

# 2014 Budget Appendix Adopted Version

Ordinance No. 1589  
Adopted by the City Council  
December 5, 2013

## City Council

Dave Kaplan, Mayor  
Matt Pina, Mayor Pro Tem  
Jeanette Burrage  
Melissa Musser  
Jeremy Nutting  
Vic Pennington  
Bob Sheckler

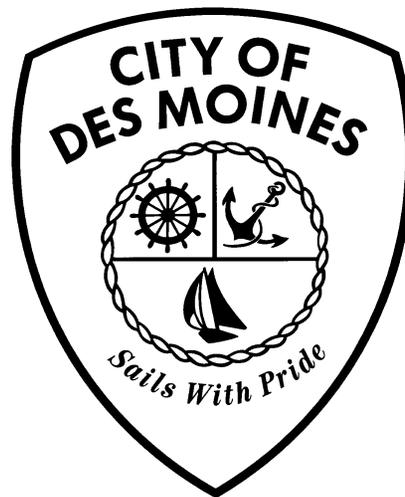
## Administrative Staff

Tony Piasecki	City Manager
Lorri Ericson	Assistant City Manager
Patricia Bosmans	City Attorney
Paula Henderson	Finance Director
George Delgado	Police Chief
Dan Brewer	Planning, Building, and Public Works Director
Patrice Thorell	Parks, Recreation, and Senior Services Director
Joe Dusenbury	Harbormaster
Jennefer Johnson	Court Administrator

# CITY OF DES MOINES

## 2014 Budget

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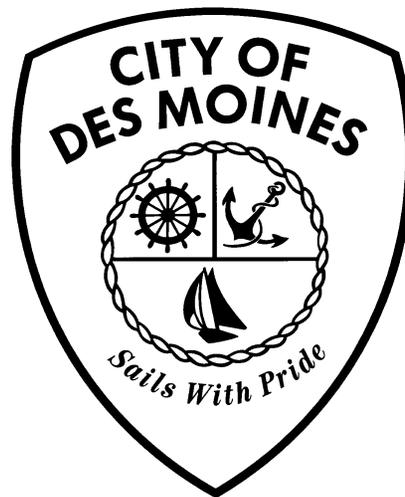
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# CITY OF DES MOINES

## 2014 Budget

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ORDINANCE NO. 1589  
APPENDIX A 2014 BUDGET

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FINAL	Expenditure	Ending Fund Balance	Total	Revenue	Beginning Fund Balance	Total
<b>ANNUAL APPROPRIATION FUNDS:</b>						
<b>001 General Fund</b>	18,058,629	1,940,532	<b>19,999,161</b>	18,543,022	1,456,139	<b>19,999,161</b>
<b>101 Street Fund</b>	1,203,515	198,900	<b>1,402,415</b>	1,046,892	355,523	<b>1,402,415</b>
<b>107 Police Drug Seizure Fund</b>	15,000	4,776	<b>19,776</b>	15,008	4,768	<b>19,776</b>
<b>111 Hotel/Motel Tax Fund</b>	17,813	9,843	<b>27,656</b>	18,758	8,898	<b>27,656</b>
<b>211 1995 GO Bond - Police Facility</b>	-	235	<b>235</b>	1	234	<b>235</b>
<b>212 LID Fund</b>	3,569	-	<b>3,569</b>	3,569	-	<b>3,569</b>
<b>219 2008 GO &amp; Ref Bond - Transportation Capital Imprv</b>	314,523	18,173	<b>332,696</b>	311,748	20,948	<b>332,696</b>
<b>220 Miscellaneous Debt Service Fund</b>	86,528	2	<b>86,530</b>	86,528	2	<b>86,530</b>
<b>401 Marina Revenue Fund</b>	4,280,625	953,483	<b>5,234,108</b>	4,111,811	1,122,297	<b>5,234,108</b>
<b>403 Marina Repair and Replacement Fund</b>	770,000	245,367	<b>1,015,367</b>	750,425	264,942	<b>1,015,367</b>
<b>450 Surface Water Operations Fund</b>	2,938,851	914,168	<b>3,853,019</b>	2,699,933	1,153,086	<b>3,853,019</b>
<b>500 Equip Rental Operations Fund</b>	525,803	186,111	<b>711,914</b>	548,990	162,924	<b>711,914</b>
<b>501 Equip Rental Replacement Fund</b>	394,212	1,688,397	<b>2,082,609</b>	659,078	1,423,531	<b>2,082,609</b>
<b>506 Facility Repair and Replacement Fund</b>	52,500	92,038	<b>144,538</b>	75,968	68,570	<b>144,538</b>
<b>510 Computer Equipment Operations Fund</b>	417,772	62,529	<b>480,301</b>	363,633	116,668	<b>480,301</b>
<b>511 Computer Equipment Capital Fund</b>	200,888	269,496	<b>470,384</b>	130,256	340,128	<b>470,384</b>
<b>520 Self-Insurance Fund</b>	590,978	61,274	<b>652,252</b>	569,597	82,655	<b>652,252</b>
<b>530 Unemployment Insurance Fund</b>	70,000	218,513	<b>288,513</b>	56,771	231,742	<b>288,513</b>
<b>SUB-TOTAL</b>	<b>29,941,206</b>	<b>6,863,837</b>	<b>36,805,043</b>	29,991,988	6,813,055	<b>36,805,043</b>
<b>CONTINUING APPROPRIATION FUNDS (MEMO ONLY):</b>						
<b>109 Transportation Impact Fee Fund</b>	292,641	9,727	<b>302,368</b>	293,141	9,227	<b>302,368</b>
<b>310 Municipal Capital Improvements Fund</b>	1,947,684	278,164	<b>2,225,848</b>	1,751,178	474,670	<b>2,225,848</b>
<b>319 Transportation Capital Improvement Fund, 2008B</b>	13,512,358	496,235	<b>14,008,593</b>	9,777,792	4,230,801	<b>14,008,593</b>
<b>406 Marina Depreciation &amp; Improvement Fund, 2008A</b>	634,036	24,206	<b>658,242</b>	515,036	143,206	<b>658,242</b>
<b>451 Surface Water Capital Fund</b>	1,097,700	578,322	<b>1,676,022</b>	564,455	1,111,567	<b>1,676,022</b>
<b>SUB-TOTAL</b>	<b>17,484,419</b>	<b>1,386,654</b>	<b>18,871,073</b>	<b>12,901,602</b>	<b>5,969,471</b>	<b>18,871,073</b>
<b>TOTAL APPROPRIATION</b>	<b>47,425,625</b>	<b>8,250,491</b>	<b>55,676,116</b>	<b>42,893,590</b>	<b>12,782,526</b>	<b>55,676,116</b>

City of Des Moines  
2014 Budget Balancing Strategies

Budget Balancing Strategies:	Amount Available	City Mgr Recomm	Budget Gap
<b>Budget Gap</b>			<b>\$ (1,198,167)</b>
75% One-time Sales and B & O Taxes	\$ 582,232	\$ 582,232	
25% One-time Sales and B & O Taxes	194,078	194,078	
Defer 400% 54.5% Equipment Replacement Assessments	836,054	455,662	
Defer 20% Equipment Maintenance Assessments	57,934	57,934	
Defer 400% 50% Computer Eqp Replacement Assessments	120,523	60,262	
Reduce COLA & Benefits Impacts	188,695	64,438	
Reduce 31% Medical Premium Rate Increase to Zero/AWC Savings	365,102	104,079	
Dental & Vision AWC Savings	52,319	52,319	
Life Insurance & LTD AWC Savings	18,271	18,271	
Life Insurance & LTD Addl Savings/Cigna	6,349	6,349	
Freeze 2 Vacant Policer Officer Positions	236,564	236,564	
Freeze 2 Vacant Policer Officer Positions	240,172	240,172	
Freeze Vacant Bldg Inspector/Plans Examiner/Fund Midyr or Add External Svcs	100,760	50,380	
Eliminate Assistant City Manager Position	182,288	-	
Eliminate Economic Development Manager	145,339	-	
Freeze Associate Transportation Engineer	143,017	-	
<b>Total</b>	<b>\$ 3,469,697</b>	<b>\$ 2,122,740</b>	<b>\$ 924,573</b>
<b>New Revenues/Adjustments:</b>			
Decrease Marina Administrative transfer to the General Fund to \$550,000	(94,100)	(94,100)	
Increase Court Revenues	3,200	3,200	
Decrease Woodmont & Midway ASE Revenues	(135,200)	(135,200)	
Increase Trans Benefit District Transfer to Street Fund	35,000	35,000	
Decrease Trans Engr CIP Reimbursement for Assoc Trans Engineer Direct	(71,500)	-	
Decrease Trans Engr CIP Reimbursement for Assoc Trans Engineer Indirect	(31,070)	-	
Revise Revenue Estimate for Trans Engr CIP Reimbursement from Finance Est	(32,500)	(32,500)	
Increase in Property Taxes (King County Revisions)	1,528	1,528	
<b>Total</b>	<b>(324,642)</b>	<b>(222,072)</b>	<b>702,501</b>
<b>New Expenditure Requests/Adjustments:</b>			
Decrease funding for Human Services	(1,550)	(1,550)	
Increase Automated Speed Enforcement Equipment Charges for CPI	6,000	6,000	
Decrease transfer-out of ASE Net Revenues to Trans CIP Fund	(58,340)	(58,340)	
Add Community Transformation Grant Expenditures	35,760	35,760	
Decrease Equipment Mtc Assess	(5,650)	(5,650)	
Transfer to MCI for 25% One-time Sales and B & O Taxes	194,078	194,078	
<b>Planning, Building, Public Works</b>			
GIS Computer Analyst (Fund 30% Gen Fd, 30% Street Fd, 40% SWM)	67,745	67,745	
Professional consulting services (Grant F.)	50,000	50,000	
Senior Mtc Worker - Parks Operations	104,485	104,485	
<b>Police-Admin</b>			
Outside consultant to conduct promotional testing process for rank of sgt	15,000	15,000	
Purchase additional 2 patrol vehicles/finance through State LOCAL Program	165,000	22,912	
<b>Parks &amp; Rec</b>			
Increase Rec Specialist FTE from 0.76 to 1.0	34,628	-	
<b>Personnel</b>			
HR Manager	115,635	-	
BCC Fees	(62,640)	(62,640)	
<b>Non-Departmental</b>			
Addl Fire Investigations Cost	6,931	6,931	
<b>Total</b>	<b>667,082</b>	<b>374,731</b>	<b>327,769</b>

CITY OF DES MOINES  
2014 Budget  
Revenue Summary by Fund and Major Revenue Source

Fund Acct		Source	Source Detail	2013 Budget	2014 Budget	\$ Chg '13-'14	% Chg '13-'14
<b>001 General Fund</b>							
311.00.00	General Property Taxes		Property Taxes - Regular Levy	\$ 3,618,175	\$ 3,541,584	\$ (76,591)	-2.1%
313.11.00	Retail Sales Taxes		Retail Sales Taxes	1,554,100	1,727,500	173,400	11.2%
313.11.00.01	Retail Sales Taxes		Retail Sales Taxes - One Time	179,529	627,235	447,706	249.4%
Subtotal Retail Sales Taxes				1,733,629	2,354,735	621,106	35.8%
313.71.00	Retail Sales Taxes/Criminal Justice			590,000	687,300	97,300	16.5%
316.10.00	Business & Occupation Taxes			573,930	585,000	11,070	1.9%
316.10.00.01	Business & Occupation Taxes-One Time			42,669	149,075	106,406	249.4%
Subtotal Business & Occupation Taxes				616,599	734,075	117,476	19.1%
316.40.00.41	Utility Taxes		Utility Taxes - Electricity	1,146,500	1,105,900	(40,600)	-3.5%
316.40.00.43	Utility Taxes		Utility Taxes - Natural Gas	441,650	390,800	(50,850)	-11.5%
316.40.00.45	Utility Taxes		Utility Taxes - Solid Waste	210,400	208,300	(2,100)	-1.0%
316.40.00.46	Utility Taxes		Utility Taxes - Cable TV	468,300	519,200	50,900	10.9%
316.40.00.47	Utility Taxes		Utility Taxes - Telephone	860,000	715,600	(144,400)	-16.8%
316.40.00.58	Utility Taxes		Utility Taxes - City Utilities	141,897	144,700	2,803	2.0%
Subtotal Utility Taxes				3,268,747	3,084,500	(184,247)	-5.6%
316.81.00	Gambling Taxes			20,000	25,000	5,000	25.0%
317.20.00	Leasehold Taxes			110,000	116,416	6,416	5.8%
321.70.00	Licenses and Permits		Amusement Devices	300	300	-	0.0%
321.91.00.01	Licenses and Permits		Franchise Fees - Cable TV	405,000	423,200	18,200	4.5%
321.91.00.02	Licenses and Permits		Franchise Fees - Solid Waste	470,800	506,500	35,700	7.6%
321.91.00.05	Licenses and Permits		Franchise Fees - Highline WD	5,000	-	(5,000)	-100.0%
321.99.00	Licenses and Permits		Business Licenses	150,000	160,000	10,000	6.7%
322.10.00	Licenses and Permits		Building Permits	257,087	1,182,016	924,929	359.8%
322.10.00.02	Licenses and Permits		Plumbing Permits	50,000	50,000	-	0.0%
322.10.00.03	Licenses and Permits		Mechanical Permits	60,000	60,000	-	0.0%
322.10.02	Licenses and Permits		Electrical Permits	120,000	120,000	-	0.0%
322.10.10	Licenses and Permits		Building Permits - One Time	352,386	-	(352,386)	-100.0%
322.30.00	Licenses and Permits		Animal Licenses	35,000	35,300	300	0.9%
322.90.01	Licenses and Permits		Gun Permits	6,000	6,700	700	11.7%
322.90.02	Licenses and Permits		Land Clearing Permits	33,543	116,327	82,784	246.8%
322.90.02.01	Licenses and Permits		Land Clearing Permits - One Time	9,626	-	(9,626)	-100.0%
Subtotal Licenses and Permits				1,954,742	2,660,343	705,601	36.1%
331.16.60.70	Federal Shared Revenues		Bureau Justice - BP Vests	3,500	3,500	-	0.0%
333.14.21.80	Federal Shared Revenues		CDBG/Joint Minor Home Repair Prog	39,552	25,000	(14,552)	-36.8%
333.93.73.70	Federal Shared Revenues		DHHS/CDC-Community Transformation	-	35,760	35,760	N/A
Subtotal Federal Shared Revenues				43,052	64,260	21,208	49.3%

CITY OF DES MOINES  
2014 Budget  
Revenue Summary by Fund and Major Revenue Source

Fund Acct		Source	Source Detail	2013 Budget	2014 Budget	\$ Chg '13-'14	% Chg '13-'14
<b>001 General Fund (Continued)</b>							
334.00.30	State Shared Revenues		WA State Archives Local Records Grant	-	-	-	N/A
334.01.20.01	State Shared Revenues		WA AOC-Interpreter Services	4,836	5,000	164	3.4%
334.03.10	State Shared Revenues		DOE-Hazardous Wste Recycling Event	20,133	21,950	1,817	9.0%
334.03.50	State Shared Revenues		WSTC - Police Corp Grant	5,752	1,152	(4,600)	-80.0%
336.00.98	State Shared Revenues		City Assistance (ESSB 6050)	50,430	80,500	30,070	59.6%
336.01.29	State Shared Revenues		WA AOC-Judicial Salary Contribution	22,200	22,500	300	1.4%
336.06.21	State Shared Revenues		MVET-Criminal Justice/Population	7,720	7,730	10	0.1%
336.06.26	State Shared Revenues		CJ Special Programs	26,430	25,865	(565)	-2.1%
336.06.51	State Shared Revenues		DUI Cities	6,000	5,500	(500)	-8.3%
336.06.94	State Shared Revenues		Liquor/Beer Excise	35,000	35,400	400	1.1%
336.06.95	State Shared Revenues		Liquor Board Profits	266,400	264,300	(2,100)	-0.8%
336.06.96	State Shared Revenues		Liquor License Fees	-	-	-	N/A
Subtotal State Shared Revenues				444,901	469,897	24,996	5.6%
337.07.00	Local Shared Revenues		KC 4Culture/ Arts Commission	7,500	7,500	-	0.0%
337.07.00.01	Local Shared Revenues		KC 4Culture Sculpture Proj/ Arts Commission	-	1,500	1,500	N/A
337.37.00	Local Shared Revenues		KC Interlocal Recycle Agreement	20,407	20,400	(7)	0.0%
337.37.02	Local Shared Revenues		Seattle-King County Health Recycling Event	11,850	11,594	(256)	-2.2%
337.37.05	Local Shared Revenues		WASPC-KC Sex Offender Verification	13,229	6,909	(6,320)	-47.8%
338.21.00	Local Shared Revenues		WA Criminal Justice Ctr-Training Instructor	-	-	-	N/A
Subtotal Local Shared Revenues				52,986	47,903	(5,083)	-9.6%
339.16.71	American Recovery & Reinvestment Act Grants		Recovery Act/COPS Hiring Program Grant	-	-	-	N/A
339.47.25	American Recovery & Reinvestment Act Grants		ARRA/Indirect-HHS/PPPW-HEAL Grant	-	-	-	N/A
Subtotal Local Shared Revenues				-	-	-	-100.0%

CITY OF DES MOINES  
2014 Budget  
Revenue Summary by Fund and Major Revenue Source

Fund Acct		Source	Source Detail	2013 Budget	2014 Budget	\$ Chg '13-'14	% Chg '13-'14
<b>001 General Fund (Continued)</b>							
341.33.02	Charges for Services		Warrant Cost	-	50	50	N/A
341.33.03	Charges for Services		Def Pros Adm CS	-	400	400	N/A
341.43.00	Charges for Services		Admin Fees/Transportation Benefit District	4,000	4,200	200	5.0%
341.43.00.02	Charges for Services		Building Admin Fee	-	400	400	N/A
341.43.01	Charges for Services		Lien Search Fees	4,000	4,000	-	0.0%
341.49.00	Charges for Services		Normandy Park Court Services	45,000	45,000	-	0.0%
341.49.00.01	Charges for Services		Shared Court Costs	8,000	-	(8,000)	-100.0%
341.70.01	Charges for Services		Senior Programs	4,000	3,000	(1,000)	-25.0%
341.81.00	Charges for Services		Comm Dev Automation Fee	16,000	18,000	2,000	12.5%
341.81.00.01	Charges for Services		Photostating	3,000	1,700	(1,300)	-43.3%
341.82.00	Charges for Services		Street Vacations	10,000	10,000	-	0.0%
341.82.00.01	Charges for Services		ROW Permits	100,000	145,000	45,000	45.0%
341.82.00.02	Charges for Services		Engineering Plan Review	26,386	241,430	215,044	815.0%
341.82.00.03	Charges for Services		Engineering Plan Review-One Time	107,918	-	(107,918)	-100.0%
341.82.00.04	Charges for Services		Other Engineering Fees & Charges/ Title Reports	-	-	-	N/A
341.82.00.05	Charges for Services		Final/Civil Plan Review	7,500	7,500	-	0.0%
341.92.00	Charges for Services		DM Pool District/Gov't Services	15,000	13,000	(2,000)	-13.3%
341.95.00.01	Charges for Services		Normandy Park Prosecution Services	25,000	25,008	8	0.0%
342.10.00.01	Charges for Services		School Resource Officer-HSD	50,000	50,000	-	0.0%
342.10.00.02	Charges for Services		Auto Theft Task Force-Kent	18,000	18,000	-	0.0%
342.10.00.03	Charges for Services		Fingerprinting	1,000	1,000	-	0.0%
342.10.00.04	Charges for Services		False Alarm Fees	50,000	50,000	-	0.0%
342.10.00.06	Charges for Services		Crime Conv Fee CT	1,500	1,500	-	0.0%
342.10.00.07	Charges for Services		Crime Conv Fee CN	600	500	(100)	-16.7%
342.30.00	Charges for Services		Prisoner Board & Room	-	700	700	N/A
342.30.00.01	Charges for Services		Booking Fees	100	150	50	50.0%
342.33.00	Charges for Services		Adult Probation Charges	1,000	1,000	-	0.0%
342.33.05	Charges for Services		Active Probation Fee	-	-	-	N/A
342.33.06	Charges for Services		Record Check Fee	56,000	70,000	14,000	25.0%
342.33.07	Charges for Services		Sentence Compliance Fee	55,000	60,000	5,000	9.1%
342.40.00.01	Charges for Services		Inspections/WABO Permit Fee	-	100	100	N/A
345.81.01	Charges for Services		Zoning	116,000	264,573	148,573	128.1%
345.83.00	Charges for Services		Plan Check Fees	290,107	727,807	437,700	150.9%
345.83.00.03	Charges for Services		Plan Check Fees - One Time	286,313	-	(286,313)	-100.0%
345.86.00	Charges for Services		SEPA Related Mitigation Fees	13,228	13,413	185	1.4%
346.90.00	Charges for Services		Normandy Park Senior Services	23,490	25,000	1,510	6.4%
Subtotal Charges for Services				1,338,142	1,802,431	464,289	34.7%

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Fund Acct		Source	Source Detail	2013 Budget	2014 Budget	\$ Chg '13-'14	% Chg '13-'14
<b>001 General Fund (Continued)</b>							
347.40.00	Culture and Recreation Fees		Arts Commission - Event Admissions	6,200	5,000	(1,200)	-19.4%
347.90.00	Culture and Recreation Fees		Arts Commission - Other Fees/Art Show Fees	-	-	-	N/A
347.90.01	Culture and Recreation Fees		Arts Commission - Other Fees/Sponsorships	9,300	12,270	2,970	31.9%
347.30.00	Culture and Recreation Fees		Parks - Activity Fees	1,250	1,300	50	4.0%
347.60.01	Culture and Recreation Fees		Parks - Camps	175,000	177,000	2,000	1.1%
347.60.02	Culture and Recreation Fees		Parks - Classes	65,000	65,000	-	0.0%
347.60.03	Culture and Recreation Fees		Parks - Leagues	115,000	116,000	1,000	0.9%
347.60.04	Culture and Recreation Fees		Parks - Outreach	308,000	309,000	1,000	0.3%
347.60.05	Culture and Recreation Fees		Parks - Special Events	18,000	10,000	(8,000)	-44.4%
347.60.06	Culture and Recreation Fees		Parks - Youth & Team Basketball	80,000	75,000	(5,000)	-6.3%
347.90.02	Culture and Recreation Fees		Parks - Community Partner Marketing	9,000	9,500	500	5.6%
347.30.01	Culture and Recreation Fees		Sr. Programs - Activity Fees	6,400	6,500	100	1.6%
347.40.01	Culture and Recreation Fees		Sr. Programs - Event Admissions	3,000	3,000	-	0.0%
347.40.02	Culture and Recreation Fees		Sr. Programs - Sr. Ctr Dances	500	1,000	500	100.0%
347.60.01	Culture and Recreation Fees		Sr. Programs - Classes	25,000	25,000	-	0.0%
347.60.02	Culture and Recreation Fees		Sr. Programs - Trip/Travel Fees	29,000	26,000	(3,000)	-10.3%
347.90.01	Culture and Recreation Fees		Sr. Programs - Health Programs	800	800	-	0.0%
347.90.02	Culture and Recreation Fees		Sr. Programs - Subscriptions	2,000	2,000	-	0.0%
Subtotal Culture and Recreation Fees				853,450	844,370	(9,080)	-1.1%
349.00.14	Interfund Service Revenues		CIP Accounting Administration Fees	88,300	89,500	1,200	1.4%
349.00.19.01	Interfund Service Revenues		Marina Fund	635,200	550,000	(85,200)	-13.4%
349.00.19.02	Interfund Service Revenues		Surface Water Management Fund	190,000	192,700	2,700	1.4%
349.00.94	Interfund Service Revenues		CIP Project Manager	108,371	87,370	(21,001)	-19.4%
349.00.95.00	Interfund Service Revenues		Transportation Engineering Fees	233,273	184,000	(49,273)	-21.1%
349.00.95.01	Interfund Service Revenues		Transportation CIP Mtc Support	10,360	4,000	(6,360)	-61.4%
349.00.95.02	Interfund Service Revenues		Transportation CIP Admin Support	2,000	10,000	8,000	400.0%
Subtotal Interfund Service Revenues				1,267,504	1,117,570	(149,934)	-11.8%
350.00.00	Fines and Forfeits			522,050	350,000	(172,050)	-33.0%
354.00.03	Fines and Forfeits		Automated Speed Enforcement Program	572,500	385,000	(187,500)	-32.8%
361.10.00	Interest Earnings			26,000	22,000	(4,000)	-15.4%
362.50.00	Rents and Leases		Cell Tower Lease	16,937	17,153	216	1.3%
362.40.00	Rents and Leases		Beach Park Event Center	67,094	115,000	47,906	71.4%
362.40.01	Rents and Leases		Facility Rentals	70,000	35,000	(35,000)	-50.0%
362.40.01	Rents and Leases		Facility Rentals - Security Revenues	5,000	-	(5,000)	-100.0%
362.40.02	Rents and Leases		Field Rentals	20,000	25,000	5,000	25.0%
362.60.02	Rents and Leases		Sonju Property Rental	10,635	10,635	-	0.0%
Subtotal Rents and Leases				189,666	202,788	13,122	6.9%

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Fund Acct	Source	Source Detail	2013 Budget	2014 Budget	\$ Chg '13-'14	% Chg '13-'14
<b>001 General Fund (Continued)</b>						
367.00.00	Contributions and Donations	Arts Commission	20,000	3,000	(17,000)	-85.0%
367.00.00	Contributions and Donations	Sr. Programs	3,650	3,650	-	0.0%
367.00.00	Contributions and Donations	Others	400	400	-	0.0%
Subtotal Contributions and Donations			24,050	7,050	(17,000)	-70.7%
369.90.00	Miscellaneous Revenues	General	30,000	20,000	(10,000)	-33.3%
369.90.00	Miscellaneous Revenues	Recreation Programs	1,400	-	(1,400)	-100.0%
369.90.01	Miscellaneous Revenues	Senior Programs	650	800	150	23.1%
Subtotal Miscellaneous Revenues			32,050	20,800	(11,250)	-35.1%
395.10.00	Other Financing Sources	Sale of Fixed Assets	-	-	-	N/A
398.00.00	Insurance Recoveries	L & I Reimbursements	5,000	5,000	-	0.0%
Subtotal Other Financing Sources			5,000	5,000	-	0.0%
397.00.00	Transfers	Transfer-in/Fund 101	-	-	-	N/A
397.00.13	Transfers	Transfer-in/Fund 112 (Levy Lid Lift)	-	-	-	N/A
397.00.11	Transfers	Transfer-in/Fund 501 (Equip Rntl Repl Fund)	-	-	-	N/A
Subtotal Transfers			-	-	-	N/A
<b>Total General Fund</b>			<b>\$ 17,283,243</b>	<b>\$ 18,543,022</b>	<b>\$ 1,254,779</b>	<b>7.3%</b>
<b>101 Street Fund</b>						
318.12.00	Parking Taxes		\$ 19,000	\$ 24,000	\$ 5,000	26.3%
336.00.87	State Shared Revenues	Vehicle Fuel Tax	613,000	606,492	(6,508)	-1.1%
344.10.00.01	Charges for Services	Transportation Benefit District	451,847	410,000	(41,847)	-9.3%
349.00.95	Interfund Service Revenues	Transportation CIP Mtc Support	26,640	-	(26,640)	-100.0%
361.10.00	Interest Earnings		350	400	50	14.3%
369.90.01	Miscellaneous Revenues		1,000	1,000	-	0.0%
398.00.00	Insurance Recoveries		5,000	5,000	-	0.0%
<b>Total Street Fund</b>			<b>\$ 1,116,837</b>	<b>\$ 1,046,892</b>	<b>\$ (69,945)</b>	<b>-6.3%</b>
<b>107 Police Drug Seizure Fund</b>						
361.10.00	Interest Earnings		\$ 6	\$ 8	\$ 2	33.3%
369.30.00	Miscellaneous Revenues	Confiscated and Forfeited Property	15,000	15,000	-	0.0%
<b>Total Police Drug Seizure Fund</b>			<b>\$ 15,006</b>	<b>\$ 15,008</b>	<b>\$ 2</b>	<b>0.0%</b>
<b>109 Transportation Impact Fee Fund</b>						
345.85.00	Charges for Services	Growth Management Impact Fees	\$ 172,641	\$ 292,641	\$ 120,000	69.5%
361.10.00	Interest Earnings		1,000	500	(500)	-50.0%
<b>Total Transportation Impact Fee Fund</b>			<b>\$ 173,641</b>	<b>\$ 293,141</b>	<b>\$ 119,500</b>	<b>68.8%</b>
<b>111 Hotel-Motel Tax Fund</b>						
313.31.00	Hotel-Motel Taxes		\$ 17,300	\$ 18,750	\$ 1,450	8.4%
361.10.00	Interest Earnings		8	8	-	0.0%
<b>Total Hotel-Motel Tax Fund</b>			<b>\$ 17,308</b>	<b>\$ 18,758</b>	<b>\$ 1,450</b>	<b>8.4%</b>

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Fund Acct		Source	Source Detail	2013 Budget	2014 Budget	\$ Chg '13-'14	% Chg '13-'14
<b>112 Police Restoration Fund</b>							
311.00.00	Property Taxes - Regular Levy		Lid Lift Levy	\$ -	\$ -	-	N/A
<b>Total Police Restoration Fund</b>				<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>N/A</b>
<b>211 1995 Unlimited GO - Police Facility Fund</b>							
311.10.00	Property Taxes - Excess Levy			\$ 20	\$ -	(20)	-100.0%
361.10.00	Interest Earnings			35	1	(34)	-97.1%
<b>Total 1995 Unltd GO - Police Facility Fund</b>				<b>\$ 55</b>	<b>\$ 1</b>	<b>\$(54)</b>	<b>-98.2%</b>
<b>212 Local Improvement District Fund</b>							
361.10.00	Interest Earnings		LID 1-92-8/Investment Interest	\$ -	\$ -	-	N/A
361.10.00	Interest Earnings		LID 1-98-10/Investment Interest	-	-	-	N/A
361.55.00	Interest Earnings		LID 1-97-9/Assessment Interest	-	-	-	N/A
361.40.68	Interest Earnings		LID 1-98-10/Assessment Interest	600	450	(150)	-25.0%
Subtotal Interest Earnings				600	450	(150)	-25.0%
368.00.00	Miscellaneous Revenues		LID 1-97-9/Assessment Principal	-	-	-	N/A
368.10.00	Miscellaneous Revenues		LID 1-98-10/Assessment Principal	3,119	3,119	-	0.0%
Subtotal Miscellaneous Revenues				3,119	3,119	-	0.0%
<b>Total Local Improvement District Fund</b>				<b>\$ 3,719</b>	<b>\$ 3,569</b>	<b>\$(150)</b>	<b>-4.0%</b>
<b>219 2008 GO &amp; Refunding Bond</b>							
361.10.00	Interest Earnings			\$ 31	\$ 25	\$(6)	-19.4%
397.95.00	Transfers		Transfer-in/Fund 319 (Transportation CIP Fund)	191,563	192,988	1,425	0.7%
397.18.00	Transfers		Transfer-in/Fund 310 (MCI Fund)	122,650	118,735	\$(3,915)	-3.2%
Subtotal Transfers				314,213	311,723	\$(2,490)	-0.8%
<b>Total 2008 GO &amp; Refunding Bond - Transportation CIP</b>				<b>\$ 314,244</b>	<b>\$ 311,748</b>	<b>\$(2,496)</b>	<b>-0.8%</b>
<b>220 Miscellaneous Debt Service Fund</b>							
397.95.00	Transfers		PWTF Loan (103)-Pac Hwy Construction	\$ 25,035	\$ 24,917	\$(118)	-0.5%
397.95.00.02	Transfers		PWTF Loan (104)-Gateway Construction	34,412	34,252	\$(160)	-0.5%
397.43 .18.00	Transfers		Copier Capital Lease	15,263	15,263	0	0.0%
397.xx.00	Transfers		LOCAL Prog-Energy Savings Project	13,148	12,096	\$(1,052)	-8.0%
<b>Total Miscellaneous Debt Service Fund</b>				<b>\$ 87,858</b>	<b>\$ 86,528</b>	<b>\$(1,330)</b>	<b>-1.5%</b>



