,304	\$ 134,938	\$ 140,304
		PERSONNEL BENEFITS			
555.00.20	Personnel Benefits	Provides for personnel benefits for full-time personnel.	\$ 48,529	\$ 46,429	\$ 48,529
555.00.20.02	L&I Benefits-Volunteers	Provides for the L & I workmen's compensation premium for senior center volunteers performing duties for the City.	\$ 1,200	\$ 1,200	\$ 1,200
555.00.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependents.	\$ (1,088)	\$ (1,088)	\$ (1,088)
555.00.21	Uniforms	Provides uniforms for Senior Center staff.	\$ -	\$ -	\$ -
		TOTAL PERSONNEL BENEFITS	\$ 48,641	\$ 46,541	\$ 48,641

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.645.045.555.00.00.00		SENIOR SERVICES			
		SUPPLIES			
555.00.31	Office Supplies	Provides for office and operating supplies	\$ 2,000	\$ 2,000	\$ 2,000
555.00.31.01	Computer Supplies	Provides for purchase of toner cartridges and other miscellaneous supplies.	\$ 750	\$ 750	\$ 750
555.00.32	Fuel Consumed	Fuel for 2 senior center vans.	\$ 2,102	\$ 2,102	\$ 2,102
555.00.35	Small Tools and Equipment	Provides for equipment and tools needed for Senior operations and valued under \$1,000.	\$ 3,000	\$ 3,000	\$ 3,000
		TOTAL SUPPLIES	\$ 7,852	\$ 7,852	\$ 7,852
		OTHER SERVICES AND CHARGES			
555.00.41	Professional Services	Provides for outside professional services, including piano tuning, etc.	\$ 350	\$ 350	\$ 350
555.00.42	Communications	Provides for funding of the following:	\$ 6,520	\$ 6,520	\$ 6,520
		Telephone Lines	\$ 5,160		
		Long Distance	\$ 110		
		Security Alarm	\$ 385		
		Cell Phone	\$ 365		
		Postage	\$ 500		
		<u>\$ 6,520</u>			
555.00.43	Travel Expenses	Provides for staff mileage and travel expenses associated with training.	\$ -	\$ -	\$ -
555.00.45.02	Copier Lease	Provides for lease of Activity Center copier.	\$ 383	\$ 383	\$ 383

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.645.045.555.00.00.00 SENIOR SERVICES					
555.00.49	Miscellaneous	Provides for payment of miscellaneous items as follows: 1. Volunteer Appreciation 2. Printing Bi-Monthly Newsletter 3. Softball/Volleyball Plaques & Equipment 4. Wa State Assoc. of Senior Centers Conference	\$ 7,000	\$ 7,000	\$ 7,000
555.00.49.05	Credit Card Charges		\$ 1,250	\$ 1,250	\$ 1,250
TOTAL OTHER SERVICES AND CHARGES			\$ 15,503	\$ 15,503	\$ 15,503
INTERFUND SERVICES					
555.00.99.01	Computer Maintenance	Provides for maintenance of computers and printers.	\$ 15,660	\$ 15,660	\$ 15,660
555.00.99.02	Computer Replacement	Provides for replacement of computer hardware.	\$ 4,030	\$ 1,392	\$ 1,392
555.00.99.03	Equipment Maintenance	1 - 1992 Chevrolet Van (Senior Activities Van) 1 - 2007 Ford Van (Department Activity Van)	\$ 3,000	\$ 3,000	\$ 3,000
555.00.99.04	Equipment Replacement	Provides for replacement of Senior Services Activities van.	\$ 7,417	\$ -	\$ -
555.00.99.05	Interfund Insurance	Transfer to the City's self-insurance fund based on workers' hours.	\$ 8,727	\$ 8,727	\$ 8,727
555.00.99.06	Facility Repair and Replacement	Transfer to reserve fund for major repair and replacement of City buildings.	\$ 3,959	\$ 3,959	\$ 3,959
TOTAL INTERFUND SERVICES			\$ 42,793	\$ 32,738	\$ 32,738

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.645.045.555.00.00.00		SENIOR SERVICES			
		CAPITAL OUTLAY			
594.55.63	Improvements		\$ -	\$ -	\$ -
		TOTAL CAPITAL OUTLAY	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
		TOTAL SENIOR SERVICES	<u>\$ 255,093</u>	<u>\$ 237,573</u>	<u>\$ 245,038</u>

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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	2010 Amended Budget	2011 Budget
The projected revenues from Senior Programs are as follows:		
Items for Resale	\$ 1,500	\$ 1,500
Activities & Coffee Bar	\$ 7,500	\$ 6,000
Event Admissions	\$ 7,395	\$ 9,000
Senior Dances	\$ 3,000	\$ 3,000
Classes	\$ 25,000	\$ 28,000
Trip-Travel Fees	\$ 25,000	\$ 25,000
Health Programs	\$ 625	\$ 750
Subscriptions	\$ 3,000	\$ 3,000
Donations	\$ 3,000	\$ 3,000
Donated Bus from DM Legacy Foundation	\$ 25,803	\$ -
Miscellaneous	\$ 650	\$ 650
Sub-total	\$ 102,473	\$ 79,900

CITY OF DES MOINES

2011 BUDGET REQUEST

PARKS, RECREATION & SR SERVICES
SENIOR PROGRAMS

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DPT REQ	2011 NEW REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.650.045	SENIOR PROGRAMS											
555.20.10	SALARIES & WAGES	14,706	15,060	15,366	15,366	10,502	15,583	16,387	6,554	16,064	16,387	16,797
555.20.10.50	SALARIES & WAGES-Part time Instructors					1,827	5,635	11,648		11,648	11,648	11,939
555.20.10	SUB TOTAL	14,706	15,060	15,366	15,366	12,329	21,218	28,035	6,554	27,712	28,035	28,736
555.20.20	PERSONNEL BENEFITS	2,273	1,278	2,161	2,161	3,610	4,210	2,562	1,486	2,514	2,562	2,626
555.20.20.50	PERSONNEL BENEFITS-Part Time Instructors					187	576	1,181		1,181	1,181	1,211
555.20.20.90	EMPLOYEE MED. CONTRIBUTION	-	-	-	-	-	-	-	-	-	-	-
555.20.20	SUB TOTAL	2,273	1,278	2,161	2,161	3,797	4,786	3,743	1,486	3,695	3,743	3,837
555.20.31	OPERATING SUPPLIES	750	1,630	550	550	1,302	1,642	550		550	550	550
555.20.34	ITEMS FOR RESALE	1,000	-	1,000	1,000	-	-	500		500	500	500
555.20.35	SMALL TOOLS & EQUIPMENT	5,000	88	500	500	96	225	250		250	250	250
555.20.35.90	SMALL EQUIPMENT >\$1,000 <\$5,000	2,000	-	-	-							
555.20.30	SUB TOTAL	8,750	1,717	2,050	2,050	1,398	1,867	1,300	-	1,300	1,300	1,300
555.20.41	PROFESSIONAL SERVICES	30,000	14,641	25,000	25,000	9,488	16,808	15,500		15,500	15,500	15,500
555.20.42	COMMUNICATIONS	1,285	-	-	-	-	-	-		-	-	-
555.20.43	TRAVEL EXPENSES	105	63	200	200	-	175	200		200	200	200
555.20.49	MISCELLANEOUS	20,000	9,876	20,000	20,000	6,994	10,750	15,000		15,000	15,000	15,000
555.20.40	SUB TOTAL	51,390	24,579	45,200	45,200	16,481	27,733	30,700	-	30,700	30,700	30,700
555.20.99.05	INTERFUND INSURANCE	2,127	2,127	2,226	2,226	2,226	2,226	2,197		2,197	2,197	2,252
555.20.99	SUB TOTAL	2,127	2,127	2,226	2,226	2,226	2,226	2,197	-	2,197	2,197	2,252
594.55.64	EQUIPMENT		-	-	-	-	-	-		-	-	-
594.55.60	SUB TOTAL	-	-	-	-	-	-	-	-	-	-	-
SENIOR PROGRAMS TOTAL		79,246	44,762	67,003	67,003	36,232	57,830	65,975	8,040	65,604	65,975	66,824

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	New Requests	Executive Amendment	Adopted
001.650.045.555.20.00.00		SENIOR PROGRAMS				
		SALARIES AND WAGES				
555.20.10	Salaries and Wages	<u>Senior Programmer</u> The Senior Programmer will assist in the supervision of programs, volunteers, and special events, and provide office support. 0.50 Sr Programmer Part-time employee (52 weeks x 20 0.20 Sr Programmer Part-time employee (52 weeks x 8 hours/wk)	\$ 28,035		\$ 16,064	\$ 16,387
		Not Approved		\$ 6,554		
555.20.10.50	Salaries & Wages-Part time Instructor	0.20 Instructor Part-time employee (52 weeks x 8 hours/wk)	\$ 11,648	\$ -	\$ 11,648	\$ 11,648
		TOTAL SALARIES AND WAGES	\$ 39,683	\$ 6,554	\$ 27,712	\$ 28,035
		PERSONNEL BENEFITS				
555.20.20	Personnel Benefits	Provides for benefits for part-time personnel. 0.20 Sr Programmer Part-time employee (52 weeks x 8 hours/wk)	\$ 3,743		\$ 2,514	\$ 2,562
		Not Approved		\$ 1,486		
555.20.50	Personnel Benefits - Part time Instructor	Provides for benefits of: 0.20 Instructor Part-time employee (52 weeks x 8 hours/wk)	\$ 1,181	\$ -	\$ 1,181	\$ 1,181
555.20.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.			\$ -	\$ -
		TOTAL PERSONNEL BENEFITS	\$ 4,924	\$ 1,486	\$ 3,695	\$ 3,743
		SUPPLIES				
555.20.31	Office and Operating Supplies	Supplies for special events	\$ 550	\$ -	\$ 550	\$ 550
555.20.34	Items for resale	Merchandise sales for Center fundraising	\$ 500	\$ -	\$ 500	\$ 500

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	New Requests	Executive Amendment	Adopted
001.650.045.555.20.00.00 SENIOR PROGRAMS						
555.20.35	Small Tools and Equipment	Provides for: 1. Equipment for special events. 2. Miscellaneous supplies.	\$ 250	\$ -	\$ 250	\$ 250
		\$ 175				
		\$ 75				
		<u>\$ 250</u>				
		TOTAL SUPPLIES	\$ 1,300	\$ -	\$ 1,300	\$ 1,300
OTHER SERVICES AND CHARGES						
555.20.41	Professional Services	Provides for: 1. Contractual fees for instructors 2. Entertainment for special events	\$ 15,500	\$ -	\$ 15,500	\$ 15,500
		\$ 14,500				
		\$ 1,000				
		<u>\$ 15,500</u>				
555.20.42	Communications	Computer Lab Internet Provider	\$ -		\$ -	\$ -
555.20.43	Travel Expenses		\$ 200		\$ 200	\$ 200
555.20.49	Miscellaneous	Day trip, extended trips, and special event expenses offset by revenues.	\$ 15,000		\$ 15,000	\$ 15,000
		TOTAL OTHER SERVICES AND CHARGES	\$ 30,700		\$ 30,700	\$ 30,700
INTERFUND SERVICES						
555.20.99.05	Interfund Insurance	Division contribution to the City's self-insurance fund.	\$ 2,197	\$ -	\$ 2,197	\$ 2,197
		TOTAL INTERFUND SERVICES	\$ 2,197	\$ -	\$ 2,197	\$ 2,197
CAPITAL OUTLAY						
594.55.64	Equipment				\$ -	\$ -
		TOTAL CAPITAL OUTLAY			\$ -	\$ -
		TOTAL SENIOR PROGRAMS	\$ 78,804	\$ 8,040	\$ 65,604	\$ 65,975

CITY OF DES MOINES

2011 BUDGET REQUEST

GENERAL FUND TRANSFERS

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.680.041	OPERATING TRANSFERS										
001.680.041	OPERATING TRANSFERS:										
597.00.00.00	TRANSFER-OUT/FUND 511	18,000	21,126	15,000	15,000	-	17,000	15,000	15,000	15,000	15,000
597.00.01.00	TRANSFER-OUT/FUND 310*	-	-	-	-	-	-	-	-	-	-
597.00.04.00	TRANSFER-OUT/FUND 102(from 210)	-	-	-	-	-	-	-	-	-	-
597.00.05.00	TRANSFER-OUT/FUND 150										
597.00.06.00	TRANSFER-OUT/FUND 104	-	-	-	-	-	-	-	-	-	-
597.00.08.00	TRANSFER-OUT/FUND 101			180,000	180,000						
597.00.10.00	TRANSFER-OUT/FUND 112								155,109		
597.00.00.02	TRANSFER-OUT/FUND 210	-	14	-	-	-	-	-			
597.00.00.10	TRANSFER-OUT/FUND 110	54,748	54,748	-	-	-	-	-			-
597.00.00.11	TRANSFER-OUT/FUND 111										
597.00.00.18	TSF-OUT/220 COPIER CAPITAL LEASE	12,197	12,197	12,197	12,197	-	12,197	15,000	15,000	15,000	15,000
	OPERATING TRANSFERS SUBTOTAL	66,945	66,958	192,197	192,197	-	29,197	30,000	185,109	30,000	30,000

CITY OF DES MOINES

2011 BUDGET REQUEST

NON-DEPARTMENTAL

	2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMENDED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.690.04X NON-DEPARTMENTAL											
001.690.040 MISCELLANEOUS											
598.79.52.00 CONTRIBUTION/MT. RAINIER HS	-	-	-	-	10,000	-	10,000	-	-	-	-
SUBTOTAL	-	-	-	-	10,000	-	10,000	-	-	-	-
001.690.042 FARMER'S MARKET											
573.70.31.00 SUPPLIES	550	89	-	-	-	-	-	-	-	-	-
573.70.32.01 UNLEADED FUEL (ISF)	500	-	-	-	-	-	-	-	-	-	-
573.70.35.00 SMALL TOOLS & EQUIPMENT	500	-	-	-	-	-	-	-	-	-	-
573.70.35.90 SMALL EQP > \$1,000 < \$5,000	1,000	-	-	-	-	-	-	-	-	-	-
573.70.41.00 PROFESSIONAL SERVICES	28,401	18,819	-	-	-	-	-	-	-	-	-
573.70.42.00 COMMUNICATIONS	820	621	-	-	-	-	-	-	-	-	-
573.70.43.00 TRAVEL	500	-	-	-	-	-	-	-	-	-	-
573.70.44.00 ADVERTISING	2,300	1,409	-	-	-	-	-	-	-	-	-
573.70.45.00 OPERATING RENTALS	-	504	-	-	-	-	-	-	-	-	-
573.70.49.00 MISCELLANEOUS	300	599	-	-	-	1,410	-	-	-	-	-
573.70.49.01 DUES, SCHOOLS CONFERENCES	350	300	-	-	-	-	-	-	-	-	-
573.70.49.02 PRINTING	1,000	417	-	-	-	-	-	-	-	-	-
SUBTOTAL	36,221	22,758	-	-	-	1,410	-	-	-	-	-
50TH ANNIVERSARY EVENTS:											
001.690.043 GALA											
573.90.31.00 SUPPLIES	1,000	1,585	-	-	-	-	-	-	-	-	-
573.90.35.00 SMALL TOOLS & EQUIPMENT	667	-	-	-	-	-	-	-	-	-	-
573.90.41.00 PROFESSIONAL SERVICES	7,167	6,211	-	-	-	-	-	-	-	-	-
573.90.42.00 COMMUNICATIONS	333	-	-	-	-	-	-	-	-	-	-
573.90.49.00 MISCELLANEOUS	833	-	-	-	-	-	-	-	-	-	-
SUBTOTAL	10,000	7,796	-	-	-	-	-	-	-	-	-
001.690.044 BIRTHDAY PARTY											
573.90.31.00 SUPPLIES	500	154	-	-	-	-	-	-	-	-	-
573.90.35.00 SMALL TOOLS & EQUIPMENT	333	-	-	-	-	-	-	-	-	-	-
573.90.41.00 PROFESSIONAL SERVICES	3,583	1,117	-	-	-	-	-	-	-	-	-
573.90.42.00 COMMUNICATIONS	167	-	-	-	-	-	-	-	-	-	-
573.90.49.00 MISCELLANEOUS	417	3,237	-	-	-	-	-	-	-	-	-
SUBTOTAL	5,000	4,508	-	-	-	-	-	-	-	-	-
001.690.045 JULY 18TH EVENT											
573.90.31.00 SUPPLIES	4,500	2,325	-	-	-	-	-	-	-	-	-
573.90.35.00 SMALL TOOLS & EQUIPMENT	3,000	-	-	-	-	-	-	-	-	-	-
573.90.41.00 PROFESSIONAL SERVICES	17,250	1,820	-	-	-	-	-	-	-	-	-
573.90.42.00 COMMUNICATIONS	1,500	210	-	-	-	-	-	-	-	-	-
573.90.49.00 MISCELLANEOUS	3,750	389	-	-	-	-	-	-	-	-	-
SUBTOTAL	30,000	4,744	-	-	-	-	-	-	-	-	-

CITY OF DES MOINES

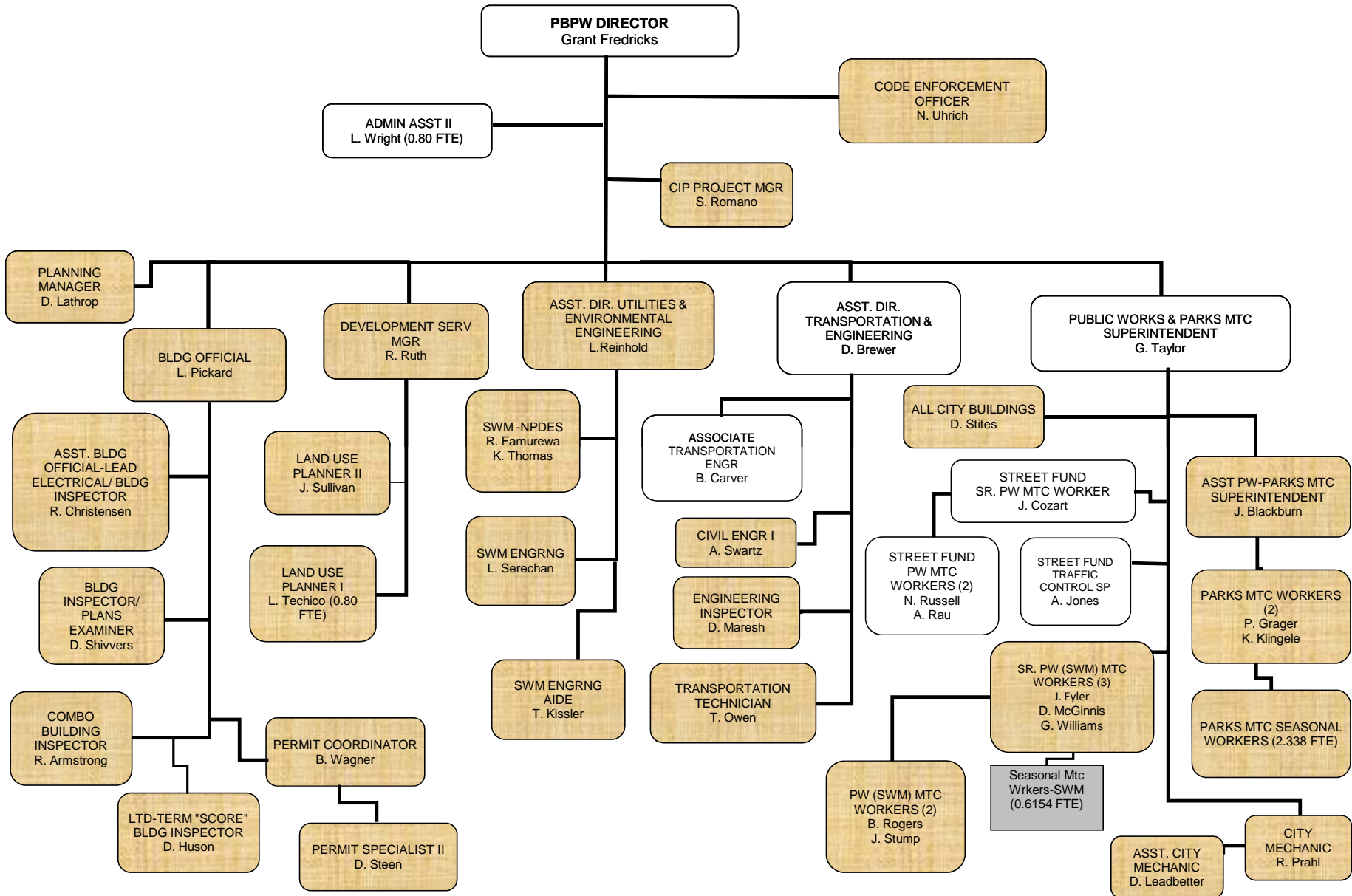
2011 BUDGET REQUEST

NON-DEPARTMENTAL

	2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMENDED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
001.690.04X NON-DEPARTMENTAL											
001.690.046 SETTLEMENTS											
514.78.49.00 SETTLEMENTS	-	-	-	-	58,791	58,791	58,791	-	-	-	-
SUBTOTAL	-	-	-	-	58,791	58,791	58,791	-	-	-	-
NON-DEPARTMENTAL TOTAL	81,221	39,806	-	-	68,791	60,201	68,791	-	-	-	-
001.700.042 GENERAL FUND ENDING FUND BALANCE											
508.80.00.00 ENDING FUND BALANCE	729,465	568,216	1,047,944	1,047,944	1,505,746	-	1,789,190	3,067,269	2,480,691	2,339,769	-

CITY OF DES MOINES
PLANNING, BUILDING, AND PUBLIC WORKS

Organizational Chart



BUDGET NARRATIVE

2011

FUND: CITY STREETS
 DEPARTMENT: PLANNING/ BLDG AND PW

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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101.000.002.540.00.00.00	CITY STREETS	\$ 1,247,055	\$ 1,159,360	\$ 1,174,360
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The City Streets budget provides funding for the Public Works Department to maintain roads and streets. This includes roadway construction, storm drainage maintenance and installation, traffic and pedestrian service, street lighting expenses, traffic control devices, snow and ice control, litter, 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

- 0.05 PBPW Director
- 0.10 PBPW Administrative Assistant II
- 0.05 PBPW Assistant Director
- 0.10 PBPW Associate Transportation Engineer
- 0.25 PW & Parks Maint Superintendent
- 0.55 FTE's

Full-time Permanent Maintenance Staff

- 1.00 Senior Maintenance Worker
- 1.00 Traffic Control Specialist
- 2.00 Maintenance Workers
- 4.00 FTE's

Continuing Needs for additional personnel but not requested in 2011 budget:

- 1.00 FTE-Admin Support
- 2.00 FTE-Mtce Worker

CITY OF DES MOINES

2011 BUDGET REQUEST

STREET FUND

101.100.000 STREET FUND		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TL	2011 DEPT RQ	2011 NEW REQ	2011 EXEC AMEND	2011 ADOPTED	2012 EST
101.100.002 ROAD/STREET MAINTENANCE:												
542.30.00.00	ROADWAY											
542.30.31	SUPPLIES	16,000	26,473	16,000	16,000	3,752	12,582	16,000	9,000	16,000	16,000	16,400
542.30.48	REPAIR & MAINTENANCE	25,000	2,061	25,000	25,000	0	21,000	25,000		25,000	25,000	25,625
542.30.48.01	BRIDGE REPAIRS & MAINTENANCE	10,000	0	10,000	10,000	0	0	10,000		10,000	10,000	10,250
542.30.00	SUB TOTAL	51,000	28,534	51,000	51,000	3,752	33,582	51,000	9,000	51,000	51,000	52,275
101.200.002 TRAFFIC & PEDESTRIAN SERVICES:												
542.61.00.00	SIDEWALKS											
542.61.31	SUPPLIES	2,000	2,137	4,000	4,000	66	2,150	4,000	6,000	4,000	4,000	4,100
542.63.47.01	STREET LIGHTING	260,000	257,381	260,000	260,000	176,111	265,141	275,000		275,000	275,000	281,875
542.63.63.01	STREET LIGHTING-KDM ROAD	0	0	0	0	4,687	4,687	0		0	0	0
542.61.00	SUB TOTAL	262,000	259,518	264,000	264,000	180,864	271,978	279,000	6,000	279,000	279,000	285,975
101.300.002 TRAFFIC CONTROL DEVICES:												
542.64.31	SUPPLIES	20,000	28,591	20,000	20,000	10,305	20,000	20,000	35,000	20,000	20,000	20,500
542.64.31.18	SIGN CHANGE-OUT PROGRAM	12,000	9,615	12,000	12,000	431	8,500	12,000		12,000	12,000	12,300
542.64.47.01	ELECTRICITY	14,000	12,416	14,000	14,000	8,108	12,618	14,000		14,000	14,000	14,350
542.64.48.00	REPAIR & MAINTENANCE	12,000	12,835	16,000	16,000	11,451	16,000	16,000		16,000	16,000	16,400
542.64.48.01	SIGNAL MAINTENANCE	60,000	40,935	85,000	65,000	28,389	51,916	85,000		85,000	85,000	87,125
542.64.00	SUB TOTAL	118,000	104,393	147,000	127,000	58,685	109,034	147,000	35,000	147,000	147,000	150,675
101.400.002 SNOW & ICE CONTROL:												
542.66.31	SUPPLIES	500	5,007	2,600	2,600	2,068	6,068	2,600	10,000	2,600	2,600	2,665
542.66.00	SUB TOTAL	500	5,007	2,600	2,600	2,068	6,068	2,600	10,000	2,600	2,600	2,665
101.600.002 VEGETATION:												
542.71.31	SUPPLIES	1,020	380	1,020	1,020	149	449	1,020	1,480	1,020	1,020	1,046
542.71.35	SMALL TOOLS & EQUIPMENT	1,250	1,402	2,550	2,550	242	2,550	2,550		2,550	2,550	2,614
542.71.48	REPAIR & MAINTENANCE	7,000	2,738	10,000	10,000	6,097	8,597	10,000	5,000	10,000	10,000	10,250
542.71.48.05	MEDIAN MAINTENANCE	10,000	965	10,000	10,000	6,225	8,725	10,000	5,000	10,000	10,000	10,250
542.71.00	SUB TOTAL	19,270	5,485	23,570	23,570	12,712	20,321	23,570	11,480	23,570	23,570	24,159
101.700.002 LITTER CLEANUP:												
542.75.47.07	DUMPING FEES	800	350	800	800	157	507	800		800	800	820
542.75.47.08	WOOD RECYCLING	350	189	350	350	186	261	350		350	350	359
542.75.00	SUB TOTAL	1,150	538	1,150	1,150	343	768	1,150	-	1,150	1,150	1,179

CITY OF DES MOINES

2011 BUDGET REQUEST

STREET FUND

		2009	2009	2010	2010	2010	2010	2011	2011	2011	2011	2012
		AMEND	ACTUAL	ADOPTED	AMEND	ACTUAL	EST	DEPT RQ	NEW	EXEC	ADOPTED	EST
101.100.000	STREET FUND					Jan-Aug	YR TL		REQ	AMEND		
101.900.002	MAINTENANCE ADMINISTRATION:											
542.90.10	SALARIES	41,677	40,443	55,262	55,262	34,163	52,094	47,570		47,195	47,570	48,759
542.90.10.90	FURLOUGH	(1,091)	(1,091)	-	-	-	-	-		(362)	(0)	-
542.90.11	OVERTIME	-	470	-	-	196	516	-		-	-	-
542.90.20	PERSONNEL BENEFITS	10,112	9,545	19,179	19,179	11,015	20,623	18,647		18,532	18,576	19,040
542.90.20.90	EMPLOYEE MED. CONTRIBUTION	(84)	(237)	(474)	(474)	(98)	(488)	(555)		(555)	(484)	(496)
542.90.21	UNIFORMS	250	619	250	250	292	457	250		250	250	256
542.90.31	SUPPLIES	5,700	3,736	10,000	10,000	2,988	7,213	10,000		10,000	10,000	10,250
542.90.32.00	PROPANE FROM MARINA	350	641	500	500	419	654	500		500	500	513
542.90.32.01	UNLEADED FUEL(ISF)	8,332	7,357	8,335	8,335	5,973	7,727	7,863		7,863	7,863	8,060
542.90.32.02	DIESEL FUEL (ISF)	3,687	3,033	3,700	3,700	2,337	3,700	2,528		2,528	2,528	2,591
542.90.32.03	UNLEADED FUEL(OUTSIDE)	495	-	495	495	-	-	495		495	495	507
542.90.35	SMALL TOOLS & EQUIPMENT	1,960	5,136	2,760	2,760	-	1,350	2,760		2,760	2,760	2,829
542.90.35.90	SMALL EQP >\$1,000 <\$5,000	4,000	4,633	5,000	5,000	2,278	2,278	5,000		5,000	5,000	5,125
542.90.41	PROFESSIONAL SERVICES	500	83	500	500	110	110	500		500	500	513
542.90.41.02	JANITORIAL SERVICES	3,270	3,845	3,700	3,700	2,590	3,951	3,700		3,700	3,700	3,793
542.90.42	COMMUNICATIONS	4,450	3,802	4,450	4,450	2,971	4,437	4,450		4,450	4,450	4,561
542.90.43	TRAVEL	52	675	100	100	-	100	100		100	100	103
542.90.44	ADVERTISING	1,000	-	1,000	1,000	1,331	1,331	1,000		1,000	1,000	1,025
542.90.45	OPERATING RENTAL & LEASES	3,000	54	3,000	3,000	911	2,011	3,000		3,000	3,000	3,075
542.90.47	UTILITY SERVICES	13,955	14,031	16,400	16,400	11,201	14,927	16,400		16,400	16,400	16,810
542.90.49	MISCELLANEOUS	1,000	133	1,000	1,000	679	1,000	1,000		1,000	1,000	1,025
542.90.49.02	LAUNDRY	250	48	250	250	113	250	250		250	250	256
542.90.00	SUB TOTAL	102,865	96,957	135,407	135,407	79,469	124,241	125,458	0	124,606	125,458	128,594
542.90.99.01	COMPUTER MAINTENANCE	6,630	6,630	6,405	6,405	4,270	6,405	10,640		10,640	10,640	10,906
542.90.99.02	COMPUTER REPLACEMENT	0	0	1,114	1,114	743	1,114	2,682		926	926	2,749
542.90.99.03	EQUIPMENT MAINTENANCE	66,690	66,690	58,890	58,890	39,260	58,890	36,015		36,015	36,015	36,915
542.90.99.04	EQUIPMENT REPLACEMENT	0	0	50,487	50,487	33,658	50,487	139,541		0	0	143,030
542.90.99.05	INSURANCE	3,633	3,633	4,124	4,124	4,124	4,124	2,412		2,412	2,412	2,472
542.90.99.06	FAC REPAIR AND REPLACEMENT	3,931	3,931	3,931	3,931	2,621	3,931	3,931		3,931	3,931	4,029
542.90.99	SUB TOTAL	80,884	80,884	124,951	124,951	84,675	124,951	195,221	-	53,924	53,924	200,102
101.920.002	ROAD & STREET GENERAL ADMIN:											
543.00.10	SALARIES & WAGES	195,331	189,087	218,502	218,502	146,097	218,981	225,833	10,327	221,395	225,833	231,479
543.00.10.90	FURLOUGH	(3,093)	(3,092)	0	0	0	0			(4,258)	0	0
543.00.11	OVERTIME	7,450	7,647	7,500	7,500	4,719	7,619	7,500		7,500	7,500	7,688
543.70.20	PERSONNEL BENEFITS	75,777	75,712	87,694	87,694	57,886	87,455	96,347	5,388	90,360	91,123	93,401
543.70.20.90	EMPLOYEE MED. CONTRIBUTION	(2,125)	(1,950)	(2,093)	(2,093)	(1,402)	(2,104)	(2,302)		(2,302)	(2,078)	(2,130)
543.70.21	UNIFORMS	3,000	1,174	3,000	3,000	578	1,413	3,000		3,000	3,000	3,075
543.70.43	TRAVEL EXPENSES	262	-	500	500	-	300	500		500	500	513
543.70.48	REPAIRS & MAINTENANCE	7,500	2,501	7,500	7,500	0	2,500	7,500		7,500	7,500	7,688
543.70.49	MISCELLANEOUS					100	100	0		0	0	0
543.70.49.01	DUES,SCHOOLS & CONFERENCES	777	80	1,000	1,000	978	978	1,000	500	1,000	1,000	1,025
543.70.49.02	LAUNDRY	3,500	2,190	3,500	3,500	1,034	1,634	3,500		3,500	3,500	3,588
543.70.99.05	INTERFUND INSURANCE	14,216	14,216	17,680	17,680	17,680	17,680	17,447		17,447	17,447	17,883
543.70.00	SUB TOTAL	302,595	287,565	344,783	344,783	227,670	336,556	360,325	16,215	345,642	355,325	364,208

CITY OF DES MOINES

2011 BUDGET REQUEST

STREET FUND

101.100.000 STREET FUND		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TL	2011 DEPT RQ	2011 NEW REQ	2011 EXEC AMEND	2011 ADOPTED	2012 EST
101.900.002												
594.42.64	EQUIPMENT	-	-	37,000	37,000	-	-	-	-	-	-	-
594.42.60	SUB TOTAL	-	-	37,000	37,000	-	-	-	-	-	-	-
101.970.002	RECLASSIFICATION & COST ALLOCATIONS:											
597.43.00	TRANSFER OUT/FUND 501	12,500	12,500	-	20,000	-	20,000	-	-	-	-	-
597.43.07	TRANSFER OUT/FUND 102	-	-	-	-	-	-	-	-	-	-	-
	TRANSFER OUT/GENERAL FUND			150,000	150,000		150,000					
	CITY STREET FUND TOTAL	950,764	881,381	1,281,461	1,281,461	650,239	1,197,499	1,185,324	87,695	1,028,492	1,039,027	1,209,832
101.980.002												
508.80.00	ENDING FUND BALANCE	181,424	126,054	230,474	230,474		147,260	(25,964)		130,868	135,333	
		1,132,188	1,007,435	1,511,935	1,511,935	650,239	1,344,759	1,159,360	87,695	1,159,360	1,174,360	1,209,832

BUDGET NARRATIVE

2011

FUND: **CITY STREETS**
 DEPARTMENT **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
TRANSPORTATION						
101.100.002.542.30.00.00		ROAD AND STREET 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	Operating Supplies	This accounts for hot mix, cold mix, tack coat, tar, gravel, and pit run.	\$ 16,000	\$ 9,000	\$ 16,000	\$ 16,000
		Local Streets	\$ 10,000			
		Arterial Streets	\$ 6,000			
			<u>\$ 16,000</u>			
542.30.48	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.	\$ 25,000		\$ 25,000	\$ 25,000
	Bridge Repairs and Maintenance	These funds are used for general repairs and routine maintenance needs that are identified as part of the required WSDOT bridge inspection program.	\$ 10,000	\$ -	\$ 10,000	\$ 10,000
		TOTAL ROADWAY	<u>\$ 51,000</u>	<u>\$ 9,000</u>	<u>\$ 51,000</u>	<u>\$ 51,000</u>

BUDGET NARRATIVE

2011

FUND: **CITY STREETS**
 DEPARTMENT **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
TRANSPORTATION						
101.200.002.542.60.00.00						
TRAFFIC AND PEDESTRIAN SERVICE						
This is for the cost of operation and maintenance of roadway facilities and services thereto.						
Sidewalks						
542.61.31	Operating Supplies	This provides for materials for general repair and maintenance of existing sidewalks and walkways, including concrete, form building materials, etc.	\$ 4,000	\$ 6,000	\$ 4,000	\$ 4,000
Total Sidewalks			\$ 4,000	\$ 6,000	\$ 4,000	\$ 4,000
Street Lighting						
This pays for electricity for all street lights in the city and additional lights that may be installed.						
542.63.47.01	Street Lighting	Operation and maintenance costs for street lights	\$ 275,000		\$ 275,000	\$ 275,000
Total Street Lighting			\$ 275,000	\$ -	\$ 275,000	\$ 275,000

BUDGET NARRATIVE

2011

FUND: **CITY STREETS**
 DEPARTMENT **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
TRANSPORTATION						
101.300.002.542.64.00.00		Traffic Control Devices				
		This is for the cost of replacing street signs, painting crosswalks, guardrails, stop light maintenance, etc.				
542.64.31	Office and Operating Supplies	This provides for road paint, divider buttons, regulatory signs, and general repair and maintenance of traffic control devices.	\$ 20,000	\$ 35,000	\$ 20,000	\$ 20,000
542.64.31.18	Sign Change Out Program		\$ 12,000	\$ -	\$ 12,000	\$ 12,000
542.64.47.01	Electricity	This pays for electricity for traffic control devices.	\$ 14,000	\$ -	\$ 14,000	\$ 14,000
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.	\$ 16,000	\$ -	\$ 16,000	\$ 16,000
542.64.48.01	WSDOT Contract	This item funds a contract with Washington State Department of Transportation (WSDOT) for signal maintenance.	\$ 85,000	\$ -	\$ 85,000	\$ 85,000
		General ongoing maintenance and inspections				\$60,000
		Traffic Signal Controller and Cabinet Replacement				\$25,000
						<u>\$85,000</u>
Total Traffic Control Devices			\$ 147,000	\$ 35,000	\$ 147,000	\$ 147,000

BUDGET NARRATIVE

2011

FUND: **CITY STREETS**
 DEPARTMENT **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
TRANSPORTATION						
101.400.002.542.66.00.00		Snow and Ice Control				
		Contingency account for snow and ice removal and sanding of streets.				
542.66.31	Office and Operating Supplies	Provides for purchase of sand, salt, and brine mixture.	\$ 2,600	\$ 10,000	\$ 2,600	\$ 2,600
Total Snow and Ice Control			\$ 2,600	\$ 10,000	\$ 2,600	\$ 2,600
101.600.002.542.71.00.00		ROADSIDE				
		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	Operating Supplies	Provides for purchase of soil sterilizer and other miscellaneous materials to be used to reduce vegetation growth on shoulders.	\$ 1,020	\$ 1,480	\$ 1,020	\$ 1,020
542.71.35	Small Tools and Equipment	Mower blades, saws, pruners, and other small hand tools. Purchase of string trimmers to replace old worn out units.	\$ 2,550		\$ 2,550	\$ 2,550
542.71.48	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	\$ 5,000	\$ 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.	\$ 10,000	\$ 5,000	\$ 10,000	\$ 10,000
TOTAL ROADSIDE			\$ 23,570	\$ 11,480	\$ 23,570	\$ 23,570

BUDGET NARRATIVE

2011

FUND: **CITY STREETS**
 DEPARTMENT **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
TRANSPORTATION						
101.700.002.542.75.00.00		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		\$ 350		\$ 350	\$ 350
TOTAL LITTER CLEANUP			\$ 1,150	\$ -	\$ 1,150	\$ 1,150
101.900.002.542.90.00.00		MAINTENANCE ADMINISTRATION				
Supervisory operations, also includes general services and supplies for maintenance.						
542.90.10	Salaries & Wages	Salaries for Maintenance Administration 0.05 PBPW Director 0.10 PBPW Administrative Assistant II 0.05 PBPW Assistant Director 0.10 PBPW Associate Transportation Engineer <u>0.25 PW & Parks Maint Superintendent</u> <u>0.55 FTE's</u>	\$ 47,570	\$ -	\$ 47,195	\$ 47,570
542.90.10.90	Furlough	Provides for 5 days of unpaid leave.	\$ -	\$ -	\$ (362)	\$ (0)
542.90.20	Personnel Benefits	Benefits for Maintenance Administration	\$ 18,647		\$ 18,532	\$ 18,576