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Fund Acct		Source	Source Detail	2013 Budget	2014 Budget	\$ Chg '13-'14	% Chg '13-'14
<b>310 Municipal Capital Improvements Fund</b>							
311.10.00	Property Taxes		King County-Parks Levy/DM Creek Trail	\$ 50,000	\$ 55,000	\$ 5,000	10.0%
318.34.00	Real Estate Excise Taxes		First Quarter %	250,000	275,000	25,000	10.0%
318.35.00	Real Estate Excise Taxes		Second Quarter %	250,000	275,000	25,000	10.0%
Subtotal Real Estate Excise Taxes				500,000	550,000	50,000	10.0%
334.06.90	State Shared Revenues		WA Heritage Funds/Dining Hall	750,000	824,000	74,000	9.9%
337.75.10	Local Shared Revenues		KC 4-Culture Arts	-	12,000	12,000	N/A
345.81.01	Charges for Services		Park-in-Lieu Fees	10,000	10,000	-	0.0%
361.10.00	Interest Earnings			500	1,100	600	120.0%
367.00.08	Contributions and Donations		Banners/Readerboards	162,510	13,000	(149,510)	-92.0%
369.90.23	Miscellaneous Revenues		Keyless Entry System	83,272	-	(83,272)	-100.0%
369.90.23	Miscellaneous Revenues		Activity Center Generator	-	92,000	92,000	N/A
397.75.00.01	Transfers		Tsf-in/Fund 001 (One-time Taxes)	-	194,078	194,078	N/A
<b>Total Municipal Capital Improvement Fund</b>				<b>\$ 1,556,282</b>	<b>\$ 1,751,178</b>	<b>\$ 102,896</b>	<b>6.6%</b>
<b>319 Transportation Capital Improvement Fund</b>							
331.20.20	Federal Shared Revenues		BRAC/ N Twin Bridge Footing Repairs	\$ -	\$ -	\$ -	N/A
331.20.20	Federal Shared Revenues		BRAC/ N Twin Bridge Seismic Retrofit	-	-	-	N/A
333.14.21.81	Federal Shared Revenues		CDBG/S 224th Street Improvements	-	240,000	240,000	N/A
333.20.20.09	Federal Shared Revenues		BRAC/ Saltwater State Park Bridge	510,933	2,339,241	1,828,308	357.8%
333.20.20.11	Federal Shared Revenues		FHWA/Citywide Arterial Street Program	-	109,500	109,500	N/A
333.20.20.12	Federal Shared Revenues		STP/ 24th Ave S Improvement	3,000,000	2,800,000	(200,000)	-6.7%
333.20.20.13	Federal Shared Revenues		CMAQ/ Barnes Creek Trail	300,000	300,000	-	0.0%
Subtotal Federal Shared Revenues				3,810,933	5,788,741	1,977,808	51.9%

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Fund Acct		Source	Source Detail	2013 Budget	2014 Budget	\$ Chg '13-'14	% Chg '13-'14
<b>319 Transportation Capital Improvement Fund (Continued)</b>							
334.03.50	State Shared Revenues		WTSC/Traffic Safety Program	-	-	-	N/A
334.03.80.09	State Shared Revenues		TIB/24th Ave S Impr	-	-	-	N/A
334.03.80.10	State Shared Revenues		TIB/S 216th St Impr Segment 2	4,000,000	280,502	(3,719,498)	-93.0%
334.03.80.11	State Shared Revenues		Alt TIB/216th St Impr Segement 2	-	-	-	N/A
334.03.80.12	State Shared Revenues		TIB/ MVD & S 240th RAB	168,245	99,059	(69,186)	-41.1%
334.03.80.13	State Shared Revenues		TIB/ Midway Elementary SRTS	-	439,683	439,683	N/A
Subtotal State Shared Revenues				4,168,245	819,244	(3,349,001)	-80.3%
337.06.00	Local Shared Revenues		POS ROW Agreement	-	-	-	N/A
337.02.00	Local Shared Revenues		KC Metro/ S 216th St Impr Segement 2	20,000	20,000	-	0.0%
337.09.01	Local Shared Revenues		KC Conservation/Barnes Creek Trail	478,877	472,034	(6,843)	-1.4%
337.10.00.01	Local Shared Revenues		Highline Water District/ 24th Ave S Impr	701,622	600,580	(101,042)	-14.4%
337.10.00.02	Local Shared Revenues		Highline Water District/S 216th St Impr-Segment 2	267,789	-	(267,789)	-100.0%
337.11.00	Local Shared Revenues		Midway Sewer District/ 24th Ave S Impr	207,753	-	(207,753)	-100.0%
Subtotal Local Shared Revenues				1,676,041	1,092,614	(583,427)	-34.8%
345.81.03.01	Charges for Services		In-lieu Fees/24th Ave. South Improvements	3,500,000	-	(3,500,000)	-100.0%
345.81.03.02	Charges for Services		In-Lieu Fees/S 216th St Impr-Segment 2	2,500,000	-	(2,500,000)	-100.0%
345.81.03.03	Charges for Services		In-Lieu Fees/S 224th Street Improvements	-	636,423	636,423	N/A
Subtotal Charges for Services				6,000,000	636,423	(5,363,577)	-89.4%
361.10.00	Interest Earnings			4,600	7,700	3,100	67.4%
367.00.19.11	Contributions and Donations		PSE/24th Ave S Impr Proj	74,787	44,938	(29,849)	-39.9%
367.00.19.12	Contributions and Donations		Century Link/24th Ave S Impr Proj	-	30,805	30,805	N/A
367.00.19.13	Contributions and Donations		Comcast/24th Ave S Impr Proj	84,938	134,240	49,302	58.0%
367.00.19.15	Contributions and Donations		Century Link/S 216th St Improvements-Segment 2	62,689	38,674	(24,015)	-38.3%
367.00.19.16	Contributions and Donations		Comcast/S 216th St Improvements-Segment 2	198,977	128,464	(70,513)	-35.4%
Subtotal Contributions & Donations				421,391	377,121	(44,270)	-10.5%
397.95.00	Transfers		Transfer-in/LID Funds	3,719	3,569	(150)	-4.0%
397.21.00	Transfers		ASE/Traffic Safety Program	210,000	110,000	(100,000)	-47.6%
397.95.00	Transfers		Transfer-in/Transportation Impact Fee Fund	172,641	292,641	120,000	69.5%
397.95.00.01	Transfers		Transfer-in/MCI Funds	420,000	347,039	(72,961)	-17.4%
397.95.00.02	Transfers		Transfer-in/Fund 451	-	242,700	242,700	N/A
397.95.00.03	Transfers		Transfer-in/Fund 920-Trans Benefit District	-	60,000	60,000	N/A
Subtotal Transfers				806,360	1,055,949	249,589	31.0%
<b>Total Transportation Capital Improvement Fund</b>				<b>\$ 16,887,570</b>	<b>\$ 9,777,792</b>	<b>\$ (7,109,778)</b>	<b>-42.1%</b>

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Fund Acct		Source	Source Detail	2013 Budget	2014 Budget	\$ Chg '13-'14	% Chg '13-'14
<b>401 Marina Revenue Fund</b>							
341.70.00.01	Charges for Services		Vending/Bait/lce/Propane	\$ 8,619	\$ 5,300	\$ (3,319)	-38.5%
341.70.00.04	Charges for Services		Miscellaneous Sales	3,162	-	(3,162)	-100.0%
343.30.00	Charges for Services		Electricity	113,400	110,000	(3,400)	-3.0%
344.50.00.05	Charges for Services		Unleaded Fuel Sales	522,450	563,390	40,940	7.8%
344.50.00.06	Charges for Services		Diesel Fuel Sales	664,900	759,763	94,863	14.3%
344.50.00.07	Charges for Services		Propane Fuel Sales	1,827	1,700	(127)	-7.0%
Subtotal Charges for Services				1,314,358	1,440,153	125,795	9.6%
347.30.03	Culture and Recreation Fees		Launching Fees	4,590	4,600	10	0.2%
347.30.04	Culture and Recreation Fees		Miscellaneous Services	4,500	3,000	(1,500)	-33.3%
347.90.00	Culture and Recreation Fees		Special Events	8,282	1,000	(7,282)	-87.9%
Subtotal Culture and Recreation Fees				17,372	8,600	(8,772)	-50.5%
349.00.75	Interfund Service Revenues		Marina CIP	22,500	22,500	-	0.0%
354.00.00	Fines and Forfeits		Parking Fines	5,100	5,100	-	0.0%
359.00.00.06	Fines and Forfeits		Waiting List Forfeitures	408	-	(408)	-100.0%
359.00.00.07	Fines and Forfeits		Moorage-Late Fees	13,260	13,500	240	1.8%
Subtotal Fines and Forfeits				18,768	18,600	(168)	-0.9%
361.10.00	Interest Earnings			7,140	3,750	(3,390)	-47.5%
362.20.03	Rents and Leases		Travel Lift Equipment Rental Fee	7,490	7,572	82	1.1%
362.30.00	Rents and Leases		Parking Fees	94,190	80,000	(14,190)	-15.1%
362.40.00.20	Rents and Leases		Overnight Moorage	77,025	75,000	(2,025)	-2.6%
362.40.00.21	Rents and Leases		Overnight Shared Moorage	2,568	-	(2,568)	-100.0%
362.50.00	Rents and Leases		Storage Fees	24,990	25,900	910	3.6%
362.50.00.01	Rents and Leases		Monthly Moorage	2,236,814	2,140,000	(96,814)	-4.3%
362.50.00.02	Rents and Leases		Dry Storage	146,321	148,112	1,791	1.2%
362.50.00.03	Rents and Leases		Winter Moorage	23,108	12,000	(11,108)	-48.1%
362.50.00.05	Rents and Leases		Lockers	9,435	9,500	65	0.7%
362.50.00.06	Rents and Leases		Leases	94,860	95,843	983	1.0%
362.50.00.07	Rents and Leases		Sub-Lease Revenue	5,100	5,580	480	9.4%
362.80.00	Rents and Leases		Concession Proceeds	-	750	750	N/A
362.90.01	Rents and Leases		Waiting List Admin Fee	4,896	4,500	(396)	-8.1%
362.90.02	Rents and Leases		Building Maintenance Fee	3,354	3,391	37	1.1%
362.90.03	Rents and Leases		Travel Lift Equipment Maintenance Fee	2,236	2,260	24	1.1%
Subtotal Rents and Leases				2,732,387	2,610,407	(121,980)	-4.5%
369.90.03	Miscellaneous Revenues		Keycard Sales	-	7,800	7,800	N/A
<b>Total Marina Revenue Fund</b>				<b>\$ 4,112,525</b>	<b>\$ 4,111,811</b>	<b>\$ (714)</b>	<b>0.0%</b>

CITY OF DES MOINES  
2014 Budget  
Revenue Summary by Fund and Major Revenue Source

Fund Acct	Source	Source Detail	2013 Budget	2014 Budget	\$ Chg '13-'14	% Chg '13-'14
<b>403 Marina Repair &amp; Replacement Fund</b>						
361.10.00	Interest Earnings		\$ 200	\$ 425	\$ 225	112.5%
395.20.00	Insurance Recoveries	"J" Dock Fire Damage Reimbursement	-	750,000	750,000	N/A
397.71.06	Transfers	Transfer-in/Fund 401 (Marina Revenue Fund)	-	-	-	N/A
<b>Total Marina Repair &amp; Replacement Fund</b>			<b>\$ 200</b>	<b>\$ 750,425</b>	<b>\$ 750,225</b>	<b>375112.5%</b>
<b>406 Marina Depreciation &amp; Improvement Fund, 2008A</b>						
361.10.00	Interest Earnings		\$ 1,300	\$ 1,000	\$ (300)	-23.1%
397.71.06	Transfers	Transfer-in/Fund 401 (Debt Service-2008)	483,036	514,036	31,000	6.4%
397.71.06	Transfers	Transfer-in/Fund 401 (Capital Contributions)	-	-	-	N/A
<b>Total Marina Depreciation &amp; Improvement Fund</b>			<b>\$ 484,336</b>	<b>\$ 515,036</b>	<b>\$ 30,700</b>	<b>6.3%</b>
<b>450 Surface Water Mgmt Operations Fund</b>						
334.03.10.01	State Shared Revenues	DOE/NPDES Program	\$ -	\$ 50,000	\$ 50,000	N/A
343.10.00	Charges for Services	Engineering Plan Review	45,836	43,630	(2,206)	-4.8%
343.10.00.01	Charges for Services	Storm Drainage Fees	2,364,945	2,410,663	45,718	1.9%
343.10.00.03	Charges for Services	Storm Drainage Fees (Utility Taxes)	141,897	144,640	2,743	1.9%
343.10.00.04	Charges for Services	Storm Drainage Fees (Mid-year Service Fee)	5,000	5,000	-	0.0%
Subtotal Charges for Services			2,557,678	2,603,933	46,255	1.8%
349.00.38	Interfund Service Revenues	SWM - CIP Reimbursement	30,000	30,000	-	0.0%
361.10.00	Interest Earnings		3,500	3,000	(500)	-14.3%
369.90.00	Miscellaneous Revenues		13,000	13,000	-	0.0%
<b>Total Surface Water Mgmt Operations Fund</b>			<b>\$ 2,604,178</b>	<b>\$ 2,699,933</b>	<b>\$ 95,755</b>	<b>3.7%</b>
<b>451 Surface Water Mgmt Capital Improv Fund</b>						
361.10.00	Interest Earnings		\$ 4,600	\$ 3,000	\$ (1,600)	-34.8%
379.00.00	Capital Contributions	Storm Drainage Hook-Up Fees	75,000	75,000	0	0.0%
397.31.00	Transfers	Transfer-in/Fd 450 (SWM Operations Fd)	702,069	486,455	(215,614)	-30.7%
<b>Total Surface Water Mgmt Capital Improv Fund</b>			<b>\$ 781,669</b>	<b>\$ 564,455</b>	<b>\$ (217,214)</b>	<b>-27.8%</b>
<b>500 Equipment Rental Operations Fund</b>						
344.30.00	Charges for Services	Repair Charges-External/Training Center Repairs	\$ -	\$ -	\$ -	N/A
344.50.00	Charges for Services	Fuel	282,073	268,252	(13,821)	-4.9%
Subtotal Charges for Services			282,073	268,252	(13,821)	-4.9%
349.00.99	Interfund Revenues		286,920	280,480	(6,440)	-2.2%
361.10.00	Interest Earnings		209	258	49	23.4%
395.20.00	Other Financing Sources	Insurance Recoveries	-	-	-	N/A
<b>Total Equipment Rental Operations Fund</b>			<b>\$ 569,202</b>	<b>\$ 548,990</b>	<b>\$ (20,212)</b>	<b>-3.6%</b>

CITY OF DES MOINES  
2014 Budget  
Revenue Summary by Fund and Major Revenue Source

Fund Acct	Source	Source Detail	2013 Budget	2014 Budget	\$ Chg '13-'14	% Chg '13-'14
<b>501 Equipment Rental Replacement Fund</b>						
349.00.99	Interfund Revenues		\$ 86,446	\$ 498,860	\$ 412,414	477.1%
361.10.00	Interest Earnings		6,139	5,506	(633)	-10.3%
391.90.00.01	Other Financing Sources	Loan Proceeds/Police Vehicles	-	110,000	110,000	N/A
395.40.00	Other Financing Sources	Disposal of Fixed Assets	4,000	21,800	17,800	445.0%
397.21.00.01	Transfers	Transfer-in/Fund 001	0	22,912	22,912	N/A
<b>Total Equipment Rental Replacement Fund</b>			<b>\$ 96,585</b>	<b>\$ 659,078</b>	<b>\$ 562,493</b>	<b>582.4%</b>
<b>506 Facility Repair &amp; Replacement Fund</b>						
349.00.99	Interfund Revenues		\$ 75,835	\$ 75,835	-	0.0%
361.10.00	Interest Earnings		77	133	56	72.7%
397.21.00	Transfers	Transfer-in/Fund 211	-	-	-	N/A
<b>Total Facility Repair &amp; Replacement Fund</b>			<b>\$ 75,912</b>	<b>\$ 75,968</b>	<b>\$ 56</b>	<b>72.7%</b>
<b>510 Computer Equipment Operations Fund</b>						
349.00.99	Interfund Revenues		\$ 460,046	\$ 343,633	\$ (116,413)	-25.3%
361.10.00	Interest Earnings		66	100	34	51.5%
397.10.22	Transfers	Transfer-in/Fund 511	19,839	19,900	61	0.3%
<b>Total Computer Equipment Operations Fund</b>			<b>\$ 479,951</b>	<b>\$ 363,633</b>	<b>\$ (116,318)</b>	<b>26.5%</b>
<b>511 Computer Equipment Replacement Fund</b>						
349.00.99	Interfund Revenues		\$ 89,849	\$ 104,491	\$ 14,642	16.3%
361.10.00	Interest Earnings		744	765	21	2.8%
397.18 58	Transfers	Transfer-in/Fund 001	25,000	25,000	-	0.0%
<b>Total Computer Equipment Replacement Fund</b>			<b>\$ 115,593</b>	<b>\$ 130,256</b>	<b>\$ 14,663</b>	<b>12.7%</b>
<b>520 Self-Insurance Fund</b>						
341.47.00	Charges for Services	AWC Wrkr Comp Retro Prgm	\$ 5,500	\$ 5,500	-	0.0%
349.00.99	Interfund Revenues		577,351	563,993	(13,358)	-2.3%
361.10.00	Interest Earnings		44	104	60	136.4%
398.00.00	Other Financing Sources	Insurance Recov/Employee Settlement Agrmnt	-	-	-	N/A
<b>Total Self-Insurance Fund</b>			<b>\$ 582,895</b>	<b>\$ 569,997</b>	<b>\$ (13,298)</b>	<b>-2.3%</b>
<b>530 Unemployment Compensation Fund</b>						
349.00.99	Interfund Revenues		\$ 54,538	\$ 56,490	\$ 1,952	0
361.10.00	Interest Earnings		369	281	(88)	(0)
<b>Total Unemployment Compensation Fund</b>			<b>\$ 54,907</b>	<b>\$ 56,771</b>	<b>\$ 1,864</b>	<b>3.4%</b>
<b>GROSS TOTAL REVENUES</b>			<b>\$ 47,413,716</b>	<b>\$ 42,893,590</b>	<b>\$ (4,617,126)</b>	<b>-9.7%</b>
Less Interfund Revenues & Transfers			<b>5,416,004</b>	<b>5,810,433</b>	<b>371,517</b>	<b>6.9%</b>
<b>NET TOTAL REVENUES</b>			<b>\$ 41,997,712</b>	<b>\$ 37,083,157</b>	<b>\$ (4,914,555)</b>	<b>-11.7%</b>

CITY OF DES MOINES  
2014 Budget  
Revenue Summary - All Funds

Source	2013 Budget	2014 Budget	\$ Chg '13-'14	% Chg '13-'14
Property Taxes - Regular Levy	\$ 3,618,175	\$ 3,541,584	\$ (76,591)	-2.1%
Property Taxes - Excess Levy	20	-	(20)	-100.0%
Property Taxes - King County Parks Levy	50,000	55,000	5,000	10.0%
Retail Sales Taxes	1,733,629	2,354,735	621,106	35.8%
Retail Sales Taxes/Local Criminal Justice	590,000	687,300	97,300	16.5%
Hotel-Motel Taxes	17,300	18,750	1,450	8.4%
Business & Occupation Taxes	616,599	734,075	117,476	19.1%
Utility Taxes	3,268,747	3,084,500	(184,247)	-5.6%
Gambling Taxes	20,000	25,000	5,000	25.0%
Leasehold Taxes	110,000	116,416	6,416	5.8%
Parking Taxes	19,000	24,000	5,000	26.3%
Real Estate Excise Taxes	500,000	550,000	50,000	10.0%
Licenses and Permits	1,954,742	2,660,343	705,601	36.1%
Federal Shared Revenues	3,853,985	5,853,001	1,999,016	51.9%
State Shared Revenues	5,976,146	2,769,633	(3,206,513)	-53.7%
Local Shared Revenues	1,729,027	1,152,517	(576,510)	-33.3%
Charges for Services	12,132,239	7,469,333	(4,662,906)	-38.4%
Culture and Recreation Fees	870,822	852,970	(17,852)	-2.1%
Interfund Service Revenues	1,346,644	1,170,070	(176,574)	-13.1%
Interfund Revenues	1,630,985	1,923,782	292,797	18.0%
Fines and Forfeits	1,113,318	753,600	(359,718)	-32.3%
Interest Earnings	57,518	50,514	(7,004)	-12.2%
Rents and Leases	2,922,053	2,813,195	(108,858)	-3.7%
Contributions and Donations	607,951	397,171	(210,780)	-34.7%
Miscellaneous Revenues	147,441	152,719	5,278	3.6%
Capital Contributions	75,000	75,000	-	0.0%
Other Financing Sources	4,000	881,800	877,800	21945.0%
Insurance Recoveries	10,000	10,000	-	0.0%
Transfers	2,438,375	2,716,581	278,206	11.4%
<b>GROSS TOTAL REVENUES</b>	<b>\$ 47,413,716</b>	<b>\$ 42,893,590</b>	<b>\$ (4,520,126)</b>	<b>-9.5%</b>

**BUDGET NARRATIVE**  
**2014**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
001.100.021.511.30 60		<b>LEGISLATIVE</b>	<b>\$ 92,216</b>	<b>\$ 92,216</b>	<b>\$ 92,216</b>

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

CITY OF DES MOINES

2014 BUDGET REQUEST

LEGISLATIVE

001.100.021 LEGISLATIVE		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST Y-T-D	2014 FINANCE BASE	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
511.30.41.22	PROF SERV-CODE UPDATE	3,894	6,500	6,500	2,572	4,331	5,000	5,000	5,000	5,000
511.30.41.46	OFFICIAL PUBLICATION SERVICES	1,648	1,100	1,100	284	825	1,500	1,500	1,500	1,500
511.30.40	<b>SUB TOTAL</b>	5,541	7,600	7,600	2,856	5,156	6,500	6,500	6,500	6,500
511.60.10.00	SALARIES AND WAGES	60,950	68,425	68,425	29,300	60,200	74,000	74,000	74,000	74,000
511.60.10	<b>SUB TOTAL</b>	60,950	68,425	68,425	29,300	60,200	74,000	74,000	74,000	74,000
511.60.20.00	PERSONNEL BENEFITS	5,425	6,220	6,220	2,595	5,332	6,735	6,735	6,735	6,735
511.60.20	<b>SUB TOTAL</b>	5,425	6,220	6,220	2,595	5,332	6,735	6,735	6,735	6,735
511.60.31.00	OFFICE AND OPERATING SUPPLIES	1,380	2,000	2,000	613	833	1,650	1,500	1,500	1,500
511.60.30	<b>SUB TOTAL</b>	1,380	2,000	2,000	613	833	1,650	1,500	1,500	1,500
511.60.41.00	PROFESSIONAL SERVICES	-	5,000	5,000	-	-	-	-	-	-
511.60.41.45	ADVERTISING	-	-	-	281	2,032	-	-	-	-
511.60.42.00	COMMUNICATIONS	144	1,000	1,000	-	-	600	500	500	500
511.60.43.00	TRAVEL EXPENSES	459	500	500	199	444	500	500	500	500
511.60.49.00	MISCELLANEOUS	724	500	500	-	226	1,000	750	750	750
511.60.49.22	DUES, SCHOOLS, AND CONFERENCES	298	500	500	-	250	500	500	500	500
511.60.40	<b>SUB TOTAL</b>	1,625	7,500	7,500	480	2,952	2,600	2,250	2,250	2,250
* 511.70.51.45	KC ELECTION COSTS	18,098	-	-	-	-	-	-	-	-
* 511.80.51.46	VOTER REGISTRATION COSTS	38,351	-	-	-	-	-	-	-	-
511.70 80.51	<b>SUB TOTAL</b>	56,449	-	-	-	-	-	-	-	-
511.70.99.05	INTERFUND INSURANCE	1,426	1,245	1,245	1,245	1,245	1,231	1,231	1,231	1,231
511.70.99	<b>SUB TOTAL</b>	1,426	1,245	1,245	1,245	1,245	1,231	1,231	1,231	1,231
594.11.64.00	CAPITAL OUTLAY	-	-	-	-	-	-	-	-	-
<b>LEGISLATIVE TOTAL</b>		132,795	92,990	92,990	37,088	75,718	92,716	92,216	92,216	92,216

\* Moved to New Division: 165 and Recoded to New Account Code per State Auditor's Office



# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.100.021.511.30 60.00.00</b>		<b>LEGISLATIVE</b>			
511.30.41.22	Prof Serv-Code Update	Provides for the DMMC update.	\$ 5,000	\$ 5,000	\$ 5,000
511.30.41.46	Official Publication Services	Publishing of all ordinances and any other legal notices.	\$ 1,500	\$ 1,500	\$ 1,500
<b>TOTAL PUBLICATIONS</b>			<b>\$ 6,500</b>	<b>\$ 6,500</b>	<b>\$ 6,500</b>
<b>SALARIES AND WAGES</b>					
511.60.10.00	Salaries And Wages	Provides for salaries for City Council members based on Council Meeting attendance (40 meeting maximum) * Mayor \$350 per meeting x 40 = \$14,000 * 6 Councilmembers \$250 per meeting x 40 = \$60,000	\$ 74,000	\$ 74,000	\$ 74,000
<b>TOTAL SALARIES</b>			<b>\$ 74,000</b>	<b>\$ 74,000</b>	<b>\$ 74,000</b>
<b>PERSONNEL BENEFITS</b>					
511.60.20.00	Personnel Benefits	Provides for Social Security, Medicare, and L & I (Workmen's Compensation) contributions for Councilmembers.	\$ 6,735	\$ 6,735	\$ 6,735
<b>TOTAL PERSONNEL BENEFITS</b>			<b>\$ 6,735</b>	<b>\$ 6,735</b>	<b>\$ 6,735</b>
<b>SUPPLIES</b>					
511.60.31.00	Office And Operating Supplies	Provides for any supplies directly associated with the Council.	\$ 1,500	\$ 1,500	\$ 1,500
<b>TOTAL SUPPLIES</b>			<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>

**BUDGET NARRATIVE**  
**2014**

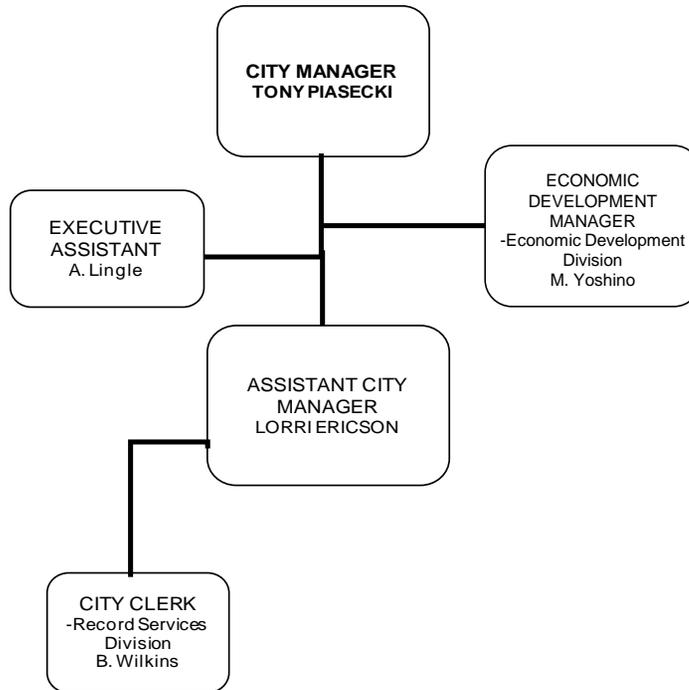
FUND: **GENERAL**  
DEPARTMENT: **LEGISLATIVE**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.100.021.511.30 60.00.00</b>		<b>LEGISLATIVE</b>			
		<b>OTHER SERVICES AND CHARGES</b>			
511.60.42.00	Communications	Provides for necessary long distance calls by Councilmembers.	\$ 500	\$ 500	\$ 500
511.60.43.00	Travel Expenses	Provides for mileage and meals associated with seminars, conferences, etc.	\$ 500	\$ 500	\$ 500
511.60.49.00	Miscellaneous	Miscellaneous expenses not covered below.	\$ 750	\$ 750	\$ 750
511.60.49.22	Dues, Schools, And Conferences	Provides for registration of seminars and conferences.	\$ 500	\$ 500	\$ 500
		<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>\$ 2,250</b>	<b>\$ 2,250</b>	<b>\$ 2,250</b>
		<b>INTERFUND PAYMENTS</b>			
511.70.99.05	Interfund Insurance	Provides for a transfer to the City's self-insurance fund to cover insurance expenses.	\$ 1,231	\$ 1,231	\$ 1,231
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 1,231</b>	<b>\$ 1,231</b>	<b>\$ 1,231</b>
		<b>TOTAL LEGISLATIVE</b>	<b>\$ 92,216</b>	<b>\$ 92,216</b>	<b>\$ 92,216</b>

**CITY OF DES MOINES  
EXECUTIVE**

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Organizational Chart



Department/Divisions

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

# BUDGET NARRATIVE

2014

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

Account No.	Narrative	Departmental Request	Executive Amendment	Adopted
	<b>EXECUTIVE</b>	<b>\$ 1,697,619</b>	<b>\$ 1,618,491</b>	<b>\$ 1,618,491</b>
<b>001.140.023.513.10</b>	<b>Executive</b>	<b>\$ 515,097</b>	<b>\$ 506,368</b>	<b>\$ 506,368</b>
	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.			
<b>001.141.023.558.60</b>	<b>Hearing Examiner Services</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
	The Hearing Examiner Services is a contract professional services responsible for conducting administrative or quasi-judicial hearings. As established in Municipal Code of the City, the Hearing Examiner shall interpret, analyze, and review administrative decisions and matters concerning land use regulation.			
<b>001.145.023.558.70</b>	<b>Economic Development</b>	<b>\$ 154,018</b>	<b>\$ 150,075</b>	<b>\$ 150,075</b>
	The Economic Development Division assists in fostering economic growth in the City.			
<b>001.150.023.515.91</b>	<b>Public Defender</b>	<b>\$ 124,400</b>	<b>\$ 124,400</b>	<b>\$ 124,400</b>
	The Public Defender services is a contract public defense services responsible for providing high-quality legal representation to indigent criminal defendants.			

# BUDGET NARRATIVE

2014

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

Account No.	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.180.023.514.21</b>	<b>Record Services</b>	<b>\$ 135,683</b>	<b>\$ 132,230</b>	<b>\$ 132,230</b>
	Records Services is a City Clerk function, which consists of preparing City Council packets, recording of Council meeting minutes and tracking of legislative policy development. The City Clerk's office is custodian of all of the City's legal documents, including ordinances and resolutions, and processes public records requests.			
<b>001.230.023.518.10</b>	<b>Personnel Services</b>	<b>\$ 85,809</b>	<b>\$ 22,806</b>	<b>\$ 22,806</b>
	This budget section accounts for the expenses associated with personnel administration such as employee negotiations, employee recognition programs, general training expenses, labor-related legal fees, OSHA safety compliance, health benefits billing administration fees, and associated personnel services provided to all City departments.			
<b>001.240.023.518.70</b>	<b>Printing and Duplicating Services</b>	<b>\$ 5,600</b>	<b>\$ 5,600</b>	<b>\$ 5,600</b>
	Printing and Duplicating Services provides for all the supplies and maintenance for the multifunction copier equipment at City Hall that is shared by administration divisions (Executive, City Clerk, and Finance). This copier has fax, scanner, and printer capabilities.			
<b>001.280.023.518.90</b>	<b>Communication</b>	<b>\$ 56,393</b>	<b>\$ 56,393</b>	<b>\$ 56,393</b>
	Communication budget provides for the monthly telephone line costs for the entire City Hall Complex. It also provides for the cost of postage for the City and for the maintenance of the postage machine.			

# BUDGET NARRATIVE

2014

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

Account No.	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.400.023.523.21</b>	<b>Jail Services</b>	<b>\$ 599,077</b>	<b>\$ 599,077</b>	<b>\$ 599,077</b>
	The Jail Services budget includes contracting for jail services with SCORE starting September 1, 2011.			
<b>001.550.023.557.20</b>	<b>Community Information Services</b>	<b>\$ 16,542</b>	<b>\$ 16,542</b>	<b>\$ 16,542</b>
	Community Information Services informs the community via video and print. Included in this budget are expenditures to broadcast video tapings of City Council meetings on the cable public access channel and on the City's website. This budget also includes mailing costs for the 'City Currents' newsletter to be delivered to all postal recipients and printing and distribution costs for announcements of neighborhood meetings and similar informational items.			

CITY OF DES MOINES

2014 BUDGET REQUEST

EXECUTIVE

001.140.023 EXECUTIVE		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST Y-T-D	2014 FINANCE BASE	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
513.10.10.00	SALARIES & WAGES	415,580	351,873	351,873	177,470	283,996	351,041	353,855	351,253	351,253
513.10.11.00	OVERTIME	-	-	-	-	-	-	-	-	-
513.10.10	<b>SUB TOTAL</b>	415,580	351,873	351,873	177,470	283,996	351,041	353,855	351,253	351,253
513.10.20.00	PERSONNEL BENEFITS	137,576	111,592	111,592	57,189	112,665	125,608	133,678	128,700	128,700
513.10.20.90	DEPENDENT MEDICAL EE CONTRIBUTION	(2,376)	(1,286)	(1,286)	(888)	(1,694)	(1,779)	(2,113)	(2,006)	(2,006)
513.10.20	<b>SUB TOTAL</b>	135,200	110,306	110,306	56,301	110,971	123,829	131,565	126,694	126,694
513.10.31.00	OFFICE AND OPERATING SUPPLIES	2,370	975	975	644	1,691	2,000	2,000	2,000	2,000
513.10.35.00	SMALL TOOLS & EQUIPMENT	-	400	400	-	-	-	-	-	-
513.10.35.90	SMALL EQP > \$1,000 < \$5,000	-	-	-	-	-	-	-	-	-
513.10.30	<b>SUB TOTAL</b>	2,370	1,375	1,375	644	1,691	2,000	2,000	2,000	2,000
513.10.41.00	PROFESSIONAL SERVICES	220	3,000	3,000	500	1,000	1,000	1,000	1,000	1,000
513.10.42.00	COMMUNICATION	329	1,050	1,050	72	250	500	360	360	360
513.10.43.00	TRAVEL EXPENSES	439	1,050	1,050	118	353	500	500	500	500
513.10.49.00	MISCELLANEOUS	214	1,070	1,070	373	652	500	750	750	750
513.10.49.22	DUES, SCHOOLS, & CONFERENCES	4,055	2,310	2,310	2,842	4,597	4,385	4,485	4,485	4,485
513.10.40	<b>SUB TOTAL</b>	5,257	8,480	8,480	3,905	6,852	6,885	7,095	7,095	7,095
513.10.99.01	COMPUTER INTERFUND MAINTENANCE	11,300	9,040	9,040	4,520	9,040	6,700	6,700	6,700	6,700
513.10.99.02	COMPUTER INTERFUND REPLACEMENT	913	1,248	1,248	624	1,248	2,511	2,511	1,255	1,255
513.10.99.05	INTERFUND INSURANCE	10,908	12,080	12,080	12,080	12,080	11,371	11,371	11,371	11,371
513.10.99	<b>SUB TOTAL</b>	23,121	22,368	22,368	17,224	22,368	20,582	20,582	19,326	19,326
594.13.64.00	EQUIPMENT	-	-	-	-	-	-	-	-	-
594.13.60	<b>SUB TOTAL</b>	-	-	-	-	-	-	-	-	-
<b>EXECUTIVE TOTAL</b>		581,529	494,402	494,402	255,544	425,878	504,337	515,097	506,368	506,368

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.140.023.513.10.00.00</b>					
		<b>EXECUTIVE</b>			
		<b>SALARIES AND WAGES</b>			
513.10.10.00	Salaries & Wages	1.0 City Manager (CM) 1.0 Assistant City Manager (ACM) <u>1.0 Executive Assistant</u> 3.0 FTE's	\$ 353,855	\$ 351,253	\$ 351,253
		<b>TOTAL SALARIES</b>	<b>\$ 353,855</b>	<b>\$ 351,253</b>	<b>\$ 351,253</b>
		<b>PERSONNEL BENEFITS</b>			
513.10.20.00	Personnel Benefits	Provides personnel benefits including: Transportation Allowance (CM & ACM) \$9,600 Add'l payroll benefits for transportation allowance \$1,722	\$ 133,678	\$ 128,700	\$ 128,700
513.10.20.90	Dependent Medical EE Contribution	Employee's share of health insurance premium cost for spouse and/or dependents.	(2,113)	(2,006)	(2,006)
		<b>TOTAL PERSONNEL BENEFITS</b>	<b>\$ 131,565</b>	<b>\$ 126,694</b>	<b>\$ 126,694</b>
		<b>SUPPLIES</b>			
513.10.31.00	Office And Operating Supplies	Cost of stationery, business cards, tapes, publications, printer supplies and pictures.	2,000	2,000	2,000
513.10.35.00	Small Tools & Equipment	Miscellaneous small office equipment and furnishings.	-	-	-
		<b>TOTAL SUPPLIES</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>



# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.140.023.513.10.00.00</b>		<b>EXECUTIVE</b>			
		<b>OTHER SERVICES AND CHARGES</b>			
513.10.41.00	Professional Services	Provides for general labor representation services.	\$ 1,000	\$ 1,000	\$ 1,000
513.10.42.00	Communication	Long distance charges	360	360	360
513.10.43.00	Travel Expenses	Provides for travel to training seminars & conferences, such as: Dinner and lunch meetings such as Suburban Cities, King County Officials, Chamber of Commerce, etc. Travel expenses for training for Executive Assistant	500	500	500
		\$ 400			
		\$ 100			
		<u>\$ 500</u>			
513.10.49.00	Miscellaneous	Provides for minor expenses not budgeted elsewhere: subscriptions, etc. Newspaper subscriptions Local Luncheon Meetings Miscellaneous	750	750	750
		\$ 325			
		\$ 220			
		\$ 205			
		<u>\$ 750</u>			

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.140.023.513.10.00.00</b>					
		<b>EXECUTIVE</b>			
513.10.49.22	Dues, Schools, & Conferences	Provides for seminar & conference fees, and membership dues:	4,485	4,485	4,485
		ICMA dues (CM & ACM) \$ 2,300			
		WCMA dues (CM & ACM) \$ 350			
		AWC registration \$ 150			
		Legislative conference registration \$ 110			
		WCMA conference registration (2) \$ 685			
		ICMA conference registration \$ 715			
		Training for Executive Assistant \$ 175			
		<u>\$ 4,485</u>			
		<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>\$ 7,095</b>	<b>\$ 7,095</b>	<b>\$ 7,095</b>
		<b>INTERFUND PAYMENTS</b>			
513.10.99.01	Computer Interfund Maintenance	Provides for maintenance of computers and printers.	\$ 6,700	\$ 6,700	\$ 6,700
513.10.99.02	Computer Interfund Replacement	Provides for allocated cost for shared server, computers, EDEN Financial System, & network infrastructure upgrades.	\$ 2,511	\$ 1,255	\$ 1,255
513.10.99.05	Interfund Insurance	Provides for a transfer to the City's self-insurance fund to cover insurance expenses.	\$ 11,371	\$ 11,371	\$ 11,371
		<b>TOTAL INTERFUND PAYMENTS</b>	<b>\$ 20,582</b>	<b>\$ 19,326</b>	<b>\$ 19,326</b>
594.13.64.00	Equipment	<b>CAPITAL OUTLAY</b>			
		<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
		<b>TOTAL EXECUTIVE</b>	<b>\$ 515,097</b>	<b>\$ 506,368</b>	<b>\$ 506,368</b>

CITY OF DES MOINES

2014 BUDGET REQUEST

EXECUTIVE  
HEARING EXAMINER SERVICES

EXECUTIVE HEARING EXAMINER SERVICES		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST Y-T-D	2014 FINANCE BASE	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
001.141.023	HEARING EXAMINER SERVICES	2,097	11,000	11,000	-	2,100	5,000	5,000	5,000	5,000
558.60.41.47	HEARING EXAMINER SERVICES	2,097	11,000	11,000	-	2,100	5,000	5,000	5,000	5,000
558.60.40	<b>SUB TOTAL</b>	2,097	11,000	11,000	-	2,100	5,000	5,000	5,000	5,000
	<b>HEARING EXAMINER SERVICES TOTAL</b>	2,097	11,000	11,000	-	2,100	5,000	5,000	5,000	5,000

**BUDGET NARRATIVE**  
2014

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

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

CITY OF DES MOINES

2014 BUDGET REQUEST

EXECUTIVE  
ECONOMIC DEVELOPMENT

EXECUTIVE ECONOMIC DEVELOPMENT		2012 ACTUAL*	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST Y-T-D	2014 FINANCE BASE	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
001.145.023										
558.70.10.00	SALARIES & WAGES	-	92,000	92,000	45,720	92,028	99,048	99,048	98,472	98,472
558.70.10	<b>SUB TOTAL</b>	-	92,000	92,000	45,720	92,028	99,048	99,048	98,472	98,472
558.70.20.00	PERSONNEL BENEFITS	-	39,770	39,770	20,173	40,183	44,595	48,667	45,407	45,407
558.70.20.90	DEPENDENT MEDICAL EE CONTRIBUTIO	-	(1,295)	(1,295)	(647)	(1,295)	(1,428)	(1,697)	(1,529)	(1,529)
558.70.20	<b>SUB TOTAL</b>	-	38,475	38,475	19,525	38,888	43,167	46,970	43,878	43,878
558.70.31.00	OFFICE AND OPERATING SUPPLIES	-	625	625	142	317	625	500	500	500
558.70.30	<b>SUB TOTAL</b>	-	625	625	142	317	625	500	500	500
558.70.41.00	PROFESSIONAL SERVICES	-	1,000	1,000	-	500	500	500	500	500
558.70.42.00	COMMUNICATION	-	350	350	-	-	-	-	-	-
558.70.43.00	TRAVEL EXPENSES	-	100	100	149	149	240	200	200	200
558.70.49.22	DUES, SCHOOLS, & CONFERENCES	-	250	250	-	200	200	200	200	200
558.70.40	<b>SUB TOTAL</b>	-	1,700	1,700	149	849	940	900	900	900
558.70.99.01	COMPUTER MAINTENANCE	-	2,260	2,260	1,130	2,260	1,675	1,675	1,675	1,675
558.70.99.02	COMPUTER REPLACEMENT	-	279	279	140	279	550	550	275	275
558.70.99.05	INTERFUND INSURANCE	-	4,677	4,677	4,677	4,677	4,375	4,375	4,375	4,375
558.70.99	<b>SUB TOTAL</b>	-	7,216	7,216	5,947	7,216	6,600	6,600	6,325	6,325
	<b>ECONOMIC DEVELOPMENT TOTAL</b>	-	140,016	140,016	71,482	139,298	150,380	154,018	150,075	150,075

\* Included with Executive Budget in Prior Years

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.145.023.558.70.00.00</b>					
<b>ECONOMIC DEVELOPMENT</b>					
<b>SALARIES AND WAGES</b>					
558.70.10.00	Salaries	1.0 Economic Development Manager 1.0 FTE	\$ 99,048	\$ 98,472	\$ 98,472
<b>TOTAL SALARIES</b>			<b>\$ 99,048</b>	<b>\$ 98,472</b>	<b>\$ 98,472</b>
<b>PERSONNEL BENEFITS</b>					
558.70.20.00	Personnel Benefits	Provides personnel benefits for Economic Development Mgr.	\$ 48,667	\$ 45,407	\$ 45,407
558.70.20.90	Employee Medical Contribution	Employee's share of health insurance premium cost for spouse and/or dependents.	(1,697)	(1,529)	(1,529)
<b>TOTAL PERSONNEL BENEFITS</b>			<b>\$ 46,970</b>	<b>\$ 43,878</b>	<b>\$ 43,878</b>
<b>SUPPLIES</b>					
558.70.31.00	Office Supplies	Cost of stationery, business cards, and other supplies as needed.	\$ 500	\$ 500	\$ 500
<b>TOTAL SUPPLIES</b>			<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>
<b>OTHER SERVICES AND CHARGES</b>					
558.70.41.00	Professional Services	Provides for professional services as needed.	\$ 500	\$ 500	\$ 500
558.70.42.00	Communication	Long distance charges.	-	-	-
558.70.43.00	Travel	Provides for travel to training seminars & conferences, such as: Dinner and lunch meetings such as Suburban Cities, King County Officials, Chamber of Commerce, etc.	200	200	200

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.145.023.558.70.00.00</b>		<b>ECONOMIC DEVELOPMENT</b>			
558.70.49.22	Dues, Schools, & Conferences	Provides for seminar & conference fees, and membership dues.	200	200	200
		<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>\$ 900</b>	<b>\$ 900</b>	<b>\$ 900</b>
		<b>INTERFUND PAYMENTS</b>			
558.70.99.01	Computer Maintenance	Provides for maintenance of computers and printers.	\$ 1,675	\$ 1,675	\$ 1,675
558.70.99.02	Computer Replacement	Provides for allocated cost for shared server, computers, EDEN Financial System, & network infrastructure upgrades.	\$ 550	\$ 275	\$ 275
558.70.99.05	Interfund Insurance	Provides for a transfer to the City's self-insurance fund to cover insurance expenses.	\$ 4,375	\$ 4,375	\$ 4,375
		<b>TOTAL INTERFUND PAYMENTS</b>	<b>\$ 6,600</b>	<b>\$ 6,325</b>	<b>\$ 6,325</b>
		<b>CAPITAL OUTLAY</b>			
		<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
		<b>TOTAL ECONOMIC DEVELOPMENT</b>	<b>\$ 154,018</b>	<b>\$ 150,075</b>	<b>\$ 150,075</b>

CITY OF DES MOINES

2014 BUDGET REQUEST

EXECUTIVE  
PUBLIC DEFENDER

EXECUTIVE PUBLIC DEFENDER		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 FINANCE BASE	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
001.150.023										
515.91.41.05	PROF. SERVICES-PUBLIC DEFENDER	109,410	110,000	110,000	53,465	104,633	110,000	110,000	110,000	110,000
515.91.41.06	PROF. SERVICES-VIDEO ARRAIGNMENT	12,000	14,400	14,400	7,200	13,200	14,400	14,400	14,400	14,400
515.91.40	<b>SUB TOTAL</b>	121,410	124,400	124,400	60,665	117,833	124,400	124,400	124,400	124,400
	<b>PUBLIC DEFENDER TOTAL</b>	121,410	124,400	124,400	60,665	117,833	124,400	124,400	124,400	124,400



# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.150.023.515.91.00.00</b>		<b>PUBLIC DEFENDER</b>			
		<b>OTHER SERVICES AND CHARGES</b>			
515.91.41.00	Professional Services	Provides for the following contract professional services:	\$ 124,400	\$ 124,400	\$ 124,400
515.91.41.05		Public Defenders for indigent defendants	\$ 110,000		
515.91.41.06		Video Arraignment Public Defender and Other Services	<u>\$ 14,400</u>		
			\$ 124,400		
		<b>TOTAL OTHER SERVICES AND CHARGES</b>	<u>\$ 124,400</u>	<u>\$ 124,400</u>	<u>\$ 124,400</u>
		<b>TOTAL PUBLIC DEFENDER</b>	<u>\$ 124,400</u>	<u>\$ 124,400</u>	<u>\$ 124,400</u>

## BUDGET NARRATIVE 2014

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

Account No.	Title Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.180.023.514.30</b>	<b>RECORD SERVICES</b>	<b>\$ 135,683</b>	<b>\$ 132,230</b>	<b>\$ 132,230</b>

Records Services is a City Clerk function, which consists of preparing City Council packets, recording of Council meeting minutes and tracking of legislative policy development. The City Clerk's office is custodian of all of the City's legal documents, including ordinances and resolutions, and provides certified copies of public records.

CITY OF DES MOINES

2014 BUDGET REQUEST

EXECUTIVE  
RECORDS SERVICES

001.180.023 RECORDS SERVICES		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST Y-T-D	2014 FINANCE BASE	2014 DEPT REQ	2014 EXEC AMEND	2014 ADOPTED
514.21.10.00	SALARIES & WAGES	121,774	83,364	83,364	34,086	68,049	74,168	74,168	73,698	73,698
514.21.11.00	OVERTIME	117	-	-	-	-	-	-	-	-
514.21.10	<b>SUB TOTAL</b>	121,891	83,364	83,364	34,086	68,049	74,168	74,168	73,698	73,698
514.21.20.00	PERSONNEL BENEFITS	39,942	22,735	22,735	13,134	28,041	28,637	30,681	28,030	28,030
514.21.20.90	EMPLOYEE MED CONTRIBUTION	(475)	(651)	(651)	(163)	(326)	(359)	(427)	(396)	(396)
514.21.20	<b>SUB TOTAL</b>	39,467	22,084	22,084	12,971	27,715	28,278	30,254	27,634	27,634
514.21.31.00	OFFICE & OPERATING SUPPLIES	1,637	2,500	2,500	197	1,375	2,300	2,300	2,300	2,300
514.21.35.00	SMALL TOOLS & EQUIPMENT	-	300	300	-	-	300	300	300	300
514.21.30	<b>SUB TOTAL</b>	1,637	2,800	2,800	197	1,375	2,600	2,600	2,600	2,600
514.21.41.00	PROFESSIONAL SERVICES	-	-	-	-	-	-	10,500	10,500	10,500
514.21.41.42	PROF SERV-RECORD STORAGE	4,757	5,500	5,500	2,795	5,775	5,000	5,000	5,000	5,000
514.21.41.45	ADVERTISING	-	100	100	-	-	100	100	100	100
514.21.42.00	COMMUNICATIONS	-	40	40	-	-	-	-	-	-
514.21.43.00	TRAVEL EXPENSES	-	-	-	68	68	100	400	400	400
514.21.49.00	MISCELLANEOUS	80	100	100	35	115	100	100	100	100
514.21.49.22	DUES, SCHOOLS, & CONFERENCES	290	600	600	525	525	750	1,950	1,950	1,950
514.21.40	<b>SUB TOTAL</b>	5,127	6,340	6,340	3,423	6,483	6,050	18,050	18,050	18,050
514.21.99.01	COMPUTER MAINTENANCE	4,520	4,520	4,520	2,260	4,520	1,675	1,675	1,675	1,675
514.21.99.02	COMPUTER REPLACEMENT	382	640	640	320	640	725	725	362	362
514.21.99.05	INTERFUND INSURANCE	5,966	8,361	8,361	8,361	8,361	8,211	8,211	8,211	8,211
514.21.99	<b>SUB TOTAL</b>	10,868	13,521	13,521	10,941	13,521	10,611	10,611	10,248	10,248
594.14.64.00	EQUIPMENT	9,264	-	-	-	-	-	-	-	-
594.14.60	<b>SUB TOTAL</b>	9,264	-	-	-	-	-	-	-	-
<b>TOTAL RECORDS SERVICES</b>		188,255	128,109	128,109	61,618	117,143	121,707	135,683	132,230	132,230

**BUDGET NARRATIVE**  
**2014**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.180.023.514.21.00.00</b>		<b>RECORD SERVICES</b>			
		<b>SALARIES AND WAGES</b>			
514.21.10.00	Salaries and Wages	1.0 City Clerk	\$ 74,168	\$ 73,698	\$ 73,698
		1.0 FTE			
		<b>TOTAL SALARIES</b>	<b>\$ 74,168</b>	<b>\$ 73,698</b>	<b>\$ 73,698</b>
		<b>PERSONNEL BENEFITS</b>			
514.21.20.00	Personnel Benefits	Provides for personnel benefits for the City Clerk.	\$ 30,681	\$ 28,030	\$ 28,030
514.21.20.90	Employee Medical Contribution	Employee's share of health insurance premium cost for spouse and/or dependents.	\$ (427)	\$ (396)	\$ (396)
		<b>TOTAL PERSONNEL BENEFITS</b>	<b>\$ 30,254</b>	<b>\$ 27,634</b>	<b>\$ 27,634</b>
		<b>SUPPLIES</b>			
514.21.31.00	Office Supplies	Provides for general office supplies.	\$ 2,300	\$ 2,300	\$ 2,300
514.21.35.00	Small Tools and Equipment	Provides for purchase or replacement of small non-capitalized items such as calculators.	\$ 300	\$ 300	\$ 300
		<b>TOTAL SUPPLIES</b>	<b>\$ 2,600</b>	<b>\$ 2,600</b>	<b>\$ 2,600</b>

**BUDGET NARRATIVE**  
**2014**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.180.023.514.21.00.00</b>		<b>RECORD SERVICES</b>			
		<b>OTHER SERVICES AND CHARGES</b>			
514.21.41.00	Professional Services	Carryover from 2013 to be used for records management	\$ 10,500	\$ 10,500	\$ 10,500
514.21.41.42	Prof Serv-Record Storage	Provides for archive services and off site storage for non-financial City records.	\$ 5,000	\$ 5,000	\$ 5,000
514.21.41.45	Advertising	Provides for any miscellaneous advertising.	\$ 100	\$ 100	\$ 100
514.21.42.00	Communications	Provides for long distance telephone charges.	-	-	-
514.21.43.00	Travel	For City Clerk training and certification courses.	\$ 400	\$ 400	\$ 400
514.21.49.00	Miscellaneous	Provides for other miscellaneous expenses, such as filing fees.	\$ 100	\$ 100	\$ 100
514.21.49.22	Dues, Schools, & Conferences	Provides for membership dues and registration fees for conferences and seminars.	\$ 1,950	\$ 1,950	\$ 1,950
		1. King County City Clerks Association	\$ 75		
		2. WA Municipal Clerks Association	\$ 500		
		3. Int'l Institute of Municipal Clerks	\$ 185		
		4. WA Municipal Clerks Conf	\$ 425		
		5. WA Assoc Public Records Officials	\$ 25		
		6. Other Municipal Clerks Association	\$ 740		
			<u>\$ 1,950</u>		
		<b>TOTAL OTHER SERVICES AND CHARGES</b>	<u>\$ 18,050</u>	<u>\$ 18,050</u>	<u>\$ 18,050</u>

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.180.023.514.21.00.00</b>					
		<b>RECORD SERVICES</b>			
		<b>INTERFUND SERVICES</b>			
514.21.99.01	Computer Maintenance	Provides for maintenance of computers and printers.	\$ 1,675	\$ 1,675	\$ 1,675
514.21.99.02	Computer Replacement	Provides for computer software & hardware replacement.	\$ 725	\$ 362	\$ 362
514.21.99.05	Interfund Insurance	Provides for a transfer to the City's self-insurance fund to cover insurance expenses.	\$ 8,211	\$ 8,211	\$ 8,211
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 10,611</b>	<b>\$ 10,248</b>	<b>\$ 10,248</b>
		<b>CAPITAL OUTLAY</b>			
594.14.64.00	Equipment		\$ -	\$ -	\$ -
		<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
		<b>TOTAL RECORD SERVICES</b>	<b>\$ 135,683</b>	<b>\$ 132,230</b>	<b>\$ 132,230</b>

# BUDGET NARRATIVE

## 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.230.023.518.10</b>	<b>PERSONNEL SERVICES</b>		<b>\$ 85,809</b>	<b>\$ 22,806</b>	<b>\$ 22,806</b>

This budget section accounts for the expenses associated with personnel administration such as salary administration, employee negotiations, employee recognition programs, general training expenses, labor-related legal fees, OSHA safety compliance, and associated personnel services provided to all City departments.

CITY OF DES MOINES

2014 BUDGET REQUEST

EXECUTIVE  
PERSONNEL SERVICES

001.230.023 PERSONNEL SERVICES		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST Y-T-D	2014 FINANCE BASE	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
518.10.10.00	SALARIES & WAGES	-	-	-	-	-	-	-	-	-
518.10.11.00	OVERTIME	1,761	-	-	-	-	-	-	-	-
518.10.10 SUB TOTAL		1,761	-	-	-	-	-	-	-	-
518.10.20.00	PERSONNEL BENEFITS	279	-	-	-	-	-	-	-	-
518.10.20.90	EMPLOYEE MED CONTRIBUTION	-	-	-	-	-	-	-	-	-
518.10.20 SUB TOTAL		279	-	-	-	-	-	-	-	-
518.10.31.00	OFFICE & OPERATING SUPPLIES	1,114	1,700	1,700	-	-	1,200	1,200	1,200	1,200
518.10.35.00	SMALL TOOLS & EQUIPMENT	-	-	-	-	-	-	-	-	-
518.10.35.90	SMALL EQUIPMENT >\$1,000 <\$5,000	-	-	-	-	-	-	-	-	-
518.10.30 SUB TOTAL		1,114	1,700	1,700	-	-	1,200	1,200	1,200	1,200
518.10.41.00	PROFESSIONAL SERVICES	64,426	76,390	76,390	39,212	70,592	70,500	80,000	17,360	17,360
518.10.42.00	COMMUNICATIONS	124	250	250	4	68	150	150	150	150
518.10.43.00	TRAVEL EXPENSES	-	314	314	-	-	250	250	250	250
518.10.49.00	MISCELLANEOUS	935	1,485	1,485	-	114	400	400	400	400
518.10.49.22	DUES, SCHOOLS, & CONFERENCES	635	1,450	1,450	-	955	1,410	1,410	1,410	1,410
518.10.40 SUB TOTAL		66,120	79,889	79,889	39,215	71,729	72,710	82,210	19,570	19,570
518.10.99.01	COMPUTER MAINTENANCE	2,260	2,260	2,260	1,130	2,260	1,675	1,675	1,675	1,675
518.10.99.02	COMPUTER REPLACEMENT	216	361	361	180	361	724	724	361	361
518.10.99.05	INTERFUND INSURANCE	-	-	-	-	-	-	-	-	-
518.10.90 SUB TOTAL		2,476	2,621	2,621	1,311	2,621	2,399	2,399	2,036	2,036
594.18.64.00	EQUIPMENT	-	-	-	-	-	-	-	-	-
594.18.60 SUB TOTAL		-	-	-	-	-	-	-	-	-
<b>PERSONNEL SERVICES TOTAL</b>		<b>71,749</b>	<b>84,210</b>	<b>84,210</b>	<b>40,526</b>	<b>74,350</b>	<b>76,309</b>	<b>85,809</b>	<b>22,806</b>	<b>22,806</b>



# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.230.023.518.10.00.00</b>		<b>PERSONNEL SERVICES</b>			
		<b>SUPPLIES</b>			
518.10.31.00	Office Supplies	Provides for the purchase of general office supplies such as forms, books, applications, files, etc. Includes supplies for safety and employee recognition programs.	\$ 1,200	\$ 1,200	\$ 1,200
518.10.35.00	Small Tools & Equipment	Provides for purchase of miscellaneous equipment.	\$ -	\$ -	\$ -
		<b>TOTAL SUPPLIES</b>	<b>\$ 1,200</b>	<b>\$ 1,200</b>	<b>\$ 1,200</b>
		<b>OTHER SERVICES AND CHARGES</b>			
518.10.41.00	Professional Services	Contingency for outside counsel on labor or personnel disputes and fees for in-service training seminars and professional services.	\$ 80,000	\$ 17,360	\$ 17,360
		WSP Background Checks	\$ 1,500		
		Required Hearing Conservation Program	\$ 1,000		
		Professional HR Services	\$ 250		
		General Labor Legal Services	\$ 3,000		
		BCC Admin Fees (Estimated \$45.00 per Employee) *	\$ 62,640		
		* Switched Health Insurance broker to AWC. Admin fees are built-in to medical premium rates.	\$ (62,640)		
		HRA Admin Fees (Court & Teamsters)	\$ 1,260		
		FSA Admin Fees	\$ 480		
		HSA Bank Account Fees	\$ 370		
		Other Professional HR-related services	<u>\$ 9,500</u>		
			<u><u>\$ 17,360</u></u>		

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.230.023.518.10.00.00</b>		<b>PERSONNEL SERVICES</b>			
518.10.42.00	Communications	Provides for Courier Service for safety videos.	\$ 150	\$ 150	\$ 150
518.10.43.00	Travel	Meeting Travel and Conferences	\$ 250	\$ 250	\$ 250
518.10.49.00	Miscellaneous	Provides for other miscellaneous expenses, such as:	\$ 400	\$ 400	\$ 400
		Employment Law Newsletter	\$ 200		
		Miscellaneous	\$ 200		
			<u>\$ 400</u>		
518.10.49.22	Dues, Schools, & Conferences	Provides for dues, conferences and seminars, employee training:	\$ 1,410	\$ 1,410	\$ 1,410
		CDL Drug and Alchohol Testing AWC			
		Membership Fees	\$ 960		
		WAPELRA Membership/Conf Registration	\$ 250		
		Labor Institute Registration	\$ 200		
			<u>\$ 1,410</u>		
<b>TOTAL OTHER SERVICES AND CHARGES</b>			<u>\$ 82,210</u>	<u>\$ 19,570</u>	<u>\$ 19,570</u>
<b>INTERFUND SERVICES</b>					
518.10.99.01	Computer Maintenance	Provides for computer hardware maintenance.	\$ 1,675	\$ 1,675	\$ 1,675
518.10.99.02	Computer Replacement	Provides for computer software & hardware replacement.	\$ 724	\$ 361	\$ 361
518.10.99.05	Interfund Insurance	Contribution to the Self Insurance Fund.	\$ -	\$ -	\$ -
<b>TOTAL INTERFUND SERVICES</b>			<u>\$ 2,399</u>	<u>\$ 2,036</u>	<u>\$ 2,036</u>
<b>TOTAL PERSONNEL SERVICES</b>			<u>\$ 85,809</u>	<u>\$ 22,806</u>	<u>\$ 22,806</u>

**BUDGET NARRATIVE  
2014**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
		<b>CENTRAL SERVICES</b>	<b>\$ 61,993</b>	<b>\$ 61,993</b>	<b>\$ 61,993</b>
<b>001.240.023.518.70</b>		<b>Printing and Duplication Services</b>	<b>\$ 5,600</b>	<b>\$ 5,600</b>	<b>\$ 5,600</b>
		This section provides for all the supplies and maintenance for the multifunction copier equipment at City Hall that is shared by administration departments (Executive, City Clerk, and Finance). This copier has fax, scanner, and printer capabilities.			
<b>001.280.023.528.80</b>		<b>Communications</b>	<b>\$ 56,393</b>	<b>\$ 56,393</b>	<b>\$ 56,393</b>
		This section provides for the monthly telephone line costs for the entire City Hall Complex. It also provides for the cost of postage for the City and for the maintenance of the postage machine.			

CITY OF DES MOINES

2014 BUDGET REQUEST

EXECUTIVE  
PRINTING & DUPLICATION SERVICES

001.240.023	CENTRAL SERVICES PRINTING & DUPLICATING	2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 FINANCE BASE	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
518.70.31.00	OFFICE & OPERATING SUPPLIES	-	2,000	2,000	-	-	600	600	600	600
518.70.35.00	SMALL TOOLS & EQUIPMENT	-	-	-	-	-	-	-	-	-
518.70.30	<b>SUB TOTAL</b>	-	2,000	2,000	-	-	600	600	600	600
518.70.45.02	COPIER LEASE	4,440	5,766	5,766	3,015	4,360	5,000	5,000	5,000	5,000
518.70.40	<b>SUB TOTAL</b>	4,440	5,766	5,766	3,015	4,360	5,000	5,000	5,000	5,000
594.18.64.00	EQUIPMENT	-	-	-	-	-	-	-	-	-
594.18.60	<b>SUB TOTAL</b>	-	-	-	-	-	-	-	-	-
	<b>TOTAL PRINTING &amp; DUPLICATION</b>	4,440	7,766	7,766	3,015	4,360	5,600	5,600	5,600	5,600

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.240.023.518.70.00.00</b>		<b>PRINTING AND DUPLICATION SERVICES</b>			
		<b>SUPPLIES</b>			
518.70.31.00	Supplies	Provides funding for all supplies needed for use of multifunction copier machine at City Hall. Printing costs contained by increased 2-sided copying.	\$ 600	\$ 600	\$ 600
		<b>TOTAL SUPPLIES</b>	<b>\$ 600</b>	<b>\$ 600</b>	<b>\$ 600</b>
		<b>OTHER SERVICES AND CHARGES</b>			
518.70.45.02	Copier Lease	Provides for operating cost per copy at City Hall. Copiers Northwest (Overage Charge) \$ 5,000 Sharp (Lease reclassified as Capital Lease - \$2,517)	\$ 5,000	\$ 5,000	\$ 5,000
		<u>\$ 5,000</u>			
		<b>Note:</b> Sharp copier is leased with Wells Fargo Financing and will expire in 1/31/2016.			
		<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
		<b>TOTAL PRINTING AND DUPLICATING</b>	<b>\$ 5,600</b>	<b>\$ 5,600</b>	<b>\$ 5,600</b>

CITY OF DES MOINES

2014 BUDGET REQUEST

EXECUTIVE  
COMMUNICATIONS

<b>001.280.023 CENTRAL SERVICES COMMUNICATIONS</b>		<b>2012 ACTUAL</b>	<b>2013 ADOPTED</b>	<b>2013 AMEND</b>	<b>2013 ACTUAL Jan-June</b>	<b>2013 EST YR TOTAL</b>	<b>2014 FINANCE BASE</b>	<b>2014 DEPT REQUEST</b>	<b>2014 EXEC AMEND</b>	<b>2014 ADOPTED</b>
518.90.31.00	SUPPLIES	1,651	2,500	2,500	459	1,588	2,000	2,000	2,000	2,000
518.90.42.00	COMMUNICATIONS	29,822	33,100	33,100	12,793	29,673	29,960	30,325	30,325	30,325
518.90.45.00	OPERATING LEASES & RENTALS	3,123	3,420	3,420	1,562	3,124	3,125	3,150	3,150	3,150
518.90.48.00	REPAIR & MAINTENANCE	-	-	-	-	-	-	-	-	-
518.90.49.00	MISCELLANEOUS	-	-	-	-	-	-	-	-	-
518.90.40	<b>SUB TOTAL</b>	34,596	39,020	39,020	14,814	34,385	35,085	35,475	35,475	35,475
597.18.00.00	TRANSFER-OUT/FUND 511**	10,000	10,000	10,000	-	10,000	6,000	6,000	6,000	6,000
597.00.00		10,000	10,000	10,000	-	10,000	6,000	6,000	6,000	6,000
<b>001.280.050 NON-DEPARTMENTAL</b>										
597.18.00.00	TRANSFER-OUT/FUND 220 COPIER LEASE	14,918	14,918	14,918	-	14,918	14,918	14,918	14,918	14,918
597.00.00	<b>SUB TOTAL</b>	14,918	14,918	14,918	-	14,918	14,918	14,918	14,918	14,918
<b>TOTAL COMMUNICATIONS</b>		59,514	63,938	63,938	14,814	59,303	56,003	56,393	56,393	56,393
<b>CENTRAL SERVICES TOTAL:</b>		63,954	71,704	71,704	17,829	63,663	61,603	61,993	61,993	61,993

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

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.280.023.518.90.00.00</b>		<b>COMMUNICATIONS</b>			
		<b>SUPPLIES</b>			
518.90.31.00	Supplies	Postage tapes and ink cartridges for the postage meter.	\$ 2,000	\$ 2,000	\$ 2,000
		<b>TOTAL SUPPLIES</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>
		<b>OTHER SERVICES AND CHARGES</b>			
518.90.42.00	Communications	Provides funding for citywide communications charges:	\$ 30,325	\$ 30,325	\$ 30,325
		Telephone Lines \$ 15,165			
		PW Internet Service \$ 1,300			
		Postage \$ 13,500			
		MRSC Hosted Web Site \$ 360			
		<u>\$ 30,325</u>			
518.90.45.00	Operating Leases & Rentals	Provides for lease of postage machine at City Hall.	\$ 3,150	\$ 3,150	\$ 3,150
518.90.48.00	Repair and Maintenance	Provides for repairs to city telecommunication system.	\$ -	\$ -	\$ -
518.90.49.00	Miscellaneous	Provides for unanticipated expenses.	\$ -	\$ -	\$ -
		<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>\$ 33,475</b>	<b>\$ 33,475</b>	<b>\$ 33,475</b>

**BUDGET NARRATIVE**  
**2014**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>TRANSFERS</b>					
<b>001.280.023.</b>					
597.18.00.00	Transfer-out/Fund 511	\$6,000 per year beginning in 2014 is reserved over the next 7 to 10 years for the replacement of the City's existing telephone system.  This money is reserved in the Computer Equipment Replacement Fund.	\$ 6,000	\$ 6,000	\$ 6,000
<b>001.280.050</b>	<b>NON-DEPARTMENTAL</b>				
597.18.00.00	Transfer-out/Fund 220 Copier Lease	Transfer-out to Fund 220 for copier lease payment.	\$ 14,918	\$ 14,918	\$ 14,918
		<b>TOTAL TRANSFERS</b>	<b>\$ 20,918</b>	<b>\$ 20,918</b>	<b>\$ 20,918</b>
		<b>TOTAL COMMUNICATIONS</b>	<b>\$ 56,393</b>	<b>\$ 56,393</b>	<b>\$ 56,393</b>



**BUDGET NARRATIVE  
2014**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.400.030.523</b>		<b>Jail Services</b>	<b>\$ 599,077</b>	<b>\$ 599,077</b>	<b>\$ 599,077</b>

The Jail Services budget includes contracting for jail services with the South Correctional Entity (SCORE) starting September 1, 2011.