BUDGET NARRATIVE

2011

FUND: **CITY STREETS**
 DEPARTMENT **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
TRANSPORTATION						
542.90.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.	\$ (555)		\$ (555)	\$ (484)
542.90.21	Uniforms	Provides for uniforms for the Maintenance Superintendent.	\$ 250	\$ -	\$ 250	\$ 250
542.90.31	Operating Supplies	Provides for general office supplies, forms, paper, etc. It also includes general safety supplies such as barricades, warning signs, vests, hardhats, and other supplies of general maintenance administration nature that are not budgeted elsewhere.	\$ 10,000	\$ -	\$ 10,000	\$ 10,000
542.90.32	Fuel	Provides for fuel for all Public Works vehicles. Propane from Marina \$ 500 Unleaded Fuel \$ 7,863 Diesel Fuel \$ 2,528 Outside Fuel Sales \$ 495 <u>\$ 11,386</u>	\$ 11,386	\$ -	\$ 11,386	\$ 11,386
542.90.35	Small Tools	This provides for the purchase of hand tools such as power drills, saws, etc.	\$ 2,760	\$ -	\$ 2,760	\$ 2,760
542.90.35.90	Small Eqp>\$1,000<\$5000		\$ 5,000	\$ -	\$ 5,000	\$ 5,000
542.90.41	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

BUDGET NARRATIVE

2011

FUND: **CITY STREETS**
 DEPARTMENT **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
TRANSPORTATION						
542.90.41.02	Janitorial Services	Streets portion of janitorial services for Public Works/Parks Service Center (35%) and Public Works Engineering Building (20%).	\$ 3,700	\$ -	\$ 3,700	\$ 3,700
542.90.42	Communications	Public Works portion of telephone service. Also, includes annual fees for underground locations center printer. Telephone Lines \$ 2,210 Long Distance \$ 50 Cell Phones/Pagers \$ 450 Underground Locator Line Ser. \$ 1,740 <u>\$ 4,450</u>	\$ 4,450	\$ -	\$ 4,450	\$ 4,450
542.90.43	Travel Expenses	Travel expenses for conferences, schools, and seminars.	\$ 100	\$ -	\$ 100	\$ 100
542.90.44	Advertising	Provides for job advertisements and bid notices.	\$ 1,000	\$ -	\$ 1,000	\$ 1,000
542.90.45	Operating Leases and Rentals	This provides for equipment needed for emergencies and to replace equipment that is down for repair or that the city does not own.	\$ 3,000	\$ -	\$ 3,000	\$ 3,000
542.90.47	Utility Services	Provides for the Public Works portion of utilities for the Public Works Service Center(35%) and Public Works Bldg(20%) Electricity \$ 8,425 Water \$ 710 Sewer \$ 505 SWM \$ 5,950 Natural Gas \$ 810 <u>\$ 16,400</u>	\$ 16,400	\$ -	\$ 16,400	\$ 16,400

BUDGET NARRATIVE

2011

FUND: **CITY STREETS**
 DEPARTMENT **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
TRANSPORTATION						
542.90.48	Repair & Maint	Provides for contracted maintenance work.	\$ -	\$ -	\$ -	\$ -
542.90.49	Miscellaneous	Miscellaneous items that cannot be assigned to other categories in maintenance administration.	\$ 1,000	\$ -	\$ 1,000	\$ 1,000
542.90.49.02	Laundry	Provides for laundry of uniforms for the Maintenance Superintendent.	\$ 250	\$ -	\$ 250	\$ 250
TOTAL MAINTENANCE ADMINISTRATION			\$ 125,458	\$ -	\$ 124,606	\$ 125,458
INTERFUND CHARGES						
542.90.99.01	Computer Maint	Fund for maintenance of Maintenance Superintendent's computer.	\$ 10,640		\$ 10,640	\$ 10,640
542.90.99.02	Computer	Fund for replacement of Maintenance Superintendent's computer.	\$ 2,682		\$ 926	\$ 926
542.90.99.03	Equipment Maint	Equipment rental fund charges for vehicle maintenance.	\$ 36,015		\$ 36,015	\$ 36,015
542.90.99.04	Equipment	Equipment rental fund charges for vehicle replacement.	\$ 139,541		\$ -	\$ -
542.90.99.05	Insurance	Provides for liability coverage for the department.	\$ 2,412		\$ 2,412	\$ 2,412
542.90.99.06	Facility Repair and Replacement	Provides for major improvements to City buildings. Fee is charged on an occupied square foot basis.	\$ 3,931		\$ 3,931	\$ 3,931
TOTAL INTERFUND CHARGES			\$ 195,221	\$ -	\$ 53,924	\$ 53,924

BUDGET NARRATIVE

2011

FUND: **CITY STREETS**
 DEPARTMENT **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
TRANSPORTATION						
101.920.002.543.70.00.00	ROAD AND STREET GENERAL ADMINISTRATION					
		Work of the Street Department of a general executive direction not associated with a specific maintenance function or project.				
543.00.10	Salaries & Wages	Provides for salaries for the following positions: 1.00 Senior Maintenance Worker 1.00 Traffic Control Specialist 2.00 Maintenance Workers <u>4.00</u> FTE's	\$ 225,833	\$ 10,327	\$ 221,395	\$ 225,833
543.00.10.90	Furlough	Provides for 5 days of unpaid leave.	\$ -	\$ -	\$ (4,258)	\$ 0
543.00.11	Overtime	Overtime includes for beeper pay @ \$1.00 per hour or at 5% of hourly rate whichever is higher.	\$ 7,500		\$ 7,500	\$ 7,500
543.70.20	Personnel Benefits	Covers payroll related benefits for all Street Maintenance personnel.	\$ 96,347	\$ 5,388	\$ 90,360	\$ 91,123
543.70.20.90	Employee Med. Contribution	Employees' share of benefits for spouse and/or dependents.	\$ (2,302)		\$ (2,302)	\$ (2,078)
543.70.21	Uniforms	Benefits including uniforms and steel toed boots. Also covers replacement of worn shirts, rain gear, rain boots, hats and city logo embroidery.	\$ 3,000		\$ 3,000	\$ 3,000

BUDGET NARRATIVE

2011

FUND: **CITY STREETS**
 DEPARTMENT **PLANNING, BUILDING AND PUBLIC WORKS**

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
TRANSPORTATION						
543.70.43	Travel Expenses	Courses or classes for Public Works employees, using their private vehicles.	\$ 500		\$ 500	\$ 500
543.70.48	Repairs & Maintenance	Provides contracted repairs and maintenance. Includes share of Department of Corrections (DOC) maintenance services.	\$ 7,500		\$ 7,500	\$ 7,500
543.70.49.01	Dues, School, and Conferences	Provides for dues, school tuition, and conferences.	\$ 1,000	\$ 500	\$ 1,000	\$ 1,000
543.70.49.02	Laundry	Provides for laundry of uniforms.	\$ 3,500		\$ 3,500	\$ 3,500
543.70.99.05	Interfund Insurance		\$ 17,447		\$ 17,447	\$ 17,447
TOTAL ROAD & STREET GENERAL ADMIN.			\$ 360,325	\$ 16,215	\$ 345,642	\$ 355,325
101.900.002.594.42.60.00	CAPITAL OUTLAY					
	This accounts for capital equipment purchased for the Street Department's general use.					
594.42.64	Equipment		\$ -	\$ -	\$ -	\$ -
101.980.002.508.80.00.00	TOTAL CAPITAL OUTLAY					
			\$ -	\$ -	\$ -	\$ -
TOTAL STREETS BUDGET REQUESTS			\$ 1,185,324	\$ 87,695	\$ 1,028,492	\$ 1,039,027
101.970.002	RECLASSIFICATION & COST ALLOCATIONS					
597.00.07.00	Transfer Out		\$ -	\$ -	\$ -	\$ -
ESTIMATED ENDING FUND BALANCE			\$ (25,964)		\$ 130,868	\$ 135,333
TOTAL STREET FUND			\$ 1,159,360	\$ 87,695	\$ 1,159,360	\$ 1,174,360

CITY OF DES MOINES

2011 BUDGET REQUESTS

POLICE DRUG SEIZURE FUND

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 FORECAST
107.000.000	POLICE DRUG SEIZURE FUND										
521.21.10	SALARIES & WAGES	0	0	0	0	0	0				
521.21.20	PERSONNEL BENEFITS	0	0	0	0	0	0				
521.21.31	OFFICE & OPERATING SUPPLIES	-	-	-	-	-	-	-	-	-	-
521.21.35	SMALL EQUIPMENT	-	736	-	-	-	-	-	-	-	-
521.21.35.90	SMALL EQP >\$1,000 <\$5,000	3,500	3,435	3,500	3,500	-	-	3,500	3,500	3,500	3,570
521.21.4X	OTHER SERVICES & CHARGES	15,000	3,412	15,000	15,000	576	3,500	15,000	15,000	15,000	15,300
521.21.51.01	STATE SHARE OF DRUG SEIZURES	1,500	567	1,500	1,500	-	-	1,500	1,500	1,500	1,500
521.21.99.03	EQUIPMENT MAINTENANCE	-	-	-	-	-	-	-	-	-	-
594.21.64	EQUIPMENT - DRUG SEIZURE	-	-	-	-	-	-	-	-	-	-
597.00.00	TRANSFER-OUT/FUND 501	-	-	-	-	-	-	-	-	-	-
	POLICE DRUG SEIZURE TOTAL	20,000	8,151	20,000	20,000	576	3,500	20,000	20,000	20,000	20,370
508.80.00	ESTIMATED ENDING FUND BALANCE	17,723	21,151	14,700	16,317		20,786	15,924	15,924	15,924	31,129
		37,723	29,302	34,700	36,317	576	24,286	35,924	35,924	35,924	51,499

BUDGET NARRATIVE
2011

FUND: **POLICE DRUG SEIZURE FUND**
DEPARTMENT: **DRUG SEIZURE**

Account No.	Title	Description	Departmental Request	Executive Amendment	Adopted
107.000.000.521.21.00.00		POLICE DRUG SEIZURE FUND			
	SUPPLIES				
521.21.31	Supplies		\$ -	\$ -	\$ -
		TOTAL SUPPLIES	\$ -	\$ -	\$ -
	SMALL EQUIPMENT				
521.21.35	Small Equipment		\$ 3,500	\$ 3,500	\$ 3,500
		TOTAL SMALL EQUIPMENT	\$ 3,500	\$ 3,500	\$ 3,500
	OTHER SERVICES AND CHARGES				
521.21.41	Other Services & Charges		\$ 15,000	\$ 15,000	\$ 15,000
		TOTAL OTHER SERVICES AND CHARGES	\$ 15,000	\$ 15,000	\$ 15,000
	INTERGOV'T/INTERFUND SERVICES				
521.21.51.01	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
	INTERFUND TRANSFERS				
521.21.99.03	Equipment Maintenance	Provides for maintenance of vehicles.	\$ -	\$ -	\$ -
597.00.00.01	Interfund Transfer-Out	Transfer to Fund 501	\$ -	\$ -	\$ -
		TOTAL INTERFUND TRANSFERS	\$ -	\$ -	\$ -
	CAPITAL OUTLAY				
594.21.64	Equipment-Drug Seizure	Provides for acquisition of miscellaneous equipment for drug crime prevention.	\$ -	\$ -	\$ -
		TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -
	ENDING FUND BALANCE				
508.80.00	Ending Fund Balance		\$ 15,924	\$ 15,924	\$ 15,924
		TOTAL ENDING FUND BALANCE	\$ 15,924	\$ 15,924	\$ 15,924
		TOTAL POLICE DRUG SEIZURE FUND	\$ 35,924	\$ 35,924	\$ 35,924

BUDGET NARRATIVE 2011

FUND: **TRANSPORTATION IMPACT FEE**
DEPARTMENT: **FUND 109**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
109.000.000.000.00.00.00		TRANSPORTATION IMPACT FEE	\$ 397,422	\$ 397,422	\$ 397,422

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.

2011 Beginning Fund Balance	\$	331,468
2011 Impact Fees	\$	65,154
2011 Interest	\$	800
2011 Expenditures	\$	<u>(65,154)</u>
2011 Ending Fund Balance	\$	<u>332,268</u>

CITY OF DES MOINES

2011 BUDGET REQUEST

TRANSPORTATION IMPACT FEE FUND

2005-2008 109.000.000	TRANSPORTATION IMPACT FEE FUND	2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
595.XX.63	OTHER IMPROVEMENTS	-	-	-	-	-	-	-	-	-	-
597.40.04	TRANSFER-OUT	560,000	293,791	80,432	80,432	31,895	80,432	65,154	65,154	65,154	80,036
	TOTAL TRANS. IMPACT FEE	560,000	293,791	80,432	80,432	31,895	80,432	65,154	65,154	65,154	80,036
508.80.00	ESTIMATED ENDING FUND BALANCE	4,585	330,718	332,004	332,018		331,468	332,268	332,268	332,268	333,968
		564,585	624,509	412,436	412,450	31,895	411,900	397,422	397,422	397,422	414,004

BUDGET NARRATIVE

2011

FUND: **TRANSPORTATION IMPACT FEE**
 DEPARTMENT: **FUND 109**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
109.000.000.595.XX.00.00			TRANSPORTATION IMPACT FEE		
OPERATING TRANSFERS					
597.40.04	TRANSFER-OUT		\$ 65,154	\$ 65,154	\$ 65,154
TOTAL OPERATING TRANSFERS			\$ 65,154	\$ 65,154	\$ 65,154
ENDING FUND BALANCE					
508.80.00	Ending Fund Balance		\$ 332,268	\$ 332,268	\$ 332,268
TOTAL ENDING FUND BALANCE			\$ 332,268	\$ 332,268	\$ 332,268
TOTAL TRANSPORTATION IMPACT FEE FUND			\$ 397,422	\$ 397,422	\$ 397,422

BUDGET NARRATIVE 2011

FUND: HOTEL-MOTEL TAX

DEPARTMENT: FUND 111

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
111.000.000.000.00.00.00	HOTEL-MOTEL TAX		\$ 19,736	\$ 19,736	\$ 19,736

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.

2011 Beginning Fund Balance	\$	4,711
2011 Hotel-Motel Tax	\$	15,000
2011 Interest	\$	25
2011 Expenditures	\$	<u>(15,300)</u>
2011 Ending Fund Balance	\$	<u>4,436</u>

CITY OF DES MOINES

2011 BUDGET REQUEST

HOTEL-MOTEL TAX FUND

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 ESTIMATE
111.000.000	HOTEL-MOTEL TAX FUND										
557.30.41	PROFESSIONAL SERVICES	-	-	-	-	-	-	-	-	-	-
557.30.44	ADVERTISING	-	-	-	-	-	-	-	-	-	-
557.30.51	INTERGOVERNMENTAL PAYMENT	23,000	17,492	20,000	20,000	8,774	16,890	15,300	15,300	15,300	15,300
	TOTAL HOTEL-MOTEL TAX FUND	23,000	17,492	20,000	20,000	8,774	16,890	15,300	15,300	15,300	15,300
508.80.00	ESTIMATED ENDING FUND BALANCE	5,304	5,011	5,378	5,046		4,711	4,436	4,436	4,436	4,161
		28,304	22,503	25,378	25,046	8,774	21,601	19,736	19,736	19,736	19,461

BUDGET NARRATIVE 2011

FUND: **HOTEL-MOTEL TAX FUND**
DEPARTMENT: **FUND 111**

Account No.	Title	Narrative	Dpartmental Request	Executive Amendment	Adopted
111.000.000.500.00.00.00		HOTEL-MOTEL TAX FUND			
		OTHER SERVICES & CHARGES			
557.30.41	Professional Services		\$ -	\$ -	\$ -
		TOTAL INTERGOVERNMENTAL SERVICES	\$ -	\$ -	\$ -
		INTERGOVERNMENTAL SERVICES			
557.30.51	Intergovernmental Payment		\$ 15,300	\$ 15,300	\$ 15,300
		TOTAL INTERGOVERNMENTAL SERVICES	\$ 15,300	\$ 15,300	\$ 15,300
		ENDING FUND BALANCE			
508.80.00	Ending Fund Balance		\$ 4,436	\$ 4,436	\$ 4,436
		TOTAL ENDING FUND BALANCE	\$ 4,436	\$ 4,436	\$ 4,436
		TOTAL HOTEL-MOTEL TAX FUND	\$ 19,736	\$ 19,736	\$ 19,736

BUDGET NARRATIVE

2011

FUND: **POLICE SERVICES RESTORATION FUND**
 DEPARTMENT: **FUND 112 LAW ENFORCEMENT**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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112.000.000.000.00.00.00	POLICE SERVICES RESTORATION FUND	\$ 1,821,646	\$ 1,976,755	\$ 1,821,645
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The Police Services Restoration Fund is established with the purpose of segregated levy lid lift property taxes authorized by voters in the May 16, 2006 Special Election. These property tax revenues are to be used exclusively to:

- 1) restore six police officers, three community services officers, and one records specialist; and
- 2) provide funds to upgrade police communication and crime prevention technology.
- 3) in 2008, the City Council approved an additional 1.0 FTE Police Officer and a 0.50 FTE Animal Control Officer.
- 4) in 2009, the City Council eliminated the 0.50 FTE Animal Control Officer and reclassified the records specialist position to senior secretary position.
- 5) in 2010, the City Council eliminated 2 community service officer positions.

2011 Beginning Fund Balance	\$	587,524
2011 Lid Lift Property Tax	\$	1,234,122
2011 Interest (Allocated to the General Fund)	\$	-
2011 Expenditures	\$	<u>(1,536,921)</u>
2011 Ending Fund Balance	\$	<u><u>284,725</u></u>

CITY OF DES MOINES

2011 BUDGET REQUEST

LAW ENFORCEMENT
POLICE SERVICES RESTORATION FUND

112.3xx.030	POLICE SERVICES RESTORATION FUND	2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQ	2011 EXEC AMEND	2011 ADOPTED	2012 EST
112.340.030	POLICE ADMINISTRATIVE DIVISION										
521.10.10	SALARIES & WAGES	35,700	17,214	42,923	42,923	28,207	42,923	45,976	45,068	45,976	46,896
521.10.10.90	FURLOUGH	-	(317)	-	-	-	-	-	(867)	(0)	(0)
521.10.11	OVERTIME	-	74	-	-	30	30	-	-	-	-
521.10.11.02	OVERTIME TRAINING	-	-	1,000	1,000	-	-	1,000	1,000	1,000	1,020
521.10.20	PERSONNEL BENEFITS	24,980	5,688	14,888	14,888	9,803	14,788	16,893	15,858	15,058	15,360
521.10.20.90	EMPLOYEE MED. CONTRIBUTION	(1,173)	-	-	-	-	-	-	-	-	-
521.10.21	UNIFORMS	600	-	1,000	1,000	-	-	1,000	1,000	1,000	1,000
521.10.31	OFFICE AND OPERATING SUPPLIES	1,000	241	1,000	1,000	71	402	1,000	1,000	1,000	1,000
521.10.35	SMALL TOOLS & EQUIPMENT	165	2,335	665	665	-	-	665	665	665	665
521.10.41	PROFESSIONAL SERVICES	-	3,149	3,400	3,400	2,661	3,620	3,700	3,700	3,700	3,700
521.10.41.02	DISPATCH SERVICES	55,000	50,182	55,000	55,000	25,891	40,162	55,000	55,000	55,000	56,100
521.10.41.04	JANITORIAL SERVICES SUBSTATION	2,500	2,035	2,500	2,500	1,480	2,220	2,500	2,500	2,500	2,550
521.10.42	COMMUNICATIONS	-	5,196	6,000	6,000	3,904	5,640	6,000	6,000	6,000	6,120
521.10.44	ADVERTISING	-	1,273	-	-	-	-	-	-	-	-
521.10.47.01	ELECTRICITY	1,500	2,161	1,500	1,500	1,250	1,930	2,220	2,220	2,220	2,264
521.10.47.06	NATURAL GAS	500	699	500	500	549	810	940	940	940	959
521.10.48	REPAIRS AND MAINTENANCE	-	480	-	-	16	16	-	-	-	-
521.10.49	MISCELLANEOUS	-	95	-	-	-	-	-	-	-	-
521.10.49.01	DUES, SCHOOLS & CONFERENCES	-	-	-	-	189	189	-	-	-	-
521.10.99.01	COMPUTER MAINTENANCE	-	-	-	-	-	-	2,682	2,682	2,682	2,736
521.10.99.02	COMPUTER REPLACEMENT	-	-	-	-	-	-	548	548	548	559
521.10.99.03	EQUIPMENT RENTAL MAINTENANCE	4,500	4,500	4,500	4,500	3,000	4,500	9,000	9,000	9,000	9,180
521.10.99.04	EQUIPMENT RENTAL REPLACEMENT	3,274	3,274	3,274	3,274	2,183	3,274	8,434	8,434	8,434	8,603
521.10.99.05	INTERFUND INSURANCE	-	-	1,677	1,677	1,677	1,677	4,563	4,563	4,563	4,928
594.21.64	EQUIPMENT - VEHICLE	-	-	-	-	-	-	-	-	-	-
	TOTAL POLICE ADMINISTRATIVE DIVISION	128,546	98,279	139,827	139,827	80,911	122,181	162,121	159,311	160,286	163,638
112.345.030	CIVIL SERVICE COMMISSION										
521.10.11	OVERTIME	2,071	2,680	3,454	3,454	687	1,247	3,533	3,533	3,533	3,604
521.10.20	PERSONNEL BENEFITS	334	420	502	502	96	175	556	556	556	567
521.10.31.17	OFFICE AND OPERATING SUPPLIES	107	368	107	107	-	107	107	107	107	109
521.10.42	COMMUNICATIONS	-	49	-	-	-	-	-	-	-	-
521.10.49.05	PROF SERV-CIVIL SERVICE	-	-	-	-	-	-	-	-	-	-
521.10.49.06	MISCELLANEOUS	-	5	-	-	-	-	-	-	-	-
521.10.99.05	INTERFUND INSURANCE	-	-	-	-	394	394	-	-	-	-
	TOTAL CIVIL SERVICE COMMISSION	2,512	3,522	4,063	4,063	1,177	1,923	4,196	4,196	4,196	4,280

CITY OF DES MOINES

2011 BUDGET REQUEST

LAW ENFORCEMENT
POLICE SERVICES RESTORATION FUND

112.3xx.030 POLICE SERVICES RESTORATION FUND		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQ	2011 EXEC AMEND	2011 ADOPTED	2012 EST
112.350.030 POLICE DETECTIVE DIVISION											
521.21.10	SALARIES & WAGES	8,594	9,552	9,734	9,734	6,490	9,734	9,931	9,931	9,931	10,130
521.21.10.90	FURLOUGH	(184)	-	-	-	-	-	-	-	-	-
521.21.10.10	HOLIDAY PAY-OUT	-	-	-	-	-	-	-	-	-	-
521.21.11	OVERTIME	-	138	-	-	4	172	-	-	-	-
521.21.20	PERSONNEL BENEFITS	5,902	4,035	4,561	4,561	3,091	4,638	5,132	5,132	4,433	4,522
521.21.20.90	EMPLOYEE MED. CONTRIBUTION	(126)	-	(139)	(139)	-	-	(153)	(153)	(120)	(122)
521.21.21	UNIFORMS	-	30	-	-	-	-	-	-	-	-
521.21.99.05	INTERFUND INSURANCE	-	-	-	-	-	-	822	822	822	888
594.21.62	OFFICE IMPROVEMENTS	-	-	17,000	17,000	-	-	25,000	25,000	25,000	-
594.21.64.02	EQUIPMENT-DETECTIVE CARS	-	-	-	-	-	-	-	-	-	-
TOTAL POLICE DETECTIVE DIVISION		14,186	13,756	31,156	31,156	9,584	14,544	40,732	40,732	40,066	15,417
112.360.030 POLICE PATROL DIVISION											
521.22.10	SALARIES & WAGES	724,814	652,886	688,642	688,642	451,618	691,426	742,523	661,871	661,871	675,108
521.22.10.10	HOLIDAY PAY-OUT	13,941	240	13,690	13,690	812	6,845	14,280	12,729	12,729	12,984
521.22.11	OVERTIME	51,431	62,291	58,431	58,431	44,797	58,431	58,431	58,431	58,431	59,600
521.22.11.02	OVERTIME TRAINING	16,530	6,395	17,970	17,970	7,033	17,970	17,970	17,970	17,970	18,329
521.22.12	RECRUITMENT/REFERRAL INCENTIVE	8,625	-	8,625	8,625	-	-	-	-	-	0
521.22.20	PERSONNEL BENEFITS	284,467	248,101	276,988	276,988	184,721	288,839	310,554	288,226	288,226	293,991
521.22.20.90	EMPLOYEE MED. CONTR	(6,101)	(6,006)	(6,696)	(6,696)	(5,085)	(7,646)	(8,473)	(8,473)	(8,473)	(8,642)
521.22.21	UNIFORMS	12,502	3,842	12,702	12,702	2,291	4,750	-	-	-	0
521.22.31	OFFICE & OPER SUPPLIES	13,342	6,186	13,342	13,342	590	9,550	13,342	13,342	13,342	13,342
521.22.32.01	UNLEADED FUEL (ISF)	44,101	21,510	23,124	23,124	18,342	25,750	26,074	26,074	26,074	26,595
521.22.35	SMALL TOOLS & EQUIPMENT	10,000	4,311	10,000	10,000	109	6,311	10,000	10,000	10,000	10,000
521.22.35.90	SMALL EQP >\$1,000 <\$5,000	80,000	19,829	10,000	10,000	-	6,000	10,000	10,000	10,000	10,000
521.22.41	PROFESSIONAL SERVICES	22,000	5,491	22,000	22,000	82	9,900	10,000	10,000	10,000	10,000
521.22.42	COMMUNICATIONS	12,000	12,434	23,653	23,653	6,228	9,858	14,000	14,000	14,000	14,000
521.22.43	TRAVEL EXPENSES	5,000	1,321	5,349	5,349	1,295	4,475	5,000	5,000	5,000	5,000
521.22.44	ADVERTISING	7,200	150	7,200	7,200	-	3,240	7,200	7,200	7,200	7,200
521.22.45	OPERATING RENTALS & LEASES	-	2,194	-	-	-	-	-	-	-	0
521.22.48	REPAIRS AND MAINTENANCE	-	484	-	-	-	-	-	-	-	0
521.22.48.01	SUB-STATION OPERATING EXPENSES	14,500	721	14,500	14,500	1,540	3,108	10,000	10,000	10,000	10,000
521.22.49	MISCELLANEOUS	1,300	180	1,300	1,300	-	585	1,300	1,300	1,300	1,300
521.22.49.01	DUES, SCHOOLS & CONFERENCES	-	3,184	5,000	5,000	25	2,250	5,000	5,000	5,000	5,000
521.22.49.20	LAUNDRY	6,294	1,011	6,699	6,699	920	1,600	3,000	3,000	3,000	3,000
521.22.40	SUB TOTAL	1,321,946	1,046,756	1,212,519	1,212,519	715,318	1,143,242	1,250,201	1,145,670	1,145,670	1,166,807

CITY OF DES MOINES

2011 BUDGET REQUEST

LAW ENFORCEMENT
POLICE SERVICES RESTORATION FUND

112.3xx.030 POLICE SERVICES RESTORATION FUND		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQ	2011 EXEC AMEND	2011 ADOPTED	2012 EST
521.22.91	INTERFUND PROFESSIONAL SERVICES	15,289	7,385	3,933	3,933	-	3,933	3,933	3,933	3,933	4,011
521.22.99.01	COMPUTER MAINTENANCE	33,150	33,150	43,417	43,417	28,945	43,417	31,308	31,308	31,308	31,934
521.22.99.02	COMPUTER REPLACEMENT	19,321	19,321	16,458	16,458	10,972	16,458	12,673	12,673	12,673	12,926
521.22.99.03	EQUIPMENT RENTAL MAINTENANCE	54,000	54,000	58,500	58,500	39,000	58,500	45,000	45,000	45,000	45,900
521.22.99.04	EQUIPMENT RENTAL REPLACEMENT	71,960	71,960	71,960	71,960	47,973	71,960	55,685	55,685	55,685	56,799
521.22.99.05	INTERFUND INSURANCE	40,083	40,083	46,023	46,023	46,023	46,023	38,104	38,104	38,104	41,152
521.22.99	SUB TOTAL	233,803	225,899	240,291	240,291	172,913	240,291	186,703	186,703	186,703	192,723
594.21.62	OFFICE IMPROVEMENTS	-	-	-	-	-	-	-	-	-	-
594.21.62.01	VEHICLE STORAGE FACILITY	-	-	-	-	-	-	-	-	-	-
594.21.64.01	COMPUTER EQUIPMENT	-	-	-	-	-	-	-	-	-	-
594.21.64.02	EQUIPMENT-PATROL CARS	-	-	-	-	-	-	-	-	-	-
594.21.64.03	EQUIPMENT-CAR CAMERAS	-	-	-	-	-	-	-	-	-	-
594.21.64.04	TECHNOLOGY IMPROVEMENTS	-	-	-	-	-	-	-	-	-	-
594.21.60	SUB TOTAL	-	-	-	-	-	-	-	-	-	-
TOTAL POLICE PATROL DIVISION		1,555,749	1,272,655	1,452,810	1,452,810	888,231	1,383,533	1,436,904	1,332,373	1,332,373	1,359,529
597.21	TRANSFER-OUT/FUND 001	-	-	-	-	-	-	-	-	-	-
597.21.02	TRANSFER-OUT/FUND 501	7,964	7,964	-	-	-	-	-	-	-	-
SUBTOTAL		7,964	7,964	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		1,708,957	1,396,175	1,627,856	1,627,856	979,903	1,522,181	1,643,953	1,536,612	1,536,921	1,542,864
508.80.00	ESTIMATED ENDING FUND BALANCE	252,814	537,395	519,693	519,693	-	587,524	177,694	440,143	284,724	141,960
POLICE SVCS RESTORATION TOTAL		1,961,771	1,933,570	2,147,549	2,147,549	979,903	2,109,705	1,821,646	1,976,755	1,821,645	1,684,824

BUDGET NARRATIVE 2011

FUND: POLICE SERVICES RESTORATION
DEPARTMENT: LAW ENFORCEMENT
DIVISION: LEVY LID LIFT

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
112.340.030.521.10.00.00 ADMINISTRATION					
SALARIES AND WAGES					
521.10.10	Salaries & Wages	Provides for personnel to perform clerical functions. 1.0 FTE Senior Secretary	\$ 45,976	\$ 45,068	\$ 45,976
521.10.10.90	Furlough	Provides for 5 days of unpaid leave.	-	(867)	(0)
521.10.11	Overtime		1,000	1,000	1,000
TOTAL SALARIES AND WAGES			\$ 46,976	\$ 45,201	\$ 46,976
PERSONNEL BENEFITS					
521.10.20	Personnel Benefits	Provides for personnel benefits for persons assigned to Administrative division.	\$ 16,893	\$ 15,858	\$ 15,058
521.10.20.90	Employee Med. Contribution	Employees' share of health insurance premium cost for spouse and/or dependents.	-	-	-
521.10.21	Uniforms	Provides uniforms for 1.0 FTE	1,000	1,000	1,000
TOTAL PERSONNEL BENEFITS			\$ 17,893	\$ 16,858	\$ 16,058
SUPPLIES					
521.10.31	Office and Operating Supplies	Provides for purchase of supplies needed to perform administrative services, including reporting forms for all divisions.	\$ 1,000	\$ 1,000	\$ 1,000
521.10.35	Small Tools	Provides for purchase of miscellaneous items valued less than \$1,000.	665	665	665
TOTAL SUPPLIES			\$ 1,665	\$ 1,665	\$ 1,665

BUDGET NARRATIVE 2011

FUND: POLICE SERVICES RESTORATION
DEPARTMENT: LAW ENFORCEMENT
DIVISION: LEVY LID LIFT

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
112.340.030.521.10.00.00 ADMINISTRATION					
OTHER SERVICES AND CHARGES					
521.10.41.00	Professional Services	Provides for polygraph exams, fire alarm system monitoring, record storage, maintenance & internet service.	\$ 3,700	\$ 3,700	\$ 3,700
521.10.41.02	Dispatch Services	Provides for contract services with Valley Communications Center for dispatch services.	55,000	55,000	55,000
521.10.41.04	Professional Services - Janitorial	Provides for janitorial services for Redondo Square substation facility.	2,500	2,500	2,500
521.10.42	Communications	Provides for cell phones for administration staff.	6,000	6,000	6,000
521.10.44	Advertising	Provides for purchase of classified ads to announce employment openings and publish sex offender notifications.	-	-	-
521.10.47	Utilities	Provides for utility payments at Redondo Square substation facility. Electric Natural Gas	3,160	3,160	3,160
		\$ 2,220			
		\$ 940			
		<u>\$ 3,160</u>			
521.10.48	Repair and Maintenance	Provides for routine maintenance and unexpected small repairs to Redondo Square substation facility.	-	-	-
521.10.49	Miscellaneous	Provides for other miscellaneous items.	-	-	-
TOTAL OTHER SERVICES AND CHARGES			\$ 70,360	\$ 70,360	\$ 70,360

BUDGET NARRATIVE 2011

FUND: POLICE SERVICES RESTORATION
 DEPARTMENT: LAW ENFORCEMENT
 DIVISION: LEVY LID LIFT

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
112.340.030.521.10.00.00					
ADMINISTRATION					
INTERFUND SERVICES					
521.10.99.01	Computer Maintenance	Provides for division's share of interfund maintenance costs for computers.	\$ 2,682	\$ 2,682	\$ 2,682
521.10.99.02	Computer Replacement	Provides for division's share of interfund replacement costs of computers.	\$ 548	\$ 548	\$ 548
521.10.99.03	Equipment Maintenance	Provides for division's share of interfund maintenance costs for administrative vehicles.	\$ 9,000	\$ 9,000	\$ 9,000
521.10.99.04	Equipment Replacement	Provides for division's share of interfund replacement costs for administrative vehicles.	8,434	8,434	8,434
521.10.99.05	Interfund Insurance		4,563	4,563	4,563
TOTAL INTERFUND SERVICES			\$ 25,227	\$ 25,227	\$ 25,227
CAPITAL OUTLAYS					
594.21.64	Equipment		\$ -	\$ -	\$ -
TOTAL CAPITAL OUTLAYS			\$ -	\$ -	\$ -
TOTAL ADMINISTRATIVE DIVISION			\$ 162,121	\$ 159,311	\$ 160,286

BUDGET NARRATIVE 2011

FUND: POLICE SERVICES RESTORATION
DEPARTMENT: LAW ENFORCEMENT
DIVISION: LEVY LID LIFT

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
112.345.030.521.10.00.00		CIVIL SERVICE			
		SALARIES AND WAGES			
521.10.11	Overtime	Provides for overtime for Civil Service, testing applicants and attending regular meetings.	\$ 3,533	\$ 3,533	\$ 3,533
		TOTAL SALARIES AND WAGES	\$ 3,533	\$ 3,533	\$ 3,533
		PERSONNEL BENEFITS			
521.10.20	Personnel Benefits		\$ 556	\$ 556	\$ 556
		TOTAL PERSONNEL BENEFITS	\$ 556	\$ 556	\$ 556
		SUPPLIES			
521.10.31.17	Supplies-Civil Service	Provides for purchase of supplies and reporting forms needed to prepare case files.	\$ 107	\$ 107	\$ 107
521.10.35.90	Small Tools and Equipment	Provides for purchase of miscellaneous items, valued at less than \$1,000.	-	-	-
		TOTAL SUPPLIES	\$ 107	\$ 107	\$ 107
		TOTAL CIVIL SERVICE DIVISION	\$ 4,196	\$ 4,196	\$ 4,196

BUDGET NARRATIVE 2011

FUND: POLICE SERVICES RESTORATION
DEPARTMENT: LAW ENFORCEMENT
DIVISION: LEVY LID LIFT

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
112.350.030.521.21.00.00					
		DETECTIVE			
		SALARIES AND WAGES			
521.21.10	Salaries & Wages	Provides for personnel to perform evidence processing and storage, and related duties. 0.20 FTE Evidence Technician	\$ 9,931	\$ 9,931	\$ 9,931
521.21.11	Overtime	Provides for overtime for special details.	-	-	-
		TOTAL SALARIES AND WAGES	\$ 9,931	\$ 9,931	\$ 9,931
		PERSONNEL BENEFITS			
521.21.20	Personnel Benefits	Provides for personnel benefits for personnel assigned to the Detective division.	\$ 5,132	\$ 5,132	\$ 4,433
521.21.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependents.	(153)	(153)	(120)
594.21.62	Office Improvements	Improvements to Evidence Room.	25,000	25,000	25,000
		TOTAL PERSONNEL BENEFITS	\$ 29,979	\$ 29,979	\$ 29,313
		INTERFUND SERVICES			
521.21.99.05	Interfund Insurance		\$ 822	822	822
		TOTAL DETECTIVE DIVISION	\$ 40,732	\$ 40,732	\$ 40,066

BUDGET NARRATIVE 2011

FUND: POLICE SERVICES RESTORATION
DEPARTMENT: LAW ENFORCEMENT
DIVISION: LEVY LID LIFT

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
112.360.030.521.22.00.00		PATROL			
		SALARIES AND WAGES			
521.22.10	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. Sergeant Promotions (not new FTE's) 1.0 Sergeant 5.0 Police Officers 1.0 Freeze Vacant Police Officer Position in 2011 <u>2.0 Community Service Officers</u> 9.0 FTE's	\$ 742,523	\$ 661,871	\$ 661,871
521.22.10.10	Holiday Pay-out	Provides for maximum holiday pay of 40 hrs per Patrol Officer	14,280	12,729	12,729
521.22.11	Overtime	Provides for overtime for sergeant, officers, and CSOs.	58,431	58,431	58,431
521.22.11.02	Overtime for Training	Provides for overtime for mandatory training for 9 FTE's. Training for officers in first aid, bloodborne and airborne pathogens, breathalyzer, defensive tactics, firearms qualifications, instructor certification and other training 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 theft system.	17,970	17,970	17,970
521.22.12.00	Recruitment/Referral Incentive		-	-	-
		TOTAL SALARIES AND WAGES	\$ 833,204	\$ 751,001	\$ 751,001

BUDGET NARRATIVE 2011

FUND: POLICE SERVICES RESTORATION
DEPARTMENT: LAW ENFORCEMENT
DIVISION: LEVY LID LIFT

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
112.360.030.521.22.00.00		PATROL			
		PERSONNEL BENEFITS			
521.XX.20	Personnel Benefits	Provides for personnel benefits for sergeant, officers, and CSO's funded or promoted with levy proceeds, including payroll benefits and benefits associated with overtime, holiday pay-out and Plan 457.	\$ 310,554	\$ 288,226	\$ 288,226
521.XX.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependents.	(8,473)	(8,473)	(8,473)
521.22.21	Uniforms	Provides uniforms for personnel hired or promoted with levy proceeds. This is determined by collective bargaining agreement.			
		TOTAL BENEFITS	\$ 302,081	\$ 279,753	\$ 279,753
		SUPPLIES			
521.22.31	Office and Operating Supplies	Provides for purchase of supplies needed to perform services. Includes road flares, ammunition, weapon parts, bike supplies, film, and supplies for evidence gathering and packaging.	\$ 13,342	\$ 13,342	\$ 13,342
521.22.32.01	Unleaded Fuel	Provides for fuel to operate vehicles purchased or funded with levy proceeds.	26,074	26,074	26,074
521.22.35.00	Small Tools & Equipment	Provides for purchase of patrol and crime prevention equipment.	10,000	10,000	10,000
521.22.35.90	Small Eq >\$1,000<\$5,000	Provides for purchase of office furnishings and computers for Crime-task Force.	10,000	10,000	10,000
		TOTAL SUPPLIES	\$ 59,416	\$ 59,416	\$ 59,416

BUDGET NARRATIVE 2011

FUND: POLICE SERVICES RESTORATION
DEPARTMENT: LAW ENFORCEMENT
DIVISION: LEVY LID LIFT

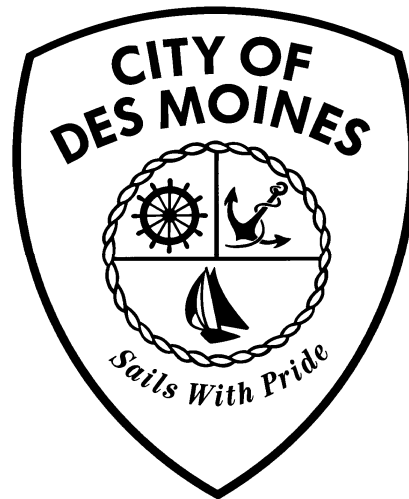
Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
112.360.030.521.22.00.00		PATROL			
		OTHER SERVICES AND CHARGES			
521.22.41	Professional Services	Provides for professional services.	\$ 10,000	\$ 10,000	\$ 10,000
521.22.41.02	Reserve Program	Provides for development of new reserve program.	-	-	-
521.22.42	Communications	Provides for cell phones for Crime-task Force staff. Increase is based on actual use and \$9,350 for vehicle communications upgrade due to CAD.	14,000	14,000	14,000
521.22.43	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 instruction, emergency management and other advanced training.	5,000	5,000	5,000
521.22.44	Advertising		7,200	7,200	7,200
521.22.47	Sub-Station Operating Costs		10,000	10,000	10,000
521.22.49	Miscellaneous		1,300	1,300	1,300
521.22.49.01	Dues, Schools and Conferences	Provides for fees and tuition, dues and membership associated with training, conferences & seminars.	5,000	5,000	5,000
521.22.49.20	Laundry	Provides for uniform cleaning for 9 patrol unit personnel.	3,000	3,000	3,000
		TOTAL OTHER SERVICES AND CHARGES	\$ 55,500	\$ 55,500	\$ 55,500

BUDGET NARRATIVE 2011

FUND: POLICE SERVICES RESTORATION
DEPARTMENT: LAW ENFORCEMENT
DIVISION: LEVY LID LIFT

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
INTERFUND SERVICES					
521.22.91	Interfund Professional Services		\$ 3,933	\$ 3,933	\$ 3,933
521.22.99.01	Computer Maintenance	Provides for division's share of interfund maintenance costs for computers.	31,308	31,308	31,308
521.22.99.02	Computer Replacement	Provides for division's share of interfund replacement costs of computers.	12,673	12,673	12,673
521.22.99.03	Equipment Maintenance	Provides for division's share of interfund maintenance for vehicles funded with levy proceeds.	45,000	45,000	45,000
521.22.99.04	Equipment Replacement	Provides for division's share of interfund replacement of vehicles funded with levy proceeds.	55,685	55,685	55,685
521.22.99.05	Insurance	Provides for division's contribution to the City's self-insurance fund.	38,104	38,104	38,104
TOTAL INTERFUND SERVICES			\$ 186,703	\$ 186,703	\$ 186,703
CAPITAL OUTLAYS					
594.21.62.00	Office Improvements	Safety and health improvements to ventilations system in evidence room.	\$ -	\$ -	\$ -
594.21.64.02	Patrol Cars	To purchase new vehicles and associated equipment.	\$ -	\$ -	\$ -
594.21.64.04	Technology Improvements	To provide for replacement, new or updated police technologies.	\$ -	\$ -	\$ -
TOTAL CAPITAL OUTLAYS			\$ -	\$ -	\$ -
TOTAL PATROL DIVISION			\$ 1,436,904	\$ 1,332,373	\$ 1,332,373
ESTIMATE ENDING FUND BALANCE			\$ 177,694	\$ 440,143	\$ 284,724
TOTAL POLICE SERVICES RESTORATION			\$ 1,821,646	\$ 1,976,755	\$ 1,821,645

2011 Budget



CITY OF DES MOINES
 Outstanding Bonds and Loans
 2011 Budget

Outstanding Debt 12/31/2011

Item	Interest Rates	Issue Date	Maturity Date	Total Amount Issued	Outstanding				
					01/01/2011	Issue in 2011	Redeem in 2011	12/31/2011	
<u>General Obligation Bonds</u>									
Limited:									
2008 Transportation Improvement	4.00% - 4.70%	12/1/08	12/1/28	2,515,000	\$ 2,350,000	\$ -	\$ 90,000	\$ 2,260,000	
2008 Refunding Bond	4.00% - 4.25%	12/1/08	12/1/17	935,000	745,000		100,000	645,000	
Total General Obligation Bonds				\$ 3,450,000	\$ 3,095,000	\$ -	\$ 190,000	\$ 2,905,000	
<u>General Obligation Notes and Loans</u>									
General Government:									
2004 PWTF Loan-Pac Hwy Proj	0.5%	7/14/04	7/14/24	2,250,000	330,657	-	23,618	307,039	
2009 PWTF Loan-DM Gateway	0.5%	3/9/09	7/1/13	600,000	812,500		270,833	541,667	
2006 Capital Lease - Copiers	4.23%	3/1/06	2/1/11	43,417	2,021		2,021	-	
2011 Capital lease - Copiers	4.00%	3/1/11	2/1/16	50,000	-	50,000	10,374	39,626	
Total General Obligation Notes and Loans				\$ 2,943,417	\$ 1,145,178	\$ 50,000	\$ 306,846	\$ 888,332	
<u>Enterprise Funds Bonds, Notes & Loans</u>									
2002 Marina GO & Refunding Bonds	2.50% - 4.70%	12/1/02	12/1/22	\$ 5,420,000	\$ 2,990,000	\$ -	\$ 195,000	\$ 2,795,000	
2008 Marina GO Bonds	4.00% - 4.70%	12/1/08	12/1/28	6,080,000	5,980,000		125,000	5,855,000	
Total Enterprise Funds Bonds, Notes & Loans				\$ 11,500,000	\$ 8,970,000	\$ -	\$ 320,000	\$ 8,650,000	
Total Outstanding Debt				\$ 17,893,417	\$ 13,210,178	\$ 50,000	\$ 816,846	\$ 12,443,332	

CITY OF DES MOINES
2011 Budget

Debt Capacity

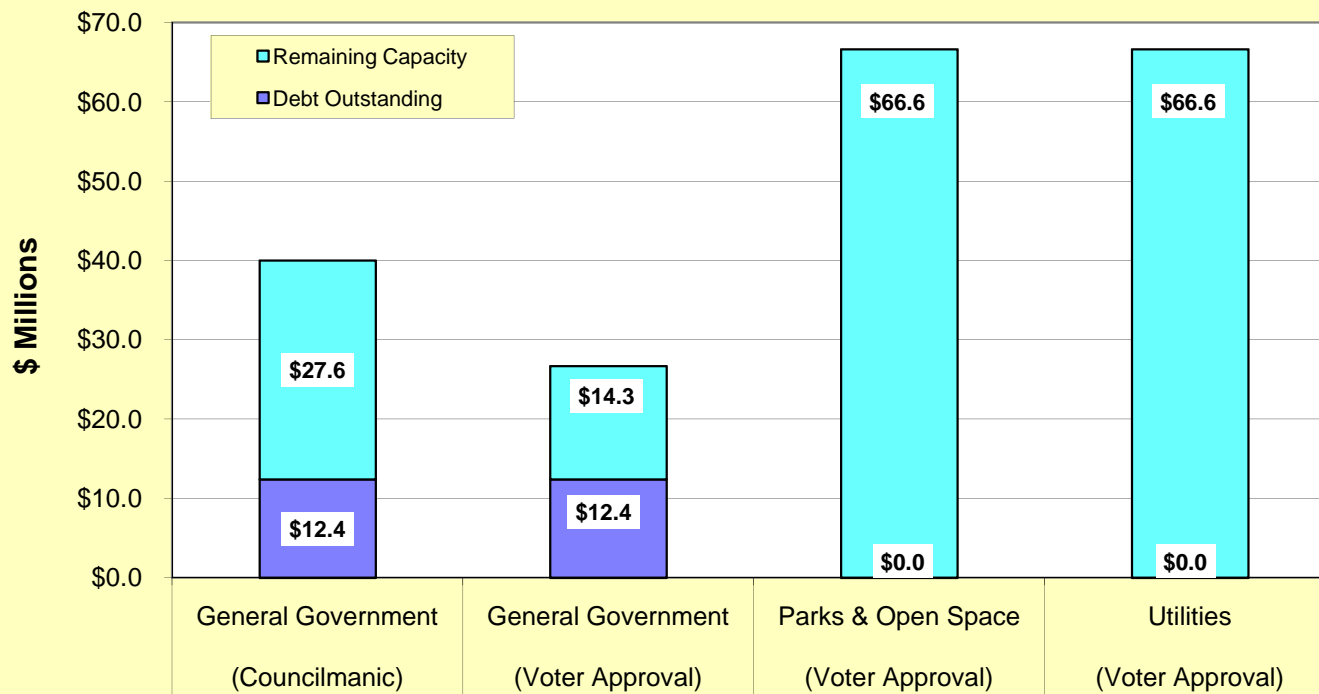
Description	General Capacity		Special Purpose Capacity		Total Debt Capacity
	Councilmanic	Voter Approval	Parks & Open Space	Utility Purposes	
Legal Limit (1.5% of assessed value)	39,977,813	(39,977,813)			
Legal Limit (2.5% of assessed value)		66,629,688	66,629,688	66,629,688	199,889,063
Statutory Debt Limit	\$ 39,977,813	\$ 26,651,875	\$ 66,629,688	\$ 66,629,688	\$ 199,889,063
Less:					
Limited Tax Debt Outstanding	(12,403,706)	(12,403,706)			
Unlimited Tax Debt Outstanding		0			
Add:					
Cash Available in Debt Service Funds	21,616	37,131			
Remaining Legal Debt Capacity	<u>\$ 27,595,723</u>	<u>\$ 14,285,300</u>	<u>\$ 66,629,688</u>	<u>\$ 66,629,688</u>	<u>\$ 199,889,063</u>
Total Remaining "General" Capacity	<u><u>\$ 41,881,023</u></u>				

Latest AV fm 2011 Worksheet 2,665,187,506

	(Councilmanic) General Government	(Voter Approval) General Government	(Voter Approval) Parks & Open Space	(Voter Approval) Utilities
Debt Outstanding	12.4	12.4	0	0
Remaining Capacity	27.6	14.3	66.6	66.6

CITY OF DES MOINES
2011 Budget

Debt Capacity as of December 31, 2011
Based on 2011 Assessed Valuation = \$2.665 Billion
Total Remaining "General Capacity" \$41,881,023



CITY OF DES MOINES

2011 BUDGET REQUEST

95 G.O. NEW POLICE FACILITY

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 ESTIMATE YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 ESTIMATE
211.000.011	1995 G.O. NEW POLICE FACILITY										
592.21.49	MISCELLANEOUS		-	-		-	-	-	-	-	-
	LONG TERM DEBT SERVICE										
591.21.71	PRINCIPAL		-	-		-	-	-	-	-	-
592.21.80	INTEREST		-	-		-	-	-	-	-	-
597.21.55.01	TRANSFER-OUT/FUND 001	-	-	-	-	-	-	-	-	-	-
	TOTAL 1995 G.O. BOND	-	-	-	-	-	-	-	-	-	-
508.80.00	ESTIMATED ENDING FUND BALANCE	36,357	30,922	33,782	33,782		34,031	37,131	37,131	37,131	40,231
		36,357	30,922	33,782	33,782	0	34,031	37,131	37,131	37,131	40,231

ORIGINAL LOAN AMOUNT: \$ 3,350,000
BALANCE AS OF 12/31/09: \$ -
ENDING BALANCE AS OF 12/31/10: \$ -
MATURITY 2007

2010 Estimate:
 2010 Beg Fund Balance 30,922
 Special Property Tax 3,026
 Interest Revenue 83
 Principal -
 Interest -
 Miscellaneous -

 Est. Ending Fund Balance 34,031

2011 Estimate:
 2011 Beg Fund Balance 34,031
 Special Property Tax 3,000
 Interest Revenue 100
 Principal -
 Interest -
 Miscellaneous -

 Est. Ending Fund Balance 37,131

2012 Estimate:
 2012 Beg Fund Balance 37,131
 Special Property Tax 3,000
 Interest Revenue 100
 Principal -
 Interest -
 Miscellaneous -

 Est. Ending Fund Balance 40,231

CITY OF DES MOINES

2011 BUDGET REQUEST

LID FUND

212.000.000	LID FUND	2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TTL	2011 DEPT REQ	2011 EXEC AMEND	2011 ADOPTED	2012 EST
212.185.004	LID 1-85-4										
587.00.00	RESIDUAL EQUITY TRANSFER OUT		-	-		-	-	-	-	-	-
212.186.005	LID 1-86-5										
587.00.00	RESIDUAL EQUITY TRANSFER OUT		-	-		-	-	-	-	-	-
212.192.008	CLID 1-91-6/2-91-7/1-92-8										
591.00.73	PRINCIPAL		-	-		-	-	-	-	-	-
592.00.83	INTEREST		-	-		-	-	-	-	-	-
541.00.49	MISCELLANEOUS		-	-		-	-	-	-	-	-
212.197.009	LID 1-97-9 (4th Ave.)										
597.95.00	TRANSFER-OUT/FUND 319	224	223	223	223	215	215	206	206	206	197
212.198.010	LID 1-98-10 (7th Ave.)										
597.95.00	TRANSFER-OUT/FUND 102	20,000	18,728	5,403	0	-	-	-	-	-	-
597.95.00.01	TRANSFER-OUT/FUND 319	0	0	0	5,603	5,440	4,169	4,019	4,019	4,019	3,869
	TOTAL LID FUND	20,224	18,951	5,626	5,826	5,655	4,384	4,225	4,225	4,225	4,066
212.000.000											
508.80.00	ESTIMATED ENDING FUND BALANCE	6,337	10,943	10,806	10,825		12,243	12,841	12,841	12,841	13,591
		26,561	29,894	16,432	16,651	5,655	16,627	17,066	17,066	17,066	17,657

2010 Estimate:

Beginning Fund Balance	10,944
Interest Revenue	28
Assessment Principal	4,191
Assessment Interest	1,464
Transfer Out to Fund 319	(4,384)
Total	12,243

2011 Budget:

Beginning Fund Balance	12,243
Interest Revenue	25
Assessment Principal	3,745
Assessment Interest	1,053
Transfer Out to Fund 319	(4,225)
Total	12,841

2012 Forecast:

Beginning Fund Balance	12,841
Interest Revenue	26
Assessment Principal	3,745
Assessment Interest	1,045
Transfer Out to Fund 319	(4,066)
Total	13,591

CITY OF DES MOINES

2011 BUDGET REQUEST

98 G.O. PARK ACQUISITION

218.000.018 1998 G.O. PARK ACQUISITION		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 ESTIMATE YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 ESTIMATE
592.11.49	MISCELLANEOUS	304	0					-	-	-	-
	LONG TERM DEBT SERVICE										
591.11.71	PRINCIPAL	95,000	95,000					-	-	-	-
592.11.80	INTEREST & MISC.	2,185	2,185					-	-	-	-
	TOTAL 1995 G.O. BOND	97,489	97,185	0	0	0	0	0	0	0	0
508.80.00	ESTIMATED ENDING FUND BALANCE	354	351	354	354		352	353	353	353	354
		97,843	97,536	354	354	0	352	353	353	353	354

ORIGINAL LOAN AMOUNT: \$ 1,225,000
 BALANCE AS OF 12/31/09: \$ -
 ENDING BALANCE AS OF 12/31/10: \$ -
 MATURITY 2009

2010 Estimate:
 2010 Beg Fund Balance 351
 Transfer-in from Fund 310 -
 Interest Revenue 1
 Principal -
 Interest -
 Miscellaneous -
 Est. Ending Fund Balance 352

2011 Estimate:
 2011 Beg Fund Balance 352
 Transfer-in from Fund 310 -
 Interest Revenue 1
 Principal -
 Interest -
 Miscellaneous -
 Est. Ending Fund Balance 353

2012 Estimate:
 2012 Beg Fund Balance 353
 Transfer-in from Fund 310 -
 Interest Revenue 1
 Principal -
 Interest -
 Miscellaneous -
 Est. Ending Fund Balance 354

CITY OF DES MOINES

2011 BUDGET REQUEST

2008 G.O. TRANS & REF BONDS

2008 G.O.		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 ESTIMATE YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 ESTIMATE
219.000.000	TRANSPORTATION/REFUNDING										
592.40.49	MISCELLANEOUS-TRANS BONDS	350	219	350	350	221	221	350	350	350	350
592.89.49	MISCELLANEOUS-REFUNDING BONDS	386	385	350	350	83	83	350	350	350	350
	SUBTOTAL MISCELLANEOUS		604	700	700	304	304	700	700	700	700
	LONG TERM DEBT SERVICE:										
591.40.71	PRINCIPAL/TRANS BONDS	80,000	80,000	85,000	85,000	-	85,000	90,000	90,000	90,000	100,000
591.89.71	PRINCIPAL/REFUNDING BONDS	90,000	90,000	100,000	100,000	-	100,000	100,000	100,000	100,000	100,000
	SUBTOTAL PRINCIPAL		170,000	185,000	185,000	-	185,000	190,000	190,000	190,000	200,000
592.40.83	INTEREST/TRANS BONDS	110,763	110,763	107,563	107,563	53,781	107,563	104,163	104,163	104,163	100,563
592.89.83	INTEREST/REFUNDING BONDS	38,250	38,250	34,650	34,650	17,325	34,650	30,650	30,650	30,650	26,650
592.89.84	BOND ISSUANCE COSTS	-	-	-	-	-	-	-	-	-	-
	SUBTOTAL INTEREST & OTHER COSTS	149,013	149,013	142,213	142,213	71,106	142,213	134,813	134,813	134,813	127,213
599.89.89	PAYMENT TO REFUNDING ESCROW	-	-	-	-	-	-	-	-	-	-
	TOTAL 2008 G.O. BONDS	-	-	327,913	327,913	71,410	327,517	325,513	325,513	325,513	327,913
508.80.00	ESTIMATED ENDING FUND BALANCE	21,032	21,107	21,105	21,263	-	21,163	21,263	21,263	21,263	21,363
		21,032	21,107	349,018	349,176	71,410	348,680	346,776	346,776	346,776	349,276

ORIGINAL LOAN AMOUNT: \$ 3,450,000
 BALANCE AS OF 12/31/09: \$ 3,280,000
 ENDING BALANCE AS OF 12/31/10: \$ 3,095,000
 MATURITY 2028

1997 GO Bonds were refunded with 2008 Refunding GO Bond Issue

2010 Estimate:

2010 Beg Fund Balance 21,107
 Transfer-in from Fund 310 134,733
 Transfer-in from Fund 319 192,784
 Interest Revenue 56
 Principal (185,000)
 Interest (142,213)
 Miscellaneous (304)

Est. Ending Fund Balance 21,163

2011 Estimate:

2011 Beg Fund Balance 21,163
 Transfer-in from Fund 310 131,000
 Transfer-in from Fund 319 194,513
 Interest Revenue 100
 Principal (190,000)
 Interest (134,813)
 Miscellaneous (700)

Est. Ending Fund Balance 21,263

2012 Estimate:

2012 Beg Fund Balance 21,263
 Transfer-in from Fund 310 127,000
 Transfer-in from Fund 319 200,913
 Interest Revenue 100
 Principal (200,000)
 Interest (127,213)
 Miscellaneous (700)

Est. Ending Fund Balance 21,363

CITY OF DES MOINES

2011 BUDGET REQUEST

PUBLIC WORKS TRUST LOAN

PW TRUST FUND LOAN 220.103.000 PW-04-691-026		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 ESTIMATE YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 ESTIMATE
591.42.78	PRINCIPAL-PW TRUST LOAN	23,619	23,618	23,618	23,619	23,618	23,618	23,619	23,619	23,619	23,619
592.42.83	INTEREST-PW TRUST LOAN	2,037	2,037	1,771	1,772	1,772	1,772	1,654	1,654	1,654	1,536
592.42.89	OTHER COSTS-PW TRUST LOAN		-	-	-	-	-	-	-	-	-
TOTAL PW TRUST LOAN		25,656	25,655	25,389	25,391	25,390	25,390	25,273	25,273	25,273	25,155
220.900.000											
508.80.00	ENDING FUND BALANCE	2	2	2	2	2	2	2	2	2	2
		25,658	25,657	25,391	25,393	25,392	25,392	25,275	25,275	25,275	25,157

ORIGINAL LOAN AMOUNT: \$ 2,250,000
BALANCE AS OF 12/31/09: \$ 354,276
ENDING BALANCE AS OF 12/31/10: \$ 330,657
MATURITY 2024

2010 Estimate:
 2010 Beg Fund Balance 2
 Transfer-in from Fund 102 25,390
 Principal (23,618)
 Interest (1,772)
 Miscellaneous -

 Est. Ending Fund Balance 2

2011 Estimate:
 2011 Beg Fund Balance 2
 Transfer-in from Fund 102 25,273
 Principal (23,619)
 Interest (1,654)
 Miscellaneous -

 Est. Ending Fund Balance 2

2012 Estimate:
 2012 Beg Fund Balance 2
 Transfer-in from Fund 102 25,155
 Principal (23,619)
 Interest (1,536)
 Miscellaneous -

 Est. Ending Fund Balance 2

CITY OF DES MOINES

2011 BUDGET REQUEST

PUBLIC WORKS TRUST LOAN

PW TRUST FUND LOAN 220.104.000 PW-08-951-112		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 ESTIMATE YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 ESTIMATE
591.42.78	PRINCIPAL-PW TRUST LOAN	-	-	150,000	187,500	187,500	187,500	270,834	270,834	270,834	270,834
592.42.83	INTEREST-PW TRUST LOAN	1,034	1,033	3,000	3,198	3,198	3,198	3,493	3,493	3,493	2,709
592.42.89	OTHER COSTS-PW TRUST LOAN		-	-	-	-	-	-	-	-	-
TOTAL PW TRUST LOAN		1,034	1,033	153,000	190,698	190,698	190,698	274,327	274,327	274,327	273,543

ORIGINAL LOAN AMOUNT: \$ 1,000,000
BALANCE AS OF 12/31/09: \$ 600,000
ENDING BALANCE AS OF 12/31/10: \$ 329,166
MATURITY 2013

2010 Estimate:

2010 Beg Fund Balance -
 Transfer-in from Fund 319 190,698
 Principal (187,500)
 Interest (3,198)
 Miscellaneous -

 Est. Ending Fund Balance -

2011 Estimate:

2011 Beg Fund Balance -
 Transfer-in from Fund 319 274,327
 Principal (270,834)
 Interest (3,493)
 Miscellaneous -

 Est. Ending Fund Balance -

2012 Estimate:

2012 Beg Fund Balance -
 Transfer-in from Fund 319 273,543
 Principal (270,834)
 Interest (2,709)
 Miscellaneous -

 Est. Ending Fund Balance -

CITY OF DES MOINES

2011 BUDGET REQUEST

COPIER LEASE

220.125.000	COPIER CAPITAL LEASE	2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 ESTIMATE YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 ESTIMATE
591.18.75	PRINCIPAL	11,274	11,274	11,805	11,805	6,820	11,805	12,395	12,395	12,395	12,600
591.18.83	INTEREST	923	923	391	391	294	391	2,605	2,605	2,605	2,400
TOTAL COPIER CAPITAL LEASE		12,197	12,197	12,196	12,196	7,115	12,196	15,000	15,000	15,000	15,000

ORIGINAL LEASE AMOUNT: \$ 51,253
BALANCE AS OF 12/31/09: \$ 13,827
ENDING BALANCE AS OF 12/31/10: \$ 1,431
MATURITY 2011

2010 Estimate:

Transfer-in from Fund 001	12,196
Principal	(11,805)
Interest	(391)
Miscellaneous	-
Total	-

2011 Estimate:

Transfer-in from Fund 001	15,000
Principal	(12,395)
Interest	(2,605)
Miscellaneous	-
Total	0

2012 Estimate:

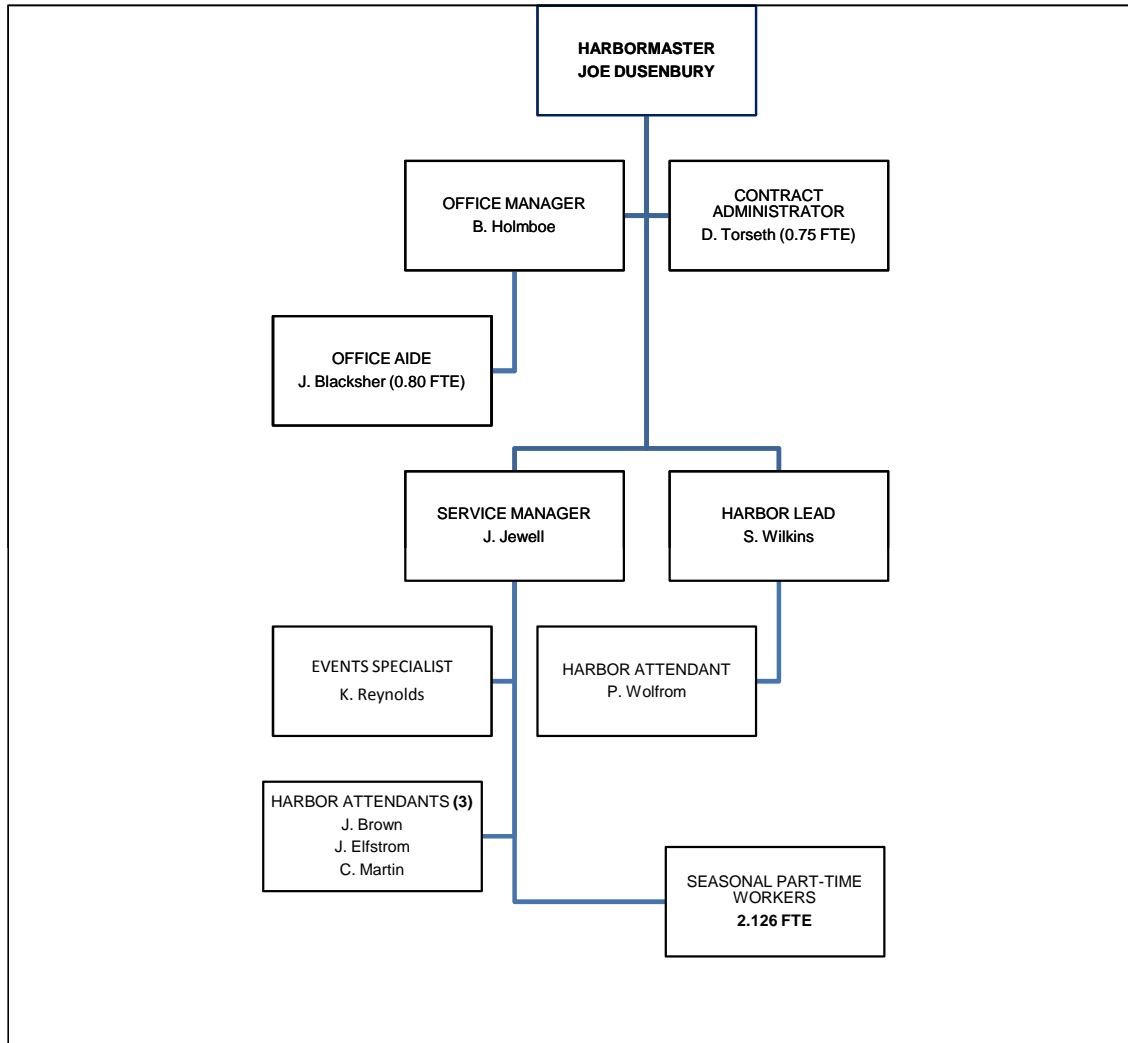
Transfer-in from Fund 001	15,000
Principal	(12,600)
Interest	(2,400)
Miscellaneous	-
Total	-

CITY OF DES MOINES

MARINA

Organizational Chart

Department/Divisions



- Administration
- Services
- Maintenance
- Repair and Replacement
- Capital Improvement

BUDGET NARRATIVE

2011

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

401.000.000.000.00.00.00 MARINA REVENUE FUND

REVENUE	2010 Year End Estimates	2011	2012
Monthly Moorage	\$ 2,167,201	\$ 2,167,000	\$ 2,253,680
Dry Storage	138,355	135,000	140,400
Fuel	799,123	800,000	800,000
Overnight Moorage	75,000	75,000	76,500
Shared Moorage		2,500	2,550
Winter Moorage	28,000	30,000	30,600
Electricity	83,400	82,500	84,150
Launching Fees	6,000	7,500	7,500
Parking Fees	56,500	60,000	61,200
Storage Fees	24,000	25,000	25,500
Leases	87,000	90,000	91,800
Interest Earnings	10,000	10,000	10,200
Monthly Moorage Late Penalties	13,260	13,000	13,260
Lockers	9,705	9,800	9,996
Miscellaneous Services & Charges	5,931	6,000	6,120
Special Events	2,500	25,000	25,500
Vending-Bait-Ice-Propane	7,250	7,500	7,650
Sublease revenue	(1,400)	7,500	7,650
Waiting List Forfeitures	600	600	612
Parking Fines	9,400	7,500	7,650
Waiting List Admin Fee	6,000	5,000	5,100
Sale of Keycards & Other Misc Revenues	2,380	2,400	2,448
	\$ 3,530,205	\$ 3,568,800	\$ 3,670,067

BUDGET NARRATIVE 2011

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

401.000.000.000.00.00.00 MARINA REVENUE FUND

EXPENSES	2010 Year End Estimates	2011	2012
Operating Expenses			
Marina Administration	\$ 1,275,929	\$ 1,203,975	\$ 1,670,430
Marina Service	1,139,962	1,245,514	1,286,981
Marina Maintenance	415,997	420,379	427,300
Total Operating Expenses	\$ 2,831,888	\$ 2,869,868	\$ 3,384,711
Transfers			
Transfer In (CIP Reimbursement)	\$ (46,366)	\$ (100,440)	\$ (22,500)
Transfer Out (Marina Capital Contribution)	-	-	165,000
Transfer-Out to Depr & Improv Fund-2002 Bonds	330,494	327,910	329,915
Transfer-Out to Depr & Improv Fund-2008 Bonds	348,020	395,036	275,036
Total Transfers	\$ 632,148	\$ 622,506	\$ 747,451
Total Expenses (Net)	\$ 3,464,036	\$ 3,492,374	\$ 4,132,163
Total Revenue - Total Expenses	\$ 66,169	\$ 76,426	\$ (462,096)
Beginning Fund Balance	\$ 1,471,414	\$ 1,537,584	\$ 1,614,010
Ending Fund Balance	\$ 1,537,584	\$ 1,614,010	\$ 1,151,914
Debt Service Reserve			
2002 Bonds	\$ (299,000)	\$ (279,500)	\$ (237,500)
2008 Bonds	(514,316)	(514,316)	(514,316)
	\$ (813,316)	\$ (793,816)	\$ (751,816)
Total Unreserved Fund Balance	\$ 724,268	\$ 820,194	\$ 400,098

CITY OF DES MOINES

2011 BUDGET REQUEST

MARINA ADMINISTRATION

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
401.100.000	MARINA ADMINISTRATION										
575.71.10	SALARIES	163,104	171,197	247,978	247,978	172,696	263,081	251,942	247,956	251,942	258,241
575.71.10.01	SALARIES - PART-TIME	35,991	39,283	0	0	0	0	-	-	-	-
575.71.10.90	FURLOUGH	(2,656)	(2,757)	-	-	0	0	0	(3,868)	0	0
575.71.11	OVERTIME	-	347	300	300	670	670	300	300	300	308
575.71.10	SUB TOTAL	196,439	208,069	248,278	248,278	173,367	263,751	252,242	244,388	252,242	258,548
575.71.20	BENEFITS	53,759	53,166	83,117	83,117	55,622	84,930	87,417	84,086	78,747	85,321
575.71.20.01	BENEFITS - PART-TIME	19,877	20,506	-	-	-	-	-	-	-	-
575.71.20.90	EMPLOYEE MED. CONTRIBUTION	(1,862)	(1,862)	(2,010)	(2,010)	(1,340)	(2,010)	(2,221)	(2,221)	(1,803)	(1,911)
575.71.21.00	UNIFORMS	250	-	250	250	-	250	250	250	250	250
575.71.20	SUB TOTAL	72,024	71,810	81,357	81,357	54,282	83,170	85,446	82,115	77,194	83,660
575.71.31	OFFICE/OPERATING SUPPLIES	6,000	5,015	6,000	6,000	2,666	4,000	6,000	6,000	6,000	6,000
575.71.34	KEYCARDS PURCHASED FOR RESALE	2,500	-	2,500	2,500	-	2,500	2,500	2,500	2,500	2,500
575.71.35	SMALL TOOLS & EQUIPMENT	1,500	3,330	1,000	1,000	1,018	1,000	1,000	1,000	1,000	1,000
575.71.35.90	SMALL EQP >\$1,000 <\$5,000	-	-	3,000	3,000	-	3,000	3,000	3,000	3,000	3,000
575.71.30	SUB TOTAL	10,000	8,345	12,500	12,500	3,684	10,500	12,500	12,500	12,500	12,500
575.71.41	PROFESSIONAL SERVICES	42,500	46,208	42,500	72,500	51,236	63,288	42,500	42,500	42,500	42,500
575.71.41.01	STATE AUDIT	5,000	4,228	5,000	5,000	774	5,000	5,000	5,000	5,000	5,000
575.71.41.04	PROF SERV/ARMOR CAR SERVICES	4,825	4,858	5,211	5,211	1,586	2,627	5,211	5,211	5,211	5,211
575.71.42	COMMUNICATIONS	9,810	7,360	9,810	9,810	4,210	6,308	9,810	9,810	9,810	9,810
575.71.43	TRAVEL	3,250	740	3,250	3,250	1,352	3,250	3,250	3,250	3,250	3,250
575.71.44	ADVERTISING	14,500	15,502	14,500	14,500	11,073	14,500	14,500	14,500	14,500	14,500
575.71.45.00	OPERATING RENTAL & LEASES	2,000	984	2,000	2,000	754	1,200	2,000	2,000	2,000	2,000
575.71.45.01	TIDELAND LEASES	35,000	14,877	35,000	35,000	16,342	16,342	35,000	35,000	35,000	35,000
575.71.45.02	COPIER LEASE	382	334	400	400	817	303	400	400	400	400
575.71.46	INSURANCE	-	-	-	-	150	150	-	-	-	-
575.71.48	REPAIRS & MAINTENANCE	1,500	1,373	1,500	1,500	-	1,000	1,500	1,500	1,500	1,500
575.71.49	MISCELLANEOUS	5,000	3,784	5,000	5,000	2,980	4,000	5,000	5,000	5,000	5,000
575.71.49.01	LAUNDRY	-	-	-	-	290	290	-	-	-	-
575.71.49.02	PRINTING	-	155	-	-	-	-	-	-	-	-
575.71.49.03	DUES, SCHOOLS & CONFERENCES	3,000	2,110	3,000	3,000	1,514	3,000	3,000	3,000	3,000	3,000
575.71.49.05	CREDIT CARD FEES	33,500	44,823	40,000	40,000	38,634	57,950	50,000	50,000	50,000	55,000
575.71.40	SUB TOTAL	160,267	147,336	167,171	197,171	131,714	179,208	177,171	177,171	177,171	182,171
575.71.51	K.C. FIRE DISTRICT	4,136	4,136	4,134	4,134	2,056	4,134	4,134	4,134	4,134	4,134
575.71.53	B & O TAX-STATE	10,000	9,136	10,000	10,000	5,824	9,200	10,000	10,000	10,000	10,000
575.71.54	B & O TAX-CITY	2,200	2,439	2,200	2,200	789	2,200	2,200	2,200	2,200	2,200
575.71.54.01	PARKING TAXES	14,050	19,657	31,550	31,550	12,474	18,750	14,050	14,050	14,050	15,000
575.71.50	SUB TOTAL	30,386	35,368	47,884	47,884	21,144	34,284	30,384	30,384	30,384	31,334

CITY OF DES MOINES

2011 BUDGET REQUEST

MARINA ADMINISTRATION

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
401.100.000	MARINA ADMINISTRATION										
575.71.71.01	PRINCIPAL - 1993 ADVANCE REFUNDING	-	-	-	-	-	-	-	-	-	-
575.71.75	PRINCIPAL-COPIER CAPITAL LEASE	854	854	891	891	-	891	891	891	891	698
575.71.83.01	INTEREST - 1993 ADVANCE REFUNDING	-	-	-	-	-	-	-	-	-	-
575.71.91.01	GEN FUND ADMIN & ALLOC OF INDIRECT	515,000	515,000	600,000	600,000	400,000	600,000	545,000	545,000	545,000	550,000
575.71.99.01	COMPUTER MAINTENANCE	27,340	27,340	29,025	29,025	19,350	29,025	36,980	36,980	36,980	37,905
575.71.99.02	COMPUTER REPLACEMENT	26,221	26,221	22,287	22,287	14,858	22,287	22,702	22,702	22,702	23,270
575.71.99.03	EQUIPMENT MAINTENANCE	4,500	4,500	4,500	4,500	3,000	4,500	4,700	6,900	6,900	7,073
575.71.99.04	EQUIPMENT REPLACEMENT	21,100	21,100	21,100	21,100	14,067	21,100	25,137	25,137	25,137	25,765
575.71.99.05	INTERFUND INSURANCE	10,740	10,740	12,186	12,186	12,186	12,186	16,847	16,847	16,847	17,268
582.79.71	PRINCIPAL - 2002 REFUNDING BONDS	-	-	-	-	-	-	-	-	-	175,000
592.79.83.00	INTEREST-2002 REFUNDING BONDS	-	-	-	-	-	-	-	-	-	265,036
592.79.83.01	INTEREST-COPIER CAPITAL LEASE	64	64	27	27	-	27	27	27	27	203
592.79.85	MISCELLANEOUS - 2002 REFUND BONDS	-	-	-	-	-	-	-	-	-	-
	SUB TOTAL	605,819	605,819	690,016	690,016	463,461	690,016	652,284	654,484	654,484	1,102,217
594.75.64.00	EQUIPMENT	-	1,100	-	15,000	250	15,000	-	-	-	-
594.75.64.01	EQUIPMENT-COMPUTER	30,000	17,205	-	-	-	-	-	-	-	-
594.75.60	SUB TOTAL	30,000	18,305	-	15,000	250	15,000	-	-	-	-
	TRANSFER TO:										
575.71.02	BAD DEBT EXPENSE	-	12,083	-	-	-	-	-	-	-	-
597.71.05	REPAIR & REPLACEMENT	15,000	15,000	-	-	-	-	-	-	-	-
597.71.06	DEPRECIATION/IMPROVEMENT-2002 Bonds	332,378	332,431	330,510	330,510	70,399	330,494	327,910	327,910	327,910	329,915
597.71.08	DEPRECIATION/IMPROVEMENT-2008 Bonds	563,966	299,017	348,036	348,036	136,662	348,020	395,036	395,036	395,036	440,036
597.71.08	DEPRECIATION/IMPROVEMENT-Capital Cont	-	265,000	265,000	265,000	-	-	-	-	-	165,000
597.71.00	SUB TOTAL	911,344	923,531	943,546	943,546	207,060	678,514	722,946	722,946	722,946	934,951
	MARINA ADMINISTRATION TOTAL	2,016,279	2,018,583	2,190,752	2,235,752	1,054,961	1,954,443	1,932,973	1,923,988	1,926,921	2,605,381