CITY OF DES MOINES

2014 BUDGET REQUEST

EXECUTIVE  
JAIL SERVICES

		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 FINANCE BASE	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
<b>001.400.0XX</b>	<b>JAIL SERVICES</b>									
<b>001.400.023</b>										
523.21.51.53	RENTON-HOME DETENTION MONITORING	12,210	15,000	15,000	6,753	13,500	15,000	15,000	15,000	15,000
523.21.51.56	WASPC-HOME DETENTION MONITORING	-	-	-	540	1,000	-	-	-	-
523.60.51.44	SCORE-MISDEMEANOR MAINTENANCE	504,412	293,387	293,387	146,693	293,386	314,173	314,173	314,173	314,173
523.50.51.54	SCORE-HOST CITY FEE	148,744	269,918	269,918	86,082	269,918	269,904	269,904	269,904	269,904
	<b>SUB TOTAL</b>	<b>665,366</b>	<b>578,305</b>	<b>578,305</b>	<b>240,068</b>	<b>577,804</b>	<b>599,077</b>	<b>599,077</b>	<b>599,077</b>	<b>599,077</b>
<b>001.400.030</b>										
523.60.51.00	KC-MISDEMEANOR BOOKINGS	1,307	-	-	-	-	-	-	-	-
523.60.51.02	KC-MISDEMEANOR MAINTENANCE	1,400	-	-	-	-	-	-	-	-
	<b>SUB TOTAL</b>	<b>2,707</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>001.400.040</b>										
523.60.51.00	OKANOGAN-MISDEMEANOR BOOKINGS	-	-	-	-	-	-	-	-	-
523.60.51.02	OKANOGAN-MISDEMEANOR MAINTENANCE	4,505	-	-	-	-	-	-	-	-
	<b>SUB TOTAL</b>	<b>4,505</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>001.400.080</b>										
523.60.51.00	FIFE-MISDEMEANOR BOOKINGS	20	-	-	-	-	-	-	-	-
523.60.51.02	FIFE-MISDEMEANOR MAINTENANCE	130	-	-	-	-	-	-	-	-
	<b>SUB TOTAL</b>	<b>150</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>JAIL SERVICES TOTAL</b>	<b>672,729</b>	<b>578,305</b>	<b>578,305</b>	<b>240,068</b>	<b>577,804</b>	<b>599,077</b>	<b>599,077</b>	<b>599,077</b>	<b>599,077</b>

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.400.023.523.XX.00.00</b>		<b>JAIL SERVICES</b>			
523.21.51.53	RENTON-HOME DETENTION MONITORING	Provides for home monitoring security services.	\$ 15,000	\$ 15,000	\$ 15,000
523.60.51.44	SCORE-MISDEMEANOR MAINTENANCE	The City's contractual relationship with SCORE as a member city provides for jail services based on inmate average daily population from the previous April through March. Annual payment is divided into twelve monthly installments that is offset by the previous year's contract revenue.	\$ 314,173	\$ 314,173	\$ 314,173
523.50.51.54	SCORE-HOST CITY FEE	5% represents the City's obligation for its proportionate share of SCORE's annual debt service requirement for outstanding bonds issued to build the facility.	\$ 269,904	\$ 269,904	\$ 269,904
<b>TOTAL JAIL SERVICES</b>			<b>\$ 599,077</b>	<b>\$ 599,077</b>	<b>\$ 599,077</b>

## BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.550.023.557.20</b>		<b>COMMUNITY INFORMATION SERVICES</b>	<b>\$ 16,542</b>	<b>\$ 16,542</b>	<b>\$ 16,542</b>

Community Information Services informs the community via video and print. It broadcasts video tapings of City Council meetings on the cable public access channel and on the City's website. It also mails the 'City Currents' newsletter to all postal recipients and prints and distributes announcements of neighborhood meetings and similar informational items.

CITY OF DES MOINES

2014 BUDGET REQUEST

EXECUTIVE  
COMMUNITY INFORMATION SERVICES

		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 FINANCE BASE	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
<b>001.550.023</b>	<b>COMMUNITY INFO. SERVICES</b>									
557.20.41.24	PROF SERV-CABLE CONSULTANT	-	3,000	3,000	-		1,000	1,000	1,000	1,000
557.20.41.30	PROF SERV-CC VIDEO TAPE	1,400	5,000	5,000	-	8,600	-	5,000	5,000	5,000
557.20.41.39	PROF SERV-NEWSLETTER	15,197	640	640	697	2,092	1,000	2,092	2,092	2,092
557.20.42.00	COMMUNICATIONS	4,975	5,500	5,500	1,950	8,450	2,000	8,450	8,450	8,450
557.20.40	<b>SUB TOTAL</b>	21,572	14,140	14,140	2,647	19,142	4,000	16,542	16,542	16,542
594.57.64.00	EQUIPMENT	-	-	-	-	-	-	-	-	-
594.57.60	<b>SUB TOTAL</b>	-	-	-	-	-	-	-	-	-
	<b>COMMUNITY INFO. TOTAL</b>	21,572	14,140	14,140	2,647	19,142	4,000	16,542	16,542	16,542

# BUDGET NARRATIVE

2014

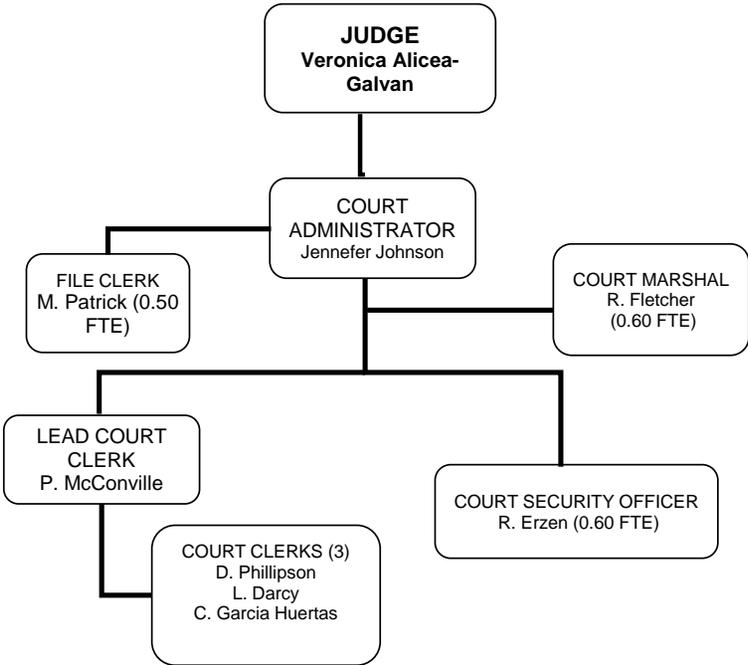
FUND: **GENERAL**  
 DEPARTMENT: **EXECUTIVE**  
 DIVISION: **COMMUNITY INFORMATION SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.550.023.557.20.00.00</b>					
		<b>COMMUNITY INFORMATION SERVICES</b>			
		<b>OTHER SERVICES AND CHARGES</b>			
557.20.41.24	Prof Serv - Cable Consultant	Provides for the professional services of the City's cable television consultant, who reviews proposed rate increases and resolves technical issues associated with local cable TV service.	\$ 1,000	\$ 1,000	\$ 1,000
557.20.41.30	Prof Serv - City Council Mtg Video Taping	Provides for video taping of City Council meetings at approximately \$75 per meeting with an estimated 40 meetings for the year (\$3,000) and \$2,000 to format video tape for broadcast.	\$ 5,000	\$ 5,000	\$ 5,000
557.20.41.39	Prof Serv - Newsletter	Provides for printing and for the production of brochures, doorhangers, and other informational items. Starting 2013, 'City Currents' is published externally with publishing costs paid for by business advertisements.	\$ 2,092	\$ 2,092	\$ 2,092
557.20.42.00	Communications	Provides for bulk rate postage for newsletters, and other public information iitems.	\$ 8,450	\$ 8,450	\$ 8,450
		<b>TOTAL COMMUNITY INFORMATION SERVICES</b>	<b>\$ 16,542</b>	<b>\$ 16,542</b>	<b>\$ 16,542</b>

**CITY OF DES MOINES**  
**JUDICIAL**

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Organizational Chart



Department/Divisions

- |                                |
|--------------------------------|
| <i>Municipal Court</i>         |
| <i>Trial Court Improvement</i> |
| <i>Judicial Grants</i>         |

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.120.022.512.50.00.00</b>	<b>JUDICIAL</b>		<b>\$ 801,195</b>	<b>\$ 814,404</b>	<b>\$ 814,404</b>

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

The judicial processes misdemeanor prosecutions and violations of city codes.

	<b>2013 (Budget)</b>	<b>2014 (Budget)</b>
<b>Municipal Court Revenues Include:</b>		
WA State Grants-AOC for:		
Court computers	\$ -	\$ -
Interpreting Services Reimbursement	\$ 4,836	\$ 5,000
Normandy Park Court Services	\$ 45,000	\$ 45,000
* Fines and Forfeitures	\$ 522,050	\$ 350,000
Probation Fees	\$ 1,000	\$ 1,000
Court Costs	\$ 112,200	\$ 133,300
	<b><u>\$ 685,086</u></b>	<b><u>\$ 534,300</u></b>

<b>Trial Court Improvement Revenue Includes:</b>		
WA State Grant-AOC for full-time elected municipal court judge	<b><u>\$ 22,200</u></b>	<b><u>\$ 22,500</u></b>

\* 2013 Fines & Forfeitures include \$250,000 Revenues from Restoring PD Traffic Unit



CITY OF DES MOINES

2014 BUDGET REQUEST

JUDICIAL  
MUNICIPAL COURT

		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 FINANCE BASE	2014 DEPT REQ	2014 EXEC AMEND	2014 ADOPTED
<b>001.120.022</b>	<b>MUNICIPAL COURT</b>									
512.50.10.00	SALARIES & WAGES	473,322	470,463	470,463	247,623	501,150	479,319	479,319	504,264	504,264
512.50.11.00	OVERTIME	-	300	300	-	-	300	300	300	300
512.50.10	<b>SUB TOTAL</b>	473,322	470,763	470,763	247,623	501,150	479,619	479,619	504,564	504,564
512.50.20.00	PERSONNEL BENEFITS	165,402	172,126	172,126	88,609	178,400	181,733	196,133	193,319	193,319
512.50.20.90	DEPENDENT MEDICAL EE CONTRIBUTION	(4,167)	(3,805)	(3,805)	(1,942)	(3,884)	(3,913)	(4,649)	(4,228)	(4,228)
512.50.21.00	UNIFORMS	803	1,000	1,000	2,443	4,000	1,000	1,000	1,000	1,000
512.50.20	<b>SUB TOTAL</b>	162,038	169,321	169,321	89,110	178,516	178,820	192,484	190,091	190,091
512.50.31.00	OFFICE AND OPERATING SUPPLIES	11,965	12,775	12,775	6,487	11,317	12,500	12,500	12,500	12,500
512.50.32.01	UNLEADED FUEL (ISF)	2,482	3,433	3,433	845	1,690	1,815	1,815	1,815	1,815
512.50.35.00	SMALL TOOLS & EQUIPMENT	1,237	750	750	-	-	750	750	750	750
512.50.35.90	SMALL EQP > \$1,000 < \$5,000	1,165	-	-	-	-	1,200	1,200	1,200	1,200
512.50.30	<b>SUB TOTAL</b>	16,849	16,958	16,958	7,332	13,007	16,265	16,265	16,265	16,265
512.50.41.00	PROFESSIONAL SERVICES	40,000	-	-	-	-	-	-	-	-
512.50.41.03	PROF SERV-JUDGE PRO TEM	9,413	7,000	7,000	4,050	10,075	8,000	9,750	9,750	9,750
512.50.41.04	PROF SERV-INTERPRETING	16,112	8,500	8,500	8,586	17,494	16,500	16,750	16,750	16,750
512.50.41.07	PROF SERV-MESSENGER SERVICE	80	-	-	-	-	-	-	-	-
512.50.41.08	PROF SERVICES-SHREDDING	1,287	1,300	1,300	502	1,200	1,300	1,300	1,300	1,300
512.50.41.42	PROF SERV-RECORD STORAGE	1,648	1,500	1,500	772	1,448	1,650	1,650	1,650	1,650
512.50.41.43	PROF SERV-SECURITY SVCS	9,250	2,000	2,000	1,275	9,281	2,500	9,000	9,000	9,000
512.50.41.45	ADVERTISING	-	500	500	50	700	750	750	750	750
512.50.42.00	COMMUNICATION	1,187	1,287	1,287	529	1,283	1,200	1,325	1,325	1,325
512.50.43.00	TRAVEL EXPENSES	4,249	784	784	1,732	2,704	2,500	2,500	2,500	2,500
512.50.45.02	COPIER LEASE	4,456	3,500	3,500	1,739	4,569	3,700	4,500	4,500	4,500
512.50.48.00	REPAIRS & MAINTENANCE	-	500	500	-	-	500	300	300	300
512.50.49.00	MISCELLANEOUS	-	300	300	80	237	300	300	300	300
512.50.49.05	CREDIT CARD FEES	4,076	3,200	3,200	2,225	4,781	4,300	5,100	5,100	5,100
512.50.49.20	LAUNDRY	19	-	-	-	216	-	200	200	200
512.50.49.22	DUES, SCHOOLS, & CONFERENCES	2,320	2,000	2,000	495	1,335	2,000	2,000	2,000	2,000
512.50.49.90	JURY FEES	2,152	2,675	2,675	534	1,864	2,200	2,000	2,000	2,000
512.50.40	<b>SUB TOTAL</b>	96,249	35,046	35,046	22,568	57,187	47,400	57,425	57,425	57,425
512.50.99.01	COMPUTER MAINTENANCE	18,080	18,080	18,080	9,040	18,080	13,400	13,400	13,400	13,400
512.50.99.02	COMPUTER REPLACEMENT	648	1,082	1,082	541	1,082	2,168	2,168	1,084	1,084
512.50.99.03	EQUIPMENT MAINTENANCE	3,040	3,600	3,600	1,800	3,600	4,500	4,500	3,600	3,600
512.50.99.04	EQUIPMENT REPLACEMENT	-	-	-	-	-	7,359	7,359	-	-
512.50.99.05	INSURANCE	27,335	28,329	28,329	28,329	28,329	27,975	27,975	27,975	27,975
	<b>SUB TOTAL</b>	49,103	51,091	51,091	39,710	51,091	55,402	55,402	46,059	46,059
594.12.64.00	EQUIPMENT	-	-	-	-	-	-	-	-	-
	<b>MUNICIPAL COURT TOTAL</b>	797,562	743,179	743,179	406,343	800,951	777,506	801,195	814,404	814,404

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.120.022.512.50.00.00</b>		<b>MUNICIPAL COURT</b>			
		<b>SALARIES AND WAGES</b>			
512.50.10.00	Salaries & Wages	0.80 Judge	\$ 479,319	\$ 504,264	\$ 504,264
		-0.035 Judge Assigned to Automated Speed Enforcement Prog			
		1.00 Court Administrator			
		1.00 Lead Court Clerk			
		3.00 Court Clerks			
		-0.35 Court Clerk Assigned to Automated Speed Enforcement Prog			
		0.50 File Clerk			
		-0.10 File Clerk Assigned to Automated Speed Enforcement Prog			
		0.60 Court Marshal			
		0.60 Court Security Officer			
		-0.02 Court Security Officer Assigned to Automated Speed Enforcement Prog			
		<b>6.995 FTE's</b>			
512.50.11.00	Overtime	Overtime for staff results from extended court calendars, magistrate hearings, and jury trials.	\$ 300	\$ 300	\$ 300
<b>TOTAL SALARIES AND WAGES</b>			<b>\$ 479,619</b>	<b>\$ 504,564</b>	<b>\$ 504,564</b>
		<b>PERSONNEL BENEFITS</b>			
512.50.20.00	Benefits	Personnel benefits associated with all municipal court staff.	\$ 196,133	\$ 193,319	\$ 193,319
512.50.20.90	Employee Medical Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.	\$ (4,649)	\$ (4,228)	\$ (4,228)
512.50.21.00	Uniforms	Provides uniforms for the Court Marshal and Court Security Officer.	\$ 1,000	\$ 1,000	\$ 1,000
<b>TOTAL PERSONNEL BENEFITS</b>			<b>\$ 192,484</b>	<b>\$ 190,091</b>	<b>\$ 190,091</b>

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.120.022.512.50.00.00</b>		<b>MUNICIPAL COURT</b>			
		<b>SUPPLIES</b>			
512.50.31.00	Office & Operating Supplies	Provides for the office and operating supplies for the operation of the Court, which include file folders, labels, pens, copier paper, envelopes, toner, ink for fax machine/deskjet, jury supplies and court forms.	\$ 12,500	\$ 12,500	\$ 12,500
512.50.32.01	Unleaded Fuel		\$ 1,815	\$ 1,815	\$ 1,815
512.50.35.00	Small Tools & Equipment	Provides for small office equipment that may need to be replaced.	\$ 750	\$ 750	\$ 750
512.50.35.90	Small Equipment > \$1,000 < \$5,000	Provides for small equipment that needs to be inventoried due to value greater than \$1,000.	\$ 1,200	\$ 1,200	\$ 1,200
<b>TOTAL SUPPLIES</b>			<b>\$ 16,265</b>	<b>\$ 16,265</b>	<b>\$ 16,265</b>
		<b>OTHER SERVICES AND CHARGES</b>			
512.50.41.00	Professional Services	Provides for contract professional services as follows:	\$ 38,450	\$ 38,450	\$ 38,450
512.50.41.03		Pro tem services for judge	\$ 9,750		
512.50.41.04		Interpreting Services	\$ 16,750		
512.50.41.08		Document Shredding Services	\$ 1,300		
512.50.41.42		Record Storage	\$ 1,650		
512.50.41.43		Security Services	\$ 9,000		
			<u>\$ 38,450</u>		
		Professional Services pays for contract services for pro tem judge. Interpreter services are used to ensure a fair hearing for non-English speaking defendants. Shred-It provides for the shredding of court documents that include defendants' personal information, e.g., SSN, Date of Birth, Driver's License #, etc.			

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.120.022.512.50.00.00</b>		<b>MUNICIPAL COURT</b>			
512.50.41.45	Advertising	Provides for any miscellaneous advertising that may be needed throughout the year.	\$ 750	\$ 750	\$ 750
512.50.42.00	Communications	Telephone Line Cell Phones & MDC aircard Long Distance	\$ 490 \$ 475 \$ 360 <u>\$ 1,325</u>	\$ 1,325	\$ 1,325
512.50.43.00	Travel	Provides for mileage, hotel and meal reimbursement for training and meetings. Dist & Municipal Court Administrator Conf. Spring/Fall Dist & Municipal Judges Conf. Spring/Fall SCORE Mileage Reimbursement	\$ 750 \$ 750 \$ 1,000 <u>\$ 2,500</u>	\$ 2,500	\$ 2,500
512.50.45.02	Copier Lease	Provides for lease & maintenance agreement of the copier.	\$ 4,500	\$ 4,500	\$ 4,500
512.50.48.00	Repairs & Maintenance	Provides for repairs needed to the fax machine.	\$ 300	\$ 300	\$ 300
512.50.49.00	Miscellaneous	Provides other miscellaneous charges such as: Witness fees Other miscellaneous expenses	\$ 200 \$ 100 <u>\$ 300</u>	\$ 300	\$ 300
512.50.49.05	Credit Card Fees	Bank charges for processing credit card payments.	\$ 5,100	\$ 5,100	\$ 5,100
512.50.49.20	Laundry	Provides for laundry service for the administrative division.	\$ 200	\$ 200	\$ 200

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.120.022.512.50.00.00</b>			<b>MUNICIPAL COURT</b>		
512.50.49.22	Dues, Schools, & Conferences	Provides for training tuition, conference fees and professional dues, such as: DMCJA Dues - Judge \$ 150 Costco Membership - Court Administrator \$ 55 National Association for Courts - (2) Memberships \$ 250 WA St Bar Dues - Judge \$ 750 AOC Conference Registrations (2) \$ 200 DMCMA Membership Dues (2) \$ 300 Staff Training \$ 295 <u>\$ 2,000</u>	\$ 2,000	\$ 2,000	\$ 2,000
512.50.49.90	Jury Fees	Reimburses individuals for jury duty time.	\$ 2,000	\$ 2,000	\$ 2,000
<b>TOTAL OTHER SERVICES AND CHARGES</b>			<b>\$ 57,425</b>	<b>\$ 57,425</b>	<b>\$ 57,425</b>
<b>INTERFUND SERVICES</b>					
512.50.99.01	Computer Maintenance	Provides for maintenance of computers and printer.	\$ 13,400	\$ 13,400	\$ 13,400
512.50.99.02	Computer Replacement	Provides for allocated cost for shared server, Eden Financial System, network infrastructure upgrades, & vehicle computer.	\$ 2,168	\$ 1,084	\$ 1,084
512.50.99.03	Equipment Maintenance	Provides for maintenance of jail transport vehicle by City mechanic.	\$ 4,500	\$ 3,600	\$ 3,600
512.50.99.04	Equipment Replacement	Provides for replacement of reserved jail transport vehicle.	\$ 7,359	\$ -	\$ -
512.50.99.05	Insurance	Transfer to the Self Insurance Fund based on workers' hours.	\$ 27,975	\$ 27,975	\$ 27,975
<b>TOTAL INTERFUND SERVICES</b>			<b>\$ 55,402</b>	<b>\$ 46,059</b>	<b>\$ 46,059</b>
<b>CAPITAL OUTLAY</b>					
594.13.64.00	Equipment		\$ -	\$ -	\$ -
<b>TOTAL MUNICIPAL COURT</b>			<b>\$ 801,195</b>	<b>\$ 814,404</b>	<b>\$ 814,404</b>

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.125.022.512.50.XX.XX</b>	<b>TRIAL COURT IMPROVEMENT</b>		<b>\$ 40,124</b>	<b>\$ 39,473</b>	<b>\$ 39,473</b>

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

2014 BUDGET REQUEST

JUDICIAL  
TRIAL COURT IMPROVEMENT ACCOUNT

001.125.022	TRIAL COURT IMPROVEMENT ACCOUNT	2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 FINANCE BASE	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
512.50.10.00	SALARIES & WAGES	27,662	27,776	27,776	13,801	27,675	28,342	28,342	28,342	28,342
512.50.10	<b>SUB TOTAL</b>	27,662	27,776	27,776	13,801	27,675	28,342	28,342	28,342	28,342
512.50.20.00	PERSONNEL BENEFITS	7,566	9,441	9,441	3,707	8,450	10,510	11,311	10,627	10,627
512.50.20.90	DEPENDENT MEDICAL EE CONTR	-	(259)	(259)	-	-	(286)	(339)	(306)	(306)
512.50.20	<b>SUB TOTAL</b>	7,566	9,182	9,182	3,707	8,450	10,224	10,972	10,321	10,321
512.50.99.05	INTERFUND INSURANCE	721	820	820	820	820	810	810	810	810
512.50.99	<b>SUB TOTAL</b>	721	820	820	820	820	810	810	810	810
	<b>TRIAL COURT IMPRV ACCT TOTAL</b>	35,949	37,778	37,778	18,329	36,945	39,376	40,124	39,473	39,473

## BUDGET NARRATIVE 2014

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

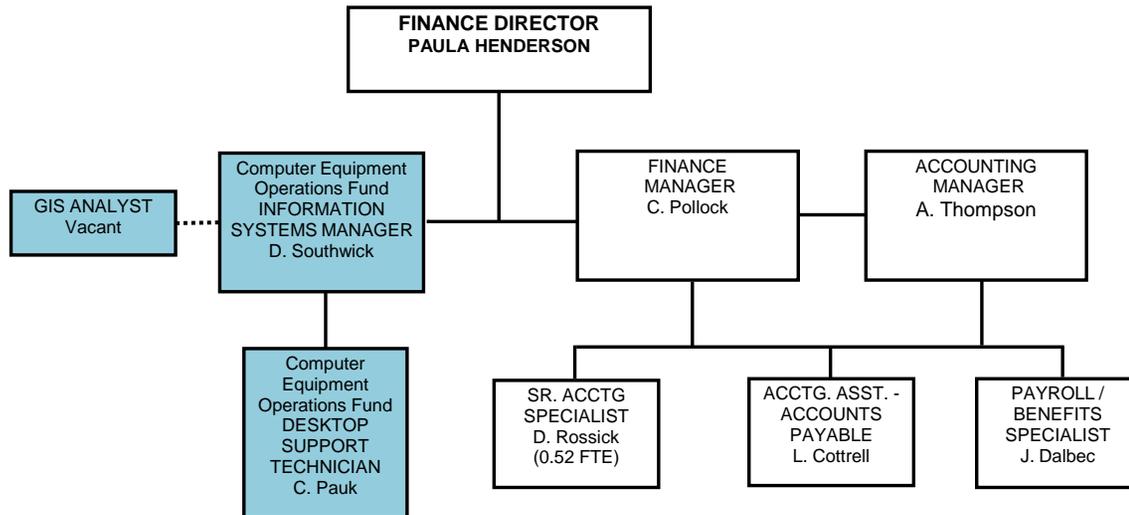
Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.125.022.512.50.00.00</b>		<b>TRIAL COURT IMPROVEMENT</b>			
		<b>SALARIES AND WAGES</b>			
512.50.10.00	Salaries & Wages	0.20 Judge 0.20 FTE	\$ 28,342	\$ 28,342	\$ 28,342
		<b>TOTAL SALARIES AND WAGES</b>	<b>\$ 28,342</b>	<b>\$ 28,342</b>	<b>\$ 28,342</b>
		<b>PERSONNEL BENEFITS</b>			
512.50.20.00	Personnel Benefits	Personnel benefits associated with 0.20 FTE Judge	\$ 11,311	\$ 10,627	\$ 10,627
512.50.20.90	Employee Medical Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.	\$ (339)	\$ (306)	\$ (306)
		<b>TOTAL PERSONNEL BENEFITS</b>	<b>\$ 10,972</b>	<b>\$ 10,321</b>	<b>\$ 10,321</b>
		<b>INTERFUND SERVICES</b>			
512.50.99.05	Interfund Insurance	Transfer to the Self Insurance Fund based on workers' hours.	\$ 810	\$ 810	\$ 810
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 810</b>	<b>\$ 810</b>	<b>\$ 810</b>
		<b>TOTAL TRIAL COURT IMPROVEMENT ACCOUNT</b>	<b>\$ 40,124</b>	<b>\$ 39,473</b>	<b>\$ 39,473</b>



CITY OF DES MOINES

FINANCE

Organizational Chart



Department/Divisions

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

# BUDGET NARRATIVE

2014

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

Account No.	Narrative	Departmental Request	Executive Amendment	Adopted
	<b>FINANCE</b>	<b>\$ 1,026,526</b>	<b>\$ 1,016,642</b>	<b>\$ 1,016,642</b>
<b>001.160.024.514.20</b>	<b>Financial Services</b>	<b>\$ 890,901</b>	<b>\$ 874,086</b>	<b>\$ 874,086</b>
	The Financial Services section assists the City Manager in preparing the annual operating budget and the six-year Capital Improvement Plan. Other Financial Services functions include: financial reporting, payroll services to all City employees, accounts payable, treasury, debt administration, grant administration, and other general accounting services.			
<b>001.165.024.514.30</b>	<b>Recording and Election Activities</b>	<b>\$ 83,340</b>	<b>\$ 83,340</b>	<b>\$ 83,340</b>
	This section includes expenditures for recording of deeds, election costs, and voter registration costs.			
<b>001.170.024.566.42</b>	<b>King County Detox Program</b>	<b>\$ 5,994</b>	<b>\$ 5,994</b>	<b>\$ 5,994</b>
	This program provides for the City's support of the King County Mental Health, Chemical Abuse & Dependency Services Division, as required by State law.			

# BUDGET NARRATIVE

2014

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

Account No.	Narrative	Departmental Request	Executive Amendment	Adopted
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<b>001.440.050.522.20</b>	<b>Fire Suppression and Prevention</b>	<b>\$ 33,000</b>	<b>\$ 39,931</b>	<b>\$ 39,931</b>
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Two components make up these expenditures. A fee is paid to South King Fire and Rescue for fire protection of City-owned properties as required by State Law. The second fee is paid to King County Department of Development and Environmental Services for fire investigation services (arson investigations). Arson is a crime that necessitates arrest by a police officer. Firefighters alone may not make arrests. King County has a unit of firefighters that also are police officers, allowing them to investigate and then complete the process with the appropriate arrests.

<b>001.460.050.553.70</b>	<b>Pollution Control</b>	<b>\$ 13,291</b>	<b>\$ 13,291</b>	<b>\$ 13,291</b>
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This budget provides for the City's proportionate share of the Puget Sound Air Pollution Control Agency's cost, as required by State law.

CITY OF DES MOINES

2014 BUDGET REQUEST

FINANCE  
FINANCIAL SERVICES

001.160.024 FINANCIAL SERVICES		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 FINANCE BASE	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
514.20.10.00	SALARIES & WAGES	482,265	491,476	491,476	244,203	480,979	501,714	501,714	498,444	498,444
514.20.11.00	OVERTIME	-	2,000	2,000	-	2,000	2,000	2,000	2,000	2,000
514.20.10	<b>SUB TOTAL</b>	482,265	493,476	493,476	244,203	482,979	503,714	503,714	500,444	500,444
514.20.20.00	PERSONNEL BENEFITS	162,790	181,457	181,457	91,784	173,157	198,579	213,941	202,571	202,571
514.20.20.90	EE MED. CONTRIBUTION	(3,021)	(3,550)	(3,550)	(1,775)	(3,551)	(4,635)	(5,507)	(5,064)	(5,064)
514.20.20	<b>SUB TOTAL</b>	159,769	177,907	177,907	90,009	169,606	193,944	208,434	197,507	197,507
514.20.31.00	OFFICE & OPERATING SUPPLIES	3,816	3,000	3,000	3,087	5,110	3,800	3,800	3,800	3,800
514.20.35.00	SMALL TOOLS & EQUIPMENT	-	250	250	-	-	200	200	200	200
514.20.30	<b>SUB TOTAL</b>	3,816	3,250	3,250	3,087	5,110	4,000	4,000	4,000	4,000
514.20.41.00	PROFESSIONAL SERVICES	22,720	33,800	33,800	9,120	22,042	34,500	34,500	34,500	34,500
514.20.41.02	PROF. SVCS/ADP PAYROLL	22,839	26,651	26,651	11,413	25,457	25,200	25,200	25,200	25,200
514.20.41.23	PROF SERV-STATE AUDIT	37,148	32,400	32,400	-	36,358	40,000	40,000	40,000	40,000
514.20.41.34	PROF. SVCS/MICROFLEX-SALES TAX	267	2,000	2,000	74	205	1,000	1,000	1,000	1,000
514.20.41.35	PROF. SVCS/MICROFLEX-BUS LIC	680	1,500	1,500	190	570	750	750	750	750
514.20.41.36	PROF. SVCS/MICROFLEX-B&O AUDIT	1,238	8,700	8,700	3,849	5,120	6,000	6,000	6,000	6,000
514.20.41.38	PROF. SVCS/ARMOR CAR SERVICE	3,812	3,675	3,675	2,010	4,021	4,500	4,500	4,500	4,500
514.20.41.40	PROF. SVCS/NET ASSETS	1,256	2,500	2,500	840	1,576	1,300	1,300	1,300	1,300
514.20.41.45	ADVERTISING	-	500	500	-	1,160	500	500	500	500
514.20.42.00	COMMUNICATIONS	2,260	1,346	1,346	773	1,731	2,500	2,500	2,500	2,500
514.20.43.00	TRAVEL	135	350	350	-	75	300	300	300	300
514.20.44.03	B & O TAXES-STATE	221	120	120	133	324	350	350	350	350
514.20.49.00	MISCELLANEOUS	306	260	260	263	263	250	250	250	250
514.20.49.05	CREDIT CARD FEES	170	420	420	-	-	400	400	400	400
514.20.49.22	DUES, SCHOOLS, & CONFERENCES	1,675	3,000	3,000	835	1,125	3,000	3,000	3,000	3,000
514.20.49.23	MISC BANK FEES	6,186	16,850	16,850	3,711	6,341	10,500	10,500	10,500	10,500
514.20.49.25	PRINTING AND BINDING	-	500	500	-	500	500	500	500	500
514.20.49.99	A/P HOLDING ACCOUNT	145	-	-	(55)	(55)	-	-	-	-
514.20.40	<b>SUB TOTAL</b>	101,059	134,572	134,572	33,155	106,813	131,550	131,550	131,550	131,550

**CITY OF DES MOINES**

**2014 BUDGET REQUEST**

**FINANCE  
FINANCIAL SERVICES**

<b>001.160.024 FINANCIAL SERVICES</b>		<b>2012 ACTUAL</b>	<b>2013 ADOPTED</b>	<b>2013 AMEND</b>	<b>2013 ACTUAL Jan-June</b>	<b>2013 EST YR TOTAL</b>	<b>2014 FINANCE BASE</b>	<b>2014 DEPT REQUEST</b>	<b>2014 EXEC AMEND</b>	<b>2014 ADOPTED</b>
514.20.99.01	COMPUTER MAINTENANCE	20,500	20,500	20,500	10,250	20,500	15,820	15,820	15,820	15,820
514.20.99.02	COMPUTER REPLACEMENT	1,563	2,611	2,611	1,305	2,611	5,236	5,236	2,618	2,618
514.20.99.05	INTERFUND INSURANCE	19,814	23,384	23,384	23,384	23,384	22,147	22,147	22,147	22,147
514.00.90	<b>SUB TOTAL</b>	41,877	46,495	46,495	34,940	46,495	43,203	43,203	40,585	40,585
594.14.64.00	EQUIPMENT	-	-	-	-	-	-	-	-	-
594.14.60	<b>SUB TOTAL</b>	-	-	-	-	-	-	-	-	-
<b>TOTAL FINANCIAL SERVICES</b>		788,786	855,700	855,700	405,394	811,003	876,411	890,901	874,086	874,086

**BUDGET NARRATIVE**

**2014**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.160.024.514.20.00.00</b>		<b>FINANCIAL SERVICES</b>			
		<b>SALARIES AND WAGES</b>			
514.20.10	Salaries and Wages	1.00 Finance Director 1.00 Finance Manager 1.00 Accounting Manager 1.00 Payroll/ Benefits Specialist 1.00 Accounting Assistant - Accounts Payable <u>0.52</u> Senior Accounting Specialist 5.52 FTE's	\$ 501,714	\$ 498,444	\$ 498,444
		A portion of the Finance Director & Finance Manager is offset by a .5% administrative fee charged on all CIP projects.			
514.20.11	Overtime	Provides for overtime as necessary.	\$ 2,000	\$ 2,000	\$ 2,000
		<b>TOTAL SALARIES</b>	<b>\$ 503,714</b>	<b>\$ 500,444</b>	<b>\$ 500,444</b>
		<b>PERSONNEL BENEFITS</b>			
514.20.20	Personnel Benefits	Provides for personnel benefits for the Finance Staff, including: Transportation Allowance (Finance Director) \$2,880 Add'l payroll benefits for transportation allowance \$517	\$ 213,941	\$ 202,571	\$ 202,571
514.20.20.90	Employee Medical Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.	\$ (5,507)	\$ (5,064)	\$ (5,064)
		<b>TOTAL PERSONNEL BENEFITS</b>	<b>\$ 208,434</b>	<b>\$ 197,507</b>	<b>\$ 197,507</b>

**BUDGET NARRATIVE**

**2014**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.160.024.514.20.00.00</b>		<b>FINANCIAL SERVICES</b>			
		<b>SUPPLIES</b>			
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.	\$ 3,800	\$ 3,800	\$ 3,800
514.20.35	Small Tools and Equipment	Provides for small non-capitalized items.	\$ 200	\$ 200	\$ 200
		<b>TOTAL SUPPLIES</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>
		<b>OTHER SERVICES AND CHARGES</b>			
514.20.41	Professional Services	Investment safekeeping - custody services with Bank of New York \$ 1,500 B&O Tax administration \$ 23,000 Special Project Assistance \$ 10,000 <u>\$ 34,500</u>	\$ 34,500	\$ 34,500	\$ 34,500
514.20.41.02	Prof Services/ADP	ADP Payroll Services @ approximately \$2,100/month.	\$ 25,200	\$ 25,200	\$ 25,200
514.20.41.23	Prof Serv-State Audit	Provides for the cost of the City's annual State audit.	\$ 40,000	\$ 40,000	\$ 40,000
514.20.41.34	Microflex - Sales Tax Audits	Microflex is used to audit the City's sales tax revenues. They receive 20% of all additional revenue their audits bring into the City.	\$ 1,000	\$ 1,000	\$ 1,000
514.20.41.35	Microflex -Business License	This is for Microflex to audit City's business license revenues. They receive a minimum of \$10 per business license that their audits bring into the City.	\$ 750	\$ 750	\$ 750

**BUDGET NARRATIVE**

**2014**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.160.024.514.20.00.00</b>		<b>FINANCIAL SERVICES</b>			
514.20.41.36	Microflex -B&O Audit	This is for Microflex to audit City's business & occupation tax revenues. They receive 20% of all additional revenue that their audits bring into the City.	\$ 6,000	\$ 6,000	\$ 6,000
514.20.41.38	Prof Serv-Armored Car Services	Provides for armored car services. Bank deposits are picked up daily from the city hall complex.	\$ 4,500	\$ 4,500	\$ 4,500
514.20.41.40	Prof Serv-Net Assets	A service that allows the City to electronically provide lien information to title companies. This expenditure is offset by revenue received from the companies accessing the database.	\$ 1,300	\$ 1,300	\$ 1,300
514.20.41.45	Advertising	Notices of Public Hearings and employment postings.	\$ 500	\$ 500	\$ 500
514.20.42	Communications	Provides for long distance and Blackberry internet service charges for the Finance department. Long Distance \$ 100 Internet Service for laptop & Blackberry \$ 2,400	\$ 2,500	\$ 2,500	\$ 2,500
514.20.43	Travel	Provides for travel associated with training for Finance staff.	\$ 300	\$ 300	\$ 300
514.20.44.03	B & O Taxes	Provides for State's B & O tax payments.	\$ 350	\$ 350	\$ 350



**BUDGET NARRATIVE**

**2014**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.160.024.514.20.00.00</b>		<b>FINANCIAL SERVICES</b>			
514.20.49	Miscellaneous	Provides for subscriptions to: Gov't Accounting Standards Board	\$ 250	\$ 250	\$ 250
514.20.49.05	Credit Card Fees		\$ 400	\$ 400	\$ 400
514.20.49.22	Dues, Schools, & Conferences	Provides for professional dues and registration fees for conferences and other training seminars: <b>Dues:</b> WSCP A \$ 240 AICPA \$ 220 GFOA - Finance Director \$ 230 WFOA - Finance Director \$ 50 CPA License Renewal \$ 230 <b>Conferences:</b> Washington Sales Tax Conference \$ 220 Govt. Acctng. & Auditing Conference \$ 350 IT Conference \$ 350 <b>Training:</b> Fin Director Misc CPE \$ 500 Staff Conferences/Software Training \$ 610 <u>\$ 3,000</u>	\$ 3,000	\$ 3,000	\$ 3,000
514.20.49.23	Misc Bank Fees	Bank charges per month are offset by earnings credit from the three (3) city checking accounts.	\$ 10,500	\$ 10,500	\$ 10,500

**BUDGET NARRATIVE**

**2014**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.160.024.514.20.00.00</b>		<b>FINANCIAL SERVICES</b>			
514.20.49.25	Printing and Binding	Printing for Budget & Financial Report Covers	\$ 500	\$ 500	\$ 500
514.20.49.99	A/P Holding Account		\$ -	\$ -	\$ -
		<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>\$ 131,550</b>	<b>\$ 131,550</b>	<b>\$ 131,550</b>
		<b>INTERFUND SERVICES</b>			
514.20.99.01	Computer Interfund Maintenance	Provides for Computer Maintenance.	\$ 15,820	\$ 15,820	\$ 15,820
514.20.99.02	Computer Interfund Replacement	Provides for computer hardware replacement and allocated costs for Eden financial system and infrastructure upgrades.	\$ 5,236	\$ 2,618	\$ 2,618
514.20.99.05	Interfund Insurance	Each department pays its share of insurance based on employee hours worked.	\$ 22,147	\$ 22,147	\$ 22,147
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 43,203</b>	<b>\$ 40,585</b>	<b>\$ 40,585</b>
		<b>TOTAL FINANCIAL SERVICES</b>	<b>\$ 890,901</b>	<b>\$ 874,086</b>	<b>\$ 874,086</b>

CITY OF DES MOINES

2014 BUDGET REQUEST

FINANCE  
RECORDING & ELECTION ACTIVITIES

RECORDING AND ELECTION ACTIVITIES		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST Y-T-D	2014 FINANCE BASE	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
001.165.024	RECORDING AND ELECTION ACTIVITIES									
514.30.51.47	COUNTY RECORDING SERVICES	-	50	50	-	375	340	340	340	340
514.40.51.45	ELECTION COSTS	-	28,000	28,000	-	18,643	28,000	28,000	28,000	28,000
514.90.51.46	VOTER REGISTRATION COSTS	-	38,997	38,997	48,042	48,042	55,000	55,000	55,000	55,000
	<b>SUB TOTAL</b>	-	67,047	67,047	48,042	67,060	83,340	83,340	83,340	83,340
	<b>RECORDING AND ELECTION ACTIVITIES TOTAL</b>	-	67,047	67,047	48,042	67,060	83,340	83,340	83,340	83,340

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.165.024.514.30.00.00</b>			<b>RECORDING</b>		
<b>INTERGOVERNMENTAL SERVICES</b>					
514.30.51.47	County Recording Services	Provides for recording of deeds and certifying of records related to land transactions.	\$ 340	\$ 340	\$ 340
<b>TOTAL INTERGOVERNMENTAL SERVICES</b>			<b>\$ 340</b>	<b>\$ 340</b>	<b>\$ 340</b>
<b>001.165.024.514.40.00.00</b>			<b>ELECTION SERVICES</b>		
<b>INTERGOVERNMENTAL SERVICES</b>					
514.40.51.45	Election Services	King County election charges.	\$ 28,000	\$ 28,000	\$ 28,000
<b>TOTAL INTERGOVERNMENTAL SERVICES</b>			<b>\$ 28,000</b>	<b>\$ 28,000</b>	<b>\$ 28,000</b>
<b>001.165.024.514.90.00.00</b>			<b>VOTER REGISTRATION SERVICES</b>		
<b>INTERGOVERNMENTAL SERVICES</b>					
514.90.51.46	Voter Registration Services	Voter registration fees assessed by King County.	\$ 55,000	\$ 55,000	\$ 55,000
<b>TOTAL INTERGOVERNMENTAL SERVICES</b>			<b>\$ 55,000</b>	<b>\$ 55,000</b>	<b>\$ 55,000</b>
<b>TOTAL RECORDING AND ELECTION ACTIVITIES</b>			<b>\$ 83,340</b>	<b>\$ 83,340</b>	<b>\$ 83,340</b>

# BUDGET NARRATIVE

2014

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

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

2% Liquor Profits RCW 66.08:	\$	5,286	\$	5,286	\$	5,286
2% Liquor Excise Tax RCW 82.08.170		708		708		708
		<b>5,994</b>		<b>5,994</b>		<b>5,994</b>

CITY OF DES MOINES

2014 BUDGET REQUEST

FINANCE  
KING COUNTY DETOX PROGRAM

FINANCIAL SERVICES 001.170.024 KING COUNTY DETOX PROGRAM		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 FINANCE BASE	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
566.42.51.43	KING COUNTY DETOX PROGRAM	9,076	5,827	5,827	1,335	6,040	5,994	5,994	5,994	5,994
566.42.50	<b>SUB TOTAL</b>	9,076	5,827	5,827	1,335	6,040	5,994	5,994	5,994	5,994
	<b>TOTAL KING COUNTY DETOX PROGRAM</b>	9,076	5,827	5,827	1,335	6,040	5,994	5,994	5,994	5,994

Liquor Board Profits	344,478	256,350	256,350	66,750	266,982	264,300	264,300	264,300	264,300
Liquor Excise Taxes	109,317	35,000	35,000	-	35,000	35,400	35,400	35,400	35,400
	<u>453,795</u>	<u>291,350</u>	<u>291,350</u>	<u>66,750</u>	<u>301,982</u>	<u>299,700</u>	<u>299,700</u>	<u>299,700</u>	<u>299,700</u>
2% allocated to KC Detoxification	9,076	5,827	5,827	1,335	6,040	5,994	5,994	5,994	5,994

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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**001.320.050.518.91**

**MISCELLANEOUS MEMBERSHIPS**

**\$ 53,200 \$ 53,200 \$ 53,200**

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), South King County Economic  
Development Initiative, and Highline Community College  
Small Business Development Center

In 2013, the City did not renew membership to the National League of Cities.

**CITY OF DES MOINES**

**2014 BUDGET REQUEST**

**NON-DEPARTMENTAL  
MISCELLANEOUS MEMBERSHIPS**

		<b>2012 ACTUAL</b>	<b>2013 ADOPTED</b>	<b>2013 AMEND</b>	<b>2013 ACTUAL Jan-June</b>	<b>2013 EST YR TOTAL</b>	<b>2014 FINANCE BASE</b>	<b>2014 DEPT REQUEST</b>	<b>2014 EXEC AMEND</b>	<b>2014 ADOPTED</b>
<b>001.320.050</b>	<b>MISCELLANEOUS MEMBERSHIPS</b>									
518.91.49.04	SUBURBAN CITIES ASSOCIATION	16,615	16,836	16,836	16,626	16,626	16,800	16,800	16,800	16,800
518.91.49.07	NATIONAL LEAGUE OF CITIES	1,861	-	-	-	-	-	-	-	-
518.91.49.09	WA DEPT OF GENERAL ADMIN	1,000	2,000	2,000	500	500	2,000	2,000	2,000	2,000
518.91.49.11	SOUNDSIDE ALLIANCE for Eco Dev	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
518.91.49.13	SOUTH CTY AREA TRANS BOARD	100	100	100	100	100	100	100	100	100
518.91.49.14	WA STATE CERTIFICATION PROG	-	50	50	-	50	100	100	100	100
518.91.49.17	HCC SMALL BUSINESS DEV CENTER	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
518.91.49.24	ASSN. OF WASH. CITIES	20,078	20,078	20,078	20,092	20,092	20,200	20,200	20,200	20,200
518.91.49.28	SWKC CHAMBER OF COMMERCE	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	<b>MISCELLANEOUS TOTAL</b>	<b>53,654</b>	<b>53,064</b>	<b>53,064</b>	<b>51,318</b>	<b>51,368</b>	<b>53,200</b>	<b>53,200</b>	<b>53,200</b>	<b>53,200</b>



# BUDGET NARRATIVE

## 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.440.050.522.20</b>		<b>FIRE SUPPRESSION AND PREVENTION</b>	<b>\$ 33,000</b>	<b>\$ 39,931</b>	<b>\$ 39,931</b>

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

**CITY OF DES MOINES**

**2014 BUDGET REQUEST**

**NON-DEPARTMENTAL  
FIRE SUPPRESSION & PREVENTION**

<b>001.440.050</b>	<b>FIRE SUPPRESSION &amp; PREVENTION</b>	<b>2012 ACTUAL</b>	<b>2013 ADOPTED</b>	<b>2013 AMEND</b>	<b>2013 ACTUAL Jan-June</b>	<b>2013 EST YR TOTAL</b>	<b>2014 FINANCE BASE</b>	<b>2014 DEPT REQUEST</b>	<b>2014 EXEC AMEND</b>	<b>2014 ADOPTED</b>
522.20.51.50	FIRE SUPPRESSION-SO. KING FIRE & RESCUE	10,260	9,676	9,676	4,875	9,751	13,000	13,000	13,000	13,000
522.30.51.51	FIRE INVESTIGATION-KING COUNTY	16,625	16,500	16,500	-	19,903	20,000	20,000	26,931	26,931
	<b>FIRE CONTROL TOTAL</b>	<b>26,885</b>	<b>26,176</b>	<b>26,176</b>	<b>4,875</b>	<b>29,654</b>	<b>33,000</b>	<b>33,000</b>	<b>39,931</b>	<b>39,931</b>

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.460.050.553.70</b>		<b>POLLUTION CONTROL</b>	<b>\$ 13,291</b>	<b>\$ 13,291</b>	<b>\$ 13,291</b>

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

**CITY OF DES MOINES**

**2014 BUDGET REQUEST**

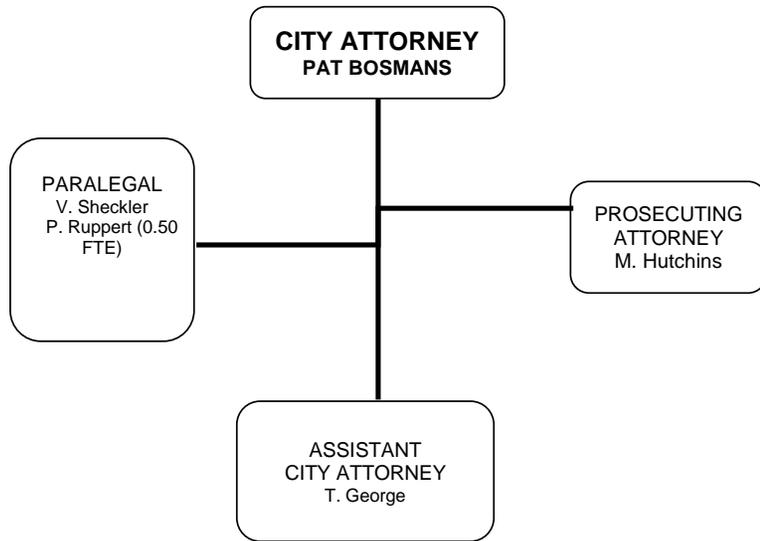
**NON-DEPARTMENTAL  
POLLUTION CONTROL**

<b>001.460.050</b>	<b>POLLUTION CONTROL</b>	<b>2012 ACTUAL</b>	<b>2013 ADOPTED</b>	<b>2013 AMEND</b>	<b>2013 ACTUAL Jan-June</b>	<b>2013 EST YR TOTAL</b>	<b>2014 FINANCE BASE</b>	<b>2014 DEPT REQUEST</b>	<b>2014 EXEC AMEND</b>	<b>2014 ADOPTED</b>
553.70.51.52	POLLUTION CONTROL-CLEAN AIR	13,525	13,440	13,440	13,440	13,440	13,291	13,291	13,291	13,291
	<b>POLLUTION CONTROL TOTAL</b>	13,525	13,440	13,440	13,440	13,440	13,291	13,291	13,291	13,291

**CITY OF DES MOINES  
LEGAL SERVICES**

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Organizational Chart



Department/Divisions



## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.220.026.515.30</b>		<b>LEGAL DEPARTMENT</b>	<b>\$ 590,969</b>	<b>\$ 593,437</b>	<b>\$ 593,437</b>

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

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

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

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

CITY OF DES MOINES

2014 BUDGET REQUEST

LEGAL

		2012	2013	2013	2013	2013	2014	2014	2014	2014
		ACTUAL	ADOPTED	AMEND	ACTUAL	EST	FINANCE	DEPT	EXEC	ADOPTED
001.220.026	LEGAL				Jan-June	YR TOTAL	BASE	REQUEST	AMEND	
515.30.10.00	SALARIES	364,294	376,470	376,470	187,008	377,853	388,248	388,248	396,078	396,078
515.30.10 SUB TOTAL		364,294	376,470	376,470	187,008	377,853	388,248	388,248	396,078	396,078
515.30.20.00	PERSONNEL BENEFITS	116,050	126,901	126,901	61,857	124,161	134,841	143,744	140,113	140,113
515.30.20.90	EE MED. CONTRIBUTION	(1,784)	(1,938)	(1,938)	(806)	(1,613)	(1,779)	(2,113)	(2,006)	(2,006)
515.30.20 SUB TOTAL		114,267	124,963	124,963	61,051	122,548	133,062	141,631	138,107	138,107
515.30.31.00	OFFICE & OPERATING SUPPLIES	8,262	7,100	7,100	2,666	7,901	8,000	8,000	8,000	8,000
515.30.35.00	SMALL EQUIPMENT	149	-	-	-	-	300	300	300	300
515.30.30 SUB TOTAL		8,411	7,100	7,100	2,666	7,901	8,300	8,300	8,300	8,300
515.30.41.00	PROFESSIONAL SERVICES	18,834	15,467	15,467	4,755	14,872	15,000	15,000	15,000	15,000
515.30.41.04	PROF SERV-INTERPRETING (DV)	41	-	-	46	241	50	50	50	50
515.30.42.00	COMMUNICATIONS	134	200	200	29	112	150	150	150	150
515.30.43.00	TRAVEL EXPENSES	1,347	2,615	2,615	1,115	1,970	1,475	1,475	1,475	1,475
515.30.45.02	COPIER LEASE	437	1,620	1,620	1,152	303	600	600	600	600
515.30.49.00	MISCELLANEOUS	301	1,700	1,700	-	300	300	300	300	300
515.30.49.22	DUES, SCHOOLS, & CONFERENCES	3,464	1,100	1,100	730	2,085	4,015	4,015	4,015	4,015
515.30.40 SUB TOTAL		24,559	22,702	22,702	7,827	19,883	21,590	21,590	21,590	21,590
515.30.99.01	COMPUTER MAINTENANCE	13,560	13,560	13,560	6,780	13,560	10,050	10,050	10,050	10,050
515.30.99.02	COMPUTER REPLACEMENT	1,096	1,832	1,832	916	1,832	3,676	3,676	1,838	1,838
515.30.99.05	INTERFUND INSURANCE	15,883	18,824	18,824	18,824	18,824	17,474	17,474	17,474	17,474
515.30.90 SUB TOTAL		30,539	34,216	34,216	26,520	34,216	31,200	31,200	29,362	29,362
594.15.64.00	EQUIPMENT	-	-	-	-	-	-	-	-	-
594.15.60 SUB TOTAL		-	-	-	-	-	-	-	-	-
<b>LEGAL TOTAL:</b>		<b>542,070</b>	<b>565,451</b>	<b>565,451</b>	<b>285,072</b>	<b>562,401</b>	<b>582,400</b>	<b>590,969</b>	<b>593,437</b>	<b>593,437</b>

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.220.026.515.30.00.00</b>					
<b>LEGAL DEPARTMENT</b>					
<b>SALARIES AND WAGES</b>					
515.30.10.00	Salaries & Wages	1.0 City Attorney 1.0 Assistant City Attorney 1.0 Paralegal 1.0 Prosecuting Attorney Paralegal (0.10 FTE Normandy Park Prosecution/0.025 FTE <u>0.475</u> for Automated Speed Enforcement Program) 4.475 FTE's	\$ 388,248	\$ 396,078	\$ 396,078
<b>TOTAL SALARIES AND WAGES</b>			<b>\$ 388,248</b>	<b>\$ 396,078</b>	<b>\$ 396,078</b>
<b>PERSONNEL BENEFITS</b>					
515.30.20.00	Personnel Benefits	Provides for benefits for legal staff, including: Transportation Allowance (City Attorney) \$ 3,600 Add'l payroll benefits for transportation allowance \$ 646	\$ 143,744	\$ 140,113	\$ 140,113
515.30.20.90	Employee Medical Contribution	Employees' share of health insurance premium cost for spouse and/or dependents.	(2,113)	(2,006)	(2,006)
<b>TOTAL PERSONNEL BENEFITS</b>			<b>\$ 141,631</b>	<b>\$ 138,107</b>	<b>\$ 138,107</b>
<b>SUPPLIES</b>					
515.30.31.00	Office & Operating Supplies	This account pays for the Revised Code of Washington (RCW), the RCW Annotated, the Washington Administrative Code, current Court Rules, Bar Association Continuing Legal Education publications, and McQuillin's Law of Municipal Corporations. This account also covers costs for papers, files, folders, tabs, and other physical materials needed to operate a typical municipal law office.	\$ 8,000	\$ 8,000	\$ 8,000



## BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.220.026.515.30.00.00</b>					
<b>LEGAL DEPARTMENT</b>					
515.30.35.00	Small Tools & Equipment	This account covers costs for various communications items, recording equipment, and other small items used by legal staff.	\$ 300	\$ 300	\$ 300
<b>TOTAL SUPPLIES</b>			<b>\$ 8,300</b>	<b>\$ 8,300</b>	<b>\$ 8,300</b>
<b>OTHER SERVICES AND CHARGES</b>					
515.30.41.00	Professional Services	This item provides funding for outside legal services as needed.	\$ 15,000	\$ 15,000	\$ 15,000
		Consultation on special cases	\$ 5,000		
		Outside counsel for conflict cases	\$ 5,000		
		Other legal professional services	\$ 5,000		
			<u>\$ 15,000</u>		
515.30.41.04	Professional Services- Interpreting (DV)	Provides for non-English language translation services.	\$ 50	\$ 50	\$ 50
515.30.42.00	Communications	Monthly long distance and messenger service.	\$ 150	\$ 150	\$ 150
		Long Distance	\$ 100		
		Messenger Service	\$ 50		
			<u>\$ 150</u>		
515.30.43.00	Travel	This account covers travel, lodging, and meals for attorney meetings and training seminars on topics of significance to the City, such as those sponsored by WSAMA.	\$ 1,475	\$ 1,475	\$ 1,475

# BUDGET NARRATIVE

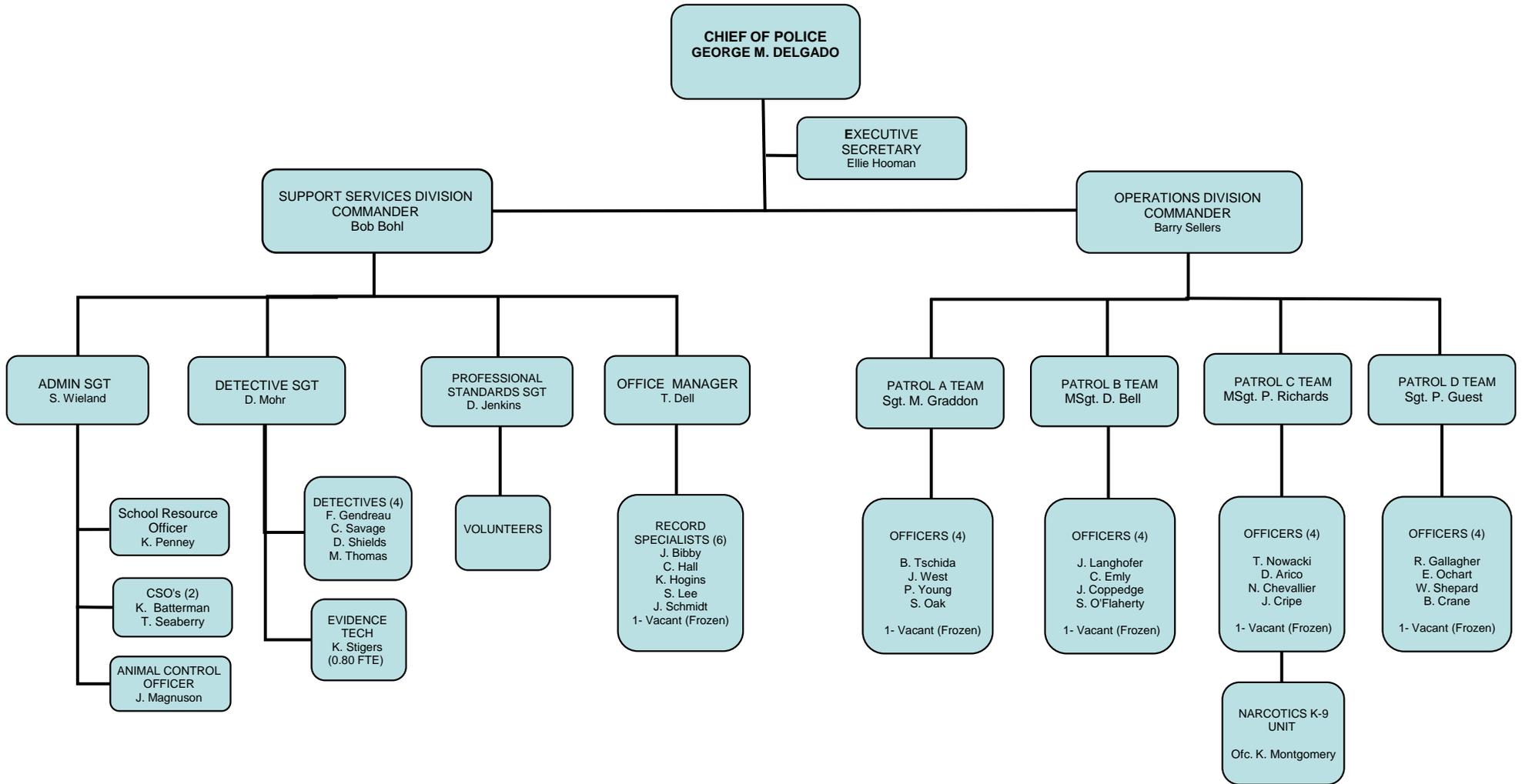
2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.220.026.515.30.00.00</b>					
		<b>LEGAL DEPARTMENT</b>			
515.30.45.02	Copier Lease	Provides for operating cost per copy. Lease of copier is reclassified as capital lease.	\$ 600	\$ 600	\$ 600
515.30.49.00	Miscellaneous	Provides for other miscellaneous expenses, such as subscriptions to legal periodicals and printing.	\$ 300	\$ 300	\$ 300
515.30.49.22	Dues, Schools, & Conferences	Provides for professional dues and registration fees for conferences and training seminars:	\$ 4,015	\$ 4,015	\$ 4,015
		<b>Dues:</b>			
		State Bar License Renewal (3)	\$ 1,065		
		WSAMA Memberships	\$ 50		
		Annual Bars Dues (3)	\$ 1,500		
		<b>Conferences:</b>			
		WSAMA Spring/Fall Conferences	\$ 1,200		
		<b>Other Training:</b>	\$ 200		
			<u>\$ 4,015</u>		
		<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>\$ 21,590</b>	<b>\$ 21,590</b>	<b>\$ 21,590</b>
		<b>INTERFUND SERVICES</b>			
515.30.99.01	Computer Maintenance	Provides maintenance for the legal computers and printer.	\$ 10,050	\$ 10,050	\$ 10,050
515.30.99.02	Computer Replacement	Provides for replacement of the computers and printer.	\$ 3,676	\$ 1,838	\$ 1,838
515.30.99.05	Interfund Insurance	Provides for a transfer to the City's self-insurance fund to cover insurance expenses.	\$ 17,474	\$ 17,474	\$ 17,474
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 31,200</b>	<b>\$ 29,362</b>	<b>\$ 29,362</b>
		<b>TOTAL LEGAL DEPARTMENT</b>	<b>\$ 590,969</b>	<b>\$ 593,437</b>	<b>\$ 593,437</b>

**CITY OF DES MOINES  
LAW ENFORCEMENT**

Organizational Chart



## BUDGET NARRATIVE 2014

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

Account No.	Title Narrative	Departmental Request	Executive Amendment	Adopted
	<b>LAW ENFORCEMENT</b>	<u>\$ 9,736,109</u>	<u>\$ 8,497,076</u>	<u>\$ 8,497,076</u>
<b>001.340.030.521.10</b>	<b>Administrative Division</b>	<u>\$ 1,724,946</u>	<u>\$ 1,569,599</u>	<u>\$ 1,569,599</u>
	The Administrative Division directs all municipal police personnel and activities, ensuring efficient operation of the police department. It supervises all police functions, including law and ordinance enforcement, maintenance of orders, traffic control, investigations, and training and disciplining of personnel. It formulates and prescribes work methods, procedures, policies and regulations governing the police department; prepares annual budgets; advises and assists line personnel in non-routine criminal investigations; attends civic club meetings and administers all personnel matters within the police department.			
<b>001.341.030.517.20</b>	<b>Retiree Benefit Payments</b>	<u>\$ 87,600</u>	<u>\$ 87,600</u>	<u>\$ 87,600</u>
	This budget for this Division includes all benefit payments only to LEOFF 1 retirees.			
<b>001.342.030.521.5x</b>	<b>Police Facilities</b>	<u>\$ 130,264</u>	<u>\$ 130,264</u>	<u>\$ 130,264</u>
	This Division's budget includes rent, repairs, operation and maintenance of police main building and Redondo police substation used for law enforcement purposes.			
<b>001.344.030.521.40</b>	<b>Police Officers Training</b>	<u>\$ 60,871</u>	<u>\$ 60,871</u>	<u>\$ 60,871</u>
	The budget for Police Officers Training Division includes expenditures related to training for Police Officers. It also includes formal basic training for Recruits.			