Transfer Detail:	2008 Actual	2009 Actual	2010 Est	2011 Est	2012 Forecast
2002 Bonds Debt Service	\$ 328,253	\$ 332,128	\$ 330,190	\$ 327,590	\$ 329,595
Fiscal Agent Fees-2002 Bonds	243	304	304	320	320
Fiscal Agent Fees-2008 Bonds	-	301	304	320	320
2008 Bonds Debt Service	-	298,716	347,716	394,716	439,716
Capital Contribution	165,000	265,000	0	0	165,000
Repair & Replacement	-	15,000	-	-	-
	\$ 493,496	\$ 911,448	\$ 678,513	\$ 722,946	\$ 934,951

BUDGET NARRATIVE

2011

FUND: **MARINA REVENUE FUND 401**

DEPARTMENT: **MARINA ADMINISTRATION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.100.000.575.71.00.00		ADMINISTRATION			
		SALARIES AND WAGES			
575.71.10	Salaries & Wages	Provide for necessary personnel to perform administrative functions, clerical duties, and security operations. 1.00 Harbormaster 1.00 Office Manager 0.80 Office Aide <u>0.75</u> Contract Administrator <u>3.55</u> FTE's	\$ 251,942	\$ 247,956	\$ 251,942
575.71.10.90	Furlough	Provides for 5 days of unpaid leave.	\$ -	\$ (3,868)	\$ -
575.71.11	Overtime	Provides funds to pay overtime in situations such as emergencies, training sessions or special events.	\$ 300	\$ 300	\$ 300
		TOTAL SALARIES AND WAGES	\$ 252,242	\$ 244,388	\$ 252,242
		PERSONNEL BENEFITS			
575.71.20	Personnel Benefits	Provides for personnel benefits for those persons assigned to the administrative division.	\$ 87,417	\$ 84,086	\$ 78,747
575.71.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependents.	\$ (2,221)	\$ (2,221)	\$ (1,803)
575.71.21.00	Uniforms	Provides uniforms for Administration.	\$ 250	\$ 250	\$ 250
		TOTAL PERSONNEL BENEFITS	\$ 85,446	\$ 82,115	\$ 77,194
		SUPPLIES			
575.71.31	Office & Operating Supplies	Provides for purchase and replacement of consumable office supplies and general operating supplies such as printer, copier, and typing paper, plain envelopes, ribbons, toner, pencils, notebooks, paint, cleaning supplies, and other miscellaneous supplies.	\$ 6,000	\$ 6,000	\$ 6,000

BUDGET NARRATIVE

2011

FUND: **MARINA REVENUE FUND 401**

DEPARTMENT: **MARINA ADMINISTRATION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.100.000.575.71.00.00		ADMINISTRATION			
575.71.34	Keycards for Resale	Keycards purchased for resale to tenants	\$ 2,500	\$ 2,500	\$ 2,500
575.71.35	Small Tools & Equipment	Provides for the purchase of small office equipment	\$ 1,000	\$ 1,000	\$ 1,000
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	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 moorage statements. Also pays for a private security company that provides night security services at the Marina.	\$ 42,500	\$ 42,500	\$ 42,500
		Data Bar (prints and sends statements)	\$ 12,000		
		Puget Sound Security	\$ 17,500		
		Legal fees and misc. services	\$ 13,000		
			<u>\$ 42,500</u>		
575.71.41.01	State Audit	The Marina's portion of the state audit.	\$ 5,000	\$ 5,000	\$ 5,000
575.71.41.04	Prof Serv/Armored Car Service	Provides for daily pick-up of bank deposits by an armored car service.	\$ 5,211	\$ 5,211	\$ 5,211
575.71.42	Communication	Provides for telephone lines, long distance charges, postage, and certified mail for the Marina.	\$ 9,810	\$ 9,810	\$ 9,810
		Telephone Lines	\$ 6,260		
		Long Distance	\$ 150		
		Cell Phones/Pagers	\$ -		
		Postage/Courier	\$ 3,400		
			<u>\$ 9,810</u>		

BUDGET NARRATIVE

2011

FUND: **MARINA REVENUE FUND 401**

DEPARTMENT: **MARINA ADMINISTRATION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.100.000.575.71.00.00		ADMINISTRATION			
575.71.43	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.	\$ 3,250	\$ 3,250	\$ 3,250
575.71.44	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 and advertising special events.	\$ 14,500	\$ 14,500	\$ 14,500
575.71.45.00	Operating Rental		\$ 2,000	\$ 2,000	\$ 2,000
575.71.45.01	Leases	Land and other operational leases.	\$ 35,000	\$ 35,000	\$ 35,000
575.71.45.02	Copier Lease		\$ 400	\$ 400	\$ 400
575.71.48	Repair & Maintenance	Provides for maintenance contracts on office equipment, copier, fax machine and radios.	\$ 1,500	\$ 1,500	\$ 1,500
575.71.49	Miscellaneous	Provides for the costs associated with printing, etc.	\$ 5,000	\$ 5,000	\$ 5,000
575.71.49.03	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
575.71.49.05	Bank Card Fees	Bank card fees associated with all charge card transactions, including Marina tenant payments.	\$ 50,000	\$ 50,000	\$ 50,000
TOTAL OTHER SERVICES & CHARGES			\$ 177,171	\$ 177,171	\$ 177,171

BUDGET NARRATIVE

2011

FUND: **MARINA REVENUE FUND 401**

DEPARTMENT: **MARINA ADMINISTRATION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.100.000.575.71.00.00		ADMINISTRATION			
		INTERGOVERNMENTAL SERVICES			
575.71.51	KC Fire District	Fire protection for the Marina facility.	\$ 4,134	\$ 4,134	\$ 4,134
575.71.53	B & O Taxes-State	Provides for State B & O Taxes.	\$ 10,000	\$ 10,000	\$ 10,000
575.71.54	B & O Taxes-City	Provides for City B & O Taxes.	\$ 2,200	\$ 2,200	\$ 2,200
575.71.54.01	Parking Taxes	Provides for City Parking taxes.	\$ 14,050	\$ 14,050	\$ 14,050
		TOTAL INTERGOVERNMENTAL SERVICES	\$ 30,384	\$ 30,384	\$ 30,384
		DEBT SERVICE & INTERFUND SERVICES			
575.71.75	Principal-Copier Capital Lease		\$ 891	\$ 891	\$ 891
575.71.91.01	Gen Fund Admin & Alloc Of Indirect Exp		\$ 545,000	\$ 545,000	\$ 545,000
575.71.99.01	Computer Maintenance		\$ 36,980	\$ 36,980	\$ 36,980
575.71.99.02	Computer Replacement		\$ 22,702	\$ 22,702	\$ 22,702
575.71.99.03	Equipment Maintenance		\$ 4,700	\$ 6,900	\$ 6,900
575.71.99.04	Equipment Replacement		\$ 25,137	\$ 25,137	\$ 25,137
575.71.99.05	Interfund Insurance		\$ 16,847	\$ 16,847	\$ 16,847
592.79.83.01	Interest-Copier Capital Lease		\$ 27	\$ 27	\$ 27
		TOTAL DEBT SERVICE & INTERFUND SERVICES	\$ 652,284	\$ 654,484	\$ 654,484

BUDGET NARRATIVE

2011

FUND: **MARINA REVENUE FUND 401**

DEPARTMENT: **MARINA ADMINISTRATION**

Account No.	Title Narrative	Departmental Request	Executive Amendment	Adopted
401.100.000.575.71.00.00	ADMINISTRATION			
	CAPITAL OUTLAY			
594.75.64.00	Equipment	\$ -	\$ -	\$ -
	TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -
	OPERATING TRANSFER			
597.71.06	Depreciation/ Improvement-2008 Bonds Marina Repair & Replacement	\$ -	\$ -	\$ -
597.71.05	Fund	\$ -	\$ -	\$ -
597.71.06	Depreciation/ Improvement-2002 Bonds	\$ 327,910	\$ 327,910	\$ 327,910
597.71.08	Depreciation/ Improvement-2008 Bonds	\$ 395,036	\$ 395,036	\$ 395,036
597.71.08	Depreciation/ Improvement-Capital Contribution	\$ -	\$ -	\$ -
	TOTAL OPERATING TRANSFER	\$ 722,946	\$ 722,946	\$ 722,946
	TOTAL ADMINISTRATIVE DIVISION	\$ 1,932,973	\$ 1,923,988	\$ 1,926,921

CITY OF DES MOINES

2011 BUDGET REQUEST

MARINA SERVICE DIVISION

		2009	2009	2010	2010	2010	2010	2011	2011	2011	2012
		AMEND	ACTUAL	ADOPTED	AMEND	ACTUAL	YE EST	DEPT	EXEC	ADOPTED	ESTIMATE
401.200.000	MARINA SERVICE DIVISION					Jan-Aug	YR TOTAL	REQUEST	AMEND		
575.72.10	SALARIES	280,164	275,099	225,948	225,948	156,277	241,041	260,599	255,492	260,599	267,114
575.72.10.90	FURLOUGH	(5,264)	(6,426)	0	-	0	0		(5,059)	(0)	0
575.72.11	OVERTIME	4,000	8,245	7,500	7,500	3,934	6,000	7,500	7,500	7,500	4,000
575.72.12	SALARIES: SEASONAL	47,398	55,792	56,038	56,038	32,659	39,823	56,380	56,380	56,380	57,790
575.72.19.00	COMP ABSENCE ACCRUAL (GASB 16)	-	270	-	-	-	-				-
575.72.10	SUB TOTAL	326,298	332,981	289,486	289,486	192,870	286,864	324,479	314,313	324,479	328,903
575.72.20	BENEFITS	119,397	121,958	97,633	97,633	67,518	104,430	122,338	114,924	110,526	129,347
575.72.20.90	EMPLOYEE MED. CONTRIBUTION	(3,641)	(3,641)	(2,560)	(2,560)	(1,893)	(2,840)	(3,122)	(3,122)	(2,674)	(3,787)
575.72.21	UNIFORMS	1,500	1,139	1,500	1,500	1,653	1,653	1,500	1,500	1,500	1,500
575.72.22	BENEFITS - SEASONAL	6,212	8,137	8,067	8,067	4,263	6,845	7,362	7,362	7,362	6,378
575.72.20	SUB TOTAL	123,468	127,593	104,640	104,640	71,541	110,088	128,078	120,664	116,714	133,438
575.72.31	SUPPLIES	20,000	19,392	20,000	20,000	14,593	20,000	20,000	20,000	20,000	20,000
575.72.34	UNLEADED FUEL FOR RESALE	540,000	446,440	462,500	462,500	319,483	330,166	342,542	342,542	342,542	351,105
575.72.34.01	DIESEL FUEL FOR RESALE	510,000	340,120	380,000	380,000	299,222	308,890	361,501	361,501	361,501	370,539
575.72.34.03	BAIT & ICE FOR RESALE	2,500	4,614	2,500	2,500	2,652	3,652	2,500	2,500	2,500	2,500
575.72.34.04	PROPANE & FUEL PROD/RESALE	2,500	4,314	2,500	2,500	2,620	4,120	2,500	2,500	2,500	2,500
575.72.34.05	ITEMS FOR RESALE	3,000	670	3,000	3,000	478	875	3,000	3,000	3,000	3,000
575.72.35	SMALL TOOLS & EQUIPMENT	3,000	2,486	1,000	1,000	3,516	3,850	1,000	1,000	1,000	3,000
575.72.35.90	SMALL EQP >\$1,000 <\$5,000	-	-	2,000	2,000	6,000	6,000	2,000	2,000	2,000	2,000
575.72.30	SUB TOTAL	1,081,000	818,036	873,500	873,500	648,563	677,553	735,043	735,043	735,043	754,644
575.72.41	PROFESSIONAL SERVICES	2,500	882	2,500	2,500	11,993	13,493	2,500	2,500	2,500	2,500
575.72.43	TRAVEL	-	233	-	-	-	-				-
575.72.45	OPERATING RENTAL & LEASES	-	-	-	-	87	87				-
575.72.46	INSURANCE	1,125	-	1,125	1,125	1,382	1,382	1,125	1,125	1,125	1,125
575.72.48	REPAIRS & MAINTENANCE-FUEL DOCK	7,500	2,507	7,500	7,500	3,693	7,500	7,500	7,500	7,500	7,500
575.72.48.01	REPAIRS & MAINTENANCE-HOISTS	1,500	2,111	1,500	1,500	416	1,500	1,500	1,500	1,500	1,500
575.72.49	MISCELLANEOUS	3,000	707	3,000	3,000	60	1,500	3,000	3,000	3,000	3,000
575.72.49.01	LAUNDRY	-	-	-	-	250	250				-
575.72.49.03	DUES, SCHOOLS & CONFERENCES	-	685	-	-	-	-				-
575.72.49.06	SPECIAL EVENTS	15,000	19,114	25,000	25,000	4,872	5,000	25,000	25,000	25,000	25,000
575.72.40	SUB TOTAL	30,625	26,239	40,625	40,625	22,753	30,712	40,625	40,625	40,625	40,625
575.72.99.05	INTERFUND INSURANCE	26,962	26,962	34,745	34,745	34,745	34,745	28,654	28,654	28,654	29,370
575.72.90	SUB TOTAL	26,962	26,962	34,745	34,745	34,745	34,745	28,654	28,654	28,654	29,370

CITY OF DES MOINES

2011 BUDGET REQUEST

MARINA SERVICE DIVISION

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 YE EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 ESTIMATE
401.200.000	MARINA SERVICE DIVISION										
594.75.64	EQUIPMENT										
	- Sewage Pump	-	-	-	-	-	-	-	-	-	-
	- Pay @ Pump	-	-	-	-	-	-	-	-	-	-
	- Trailer to Store Portable Stage	-	-	-	-	-	-	-	-	-	-
	SUB TOTAL	-	-	-	-	-	-	-	-	-	-
	MARINA SERVICE DIVISION TOTAL	1,588,353	1,331,811	1,342,996	1,342,996	970,472	1,139,962	1,256,879	1,239,299	1,245,514	1,286,981

BUDGET NARRATIVE

2011

FUND: **MARINA REVENUE FUND 401**

DEPARTMENT: **SERVICE DIVISION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.200.000.575.72.00.00		SERVICE DIVISION			
		SALARIES AND WAGES			
575.72.10	Salaries and Wages	Provides salaries for personnel who perform service functions and related support activities. 1.00 Service Manager 1.00 Event Specialist (Limited term 12/31/2011) 3.00 Habor Attendants <u>5.00 FTE's</u>	\$ 260,599	\$ 255,492	\$ 260,599
575.72.10.90	Furlough	Provides for 5 days of unpaid leave.	\$ -	\$ (5,059)	\$ (0)
575.72.11	Overtime	Provides funds for paying staff for overtime. Situations that might require using overtime in the service areas are emergencies or special events.	\$ 7,500	\$ 7,500	\$ 7,500
575.72.12	Salaries: Seasonal	Seasonal part-time employees = 4,422.08 hours 2.126 FTE's	\$ 56,380	\$ 56,380	\$ 56,380
		TOTAL SALARIES AND WAGES	\$ 324,479	\$ 314,313	\$ 324,479
		PERSONNEL BENEFITS			
575.72.20	Personnel Benefits	Provides for personnel benefits for those persons assigned to the service division.	\$ 122,338	\$ 114,924	\$ 110,526
575.72.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.	\$ (3,122)	\$ (3,122)	\$ (2,674)
575.72.21	Uniforms		\$ 1,500	\$ 1,500	\$ 1,500
575.72.22	Benefits-Seasonal	Provides for benefits for seasonal employees.	\$ 7,362	\$ 7,362	\$ 7,362
		TOTAL PERSONNEL BENEFITS	\$ 128,078	\$ 120,664	\$ 116,714

BUDGET NARRATIVE

2011

FUND: **MARINA REVENUE FUND 401**

DEPARTMENT: **SERVICE DIVISION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.200.000.575.72.00.00		SERVICE DIVISION			
		SUPPLIES			
575.72.31	Office & Operating Supplies	Provides for purchase and replacement of consumable office supplies and general operating supplies such as cash register tape, cleaning supplies, and printer paper, ribbons, pencils, general cleaning supplies, etc. It also provides for supplies for the receipt accounting system, moorage envelopes, and signs.	\$ 20,000	\$ 20,000	\$ 20,000
575.72.34	Gas/Taxable	Provides unleaded gasoline and diesel fuel for resale for use on vessels.	\$ 704,043	\$ 704,043	\$ 704,043
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/Resale	Provides for propane and other oils and lubricants for resale.	\$ 2,500	\$ 2,500	\$ 2,500
575.72.34.05	Items for Resale		\$ 3,000	\$ 3,000	\$ 3,000
575.72.35	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	\$ 735,043	\$ 735,043	\$ 735,043

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.200.000.575.72.00.00		SERVICE DIVISION			
		OTHER SERVICES AND CHARGES			
575.72.41	Professional Services	Provides for environmental services, including hazmat disposal services.	\$ 2,500	\$ 2,500	\$ 2,500
575.72.46	Insurance		\$ 1,125	\$ 1,125	\$ 1,125
575.72.48	Repairs & Maintenance	Pays for annual inspection and maintenance service for cash registers, hoists, fuel tanks, fuel lines and fuel pumps.	\$ 7,500	\$ 7,500	\$ 7,500
575.72.48.01	Repairs & Maintenance - Hoists		\$ 1,500	\$ 1,500	\$ 1,500
575.72.49	Miscellaneous	Provides for miscellaneous consumable supplies.	\$ 3,000	\$ 3,000	\$ 3,000
575.72.49.06	Special Events	Provides for expenses associated with events such as Fireworks Over Des Moines, Marina boat and car shows, etc.	\$ 25,000	\$ 25,000	\$ 25,000
		TOTAL OTHER SERVICES & CHARGES	\$ 40,625	\$ 40,625	\$ 40,625
		INTERFUND SERVICES			
575.72.99.05	Interfund Insurance		\$ 28,654	\$ 28,654	\$ 28,654
		TOTAL INTERFUND SERVICES	\$ 28,654	\$ 28,654	\$ 28,654
		EQUIPMENT			
594.75.64	Equipment		\$ -	\$ -	\$ -
		TOTAL SERVICE DIVISION	\$ 1,256,879	\$ 1,239,299	\$ 1,245,514

CITY OF DES MOINES

2011 BUDGET REQUEST

MARINA MAINTENANCE DIVISION

MARINA MAINTENANCE DIVISION		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 ESTIMATE
401.300.000											
575.73.10	SALARIES	115,980	60,426	115,980	115,980	77,757	116,497	119,084	116,780	119,084	122,061
575.73.10.90	FURLOUGH		0	0	0	0	0	0	(2,246)	0	
575.73.11	OVERTIME	5,000	6,118	5,000	5,000	2,998	5,000	5,000	5,000	5,000	5,125
575.73.19.00	COMP ABSENCE ACCRUAL (GASB 16)		528	-		-					-
575.73.10	SUB TOTAL	120,980	67,072	120,980	120,980	80,755	121,497	124,084	119,534	124,084	127,186
575.73.20	BENEFITS	61,446	32,806	61,446	61,446	41,061	61,448	67,840	63,633	60,833	62,354
575.73.20.90	EMPLOYEE MED. CONTRIBUTION	(2,193)	(379)	(2,193)	(2,193)	(1,022)	(1,534)	(2,613)	(2,613)	(2,320)	(2,378)
575.73.21	UNIFORMS	500	134	500	500	-	500	500	500	500	513
575.73.20	SUB TOTAL	59,753	32,560	59,753	59,753	40,039	60,414	65,727	61,520	59,013	60,489
575.73.31	OPERATING SUPPLIES	25,000	16,196	25,000	25,000	26,420	30,420	25,000	25,000	25,000	25,625
575.73.32.01	UNLEADED FUEL (ISF)	2,181	2,568	2,181	2,181	2,111	3,196	3,254	3,254	3,254	3,335
575.73.32.02	DIESEL FUEL (ISF)	89	37	89	89	165	245	94	94	94	96
575.73.32.03	UNLEADED FUEL (FROM MARINA)	1,500	1,365	1,500	1,500	1,608	1,800	1,500	1,500	1,500	1,538
575.73.33	ELECTRICITY	80,000	82,866	80,000	80,000	48,004	77,300	80,000	80,000	80,000	82,000
575.73.35	SMALL TOOLS & EQUIPMENT	3,000	1,147	3,000	3,000	588	2,500	3,000	3,000	3,000	3,075
575.73.35.90	SMALL EQP >\$1,000 <\$5,000		-	3,500	3,500	2,150	3,500	3,500	3,500	3,500	-
575.73.30	SUB TOTAL	111,770	104,179	115,270	115,270	81,046	118,961	116,348	116,348	116,348	115,669
575.73.41	PROFESSIONAL SERVICES	6,000	5,494	6,000	6,000	7,558	8,000	6,000	6,000	6,000	6,150
575.73.43	TRAVEL		224	-		-	-	-	-	-	-
575.73.44	ADVERTISING		386	-		386	386	-	-	-	-
575.73.45	OPERATING RENTALS & LEASES	4,000	665	4,000	4,000	1,128	4,000	4,000	4,000	4,000	4,100
575.73.47	UTILITIES	86,270	82,382	86,270	86,270	53,974	79,500	86,270	86,270	86,270	88,427
575.73.48	REPAIRS & MAINTENANCE	15,000	10,708	15,000	15,000	12,994	15,000	15,000	15,000	15,000	15,375
575.73.49	MISCELLANEOUS	1,500	-	1,500	1,500	-	1,500	1,500	1,500	1,500	1,538
575.73.49.01	LAUNDRY	-	-	-	-	250	250	-	-	-	-
575.73.49.03	MISC. - DUES, SCHOOLS & CONF.		145	-		-	-	-	-	-	-
575.73.40	SUB TOTAL	112,770	100,004	112,770	112,770	76,291	108,636	112,770	112,770	112,770	115,589
575.73.99.05	INTERFUND INSURANCE	6,489	5,691	6,489	6,489	6,489	6,489	8,163	8,163	8,163	8,367
575.73.90	SUB TOTAL	6,489	5,691	6,489	6,489	6,489	6,489	8,163	8,163	8,163	8,367

CITY OF DES MOINES

2011 BUDGET REQUEST

MARINA MAINTENANCE DIVISION

MARINA MAINTENANCE DIVISION	2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 ESTIMATE
401.300.000										
594.75.63 OTHER IMPROVEMENTS		-			-	-				
594.75.64 EQUIPMENT		-	-	-	-	-	-	-	-	-
594.75.60 SUB TOTAL		-	-	-	-	-	-	-	-	-
MARINA MAINTENANCE TOTAL	411,762	309,507	415,262	415,262	284,620	415,997	427,092	418,335	420,379	427,300
MARINA SERVICE TOTAL	1,588,353	1,331,811	1,342,996	1,342,996	970,472	1,139,962	1,256,879	1,239,299	1,245,514	1,286,981
MARINA ADMINISTRATION TOTAL	2,016,279	2,018,583	2,190,752	2,235,752	1,054,961	1,954,443	1,932,973	1,923,988	1,926,921	2,605,381
TOTAL MARINA REVENUE FUND EXPENDITURES	4,016,394	3,659,901	3,949,010	3,994,010	2,310,052	3,510,402	3,616,944	3,581,622	3,592,814	4,319,663
401.350.000										
508.80.00 ENDING FUND BALANCE	1,535,654	1,221,956	1,610,286	1,590,138		1,537,584	1,589,880	1,625,202	1,614,010	1,151,914
TOTAL MARINA REVENUE FUND	5,552,048	4,881,857	5,559,296	5,584,148	2,310,052	5,047,986	5,206,824	5,206,824	5,206,824	5,471,577

BUDGET NARRATIVE

2011

FUND: **MARINA REVENUE FUND 401**

DEPARTMENT: **MAINTENANCE DIVISION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.300.000.575.73.00.00		MAINTENANCE			
		SALARIES AND WAGES			
575.73.10	Salaries and Wages	Provides salaries for personnel who perform maintenance functions and related support activities. 1.00 Marina Maintenance Manager 1.00 Harbor Attendant <u>2.00 FTE's</u>	\$ 119,084	\$ 116,780	\$ 119,084
575.73.10.90	Furlough	Provides for 5 days of unpaid leave.	\$ -	\$ (2,246)	\$ 0
575.73.11	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	\$ 124,084	\$ 119,534	\$ 124,084
		PERSONNEL BENEFITS			
575.73.20	Personnel Benefits	Provides for personnel benefits for those persons assigned to the maintenance division.	\$ 67,840	\$ 63,633	\$ 60,833
575.73.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependents.	\$ (2,613)	\$ (2,613)	\$ (2,320)
575.73.21	Uniforms		\$ 500	\$ 500	\$ 500
		TOTAL PERSONNEL BENEFITS	\$ 65,727	\$ 61,520	\$ 59,013

BUDGET NARRATIVE

2011

FUND: **MARINA REVENUE FUND 401**

DEPARTMENT: **MAINTENANCE DIVISION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.300.000.575.73.00.00		MAINTENANCE			
		SUPPLIES			
575.73.31	Operating Supplies	Provides for purchase and replacement of consumable operating supplies such as paint, lumber, hardware, and other miscellaneous operating supplies as needed by the maintenance division to properly carry out their mission. Provides for increased plank replacement, purchase of piping, conduit, and other materials necessary to maintain the Marina in an excellent condition. This work includes painting trusses, landscaping and groundskeeping.	\$ 25,000	\$ 25,000	\$ 25,000
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.	\$ 3,254	\$ 3,254	\$ 3,254
575.73.32.02	Fuel-Diesel	Provides for diesel fuel purchased from the City for Marina vehicles.	\$ 94	\$ 94	\$ 94
575.73.32.03	Fuel-Unleaded	Unleaded fuel purchased from the Marina for Marina use.	\$ 1,500	\$ 1,500	\$ 1,500
575.73.33	Electricity	Provides for electrical service to our moorage holders.	\$ 80,000	\$ 80,000	\$ 80,000
575.73.35	Small tools & Equipment	This provides for small tools and consumable shop equipment such as saw blades and drill bits, and small hand tools.	\$ 3,000	\$ 3,000	\$ 3,000
575.73.35.90	Small Equipment >\$1,000 <\$5,000		\$ 3,500	\$ 3,500	\$ 3,500
		TOTAL SUPPLIES	\$ 116,348	\$ 116,348	\$ 116,348
		OTHER SERVICES & CHARGES			
575.73.41	Professional Services	Provides for contract services and for professional consultations on maintenance problems involving Marina structures or systems (i.e.electrical & plumbing).	\$ 6,000	\$ 6,000	\$ 6,000

BUDGET NARRATIVE

2011

FUND: **MARINA REVENUE FUND 401**

DEPARTMENT: **MAINTENANCE DIVISION**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.300.000.575.73.00.00			MAINTENANCE		
575.73.45	Operating Rental and Leases	Provide for rental of high cost-low usage equipment, as needed at the Marina, necessary to perform certain tasks at the Marina. Equipment needed are lawn thatching machine, specialized saws, field welders, cranes, etc.	\$ 4,000	\$ 4,000	\$ 4,000
575.73.47	Utilities	Marina utilities charges. This includes water, garbage, and sewer. Also includes Utilities for Redondo Ramp & Pier.	\$ 86,270	\$ 86,270	\$ 86,270
		ELECTRIC	\$ 6,100		
		WATER	\$ 17,500		
		SEWER	\$ 7,800		
		SWM	\$ 21,370		
		GARBAGE	\$ 31,000		
		CABLE	\$ 2,500		
			<u>\$ 86,270</u>		
575.73.48	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
575.73.49	Miscellaneous	Provides for miscellaneous consumable supplies.	\$ 1,500	\$ 1,500	\$ 1,500
		TOTAL OTHER SERVICE & CHARGES	\$ 112,770	\$ 112,770	\$ 112,770
		INTERFUND SERVICES			
575.73.99.05	Interfund Insurance		\$ 8,163	\$ 8,163	\$ 8,163
		TOTAL INTERFUND SERVICES	\$ 8,163	\$ 8,163	\$ 8,163

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
401.300.000.575.73.00.00		MAINTENANCE			
		CAPITAL OUTLAY			
594.75.64	Equipment		\$ -	\$ -	\$ -
		TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -
		TOTAL MAINTENANCE DIVISION	\$ 427,092	\$ 418,335	\$ 420,379

BUDGET NARRATIVE

2011

FUND: **MARINA REPAIR AND REPLACEMENT**

DEPARTMENT: **MARINA FUND 403**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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403.000.015.594.00.00.00	MARINA REPAIR AND REPLACEMENT FUND	\$362,567	\$362,567	\$362,567
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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.

2010 Beginning Fund Balance	\$ 354,480
Expenses	\$ (1,553)
Interest Income	\$ 4,640
Insurance Recoveries	\$ -
2011 Beginning Fund Balance	\$ 357,567
Expenses	\$ (20,000)
Interest Income	\$ 5,000
Insurance Recoveries	\$ -
Transfer from Fund 401	\$ -
2011 Ending Fund Balance	\$ 342,567

CITY OF DES MOINES

2011 BUDGET REQUEST

MARINA REPAIR AND REPLACEMENT

403.000.015 MARINA REPAIR AND REPLACEMENT FUND		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 ESTIMATE YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 ESTIMATE
575.73.32.02	DIESEL FUEL/E&F DOCK TRANSFORMER	-	-	-	-	-	-	-	-	-	-
575.74.48	REPAIR & MAINTENANCE	20,000	11,904	20,000	20,000	1,553	1,553	20,000	20,000	20,000	20,000
575.79.48	TOUCH & GO DOCK REMOVAL/DEC06 STORM	-	-	-	-	-	-	-	-	-	-
575.79.48	OFFICE ROOF REPAIR DEC 06 STORM	-	-	-	-	-	-	-	-	-	-
575.79.48	E & F DOCK TRANSFORMER REPAIR	-	-	-	-	-	-	-	-	-	-
575.79.48.01	N. PARKING LOT RAILING REPAIR	-	-	-	-	-	-	-	-	-	-
594.79.10	PROJ SAL/ROOF REPAIR DEC 06 STORM	-	-	-	-	-	-	-	-	-	-
594.79.20	PROJ BEN/ROOF REPAIR DEC 06 STORM	-	-	-	-	-	-	-	-	-	-
597.00.00	MISCELLANEOUS EXPENDITURES	-	-	-	-	-	-	-	-	-	-
597.79.00.04	TRANSFER OUT-MARINA DEP & IMPROVE	-	-	-	-	-	-	-	-	-	-
TOTAL REPAIR AND REPLACEMENT		20,000	11,904	20,000	20,000	1,553	1,553	20,000	20,000	20,000	20,000
508.80.00	ENDING FUND BALANCE	341,800	354,480	314,201	391,957	-	357,567	342,567	342,567	342,567	342,567
		361,800	366,384	334,201	411,957	1,553	359,120	362,567	362,567	362,567	362,567

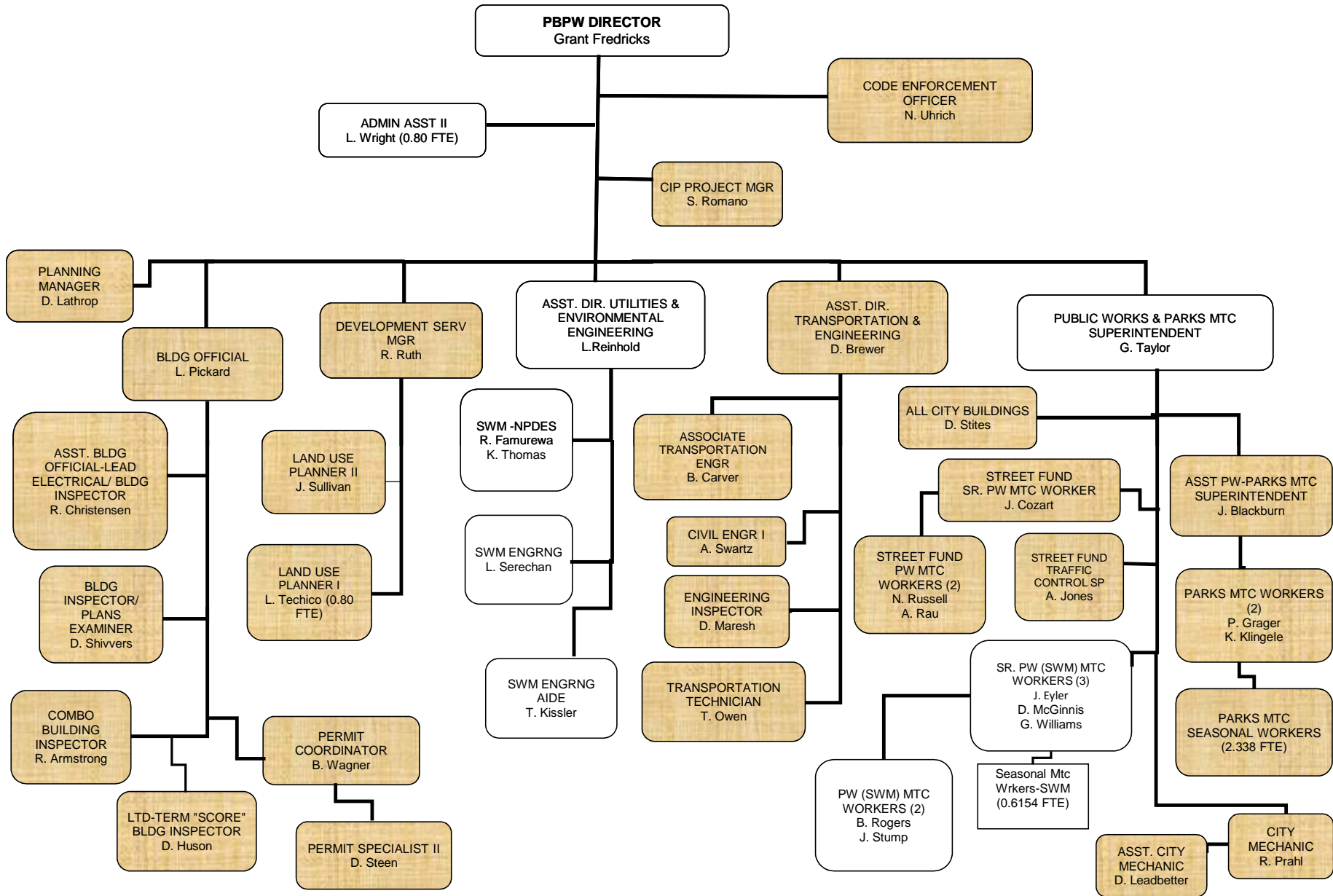
**BUDGET NARRATIVE
2011**

FUND: **MARINA REPAIR AND REPLACEMENT**
DEPARTMENT: **MARINA FUND 403**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
403.000.015.594.00.00.00		MARINA REPAIR AND REPLACEMENT			
575.74.48	Repair & Maintenance		\$ 20,000	\$ 20,000	\$ 20,000
	Transfer-out		\$ -	\$ -	\$ -
			\$ 20,000	\$ 20,000	\$ 20,000
508.80.00	Ending Fund Balance		\$ 342,567	\$ 342,567	\$ 342,567
		TOTAL MARINA REPAIR AND REPLACEMENT FUND	\$ 362,567	\$ 362,567	\$ 362,567

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

Organizational Chart



BUDGET NARRATIVE 2011

FUND: **450 - SURFACE WATER MANAGEMENT**
DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**

Surface Water Management Maintenance funds are accrued through the billing of private 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 2010		Budget 2011		Budget 2012
BEGINNING FUND BALANCE **	\$ 1,079,012	\$	1,075,734	\$	918,926
REVENUE					
Storm Drainage Fees	\$ 2,261,852	\$	2,128,433	\$	2,191,776
Utility Tax on Storm Drainage Fees	135,711		127,706		131,507
SWM - Engineering Plan Review Fees	32,202		67,870		100,000
Interest Income	5,700		6,000		6,000
Other Misc Charges	13,000		13,000		13,000
NPDES Grant	50,000		105,797		41,628
Salary CIP Reimbursement	54,500		60,000		60,000
REVENUE	\$ 2,552,965	\$	2,508,806	\$	2,543,911
OPERATING EXPENSES					
SWM Engineering	\$ (727,542)	\$	(753,637)	\$	(844,920)
SWM Maintenance	(851,323)		(936,000)		(969,941)
SWM NPDES	(298,822)		(337,447)		(359,231)
Total Operating Expenses	\$ (1,877,687)	\$	(2,027,084)	\$	(2,174,092)
TRANSFER-OUT TO FUND 451 (Annual Cash Available for capital projects and debt service)	\$ (678,556)	\$	(638,530)	\$	(676,743)
ENDING FUND BALANCE	\$ 1,075,734	\$	918,926	\$	612,002

* 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	2009 Actual	2010 Estimate	2011 Forecast	2012 Forecast	2013 Forecast	2014 Forecast
Rate Revenues	\$ 2,175,166	\$ 2,261,852	\$ 2,183,206	\$ 2,244,587	\$ 2,307,693	\$ 2,372,574
Billing Correction			(65,689)			
Growth Factor (0.5% 2011-2014)			10,916	11,223	11,538	11,863
Total Rate Revenues	\$ 2,175,166	\$ 2,261,852	\$ 2,128,433	\$ 2,255,810	\$ 2,319,232	\$ 2,384,437
Monthly Rate (Residential Billing Unit)						
Water Quantity	\$9.12	\$9.13	\$9.08	\$9.28	\$9.50	\$9.72
Water Quality	<u>2.43</u>	<u>2.43</u>	<u>2.42</u>	<u>2.47</u>	<u>2.53</u>	<u>2.59</u>
Total	\$11.55	\$11.56	\$11.49	\$11.76	\$12.03	\$12.30
Rate Increase						
ENR Cost Index - March	0.00%	1.10%	-0.80%	3.00%	3.00%	3.00%
Sea Consumer Price Index - June	0.00%	-0.40%	-0.50%	2.00%	2.00%	2.00%
ENR Cost Index @ 30%	0.00%	0.33%	-0.24%	0.90%	0.90%	0.90%
Sea Consumer Price Index @ 70%	<u>0.00%</u>	<u>-0.28%</u>	<u>-0.35%</u>	<u>1.40%</u>	<u>1.40%</u>	<u>1.40%</u>
Base Rate Increase	0.00%	0.05%	-0.59%	2.30%	2.30%	2.30%
Phase-in	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
2009 CPI correction/adjustments	<u>17.50%</u>	<u>0.00%</u>	<u>0.00%</u>	<u>0.00%</u>	<u>0.00%</u>	<u>0.00%</u>
Total Rate Increase	17.50%	0.05%	-0.59%	2.30%	2.30%	2.30%
Capital Contributions - Target						
	\$ 652,550	\$ 678,556	\$ 638,530	\$ 676,743	\$ 695,770	\$ 715,331
CIP Allocation from Rate Revenues	652,550	678,556	638,530	676,743	695,770	715,331
Utilize From Excess Operation Fund Balance	-	-	-	-	-	-
Total Capital Transfer	\$ 652,550	\$ 678,556	\$ 638,530	\$ 676,743	\$ 695,770	\$ 715,331
Capital Contribution (% of Rate Revenue)	30.00%	30.00%	30.00%	30.00%	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).

CITY OF DES MOINES

2011 BUDGET REQUEST

SURFACE WATER MANAGEMENT
ENGINEERING

450.100.000 SURFACE WATER MANAGEMENT ENGINEERING		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQ	2011 EXEC AMEND	2011 ADOPTED	2012 Estimate
538.31.10	SALARIES & WAGES	242,864	230,162	191,895	191,895	124,145	187,003	198,049	194,167	198,049	202,009
538.31.10.90	FURLOUGH	(2,961)	(2,961)	-	-	-	-	-	(4,668)	-	-
538.31.11	OVERTIME	2,000	-	2,000	2,000	-	-	2,000	2,000	2,000	2,000
538.31.19.00	COMP ABSENCE ACCRUAL (GASB 16)	-	(2,821)	-	-	-	-	-	-	-	-
538.31.10	SUB TOTAL	241,903	224,380	193,895	193,895	124,145	187,003	200,049	191,499	200,049	204,009
538.31.20	PERSONNEL BENEFITS	96,737	96,963	78,879	78,879	51,475	77,327	87,238	82,941	78,648	92,378
538.31.20.90	EMPLOYEE MED. CONTRIBUTION	(2,703)	(2,924)	(2,454)	(2,454)	(2,105)	(3,158)	(2,792)	(2,792)	(2,292)	(3,100)
538.31.20	SUB TOTAL	94,034	94,039	76,425	76,425	49,370	74,169	84,446	80,149	76,356	89,278
538.31.31	OFFICE/OPERATING SUPPLIES	2,500	2,017	2,500	2,500	1,442	2,500	2,500	2,500	2,500	2,500
538.31.32.01	UNLEADED FUEL (ISF)	1,464	1,449	1,247	1,247	1,403	1,867	1,905	1,905	1,905	2,000
538.31.35	SM TOOLS & EQUIPMENT	1,500	1,879	1,500	1,500	569	1,500	1,500	1,500	1,500	1,500
538.31.35.90	SM TOOLS & EQUIPMENT >\$1,000<\$5,000	2,000	-	3,500	3,500	-	1,250	3,500	3,500	3,500	3,500
538.31.30	SUB TOTAL	7,464	5,345	8,747	8,747	3,413	7,117	9,405	9,405	9,405	9,500
538.31.41	PROFESSIONAL SERVICES	88,100	49,560	71,500	71,500	11,146	55,000	103,200	103,200	103,200	153,200
538.31.41.04	JANITORIAL SERVICES	370	635	650	650	415	528	650	650	650	650
538.31.42	COMMUNICATIONS	1,050	1,455	1,450	1,450	934	1,327	1,450	1,450	1,450	1,500
538.31.43	TRAVEL	4,000	437	3,000	3,000	6	1,000	3,000	3,000	3,000	3,000
538.31.44	ADVERTISING	250	-	250	250	-	125	250	250	250	250
538.31.45.02	COPIER LEASE	328	314	230	230	650	345	475	475	475	500
538.31.47	UTILITIES	1,685	1,778	1,600	1,600	1,050	1,830	1,975	1,975	1,975	2,100
538.31.48	REPAIRS AND MAINTENANCE	500	96	1,000	1,000	-	1,000	1,000	1,000	1,000	1,000
538.31.49	MISCELLANEOUS	2,500	353	2,500	2,500	772	2,000	2,500	2,500	2,500	2,500
538.31.49.02	PRINTING	500	332	500	500	-	500	500	500	500	500
538.31.49.03	DUES, SCHOOLS AND CONF.	7,000	2,542	5,000	5,000	1,265	2,500	5,000	5,000	5,000	5,000
538.31.40	SUB TOTAL	106,283	57,503	87,680	87,680	16,238	66,155	120,000	120,000	120,000	170,200
538.31.53	B & O TAX-STATE	26,600	34,654	36,500	36,500	26,374	40,760	38,000	38,000	38,000	38,500
538.31.54.02	UTILITY TAX	124,400	131,354	132,534	132,534	90,477	135,716	135,585	127,706	127,706	139,397
538.31.99.00	INTERFUND ADMIN CHRGS.-GEN FUND	156,000	156,000	161,000	161,000	107,333	161,000	161,000	161,000	161,000	169,500
538.31.99.01	COMPUTER INTERFUND-MAINTENANCE	7,293	7,293	10,183	10,183	6,789	10,183	7,955	7,955	7,955	10,600
538.31.99.02	COMPUTER INTERFUND REPLACEMENT	3,766	3,766	2,696	2,696	1,797	2,696	1,525	1,525	1,525	2,800
538.31.99.05	INTERFUND INSURANCE	10,871	10,871	11,672	11,672	11,672	11,672	10,037	10,037	10,037	10,037
538.31.99.06	FACILITY REPAIR/REPLACEMENT	499	499	499	499	333	499	499	499	499	499
538.31.90	SUB TOTAL	329,429	344,437	355,084	355,084	244,776	362,526	354,601	346,722	346,722	371,333

CITY OF DES MOINES

2011 BUDGET REQUEST

SURFACE WATER MANAGEMENT
ENGINEERING

450.100.000 SURFACE WATER MANAGEMENT ENGINEERING		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQ	2011 EXEC AMEND	2011 ADOPTED	2012 Estimate
592.38.75	PRINCIPAL-COPIER CAPITAL LEASE	510	532	555	555	-	555	1,060	1,060	1,060	580
592.38.83	INTEREST-COPIER CAPITAL LEASE	62	40	17	17	-	17	45	45	45	20
594.38.64	EQUIPMENT	6,880	6,879	-	-	-	30,000	-	-	-	-
594.38.60	SUB TOTAL	7,452	7,451	572	572	0	30,572	1,105	1,105	1,105	600
TOTAL SWM ENGINEERING		786,565	733,154	722,403	722,403	437,941	727,542	769,606	748,880	753,637	844,920

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
450.100.000.538.31.00.00 SURFACE WATER MANAGEMENT - ENGINEERING					
SALARIES AND WAGES					
538.31.10	Salaries & Wages	This provides salaries & wages for the following staff: 0.10 PBPW Director 0.20 Administrative Assistant II 0.70 Asst. Director - Utilities and Environment 1.00 Engineering Technician I <u>0.50</u> Engineering Aide <u>2.50</u> FTE's (Remaining .25 FTE Asst. Director - Utilities and Environment 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.)	\$ 198,049	\$ 194,167	\$ 198,049
538.31.10.90	Furlough	Provides for 5 days of unpaid leave.	-	(4,668)	-
538.31.11	Overtime	Provides for overtime for staff.	2,000	2,000	2,000
TOTAL SALARIES AND WAGES			\$ 200,049	\$ 191,499	\$ 200,049
PERSONNEL BENEFITS					
538.31.20	Personnel Benefits	Provides for benefits for surface water staff.	\$ 87,238	\$ 82,941	\$ 78,648
538.31.20.90	Employee Med. Contribution	Employee's share of health insurance premium cost for spouse and/or dependents.	(2,792)	(2,792)	(2,292)
TOTAL PERSONNEL BENEFITS			\$ 84,446	\$ 80,149	\$ 76,356

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
450.100.000.538.31.00.00		SURFACE WATER MANAGEMENT - ENGINEERING			
		SUPPLIES			
538.31.31	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	<u>\$ 2,500</u>		
538.31.32	Fuel	Gasoline for two cars.	\$ 1,905	\$ 1,905	\$ 1,905
538.31.35	Small Tools and Equipment	Hand tools, field equipment, safety equipment.	\$ 1,500	\$ 1,500	\$ 1,500
538.31.35.90	Small Tools and Equipment >\$1,000<\$5,000		\$ 3,500	\$ 3,500	\$ 3,500
TOTAL SUPPLIES			<u>\$ 9,405</u>	<u>\$ 9,405</u>	<u>\$ 9,405</u>
		OTHER SERVICES AND CHARGES			
538.31.41	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.	\$ 103,200	\$ 103,200	\$ 103,200
		K.C. Billing Services	\$ 14,700		
		K.C. Collection Services (1%)	\$ 21,500		
		Normandy Creek Basin Study	\$ 30,000		
		Other consultant engrng services	\$ 25,000		
		WRIA 9	\$ 12,000		
			<u>\$ 103,200</u>		

BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
450.100.000.538.31.00.00		SURFACE WATER MANAGEMENT - ENGINEERING			
538.31.41.04	Janitorial Services	Provides for janitorial services for 10% of the Public Works-Engineering Building.	\$ 650	\$ 650	\$ 650
538.31.42	Communications	Provides for postage, phone and fax service. Wireless (field laptop) \$ 520 Telephone Lines \$ 855 Long Distance \$ 75 <u>\$ 1,450</u>	\$ 1,450	\$ 1,450	\$ 1,450
538.31.43	Travel	Travel expenses associated with training.	\$ 3,000	\$ 3,000	\$ 3,000
538.31.44	Advertising	Expenses for advertising position openings, project bids, and legal publications.	\$ 250	\$ 250	\$ 250
538.31.45.02	Copier Lease	One-half copier, shared with Engineering	\$ 475	\$ 475	\$ 475
538.31.47	Utilities	Provides for 10% of the utilities for the Public Works-Engineering Building: ELECTRIC \$ 1,335 WATER \$ 120 SEWER \$ 130 SWM \$ - NATURAL GAS \$ 390 <u>\$ 1,975</u>	\$ 1,975	\$ 1,975	\$ 1,975
538.31.48	Repairs And Maintenance	Expenses for repairs and adjustments to SWM engineering office equipment/instruments.	\$ 1,000	\$ 1,000	\$ 1,000
538.31.49	Miscellaneous	Minor expenses not otherwise categorized.	\$ 2,500	\$ 2,500	\$ 2,500
538.31.49.02	Printing	Provides for printing costs of basin plans, project specifications and manuals, large maps, exact scale reductions, color copies, etc.	\$ 500	\$ 500	\$ 500

BUDGET NARRATIVE
2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
450.100.000.538.31.00.00			SURFACE WATER MANAGEMENT - ENGINEERING		
538.31.49.03	Dues, Schools and Conferences	ASCE Membership	\$ 300	\$ 5,000	\$ 5,000
		WEF Membership	\$ 200		
		Professional Licenses	\$ 700		
		Subscriptions	\$ 300		
		Conferences/Registrations	\$ 2,000		
		Classes/Training*	\$ 1,500		
		Total	<u>\$ 5,000</u>		
		*Includes basic training, GIS classes, safety training for confined spaces, other permit and regulation training.			
TOTAL OTHER SERVICES AND CHARGES			\$ 120,000	\$ 120,000	\$ 120,000
INTERGOVERNMENTAL SERVICES					
538.31.49.15	NPDES Permit Fee	Moved this line item to new NPDES worksheet, starting 2009.	\$ -	\$ -	\$ -
538.31.53	B & O Taxes-State		38,000	38,000	38,000
538.31.54.02	Utility Tax		135,585	127,706	127,706
TOTAL INTERGOVERNMENTAL SERVICES			\$ 173,585	\$ 165,706	\$ 165,706

BUDGET NARRATIVE
2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
450.100.000.538.31.00.00					
		SURFACE WATER MANAGEMENT - ENGINEERING			
		INTERFUND SERVICES			
538.31.91	Interfund Administrative Charge	Indirect charge for services.	\$ 161,000	\$ 161,000	\$ 161,000
538.31.99.01	Computer Maintenance	Provides for Computer Maintenance.	\$ 7,955	\$ 7,955	\$ 7,955
538.31.99.02	Computer Replacement	Provides for replacement of computer hardware assigned to SWM Engineering.	\$ 1,525	\$ 1,525	\$ 1,525
538.31.99.05	Interfund Insurance	Division's contribution to the Self Insurance Fund.	\$ 10,037	\$ 10,037	\$ 10,037
538.31.99.06	Facility Repair and Replacement	Provides for major repairs for City facilities.	\$ 499	\$ 499	\$ 499
		TOTAL INTERFUND SERVICES	\$ 181,016	\$ 181,016	\$ 181,016
		CAPITAL LEASES			
592.38.75	Principal-Copier Capital Lease		\$ 1,060	\$ 1,060	\$ 1,060
592.38.83	Interest-Copier Capital Lease		\$ 45	\$ 45	\$ 45
		TOTAL CAPITAL LEASES	\$ 1,105	\$ 1,105	\$ 1,105
		TOTAL SURFACE WATER MGMT - ENGINEERING	\$ 769,606	\$ 748,880	\$ 753,637

CITY OF DES MOINES

2011 BUDGET REQUEST

SURFACE WATER MANAGEMENT
MAINTENANCE

SURFACE WATER MANAGEMENT MAINTENANCE		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQ	2011 EXEC AMEND	2011 ADOPTED	2012 EST
450,200,000											
538.35.10	SALARIES & WAGES	327,681	321,268	302,505	302,505	202,153	303,418	313,769	307,616	313,769	323,000
538.35.10.01	SALARIES PART-TIME			17,317	17,317			17,664	17,664	17,664	18,106
538.35.10.90	FURLOUGH	(5,761)	(5,778)		0	-	-		(5,916)	0	
538.35.11	OVERTIME	7,130	6,275	8,100	8,100	4,330	8,800	8,100	8,100	8,100	8,500
538.35.19.00	COMP ABSENCE ACCRUAL (GASB 16)	-	354	-		-	-	-	-	-	-
538.35.10	SUB TOTAL	329,050	322,121	327,922	327,922	206,483	312,218	339,533	327,464	339,533	349,606
538.35.20	PERSONNEL BENEFITS	103,711	109,367	108,115	108,115	67,454	102,128	119,695	113,016	111,665	128,500
538.35.20.01	BENEFITS PART-TIME			2,401	2,401			2,237	2,237	2,237	2,293
538.35.20.90	EMPLOYEE MED. CONTRIBUTION	(1,484)	(1,312)	(1,793)	(1,793)	(825)	(1,238)	(1,811)	(1,811)	(1,587)	(1,570)
538.35.21	UNIFORMS	1,600	1,605	2,200	2,200	314	1,000	1,600	1,600	1,600	1,700
538.35.20	SUB TOTAL	103,827	109,660	110,923	110,923	66,942	101,890	121,721	115,042	113,915	130,923
538.35.31.00	OFFICE SUPPLIES	2,000	743	2,000	2,000	946	1,000	2,000	2,000	2,000	2,000
538.35.31.01	REPAIR SUPPLIES	38,000	38,138	40,000	40,000	28,314	43,000	43,000	43,000	43,000	43,000
538.35.32.01	UNLEADED FUEL (ISF)	5,441	6,768	6,666	6,666	5,865	8,495	8,662	8,662	8,662	9,000
538.35.32.02	DIESEL FUEL (ISF)	15,243	10,826	9,954	9,954	9,234	11,570	14,295	14,295	14,295	14,300
538.35.35	SM TOOLS & EQUIPMENT	2,000	1,937	2,000	2,000	1,330	2,000	2,000	2,000	2,000	2,000
538.35.35.90	SMALL EQP >\$1,000 <\$5,000	-	-	4,000	4,000	2,278	5,500	5,000	5,000	5,000	5,000
538.35.30	SUB TOTAL	62,684	58,411	64,620	64,620	47,967	71,565	74,957	74,957	74,957	75,300
538.35.41	PROFESSIONAL SERVICES	55,800	50,400	58,920	58,920	53,030	55,800	68,600	68,600	68,600	70,000
538.35.41.04	JANITORIAL SERVICES	1,800	1,794	1,850	1,850	1,111	1,804	1,850	1,850	1,850	1,850
538.35.42	COMMUNICATIONS	500	-	500	500	-	250	500	500	500	500
538.35.43	TRAVEL EXPENSES	500	-	500	500	-	500	500	500	500	500
538.35.44	ADVERTISING	500	-	500	500	-	250	500	500	500	500
538.35.45	OPERATING RENTALS & LEASES	6,000	7,279	6,000	6,000	2,002	6,000	6,000	6,000	6,000	6,000
538.35.47	UTILITIES	18,650	17,935	22,000	22,000	16,913	24,512	27,530	27,530	27,530	28,100
538.35.47.12	STREET SWEEPING DISPOSAL	3,200	19,253	12,000	12,000	7,546	12,300	12,500	12,500	12,500	13,000
538.35.48.00	REPAIRS & MTC (Vehicles & Equipment)	25,000	272	25,000	25,000	2,068	17,000	25,000	25,000	25,000	25,000
538.35.48.01	STREET SWEEPING	50,000	55,069	53,000	53,000	29,154	42,112	53,000	53,000	53,000	53,000
538.35.48.02	CONTRACTED DRAINAGE REPAIR	50,000	2,337	50,000	50,000	-	50,000	50,000	50,000	50,000	50,000
538.35.48.03	WEST NILE VIRUS MOSQUITO CONTROL	30,000	-	25,000	25,000	-	1,000	25,000	25,000	25,000	25,000
538.35.48.04	REPAIR & MAINTENANCE (DOC)	13,500	548	-	-	-	-	-	-	-	-
538.35.49.00	MISCELLANEOUS	3,400	577	3,800	3,800	600	2,000	3,800	3,800	3,800	4,000
538.35.49.01	MISC-LAUNDRY	2,500	2,790	3,100	3,100	1,433	2,700	3,100	3,100	3,100	3,200
538.35.49.03	MISC-DUES, SCHOOLS & CONF	700	310	700	700	4,143	4,493	700	700	700	750
538.35.40	SUB TOTAL	262,050	158,563	262,870	262,870	118,000	220,721	278,580	278,580	278,580	281,400

CITY OF DES MOINES

2011 BUDGET REQUEST

SURFACE WATER MANAGEMENT
MAINTENANCE

450.200.000 SURFACE WATER MANAGEMENT MAINTENANCE		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQ	2011 EXEC AMEND	2011 ADOPTED	2012 EST
538.35.99.01	COMPUTER MAINTENANCE	-	-	-	-	-	-	4,520	4,520	4,520	4,100
538.35.99.02	COMPUTER REPLACEMENT	-	-	-	-	-	-	1,094	1,094	1,094	1,150
538.35.99.03	EQUIPMENT RENTAL MAINTENANCE	36,000	36,000	39,000	39,000	26,000	39,000	42,240	42,240	42,240	43,000
538.35.99.04	EQUIPMENT RENTAL REPLACEMENT	57,068	57,068	57,068	57,068	38,045	57,068	56,950	56,950	56,950	58,100
538.35.99.05	INTERFUND INSURANCE	16,710	16,710	24,499	24,499	24,499	24,499	22,849	22,849	22,849	25,000
538.35.99.06	FAC REP AND REPLACEMENT	1,362	1,362	1,362	1,362	908	1,362	1,362	1,362	1,362	1,362
538.35.90	SUB TOTAL	111,140	111,140	121,929	121,929	89,452	121,929	129,015	129,015	129,015	132,712
594.35.64	EQUIPMENT	5,430	5,430	-	-	-	23,000	-	-	-	-
594.35.60	SUB TOTAL	5,430	5,430	-	-	-	23,000	-	-	-	-
TOTAL SWM MAINTENANCE		874,181	765,325	888,264	888,264	528,845	851,323	943,806	925,058	936,000	969,941

BUDGET NARRATIVE

2011

FUND: **450 - SURFACE WATER MANAGEMENT**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION **MAINTENANCE**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
450.200.000.538.35.00.00					
		SURFACE WATER MANAGEMENT - MAINTENANCE			
		SALARIES AND WAGES			
538.35.10	Salaries & Wages	Provides for salaries and wages for staff. 0.35 PW & Parks Maintenance Superintendent 2.00 Senior Maintenance Worker 3.00 Maintenance Workers <u>5.35 FTE's</u>	\$ 313,769	\$ 307,616	\$ 313,769
538.35.10.01	Part time Salaries	Provides for 0.6154 FTE seasonal maintenance workers to assist with summer tasks such as pond maintenance, ditch cleaning, etc. 1280.032 hours at Range 4A	\$ 17,664	17,664	17,664
538.35.11	Overtime	Provides for standby pay and overtime.	\$ 8,100	\$ 8,100	\$ 8,100
		TOTAL SALARIES AND WAGES	\$ 339,533	\$ 333,380	\$ 339,533
		PERSONNEL BENEFITS			
538.35.20	Personnel Benefits	Provides payroll related benefits for salary and overtime for the surface water management maintenance workers.	\$ 119,695	\$ 113,016	\$ 111,665
538.35.20.01	Part time Benefits	Benefits for 2 part-time maintenance workers	\$ 2,237	2237	2237
538.35.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.	\$ (1,811)	\$ (1,811)	\$ (1,587)
538.35.21	Uniforms	Provided uniform replacement and annual purchase of steel-toed boots.	\$ 1,600	\$ 1,600	\$ 1,600
		TOTAL PERSONNEL BENEFITS	\$ 121,721	\$ 115,042	\$ 113,915

BUDGET NARRATIVE

2011

FUND: **450 - SURFACE WATER MANAGEMENT**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION: **MAINTENANCE**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
450.200.000.538.35.00.00		SURFACE WATER MANAGEMENT - MAINTENANCE			
538.35.30		SUPPLIES			
538.35.31	Office Supplies	Cost of office and operating supplies. Also includes billing supplies, forms, computer paper, etc.	\$ 2,000	\$ 2,000	\$ 2,000
538.35.31.01	Repair Supplies	Cost of repair supplies, pipe, couplings, pit run gravel and safety supplies.	\$ 43,000	\$ 43,000	\$ 43,000
538.35.32.01	Unleaded Fuel	Gasoline for pickup, backhoe, dump trucks.	\$ 8,662	\$ 8,662	\$ 8,662
538.35.32.02	Diesel Fuel	Diesel fuel for pickup, backhoe, dump trucks.	\$ 14,295	\$ 14,295	\$ 14,295
538.35.35	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
538.35.35.90	Small Equipment >\$1,000 <\$5,000		\$ 5,000	\$ 5,000	\$ 5,000
		TOTAL SUPPLIES	\$ 74,957	\$ 74,957	\$ 74,957
		OTHER SERVICES AND CHARGES			
538.35.41	Professional Services	DM Creek Basin Projects OM Fund DM Creek Basin Projects RR Fund City of Kent/Hwy 99 SWM Facility Maint Miscellaneous Prof Services	\$ 26,550 \$ 31,050 \$ 5,000 \$ 6,000 <u>\$ 68,600</u>	\$ 68,600	\$ 68,600
538.35.41.04	Janitorial Services	Provides for janitorial services for Surface Water Management's share of the Public Works Service Center.	\$ 1,850	\$ 1,850	\$ 1,850
538.35.42	Communications		\$ 500	\$ 500	\$ 500

BUDGET NARRATIVE

2011

FUND: **450 - SURFACE WATER MANAGEMENT**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION: **MAINTENANCE**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
450.200.000.538.35.00.00		SURFACE WATER MANAGEMENT - MAINTENANCE			
538.35.43	Travel	Travel, mileage, meals and lodging associated with professional training for maintenance personnel.	\$ 500	\$ 500	\$ 500
538.35.44	Advertising	Expenses for advertising position openings, project bids and legal publications.	\$ 500	\$ 500	\$ 500
538.35.45	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
538.35.47	Utilities	Dump fees for catch basin and ditch cleaning debris and liquids. In the event that Vactor waste was to be contaminated, disposal of this debris could be very costly. Also provides for 22% of the utilities for the Public Works/ Parks Service Center:	\$ 27,530	\$ 27,530	\$ 27,530
		ELECTRIC	\$ 3,000		
		WATER	\$ 1,000		
		SEWER	\$ 100		
		SWM	\$ 9,350		
		DIRT REMOVAL	\$ 10,200		
		VACTOR WASTE	\$ 3,880		
			<u>\$ 27,530</u>		
538.35.47.12	Street Sweeping Disposal		\$ 12,500	\$ 12,500	\$ 12,500
538.35.48	Repair and Maintenance - Vehicles and Equipment	Contingency for outside repair and maintenance of vehicles and equipment that is not part of Equipment Rental budget, e.g., vibrator plate, trash dumps, generator, jackhammer, and other pneumatic tools.	\$ 25,000	\$ 25,000	\$ 25,000

BUDGET NARRATIVE 2011

FUND: **450 - SURFACE WATER MANAGEMENT**
DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
DIVISION: **MAINTENANCE**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
450.200.000.538.35.00.00		SURFACE WATER MANAGEMENT - MAINTENANCE			
538.35.48.01	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	\$ 53,000	\$ 53,000
538.35.48.02	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
538.35.48.03	West Nile Virus Mosquito Control	Outside contracted services for mosquito control in response to the West Nile Virus.	\$ 25,000	\$ 25,000	\$ 25,000
538.35.48.04	Repairs & Maintenance	Provides contracted repairs and maintenance.	\$ -	\$ -	\$ -
538.35.49	Miscellaneous	Provides for miscellaneous items not budgeted elsewhere.	\$ 3,800	\$ 3,800	\$ 3,800
538.35.49.01	Laundry	Provides for laundry of uniforms of SWM maintenance.	\$ 3,100	\$ 3,100	\$ 3,100
538.35.49.03	Dues, schools, conferences	Training, tuition and professional memberships.	\$ 700	\$ 700	\$ 700
		TOTAL OTHER SERVICES AND CHARGES	\$ 278,580	\$ 278,580	\$ 278,580

BUDGET NARRATIVE

2011

FUND: **450 - SURFACE WATER MANAGEMENT**
 DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**
 DIVISION **MAINTENANCE**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
450.200.000.538.35.00.00	SURFACE WATER MANAGEMENT - MAINTENANCE				
	INTERFUND SERVICES				
538.35.99.01	Computer Maintenance	Provides for Computer Maintenance.	\$ 4,520	\$ 4,520	\$ 4,520
538.35.99.02	Computer Replacement	Provides for replacement of computer hardware.	\$ 1,094	\$ 1,094	\$ 1,094
538.35.99.03	Equipment Maintenance	Provides for the repair and maintenance of vehicles at the City garage.	\$ 42,240	\$ 42,240	\$ 42,240
538.35.99.04	Equipment Replacement	Provides for contributions to the eventual replacement of SWM-owned vehicles.	\$ 56,950	\$ 56,950	\$ 56,950
538.35.99.05	Insurance	Provides for proportional share of liability and property insurance.	\$ 22,849	\$ 22,849	\$ 22,849
538.35.99.06	Fac Repair and Replacement	Provides for major repairs for City facilities.	\$ 1,362	\$ 1,362	\$ 1,362
	TOTAL INTERFUND SERVICES		\$ 129,015	\$ 129,015	\$ 129,015
	CAPITAL OUTLAY				
594.35.64	Equipment		\$ -	\$ -	\$ -
	TOTAL CAPITAL OUTLAY		\$ -	\$ -	\$ -
	TOTAL SURFACE WATER MANAGEMENT-MAINT		\$ 943,806	\$ 930,974	\$ 936,000

CITY OF DES MOINES

2011 BUDGET REQUEST

SURFACE WATER MANAGEMENT
NPDES PERMIT PROGRAM

450.400.000 SURFACE WATER MANAGEMENT NPDES PERMIT PROGRAM		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQ	2010 NEW REQ	2011 EXEC AMEND	2011 ADOPTED	2012 ESTIMATE
538.31.10	SALARIES & WAGES	105,878	112,484	176,275	176,275	118,304	177,900	117,004	65,328	178,789	182,332	194,302
538.31.10.90	FURLOUGH	(2,358)	(2,373)	-	-	-	-	-	-	(4,298)	0	-
538.31.11	OVERTIME	-	518	900	900	1,016	1,400	900	-	900	900	1,000
538.31.10	SUB TOTAL	103,520	110,629	177,175	177,175	119,320	179,300	117,904	65,328	175,391	183,232	195,302
538.31.20	PERSONNEL BENEFITS	47,572	50,258	80,643	80,643	52,685	80,157	51,560	36,576	84,162	78,032	96,226
538.31.20.90	EMPLOYEE MED. CONTRIBUTION	(1,372)	(1,372)	(2,449)	(2,449)	(1,258)	(1,886)	(1,305)	(1,429)	(2,734)	(2,198)	(3,072)
538.31.20	SUB TOTAL	46,200	48,886	78,194	78,194	51,427	78,270	50,255	35,147	81,428	75,834	93,154
538.31.31	OFFICE/OPERATING SUPPLIES	-	154	400	400	76	200	400	-	400	400	425
538.31.35	SM TOOLS & EQUIPMENT	1,000	999	1,000	1,000	721	-	1,000	-	1,000	1,000	1,000
538.31.35.90	SM TOOLS & EQUIPMENT >\$1,000<\$5,000	-	-	5,000	5,000	2,760	5,000	5,000	-	5,000	5,000	5,000
538.31.30	SUB TOTAL	1,000	1,152	6,400	6,400	3,556	5,200	6,400	-	6,400	6,400	6,425
538.31.41	PROFESSIONAL SERVICES	50,000	68	25,000	25,000	146	4,000	25,000	-	25,000	25,000	25,000
538.31.43	TRAVEL EXPENSES	-	72	-	-	-	-	500	-	500	500	500
538.31.49	MISCELLANEOUS	1,000	524	1,500	1,500	50	725	1,500	5,000	6,500	11,500	1,500
538.31.49.03	DUES, SCHOOLS AND CONFERENCE	1,000	1,561	1,500	1,500	74	1,500	1,500	-	1,500	1,500	1,500
538.31.40	SUB TOTAL	52,000	2,224	28,000	28,000	270	6,225	28,500	5,000	33,500	38,500	28,500
538.31.49.15	NPDES PERMIT FEE	13,257	13,617	14,000	14,000	14,276	14,276	15,000	-	15,000	15,000	15,750
538.31.90	SUB TOTAL	13,257	13,617	14,000	14,000	14,276	14,276	15,000	-	15,000	15,000	15,750
538.31.99.01	COMPUTER INTERFUND-MAINTENANCE	2,210	2,210	5,861	5,861	3,907	5,861	6,554	-	6,554	6,554	6,400
538.31.99.02	COMPUTER INTERFUND REPLACEMENT	400	400	800	800	533	800	1,094	-	1,094	1,094	1,200
538.31.99.05	INTERFUND INSURANCE	-	-	8,890	8,890	8,890	8,890	10,833	-	10,833	10,833	12,500
538.31.90	SUB TOTAL	2,610	2,610	15,551	15,551	13,331	15,551	18,481	-	18,481	18,481	20,100
594.38.64	EQUIPMENT	17,219	17,219	-	-	-	-	-	-	-	-	-
594.38.60	SUB TOTAL	17,219	17,219	-	-	-	-	-	-	-	-	-
TOTAL NPDES PERMIT PROGRAM		235,806	196,338	319,320	319,320	202,179	298,822	236,540	105,475	330,200	337,447	359,231
TOTAL SWM MAINTENANCE		874,181	765,325	888,264	888,264	528,845	851,323	943,806	0	925,058	936,000	969,941
TOTAL SWM ENGINEERING		786,565	733,154	722,403	722,403	437,941	727,542	769,606	-	748,880	753,637	844,920
TOTAL SWM ENGR, MAINT & NPDES		1,896,552	1,694,817	1,929,987	1,929,987	1,168,966	1,877,687	1,949,952	105,475	2,004,138	2,027,084	2,174,092
597.00.00	TRANSFERS OUT	622,051	622,051	662,669	668,169	331,335	678,556	638,530	-	638,530	638,530	676,743
TOTAL INCLUDING TRANSFERS		2,518,603	2,316,868	2,592,656	2,598,156	1,500,300	2,556,243	2,588,482	-	2,642,668	2,665,614	2,850,836
508.80.00	ENDING FUND BALANCE	901,987	882,469	846,318	964,884	-	1,075,734	973,112	-	941,872	918,926	612,002
TOTAL INCLUDING EFB		3,420,590	3,199,337	3,438,974	3,563,040	1,500,300	3,631,977	3,561,595	-	3,584,540	3,584,540	3,462,837

BUDGET NARRATIVE

2011

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	New Request	Executive Amendment	Adopted
450.400.000.538.31.00.00			SURFACE WATER MANAGEMENT - NPDES PERMIT PROGRAM			
SALARIES AND WAGES						
538.31.10	Salaries & Wages	Provides for salaries and wages for:	\$ 117,004		\$ 178,789	\$ 182,332
		0.20 Asst. Director Utilities & Environmental Engrng				
		1.00 Engineering Technician I				
		0.50 Engineering Aide				
		1.00 Engineering Technician (Moved from Transportation Tech to SWM permanently starting 2011)		\$ 65,328		
		<u>2.70</u> FTE's				
538.31.10.90	Furlough	Provides for 5 days of unpaid leave.	-		(4,298)	0
538.31.11	Overtime	Provides for overtime for staff.	900		900	900
TOTAL SALARIES AND WAGES			\$ 117,904	\$ 65,328	\$ 175,391	\$ 183,232
PERSONNEL BENEFITS						
538.31.20	Personnel Benefits	Provides for benefits for surface water staff.	\$ 51,560		\$ 84,162	\$ 78,032
		Engineering Technician (Moved from Transportation Tech to SWM permanently starting 2011)		\$ 36,576		
538.31.20.90	Employee Med. Contribution	Employee's share of health insurance premium cost for spouse and/or dependents.	(1,305)		(2,734)	(2,198)
		Engineering Technician (Moved from Transportation Tech to SWM permanently starting 2011)		\$ (1,429)		
TOTAL PERSONNEL BENEFITS			\$ 50,255	\$ 35,147	\$ 81,428	\$ 75,834

BUDGET NARRATIVE

2011

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	New Request	Executive Amendment	Adopted
SUPPLIES						
538.31.31	Office/Operating Supplies	Cost of office and operating supplies. Also includes office billing supplies, forms, computer paper, etc.	\$ 400		\$ 400	\$ 400
538.31.35	Small Tools and Equipment	Hand tools, field equipment, safety equipment.	\$ 1,000		\$ 1,000	\$ 1,000
538.31.35.90	Small Tools and Equipment >\$1,000<\$5,000		\$ 5,000		\$ 5,000	\$ 5,000
TOTAL SUPPLIES			\$ 6,400		\$ 6,400	\$ 6,400
OTHER SERVICES AND CHARGES						
538.31.41	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.	\$ 25,000		\$ 25,000	\$ 25,000
538.31.49	Miscellaneous	Minor expenses not otherwise categorized.	\$ 1,500	\$ 5,000	\$ 6,500	\$ 11,500
538.31.49.02	Printing	Provides for printing costs of basin plans, project specifications and manuals, large maps, exact scale reductions, color copies, etc.	\$ 500		\$ 500	\$ 500
538.31.49.03	Dues, Schools and Conferences	Provides basic training, NPDES seminars, other permit and regulation training.	\$ 1,500		\$ 1,500	\$ 1,500
TOTAL OTHER SERVICES AND CHARGES			\$ 28,500		\$ 33,500	\$ 38,500
INTERGOVERNMENTAL SERVICES						
538.31.49.15	NPDES Permit Fee		\$ 15,000		\$ 15,000	\$ 15,000
TOTAL INTERGOVERNMENTAL SERVICES			\$ 15,000		\$ 15,000	\$ 15,000

BUDGET NARRATIVE

2011

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	New Request	Executive Amendment	Adopted
INTERFUND SERVICES						
538.31.99.01	Computer Maintenance	Provides for Computer Maintenance.	\$ 6,554		\$ 6,554	\$ 6,554
538.31.99.02	Computer Replacement	Provides for replacement of computer hardware.	\$ 1,094		\$ 1,094	\$ 1,094
538.31.99.05	Interfund Insurance	Provides for proportional share of liability and property insurance.	\$ 10,833		\$ 10,833	\$ 10,833
TOTAL INTERFUND SERVICES			\$ 18,481		\$ 18,481	\$ 18,481
TOTAL SURFACE WATER MGMT - NPDES PERMIT PROGRAM			\$ 236,540	\$ 100,475	\$ 330,200	\$ 337,447

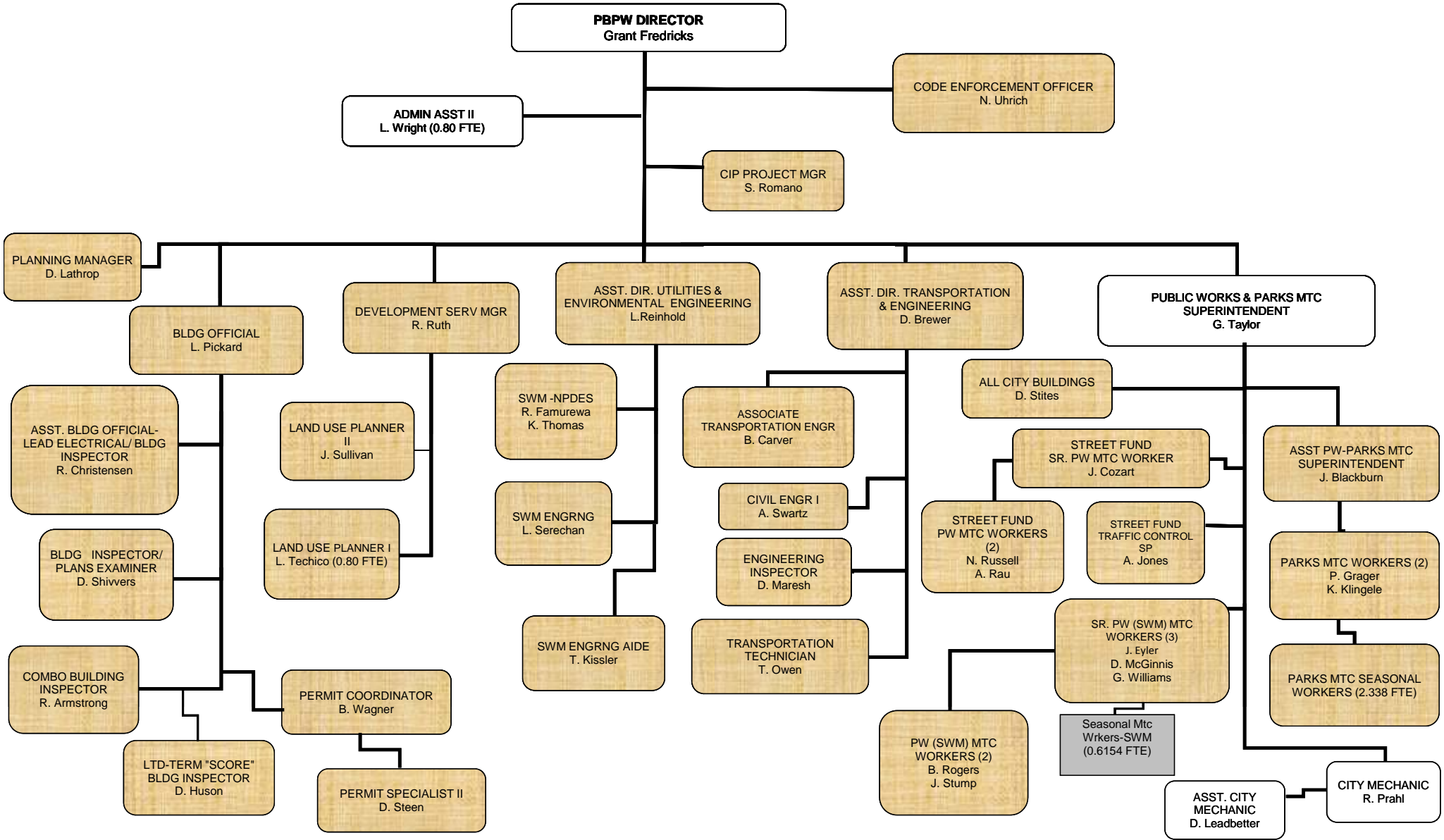
BUDGET NARRATIVE 2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
450.000.000		TRANSFERS OUT			
597.38.99.01	Transfer-out	This is a transfer out to Fund 451, which is maintained at 30% of total rate revenues.	\$ 638,530	\$ 638,530	\$ 638,530
		TOTAL TRANSFERS	\$ 638,530	\$ 638,530	\$ 638,530
508.80.00.00	Ending Fund Balance		\$ 973,112	\$ 941,872	\$ 918,926
		TOTAL INCLUDING ENDING FUND BALANCE	\$ 1,611,642	\$ 1,580,402	\$ 1,557,456

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

Organizational Chart



BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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500.000.052.548.60.00.00	EQUIPMENT RENTAL - OPERATIONS	\$ -	\$ 595,701	\$ 595,701
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Equipment Rental was established to provide maintenance support to the City's vehicles and major equipment.