## BUDGET NARRATIVE 2014

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

Account No.	Title Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.345.030.521.10</b>	<b>Civil Service</b> The Civil Service Division is responsible for administering the personnel rules and policies of the Police Department's civil employees.	<b>\$ 13,746</b>	<b>\$ 13,663</b>	<b>\$ 13,663</b>
<b>001.350.030.521.21</b>	<b>Detective Division</b> 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.	<b>\$ 950,838</b>	<b>\$ 924,342</b>	<b>\$ 924,342</b>
<b>001.355.030.521.80</b>	<b>Property and Evidence Room</b> The Property and Evidence Room Division is responsible for holding of evidence and property.	<b>\$ 78,443</b>	<b>\$ 76,765</b>	<b>\$ 76,765</b>
<b>001.360.030.521.22</b>	<b>Patrol Division</b> 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.	<b>\$ 5,730,037</b>	<b>\$ 4,819,981</b>	<b>\$ 4,819,981</b>

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.365.030.521.30</b>	<b>Crime Prevention</b>		<b>\$ 279,462</b>	<b>\$ 271,848</b>	<b>\$ 271,848</b>
		This Crime Prevention unit manages the community-related activities, such as the safe-walk-to-school program, neighborhood watch associations, etc. It is also responsible for the development of crime bulletins.			
<b>001.380.030.521.2x .70</b>	<b>Police Grants</b>		<b>\$ 15,064</b>	<b>\$ 15,064</b>	<b>\$ 15,064</b>
		This division accounts for all expenditures associated with grants awarded to the Police Department.			
<b>001.385.030.521.70</b>	<b>Automated Traffic Enforcement Program</b>		<b>\$ 520,200</b>	<b>\$ 385,000</b>	<b>\$ 385,000</b>
		City Council authorized program at Woodmont Elementary School and Midway Elementary/ Pacific Middle School for installing speed cameras to address traffic safety in school zone.			
<b>001.540.030.554.30</b>	<b>Animal Control</b>		<b>\$ 144,638</b>	<b>\$ 142,079</b>	<b>\$ 142,079</b>
		This unit patrols for animals at large, investigates animal-related complaints, prepares cases for court and ensures that animal owners comply with Municipal Ordinances.			

CITY OF DES MOINES

2014 BUDGET REQUESTS

LAW ENFORCEMENT  
ADMINISTRATIVE

POLICE - ADMINISTRATIVE DIVISION		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR-END	2014 DEPT REQ	2014 NEW REQ	2014 EXEC AMEND	2014 ADOPTED
001.340.030										
521.10.10.00	SALARIES & WAGES	746,663	813,838	813,838	393,198	837,467	955,064		953,179	953,179
521.10.10.10	HOLIDAY PAY-OUT	7,631	6,700	6,700	-	14,279	14,710		14,774	14,774
521.10.10.90	FURLOUGH	-	-	-	-	-	-		-	-
521.10.11.00	OVERTIME	63,128	19,000	19,000	20,625	53,893	25,000		25,000	25,000
521.10.11.02	OVERTIME-TRAINING	-	1,000	1,000	-	500	1,000		1,000	1,000
521.10.10	<b>SUB TOTAL</b>	817,422	840,538	840,538	413,823	906,139	995,774	-	993,953	993,953
521.10.20.00	PERSONNEL BENEFITS	260,488	289,762	289,762	140,753	308,087	380,039		357,395	357,395
521.10.20.02	L&I BENEFITS-VOLUNTEERS	-	75	75	-	75	75		75	75
521.10.20.16	PERSONNEL BENEFITS-LEOFF I RETIREES	81,254	-	-	-	-	-		-	-
521.10.20.90	DEPENDENT MEDICAL EE CONTRIBUTION	(5,385)	(5,497)	(5,497)	(2,345)	(5,093)	(7,529)		(6,940)	(6,940)
521.10.21.00	UNIFORMS	8,100	4,000	4,000	4,914	5,200	4,000		4,000	4,000
521.10.24.00	NON-UNIFORM CLOTHING ALLOWANCE	2,087	5,580	5,580	3,070	5,580	6,156		6,156	6,156
521.10.20	<b>SUB TOTAL</b>	346,544	293,920	293,920	146,392	313,849	382,741	-	360,686	360,686
521.10.31.00	OFFICE AND OPERATING SUPPLIES	13,882	12,215	12,215	4,169	8,400	12,215		12,215	12,215
521.10.32.01	UNLEADED FUEL (ISF)	7,187	7,775	7,775	4,407	8,814	9,370		9,370	9,370
521.10.32.03	UNLEADED FUEL (OUTSIDE)	463	640	640	-	640	640		640	640
521.10.35.00	SMALL TOOLS & EQUIPMENT	2,232	1,800	1,800	1,694	3,388	1,800		1,800	1,800
521.10.35.90	SMALL EQP > \$1,000 < \$5,000	-	-	-	-	-	-		-	-
521.10.30	<b>SUB TOTAL</b>	23,764	22,430	22,430	10,270	21,242	24,025	-	24,025	24,025
521.10.41.00	PROFESSIONAL SERVICES	34,729	34,525	34,525	12,499	25,000	34,525	15,000	49,525	49,525
521.10.41.08	PROF SERVICES-SHREDDING	723	2,000	2,000	353	814	1,250		1,250	1,250
521.10.41.29	MGT RECRUITMENT SEARCH	7,371	-	-	-	-	-		-	-
521.10.41.31	DISPATCH SERVICES	598,953	-	-	-	-	-		-	-
521.10.41.32	JANITORIAL SERVICES	21,300	-	-	-	-	-		-	-
521.10.41.42	PROF SERV-RECORD STORAGE	3,381	10,000	10,000	2,233	6,566	8,000		8,000	8,000
521.10.43.01	RELOCATION EXPENSES	5,282	-	-	-	-	-		-	-
521.10.41.45	ADVERTISING	-	2,270	2,270	488	976	2,270		2,270	2,270
521.10.42.00	COMMUNICATION	9,230	9,922	9,922	5,075	9,842	10,443		10,443	10,443
521.10.43.00	TRAVEL EXPENSES	2,223	1,569	1,569	768	1,536	1,569		1,569	1,569
521.10.45.00	OPERATING RENTALS & LEASES	2,245	3,500	3,500	878	1,756	3,500		3,500	3,500
521.10.45.02	COPIER LEASE	2,957	2,554	2,554	2,243	2,453	2,554		2,554	2,554
521.10.47.XX	UTILITIES	50,885	-	-	-	-	-		-	-
521.10.48.00	REPAIR & MAINTENANCE	10,649	3,000	3,000	644	1,630	3,000		3,000	3,000
521.10.49.00	MISCELLANEOUS	1,849	1,902	1,902	80	500	1,900		1,900	1,900
521.10.49.05	CREDIT CARD FEES	792	725	725	384	684	725		725	725
521.10.49.20	LAUNDRY	2,834	3,000	3,000	857	1,757	3,000		3,000	3,000
521.10.49.22	DUES, SCHOOLS & CONFERENCES	4,205	1,925	1,925	2,370	3,665	3,725		3,725	3,725
521.10.40	<b>SUB TOTAL</b>	759,609	76,892	76,892	28,871	57,179	76,461	15,000	91,461	91,461
521.10.99.01	COMPUTER INTERFUND MAINTENANCE	33,725	42,550	42,550	21,275	42,550	34,362		34,362	34,362
521.10.99.02	COMPUTER INTERFUND REPLACEMENT	2,892	5,666	5,666	2,833	5,666	11,361		5,680	5,680
521.10.99.03	EQUIPMENT RENTAL MAINTENANCE	1,400	10,800	10,800	5,400	10,800	18,000		14,400	14,400
521.10.99.04	EQUIPMENT RENTAL REPLACEMENT	-	-	-	-	-	122,190		-	-
521.10.99.05	INTERFUND INSURANCE	45,585	48,974	48,974	48,974	48,974	45,032		45,032	45,032
521.10.99.06	FACILITY REP/REPLACEMENT	16,977	-	-	-	-	-		-	-
521.10.90	<b>SUB TOTAL</b>	100,579	107,990	107,990	78,482	107,990	230,945	-	99,474	99,474

**CITY OF DES MOINES**

**2014 BUDGET REQUESTS**

**LAW ENFORCEMENT  
ADMINISTRATIVE**

POLICE - 001.340.030 ADMINISTRATIVE DIVISION		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR-END	2014 DEPT REQ	2014 NEW REQ	2014 EXEC AMEND	2014 ADOPTED
594.21.64.00	EQUIPMENT	-								
594.21.60	<b>SUB TOTAL</b>	-	-	-	-	-	-	-	-	-
	<b>ADMINISTRATIVE DIVISION TOTAL:</b>	2,047,919	1,341,770	1,341,770	677,838	1,406,398	1,709,946	15,000	1,569,599	1,569,599



**BUDGET NARRATIVE  
2014**

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
<b>001.340.030.521.10.00.00</b>		<b>ADMINISTRATION</b>				
		<b>SALARIES AND WAGES</b>				
521.10.10.00	Salaries & Wages	Provides for personnel to perform administrative functions, clerical functions, and command field operations.  1.00 Chief of Police 2.00 Commanders 2.00 Master Police Sgts (Admin and Prof. Standards) assigned to Administration -0.06 Master Police Sgt ( <b>124.8 hrs.</b> assigned to ATS Prog) 1.00 Executive Secretary 1.00 Office Manager 5.00 Records Specialists 4.00 Records Specialist <b>EXEC AMEND:</b> Eliminate Position in 2014 -0.05 Records Specialist ( <b>104 hrs.</b> assigned to ATS Prog) 11.89 FTE's	\$ 955,064	\$ -	\$ 953,179	\$ 953,179
521.10.10.10	Holiday Pay-Out	Provides for maximum holiday pay cash-out of 48 hrs per Sergeant and 80 hrs per Commander.	\$ 14,710	\$ -	\$ 14,774	\$ 14,774
521.10.11.00	Overtime	Provides for overtime for Records Specialists and Office Manager for holidays, July 4th activities, holiday pay and normal overtime due to vacations, sick leave and excessive work loads. Also provides overtime for Master Police Sergeants who are assigned to Administration.  Request for increase is based upon actual usage due to backfill vacant positions and to offset the additional duties and responsibilities on staff due to unfilled administration positions.	\$ 25,000	\$ -	\$ 25,000	\$ 25,000
521.10.11.02	Overtime-Training	Provides for overtime for mandatory training for Record Specialists and Office Manager in ACCESS, First Aid, bloodborne and airborne pathogens, defensive driving, CPR, LEIRA qualifications, and other training mandated by the state. Reduced due to ability to adjust schedules to conduct training.	\$ 1,000	\$ -	\$ 1,000	\$ 1,000
		<b>TOTAL SALARIES AND WAGES</b>	<b>\$ 995,774</b>	<b>\$ -</b>	<b>\$ 993,953</b>	<b>\$ 993,953</b>
		<b>PERSONNEL BENEFITS</b>				
521.10.20.00	Personnel Benefits	Provides for personnel benefits for persons assigned to Administrative division. This includes 3 command personnel, Executive Secretary, Office Manager, Record Specialists, and Sergeants assigned to Administration.	\$ 380,039	\$ -	\$ 357,395	\$ 357,395
521.10.20.02	L&I Benefits-Volunteers	Volunteer hours.	\$ 75	\$ -	\$ 75	\$ 75

**BUDGET NARRATIVE  
2014**

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
<b>001.340.030.521.10.00.00</b>		<b>ADMINISTRATION</b>				
521.10.20.90	Employee Medical Contribution	Employees' share of health insurance premium cost for spouse and/or dependents.	\$ (7,529)	\$ -	\$ (6,940)	\$ (6,940)
521.10.21.00	Uniforms	Provides uniforms for 12 FTE's, including volunteers.	\$ 4,000	\$ -	\$ 4,000	\$ 4,000
521.10.24.00	Non-Uniform Clothing Allowance	Provides clothing for 3 Command personnel and 2 Sergeants assigned to Administration.	\$ 6,156	\$ -	\$ 6,156	\$ 6,156
		<b>TOTAL PERSONNEL BENEFITS</b>	<b>\$ 382,741</b>	<b>\$ -</b>	<b>\$ 360,686</b>	<b>\$ 360,686</b>
		<b>SUPPLIES</b>				
521.10.31.00	Office And Operating Supplies	Provides for purchase of supplies needed to perform administrative services, including copy paper, toner, janitorial supplies, light bulbs, medical supplies, coded case files and reporting forms for all divisions.	\$ 12,215	\$ -	\$ 12,215	\$ 12,215
521.10.32.01	Unleaded Fuel (Isf)	Provides for fuel cost of vehicles assigned to the Administrative Division.	\$ 9,370	\$ -	\$ 9,370	\$ 9,370
521.10.32.03	Unleaded Fuel (Outside)	Provides for fuel purchased from external vendors.	\$ 640	\$ -	\$ 640	\$ 640
521.10.35.00	Small Tools & Equipment	Provides for purchase of miscellaneous items, such as electric staplers, special event binders, file cabinets, whiteboards, time clock, recorders, and dictaphone accessories.	\$ 1,800	\$ -	\$ 1,800	\$ 1,800
		<b>TOTAL SUPPLIES</b>	<b>\$ 24,025</b>	<b>\$ -</b>	<b>\$ 24,025</b>	<b>\$ 24,025</b>
		<b>OTHER SERVICES AND CHARGES</b>				
521.10.41.00	Professional Services	Provides for background investigations, psychological trauma counseling, polygraph exams, medical examinations and required immunizations (Hep B), and fire alarm system monitoring. Also includes maintenance & internet service, ACCESS terminal charges, and contracts for Public Safety testing. Increase \$15,000 for promotional testing.	\$ 34,525	\$ 15,000	\$ 49,525	\$ 49,525
521.10.41.08	Prof Services-Shredding	Provides for document shredding services.	\$ 1,250	\$ -	\$ 1,250	\$ 1,250
521.10.41.42	Prof Serv-Record Storage	Provides for police records offsite storage services.	\$ 8,000	\$ -	\$ 8,000	\$ 8,000
521.10.41.45	Advertising	Provides for purchase of classified ads to announce employment openings and publish sex offender notifications.	\$ 2,270	\$ -	\$ 2,270	\$ 2,270



**BUDGET NARRATIVE  
2014**

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
<b>001.340.030.521.10.00.00</b>		<b>ADMINISTRATION</b>				
521.10.49.22	Dues, Schools & Conferences	Provides for fees and tuition, dues and membership associated with training. These funds are necessary to maintain training standards. <ol style="list-style-type: none"> <li>1. WA Assoc. of Sheriffs and Police Chiefs - dues for Chief. and commanders</li> <li>2. Law Enforcement Information &amp; Records Assoc. - Dues for 6 records personnel</li> <li>3. International Assoc. of Chiefs of Police - dues for Chief</li> <li>4. WA Assoc. of Sheriffs and Police Chiefs spring/fall conference fees - 2 attendees</li> <li>5. International Assoc. of Chiefs of Police conference fees for Chief</li> <li>6. Law Enforcement Information &amp; Records Assoc. spring/fall conference fees - 2 attendees</li> <li>7. FBI National Academy Associates Conference Fees</li> <li>8. LEIRA Conference dues for Record Specialists</li> </ol>	\$ 3,725	\$ -	\$ 3,725	\$ 3,725
		<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>\$ 76,461</b>	<b>\$ 15,000</b>	<b>\$ 91,461</b>	<b>\$ 91,461</b>
		<b>INTERFUND SERVICES</b>				
521.10.99.01	Computer Maintenance	Provides for department's share of interfund maintenance costs for administrative computers.	\$ 34,362	\$ -	\$ 34,362	\$ 34,362
521.10.99.02	Computer Replacement	Provides for department's share of interfund replacement costs for administrative computers.	11,361	-	5,680	5,680
521.10.99.03	Equipment Maintenance	Provides for department's share of interfund maintenance costs for administrative vehicles.	18,000	-	14,400	14,400
521.10.99.04	Equipment Replacement	Provides for department's share of interfund replacement costs for administrative vehicles.	122,190	-	-	-
521.10.99.05	Insurance	Provides for department's share of interfund administrative insurance costs.	45,032	-	45,032	45,032
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 230,945</b>	<b>\$ -</b>	<b>\$ 99,474</b>	<b>\$ 99,474</b>

**BUDGET NARRATIVE  
2014**

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
<b>001.340.030.521.10.00.00</b>		<b>ADMINISTRATION</b>				
		<b>CAPITAL OUTLAYS</b>				
594.21.64.00	Equipment		\$ -	\$ -	\$ -	\$ -
		<b>TOTAL CAPITAL OUTLAYS</b>	\$ -		\$ -	\$ -
		<b>TOTAL ADMINISTRATIVE DIVISION</b>	<b>\$ 1,709,946</b>	<b>\$ 15,000</b>	<b>\$ 1,569,599</b>	<b>\$ 1,569,599</b>

**CITY OF DES MOINES**

**2014 BUDGET REQUESTS**

**LAW ENFORCEMENT  
RETIREE BENEFIT PAYMENTS**

POLICE - 001.341.030 LEOFF 1 RETIREES		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR-END	2014 FINANCE BASE	2014 DEPT REQ	2014 EXEC AMEND	2014 ADOPTED
517.20.29.00	BENEFITS - LEOFF 1 RETIREES	81,254	78,735	78,735	42,672	87,129		87,600	87,600	87,600
517.20.20	SUB TOTAL	81,254	78,735	78,735	42,672	87,129	-	87,600	87,600	87,600
	<b>LEOFF 1 RETIREES TOTAL:</b>	81,254	78,735	78,735	42,672	87,129	-	87,600	87,600	87,600

**BUDGET NARRATIVE  
2014**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.341.030.517.20.00.00 RETIREE BENEFIT PAYMENTS</b>					
<b>PERSONNEL BENEFITS</b>					
517.20.29.00	Personnel Benefits-LEOFF I Retirees	This covers Leoff I long-term care annual premium and health insurance premium for the Leoff I retirees.	\$ 87,600	\$ 87,600	\$ 87,600
<b>TOTAL PERSONNEL BENEFITS</b>			<u>\$ 87,600</u>	<u>\$ 87,600</u>	<u>\$ 87,600</u>
<b>TOTAL LEOFF I RETIREES DIVISION</b>			<u>\$ 87,600</u>	<u>\$ 87,600</u>	<u>\$ 87,600</u>

CITY OF DES MOINES

2014 BUDGET REQUESTS

LAW ENFORCEMENT  
POLICE FACILITIES

001.342.030 POLICE - FACILITIES: MAIN BUILDING		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR-END	2014 DEPT REQ	2014 EXEC AMEND	2014 ADOPTED
521.50.31.00	OFFICE & OPERATING SUPPLIES		2,300	2,300	1,446	3,160	3,150	3,150	3,150
521.50.35.00	SMALL TOOLS & EQUIPMENT		200	200	251	375	375	375	375
521.50.35.90	SMALL TOOLS >\$1,000 <\$5,000		-	-	-	-	-	-	-
521.50.30	<b>SUB TOTAL</b>	-	2,500	2,500	1,697	3,535	3,525	3,525	3,525
521.50.41.00	PROFESSIONAL SERVICES		475	475	95	284	225	225	225
521.50.41.32	JANITORIAL SERVICES		22,780	22,780	10,650	21,300	21,726	21,726	21,726
521.50.42.00	COMMUNICATION		-	-	592	1,170	1,192	1,192	1,192
521.50.47.XX	UTILITIES		53,160	53,160	25,040	55,510	57,300	57,300	57,300
521.50.48.00	REPAIR & MAINTENANCE		10,000	10,000	12,458	15,292	15,500	15,500	15,500
521.50.49.00	MISCELLANEOUS		-	-	-	-	-	-	-
521.50.49.20	LAUNDRY		-	-	214	411	425	425	425
521.50.40	<b>SUB TOTAL</b>	-	86,415	86,415	49,048	93,967	96,368	96,368	96,368
521.50.99.06	FACILITY REP AND REPLACEMENT		15,605	15,605	7,802	15,605	15,605	15,605	15,605
521.50.90	<b>SUB TOTAL</b>	-	15,605	15,605	7,802	15,605	15,605	15,605	15,605
594.21.62.00	IMPROVEMENTS:								
594.21.60	<b>SUB TOTAL</b>	-	-	-	-	-	-	-	-
<b>POLICE MAIN BUILDING TOTAL:</b>		-	104,520	104,520	58,547	113,107	115,498	115,498	115,498



**BUDGET NARRATIVE  
2014**

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

Account No.	Title		Departmental Request	Executive Amendment	Adopted
<b>001.342.030.521.50.00.00</b>		<b>POLICE FACILITIES: MAIN BUILDING</b>			
		<b>SUPPLIES</b>			
521.50.31.00	Office and Operating Supplies	Provides for PD main building maintenance supplies such as: janitorial supplies, light bulbs, etc.	\$ 3,150	\$ 3,150	\$ 3,150
521.50.35.00	Small Tools	Provides small tools for PD main building maintenance including power and hand tools, etc.	375	375	375
		<b>TOTAL SUPPLIES</b>	<b>\$ 3,525</b>	<b>\$ 3,525</b>	<b>\$ 3,525</b>
		<b>OTHER SERVICES AND CHARGES</b>			
521.50.41.00	Professional Services	Provides for fire & security alarm monitoring services.	\$ 225	\$ 225	\$ 225
521.50.41.32	Janitorial Services	Provides for janitorial services for police facility. Includes floor maintenance, monthly stripping and waxing. Cost is higher than other departments because this facility is open 24 hours a day.	\$ 21,726	\$ 21,726	\$ 21,726
521.50.42.00	Communication	Provides for telephone line service.	\$ 1,192	\$ 1,192	\$ 1,192
521.50.47.XX	Utilities	Provides for utility and SWM payments at police facility.	\$ 57,300	\$ 57,300	\$ 57,300
521.50.47.01		Electric	\$ 43,629		
521.50.47.02		Water	\$ 5,500		
521.50.47.03		Sewer	\$ 596		
521.50.47.04		Surface Water Management	\$ 7,495		
521.50.47.10		Cable	\$ 80		
			<u>\$ 57,300</u>		
521.50.48.00	Repair and Maintenance	Provides for routine maintenance, such as: pest control, HVAC, & burglar alarm system. Amount reflects a maintenance agreement on the emergency generator at the police facility.	\$ 15,500	\$ 15,500	\$ 15,500
521.50.49.20	Laundry	Provides for mats laundering service.	\$ 425	\$ 425	\$ 425
		<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>\$ 96,368</b>	<b>\$ 96,368</b>	<b>\$ 96,368</b>

**BUDGET NARRATIVE  
2014**

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

Account No.	Title		Departmental Request	Executive Amendment	Adopted
<b>001.342.030.521.50.00.00</b>		<b>POLICE FACILITIES: MAIN BUILDING</b>			
		<b>INTERFUND SERVICES</b>			
521.50.99.06	Facility Repair & Replacement	Provides for department's share of interfund maintenance for new police building.	15,605	15,605	15,605
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 15,605</b>	<b>\$ 15,605</b>	<b>\$ 15,605</b>
		<b>CAPITAL OUTLAYS</b>			
594.21.62	Improvements		\$ -	\$ -	\$ -
		<b>TOTAL CAPITAL OUTLAYS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
		<b>TOTAL POLICE MAIN BUILDING DIVISION</b>	<b>\$ 115,498</b>	<b>\$ 115,498</b>	<b>\$ 115,498</b>

CITY OF DES MOINES

2014 BUDGET REQUESTS

LAW ENFORCEMENT  
POLICE FACILITIES: POLICE SUBSTATION

001.342.030 POLICE - FACILITIES: SUB-STATION		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR-END	2014 DEPT REQ	2014 EXEC AMEND	2014 ADOPTED
521.51.31	OFFICE & OPERATING SUPPLIES		350	350	211	350	350	350	350
521.51.35	SMALL TOOLS & EQUIPMENT		1,100	1,100	-	-	1,100	1,100	1,100
521.51.35.90	SMALL TOOLS >\$1,000 <\$5,000		-	-	-	-	-	-	-
521.51.35.15	REDONDO SQ EQUIPT/FURNITURE	-	-	-	-	-	-	-	-
521.51.30	<b>SUB TOTAL</b>	-	1,450	1,450	211	350	1,450	1,450	1,450
521.51.41	PROFESSIONAL SERVICES		-	-	-	-	-	-	-
521.51.41.32	JANITORIAL SERVICES		2,220	2,220	185	1,295	2,264	2,264	2,264
521.51.42	COMMUNICATION		3,700	3,700	2,924	3,503	3,700	3,700	3,700
521.51.47	UTILITIES		3,000	3,000	1,588	3,289	3,430	3,430	3,430
521.51.48	REPAIR & MAINTENANCE		2,300	2,300	1,223	2,446	2,550	2,550	2,550
521.51.49	MISCELLANEOUS		-	-	-	-	-	-	-
521.51.40	<b>SUB TOTAL</b>	-	11,220	11,220	5,919	10,533	11,944	11,944	11,944
521.51.99.06	FACILITY REP AND REPLACEMENT		1,372	1,372	686	1,372	1,372	1,372	1,372
521.51.90	<b>SUB TOTAL</b>	-	1,372	1,372	686	1,372	1,372	1,372	1,372
594.21.62	IMPROVEMENTS:								
594.21.60	<b>SUB TOTAL</b>	-	-	-	-	-	-	-	-
<b>POLICE SUB-STATION FACILITY TOTAL:</b>		-	14,042	14,042	6,816	12,255	14,766	14,766	14,766

**BUDGET NARRATIVE  
2014**

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

Account No.	Title		Departmental Request	Executive Amendment	Adopted
<b>001.342.030.521.51.00.00</b>		<b>POLICE FACILITIES: POLICE SUBSTATION</b>			
		<b>SUPPLIES</b>			
521.51.31.00	Office and Operating Supplies	Provides for Redondo Sub-station maintenance supplies such as: janitorial supplies, etc.	\$ 350	\$ 350	\$ 350
521.51.35.00	Small Tools	Provides small tools for Police Substation facility maintenance including power and hand tools, etc.	1,100	1,100	1,100
		<b>TOTAL SUPPLIES</b>	<b>\$ 1,450</b>	<b>\$ 1,450</b>	<b>\$ 1,450</b>
		<b>OTHER SERVICES AND CHARGES</b>			
521.51.41.00	Professional Services	Provides for fire & security alarm monitoring services.	\$ -	\$ -	\$ -
521.51.41.32	Janitorial Services	Provides for janitorial services for police substation facility. Includes floor maintenance, monthly stripping and waxing.	\$ 2,264	\$ 2,264	\$ 2,264
521.51.42.00	Communications	Provides for security cameras at Police Sub-station facility.	\$ 3,700	\$ 3,700	\$ 3,700
521.51.47.XX	Utilities	Provides for electricity & natural gas utility payments at police substation facility.	\$ 3,430	\$ 3,430	\$ 3,430
521.50.47.01		Electric	\$ 2,100		
521.50.47.06		Natural Gas	\$ 1,250		
521.50.47.10		Cable	\$ 80		
			<u>\$ 3,430</u>		
521.51.48.00	Repair and Maintenance	Provides for routine maintenance and unexpected small repairs to Substation facility.	2,550	2,550	2,550
		<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>\$ 11,944</b>	<b>\$ 11,944</b>	<b>\$ 11,944</b>

**BUDGET NARRATIVE  
2014**

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

Account No.	Title		Departmental Request	Executive Amendment	Adopted
<b>001.342.030.521.51.00.00</b>		<b>POLICE FACILITIES: POLICE SUBSTATION</b>			
		<b>INTERFUND SERVICES</b>			
521.51.99.06	Facility Repair & Replacement	Provides for division's share of interfund maintenance for Police Substation.	1,372	1,372	1,372
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 1,372</b>	<b>\$ 1,372</b>	<b>\$ 1,372</b>
		<b>CAPITAL OUTLAYS</b>			
594.21.62.00	Improvements		\$ -	\$ -	\$ -
		<b>TOTAL CAPITAL OUTLAYS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
		<b>TOTAL POLICE SUBSTATION FACILITY DIVISION</b>	<b>\$ 14,766</b>	<b>\$ 14,766</b>	<b>\$ 14,766</b>

CITY OF DES MOINES

2013 BUDGET REQUESTS

LAW ENFORCEMENT  
POLICE OFFICERS TRAINING

001.344.030 POLICE - TRAINING		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR-END	2014 DEPT REQ	2014 EXEC AMEND	2014 ADOPTED
521.40.10.00	SALARIES & WAGES	-	-	-	-				-
521.40.11.00	OVERTIME		46,375	46,375	40,562	46,375	46,375	46,375	46,375
521.40.10	<b>SUB TOTAL</b>	-	46,375	46,375	40,562	46,375	46,375	46,375	46,375
521.40.20.00	PERSONNEL BENEFITS		6,694	6,694	6,158	6,956	6,976	6,976	6,976
521.40.20	<b>SUB TOTAL</b>	-	6,694	6,694	6,158	6,956	6,976	6,976	6,976
521.40.43.00	TRAVEL EXPENSES		-	-	634	799	825	825	825
521.40.49.00	MISCELLANEOUS		-	-	-		-	-	-
521.40.49.22	DUES, SCHOOLS, & CONFERENCES		5,300	5,300	1,801	3,500	4,750	4,750	4,750
521.40.40	<b>SUB TOTAL</b>	-	5,300	5,300	2,435	4,299	5,575	5,575	5,575
521.40.99.05	INTERFUND INSURANCE		1,975	1,975	1,975	1,975	1,945	1,945	1,945
521.40.90	<b>SUB TOTAL</b>	-	1,975	1,975	1,975	1,975	1,945	1,945	1,945
<b>POLICE OFFICERS TRAINING TOTAL:</b>		-	60,344	60,344	51,130	59,605	60,871	60,871	60,871

**BUDGET NARRATIVE  
2014**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.344.030.521.40.00.00</b>		<b>POLICE OFFICERS TRAINING</b>			
		<b>SALARIES AND WAGES</b>			
521.40.10.00	Salaries & Wages	Provides pay for mandatory training for police officers.	\$ -	\$ -	\$ -
521.40.11.00	Overtime	Provides overtime pay for mandatory training for police officers.	\$ 46,375	\$ 46,375	\$ 46,375
		<b>Training includes:</b> 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.			
		<b>TOTAL SALARIES AND WAGES</b>	<b>\$ 46,375</b>	<b>\$ 46,375</b>	<b>\$ 46,375</b>
		<b>PERSONNEL BENEFITS</b>			
521.40.20.00	Personnel Benefits	Provides for personnel benefits associated with mandatory training.	\$ 6,976	\$ 6,976	\$ 6,976
		<b>TOTAL PERSONNEL BENEFITS</b>	<b>\$ 6,976</b>	<b>\$ 6,976</b>	<b>\$ 6,976</b>

**BUDGET NARRATIVE  
2014**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.344.030.521.40.00.00</b>		<b>POLICE OFFICERS TRAINING</b>			
		<b>OTHER SERVICES AND CHARGES</b>			
521.40.43.00	Travel	Provides for lodging, meals, per diem, and other costs associated with mandatory training.	\$ 825	\$ 825	\$ 825
521.40.49.00	Miscellaneous	Provides for other miscellaneous costs related to mandatory training.	\$ -	\$ -	\$ -
521.40.49.22	Dues, Schools, and Conferences	Provides for fees and tuition, dues and membership associated with training. These funds are necessary to maintain training standards.	\$ 4,750	\$ 4,750	\$ 4,750
		<ol style="list-style-type: none"> <li>1. National Assoc. of Traffic Investigators, dues for three.</li> <li>2. Tactical Training Fees for four personnel.</li> <li>3. Firearms Instructors Assoc., dues for three.</li> <li>4. Glock Armorers School, tuition for one.</li> <li>5. Glock Instructors course, tuition for one.</li> <li>6. Shotgun Armorers course, tuition for one.</li> <li>7. Bicycle instructor, tuition for one.</li> <li>8. Bicycle Patrol, tuition for four personnel.</li> <li>9. Internet Crime training tuition and membership fees.</li> <li>10. Child Exploitation training.</li> <li>11. Computer Crimes training fees.</li> <li>12. NW Crime Intelligence dues for two.</li> <li>13. Reid Interview course tuition for two.</li> <li>14. Advanced Homicide Investigation course tuition for two.</li> <li>15. NW Fraud Investigators Assoc. dues for one.</li> </ol>			
		<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>\$ 5,575</b>	<b>\$ 5,575</b>	<b>\$ 5,575</b>
		<b>INTERFUND SERVICES</b>			
521.40.99.05	Interfund Insurance	Provides for Division's share of interfund administrative insurance costs.	\$ 1,945	\$ 1,945	\$ 1,945
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 1,945</b>	<b>\$ 1,945</b>	<b>\$ 1,945</b>
		<b>TOTAL POLICE OFFICERS TRAINING DIVISION</b>	<b>\$ 60,871</b>	<b>\$ 60,871</b>	<b>\$ 60,871</b>



CITY OF DES MOINES

2014 BUDGET REQUESTS

LAW ENFORCEMENT  
CIVIL SERVICE

001.345.030 POLICE - CIVIL SERVICE DIVISION		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
521.10.11.00	OVERTIME	12,647	5,697	5,697	5,796	8,334	9,000	8,930	8,930
521.10.10	<b>SUB TOTAL</b>	12,647	5,697	5,697	5,796	8,334	9,000	8,930	8,930
521.10.20.00	PERSONNEL BENEFITS	2,048	993	993	940	1,333	1,651	1,638	1,638
521.10.20	<b>SUB TOTAL</b>	2,048	993	993	940	1,333	1,651	1,638	1,638
521.10.31.00	OFFICE AND OPERATING SUPPLIES	508	2,000	2,000	1,537	2,000	2,000	2,000	2,000
521.10.35.00	SMALL TOOLS & EQUIPMENT	-	-	-	-	-	-	-	-
521.10.35.90	SMALL EQP > \$1,000 < \$5,000	-	-	-	-	-	-	-	-
521.10.30	<b>SUB TOTAL</b>	508	2,000	2,000	1,537	2,000	2,000	2,000	2,000
521.10.41.00	PROFESSIONAL SERVICES	1,391	-	-	-	-	-	-	-
521.10.41.45	ADVERTISING	-	-	-	25	25	-	-	-
521.10.42.00	COMMUNICATION	11	-	-	47	47	-	-	-
521.10.43.00	TRAVEL EXPENSES	-	-	-	-	-	-	-	-
521.10.45.00	OPERATING RENTALS & LEASES	110	-	-	100	100	-	-	-
521.10.49.00	MISCELLANEOUS	19	500	500	-	328	500	500	500
521.10.40	<b>SUB TOTAL</b>	1,532	500	500	172	500	500	500	500
521.10.99.05	INTERFUND INSURANCE	187	204	204	204	204	595	595	595
521.10.90	<b>SUB TOTAL</b>	187	204	204	204	204	595	595	595
<b>CIVIL SERVICE DIVISION TOTAL:</b>		16,922	9,394	9,394	8,649	12,371	13,746	13,663	13,663