2011 Beginning Fund Balance **\$ 166,528**

Assessments:		Number of Units
Judicial	\$ 2,250	1
All City Buildings	1,500	1
Police-Administration	6,750	4
Police-Detective	12,750	7
Police-Patrol	39,000	14
Police-Animal Control	2,250	1
Police-Crime free	-	0.5
Engineering	1,800	4
PBPW - Administration	900	0.5
PBPW - Building	1,800	4
PBPW - Development Services	450	1
Parks-Maintenance	18,400	22
Parks-Administration	3,000	1
Parks-Senior Center	3,000	2
Streets	36,015	21
Police Restoration Fund	54,000	10
Marina Revenue Fund	4,700	2
Surface Water Management Fund	42,240	6
Equipment Rental Fund	-	1
Computer Operations Fund	900	1
	\$ 231,705	1
Fuel Sale (115% of expense amount)	\$ 196,890	104
Training Center Repairs	\$ 300	
Interest	\$ 277	
	\$ 429,172	

Total 2011 Available Resources **\$ 595,700**

2011 Expenses **(484,877)**

2011 Ending Fund Balance **\$ 110,824**

CITY OF DES MOINES

2011 BUDGET REQUEST

EQUIPMENT RENTAL-OPERATIONS

500.000.052 EQUIPMENT RENTAL OPS		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQ	2011 EXEC AMEND	2011 ADOPTED	2012 EST
548.60.10	SALARIES & WAGES	115,067	113,302	123,000	123,000	81,468	122,699	126,745	124,250	126,745	
548.60.10.90	FURLOUGH	(1,983)	(1,983)		-	-	-		(2,389)	(0)	
548.60.11	OVERTIME	525	266	525	525	312	525	525	525	525	
548.60.19	COMP ABSENCE ACCRUAL (GASB 16)	-	408	-	-	-	-	-	-	-	
548.60.10	SUB TOTAL	113,609	111,994	123,525	123,525	81,780	123,224	127,270	122,386	127,270	-
548.60.20	PERSONNEL BENEFITS	43,811	43,618	48,320	48,320	31,045	46,827	52,974	50,108	47,221	
548.60.20.90	EMPLOYEE MED. CONTRIBUTION	(653)	(632)	(796)	(796)	(464)	(696)	(932)	(932)	(745)	
548.60.21	UNIFORMS	600	377	600	600	322	600	600	600	600	
548.60.20	SUB TOTAL	43,758	43,363	48,124	48,124	30,903	46,732	52,642	49,776	47,076	-
548.60.31	OPERATING SUPPLIES	52,000	45,626	42,000	42,000	41,189	56,438	50,000	50,000	50,000	
548.60.32.01	UNLEADED FUEL (ISF)	2,640	2,277	2,388	2,388	1,910	2,615	2,667	2,667	2,667	
548.60.32.02	DIESEL FUEL (ISF)	496	106	890	890	104	603	711	711	711	
548.60.34.01	PURCHASE OF FUEL	262,782	161,166	163,212	163,212	115,097	167,457	171,209	171,209	171,209	
548.60.35	SMALL TOOLS	1,800	2,184	1,500	1,500	181	1,316	1,500	1,500	1,500	
548.60.35.90	SMALL EQP >\$1,000 <\$5,000	2,500	-	2,000	2,000	-	1,000	2,000	2,000	2,000	
548.60.30	SUB TOTAL	322,218	211,358	211,990	211,990	158,481	229,429	228,087	228,087	228,087	-
548.60.41	PROFESSIONAL SERVICES	-	-	-	-	93	93	-	-	-	
548.60.41.02	JANITORIAL SERVICES	700	962	735	735	648	950	950	950	950	
548.60.42	COMMUNICATIONS	735	535	1,335	1,335	365	553	1,335	1,335	1,335	
548.60.43	TRAVEL EXPENSES	250	-	250	250	10	100	250	250	250	
548.60.44	ADVERTISING	450	-	450	450	-	100	450	450	450	
548.60.45	OPERATING RENTALS & LEASES	250	-	250	250	-	100	250	250	250	
548.60.46	INSURANCE	950	-	950	950	922	950	950	950	950	
548.60.47	UTILITIES	3,425	3,230	3,515	3,515	2,616	3,655	3,751	3,751	3,751	
548.60.48	REPAIRS/MAINT.	45,000	22,980	25,000	40,000	36,687	42,195	38,000	38,000	38,000	
548.60.48.01	REPAIRS/MAJOR COLLISION BODY WORK	5,000	4,720	5,000	5,000	174	1,500	5,000	5,000	5,000	
548.60.49	MISCELLANEOUS	1,500	826	1,000	1,000	3,683	5,086	1,000	1,000	1,000	
548.60.49.02	LAUNDRY	1,500	1,956	1,800	1,800	732	814	1,800	1,800	1,800	
548.60.40	SUB TOTAL	59,760	35,210	40,285	55,285	45,930	56,095	53,736	53,736	53,736	-
548.60.91	INTERFUND ADMIN CHARGES-GEN FUND	62,000	62,000	64,000	64,000	42,667	64,000	-	-	-	
548.60.99.01	COMPUTER MAINTENANCE	8,840	8,840	8,770	8,770	5,847	8,770	9,779	9,779	9,779	
548.60.99.02	COMPUTER REPLACEMENT	3,990	3,990	2,991	2,991	1,994	2,991	2,528	2,528	2,528	
548.60.99.04	EQUIPMENT REPLACEMENT	3,571	3,571	-	-	-	-	5,463	5,463	5,463	
548.60.99.05	INTERFUND INSURANCE	7,516	7,516	8,726	8,726	8,726	8,726	9,528	9,528	9,528	
548.60.99.06	FACILITY REPLACEMENT	1,410	1,410	1,410	1,410	940	1,410	1,410	1,410	1,410	
548.60.90	SUB TOTAL	87,327	87,327	85,897	85,897	60,173	85,897	28,708	28,708	28,708	-
594.48.64	EQUIPMENT	-	-	-	-	362	362	-	-	-	-
594.48.60	SUB TOTAL	-	-	-	-	362	362	-	-	-	-

CITY OF DES MOINES

2011 BUDGET REQUEST

EQUIPMENT RENTAL-OPERATIONS

500.000.052 EQUIPMENT RENTAL OPS		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQ	2011 EXEC AMEND	2011 ADOPTED	2012 EST
RECLASSIFICATION & COST ALLOCATIONS:											
597.00.03	TRANSFER OUT/FUND 451	20,000	-	-	-	-	-	-	-	-	-
597.00.00	SUB TOTAL	20,000	-	-	-	-	-	-	-	-	-
EQUIPMENT RENTAL - OPERATIONS TOTAL		646,672	489,252	509,821	524,821	377,630	541,739	490,443	482,693	484,877	-
508.80.00	ENDING FUND BALANCE	121,882	167,468	150,387	171,765		166,529	103,075	113,008	110,824	494,352
		768,554	656,720	660,208	696,586	377,630	708,268	593,517	595,701	595,701	494,352

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
500.000.052.548.60.00.00		EQUIPMENT RENTAL - OPERATIONS			
		SALARIES AND WAGES			
548.60.10	Salaries and Wages	0.05 PBPW Director			
		0.05 PBPW Administrative Assistant II			
		0.10 PW-Parks Maintenance Superintendent	\$ 126,745	\$ 124,250	\$ 126,745
		1.00 City Mechanic			
		1.00 Mechanic I			
		2.20 FTE's			
548.60.11	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	\$ 127,270	\$ 124,775	\$ 127,270
		PERSONNEL BENEFITS			
548.60.20	Personnel Benefits	Provides for benefits for the staff.	\$ 52,974	\$ 50,108	\$ 47,221
548.60.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.	\$ (932)	\$ (932)	\$ (745)
548.60.21	Uniforms	Provides uniforms for mechanics.	\$ 600	\$ 600	\$ 600
		TOTAL PERSONNEL BENEFITS	\$ 52,642	\$ 49,776	\$ 47,076
		SUPPLIES			
548.60.31	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.	\$ 50,000	\$ 50,000	\$ 50,000
548.60.32	Fuel	Provides for gas and oil for the vehicle assigned to the mechanic.	\$ 3,378	\$ 3,378	\$ 3,378

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
500.000.052.548.60.00.00		EQUIPMENT RENTAL - OPERATIONS			
548.60.34.00	Items for Resale		\$ -	\$ -	\$ -
548.60.34.01	Fuel for Resale	Purchase of fuel to re-sell to the departments that require it to fuel vehicles and equipment.	\$ 171,209	\$ 171,209	\$ 171,209
548.60.35	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	\$ 228,087	\$ 228,087	\$ 228,087
		OTHER SERVICES AND CHARGES			
548.60.41.02	Janitorial Services	Provides for janitorial services for 20% of the Public Works-Engineering Building.	\$ 950	\$ 950	\$ 950
548.60.42	Communications	Cover long distance telephone calls and faxes. Postage \$ 705 Telephone Line \$ 580 Long Distance \$ 50 <u>\$ 1,335</u>	\$ 1,335	\$ 1,335	\$ 1,335
548.60.43	Travel	Travel associated with specialized classes for the mechanic.	\$ 250	\$ 250	\$ 250
548.60.44	Advertising		\$ 450	\$ 450	\$ 450

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
500.000.052.548.60.00.00		EQUIPMENT RENTAL - OPERATIONS			
548.60.45	Operating Leases	Provision for equipment rental too expensive and rarely used.	\$ 250	\$ 250	\$ 250
548.60.46	Insurance		\$ 950	\$ 950	\$ 950
548.60.47	Utilities	Provides for utilities for 20% of the Public Works-Engineering Bldg: ELECTRIC 2,155 WATER 225 SEWER 240 SWM 522 NATURAL GAS 609 <u>3,751</u>	\$ 3,751	\$ 3,751	\$ 3,751
548.60.48	Repair and Maintenance	Outside repairs of the vehicles that are outside the scope of capabilities of the mechanic and shop: major engine overhaul, transmission repairs, front-end alignments, etc. Covers repairs and maintenance of fueling apparatus at City fueling facility.	\$ 38,000	\$ 38,000	\$ 38,000
548.60.48.01	Repair & Maint. Major	Provides for major unanticipated damages resulting from extensive body repairs from collisions.	\$ 5,000	\$ 5,000	\$ 5,000
548.60.49	Miscellaneous	Provides for class tuition, maintenance manuals and recycle cost for oil, tires, etc. \$500 welding class	\$ 1,000	\$ 1,000	\$ 1,000
548.60.49.02	Laundry	Provides for shop laundry.	\$ 1,800	\$ 1,800	\$ 1,800
TOTAL OTHER SERVICES AND CHARGES			\$ 53,736	\$ 53,736	\$ 53,736

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
500.000.052.548.60.00.00		EQUIPMENT RENTAL - OPERATIONS			
		INTERFUND SERVICES			
548.60.91	Interfund-Admin Charges General Fund	Indirect charges for services rendered.	\$ -	\$ -	\$ -
548.60.99.01	Computer Maintenance	Provides for Computer Maintenance.	\$ 9,779	\$ 9,779	\$ 9,779
548.60.99.02	Computer Replacement	Provides for replacement of computer	\$ 2,528	\$ 2,528	\$ 2,528
548.60.99.04	Equipment Replacement	Provides for the replacement of vehicles at the City garage.	\$ 5,463	\$ 5,463	\$ 5,463
548.60.99.05	Interfund Insurance	Provides for proportional share of liability and property	\$ 9,528	\$ 9,528	\$ 9,528
548.60.99.06	Facility Repair & Replacement	Provides for major repairs for City facilities.	\$ 1,410	\$ 1,410	\$ 1,410
		TOTAL INTERFUND SERVICES	\$ 28,708	\$ 28,708	\$ 28,708
		CAPITAL OUTLAY			
594.48.64	Equipment		\$ -	\$ -	\$ -
		TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -
		RECLASSIFICATION & COST ALLOCATIONS			
597.00.03	Transfer Out		\$ -	\$ -	\$ -
		TOTAL EQUIPMENT RENTAL-OPERATIONS	\$ 490,443	\$ 485,082	\$ 484,877
508.80.00		ESTIMATED ENDING FUND BALANCE	\$ 103,075	\$ 113,008	\$ 110,824
		TOTAL INCLUDING ENDING FUND BALANCE	\$ 593,517	\$ 598,090	\$ 595,701

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
501.000.000.594.00.00.00		EQUIPMENT RENTAL - REPLACEMENT	\$ 1,557,473	\$ 1,557,473	\$ 1,557,473

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.

2011 Beginning Fund Balance	\$1,293,845
Assessments:	
Judicial	\$ -
All City Buildings	
PBPW Engineering Services	
PBPW Admin	
PBPW Building Division	
PBPW Development Services	
Police-Administration	
Police-Detective	
Police-Patrol	70,705
Police-Animal Control	
Streets	
Parks-Maintenance	
Parks-Administration	
Parks-Senior Services	
Police Restoration	64,119
Marina	25,137
Surface Water Management	56,950
Equipment Maintenance	5,463
Interest Revenue	7,853
Sale of Fixed Assets (Salvage Values)	33,400
Total Available Resources	\$ 1,557,473
Year 2011 Expenditures	(377,850)
2011 Ending Fund Balance	\$ 1,179,623

BUDGET NARRATIVE

2011

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 12/31/2010	Year 2011 Assessment	2011 Interest	2011 Salvage	2011 Expenditures	As of 12/31/2011
Judicial	\$ 35,544	\$ -	\$ 216	\$ -	\$ -	\$ 35,760
Police-Administration	(14,841)	-	(90)	-	-	(14,931)
Police-Detective	57,525	-	349	-	-	57,874
Police-Patrol	52,144	70,705	316	-	-	123,166
Police-Animal Control	(1,281)	-	(8)	-	-	(1,289)
PBPW-Admin	10,671	-	65	-	-	10,736
All City Buildings	3,812	-	23	-	-	3,835
Engineering	49,894	-	303	-	-	50,196
PBPW Building Division	27,542	-	167	-	-	27,709
PBPW Development Services	13,152	-	80	-	-	13,232
Parks-Maintenance	106,928	-	649	1,500	-	109,077
Parks-Administration	12,701	-	77	-	(60,000)	(47,222)
Parks-Senior Center	15,623	-	95	-	-	15,718
Streets	178,952	-	1,086	26,500	(209,850)	(3,312)
Police Services Restoration	142,295	64,119	864	-	-	207,277
Marina	141,824	25,137	861	2,400	(45,000)	125,221
Surface Water Management	394,849	56,950	2,397	-	-	454,195
Equipment Rental Operations	39,792	5,463	242	2,500	(45,000)	2,996
Computer Operations	21,367	-	130	500	(18,000)	3,997
Unassigned Balance	5,354	-	32	-	-	5,387
Total	\$ 1,293,845	\$ 222,375	\$ 7,853	\$ 33,400	\$ (377,850)	\$ 1,179,623

BUDGET NARRATIVE

2011

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 Fund)

	As of 12/31/2010	Year 2011 Assessment	2011 Interest	2011 Salvage	2011 Expenditures	As of 12/31/2011
General Fund	\$ 369,414	\$ 70,705	\$ 2,242	\$ 1,500	\$ (60,000)	\$ 383,861
Streets	178,952	-	1,086	26,500	(209,850)	(3,312)
Police Services Restoration	142,295	64,119	864	-	-	207,277
Marina	141,824	25,137	861	2,400	(45,000)	125,221
Surface Water Management	394,849	56,950	2,397	-	-	454,195
Equipment Rental Operations	39,792	5,463	242	2,500	(45,000)	2,996
Computer Operations	21,367	-	130	500	(18,000)	3,997
Unassigned Balance	5,354	-	32	-	-	5,387
Total	\$ 1,293,845	\$ 222,375	\$ 7,853	\$ 33,400	\$ (377,850)	\$ 1,179,623

CITY OF DES MOINES

2011 BUDGET REQUEST

EQUIPMENT RENTAL-REPLACEMENT

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
501.000.000	EQUIP RENTAL-REPLCMNT										
594.13.64	VEHICLE REPLACEMENT-COURT	47,559	-	-	-	-	-	-	-	-	-
594.18.64	VEHICLE REPLACEMENT-PARKS & REC	-	-	-	-	-	-	-	-	-	-
594.18.64	VEHICLE REPLACEMENT-COMPUTER OPS	-	-	-	-	-	-	18,000	18,000	18,000	-
594.21.64	VEHICLE REPLACEMENT-POLICE	-	-	104,000	104,000	43,415	173,415	-	-	-	-
594.32.64	VEHICLE REPLACEMENT-ENGR	-	-	-	-	-	-	-	-	-	-
594.42.64	VEHICLE REPLACEMENT-STREETS	-	-	105,422	105,422	98,845	98,845	209,850	209,850	209,850	-
594.28.64	VEHICLE REPLACEMENT-PARKS	-	-	-	-	-	-	60,000	60,000	60,000	-
594.48.64	VEHICLE REPLACEMENT-EQUIP RENTAL	-	-	-	-	-	-	45,000	45,000	45,000	-
594.48.64.01	EMG RESPONSE EQUIPMENT	144,000	104,213	-	39,159	26,511	39,159	-	-	-	-
594.58.64	VEHICLE REPLACEMENT-PBPW	-	-	-	-	-	-	-	-	-	-
594.75.64	VEHICLE REPLACEMENT-MARINA	-	-	-	-	-	-	45,000	45,000	45,000	-
594.38.64	VEHICLE REPLACEMENT-SWM	-	-	-	-	-	-	-	-	-	-
594.XX.64	SUB TOTAL	191,559	104,213	209,422	248,581	168,771	311,419	377,850	377,850	377,850	0
	RECLASSIFICATION & COST ALLOCATIONS:										
597.00.00	TRANSFER OUT/FUND 001	959	959	-	-	-	-	-	-	-	-
597.00.00	SUB TOTAL	959	959	-	-	-	-	-	-	-	-
	EQUIPMENT RENTAL - REPLACEMENT TOTAL	192,518	105,172	209,422	248,581	168,771	311,419	377,850	377,850	377,850	-
508.80.00	ESTIMATED ENDING BALANCE	1,123,119	1,208,180	1,335,741	1,357,656		1,293,845	1,179,623	1,179,623	1,179,623	1,203,215
		1,315,637	1,313,352	1,545,163	1,606,237	168,771	1,605,264	1,557,473	1,557,473	1,557,473	1,203,215

		2011 Purchases	Deferred Purchases
Parks Ops	Replace 1995 Chev 1 Ton Flatbed	\$ 35,000	
Parks Ops	Replace 1996 Ford F150 Pick-up	25,000	
Streets	Replace 1996 Ford F150 Pick-up	25,000	
Streets	Replace 2001 Dodge Ram	25,000	
Streets	Replace 1997 Ford 1 Ton Flatbed	40,000	
Streets	Replace 1995 Volvo Front Loader	119,850	
Equipt Rental	Replace Ford F350 Service Body	45,000	
Marina	Replace 1996 Ford F250 Pick-up	25,000	
Marina	Replace 1996 Ford F250 Pick-up	20,000	
IT Department	Replace 1995 Ford Escort	18,000	
		<u>\$ 377,850</u>	<u>\$ -</u>

BUDGET NARRATIVE 2011

FUND: FACILITY REPAIR AND REPLACEMENT
DEPARTMENT: FINANCE

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
506.000.000.539.50.00.00	FACILITY REPAIR AND REPLACEMENT FUND		\$ 285,478	\$ 285,478	\$ 285,478

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 2011, the charge is \$0.70 per square foot.

2011 Beginning Fund Balance			\$ 209,197
	<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
Interest			\$ 446
Total Available Resources			\$ 285,478
 Year 2011 Expenditures			 \$ (242,000)
2011 Ending Fund Balance			\$ 43,478

	As of 12/31/2010	Year 2011 Assessment	2011 Interest	2011 Expenditures	As of 12/31/2011
General Fund	\$ 188,346	\$ 68,276	\$ 402	\$ (242,000)	\$ 15,024
Street Fund	\$ 10,845	\$ 3,931	\$ 23	\$ -	\$ 14,799
Equipment Rental Ops Fund	\$ 3,889	\$ 1,410	\$ 8	\$ -	\$ 5,307
Computer Operations Fund	\$ 985	\$ 357	\$ 2	\$ -	\$ 1,344
Surface Water Manage. Fund	\$ 5,133	\$ 1,861	\$ 11	\$ -	\$ 7,004
	\$ 209,197	\$ 75,835	\$ 446	\$ (242,000)	\$ 43,478

CITY OF DES MOINES

2011 BUDGET REQUEST

FACILITY REPAIR AND REPLACEMENT FUND

FACILITY REPAIR AND REPLACEMENT		2009 AMEND Fd 106	2009 ACTUAL Fd 106	2010 ADOPTED Fd 106	2010 AMEND Fd 506	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 EST
506.000.000	FACILITY REPAIR AND REPLACEMENT										
539.50.3X	SUPPLIES/ SMALL TOOLS AND EQUIPMENT										
539.50.41	PROF SVCS-City Bldg Condition Assessment			40,000	-			40,000			40,000
539.50.45	OPERATING RENTALS & LEASES										
539.50.48	REPAIR & MAINTENANCE	20,000	15,973	4,000	4,000			4,000			4,000
539.50.48.01	Field House Exterior Paint			60,000	-			60,000			60,000
539.50.48.02	Sonju Outside Paint			15,000	-			15,000			15,000
539.50.48.03	Public Works Svc Center Outside Stain										
539.50.48.04	Activity Center Interior Paint										
594.40.62	IMPROVEMENTS-Public Works Service Ctr	7,000	20,916								
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	60,000	1,735			88	88				
594.76.62	IMPROVEMENTS-Founder's Lodge Misc. Imprv										
594.40.62	IMPROVEMENTS-Engineering Building Roof	75,000	71,137			89	89				
594.40.62	IMPROVEMENTS-Eng Bldg New Side Sewer Line	10,000		12,000	-			12,000			
594.19.62	IMPROVEMENTS-City Hall Bldg Outside Stain	50,000	20,772								
594.50.62	IMPROVEMENTS										
594.50.64	EQUIPMENT										
597.00.00	TRANS TO MARINA REPAIR & REPLACE.	-	-	-	-	-	-				
597.00.00.00	TRANS TO: MCI	-	-	-	-	-	-		242,000	242,000	
	FACILITY REPAIR AND REPLACEMENT TOTAL	222,000	130,533	131,000	4,000	177	177	131,000	242,000	242,000	119,000
508.80.00	EST. ENDING FUND BALANCE	42,719	133,119	85,245	205,797		209,197	154,478	43,478	43,478	763
		264,719	263,652	216,245	209,797	177	209,374	285,478	285,478	285,478	119,763

BUDGET NARRATIVE

2011

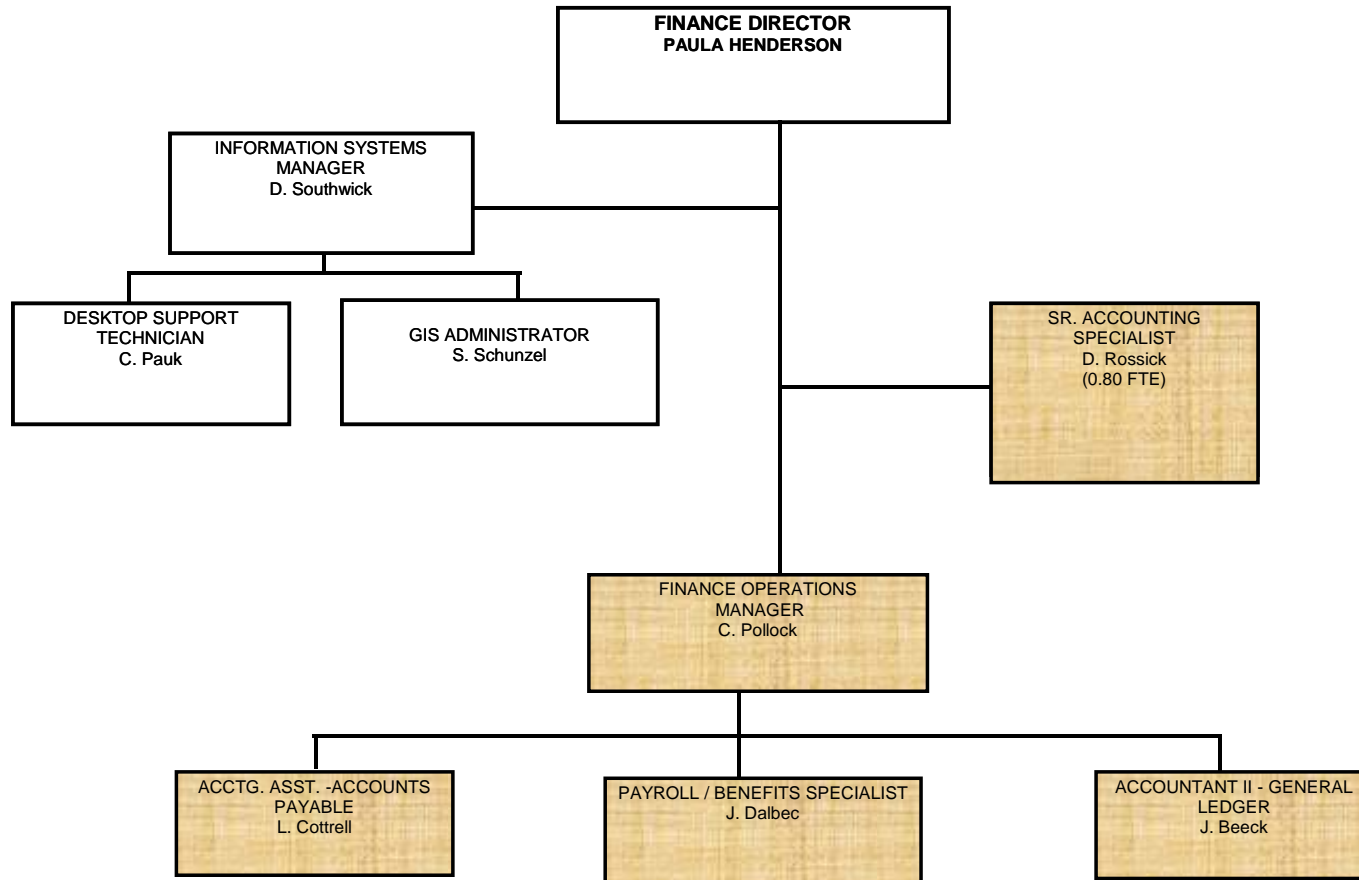
FUND: **FACILITY REPAIR AND REPLACEMENT**

DEPARTMENT: **FINANCE**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
506.000.000.539.50.00.00					
539.50.41	PROF SVCS-City Bldg Condition Assessment	Provides for professional services to evaluate conditions of City buildings.	\$ 40,000	\$ -	\$ -
539.50.45	OPERATING RENTALS & LEASES		\$ -	\$ -	\$ -
539.50.48	REPAIR & MAINTENANCE	Provides for unexpected necessary repairs.	79,000	-	-
594.40.62	FACILITY IMPROVEMENTS	Provides for City Building Facility Improvements.	\$ 12,000	\$ -	\$ -
594.50.62	IMPROVEMENTS		\$ -	\$ -	\$ -
594.50.64	EQUIPMENT	Provides for the unexpected necessary replacement of fixtures.	\$ -	\$ -	\$ -
597.00.00	TRANS TO: MCI	Provides funding for City-wide Energy Savings & Utility Improvements Project	\$ -	\$ 242,000	\$ 242,000
		TOTAL CAPITAL OUTLAY	\$ 131,000	\$ 242,000	\$ 242,000
508.80.00	Ending Fund Balance		\$ 154,478	\$ 43,478	\$ 43,478
			\$ 285,478	\$ 285,478	\$ 285,478

**CITY OF DES MOINES
FINANCIAL SERVICES
COMPUTER OPERATIONS DIVISION**

Organizational Chart



BUDGET NARRATIVE

2011

FUND: **COMPUTER OPERATIONS**
 DEPARTMENT: **FINANCIAL SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
510.000.000.518.80.00.00		COMPUTER - OPERATIONS	\$ 566,303	\$ 566,303	\$ 566,303

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 \$2,260 per unit charge (PC, printer, WebMSS & CAD terminals, MDC) to each department and a total charge of \$58,035 for software (i.e. Taxtools, Permits Plus, Quadrant Cash Register, Spillman, Class and Marina Management Program software).

		Number of Units
2011 Beginning Fund Balance	\$ 67,591	
Assessments:		
General Fund	\$ 375,870	150.5
Streets Fund	\$ 10,640	4.6
Police Restoration Fund	\$ 33,990	14.2
Marina	\$ 36,980	17.0
Surface Water Management	\$ 19,029	6.6
Equipment Rental	\$ 9,779	4.2
Computer Operations	\$ -	5.0
Unassigned assessment	<u>\$ 3,407</u>	
	\$ 489,695	<u>202.0</u>
Transfer-in Sierra Maintenance	8,930	
Interest	87	
Total Available Resources	<u>\$ 566,303</u>	
2011 Expenses	<u>\$ (510,293)</u>	
2011 Ending Fund Balance	<u>\$ 56,010</u>	

CITY OF DES MOINES

2011 BUDGET REQUEST

COMPUTER - OPERATIONS

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQ	2011 EXEC AMEND	2011 ADOPTED	2012 DEPT REQUEST
510.000.000	COMPUTER-OPERATIONS										
518.80.10	SALARIES AND WAGES	234,961	226,786	234,348	234,348	156,232	234,348	239,028	234,348	239,028	243,809
518.80.10.90	FURLOUGH	(3,312)	(3,312)	-	-	-	-	-	(4,507)	0	-
518.80.10	SUB TOTAL	231,649	223,474	234,348	234,348	156,232	234,348	239,028	229,841	239,028	243,809
518.80.20	PERSONNEL BENEFITS	82,061	82,553	82,678	82,678	60,869	91,351	101,353	96,998	90,962	92,781
518.80.920.90	EMPLOYEE MED. CONTRIBUTION	(2,053)	(2,104)	(2,222)	(2,222)	(1,939)	(2,908)	(3,219)	(3,219)	(2,631)	(2,684)
518.80.20	SUB TOTAL	80,008	80,449	80,456	80,456	58,931	88,443	98,134	93,779	88,331	90,097
518.80.31	OFFICE SUPPLIES	3,000	1,722	3,500	3,500	2,330	2,750	3,500	3,500	3,500	3,500
518.80.31.01	COMPUTER SUPPLIES	2,750	1,066	2,750	2,750	752	1,800	2,750	2,750	2,750	2,750
518.80.31.15	SOFTWARE & INTERNET	8,250	2,639	8,750	8,750	1,501	7,000	8,750	8,750	8,750	8,750
518.80.32.01	UNLEADED FUEL	80	175	225	225	111	220	222	222	222	222
518.80.35	SMALL TOOLS AND EQUIPMENT	3,750	2,589	3,750	3,750	1,176	2,800	3,750	3,750	3,750	3,750
518.80.35.90	SMALL EQP >\$1,000 <\$5,000	-	-	-	-	-	-	-	-	-	-
518.80.30	SUB TOTAL	17,830	8,190	18,975	18,975	5,871	14,570	18,972	18,972	18,972	18,972
518.80.41	PROFESSIONAL SERVICES	11,000	8,409	11,000	11,000	10,407	11,000	11,000	11,000	11,000	11,000
518.80.42	COMMUNICATIONS	11,500	12,122	11,750	11,750	9,720	13,027	13,950	13,950	13,950	14,229
518.80.43	TRAVEL EXPENSES	100	16	2,000	2,000	-	1,800	2,000	2,000	2,000	2,000
518.80.48.00	HARDWARE/SOFTWARE AGREEMENTS	101,097	85,210	103,461	104,620	87,100	103,461	94,408	94,408	94,408	96,296
518.80.48.50	REPAIR & MAINTENANCE:	5,500	6,202	7,000	7,000	4,612	6,500	7,000	7,000	7,000	7,000
518.80.49	MISCELLANEOUS	2,500	1,046	3,000	3,000	811	1,500	3,000	3,000	3,000	3,000
518.80.49.01	DUES, TRAINING & CONFERENCES	5,500	-	5,500	5,500	2,012	2,750	5,500	5,500	5,500	5,500
518.80.40	SUB TOTAL	137,197	113,006	143,711	144,870	114,661	140,038	136,858	136,858	136,858	139,025
518.80.91.00	INTERFUND ADMIN CHRGS-GENERAL FUND	27,000	27,000	27,000	27,000	18,667	27,000	-	-	-	-
518.80.99.02	COMPUTER REPLACEMENT	4,807	4,807	3,618	7,236	2,412	3,618	2,936	2,936	2,936	2,936
518.80.99.03	EQUIPMENT MAINTENANCE	900	900	-	900	600	900	900	900	900	900
518.80.99.05	INTERFUND INSURANCE	10,176	10,176	13,152	13,152	13,152	13,152	12,911	12,911	12,911	12,911
518.80.99.06	FACILITY REPLACEMENT	357	357	-	357	238	357	357	357	357	357
518.80.90	SUB TOTAL	43,240	43,240	43,770	48,645	35,069	45,027	17,104	17,104	17,104	17,104
594.18.64	INTERNET & SOFTWARE UPGRADES	10,000	-	10,000	10,000	129	2,000	10,000	10,000	10,000	10,000
594.18.60	SUB TOTAL	10,000	-	10,000	10,000	129	2,000	10,000	10,000	10,000	10,000
	COMPUTER-OPERATIONS TOTAL	519,924	468,358	531,260	537,294	370,892	524,426	520,096	506,554	510,293	519,007
508.80.00	ENDING FUND BALANCE	59,318	92,978	46,343	58,989		67,591	46,207	59,749	56,010	35,162
		579,242	561,336	577,603	596,283	370,892	592,017	566,303	566,303	566,303	554,169

BUDGET NARRATIVE

2011

FUND: **COMPUTER OPERATIONS**

DEPARTMENT: **FINANCIAL SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
510.000.000.518.80.00.00					
		COMPUTER - OPERATIONS			
		SALARIES AND WAGES			
518.80.10	Salaries and Wages	Provides for the following personnel: 1.0 Information Systems Manager 1.0 GIS Administrator 1.0 Desktop Support Technician <u>3.0</u> FTE's	\$ 239,028	\$ 234,348	\$ 239,028
518.80.10.90	Furlough	Provides for 5 days of unpaid leave.	\$ -	\$ (4,507)	\$ 0
		TOTAL SALARIES AND WAGES	\$ 239,028	\$ 229,841	\$ 239,028
		PERSONNEL BENEFITS			
518.80.20	Personnel Benefits	Provides for personnel benefits for the above.	\$ 101,353	\$ 96,998	\$ 90,962
518.80.920.90	Employee Med. Contribution		\$ (3,219)	\$ (3,219)	\$ (2,631)
		TOTAL PERSONNEL BENEFITS	\$ 98,134	\$ 93,779	\$ 88,331

BUDGET NARRATIVE

2011

FUND: **COMPUTER OPERATIONS**

DEPARTMENT: **FINANCIAL SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
510.000.000.518.80.00.00		COMPUTER - OPERATIONS			
		SUPPLIES			
518.80.31	Office Supplies	Provides general office supplies for Computer Operations	\$ 3,500	\$ 3,500	\$ 3,500
518.80.31.01	Computer Supplies	Provides for computer supplies.	\$ 2,750	\$ 2,750	\$ 2,750
518.80.31.02	Software	Provides for core software upgrades and licensing. Windows 7 License	\$ 8,750	\$ 8,750	\$ 8,750
518.80.32.01	Unleaded Fuel		\$ 222	\$ 222	\$ 222
518.80.35	Small Tools and Equip	Provides for purchase of non-capitalized equipment.	\$ 3,750	\$ 3,750	\$ 3,750
		TOTAL SUPPLIES	\$ 18,972	\$ 18,972	\$ 18,972
		OTHER SERVICES AND CHARGES			
518.80.41	Professional Services	Provides for consulting and programming maintenance services for all City Departments.	\$ 11,000	\$ 11,000	\$ 11,000
518.80.42	Communications	Long Distance	\$ 115		
		Postage/Shipping	\$ 175		
		Internet (I-Net)	\$ 13,660		
			<u>\$ 13,950</u>		
518.80.43	Travel Expenses	Computer Seminars/Conferences	\$ 2,000	\$ 2,000	\$ 2,000

BUDGET NARRATIVE

2011

FUND: **COMPUTER OPERATIONS**

DEPARTMENT: **FINANCIAL SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
510.000.000.518.80.00.00 COMPUTER - OPERATIONS					
518.80.48.00	Hardware/Software Agreements	Provides for yearly maintenance agreements:	\$ 94,408	\$ 94,408	\$ 94,408
		Finance Eden	\$ 16,847		
		Police/City Hall POS	1,100		
		Business License System	2,420		
		Payroll System	2,335		
		Hard Drive Maintenance Utility	3,084		
		Desktop & Server Anti-Virus	1,683		
		Internet Firewall	956		
		Network Hardware Maintenance	1,450		
		GIS Software (ArcInfo, ArcView)	9,621		
		Server Backup	400		
		Voicemail System	3,270		
		PEG Channel/Council Video System	1,962		
		Anti-SPAM Service	2,677		
		Email Search & Retrieval	300		
		Police Records System	24,563		
		Police Records Server	1,572		
		Sierra Permit System	8,930		
		Parks Registration/Facilities System	5,308		
		Police Policy Mgmt System	2,580		
		DOL Access System	350		
		PW Fuel System	810		
		Webserver SSL Certificates	300		
		GIS Ortho Software	1,890		
			<u>\$ 94,408</u>		
518.80.48.50	Repairs & Maintenance		\$ 7,000	\$ 7,000	\$ 7,000
518.80.49	Miscellaneous	Provides for miscellaneous dues, memberships, testing, and other items not budgeted elsewhere.	\$ 3,000	\$ 3,000	\$ 3,000

BUDGET NARRATIVE

2011

FUND: **COMPUTER OPERATIONS**

DEPARTMENT: **FINANCIAL SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
510.000.000.518.80.00.00			COMPUTER - OPERATIONS		
518.80.49.01	Dues, Training & Conference	Provides for conferences, seminars and training GIS Seminars/conference - \$ 2,500 VMWare Training - \$ 3,000 <u>\$ 5,500</u>	\$ 5,500	\$ 5,500	\$ 5,500
TOTAL OTHER SERVICES AND CHARGES			\$ 136,858	\$ 136,858	\$ 136,858
INTERFUND SERVICES					
518.80.91	Interfund Admin Charges - General Fund	Indirect costs are covered through a payment to the General Fund for services rendered.	\$ -	\$ -	\$ -
518.80.99.02	Computer Replacement		\$ 2,936	\$ 2,936	\$ 2,936
518.80.99.03	Equipment Maintenance		\$ 900	\$ 900	\$ 900
518.80.99.05	Interfund Insurance		\$ 12,911	\$ 12,911	\$ 12,911
518.80.99.02	Facility Replacement		\$ 357	\$ 357	\$ 357
TOTAL INTERFUND SERVICES			\$ 17,104	\$ 17,104	\$ 17,104
CAPITAL OUTLAY					
594.18.64	Equipment	Internet & Software Upgrades The 2011 level provides for the website monthly hosting and maintenance.	\$ 10,000	\$ 10,000	\$ 10,000
TOTAL EQUIPMENT			\$ 10,000	\$ 10,000	\$ 10,000
TOTAL COMPUTER OPERATIONS			\$ 520,096	\$ 506,554	\$ 510,293
508.80.00	Ending Fund Balance		\$ 46,207	\$ 59,749	\$ 56,010
TOTAL INCLUDING ENDING FUND BALANCE			\$ 566,303	\$ 566,303	\$ 566,303

BUDGET NARRATIVE

2011

FUND: **COMPUTER EQUIPMENT CAPITAL**

DEPARTMENT: **FINANCIAL SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
511.000.000.594.18.00.00	COMPUTER - REPLACEMENT		\$ 84,913	\$ 416,116	\$ 416,116

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.

2011 Beginning Fund Balance

\$ 303,555

	2011 Assessments	Number of Units
General Fund	\$ 38,432	153.3
Streets Fund	926	4.7
Police Restoration Fund	13,208	14.7
Marina	22,702	17.0
Surface Water Management	3,714	4.8
Equipment Rental	2,528	4.4
Computer Operations	2,936	5.0
Total Assessments	84,445	203.8
Interest	3,116	
Transfers for Automation Fees	15,000	
Transfers for Phone System Replacement	10,000	
Total Available Resources	\$ 416,116	
Year 2011 Expenditures	(186,408)	
2011 Ending Fund Balance	\$ 229,708	

CITY OF DES MOINES

2011 BUDGET REQUEST

COMPUTER - REPLACEMENT

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 NEW REQ	2011 EXEC AMEND	2011 ADOPTED	2012 DEPT REQUEST
511.000.000	COMPUTER-REPLACEMENT											
519.19.35	SMALL TOOLS & EQUIPMENT	67,800	12,657	57,800	57,800	29,127	48,000	35,000	0	35,000	35,000	40,000
519.19.35.90	SMALL EQP >\$1,000 <\$5,000	25,000	9,483	5,000	15,000	11,628	7,427	16,100	0	16,100	16,100	15,000
594.18.64	CAPITAL OUTLAY*	142,700	0	107,700	107,700	23,521	72,000	41,465	84,913	126,378	126,378	107,700
597.43.00	TRANSFER-OUT/FUND 510	17,533	8,909	8,465	8,624	0	8,624	8,930		8,930	8,930	9,000
	COMPUTER REPLACEMENT TOTAL	253,033	31,050	178,965	189,124	64,276	136,051	101,495	84,913	186,408	186,408	171,700
508.80.00	ESTIMATED ENDING BALANCE	512,589	342,066	260,579	249,385		303,555	314,621		229,708	229,708	217,457
		765,622	373,116	439,544	438,509	64,276	439,606	416,116	84,913	416,116	416,116	389,157

* 2011 Capital Outlay

Microsoft Exchange Server 2010	\$ 2,890
Microsoft Exchange Server 2010 CAL (120)	\$ 9,375
T1 Circuit Router Upgrades	\$ 7,500
VMWare Vsphere Advanced	\$ 11,000
HP VMWare Host Server	\$ 6,600
SQL 2008 1-Processor License	\$ 4,100
Update City Website	\$ 38,000
Police Records Mgmt Server Upgrade	\$ 46,913
Total Capital Outlay	<u>\$ 126,378</u>

BUDGET NARRATIVE

2011

FUND: **SELF INSURANCE**

DEPARTMENT: **EXECUTIVE**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
520.000.046.514.70.00.00	SELF INSURANCE FUND		\$ 741,373	\$ 741,373	\$ 741,373

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 2011, the estimated insurance cost is \$562,013 and the total assessment for all City departments is \$674,416

2011 Beginning Fund Balance		\$ 61,189	
2011 Department Assessments	\$ 674,416		
2011 AWC Wrkr Comp Retro Payment	\$ 5,500		
Insurance Recovery	\$ -		
Interest	\$ 268	\$ 680,184	
Total Available Resources		\$ 741,373	
2011 Expenses		\$ (685,913)	
2011 Ending Fund Balance		\$ 55,460	

CITY OF DES MOINES

2011 BUDGET REQUEST

SELF INSURANCE FUND

		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 ESTIMATE YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 ESTIMATE
520.000.046	SELF INSURANCE FUND										
514.70.41	PROFESSIONAL SVC	-	1,222	-	-	-	-	-	-	-	-
514.70.45	RENTAL - DM MASONIC TEMPLE	-	-	-	-	-	-	-	-	-	-
514.70.46	INSURANCE EXPENSE	522,643	521,338	589,335	589,335	582,522	582,522	562,013	562,013	562,013	570,443
514.70.48	REPAIRS & MAINTENANCE	19,000	18,872	-	-	-	-	-	-	-	-
514.71.91	INTERFUND ADMIN CHGS-GEN FND	15,000	15,000	15,000	15,000	10,000	15,000	-	-	-	-
015.046											
514.76.46	AWC WRKR COMP RETRO RATING	20,183	13,665	16,400	16,400	13,538	13,538	16,400	16,400	16,400	19,680
514.70.41	GROUND WATER MONITORING	135,715	87,789	90,500	90,500	24,718	70,000	107,500	107,500	107,500	110,725
514.70.49	MISCELLANEOUS					2,011	2,011				
100.000.70											
514.78.10	SALARY & WAGES	-	43,083	-	10,000	10,000	10,000	-	-	-	-
100.000.70											
514.78.20	BENEFITS	-	2,852	-	840	840	840	-	-	-	-
100.000.70											
514.78.41	PROFESSIONAL SERVICES	-	-	-	-	-	-	-	-	-	-
100.000.70											
514.78.49	SETTLEMENTS	58,000	-	114,813	114,813	107,000	107,000	-	-	-	-
	SELF INSURANCE TOTAL	770,541	703,821	826,048	836,888	750,630	800,911	685,913	685,913	685,913	700,848
508.80.00	ENDING FUND BALANCE	83,472	181,727	-	-		61,189	55,460	55,460	55,460	46,779
		854,013	885,547	826,048	836,888	750,630	862,100	741,373	741,373	741,373	747,627

BUDGET NARRATIVE

2011

FUND: **SELF INSURANCE**

DEPARTMENT: **EXECUTIVE**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
520.000.046.514.70.00.00			SELF INSURANCE FUND		
514.70.46	Insurance Expense	To cover WCIA liability insurance, public officials bond, and insurance at the Marina to include hull insurance and protection and indemnity.	\$ 562,013	\$ 562,013	\$ 562,013
		WCIA			
		Auto Physical damage	\$ 16,506		
		Boiler and Machinery	3,156		
		Crime/Fidelity Bond	1,489		
		Liability	484,254		
		Property	56,608		
		Total Insurance Expense	\$ 562,013		
					Allocated to diff depts based on L & I worked hours
					* Based on 2011 WCIA Liability Rate Estimate = 3.6276% decrease
514.70.41		Professional Services			
		To pay for outplacement assistance.	-	-	-
514.70.41	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
514.76.46		AWC Workers Compensation Retro Rating Payment. This is based on AWC's estimate for 2010.	\$ 16,400	\$ 16,400	\$ 16,400
514.78.41	Professional Services		\$ -	\$ -	\$ -
		TOTAL SELF INSURANCE FUND	\$ 685,913	\$ 685,913	\$ 685,913
508.80.00	Ending Fund Balance		\$ 55,460	\$ 55,460	\$ 55,460
		TOTAL INCLUDING ENDING FUND BALANCE	\$ 741,373	\$ 741,373	\$ 741,373

BUDGET NARRATIVE

2011

FUND: **UNEMPLOYMENT COMPENSATION**

DEPARTMENT: **FINANCIAL SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
530.000.045.500.00.00.00		UNEMPLOYMENT COMPENSATION FUND	\$ 243,731	\$ 243,731	\$ 243,731

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 <u>of Employees</u>	x Percent	= Per Employee	x Years	+ Ann. Pay Out
128	5%	\$ 26,071	3	\$ 25,029

Annual Maximum Unemployment Compensation (AMUC): \$524,370

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 '10	\$ 2,744,476	135	\$ 20,357	\$ 43,452	\$ 21,726
Quarter 4 '09	\$ 2,677,136	121	\$ 22,137		
Quarter 1 '10	\$ 2,781,070	128	\$ 21,738	<u>Weekly Benft</u>	<u>Max Pay Period</u>
Quarter 2 '10	\$ 2,708,222	127	\$ 21,315	869	\$ 26,071

Department assessments are 0.25% of gross salaries.

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

BUDGET NARRATIVE

2011

FUND: **UNEMPLOYMENT COMPENSATION**

DEPARTMENT: **FINANCIAL SERVICES**

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

Resources Available

2010 Beginning Fund Balance			\$ 287,075	
2010 Department Assessments	\$	27,282		
2010 Interest Earnings	\$	638	<u>\$ 27,920</u>	
Total Available Resources			\$ 314,995	
 2010 Expenses			 \$ (99,211)	
 2010 Ending Fund Balance			 \$ 215,784	
2011 Department Assessments	\$	27,501		
2011 Interest Earnings	\$	446	<u>\$ 27,947</u>	
Total Available Resources			\$ 243,731	
 2011 Expenses			 \$ (100,000)	
 2011 Ending Fund Balance			 <u>\$ 143,731</u>	

CITY OF DES MOINES

2011 BUDGET REQUEST

UNEMPLOYMENT COMPENSATION FUND

530.000.045 UNEMPLOYEMNT COMPENSATION FUND	2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 ESTIMATE YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 ESTIMATE
517.70.49 EXPENSES	131,000	114,425	100,000	100,000	39,212	99,211	100,000	100,000	100,000	75,000
UNEMPLOYMENT COMPENSATION TOTAL	131,000	114,425	100,000	100,000	39,212	99,211	100,000	100,000	100,000	75,000
508.80.00 ENDING FUND BALANCE	275,940	287,075	205,687	205,687		215,784	143,731	143,731	143,731	106,631
	406,940	401,500	305,687	305,687	39,212	314,995	243,731	243,731	243,731	181,631

BUDGET NARRATIVE

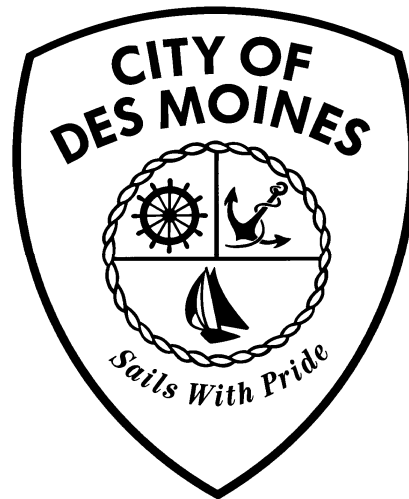
2011

FUND: **UNEMPLOYMENT COMPENSATION**

DEPARTMENT: **FINANCIAL SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
530.000.045 UNEMPLOYMENT COMPENSATION FUND					
517.70.49	Unemployment Claims	\$100,000 has been budgeted to cover anticipated unemployment claims. The following is a 13-year history of claims payments:	\$ 100,000	\$ 100,000	\$ 100,000
		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			
		1998 \$ 26,150			
		1997 \$ 8,795			
		1996 \$ 10,160			
		TOTAL UNEMPLOYMENT COMPENSATION	\$ 100,000	\$ 100,000	\$ 100,000
508.80.00	Ending Fund Balance	If unemployment claims hold to the budgeted amount or less this fund will be self sustaining for the current FTE level and prevailing interest rates.	\$ 143,731	\$ 143,731	\$ 143,731
		TOTAL INCLUDING ENDING FUND BALANCE	\$ 243,731	\$ 243,731	\$ 243,731

2011 Budget



BUDGET NARRATIVE

2011

FUND: **MUNICIPAL CAPITAL IMPROVEMENT**
 DEPARTMENT: **FUND 310**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
310.000.000.500.00.00.00	MUNICIPAL CAPITAL IMPROVEMENTS		\$ 2,384,454	\$ 2,384,454	\$ 2,858,251

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 2011-2016 six-year Capital Improvement Plan.

CITY OF DES MOINES

2011 BUDGET REQUEST MUNICIPAL CAPITAL IMPROVEMENT

MUNICIPAL CAPITAL IMPROVEMENT	2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 YR-END EST	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 ESTIMATE
310.046.200.595.00.63.02 SJU PARK C-2 LANDSCAPING										93,804
310.046.200.595.00.63.03 SJU PARK C-3 PARKING LOT	-	-	-	-	-	-	-	-	-	77,790
310.047.000.594.76.63.01 FIELD HS PARK & PLAYGRD REPAIR/REPL	58,649	38,521		896	896	20,128				
310.050.100.594.76.62.00 DM BEACH PARK REHAB-AUDITORIUM	1,043,659	115,047	850,839	1,112,905	640,034	729,500	610,433	610,433	719,171	
310.050.200.594.76.62.01 DM BEACH PARK REHAB-DINING HALL	205,355	38,543	215,253	115,932	49,527	50,123			371,106	600,932
310.050.400.594.76.62.03 DM BEACH PARK REHAB-SUN HOME LODGE	-				5,904	5,904				
310.050.400.594.76.62.04 DM BEACH PARK REHAB-RESTROOM BLDG	-				1,442	3,514				
310.050.400.594.76.62.05 DM BEACH PARK REHAB-FOUNDERS LODGE REPAIRS	-				-	-				200,000
310.051.000.594.76.63.00 DM CREEK (URBAN) TRAIL IMPROVEMENTS	100,000	5	100,000	100,000	-		100,000	100,000	100,000	200,000
310.052.000.594.73.62.00 GRANDSTAND RESTORATION	582,932	63,829	418,856	557,479	170,736	365,982	189,997	189,997	189,997	
310.053.000.594.76.63.00 FIELD HS PARK BALLFIELD EXPANSION	307,960	252,719		74,473	67,785	74,473				
310.331.000.594.73.63.00 BEACH PARK/JAN 2009 MUDSLIDE	25,000	25,378		170,000	4,115	170,000	379,000	379,000	379,000	
310.700.000.594.19.62.00 CITY HALL SPACE IMPROVEMENTS	-									
310.700.000.594.19.63.00 CITY HALL PARKING LOT	-									56,300
310.700.000.594.19.63.01 CITY-WIDE ENERGY SAVINGS & UTILITY IMPR	-						440,000	440,000	440,000	
310.700.000.594.19.64.00 CITY HALL/ENGRNG EMERG GENERATOR	-									168,100
310.700.000.594.21.62.01 MAIN PD STATION BUILDING REMODEL	6,577	6,641								
310.700.000.594.21.62.02 PD STORAGE BUILDING	-									275,000
310.700.000.594.73.62.01 DM FIELD HOUSE RENOVATION	78,835	4,452		74,383	671	53,284	21,099	21,099	21,099	
310.700.000.594.73.64.00 ACTIVITY CENTER GENERATOR	-									86,800
310.700.000.594.76.61.00 DEMO SONJU PROPERTY OUTBUILDINGS	-									40,800
310.700.000.594.76.63.01 PARKS AND RECREATION MASTER PLAN	48,518	40,633		21,537		48,518				
310.700.000.594.76.63.02 BPBW FACILITIES MASTER PLAN	-	-		-		-				101,750
310.700.000.594.76.63.03 DM CREEK TRAIL WTFRNT DWNTWN CONNECTIONS	1,327,243	558,131	630,079	769,212	516,254	769,212				
310.700.000.594.76.63.05 ENTRYWAY SIGNAGE-WATERFRONT DISTRICT	-									126,610
310.700.000.594.76.63.06 STOREFRONT STUDIO	-	1,448								
310.800.000.597.00.00.02 TSF TO FUND 218 - DEBT -1998 G.O. BOND	97,535	97,185								
310.800.000.597.00.00.06 TSF TO FUND 219 - 2008 GO REFUNDING BONDS	128,636	128,635	135,050	135,050	17,407	134,732	131,050	131,050	131,050	127,050
310.800.000.597.42.02.00 TSF TO ARTERIAL STREET FUND	300,000	300,000								
310.800.000.597.42.00.03 TSF TO TRANSPORTATION CAPITAL IMPRV FUND	-	-	200,000	200,000	133,333	200,000	318,000	318,000	250,000	272,000
TOTAL MUNICIPAL CAPITAL IMP.	4,310,899	1,671,168	2,550,077	3,331,867	1,608,104	2,625,370	2,189,579	2,189,579	2,601,423	2,426,936
310.850.000.508.80.00.00 ENDING FUND BALANCE	263,557	917,077	137,951	43,368		923,223	194,875	194,875	256,828	282,056
TOTAL MCI FUND	4,574,456	2,588,245	2,688,028	3,375,235	1,608,104	3,548,593	2,384,454	2,384,454	2,858,251	2,708,992

BUDGET NARRATIVE 2011

FUND: **MUNICIPAL CAPITAL IMPROVEMENT**
DEPARTMENT: **FUND 310**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
310.000.000.000.00.00.00					
310.050.100.594.76.62.00	DM BEACH PARK REHAB-AUDITORIUM	Historic Preservation "Community Heritage" improvements: Rehabilitation of the Auditorium.	610,433	610,433	719,171
310.051.000.594.76.63.00	DM CREEK (URBAN) TRAIL IMPROVEMENTS	This project is for Des Moines Creek Trail and Barnes Creek/SR 509 ROW trail connectors as identified in the 2010 Parks Master Plan. The funds will be used to match outside funding from KC Conservation Futures and/or RCO Grant	100,000	100,000	100,000
310.052.000.594.73.62.00	GRANDSTAND RESTORATION	To restore historic grandstand building per Secretary of the Interior's Standards.	189,997	189,997	189,997
310.331.000.594.73.63.00	BEACH PARK/JAN 2009 MUDSLIDE	To repair the landslide that occurred in January of 2009 in the Beach Park, between the Park Access road and the Windward condos. The slide zone is about 25 to 35 feet wide near the top of the slope and up to 45 feet wide near the toe. The slide originated on and is currently contained on City property.	379,000	379,000	379,000
310.700.000.594.19.63.01	CITY-WIDE ENERGY SAVINGS & UTILITY IMPR	Upgrade lighting and other energy consuming fixtures and control devices in City Hall, the Public Works Building, the Public Works Service Center, Field House, Senior Activity Center and Police Services Building	440,000	440,000	440,000

BUDGET NARRATIVE 2011

FUND: **MUNICIPAL CAPITAL IMPROVEMENT**
DEPARTMENT: **FUND 310**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
310.000.000.000.00.00.00					
310.700.000.594.73.62.01	DM FIELD HOUSE RENOVATION	Proposed improvements: Restroom repairs are necessary to keep them operable for the thousands of annual building users.	21,099	21,099	21,099
310.800.000.597.00.00.06	Tsf to Fund 219	Transfer to Fund 219 - Refunding Debt Service for the City Hall South Wing Remodel.	\$ 131,050	\$ 131,050	\$ 131,050
310.800.000.597.42.00.03	Tsf To Transportation Capital Imprv Fund		\$ 318,000	\$ 318,000	\$ 250,000
TOTAL EXPENDITURES MUNICIPAL CAPITAL IMPROVEMENTS			\$ 2,189,579	\$ 2,189,579	\$ 2,601,423
310.850.000.508.80.00.00	ENDING FUND BALANCE		\$ 194,875	\$ 194,875	\$ 256,828
TOTAL EXPENDITURES AND ENDING FUND BALANCE			\$ 2,384,454	\$ 2,384,454	\$ 2,858,251

BUDGET NARRATIVE

2011

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

Account No.	Title	Departmental Request	Executive Amendment	Adopted
319.000.000.595.00.00.00	TRANSPORTATION CAPITAL IMPROVEMENT FUND	\$ 5,421,839	\$ 5,421,839	\$ 6,200,885

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 (2011 to 2016) Capital Improvement Plan.

CITY OF DES MOINES

2011 BUDGET REQUEST

TRANSPORTATION CAPITAL IMPRV FUND

		2009	2009	2010	2010	2010	2010	2011	2011	2011	2012
		AMENDED	ACTUAL	ADOPTED	AMENDED	ACTUAL	EST	DEPT	EXEC	ADOPTED	EST
319.XXX.000	TRANSPORTATION CAPITAL IMPRV FUND					Jan-Aug	YR TOTAL	REQUEST	AMEND		
319.100.000.595.XX.63.00	Pavement Management Program	225,000	27,109		275,000	133,942	251,325				
319.114.000.595.XX.65.00	Transportation Comp Plan Update	100,000	142,397			4,834					
319.123.000.595.XX.63.00	16th Avenue to 260th		79								
319.131.000.595.XX.63.01	24th Ave S. Improvements (DM Transportation Gateway)	1,954,000	283,716	2,487,728	2,487,728	328,799	1,156,705	763,204	763,204	960,579	5,782,499
319.132.000.595.XX.63.00	North Twin Bridge Footings Repair	776,400	93,877	747,588	747,588	200,776	805,567	254,970	254,970	254,970	
319.205.000.595.XX.63.05	16th Ave South Improvements - Segment A	27,500	-	27,500	27,500			101,339	101,339	27,500	101,339
319.322.000.595.XX.63.00	North Twin Bridge Seismic Retrofit	1,359,856	285,335	1,437,642	1,437,642	365,955	1,400,120	422,718	422,718	422,718	
319.326.000.595.XX.63.00	Saltwater St Pk Bridge Seismic Retrofit	64,000	39,249			86					
319.328.000.595.XX.63.00	2006 Slide Repairs		49								
319.330.000.595.XX.63.00	2007 Slide Repairs		39								
319.331.000.595.XX.63.00	8th Ave S Sidewalk Project	69,000	-	312,933							
319.332.000.595.XX.63.00	South 216th St. Project PH1 (15 to 24th)	369,500	312,840		312,933	146,272	211,500	153,243	153,243	180,800	460,000
319.333.000.595.XX.63.00	South 216th St. Project PH2 (19th to 24th)	1,487,500	229,514	1,473,928	1,473,928	233,435	565,061	513,305	513,305	384,079	4,647,300
319.335.000.595.XX.63.00	South 216th St. Project PH4	1,050,000	990,185	3,081,642	2,891,506	551,801	1,430,400	786,077	786,077	1,395,578	
319.336.000.595.XX.63.00	South 224th St Improvements	-	-	-	-	-	-	326,163	326,163	326,163	
319.345.000.595.20.61.00	Barnes Creek Trail/SR 509 Right-of-Way Study			30,000	30,000	15,250	20,000	1,125,000	1,125,000	1,125,000	485,000
319.370.000.595.20.61.00	Downtown Water System			-	-	2,325					
319.601.000.595.XX.63.00	Intelligent Transportation System (ITS)	81,250	12,581	115,000	115,000	4,677	12,500			50,000	
319.602.000.595.64.63.00	School Zones Flashing Beacons									35,000	
319.800.000.597.40.00.03	Transfer-Out/220.102/PWTF-P Hwy Const			25,390	25,390	25,390	25,390	25,154	25,154	25,154	25,036
319.800.000.597.40.00.04	Transfer-Out to Fund 219/2008 GO Bonds Debt Service	191,113	190,982	192,913	192,913	54,003	190,698	274,326	274,326	274,326	273,542
319.800.000.597.40.00.05	Transfer-Out to Fund 220/PWTF Loan DM Gateway	1,034	1,033	153,000	190,698	190,698	190,984	194,513	194,513	194,513	200,913
	TRANSPORTATION CAPITAL IMPRV TOTAL	\$ 7,756,153	\$ 2,608,984	\$ 10,085,264	\$ 10,207,826	\$ 2,258,242	\$ 6,260,250	\$ 4,940,012	\$ 4,940,012	\$ 5,656,380	\$ 11,975,629
319.899.000.508.80.00.00	ENDING FUND BALANCE	\$ 1,965,237	\$ 1,892,112	\$ 2,709,924	\$ 2,441,105		\$ 3,675,076	\$ 481,827	\$ 481,827	\$ 544,505	\$ 132,483
	TOTAL TRANSPORTATION CAPITAL IMPRV	\$ 9,721,390	\$ 4,501,096	\$ 12,795,188	\$ 12,648,931	\$ 2,258,242	\$ 9,935,326	\$ 5,421,839	\$ 5,421,839	\$ 6,200,885	\$ 12,108,112

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
TRANSPORTATION CAPITAL IMPROVEMENT					
319.131.000.595.XX63.01	24th Ave S. Improvements (DM Transportation Gateway)	Reconstruct roadway to five-lane cross section with pedestrian facilities along 24th Avenue South as identified in the City's Comprehensive Transportation Plan and the six-year Transportation Improvement Plan.	\$ 763,204	\$ 763,204	\$ 960,579
319.132.000.595.XX.63.00	North Twin Bridge Footings Repair	Provide permanent footing repairs for the North Twin Bridge on 16th Avenue South.	\$ 254,970	\$ 254,970	\$ 254,970
319.205.000.595.XX.63.05	16th Ave South Improvements - Segment A	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.	\$ 101,339	\$ 101,339	\$ 27,500
319.322.000.595.XX.63.00	North Twin Bridge Seismic Retrofit	Needed improvements include seismic retrofitting, painting, pedestrian improvements, and guardrail of the bridge, if feasible.	\$ 422,718	\$ 422,718	\$ 422,718
319.332.000.595.XX.63.00	South 216th St. Project PH1 (I5 to 24th)	Widen roadway to provide additional turn lanes where needed.	\$ 153,243	\$ 153,243	\$ 180,800
319.333.000.595.XX.63.00	South 216th St. Project PH2 (19th to 24th)	Widen roadway to provide a continuous center turn lane, bike lanes, curb, gutter, and sidewalks, and other improvements by others.	\$ 513,305	\$ 513,305	\$ 384,079
319.335.000.595.XX.63.00	South 216th St. Project PH4	Install curbs, gutters and sidewalks along both sides of the street. Install bike lanes and planters where feasible. Provide left turn pockets at 11th Avenue.	\$ 786,077	\$ 786,077	\$ 1,395,578
319.336.000.595.XX.63.00	South 224th St Improvements	Provide for the design of improvements consistent with the Pacific Ridge Neighborhood Improvement Plan.	\$ 326,163	\$ 326,163	\$ 326,163

BUDGET NARRATIVE

2011

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
TRANSPORTATION CAPITAL IMPROVEMENT					
319.345.000.595.20.61.00	Barnes Creek Trail/SR 509 Right-of-Way Study	Provide study to identify the highest and best use of the SR 509 right-of-way, and submit a proposal to the WSDOT.	\$ 1,125,000	\$ 1,125,000	\$ 1,125,000
319.601.000.595.XX.63.00	Intelligent Transportation System (ITS)	Provide for the installation of Intelligent Transportation System components along Pacific Highway South, and supporting infrastructure to the City's network.	\$ -	\$ -	\$ 50,000
319.602.000.595.64.63.00	School Zones Flashing Beacons	Install flashing yellow warning beacons and sign assembly's for both northbound and southbound traffic on 24th Ave. S. as well as westbound approaches of S. 224th St. and S. 226th St. (Midway Elementary School & Pacific Middle School)	\$ -	\$ -	\$ 35,000
319.800.000.597.40.00.03	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.	\$ 25,154	\$ 25,154	\$ 25,154
319.800.000.597.40.00.04	Transfer-Out to Fund 219/2008 GO Bonds Debt Service	Debt Service for the 2008 G.O. Bonds.	\$ 274,326	\$ 274,326	\$ 274,326
319.800.000.597.40.00.05	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.	\$ 194,513	\$ 194,513	\$ 194,513
TOTAL EXPENDITURES TRANSPORTATION CAPITAL IMPRV FUND			\$ 4,940,012	\$ 4,940,012	\$ 5,656,380
319.899.000.508.80.00.00	ENDING FUND	This is the estimated Ending Fund Balance	\$ 481,827	\$ 481,827	\$ 544,505
TOTAL EXPENDITURES AND ENDING FUND BALANCE			\$ 5,421,839	\$ 5,421,839	\$ 6,200,885

BUDGET NARRATIVE 2011

FUND: **MARINA DEPRECIATION AND IMPROVEMENT FUND**
 DEPARTMENT: **MARINA FUND 404**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
404.000.019.594.00.00.00	MARINA DEPRECIATION AND IMPROVEMENT FUND		\$ 331,678	\$ 331,678	\$ 331,678

This Fund was created in 1983 by Ordinance 576. This ordinance permits excess funds to be deposited into the Depreciation and Improvement fund for improving, restoring or providing additional Marina facilities.

CITY OF DES MOINES

2011 BUDGET REQUEST

MARINA DEPRECIATION AND
IMPROVEMENT FUND

	2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 ESTIMATE
404.000.000 MARINA DEPRECIATION AND IMPROVEMENT FUND 404										
404.428.000 DOCK ELECTRIC UPGRADES										
594.79.63.02 DOCK ELECTRIC UPGRADES (OPEN MOORAGE)	-	-	30,000	30,000	5,638	5,638	-	-	-	-
SUBTOTAL	-	-	30,000	30,000	5,638	5,638	-	-	-	-
404.441.000 NORTH MARINA RENOVATION PROJECTS										
594.79.63.01 BULKHEAD REPLACEMENT-A	75,939	553,677	471,639	447,654	191,486	191,486	-	-	-	-
594.79.63.02 BULKHEAD REPLACEMENT-B	500,000	715,722	-	-	128,814	128,814	-	-	-	-
404.440.000										
594.79.61.01 POWER LINES RELOCATION	326,975	65,606	-	-	71,758	71,758	-	-	-	-
594.79.61.03 STORM WATER OUTFALL RELOCATION	203,000	12,663	-	-	26,251	26,251	-	-	-	-
594.79.63.03 REPLACE BOAT (TRAVEL) LIFT PIER	279,716	10,756	-	-	42,691	42,691	-	-	-	-
SUBTOTAL	1,385,630	1,358,424	471,639	447,654	461,000	461,000	-	-	-	-
404.440.000 MISC CAPITAL PROJECTS										
594.79.10.31 PROJ SAL/SECURITY CAMERAS	-	-	-	-	-	-	-	-	-	-
594.79.61.00 WATER MAIN RELOCATION	-	1,501	-	-	-	-	-	-	-	-
594.79.61.02 RECONFIGURE PARKING LOT/LANDSCAPING	-	-	-	-	-	-	-	-	-	-
594.79.62.00 RESTAURANT DEMO	30,443	17,522	-	-	-	-	-	-	-	-
594.79.63.00 PILING REPLACEMENT PROJECT	50,000	-	-	-	-	-	-	-	-	-
594.79.63.01 SECURITY CAMERA PROJECT - PH 2	75,073	41,000	-	-	-	-	-	-	-	-
594.79.63.02 DREDGING PROJECT	-	321	-	-	-	-	-	-	-	-
594.79.63.04 LINEAR HEAT DETECTION FIRE ALARM SYSTEM	119,000	-	-	-	-	-	-	-	-	-
594.79.63.07 FUEL SYSTEM UPGRADES	-	-	-	-	-	-	-	-	-	-
594.79.63.08 CANOPY STRUCTURE FOR ACTIVITY FLOAT	-	-	-	-	-	-	-	-	-	-
594.79.63.09 PORT SECURITY GRANT PROGRAM	-	-	-	-	-	-	-	-	-	340,997
SUBTOTAL	274,516	60,344	-	-	-	-	-	-	-	340,997

CITY OF DES MOINES

2011 BUDGET REQUEST

MARINA DEPRECIATION AND IMPROVEMENT FUND

404.000.000	MARINA DEPRECIATION AND IMPROVEMENT FUND 404	2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 ESTIMATE
404.000.000	DEBT SERVICE AND TRANSFERS										
582.79.71.00	PRINCIPAL-2002 GO BONDS	185,000	185,000	190,000	190,000	-	190,000	195,000	195,000	195,000	-
592.79.83.00	INTEREST-2002 GO BONDS	147,128	147,128	140,190	140,190	70,095	140,190	115,440	115,440	115,440	-
592.79.85.00	MISC-2002/2008 GO BONDS	250	304	320	320	304	304	320	320	320	-
597.79.55.01	TRANSFER-OUT/FUND 401 (Debt Reserve)	-	-	-	-	-	-	-	-	-	-
	SUBTOTAL	332,378	332,432	330,510	330,510	70,399	330,494	310,760	310,760	310,760	-
	TOTAL DEPR AND IMPROVEMENT FUND 404	\$ 2,105,293	\$ 1,855,748	\$ 832,149	\$ 808,164	\$ 537,037	\$ 797,132	\$ 310,760	\$ 310,760	\$ 310,760	\$ 490,997
508.80.00.00	ENDING FUND BALANCE	\$ 207,998	\$ 468,454	\$ -	\$ -	\$ -	\$ 2,308	\$ 20,918	\$ 20,918	\$ 20,918	\$ 45,936
	TOTAL DEPRECIATION & IMPROVEMENT	\$ 2,313,291	\$ 2,324,202	\$ 832,149	\$ 808,164	\$ 537,037	\$ 799,440	\$ 331,678	\$ 331,678	\$ 331,678	\$ 536,933

Begin Fund Balance	\$ 468,454	\$ 2,308
Interest	492	1,460
Port Security Grant		-
Tsf-in fm Fd 406		-
Tsf-in fm Fd 401	330,494	327,910
Total Revenues	<u>\$ 330,986</u>	<u>\$ 329,370</u>

Dock Electrical Upgrade	\$ 5,638	\$ -
Power Lines Relocation	71,758	
Storm Water Outfall Relocation	26,251	
Travel Lift Pier	42,691	-
Bulkhead Replacement A	191,486	
Bulkhead Replacement B	128,814	
SOUTH MARINA RESTROOM UPGRADE		-
FUEL SYSTEM UPGRADES		-
CANOPY STRUCTURE FOR ACTIVITY FLOAT		-
PORT SECURITY GRANT PROGRAM		
PRINCIPAL-2002 GO BONDS	190,000	195,000
INTEREST-2002 GO BONDS	140,190	115,440 *
Fiscal Agent Fees	304	320
Total Expenditures	<u>\$ 797,132</u>	<u>\$ 310,760</u>
End Fund Balance	\$ 2,308	\$ 20,918

BUDGET NARRATIVE
2011

FUND: **MARINA DEPRECIATION AND IMPROVEMENT FUND**
DEPARTMENT: **MARINA FUND 404**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
404.000.019.594.00.00.00	MARINA DEPRECIATION AND IMPROVEMENT FUND				
	DEBT SERVICE				
404.000.000.582.79.71.00	PRINCIPAL-2002 GO BONDS		\$ 195,000	\$ 195,000	\$ 195,000
404.000.000.582.79.71.00	PRINCIPAL-2008 BONDS		-	-	-
404.000.000.592.79.83.00	INTEREST-2002 GO BONDS		115,440	115,440	115,440
404.000.000.592.79.83.00	INTEREST-2008 BONDS		-	-	-
404.000.000.592.79.85.00	MISC-2002/2008 GO BONDS		320	320	320
404.000.000.597.79.55.01	TRANSFER-OUT/FUND 401 (Debt Reserve)		-	-	-
	TOTAL DEBT SERVICE & INTERFUND SERVICES		\$ 310,760	\$ 310,760	\$ 310,760
404.000.019.594.00.00.00	DEPRECIATION AND IMPROVEMENT				
	TOTAL MARINA IMPROVEMENT PROJECTS		\$ -	\$ -	\$ -
	TOTAL MARINA DEPRECIATION AND IMPROVEMENT EXPENDITURES		\$ 310,760	\$ 310,760	\$ 310,760
404.000.019.508.80.00.00	Ending Fund Balance		\$ 20,918	\$ 20,918	\$ 20,918
	TOTAL MARINA DEPRECIATION AND IMPROVEMENT FUND		\$ 331,678	\$ 331,678	\$ 331,678

BUDGET NARRATIVE

2011

FUND: **MARINA DEPRECIATION AND IMPROVEMENT FUND, 2008 BONDS**
 DEPARTMENT: **MARINA FUND 406**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
406.000.000.594.00.00.00	MARINA DEPRECIATION AND IMPROVEMENT FUND, 2008		\$ 1,695,877	\$ 1,695,877	\$ 1,713,027

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

2011 BUDGET REQUEST

MARINA DEPRECIATION AND
IMPROVEMENT FUND - 2008 BONDS

		2009	2009	2010	2010	2010	2010	2011	2011	2011	2012
		AMEND	ACTUAL	ADOPTED	AMEND	ACTUAL	EST	DEPT	EXEC	ADOPTED	ESTIMATE
406.000.000 MARINA DEPRECIATION AND IMPROVEMENT FUND 406						Jan-Aug	YR TOTAL	REQUEST	AMEND		
406.428.000	DOCK ELECTRIC UPGRADES										
594.79.63.02	DOCK ELECTRIC UPGRADES (OPEN MOORAGE)	-	-	-	-	-	24,362	-	-	-	-
SUBTOTAL		-	-	-	-	-	24,362	-	-	-	-
406.441.000	NORTH MARINA RENOVATION PROJECTS										
594.79.61.00	BOAT REPAIR YARD EXPANSION PROJECT	49,184	2,433	49,184	49,184	89,200	91,530	-	-	-	-
594.79.63.01	BULKHEAD REPLACEMENT-A	4,047,963	31,784	2,221,139		1,099,954	1,917,364	-	-	-	-
594.79.63.02	BULKHEAD REPLACEMENT-B		333,979	-	4,047,963	408,577	561,509	-	-	-	-
594.79.63.03	UTILITY RELOCATIONS	-	13,391	-	-	127,432	210,204	-	-	-	-
406.440.000											
594.79.61.01	POWER LINES RELOCATION	643,769	59,343	643,769	643,769	813,562	995,548	-	-	-	-
SUBTOTAL		4,740,916	440,929	2,914,092	4,740,916	2,538,725	3,776,155	-	-	-	-
406.440.000	MISC CAPITAL PROJECTS										
594.79.61.00	WATER MAIN RELOCATION/UPGRADES PROJECT	40,000	814,597	-	40,000	34,375	115,181	-	-	-	-
594.79.61.03	STORM WATER OUTFALL RELOCATION	-	2,299	-	-	98,785	107,416	-	-	-	-
594.79.63.00	FIRE SUPPRESSION STANDPIPES	60,000	-	-	60,000	-	-	-	-	-	-
594.79.63.01	SECURITY CAMERA PROJECT - PH 2	40,000	-	-	40,000	-	-	-	-	-	-
594.79.63.02	MARINA DREDGING PROJECT	-	495,366	-	-	-	-	-	-	-	-
594.79.63.03	REPLACE BOAT (TRAVEL) LIFT PIER	-	5,804	-	-	85,499	92,847	-	-	-	-
594.79.63.05	MISC PAVING	30,000	-	-	30,000	-	30,000	-	-	-	-
594.79.63.06	SIDEWALK IMPROVEMENT	10,000	-	-	10,000	-	10,000	-	-	-	-
594.79.63.07	RECONFIGURE SMALL DOCKS	-	-	-	-	-	-	150,000	150,000	150,000	150,000
594.79.63.08	FUEL SYSTEM UPGRADES	-	-	-	-	-	-	65,000	65,000	65,000	-
594.79.63.09	PORT SECURITY GRANT PROGRAM	-	-	-	-	-	-	1,022,991	1,022,991	1,022,991	-
594.79.63.10	SOUTH LOT RESTROOM PROJECT	-	-	-	-	-	-	30,000	30,000	30,000	-
594.79.63.11	CANOPY STRUCTURE FOR ACTIVITY FLOAT	-	-	-	-	-	-	32,850	32,850	32,850	-
594.79.64.01	TRAVEL LIFT MODIFICATIONS - LIFT KIT	-	28,130	-	-	87	-	-	-	-	-
SUBTOTAL		180,000	1,346,196	-	180,000	218,746	355,444	1,300,841	1,300,841	1,300,841	150,000
406.000.000	DEBT SERVICE AND TRANSFERS										
582.79.71.02	PRINCIPAL-2008 BONDS	75,000	25,000	75,000	75,000	-	75,000	125,000	125,000	125,000	-
592.79.83.01	INTEREST-2008 BONDS	272,716	273,716	272,716	272,716	136,358	272,716	269,716	269,716	286,866	-
592.79.84.00	DEBT ISSUANCE COSTS	-	-	-	-	-	-	-	-	-	-
592.79.85.01	FISCAL AGENT FEES-2008 GO BONDS	320	301	320	320	304	304	320	320	320	-
SUBTOTAL		348,036	299,017	348,036	348,036	136,662	348,020	395,036	395,036	412,186	-
TOTAL DEPR AND IMPROVEMENT FUND 406		\$ 5,268,952	\$ 2,086,142	\$ 3,262,128	\$ 5,268,952	\$ 2,894,133	\$ 4,503,981	\$ 1,695,877	\$ 1,695,877	\$ 1,713,027	\$ 150,000
508.80.00.00	ENDING FUND BALANCE	\$ 528,812	\$ 4,767,528	\$ 1,567,877	\$ 528,812	\$ -	\$ 638,275	\$ 93,367	\$ 93,367	\$ 93,367	\$ -
TOTAL DEPRECIATION & IMPROVEMENT		\$ 5,797,764	\$ 6,853,670	\$ 4,830,005	\$ 5,797,764	\$ 2,894,133	\$ 5,142,256	\$ 1,789,244	\$ 1,789,244	\$ 1,806,394	\$ 150,000