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.345.030.521.10.00.00</b>					
		<b>CIVIL SERVICE</b>			
		<b>SALARIES AND WAGES</b>			
521.10.11.00	Overtime	Provides for overtime for Civil Service, testing applicants and attending regular meetings.	\$ 9,000	\$ 8,930	\$ 8,930
		<b>TOTAL SALARIES AND WAGES</b>	<b>\$ 9,000</b>	<b>\$ 8,930</b>	<b>\$ 8,930</b>
		<b>PERSONNEL BENEFITS</b>			
521.10.20.00	Personnel Benefits		\$ 1,651	\$ 1,638	\$ 1,638
		<b>TOTAL PERSONNEL BENEFITS</b>	<b>\$ 1,651</b>	<b>\$ 1,638</b>	<b>\$ 1,638</b>
		<b>SUPPLIES</b>			
521.10.31.00	Office & Operating Supplies	Provides for purchase of supplies and reporting forms needed to prepare case files.	\$ 2,000	\$ 2,000	\$ 2,000
521.10.35.90	Small Tools and Equipment		\$ -	\$ -	\$ -
		<b>TOTAL SUPPLIES</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>
		<b>OTHER SERVICES AND CHARGES</b>			
521.10.41.00	Professional Services	Provides for civil service hearing tests for civil service positions cost.	\$ -	\$ -	\$ -
521.10.49.00	Miscellaneous	Provides for miscellaneous items not budgeted elsewhere.	\$ 500	\$ 500	\$ 500
		<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>
		<b>INTERFUND SERVICES</b>			
521.10.99.05	Interfund Insurance	Provides for department's share of interfund administrative insurance costs.	\$ 595	\$ 595	\$ 595
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 595</b>	<b>\$ 595</b>	<b>\$ 595</b>
		<b>TOTAL CIVIL SERVICE DIVISION</b>	<b>\$ 13,746</b>	<b>\$ 13,663</b>	<b>\$ 13,663</b>

CITY OF DES MOINES

2014 BUDGET REQUESTS

LAW ENFORCEMENT  
DETECTIVE DIVISION

		2012	2013	2013	2013	2013	2014	2014	2014
		ACTUAL	ADOPTED	AMEND	ACTUAL	EST	DEPT	EXEC	ADOPTED
001.350.030	DETECTIVE DIVISION				Jan-June	YR TOTAL	REQUEST	AMEND	
521.21.10.00	SALARIES & WAGES	489,200	482,840	482,840	238,694	479,075	491,532	487,940	487,940
521.21.10.10	HOLIDAY PAY-OUT	8,099	9,285	9,285	-	9,285	11,343	11,260	11,260
521.21.11.00	OVERTIME	44,725	49,400	49,400	14,457	44,546	49,400	49,400	49,400
521.21.11.02	OVERTIME-TRAINING	757	-	-	-	-	-	-	-
521.21.10	<b>SUB TOTAL</b>	542,780	541,525	541,525	253,152	532,906	552,275	548,600	548,600
521.21.20.00	PERSONNEL BENEFITS	200,770	205,468	205,468	104,582	205,066	244,178	227,935	227,935
521.21.20.90	DEPENDENT MEDICAL EE CONTRIBUTION	(5,660)	(6,150)	(6,150)	(3,142)	(6,379)	(8,483)	(7,644)	(7,644)
521.21.21.00	UNIFORMS	2,996	2,000	2,000	259	1,000	2,000	2,000	2,000
521.21.24.00	NON-UNIFORM CLOTHING ALLOWANCE	3,027	5,505	5,505	1,756	4,000	5,505	5,505	5,505
521.21.20	<b>SUB TOTAL</b>	201,134	206,823	206,823	103,455	203,687	243,200	227,796	227,796
521.21.31.00	OFFICE AND OPERATING SUPPLIES	5,378	5,480	5,480	266	2,000	5,480	5,480	5,480
521.21.32.01	UNLEADED FUEL (ISF)	9,689	10,819	10,819	7,129	14,257	15,091	15,091	15,091
521.21.32.03	UNLEADED FUEL (OUTSIDE)	-	125	125	-	-	125	125	125
521.21.35.00	SMALL TOOLS & EQUIPMENT	696	2,500	2,500	149	2,000	2,500	2,500	2,500
521.21.35.90	SMALL EQP > \$1,000 < \$5,000	-	-	-	-	-	-	-	-
521.21.30	<b>SUB TOTAL</b>	15,763	18,924	18,924	7,544	18,257	23,196	23,196	23,196
521.21.41.00	PROFESSIONAL SERVICES	6,076	3,400	3,400	745	2,000	3,000	3,000	3,000
521.21.41.04	PROF SERV-INTERPRETING	-	-	-	200	800	400	400	400
521.21.41.08	PROF SERVICES-SHREDDING	-	100	100	-	-	100	100	100
521.21.41.45	ADVERTISING	-	-	-	-	-	-	-	-
521.21.42.00	COMMUNICATION	5,947	6,280	6,280	2,240	4,125	4,200	4,200	4,200
521.21.43.00	TRAVEL EXPENSES	761	1,319	1,319	(432)	(299)	1,319	1,319	1,319
521.21.45.00	OPERATING RENTALS & LEASES	-	1,500	1,500	-	-	1,500	1,500	1,500
521.21.45.02	COPIER LEASE	162	300	300	669	300	300	300	300
521.21.48.00	REPAIR & MAINTENANCE	714	1,000	1,000	130	458	750	750	750
521.21.49.00	MISCELLANEOUS	-	330	330	516	516	330	330	330
521.21.49.20	LAUNDRY	4,050	3,500	3,500	2,111	4,543	4,500	4,500	4,500
521.21.49.22	DUES, SCHOOLS & CONFERENCES	2,273	1,450	1,450	150	300	1,450	1,450	1,450
521.21.49.26	INVESTIGATIVE ACCOUNT	-	3,000	3,000	-	-	3,000	3,000	3,000
521.21.40	<b>SUB TOTAL</b>	19,983	22,179	22,179	6,329	12,743	20,849	20,849	20,849

CITY OF DES MOINES

2014 BUDGET REQUESTS

LAW ENFORCEMENT  
DETECTIVE DIVISION

		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
<b>001.350.030</b>	<b>DETECTIVE DIVISION</b>								
521.21.99.01	COMPUTER INTERFUND MAINTENANCE	19,910	16,967	16,967	8,483	16,967	13,457	13,457	13,457
521.21.99.02	COMPUTER INTERFUND REPLACEMENT	1,322	1,932	1,932	966	1,932	4,034	2,017	2,017
521.21.99.03	EQUIPMENT RENTAL MAINTENANCE	10,912	21,600	21,600	10,800	21,600	27,000	21,600	21,600
521.21.99.04	EQUIPMENT RENTAL REPLACEMENT	-	-	-	-	-	45,463	45,463	45,463
521.21.99.05	INTERFUND INSURANCE	21,902	22,470	22,470	22,470	22,470	21,364	21,364	21,364
521.21.90	<b>SUB TOTAL</b>	54,046	62,969	62,969	42,719	62,969	111,318	103,901	103,901
594.21.62.01	EVIDENCE ROOM IMPROV	-	-	-	-	-	-	-	-
594.21.64.00	EQUIPMENT	-	-	-	-	-	-	-	-
594.21.60	<b>SUB TOTAL</b>	-	-	-	-	-	-	-	-
	<b>DETECTIVE DIVISION TOTAL:</b>	833,706	852,420	852,420	413,199	830,562	950,838	924,342	924,342

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.350.030.521.21.00.00</b>		<b>DETECTIVE</b>			
		<b>SALARIES AND WAGES</b>			
521.21.10.00	Salaries & Wages	Provides for personnel to perform investigative functions, crime scene investigations, evidence processing and storage, and related duties. 1.0 Sergeant 4.0 Detectives ----- 5.0 FTEs	\$ 491,532	\$ 487,940	\$ 487,940
521.21.10.10	Holiday Pay-Out	Provides for holiday pay cash-out of 48 hrs per detective officer.	\$ 11,343	\$ 11,260	\$ 11,260
521.21.11.00	Overtime	Provides for overtime for crime scene call-out, court, special details, and holiday pay. Normal overtime due to excessive work loads and call-outs.	\$ 49,400	\$ 49,400	\$ 49,400
521.21.11.02	Overtime-Training	Provides for overtime for mandatory training in first aid, bloodborne and airborne pathogens, breathalyzer defensive tactics, firearms qualifications, and other training.	\$ -	\$ -	\$ -
		<b>TOTAL SALARIES AND WAGES</b>	<b>\$ 552,275</b>	<b>\$ 548,600</b>	<b>\$ 548,600</b>
		<b>PERSONNEL BENEFITS</b>			
521.21.20.00	Personnel Benefits	Provides for personnel benefits for personnel assigned to the Detective division as indicated. This also covers benefits associated with overtime (\$8,054).	\$ 244,178	\$ 227,935	\$ 227,935
521.21.20.90	Employee Medical Contribution	Employee's share of health insurance premium cost for spouse and/or dependents.	\$ (8,483)	\$ (7,644)	\$ (7,644)
521.21.21.00	Uniforms	Provides uniforms as needed for detective division.	\$ 2,000	\$ 2,000	\$ 2,000
521.21.24.00	Non-Uniform Clothing Allowance	Provides clothing for 5 detectives @ 1% of base pay per year each plus \$625 for the replacement of job related damaged clothes. This amount is set by the Police Guild Contract.	\$ 5,505	\$ 5,505	\$ 5,505
		<b>TOTAL PERSONNEL BENEFITS</b>	<b>\$ 243,200</b>	<b>\$ 227,796</b>	<b>\$ 227,796</b>

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.350.030.521.21.00.00</b>		<b>DETECTIVE</b>			
		<b>SUPPLIES</b>			
521.21.31.00	Office And Operating Supplies	Provides for purchase of supplies needed to perform Detective services. Video and audio tapes, film, evidence processing and bloodborne pathogens supplies.	\$ 5,480	\$ 5,480	\$ 5,480
521.21.32.01	Unleaded Fuel (Isf)	Provides for fuel for operating vehicles assigned to the Detective Division.	\$ 15,091	\$ 15,091	\$ 15,091
521.21.32.03	Unleaded Fuel (Outside)	Provides for fuel purchased from external vendors.	\$ 125	\$ 125	\$ 125
521.21.35.00	Small Tools & Equipment	Provides for purchase of surveillance equipment, fingerprint equipment and ballistic vest replacements for detective personnel. Includes boxes, evidence packaging materials, digital cameras, recording equipment, etc.	\$ 2,500	\$ 2,500	\$ 2,500
		<b>TOTAL SUPPLIES</b>	<b>\$ 23,196</b>	<b>\$ 23,196</b>	<b>\$ 23,196</b>
		<b>OTHER SERVICES AND CHARGES</b>			
521.21.41.00	Professional Services	Provides for photo processing of major crime scenes, polygraph examinations, DNA analysis, employment security searches, financial traces, courier services, and towing.	\$ 3,000	\$ 3,000	\$ 3,000
521.21.41.04	Prof Serv-Interpreting	Provides for non-English language translation services.	\$ 400	\$ 400	\$ 400
521.21.41.08	Prof Services-Shredding	Provides for document shredding services.	\$ 100	\$ 100	\$ 100

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.350.030.521.21.00.00</b>		<b>DETECTIVE</b>			
521.21.42.00	Communication	Provides for pagers for sergeant and on-call detectives, cellular airtime, long distance and telephone lines.	\$ 4,200	\$ 4,200	\$ 4,200
		Satellite Communications	\$ 395		
		Long Distance	\$ 240		
		Cell Phones/Pagers	\$ 3,500		
		Postage	\$ 65		
			<u>\$ 4,200</u>		
521.21.43.00	Travel Expenses	Provides for lodging, meals, per diem, and other costs associated with training, conferences and seminars.	\$ 1,319	\$ 1,319	\$ 1,319
		1. NW Crime Intelligence conference for one.			
		2. NW Fraud Investigators conference for one.			
		3. Travel expenses for background investigations			
		4. Domestic Violence Conference for one			
		5. Internet Crime Investigation for one			
		6. Miscellaneous travel expenses			
521.21.45.00	Operating Rentals & Leases	Provides for Ident-I-Kit rental and storage space for seized vehicles.	\$ 1,500	\$ 1,500	\$ 1,500
521.21.45.02	Copier Lease	Provides for lease of copier in detective work area.	\$ 300	\$ 300	\$ 300
521.21.48.00	Repair & Maintenance	Provides for routine maintenance and unexpected small repairs to Detective Division equipment.	\$ 750	\$ 750	\$ 750
521.21.49.00	Miscellaneous	Provides for developing of basic crime scene photos and enlarging photographs for court.	\$ 330	\$ 330	\$ 330
521.21.49.20	Laundry	Provides for laundry service for investigation division as provided in the collective bargaining agreement.	\$ 4,500	\$ 4,500	\$ 4,500

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.350.030.521.21.00.00</b>		<b>DETECTIVE</b>			
521.21.49.22	Dues, Schools & 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	\$ 1,450	\$ 1,450	\$ 1,450
521.21.49.26	Investigative Account	Provides for small various undercover criminal investigation expenses.	\$ 3,000	\$ 3,000	\$ 3,000
<b>TOTAL OTHER SERVICES AND CHARGES</b>			<b>\$ 20,849</b>	<b>\$ 20,849</b>	<b>\$ 20,849</b>
<b>INTERFUND SERVICES</b>					
521.21.99.01	Computer Maintenance	Provides for division's share of interfund maintenance costs of detective computers and printer.	\$ 13,457	\$ 13,457	\$ 13,457
521.21.99.02	Computer Replacement	Provides for division's share of interfund replacement costs of detective computers and printer.	\$ 4,034	\$ 2,017	\$ 2,017
521.21.99.03	Equipment Maintenance	Provides for division's share of interfund maintenance of Detective vehicles.	\$ 27,000	\$ 21,600	\$ 21,600
521.21.99.04	Equipment Replacement	Provides for division's share of interfund replacement costs of detective vehicles.	\$ 45,463	\$ 45,463	\$ 45,463
521.21.99.05	Interfund Insurance	Provides for division's share of interfund insurance costs.	\$ 21,364	\$ 21,364	\$ 21,364
<b>TOTAL INTERFUND SERVICES</b>			<b>\$ 111,318</b>	<b>\$ 103,901</b>	<b>\$ 103,901</b>
<b>CAPITAL OUTLAYS</b>					
594.21.64.00	Equipment		\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAYS</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL DETECTIVE DIVISION</b>			<b>\$ 950,838</b>	<b>\$ 924,342</b>	<b>\$ 924,342</b>



CITY OF DES MOINES

2014 BUDGET REQUESTS

LAW ENFORCEMENT  
PROPERTY & EVIDENCE ROOM

001.355.030	PROPERTY & EVIDENCE ROOM DIVISION	2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
521.80.10.00	SALARIES & WAGES	-	43,632	43,632	20,105	41,885	42,732	42,468	42,468
521.80.11.00	OVERTIME	-	1,560	1,560	-	750	1,560	1,560	1,560
521.80.10	<b>SUB TOTAL</b>	-	45,192	45,192	20,105	42,635	44,292	44,028	44,028
521.80.20.00	PERSONNEL BENEFITS	-	20,623	20,623	10,314	19,914	24,178	22,933	22,933
521.80.20.90	DEPENDENT MEDICAL EE CONTRIBUTION	-	(326)	(326)	(163)	(326)	(427)	(396)	(396)
521.80.21.00	UNIFORMS	-	-	-	-	250	500	500	500
521.80.20	<b>SUB TOTAL</b>	-	20,297	20,297	10,151	19,838	24,251	23,037	23,037
521.80.31.00	OFFICE AND OPERATING SUPPLIES	-	1,170	1,170	118	500	1,170	1,170	1,170
521.80.35.00	SMALL TOOLS & EQUIPMENT	-	500	500	-	200	500	500	500
521.80.35.90	SMALL EQP >\$1,000 >\$5,000	-	-	-	-	-	-	-	-
521.80.30	<b>SUB TOTAL</b>	-	1,670	1,670	118	700	1,670	1,670	1,670
521.80.42.00	COMMUNICATION	-	50	50	391	807	825	825	825
521.80.43.00	TRAVEL EXPENSES	-	250	250	-	150	250	250	250
521.80.48.00	REPAIRS AND MAINTENANCE	-	1,000	1,000	-	500	1,000	1,000	1,000
521.80.49.00	MISCELLANEOUS	-	-	-	-	-	-	-	-
521.80.49.22	DUES, SCHOOLS, & CONFERENCES	-	350	350	50	175	350	350	350
521.80.40	<b>SUB TOTAL</b>	-	1,650	1,650	441	1,632	2,425	2,425	2,425
521.80.99.01	COMPUTER INTERFUND MAINTENANCE	-	2,942	2,942	1,471	2,942	2,357	2,357	2,357
521.80.99.02	COMPUTER INTERFUND REPLACEMENT	-	279	279	140	279	400	200	200
521.80.99.05	INTERFUND INSURANCE	-	3,358	3,358	3,358	3,358	3,048	3,048	3,048
521.80.90	<b>SUB TOTAL</b>	-	6,579	6,579	4,968	6,579	5,805	5,605	5,605
594.21.62.00	EVIDENCE ROOM IMPROVEMENT	-	-	-	-	-	-	-	-
594.21.60	<b>SUB TOTAL</b>	-	-	-	-	-	-	-	-
<b>PROPERTY &amp; EVIDENCE ROOM DIVISION TOTAL:</b>		-	75,388	75,388	35,783	71,384	78,443	76,765	76,765

## BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.355.030.521.80.00.00</b>		<b>PROPERTY &amp; EVIDENCE ROOM</b>			
		<b>SALARIES AND WAGES</b>			
521.80.10.00	Salaries & Wages	Provides for personnel to perform evidence processing and storage, and related duties. 0.8 Evidence Technician 0.8 FTE	\$ 42,732	\$ 42,468	\$ 42,468
521.80.11.00	Overtime	Provides for overtime for crime scene call-out, court, special details, etc.	\$ 1,560	\$ 1,560	\$ 1,560
		<b>TOTAL SALARIES AND WAGES</b>	<b>\$ 44,292</b>	<b>\$ 44,028</b>	<b>\$ 44,028</b>
		<b>PERSONNEL BENEFITS</b>			
521.80.20.00	Personnel Benefits	Provides for personnel benefits for Evidence Technician. This also covers benefits associated with overtime (\$290).	\$ 24,178	\$ 22,933	\$ 22,933
521.80.20.90	Employee Medical Contribution	Employee's share of health insurance premium cost for spouse and/or dependents.	\$ (427)	\$ (396)	\$ (396)
521.80.21.00	Uniforms	Provides uniforms as needed for evidence technician staff.	\$ 500	\$ 500	\$ 500
		<b>TOTAL PERSONNEL BENEFITS</b>	<b>\$ 24,251</b>	<b>\$ 23,037</b>	<b>\$ 23,037</b>
		<b>SUPPLIES</b>			
521.80.31.00	Office and Operating Supplies	Provides for purchase of supplies needed to perform property and evidence room services. Video and audio tapes, film, evidence processing and bloodborne pathogens supplies.	\$ 1,170	\$ 1,170	\$ 1,170
521.80.35.00	Small Tools & Equipment-Evidence Room		\$ 500	\$ 500	\$ 500
		<b>TOTAL SUPPLIES</b>	<b>\$ 1,670</b>	<b>\$ 1,670</b>	<b>\$ 1,670</b>

## BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.355.030.521.80.00.00</b>		<b>PROPERTY &amp; EVIDENCE ROOM</b>			
		<b>OTHER SERVICES AND CHARGES</b>			
521.80.42.00	Communications	Provides for cellular airtime, telephone line, and postage.	\$ 825	\$ 825	\$ 825
		Postage	\$ 50		
		Cell Phone	\$ 500		
		Telephone Line	\$ 275		
			<u>\$ 825</u>		
521.80.43.00	Travel	Provides for lodging, meals, per diem, and other costs associated with training, conferences and seminars.	\$ 250	\$ 250	\$ 250
521.80.48.16	Repair and Maintenance	Provides for unexpected small repairs & maintenance in the Evidence Room.	\$ 1,000	\$ 1,000	\$ 1,000
521.80.49.00	Miscellaneous	Provides for developing of basic crime scene photos and enlarging photographs for court.	\$ -	\$ -	\$ -
521.80.49.22	Dues, Schools, and Conferences	Provides for fees and tuition, dues and membership associated with training.	\$ 350	\$ 350	\$ 350
		<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>\$ 2,425</b>	<b>\$ 2,425</b>	<b>\$ 2,425</b>
		<b>INTERFUND SERVICES</b>			
521.80.99.01	Computer Maintenance	Provides for division's share of interfund maintenance costs of computers and printer.	\$ 2,357	\$ 2,357	\$ 2,357
521.80.99.02	Computer Replacement	Provides for division's share of interfund replacement costs of computers and printer.	\$ 400	\$ 200	\$ 200
521.80.99.05	Interfund Insurance	Provides for division's share of interfund insurance costs.	\$ 3,048	\$ 3,048	\$ 3,048
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 5,805</b>	<b>\$ 5,605</b>	<b>\$ 5,605</b>

# BUDGET NARRATIVE

2014

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

Account No.	Title Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.355.030.521.80.00.00</b>	<b>PROPERTY &amp; EVIDENCE ROOM</b>			
	<b>CAPITAL OUTLAYS</b>			
594.21.62.01	Evidence Room Improvements	\$ -	\$ -	\$ -
	<b>TOTAL CAPITAL OUTLAYS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>TOTAL PROPERTY AND EVIDENCE ROOM DIVISION</b>	<b>\$ 78,443</b>	<b>\$ 76,765</b>	<b>\$ 76,765</b>

CITY OF DES MOINES

2014 BUDGET REQUESTS

LAW ENFORCEMENT  
PATROL DIVISION

		2012	2013	2013	2013	2013	2014	2014	2014	2014
		ACTUAL	ADOPTED	AMEND	ACTUAL	EST	DEPT	NEW	EXEC	ADOPTED
001.360.030	PATROL DIVISION				Jan-June	YR TOTAL	REQ	REQUEST	AMEND	
521.22.10.00	SALARIES & WAGES	1,439,292	2,145,419	2,145,419	988,788	1,954,885	2,393,607		2,060,890	2,060,890
521.22.10.03	SALARIES & WAGES-SCHOOL RESOURCE OFF	90,505	70,316	70,316	45,495	92,695	72,121		89,733	89,733
521.22.10.10	HOLIDAY PAY-OUT	30,404	41,258	41,258	0	41,258	55,237		47,559	47,559
521.22.10.13	HOLIDAY PAY-OUT/SCH RESR OFF	0	1,803	1,803	-	1,803	2,219		2,203	2,203
521.22.11.00	OVERTIME	143,458	228,138	228,138	69,781	160,000	228,138		228,138	228,138
521.22.11.02	OVERTIME-TRAINING	61,028	0	0	-	-	-		-	0
521.22.11.03	OVERTIME-SCHOOL RESOURCE OFFICER	11,135	10,675	10,675	1,394	10,021	10,675		10,675	10,675
521.22.10	<b>SUB TOTAL</b>	1,775,821	2,497,609	2,497,609	1,105,458	2,260,662	2,761,997	0	2,439,198	2,439,198
521.22.20.00	PERSONNEL BENEFITS	562,435	894,953	894,953	420,655	799,967	1,124,107		911,339	911,339
521.22.20.02	L&I BENEFITS-RESERVE OFFICERS	0	3,500	3,500	0	0	2,000		2,000	2,000
521.22.20.03	PERSONNEL BENEFITS-SCHOOL RESOURCE OFF	37,409	30,692	30,692	19,786	39,490	36,193		41,820	41,820
521.22.20.90	DEPENDENT MEDICAL EE CONTRIBUTION	(14,904)	(25,551)	(25,551)	(11,657)	(22,814)	(35,160)		(27,874)	(27,874)
521.22.21.00	UNIFORMS	19,974	19,000	19,000	9,980	19,000	19,000		19,000	19,000
521.22.20	<b>SUB TOTAL</b>	604,914	922,594	922,594	438,764	835,643	1,146,140	0	946,285	946,285
521.22.31.00	OFFICE AND OPERATING SUPPLIES	23,329	18,000	18,000	13,521	20,000	18,000		18,000	18,000
521.22.32.01	UNLEADED FUEL (ISF)	98,272	124,200	124,200	56,104	112,208	119,357		119,357	119,357
521.22.32.02	DIESEL FUEL (ISF)	0	583	583	0	0	0		0	0
521.22.32.03	UNLEADED FUEL (OUTSIDE)	0	7,500	7,500	51	102	200		200	200
521.22.35.00	SMALL TOOLS & EQUIPMENT	4,039	22,000	22,000	3,555	10,482	22,000		22,000	22,000
521.22.35.90	SMALL EQP > \$1,000 < \$5,000	0	0	0	0	0	0		0	0
521.22.30	<b>SUB TOTAL</b>	125,640	172,283	172,283	73,231	142,792	159,557	0	159,557	159,557
521.22.41.00	PROFESSIONAL SERVICES	11,282	15,900	15,900	3,841	10,596	15,900		15,900	15,900
521.22.41.04	PROF SERVICES-INTERPRETING SERVICES	0	0	0	0	25	50		50	50
521.22.41.08	PROF SERVICES-SHREDDING	0	100	100	0	50	50		50	50
521.22.41.31	DISPATCH SERVICES	0	577,249	577,249	269,490	644,551	657,441		657,441	657,441
521.22.41.45	ADVERTISING	0	3,000	3,000	-	1,500	3,000		3,000	3,000
521.22.42.00	COMMUNICATION	31,139	31,120	31,120	16,759	33,518	33,725		33,725	33,725
521.22.43.00	TRAVEL EXPENSES	3,645	10,055	10,055	206	1,000	10,055		10,055	10,055
521.22.45.00	OPERATING RENTALS & LEASES	1,104	4,000	4,000	600	1,200	4,000		4,000	4,000
521.22.48.00	REPAIR & MAINTENANCE	7,250	7,000	7,000	4,302	7,000	7,000		7,000	7,000
521.22.49.00	MISCELLANEOUS	0	4,230	4,230	0	500	4,230		4,230	4,230
521.22.49.20	LAUNDRY	4,040	6,475	6,475	3,222	6,475	6,475		6,475	6,475
521.22.49.22	DUES, SCHOOLS & CONFERENCES	3,365	4,222	4,222	160	500	4,222		4,222	4,222
521.22.40	<b>SUB TOTAL</b>	61,826	663,351	663,351	298,580	706,915	746,148	0	746,148	746,148

CITY OF DES MOINES

2014 BUDGET REQUESTS

LAW ENFORCEMENT  
PATROL DIVISION

		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 DEPT REQ	2014 NEW REQUEST	2014 EXEC AMEND	2014 ADOPTED
<b>001.360.030</b>	<b>PATROL DIVISION</b>									
521.22.99.01	COMPUTER INTERFUND MAINTENANCE	97,466	122,791	122,791	61,396	122,791	92,354		92,354	92,354
521.22.99.02	COMPUTER INTERFUND REPLACEMENT	10,710	23,389	23,389	11,694	23,389	46,618		23,309	23,309
521.22.99.03	EQUIPMENT RENTAL MAINTENANCE	62,400	87,900	87,900	43,950	87,900	108,000		86,400	86,400
521.22.99.04	EQUIPMENT RENTAL REPLACEMENT	0	0	0	0	0	363,895		202,490	202,490
521.22.99.05	INTERFUND INSURANCE	88,387	102,858	102,858	102,858	102,858	101,328		101,328	101,328
521.22.90	<b>SUB TOTAL</b>	258,963	336,938	336,938	219,898	336,938	712,195	0	505,881	505,881
594.21.64.00	EQUIPMENT									
594.21.64.01	EQUIPMENT - COMPUTER									
594.21.64.02	EQUIPMENT - PATROL CARS							165,000	-	-
594.21.64.03	EQUIPMENT - CAR CAMERAS							39,000	-	-
594.21.60	<b>SUB TOTAL</b>	0	0	0	0	0	-	204,000	-	-
597.21.00.01	TRANSFER TO EQUIP RENTAL REPL FUND								22,912	22,912
597.21.00	<b>SUB TOTAL</b>	0	0	0	0	0	-	-	22,912	22,912
	<b>PATROL DIVISION TOTAL</b>	2,827,163	4,592,775	4,592,775	2,135,932	4,282,950	5,526,037	204,000	4,819,981	4,819,981

## BUDGET NARRATIVE 2014

FUND: GENERAL  
DEPARTMENT: LAW ENFORCEMENT  
DIVISION: PATROL

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
<b>001.360.030.521.22.00.00</b>		<b>PATROL</b>				
		<b>SALARIES AND WAGES</b>				
521.22.10.00	Salaries & Wages	Provides for personnel to perform community first patrol functions, preventive patrol, and emergency response on a 24-hour basis. Increase reflects salaries as set by the collective bargaining agreement with the Police Guild.  4.0 Sergeants 17.0 Officers 5.0 Vacant Positions -4.0 Vacant Positions <b>EXEC AMEND: Freeze Positions in 2014</b> <u>22.0 FTE's</u>	\$ 2,393,607	\$ -	\$ 2,060,890	\$ 2,060,890
521.22.10.03	Salaries & Wages-School Resource Off	This position is funded through an interlocal agreement with the <u>Highline School District until June 1, 2014.</u>  1.00 Officer -0.06 125 hours assigned to ATS Program <u>0.94 FTE</u>	\$ 72,121	\$ -	\$ 89,733	\$ 89,733
521.22.10.10	Holiday Pay-Out	Provides for maximum holiday pay cash-out of 48 hrs per Patrol officer.	\$ 55,237	\$ -	\$ 47,559	\$ 47,559
521.22.10.13	Holiday Pay-Out/Sch Resr Off	Provides for maximum holiday pay cash-out of 48 hrs for school resource officer.	\$ 2,219	\$ -	\$ 2,203	\$ 2,203
521.22.11.00	Overtime	Provides for overtime for sergeants and police officers for City-sponsored events, court, shift coverage, special details, end of shift, excessive work loads, paid time off, and acting Sergeant. Special emphasis in high crime areas. Also includes overtime for special events.	\$ 228,138	\$ -	\$ 228,138	\$ 228,138
521.22.11.03	Overtime-School Resource Officer	Provides for overtime for school resource officer.	\$ 10,675	\$ -	\$ 10,675	\$ 10,675
<b>TOTAL SALARIES AND WAGES</b>			<b>\$ 2,761,997</b>	<b>\$ -</b>	<b>\$ 2,439,198</b>	<b>\$ 2,439,198</b>

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
<b>001.360.030.521.22.00.00</b>		<b>PATROL</b>				
		<b>PERSONNEL BENEFITS</b>				
521.22.20.00	Personnel Benefits	Provides for personnel benefits for police officers assigned to the Patrol Division.	\$ 1,124,107	\$ -	\$ 911,339	\$ 911,339
521.22.20.02	L&I Benefits-Reserve Officers	Provides for the L & I premium due for workmen's compensation to cover reserve officers while performing duties for the City.	\$ 2,000	\$ -	\$ 2,000	\$ 2,000
521.22.20.03	Personnel Benefits-School Resource Off	Provides for personnel benefits for the School Resource Officer.	\$ 36,193	\$ -	\$ 41,820	\$ 41,820
521.22.20.90	Dependent Medical Ee Contribution	Employees' share of health insurance premium cost for spouse and/or dependents.	\$ (35,160)	\$ -	\$ (27,874)	\$ (27,874)
521.22.21.00	Uniforms	Provides uniforms for Sergeants and Police Officers assigned to the Patrol Division and uniforms for the reserve officers. This is determined by collective bargaining agreement.	\$ 19,000	\$ -	\$ 19,000	\$ 19,000
		<b>TOTAL PERSONNEL BENEFITS</b>	<b>\$ 1,146,140</b>	<b>\$ -</b>	<b>\$ 946,285</b>	<b>\$ 946,285</b>
		<b>SUPPLIES</b>				
521.22.31.00	Office And Operating Supplies	Provides for purchase of supplies needed to perform Patrol services. Includes road flares, ammunition, weapon parts, film, evidence, bloodborne pathogens, supplies used for crime scene photography. Additional amount based on actuals.	\$ 18,000	\$ -	\$ 18,000	\$ 18,000
521.22.32.01	Unleaded Fuel (Isf)	Provides for unleaded gas to operate vehicles assigned to the Patrol Division.	\$ 119,357	\$ -	\$ 119,357	\$ 119,357
521.22.32.02	Diesel Fuel (Isf)	Provides for diesel gas to operate vehicles assigned to the Patrol Division.	\$ -	\$ -	\$ -	\$ -
521.22.32.03	Unleaded Fuel (Outside)	Provides for purchase of fuel from external vendors to operate vehicles assigned to the Patrol Division.	\$ 200	\$ -	\$ 200	\$ 200



## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
<b>001.360.030.521.22.00.00</b>		<b>PATROL</b>				
521.22.35.00	Small Tools & Equipment	Provides for purchase of patrol and crime prevention equipment, firearms equipment, firearms range equipment, bicycle patrol tools, earphones, protective glasses, cameras and replacement of small equipment damaged in daily activity.	\$ 22,000	\$ -	\$ 22,000	\$ 22,000
<b>TOTAL SUPPLIES</b>			<b>\$ 159,557</b>	<b>\$ -</b>	<b>\$ 159,557</b>	<b>\$ 159,557</b>
<b>OTHER SERVICES AND CHARGES</b>						
521.22.41.00	Professional Services	Provides for post-trauma counseling and critical incident debriefings as required for patrol personnel. Also provides for photo development for accident investigations, psychological, polygraph, physical testing, range fees, radar certifications, interpreter services, and vehicle cleaning.	\$ 15,900	\$ -	\$ 15,900	\$ 15,900
521.22.41.04	Prof Services- Interpreting Services	Provides for non-English language translation services.	\$ 50	\$ -	\$ 50	\$ 50
521.22.41.08	Prof Services-Shredding	Provides for document shredding services.	\$ 50	\$ -	\$ 50	\$ 50
521.22.41.31	Dispatch Services	Provides for contract services with Valley Communications Center for 911 call dispatch services.	\$ 657,441	\$ -	\$ 657,441	\$ 657,441
521.22.41.45	Advertising	Provides for advertising of special training events, reserve officer openings and advertising of annual full-time officer testing.	\$ 3,000	\$ -	\$ 3,000	\$ 3,000
521.22.42.00	Communication	Provides for telephone lines, long distance phone charges and cellular air time for staff.	\$ 33,725	\$ -	\$ 33,725	\$ 33,725
		Also provides for Aircards in police patrol vehicles for communicating with Valley Comm.				