CITY OF DES MOINES

2011 BUDGET REQUEST

MARINA DEPRECIATION AND
IMPROVEMENT FUND - 2008 BONDS

406.000.000 MARINA DEPRECIATION AND IMPROVEMENT FUND 406	2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 EST YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 ESTIMATE
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Begin Fund Balance \$ 4,767,528 \$ 638,275

Interest	26,708	5,840
Port Security Grant	-	767,243
Tsf-in fm Fd 401	348,020	395,036
Total Revenues	\$ 374,728	\$ 1,168,119

Dock Electrical Upgrade	\$ 24,362	\$ -
Power Lines Relocation	995,548	
Storm Water Outfall Relocation	107,416	
Travel Lift Pier	92,847	
Bulkhead Replacement A	1,917,364	
Bulkhead Replacement B	561,509	
Reconfigure Boat Yard	91,530	
Utility Relocations	210,204	
Watermain Relocation	115,181	
Misc Paving	30,000	
Sidewalks	10,000	
RECONFIGURE SMALL DOCKS		150,000
SOUTH MARINA RESTROOM UPGRADE		30,000
FUEL SYSTEM UPGRADES		65,000
CANOPY STRUCTURE FOR ACTIVITY FLOAT		32,850
PORT SECURITY GRANT PROGRAM		1,022,991
Tsf -out to Fund 404		-
PRINCIPAL-2008 GO BONDS	75,000	125,000
INTEREST-2008 GO BONDS	272,716	286,866 *
Fiscal Agent Fees	304	320
Total Expenditures	\$ 4,503,981	\$ 1,713,027
End Fund Balance	\$ 638,275	\$ 93,367

BUDGET NARRATIVE 2011

FUND: **MARINA DEPRECIATION AND IMPROVEMENT FUND, 2008 Bonds**
 DEPARTMENT: **MARINA FUND 406**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
406.000.000.594.00.00.00	MARINA DEPRECIATION AND IMPROVEMENT FUND - 2008 BONDS				
	DEBT SERVICE				
406.000.000.582.79.71.02	PRINCIPAL-2008 BONDS		\$ 125,000	\$ 125,000	\$ 125,000
406.000.000.592.79.83.01	INTEREST-2008 BONDS		269,716	269,716	286,866
406.000.000.597.79.85.01	FISCAL AGENT FEES-2008 GO BONDS		320	320	320
	TOTAL DEBT SERVICE & INTERFUND SERVICES		\$ 395,036	\$ 395,036	\$ 412,186
406.000.000.594.00.00.00	DEPRECIATION AND IMPROVEMENT				
406.440.000.594.79.63.07	RECONFIGURE SMALL DOCKS	This project would eliminate E Dock and reconfigure D, F, G & H Docks with the goal of reducing the amount of 20 and 24 foot slips and creating more 32 and 36 foot slips. This project will be accomplished in two phases. The first phase will take place in 2011 and will consist of a feasibility study, design and permitting of the project. The actual reconfiguration would be a second phase, which would take place in 2012.	150,000	150,000	150,000

BUDGET NARRATIVE

2011

FUND: **MARINA DEPRECIATION AND IMPROVEMENT FUND, 2008 Bonds**
 DEPARTMENT: **MARINA FUND 406**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
406.000.000.594.00.00.00	MARINA DEPRECIATION AND IMPROVEMENT FUND - 2008 BONDS				
406.440.000.594.79.63.08	FUEL SYSTEM UPGRADES	In the 12 years since the new fuel facility was installed, the Marina's fuel business has changed significantly. Now the Marina sells more diesel than gasoline and the average sale is much larger. The turbines, (pumps) in the diesel fuel storage tanks are not powerful enough to supply fuel at more than 10 gallons per minute and it can take over an hour to deliver fuel to a typical customer. Most of the larger boats can take up to 30 gallons per minute and this project would replace the turbines in the diesel tanks with higher capacity units and replace one of the dispensors on the fuel dock with a "hi-flo" dispensor. This project would also install the necessary hardware to implement a "loyalty" program for the Marina's fuel customers.	65,000	65,000	65,000
406.440.000.594.79.63.09	PORT SECURITY GRANT PROGRAM	This project will replace the original timber breakwater with a floating breakwater and some of the old timber bulkhead on the west end of the north parking lot. The project would also include a float to replace the function of the former touch and go float. This project will have a dedicated, secure moorage area for South King Fire & Rescue's Marine 26, and for other enforcement and response vessels. Another important aspect of this project is that it will leverage the Marina's unique geographical location to enhance the areas ability to provide post-event response and recovery capabilities. A floating dock at this important location provides multi-modal opportunities for local agencies to respond to an incident, support mass evacuations or recovery objectives.	1,022,991	1,022,991	1,022,991

BUDGET NARRATIVE 2011

FUND: **MARINA DEPRECIATION AND IMPROVEMENT FUND, 2008 Bonds**
 DEPARTMENT: **MARINA FUND 406**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
406.000.000.594.00.00.00	MARINA DEPRECIATION AND IMPROVEMENT FUND - 2008 BONDS				
594.79.63.10	SOUTH LOT RESTROOM PROJECT	The tenant restroom and shower facility that is located in the south parking lot is 40 years old and is at the end of its design life expectancy. Replacing this facility was identified as a high-priority project by the City Council during the Marina Master Plan update process. The new facility also will have public toilet facilities	30,000	30,000	30,000
594.79.63.11	CANOPY STRUCTURE FOR ACTIVITY FLOAT	This project would replace the existing 10 X 20 canopies that are in the guest moorage area with a larger, 15 X 40 canopy. The new canopy will be custom made to fit a space on the new activity float and will be substantially stronger than the existing canopies. The new canopy will be used by groups and clubs that visit the guest moorage area.	32,850	32,850	32,850
TOTAL MARINA IMPROVEMENT PROJECTS			\$ 1,300,841	\$ 1,300,841	\$ 1,300,841
TOTAL MARINA DEPRECIATION AND IMPROVEMENT, 2008 BONDS EXPENDITURES			\$ 1,695,877	\$ 1,695,877	\$ 1,713,027
406.000.000.508.80.00.00	Ending Fund Balance		93,367	93,367	93,367
TOTAL MARINA DEPRECIATION AND IMPROVEMENT FUND, 2008 BONDS			\$ 1,789,244	\$ 1,789,244	\$ 1,806,394

BUDGET NARRATIVE 2010

FUND: **SURFACE WATER CAPITAL**
 DEPARTMENT: **FUND 451**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
451.000.000.500.00.00.00	SURFACE WATER MANAGEMENT - CAPITAL		\$ 1,762,249	\$ 1,762,249	\$ 1,762,249

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 Capital Improvement Plan.

CITY OF DES MOINES

2011 BUDGET REQUEST

SURFACE WATER MANAGEMENT
CAPITAL

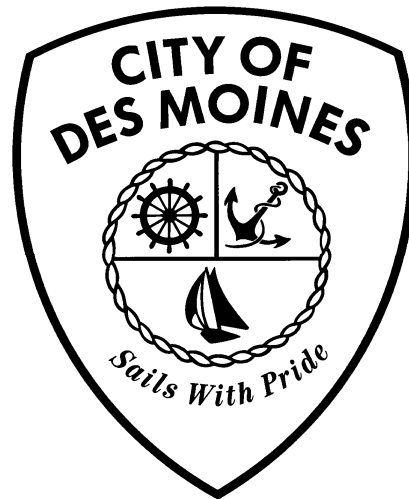
451.000.000 SURFACE WATER CAPITAL		2009 AMEND	2009 ACTUAL	2010 ADOPTED	2010 AMEND	2010 ACTUAL Jan-Aug	2010 ESTIMATE YR TOTAL	2011 DEPT REQUEST	2011 EXEC AMEND	2011 ADOPTED	2012 ESTIMATE
451.000.000.597.42.03.00	TRANSFER OUT-FUND 102	\$ -	\$ -								
451.330.000.595.40.63.00	SLIDE REPAIRS-DMMD 2007 SLIDE		-								
451.801.000.595.40.63.00	WOODMONT CULVERT/ OVERFLOW		-								
451.802.000.595.90.63.00	MVD BRIDGE PROJECTS		-								
451.804.000.595.40.63.00	BARNES CREEK /KDM RD CULVERT										
451.804.000.595.40.63.01	BARNES CREEK DETENTION FACILITY	120,487	121,201	964,671	1,023,838	51,562	123,100	997,200	997,200	997,200	
451.805.000.595.40.63.00	2006 SLIDE - MVD DRAINAGE REPAIRS		320								
451.806.000.595.40.63.00	DES MOINES CREEK BASIN PROJECTS	3,000	10,080	4,000	4,000	3,390	4,000	4,000	4,000	4,000	4,000
451.806.000.595.40.63.01	LOWER DM CREEK CHANNEL MODIFICATIONS	442,051	130,370	519,468	762,598	170,587	762,598	178,000	178,000	178,000	
451.811.000.595.40.63.00	199TH NORTH HILL TRUNK LINE UPGRADE										
451.811.000.595.40.63.01	1ST AVENUE POND EXTENSION										
451.812.000.595.40.63.00	DMMD PIPELINE S. 212th to S. 213th	100,280	2,117	131,900	131,900		21,500				121,000
451.813.000.595.40.63.00	NORTH HILL ELEMENTARY - 4th AVE PIPELINE REPL	105,120	214,882		30,928	30,928	30,928				
451.814.000.595.XX.63.00	250TH PIPELINE REPLACEMENT	310,000	176,426		133,574	85,217	133,574				
451.815.000.595.XX.63.00	REDONDO CREEK CULVERT REPLACEMENT							430,000	430,000	430,000	
451.808.000.595.40.63.00	LOWER MASSEY CREEK CHANNEL MODIFICATIONS										99,600
451.809.000.595.40.63.00	MCSORELY CREEK BASIN PLAN										
451.899.000.595.40.62.00	VEHICLE WASH/DECANT FACILITY	60,000	388		-						
	SWM - CAPITAL TOTAL	\$ 1,140,938	\$ 655,784	\$ 1,620,039	\$ 2,086,838	\$ 341,684	\$ 1,075,700	\$ 1,609,200	\$ 1,609,200	\$ 1,609,200	\$ 224,600
451.000.000.508.80.00.00	ENDING FUND BALANCE	1,047,704	1,224,763	213,939	133,394	-	1,055,519	153,049	153,049	153,049	683,192
	SWM - CAPITAL TOTAL	\$ 2,188,642	\$ 1,880,547	\$ 1,833,978	\$ 2,220,232	\$ 341,684	\$ 2,131,219	\$ 1,762,249	\$ 1,762,249	\$ 1,762,249	\$ 907,792

BUDGET NARRATIVE 2011

FUND: **SURFACE WATER CAPITAL**
DEPARTMENT: **FUND 451**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
451.000.000.500.00.00.00		SURFACE WATER MANAGEMENT			
451.804.000.595.40.63.01	BARNES CREEK DETENTION FACILITY	This project constructs a regional 5.0-acre-foot biofiltration wetland and detention facility.	\$ 997,200	\$ 997,200	\$ 997,200
451.806.000.595.40.63.00	DES MOINES CREEK BASIN PROJECTS	Development of a flow augmentation well and habitat improvements along Des Moines Creek.	\$ 4,000	\$ 4,000	\$ 4,000
451.806.000.595.40.63.01	LOWER DM CREEK CHANNEL MODIFICATIONS	Channel widening at various locations between Marine View Drive and Puget Sound; construction of two sedimentation traps.	\$ 178,000	\$ 178,000	\$ 178,000
451.815.000.595.XX.63.00	REDONDO CREEK CULVERT REPLACEMENT	Replacement of 450 feet of 36-inch diameter CMP pipe with new 36-inch diameter concrete pipe.	\$ 430,000	\$ 430,000	\$ 430,000
TOTAL SURFACE WATER MANAGEMENT CAPITAL FUND			\$ 1,609,200	\$ 1,609,200	\$ 1,609,200
404.000.019.508.80.00.00	Ending Fund Balance		\$ 153,049	\$ 153,049	\$ 153,049
TOTAL SURFACE WATER MANAGEMENT CAPITAL FUND			\$ 1,762,249	\$ 1,762,249	\$ 1,762,249

2011 Budget



CITY OF DES MOINES

Staffing Comparisons by Department

	General and Street Funds				Other Funds				Total All Funds				
	2008 Budget	2009 Budget	2010 Budget	2011 Budget	2008 Budget	2009 Budget	2010 Budget	2011 Budget	2008 Budget	2009 Budget	2010 Budget	2011 Budget	% chg '10-'11
Executive:													
City Manager	3.00	3.00	3.00	4.00					3.00	3.00	3.00	4.00	33.3%
Record Services		1.60	1.60	1.60					-	1.60	1.60	1.60	0.0%
Personnel	1.00								1.00	-	-	-	0.0%
Total Executive	4.00	4.60	4.60	5.60	0.00	0.00	0.00	0.00	4.00	4.60	4.60	5.60	21.7%
Judicial:													
Municipal Court	7.20	7.20	7.40	7.22					7.20	7.20	7.40	7.22	0.2%
Total Judicial	7.20	7.20	7.40	7.22	0.00	0.00	0.00	0.00	7.20	7.20	7.40	7.22	0.2%
Finance:													
Financial Services	6.60	5.80	5.80	5.80					6.60	5.80	5.80	5.80	0.0%
Record Services	1.00								1.00	-	-	-	0.0%
Computer Operations					2.25	3.00	3.00	3.00	2.25	3.00	3.00	3.00	0.0%
Total Finance	7.60	5.80	5.80	5.80	2.25	3.00	3.00	3.00	9.85	8.80	8.80	8.80	0.0%
Legal:													
Legal	4.20	4.20	4.20	4.20					4.20	4.20	4.20	4.20	0.0%
Domestic Violence	0.50								0.50	-	-	-	0.0%
Total Legal	4.70	4.20	4.20	4.20	0.00	0.00	0.00	0.00	4.70	4.20	4.20	4.20	0.0%
Law Enforcement:													
Administration	13.00	12.50	12.00	12.00	1.00	1.00	1.00	1.00	14.00	13.50	13.00	13.00	-3.7%
Detective	6.80	5.80	5.80	5.80	0.20	0.20	0.20	0.20	7.00	6.00	6.00	6.00	0.0%
Patrol	30.00	28.00	21.00	20.00					30.00	28.00	21.00	20.00	-28.6%
Crime-free Housing	1.50	1.50							1.50	1.50	-	-	0.0%
Animal Control	1.00	1.00	1.00	1.00	0.50				1.50	1.00	1.00	1.00	0.0%
Levy Lid Lift - Patrol					10.00	10.00	9.00	9.00	10.00	10.00	9.00	9.00	90.0%
Total Law Enforcement	52.30	48.80	39.80	38.80	11.70	11.20	10.20	10.20	64.00	60.00	50.00	49.00	-18.3%
Planning/Building/Public Works:													
Administration	3.70	3.03	3.25	3.25					3.70	3.03	3.25	3.25	7.3%
All City Buildings	1.00	1.00	1.10	1.10					1.00	1.00	1.10	1.10	10.0%
Engineering Services	5.05	5.05	4.85	4.95					5.05	5.05	4.85	4.95	-2.0%
Building Division	9.00	6.00	7.00	7.00					9.00	6.00	7.00	7.00	16.7%
Plan Development	1.45	1.00	1.00	1.00					1.45	1.00	1.00	1.00	0.0%
Development Services	4.00	2.80	2.80	2.80					4.00	2.80	2.80	2.80	0.0%
Parks Maintenance Operations	7.45	6.10	5.54	5.54					7.45	6.10	5.54	5.54	-9.3%
Street	4.65	3.40	4.65	4.55					4.65	3.40	4.65	4.55	33.8%
Surface Water Management					9.50	11.47	11.17	11.17	9.50	11.47	11.17	11.17	-2.7%
Equipment Rental					2.10	2.10	2.20	2.20	2.10	2.10	2.20	2.20	4.8%
Total Planning/Building/Public Works	36.30	28.38	30.19	30.19	11.60	13.57	13.37	13.37	47.90	41.95	43.55	43.55	3.8%

CITY OF DES MOINES

Staffing Comparisons by Department

	General and Street Funds				Other Funds				Total All Funds				
	2008 Budget	2009 Budget	2010 Budget	2011 Budget	2008 Budget	2009 Budget	2010 Budget	2011 Budget	2008 Budget	2009 Budget	2010 Budget	2011 Budget	% chg '10-'11
<i>Parks, Recreation & Senior Services:</i>													
Administration	2.30	2.30	1.80	1.80					2.30	2.30	1.80	1.80	-21.7%
HEAL Prog	0.00	0.00	0.00	1.20					-	-	-	1.20	0.0%
Recreation Programs	14.216	13.312	12.908	14.50					14.22	13.31	12.91	14.50	8.9%
Senior Services	2.00	2.00	2.00	2.00					2.00	2.00	2.00	2.00	0.0%
Senior Programs	0.50	0.50	0.50	0.70					0.50	0.50	0.50	0.70	40.0%
<i>Total Parks, Recreation & Senior Services</i>	19.02	18.11	17.21	20.20	0.00	0.00	0.00	0.00	19.02	18.11	17.21	20.20	11.5%
<i>Marina:</i>													
Administration					2.80	3.55	3.55	3.55	2.80	3.55	3.55	3.55	0.0%
Service					6.69	6.685	6.126	7.126	6.69	6.69	6.13	7.13	6.6%
Maintenance					2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	0.0%
<i>Total Marina</i>	0.00	0.00	0.00	0.00	11.49	12.24	11.68	12.68	11.49	12.24	11.68	12.68	3.6%
TOTAL	131.11	117.10	109.20	112.00	37.04	40.01	38.24	39.24	168.15	157.10	147.44	151.24	-3.7%

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

CITY OF DES MOINES

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2011 CITY OF DES MOINES INDEX OF POSITIONS AND PAY RANGES

GRADE	POSITION TITLE	# OF EMPL (FTE)	STEP A		STEP B		STEP C		STEP D		STEP E	
			Monthly Salary	Annual Salary	Monthly Salary	Annual Salary	Monthly Salary	Annual Salary	Monthly Salary	Annual Salary	Monthly Salary	Annual Salary
CITY MANAGER												
2.0% Increase for 2011												
M43	CITY MANAGER	1	10,233	122,796	10,745	128,940	11,282	135,384	11,846	142,152	12,438	149,256
JUDGE												
1.02% Increase for 2011												
41	JUDGE	1	9,911	118,932	10,407	124,884	10,927	131,124	11,473	137,676	12,047	144,564
NON-UNION												
1.02% Increase for 2011												
38	CHIEF OF POLICE	1	8,811	105,732	9,252	111,024	9,715	116,580	10,201	122,412	10,711	128,532
	PLANNING, BLDG & PUBLIC WORKS DIR.	1										
	CITY ATTORNEY	1										
	FINANCE DIRECTOR	1										
37	PARKS, RECREATION & SR SERV. DIR.	1	8,472	101,664	8,896	106,752	9,341	112,092	9,808	117,696	10,298	123,576
36			8,146	97,752	8,553	102,636	8,981	107,772	9,430	113,160	9,902	118,824
35			7,833	93,996	8,225	98,700	8,636	103,632	9,068	108,816	9,521	114,252
PMA 34	COMMANDER	2					8,719	104,628	9,155	109,860	9,613	115,356
34	ASST. DIR. TRANSPORTATION & ENGRNG	1	7,757	93,084	8,145	97,740	8,552	102,624	8,980	107,760	9,429	113,148
	ASST. DIR. UTILITIES & ENVIRON. ENGR.	1										
34	ASST. CITY MANAGER	1	7,532	90,384	7,909	94,908	8,304	99,648	8,719	104,628	9,155	109,860
33	HARBORMASTER	1	7,242	86,904	7,604	91,248	7,984	95,808	8,383	100,596	8,802	105,624
32	ASSOCIATE TRANSPORTATION ENGR	1	7,172	86,064	7,531	90,372	7,908	94,896	8,303	99,636	8,718	104,616
31	ASSISTANT CITY ATTORNEY	1	6,896	82,752	7,241	86,892	7,603	91,236	7,983	95,796	8,382	100,584
30	INFO SYSTEMS MANAGER	1	6,631	79,572	6,963	83,556	7,311	87,732	7,677	92,124	8,061	96,732
	FINANCE OPERATIONS MANAGER	1										
	BUILDING OFFICIAL	1										
30	COURT ADMINISTRATOR	1	6,438	77,256	6,760	81,120	7,098	85,176	7,453	89,436	7,826	93,912
29			6,376	76,512	6,695	80,340	7,030	84,360	7,382	88,584	7,751	93,012
28	DEVELOPMENT SERVICES MANAGER	1	6,130	73,560	6,437	77,244	6,759	81,108	7,097	85,164	7,452	89,424
	CIP PROJECT MANAGER	1										
	PLANNING MANAGER	1										
27			5,895	70,740	6,190	74,280	6,500	78,000	6,825	81,900	7,166	85,992
26	PUBLIC WORKS & PARKS MAINTENANCE SUPERINTENDENT	1	5,668	68,016	5,951	71,412	6,249	74,988	6,561	78,732	6,889	82,668

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2011 CITY OF DES MOINES INDEX OF POSITIONS AND PAY RANGES

GRADE	POSITION TITLE	# OF EMPL (FTE)	STEP A		STEP B		STEP C		STEP D		STEP E	
			Monthly Salary	Annual Salary	Monthly Salary	Annual Salary	Monthly Salary	Annual Salary	Monthly Salary	Annual Salary	Monthly Salary	Annual Salary
NON-UNION (Continued)												
1.02% Increase for 2011												
25	SENIOR SERVICES MANAGER	1	5,450	65,400	5,723	68,676	6,009	72,108	6,309	75,708	6,624	79,488
	CITY CLERK	0.80										
	GIS ADMINISTRATOR	1										
	CIVIL ENGINEER I	1										
	RECREATION MANAGER (Position eliminated in 2011)	-										
24			5,240	62,880	5,502	66,024	5,777	69,324	6,066	72,792	6,369	76,428
23	ASST BUILDING OFFICIAL-LEAD ELECTRICAL/BLDG INSPECTOR	1	5,039	60,468	5,291	63,492	5,556	66,672	5,834	70,008	6,126	73,512
	ENGINEERING INSPECTOR	1										
22	PROSECUTING ATTORNEY	1	4,845	58,140	5,087	61,044	5,341	64,092	5,608	67,296	5,888	70,656
	CODE ENFORCEMENT OFFICER	1										
	LAND USE PLANNER II	1										
21	COMBO BUILDING INSPECTOR	1	4,659	55,908	4,892	58,704	5,137	61,644	5,394	64,728	5,664	67,968
	BUILDING INSPECTOR/PLANS EXAMINER	1										
	SENIOR ACCOUNTING SPECIALIST	0.80										
	ACCOUNTANT II-GENERAL LEDGER	1										
20	"SCORE" BUILDING INSPECTOR - Limited term	1	4,479	53,748	4,703	56,436	4,938	59,256	5,185	62,220	5,444	65,328
	LAND USE PLANNER I	1										
	ENGINEERING/TRAFFIC TECHNICIAN	1										
	TRANSPORTATION TECHNICIAN	1										
	ENGINEERING TECHNICIAN (SWM)	2										
	EXECUTIVE ASSISTANT	1										
	PARALEGAL	1.2										

CITY OF DES MOINES
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2011 CITY OF DES MOINES INDEX OF POSITIONS AND PAY RANGES

GRADE	POSITION TITLE	# OF EMPL (FTE)	STEP A		STEP B		STEP C		STEP D		STEP E	
			Monthly Salary	Annual Salary	Monthly Salary	Annual Salary	Monthly Salary	Annual Salary	Monthly Salary	Annual Salary	Monthly Salary	Annual Salary
NON-UNION (Continued)												
1.02% Increase for 2011												
19	HARBOR LEAD	1	4,307	51,684	4,522	54,264	4,748	56,976	4,985	59,820	5,234	62,808
	MARINA SERVICE MANAGER	1										
	MARINA OFFICE MANAGER	1										
	LEAD COURT CLERK	1										
	POLICY ANALYST-HEAL Program	1										
	RECREATION COORDINATOR-Recreation Program	2										
	OFFICE MANAGER-Recreation Program	1										
	RECREATION COORDINATOR-Senior Center	1										
	DESKTOP SUPPORT TECHNICIAN	1										
	PAYROLL BENEFITS SPECIALIST	1										
	OFFICE MANAGER-PD	1										
18	COURT SECURITY OFFICER-Posiiton eliminated in 2011	-	4,141	49,692	4,348	52,176	4,565	54,780	4,793	57,516	5,033	60,396
	COURT TRANSPORT OFFICER	0.60										
17	MECHANIC	1	3,982	47,784	4,181	50,172	4,390	52,680	4,610	55,320	4,841	58,092
	ENGINEERING AIDE	1										
	ACCOUNTING ASST-ACCTS PAYABLE	1										
	ADMINISTRATIVE ASSISTANT II-PBPW	0.80										
	ADMINISTRATIVE ASSISSTANT II-Parks & Recreation	0.80										
16			3,829	45,948	4,020	48,240	4,221	50,652	4,432	53,184	4,654	55,848
15	PERMIT COORDINATOR	1	3,682	44,184	3,866	46,392	4,059	48,708	4,262	51,144	4,475	53,700
14	ASSISTANT MECHANIC	1	3,540	42,480	3,717	44,604	3,903	46,836	4,098	49,176	4,303	51,636
	PERMIT SPECIALIST II	1										
13	SENIOR SECRETARY-PD	1	3,404	40,848	3,574	42,888	3,753	45,036	3,941	47,292	4,138	49,656
	ADMINISTRATIVE ASSISTANT I	0.80										
	COURT CLERK	3										
	EVIDENCE TECHNICIAN	1										
12	RECORDS SPECIALIST	6	3,273	39,276	3,437	41,244	3,609	43,308	3,789	45,468	3,978	47,736
11	MARINA OFFICE AIDE	0.80	3,147	37,764	3,304	39,648	3,469	41,628	3,642	43,704	3,824	45,888
10			3,026	36,312	3,177	38,124	3,336	40,032	3,503	42,036	3,678	44,136
9			2,910	34,920	3,056	36,672	3,209	38,508	3,369	40,428	3,537	42,444

CITY OF DES MOINES
2011 Budget

2011 CITY OF DES MOINES INDEX OF POSITIONS AND PAY RANGES

GRADE	POSITION TITLE	# OF EMPL (FTE)	STEP A		STEP B		STEP C		STEP D		STEP E	
			Monthly Salary	Annual Salary	Monthly Salary	Annual Salary	Monthly Salary	Annual Salary	Monthly Salary	Annual Salary	Monthly Salary	Annual Salary
NON-UNION (Continued)												
1.02% Increase for 2011												
8			2,798	33,576	2,938	35,256	3,085	37,020	3,239	38,868	3,401	40,812
7	COURT FILE CLERK	0.20	2,690	32,280	2,825	33,900	2,966	35,592	3,114	37,368	3,270	39,240
	COURT GATE GUARD	0.415										
6			2,587	31,044	2,716	32,592	2,852	34,224	2,995	35,940	3,145	37,740
5	SENIOR CENTER PROGRAMMER	0.50	2,487	29,844	2,611	31,332	2,742	32,904	2,879	34,548	3,023	36,276
	RECREATION SPECIALIST	0.76										
4	EVENT SPECIALIST-Limited term	1	2,392	28,704	2,512	30,144	2,638	31,656	2,770	33,240	2,909	34,908
	PUBLIC WORKS MTC WORKER-SEASONAL	0.6154										
3			2,300	27,600	2,415	28,980	2,536	30,432	2,663	31,956	2,796	33,552
2	PARKS OPERATIONS MAINTENANCE WORKER/PART-TIME	2.338	2,211	26,532	2,322	27,864	2,438	29,256	2,560	30,720	2,688	32,256
1			2,126	25,512	2,232	26,784	2,344	28,128	2,461	29,532	2,584	31,008
g			2,044	24,528	2,146	25,752	2,253	27,036	2,366	28,392	2,484	29,808
f			1,966	23,592	2,064	24,768	2,167	26,004	2,275	27,300	2,389	28,668
e			1,890	22,680	1,985	23,820	2,084	25,008	2,188	26,256	2,297	27,564
d			1,817	21,804	1,908	22,896	2,003	24,036	2,103	25,236	2,208	26,496
c			1,748	20,976	1,835	22,020	1,927	23,124	2,023	24,276	2,124	25,488
b			1,680	20,160	1,764	21,168	1,852	22,224	1,945	23,340	2,042	24,504
a			1,616	19,392	1,697	20,364	1,782	21,384	1,871	22,452	1,965	23,580
	ECONOMIC DEVELOPMENT MANAGER	1	Hourly Rate @ \$40 per hour									
	CONTRACT ADMINISTRATOR	0.75	Hourly Rate @ \$30 per hour									
UNION - LOCAL NO. 763												
1.02% Increase for 2011												
T21	ASST. PUBLIC WORKS & PARKS MTC SUPERINTENDENT	1	4,812	57,744	5,053	60,636	5,306	63,672	5,571	66,852	5,850	70,200
T18	SENIOR PUBLIC WORKS MTC (SWM)	2	4,277	51,324	4,491	53,892	4,716	56,592	4,952	59,424	5,200	62,400
	SENIOR PUBLIC WORKS MTC	1										
T17	FACILITY MAINTENANCE WORKER	1	4,113	49,356	4,319	51,828	4,535	54,420	4,762	57,144	5,000	60,000
T16	PUBLIC WORKS MAINTENANCE WORKER	1	3,955	47,460	4,153	49,836	4,361	52,332	4,579	54,948	4,808	57,696
T15	PUBLIC WORKS MAINTENANCE WORKER	5	3,803	45,636	3,993	47,916	4,193	50,316	4,403	52,836	4,623	55,476
	PARKS MAINTENANCE WORKER	2										
	HARBOR ATTENDANT	4										
T14	PUBLIC WORKS MAINTENANCE WORKER	-	3,656	43,872	3,839	46,068	4,031	48,372	4,233	50,796	4,445	53,340

CITY OF DES MOINES
2011 Budget

2011 CITY OF DES MOINES INDEX OF POSITIONS AND PAY RANGES

GRADE	POSITION TITLE	# OF EMPL (FTE)	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G
PART-TIME TEMPORARY/SEASONAL									
I	RECREATION AIDE	1.631	\$ 8.67						
II	RECREATION LEADER I RECREATION ATTENDANT I	4.369 1.174	\$ 8.67	\$ 9.00	\$ 9.50	\$ 10.00	\$ 10.50	\$ 10.50	\$ 10.50
III	RECREATION LEADER II RECREATION ATTENDANT II	0.515 1.074	\$ 10.00	\$ 10.50	\$ 11.00	\$ 11.50	\$ 12.00	\$ 12.50	\$ 13.00
IV	RECREATION LEADER III RECREATION ATTENDANT III	1.268 0.709	\$ 11.50	\$ 12.25	\$ 13.00	\$ 13.75	\$ 14.50	\$ 15.25	\$ 16.00
V	INSTRUCTORS	0.2	Hourly Rate: \$10 - \$50 per hour						
VI	PROJECT SPECIFIC WORK		Hourly Rate: \$10 - \$75 per hour						
VII	INTERN		Stipend						
VIII	HARBOR AIDE/SEASONAL	2.126	\$ 12.00	\$ 12.75	\$ 13.50	\$ 14.25	\$ 15.00	\$ 15.75	\$ 16.25

CITY OF DES MOINES

2011 Budget

2011 CITY OF DES MOINES INDEX OF POSITIONS AND PAY RANGES

GRADE	POSITION TITLE	# OF EMPL (FTE)	STEP A		STEP B		STEP C		STEP D		STEP E		STEP F	
			Monthly Salary	Annual Salary	Monthly Salary	Annual Salary	Monthly Salary	Annual Salary	Monthly Salary	Annual Salary	Monthly Salary	Annual Salary	Monthly Salary	Annual Salary
POLICE GUILD														
1.02% Increase for 2011														
P30	MASTER POLICE SERGEANT I	7					7,417	89,004	7,788	93,456	8,177	98,124	8,341	100,092
	MASTER POLICE SERGEANT I/DETECTIVE	1												
P29	MASTER POLICE SERGEANT						7,132	85,584	7,489	89,868	7,863	94,356		
P27	MASTER POLICE OFFICER III	9			6,279	75,348	6,593	79,116	6,923	83,076	7,269	87,228		
	MASTER POLICE OFFICER/DETECTIVE	3												
P26	MASTER POLICE OFFICER II	8			6,038	72,456	6,340	76,080	6,657	79,884	6,990	83,880	7,130	85,560
	MASTER POLICE OFFICER/DETECTIVE	1												
P25	MASTER POLICE OFFICER	4					6,096	73,152	6,401	76,812	6,721	80,652	6,855	82,260
	MASTER POLICE OFFICER/DETECTIVE	-												
P22	POLICE OFFICER II	-					5,418	65,016	5,689	68,268	5,973	71,676		
P21	MASTER ANIMAL CONTROL OFFICER	1					5,009	60,108	5,259	63,108	5,522	66,264		
P20	POLICE OFFICER I	1	4,368	52,416	4,586	55,032	4,815	57,780	5,056	60,672	5,309	63,708		
P20	MASTER ANIMAL CONTROL OFFICER												5,415	64,980
P18	MASTER COMMUNITY SERV OFFICER II	1	4,039	48,468	4,241	50,892	4,453	53,436	4,676	56,112	4,910	58,920		
P17	MASTER COMMUNITY SERV OFFICER I						4,282	51,384	4,496	53,952	4,721	56,652	4,815	57,780
P16	COMMUNITY SERVICE OFFICER	1	3,735	44,820	3,922	47,064	4,118	49,416	4,324	51,888	4,540	54,480		
	ANIMAL CONTROL OFFICER													

CITY OF DES MOINES
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2011 CITY OF DES MOINES INDEX OF POSITIONS AND PAY RANGES - Continued

ADDITIONAL COMPENSATION

DESCRIPTION	COMPENSATION
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ALL EMPLOYEES

SAFETY COMMITTEE	Per Quarter	
Representative	\$200.00	
Alternate Representative	\$100.00	
COMPUTER SUPPORT	2% of base wages while supporting computer services (Police Department Only)	<i>Minimum No. of</i>
WORKING AT A HIGHER CLASSIFICATION		<i>Days to Qualify:</i>
Non-Union	1st step of the higher pay range, or a 1 step pay increase, whichever is higher	5 Days
Union - Local No. 763	1st step of the higher pay range, or a 1 step pay increase, whichever is higher	3 Days
Police Guild	5% of base pay, or the 1st step in the supervisory classification, whichever is higher	1 Full Shift
DEFERRED COMPENSATION (Social Security Replacement - 401A)		
Non-Union	5.00 % of gross wages	
Union - Local No. 763	5.00 % of gross wages	
Police Guild	6.52 % of gross wages	

NON - UNION

DEFERRED COMPENSATION (457)	1.52% of gross wages
<small>(For those non-union employees qualifying for social security replacement)</small>	

UNION - LOCAL NO. 763

STANDBY STATUS	
Per Non-Working Hour On Call	\$1.00 per Hour
UNION CALLBACK COMPENSATION	1-1/2 x hrly rate with a 2 hour minimum

DEFERRED COMPENSATION (457)
The City cashes and deposits 1 or 2 hours of sick leave, depending on sick leave balances, to a 457 Deferred Compensation plan for Teamsters Union employees.

POLICE GUILD

POLICE EDUCATIONAL INCENTIVE PAY SCHEDULE	
AA or AS Degree	2.5% of base wages
BA or BS Degree	4.0% of base wages
MA, MS, or MPA Degree	5.0% of base wages

POLICE TRAINING OFFICER'S INCENTIVE PAY
5% of hourly rate
(To qualify, a training officer must have an active assigned trainee a minimum of 24 hours per qualifying pay period or must have an active assigned training reserve officer a minimum of 12 hours per qualifying pay period.)

CITY OF DES MOINES
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2011 CITY OF DES MOINES INDEX OF POSITIONS AND PAY RANGES - Continued

ADDITIONAL COMPENSATION

DESCRIPTION	COMPENSATION
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POLICE GUILD (Continued)

POLICE STANDBY STATUS

Per Non-Working Hour On Call \$10.00 per Hour

EMERGENCY CALL-BACK

1-1/2 x hrly rate with a 3 hour minimum

(Called back to work in an emergency, more that one (1) hour before or one-half hour after normal duty hours.)

COURT APPEARANCE, TRAINING, OR MANDATORY MEETINGS

Outside normal schedule 1-1/2 x hrly rate with a 3 hour minimum

DEFERRED COMPENSATION (457)

The City cashes and deposits 2 or 3 hours of sick leave, depending on sick leave balances, to a 457 Deferred Compensation plan for Police Guild employees.

Based on the following schedule:

Sick Leave Bal.	No. of Hours
Over 300	3
From 200 to 299	2

POLICE PATROL

Patrol schedule consists of an 8 day work week, with 4 days on and 4 days off. Each workday is 12 hours in duration, resulting in a total of 2,190 hours scheduled per year. Because of this, each employee assigned to a 12 hour schedule receives an additional 55 hours of leave (Kelly time) every 6 months (Jan 1 - Jun 30 and Jul 1 - Dec 31).