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
<b>001.360.030.521.22.00.00</b>		<b>PATROL</b>				
521.22.43.00	Travel Expenses	Provides for lodging, meals, per diem, and other costs associated with training, conferences and seminars. This includes training such as officer survival skills, advanced tactics, firearms instructor certification courses, emergency management courses and other advanced training.	\$ 10,055	\$ -	\$ 10,055	\$ 10,055
521.22.45.00	Operating Rentals & Leases	Provides for leasing one Identi-Kit and a shredder.	\$ 4,000	\$ -	\$ 4,000	\$ 4,000
521.22.48.00	Repair & Maintenance	Provides for routine maintenance and unexpected small repairs to Patrol Division equipment.	\$ 7,000	\$ -	\$ 7,000	\$ 7,000
521.22.49.00	Miscellaneous	Provides for printing, cost of photo developing for court and emergency phone lines for victims.	\$ 4,230	\$ -	\$ 4,230	\$ 4,230
521.22.49.20	Laundry	Provides for uniform cleaning for patrol unit personnel.	\$ 6,475	\$ -	\$ 6,475	\$ 6,475
521.22.49.22	Dues, Schools & Conferences	Provides for fees and tuition, dues and membership associated with training. 1. National Assoc. of Traffic Investigators, dues for three. 2. Tactical Training Fees for four personnel. 3. Firearms Instructors Assoc., dues for three. 4. Glock Armorers School, tuition for one. 5. Glock Instructors course, tuition for one. 6. Shotgun Armorers course, tuition for one. 7. Bicycle instructor, tuition for one. 8. Bicycle Patrol, tuition for four personnel. 9. Internet Crime training tuition and membership fees. 10. Child Exploitation training. 11. Computer Crimes training fees.	\$ 4,222	\$ -	\$ 4,222	\$ 4,222
<b>TOTAL OTHER SERVICES AND CHARGES</b>			<b>\$ 746,148</b>	<b>\$ -</b>	<b>\$ 746,148</b>	<b>\$ 746,148</b>

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
<b>001.360.030.521.22.00.00</b>		<b>PATROL</b>				
		<b>INTERFUND SERVICES</b>				
521.22.99.01	Computer Interfund Maintenance	Provides for division's share of interfund maintenance costs for Patrol computers.	\$ 92,354	\$ -	\$ 92,354	\$ 92,354
521.22.99.02	Computer Interfund Replacement	Provides for division's share of interfund replacement costs for Patrol computers.	\$ 46,618	\$ -	\$ 23,309	\$ 23,309
521.22.99.03	Equipment Rental Maintenance	Provides for division's share of interfund replacement costs for Patrol vehicles.	\$ 108,000	\$ -	\$ 86,400	\$ 86,400
521.22.99.04	Equipment Rental Replacement	Provides for division's share of interfund replacement costs for Patrol vehicles.	\$ 363,895	\$ -	\$ 202,490	\$ 202,490
521.22.99.05	Interfund Insurance	Provides for Patrol Division's contribution to the City's self-insurance fund.	\$ 101,328	\$ -	\$ 101,328	\$ 101,328
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 712,195</b>	<b>\$ -</b>	<b>\$ 505,881</b>	<b>\$ 505,881</b>
		<b>CAPITAL OUTLAYS</b>				
594.21.64.00	Equipment	Purchase of six new in-car video/audio camera systems to replace the outdated and worn out systems currently in use. Purchase of three new patrol vehicles to replace old cars in current fleet.		\$ 204,000	\$ -	\$ -
		<b>TOTAL CAPITAL OUTLAYS</b>	<b>\$ -</b>	<b>\$ 204,000</b>	<b>\$ -</b>	<b>\$ -</b>
		<b>TRANSFERS</b>				
597.21.00.01	Transfer-out/Fund 501	This is a transfer out to Fund 501 for General Fund's share of loan principal and interest in financing 2 patrol vehicles.	\$ -		\$ 22,912	\$ 22,912
		<b>TOTAL TRANSFERS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 22,912</b>	<b>\$ 22,912</b>
		<b>TOTAL PATROL DIVISION</b>	<b>\$ 5,526,037</b>	<b>\$ 204,000</b>	<b>\$ 4,819,981</b>	<b>\$ 4,819,981</b>

CITY OF DES MOINES

2014 BUDGET REQUESTS

LAW ENFORCEMENT  
CRIME PREVENTION

		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
<b>001.365.030</b>	<b>CRIME PREVENTION</b>								
521.30.10.00	SALARIES & WAGES		122,506	122,506	60,440	121,446	125,896	125,044	125,044
521.30.10.10	HOLIDAY PAY-OUT		2,356	2,356	-	2,356	2,905	2,886	2,886
521.30.11.00	OVERTIME		7,000	7,000	-	4,093	7,000	7,000	7,000
521.30.11.02	OVERTIME-TRAINING		1,440	1,440	-	-	1,440	1,440	1,440
521.30.10	<b>SUB TOTAL</b>	-	133,302	133,302	60,440	127,895	137,241	136,370	136,370
521.30.20.00	PERSONNEL BENEFITS		59,910	59,910	31,299	58,997	75,567	71,126	71,126
521.30.20.90	DEPENDENT MEDICAL EE CONTRIBUTION		(1,295)	(1,295)	(810)	(1,620)	(2,123)	(1,925)	(1,925)
521.30.21.00	UNIFORMS		1,000	1,000	482	1,000	1,000	1,000	1,000
521.30.20	<b>SUB TOTAL</b>	-	59,615	59,615	30,970	58,377	74,444	70,201	70,201
521.30.31.00	OFFICE AND OPERATING SUPPLIES		-	-	367	500	500	500	500
521.30.32.01	UNLEADED FUEL		3,000	3,000	1,216	2,431	2,537	2,537	2,537
521.30.30	<b>SUB TOTAL</b>	-	3,000	3,000	1,582	2,931	3,037	3,037	3,037
521.30.41.45	ADVERTISING		-	-	-	-	-	-	-
521.30.42.00	COMMUNICATION		1,400	1,400	-	-	-	-	-
521.30.43.00	TRAVEL EXPENSES		175	175	-	100	175	175	175
521.30.48.00	REPAIRS AND MAINTENANCE		-	-	21	50	-	-	-
521.30.49.00	MISCELLANEOUS		-	-	-	-	-	-	-
521.30.49.20	LAUNDRY		250	250	61	163	250	250	250
521.30.49.22	DUES, SCHOOLS, & CONFERENCES		725	725	25	100	725	725	725
521.30.40	<b>SUB TOTAL</b>	-	2,550	2,550	107	413	1,150	1,150	1,150
521.30.99.01	COMPUTER INTERFUND MAINTENANCE		5,884	5,884	2,942	5,884	4,714	4,714	4,714
521.30.99.02	COMPUTER INTERFUND REPLACEMENT		557	557	279	557	800	400	400
521.30.99.03	EQUIPMENT RENTAL MAINTENANCE		10,500	10,500	5,250	10,500	10,500	8,400	8,400
521.30.99.04	EQUIPMENT REPAIR & REPLACEMENT		-	-	-	-	39,555	39,555	39,555
521.30.99.05	INTERFUND INSURANCE		8,942	8,942	8,942	8,942	8,021	8,021	8,021
521.30.90	<b>SUB TOTAL</b>	-	25,883	25,883	17,413	25,883	63,590	61,090	61,090
594.21.64	EQUIPMENT	-	-	-	-	-	-	-	-
594.21.60	<b>SUB TOTAL</b>	-	-	-	-	-	-	-	-
	<b>CRIME PREVENTION TOTAL</b>	-	224,350	224,350	110,512	215,499	279,462	271,848	271,848

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.365.030.521.30 CRIME PREVENTION</b>					
<b>SALARIES AND WAGES</b>					
521.30.10.00	Salaries & Wages	Provides for 2.0 FTE'S Community Service Officers (CSO's).	\$ 125,896	\$ 125,044	\$ 125,044
521.30.10.10	Holiday Pay-Out	Provides for maximum holiday pay cash-out of 48 hours.	\$ 2,905	\$ 2,886	\$ 2,886
521.30.11.00	Overtime	Provides for overtime for due to excessive work loads.	\$ 7,000	\$ 7,000	\$ 7,000
521.30.11.02	Overtime-Training	Provides overtime pay for 2 CSO's training in first aid, bloodborne and airborne pathogens, defensive tactics, defensive driving and other training mandated by the State.	\$ 1,440	\$ 1,440	\$ 1,440
<b>TOTAL SALARIES AND WAGES</b>			<b>\$ 137,241</b>	<b>\$ 136,370</b>	<b>\$ 136,370</b>
<b>PERSONNEL BENEFITS</b>					
521.30.20.00	Personnel Benefits	Provides payroll benefits for 2 CSO's.	\$ 75,567	\$ 71,126	\$ 71,126
521.30.20.90	Employee Medical Contribution	Employees' share of health insurance premium cost for spouse and/or dependents.	\$ (2,123)	\$ (1,925)	\$ (1,925)
521.30.21.00	Uniforms	Provides uniforms for 2 CSO's.	\$ 1,000	\$ 1,000	\$ 1,000
<b>TOTAL PERSONNEL BENEFITS</b>			<b>\$ 74,444</b>	<b>\$ 70,201</b>	<b>\$ 70,201</b>
<b>SUPPLIES</b>					
521.30.31.00	Office And Operating Supplies	Provides for purchase of supplies needed to perform crime prevention services.	\$ 500	\$ 500	\$ 500
521.30.32.01	Unleaded Fuel	Provides for fuel for operating vehicles assigned to Crime Prevention Division.	\$ 2,537	\$ 2,537	\$ 2,537
521.30.35.00	Small Tools & Equipment	Provides for purchase of small equipment.	\$ -	\$ -	\$ -
<b>TOTAL SUPPLIES</b>			<b>\$ 3,037</b>	<b>\$ 3,037</b>	<b>\$ 3,037</b>

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.365.030.521.30</b>		<b>CRIME PREVENTION</b>			
		<b>OTHER SERVICES AND CHARGES</b>			
521.30.43.00	Travel Expenses	Provides for lodging, meals, per diem, and other costs associated with training, conferences and seminars.	\$ 175	\$ 175	\$ 175
521.30.49.20	Laundry	Provides for uniform cleaning of 2 CSO's.	\$ 250	\$ 250	\$ 250
521.30.49.22	Dues, Schools, & Conferences	Provides for fees and tuition, dues and memberships associated with training.	\$ 725	\$ 725	\$ 725
		<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>\$ 1,150</b>	<b>\$ 1,150</b>	<b>\$ 1,150</b>
		<b>INTERFUND SERVICES</b>			
521.30.99.01	Computer Interfund Maintenance	Provides for maintenance of computers for the community service officers.	\$ 4,714	\$ 4,714	\$ 4,714
521.30.99.02	Computer Interfund Replacement	Provides for replacement of computers for the community service officers.	\$ 800	\$ 400	\$ 400
521.30.99.03	Equipment Rental Maintenance	Provides for Crime Prevention Division's share of interfund maintenance for the Community Service Officers' vehicles.	\$ 10,500	\$ 8,400	\$ 8,400
521.30.99.04	Equipment Repair & Replacement	Provides for Crime Prevention Division's share of replacement costs for the Community Service Officers' vehicles.	\$ 39,555	\$ 39,555	\$ 39,555
521.30.99.05	Interfund Insurance	Crime Prevention Division's contribution to the Self Insurance Fund.	\$ 8,021	\$ 8,021	\$ 8,021
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 63,590</b>	<b>\$ 61,090</b>	<b>\$ 61,090</b>
		<b>TOTAL CRIME PREVENTION DIVISION</b>	<b>\$ 279,462</b>	<b>\$ 271,848</b>	<b>\$ 271,848</b>

CITY OF DES MOINES

2014 BUDGET REQUEST

LAW ENFORCEMENT  
POLICE GRANTS

		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 DEPT REQ	2014 EXEC AMEND	2014 ADOPTED
<b>001.380.030</b>	<b>POLICE GRANTS</b>								
<b>521.23.00</b>	<b>BUREAU OF JUSTICE</b>								
521.23.21	UNIFORMS-BULLET PROOF VESTS	7,145	7,000	7,000	7,074	7,974	7,000	7,000	7,000
521.23.35	SMALL TOOLS & EQP-VESTS	-				-	-	-	-
	<b>SUB TOTAL</b>	7,145	7,000	7,000	7,074	7,974	7,000	7,000	7,000
<b>521.24.00</b>	<b>WASPC/SEX OFFENDER VERIFICATION</b>								
521.24.11.00	OVERTIME-WASPC/SEX OFFNDR VERIF	9,878	14,811	14,811	4,094	6,284	6,000	6,000	6,000
521.24.20.00	BENEFITS-WASPC/SEX OFFNDR VERIF	1,579	2,228	2,228	632	1,489	912	912	912
521.24.35.00	SMALL TOOLS & EQUIPMENT	1,876	-	-	657	657			
521.24.35.90	SMALL EQP < \$1,000 > \$5,000	-			-	-			
	<b>SUB TOTAL</b>	13,333	17,039	17,039	5,383	8,430	6,912	6,912	6,912
<b>521.26.00</b>	<b>BYRNE FY10/</b>								
521.26.35.90	SMALL EQP < \$1,000 > \$5,000	-	-	-	761	2,597			
594.26.64.00	EQUIPMENT	-			5,929	5,929			
	<b>SUB TOTAL</b>	-	-	-	6,690	8,526	-	-	-
001.380.008	<b>SUB TOTAL</b>	-	-	-	-	-	-	-	-
<b>521.27.00</b>	<b>BYRNE FY12/ E-TICKETING EQUIPMENT</b>								
521.27.35.00	SMALL TOOLS & EQUIPMENT	-	-	-		-			
521.27.35.90	SMALL EQP < \$1,000 > \$5,000	-	-	-		10,436			
	<b>SUB TOTAL</b>	-	-	-	-	10,436	-	-	-
001.380.008	<b>SUB TOTAL</b>	-	-	-	-	-	-	-	-
<b>521.7X.00</b>	<b>WA TRAFFIC SAFETY COMMISSION</b>								
521.70.11.00	OVERTIME CLICK-IT OR TICKET	-	7,000	7,000	786	1,000	1,000	1,000	1,000
521.70.20.00	PERSONNEL BENEFITS CLICK IT OR TICKET	-	1,052	1,052	119	150	152	152	152
521.70.35.00	SMALL TOOLS & EQUIPMENT	8,820	-	-	-	-			
521.70.35.90	SMALL EQP >\$1,000 <\$5,000-CLICK IT	-			-	-			
521.71.11.00	OVERTIME -DUI	-	-	-	-	2,500			
521.71.20.00	PERSONNEL BENEFITS -DUI	-	-	-	-	365			
	<b>SUB TOTAL</b>	8,820	8,052	8,052	905	4,015	1,152	1,152	1,152
001.380.004	<b>SUB TOTAL</b>	8,820	8,052	8,052	905	4,015	1,152	1,152	1,152
<b>521.22.10.00</b>	<b>COPS HIRING RECOVERY PROGRAM</b>								
521.22.10.00	SALARY	174,040							
521.22.10.10	HOLIDAY PAY-OUT	1,969							
521.22.11.00	OVERTIME	12,394							
521.22.11.02	OVERTIME-TRAINING	-							
521.22.20.00	PERSONNEL BENEFITS	73,576							
521.22.20.90	DEPENDENT MEDICAL EE CONTRIBUTION	(2,383)							
521.22.31.00	SUPPLIES								
521.22.35.00	SMALL TOOLS & EQUIPMENT					-			
521.22.35.90	SMALL EQP < \$1,000 > \$5,000								
	<b>SUB TOTAL</b>	259,596	-	-	-	-	-	-	-
001.380.009	<b>SUB TOTAL</b>	259,596	-	-	-	-	-	-	-
	<b>TOTAL POLICE GRANTS</b>	<b>288,895</b>	<b>32,091</b>	<b>32,091</b>	<b>20,051</b>	<b>39,381</b>	<b>15,064</b>	<b>15,064</b>	<b>15,064</b>

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.380.030.521.2X.00.00</b>		<b>POLICE GRANTS</b>			
<b>521.23.00</b>		<b>BUREAU OF JUSTICE</b>			
		<b>BULLET PROOF VESTS</b>			
521.23.21	Uniforms	\$7,000 for 10 bullet proof vest @ \$1,000 each, of which one-half (\$3,500) will be reimbursed to the City through a grant from the Federal Bureau of Justice.	\$ 7,000	\$ 7,000	\$ 7,000
		<b>TOTAL BULLET PROOF VESTS</b>	<b>\$ 7,000</b>	<b>\$ 7,000</b>	<b>\$ 7,000</b>
<b>521.70.00</b>		<b>WASHINGTON TRAFFIC SAFETY COMMISSION</b>			
521.70.11.30	Overtime		\$ 1,000	\$ 1,000	\$ 1,000
521.70.20.30	Personnel Benefits	CLICK IT OR TICKET	\$ 152	\$ 152	\$ 152
521.70.64.00	WTSC Grant/Equipment		\$ -	\$ -	\$ -
		<b>TOTAL WTSC</b>	<b>\$ 1,152</b>	<b>\$ 1,152</b>	<b>\$ 1,152</b>
<b>521.24.00</b>		<b>WASPC/SEX OFFENDER VERIFICATION</b>			
521.24.11.00	Overtime	Provides for overtime hours.	\$ 6,000	\$ 6,000	\$ 6,000
521.24.20.00	Personnel Benefits	Provides for the benefits associated with overtime.	\$ 912	\$ 912	\$ 912
521.24.35	Small Tools & Equipment		\$ -	\$ -	\$ -
521.24.35.90	Small Equipment < \$1,000 > \$5,000		\$ -	\$ -	\$ -
		<b>TOTAL WASPC/SEX OFFENDER VERIFICATION</b>	<b>\$ 6,912</b>	<b>\$ 6,912</b>	<b>\$ 6,912</b>
		<b>TOTAL POLICE GRANTS</b>	<b>\$ 15,064</b>	<b>\$ 15,064</b>	<b>\$ 15,064</b>



# BUDGET NARRATIVE

2014

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

Account No.	Title		Departmental Request	Executive Amendment	Adopted
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<b>001.385.030.521.70.00.00</b>	<b>AUTOMATED TRAFFIC ENFORCEMENT PROGRAM</b>	<b>\$ 520,200</b>	<b>\$ 385,000</b>	<b>\$ 385,000</b>
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In Jun 2011, City Council authorized pilot program at Woodmont Elementary School for installing speed cameras to address traffic safety in school zones.

In June 2012, City Council approved to expand the program to include Midway Elementary and Pacific Middle school site. Actual enforcement of speed violation in this school zone commenced in January, 2013.

CITY OF DES MOINES

2014 BUDGET REQUEST

LAW ENFORCEMENT  
AUTOMATED SPEED ENFORCEMENT PROGRAM

		2012	2013	2013	2013	2013	2014	2014	2014
		ACTUAL	ADOPTED	AMEND	ACTUAL	EST	2014	2014	2014
001.385.030	AUTOMATED SPEED ENFORCEMENT				Jan-June	YR TOTAL	DEPT REQ	EXEC AMEND	ADOPTED
521.70.10.00	SALARIES	25,270	112,363	112,363	14,468	26,611	105,627	43,625	\$ 43,625
521.70.20.00	BENEFITS	9,362	41,615	41,615	5,910	10,378	37,870	17,012	17,012
521.70.31.00	OPERATING SUPPLIES								
521.70.35.00	SMALL TOOLS/MINOR EQUIP.								
521.70.41.00	PROFESSIONAL SERVICES	114,000	228,000	228,000	95,000	247,000	228,000	234,000	234,000
521.70.41.04	PROFESSIONAL SERVICES-INTERPRETING	250	-	-	860	1,460	1,450	1,450	1,450
521.70.42.00	COMMUNICATIONS						-	-	-
521.70.43.00	TRAVEL						-	-	-
521.70.48.00	REPAIR & MAINTENANCE		1,000	1,000	-	-	1,000	1,000	1,000
521.70.49.00	MISCELLANEOUS		2,474	2,474	-	-	2,474	2,474	2,474
521.70.00	<b>SUB TOTAL</b>	148,882	385,452	385,452	116,238	285,449	376,421	299,561	299,561
594.12.64.42	COURT SCANNER/ATS PROGRAM	-	-	-	-	-	-	-	-
594.12.60		-	-	-	-	-	-	-	-
594.21.64.41	COLLISION SOFTWARE DATABASE	-	-	-	10,841	10,841	-	-	-
594.21.60	<b>SUB TOTAL</b>	-	-	-	10,841	10,841	-	-	-
597.21.00.00	TRANSFER OUT/FUND 319	168,454	146,013	146,013	60,088	156,833	143,779	85,439	85,439
597.21.00	<b>SUB TOTAL</b>	168,454	146,013	146,013	60,088	156,833	143,779	85,439	85,439
<b>TOTAL AUTOMATED SPEED ENFORCEMENT PROGRAM</b>		<b>317,336</b>	<b>531,465</b>	<b>531,465</b>	<b>187,166</b>	<b>453,122</b>	<b>520,200</b>	<b>385,000</b>	<b>385,000</b>

**BUDGET NARRATIVE**  
**2014**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.385.030.521.70.00.00</b>		<b>AUTOMATED TRAFFIC ENFORCEMENT PROGRAM</b>			
521.70.10.00	Salaries & Wages	Provides salaries for the following personnel: 0.350 Court Clerk 0.035 Judge 0.020 Court Security 0.100 Court File Clerk 0.025 Paralegal 0.050 Record Specialist 0.060 School Resource Police Officer 0.060 Master Police Sergeant 0.010 Associate Transportation Engr <u>0.7100</u> FTE's	\$ 105,627	\$ 43,625	\$ 43,625
521.70.20.00	Personnel Benefits	Provides payroll benefits for automated traffic enforcement program personnel.	\$ 37,870	\$ 17,012	\$ 17,012
521.70.35.00	Small Tools/Minor Equipment		-	-	-
521.70.41.00	Professional Services		\$ 229,450	\$ 235,450	\$ 235,450
521.70.42.00	Communications		-	-	-
521.70.43.00	Travel		-	-	-
521.70.48.00	Repair & Maintenance		\$ 1,000	\$ 1,000	\$ 1,000
521.70.49.00	Miscellaneous		\$ 2,474	\$ 2,474	\$ 2,474
597.21.00.00	Transfer Out/Fund 319 ASE Program		\$ 143,779	\$ 85,439	\$ 85,439
<b>TOTAL AUTOMATED SPEED ENFORCEMENT PROGRAM</b>			<b>\$ 520,200</b>	<b>\$ 385,000</b>	<b>\$ 385,000</b>

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.540.030.554.30.00.00</b>	<b>ANIMAL CONTROL</b>		<b>\$ 144,638</b>	<b>\$ 142,079</b>	<b>\$ 142,079</b>

This unit patrols for animals at-large, conducts investigations into animal related complaints, prepares cases for court and ensures animal owners are in compliance with Municipal Ordinances.

CITY OF DES MOINES

2014 BUDGET REQUESTS

LAW ENFORCEMENT  
ANIMAL CONTROL

		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
<b>001.540.030</b>	<b>ANIMAL CONTROL</b>								
554.30.10.00	SALARIES & WAGES	68,038	69,490	69,490	35,036	70,020	71,268	70,764	70,764
554.30.10.10	HOLIDAY PAY OUT	2,343	1,336	1,336	0	1,336	1,645	1,633	1,633
554.30.11.00	OVERTIME	2,877	2,800	2,800	648	1,296	2,800	2,800	2,800
554.30.11.02	OVERTIME-TRAINING	0	560	560	0	0	560	560	560
554.30.10	<b>SUB TOTAL</b>	73,258	74,186	74,186	35,684	72,652	76,273	75,757	75,757
554.30.20.00	PERSONNEL BENEFITS	22,141	23,643	23,643	11,517	23,222	26,207	25,384	25,384
554.30.20.90	DEPENDENT MEDICAL EE CONTRIBUTION	0	0	0	0	0	0	0	0
554.30.21.00	UNIFORMS	0	1,000	1,000	164	664	1,000	1,000	1,000
554.30.20	<b>SUB TOTAL</b>	22,141	24,643	24,643	11,681	23,886	27,207	26,384	26,384
554.30.31.00	OFFICE AND OPERATING SUPPLIES	1,863	2,000	2,000	920	1,840	2,000	2,000	2,000
554.30.32.01	UNLEADED FUEL	3,617	3,306	3,306	1,451	2,901	3,126	3,126	3,126
554.30.35.00	SMALL TOOLS & EQUIPMENT	0	500	500	0	200	500	500	500
554.30.35.90	SMALL EQP > \$1,000 <\$5,000	0	0	0	0	0	0	0	0
554.30.30	<b>SUB TOTAL</b>	5,480	5,806	5,806	2,371	4,941	5,626	5,626	5,626
554.30.41.00	PROFESSIONAL SERVICES	0	860	860	0	0	860	860	860
554.30.41.21	PROF SERV-ANIMAL CARE SERVICES	6,659	8,000	8,000	2,165	6,149	8,000	8,000	8,000
554.30.41.45	ADVERTISING	0	0	0	0	0	0	0	0
554.30.42.00	COMMUNICATION	749	776	776	516	1,135	1,150	1,150	1,150
554.30.43.00	TRAVEL EXPENSES	0	157	157	0	0	157	157	157
554.30.48.00	REPAIRS AND MAINTENANCE	0	500	500	0	0	500	500	500
554.30.49.00	MISCELLANEOUS	0	600	600	0	0	600	600	600
554.30.49.20	LAUNDRY	243	400	400	90	244	250	250	250
554.30.49.22	DUES, SCHOOLS, & CONFERENCES	233	500	500	89	200	500	500	500
554.30.40	<b>SUB TOTAL</b>	7,885	11,793	11,793	2,860	7,728	12,017	12,017	12,017
554.30.99.01	COMPUTER INTERFUND MAINTENANCE	2,942	2,942	2,942	1,471	2,942	2,357	2,357	2,357
554.30.99.02	COMPUTER INTERFUND REPLACEMENT	191	320	320	160	320	641	321	321
554.30.99.03	EQUIPMENT RENTAL MAINTENANCE	672	3,600	3,600	1,800	3,600	4,500	3,600	3,600
554.30.99.04	EQUIPMENT RENTAL REPLACEMENT	0	0	0	0	0	11,658	11,658	11,658
554.30.99.05	INTERFUND INSURANCE	3,651	4,410	4,410	4,410	4,410	4,359	4,359	4,359
554.30.90	<b>SUB TOTAL</b>	7,456	11,272	11,272	7,841	11,272	23,515	22,295	22,295
594.54.64.00	EQUIPMENT	0	0	0	0	-	-	-	-
594.54.60	<b>SUB TOTAL</b>	0	0	0	-	-	-	-	-
	<b>ANIMAL CONTROL TOTAL</b>	116,220	127,700	127,700	60,437	120,479	144,638	142,079	142,079

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.540.030.554.30.00.00</b>		<b>ANIMAL CONTROL</b>			
		<b>SALARIES AND WAGES</b>			
554.30.10.00	Salaries & Wages	Provides for 1.0 FTE Animal Control Officer (ACO) to perform animal control functions, preventive animal control, and emergency response.	\$ 71,268	\$ 70,764	\$ 70,764
554.30.10.10	Holiday Pay Out	Provides for maximum holiday pay cash-out of 48 hours.	\$ 1,645	\$ 1,633	\$ 1,633
554.30.11.00	Overtime	Provides for overtime for ACO for holidays, July 4th activities, court, special details, and normal overtime due to excessive work loads.	\$ 2,800	\$ 2,800	\$ 2,800
554.30.11.02	Overtime-Training	Provides overtime pay for one Animal Control Officer's training in first aid, bloodborne and airborne pathogens, defensive tactics, defensive driving and other training mandated by the State.	\$ 560	\$ 560	\$ 560
		<b>TOTAL SALARIES AND WAGES</b>	<b>\$ 76,273</b>	<b>\$ 75,757</b>	<b>\$ 75,757</b>
		<b>PERSONNEL BENEFITS</b>			
554.30.20.00	Personnel Benefits	Provides payroll benefits for one Animal Control Officer.	\$ 26,207	\$ 25,384	\$ 25,384
554.30.20.90	Dependent Medical Ee Contribution	Employees' share of health insurance premium cost for spouse and/or dependents.	\$ -	\$ -	\$ -
554.30.21.00	Uniforms	Provides uniforms for animal control officer.	\$ 1,000	\$ 1,000	\$ 1,000
		<b>TOTAL PERSONNEL BENEFITS</b>	<b>\$ 27,207</b>	<b>\$ 26,384</b>	<b>\$ 26,384</b>
		<b>SUPPLIES</b>			
554.30.31.00	Office And Operating Supplies	Provides for purchase of supplies needed to perform animal control services. Includes licenses/receipts, legend drugs, and gloves.	\$ 2,000	\$ 2,000	\$ 2,000
554.30.32.01	Unleaded Fuel	Provides for fuel for operating one vehicle assigned to the Animal Control Division.	\$ 3,126	\$ 3,126	\$ 3,126

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.540.030.554.30.00.00</b>		<b>ANIMAL CONTROL</b>			
554.30.35.00	Small Tools & Equipment	Provides for purchase of animal traps and portable kennels.	\$ 500	\$ 500	\$ 500
<b>TOTAL SUPPLIES</b>			<b>\$ 5,626</b>	<b>\$ 5,626</b>	<b>\$ 5,626</b>
<b>OTHER SERVICES AND CHARGES</b>					
554.30.41.00	Professional Services	Provides for other professional services related to animal control services.	\$ 860	\$ 860	\$ 860
554.30.41.21	Prof Serv-Animal Care Services	Provides for veterinarian services and other animal care services.	\$ 8,000	\$ 8,000	\$ 8,000
554.30.42.00	Communication	Provides long-distance phone service and cellular airtime to reduce the number of billable from Valley Communications.	\$ 1,150	\$ 1,150	\$ 1,150
554.30.43.00	Travel Expenses	Provides for lodging, meals, per diem, and other costs associated with training, conferences and seminars.	\$ 157	\$ 157	\$ 157
554.30.48.00	Repairs And Maintenance	Provides for routine maintenance and unexpected small repairs to Animal Control equipment.	\$ 500	\$ 500	\$ 500
554.30.49.00	Miscellaneous	Provides for printing and other miscellaneous expenses.	\$ 600	\$ 600	\$ 600
554.30.49.20	Laundry	Provides for uniform cleaning of one animal control officer.	\$ 250	\$ 250	\$ 250
554.30.49.22	Dues, Schools, & Conferences	Provides for fees and tuition, dues and memberships associated with training.	\$ 500	\$ 500	\$ 500
<b>TOTAL OTHER SERVICES AND CHARGES</b>			<b>\$ 12,017</b>	<b>\$ 12,017</b>	<b>\$ 12,017</b>

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.540.030.554.30.00.00</b>		<b>ANIMAL CONTROL</b>			
		<b>INTERFUND SERVICES</b>			
554.30.99.01	Computer Interfund Maintenance	Provides for maintenance of one computer for the animal control officer.	\$ 2,357	\$ 2,357	\$ 2,357
554.30.99.02	Computer Interfund Replacement	Provides for replacement of one computer for the animal control officer.	\$ 641	\$ 321	\$ 321
554.30.99.03	Equipment Rental Maintenance	Provides for animal control's share of interfund maintenance for the Animal Control vehicle.	\$ 4,500	\$ 3,600	\$ 3,600
554.30.99.04	Equipment Rental Replacement	Provides for animal control's share of replacement costs for the Animal Control vehicle.	\$ 11,658	\$ 11,658	\$ 11,658
554.30.99.05	Interfund Insurance	Animal Control's contribution to the Self Insurance Fund.	\$ 4,359	\$ 4,359	\$ 4,359
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 23,515</b>	<b>\$ 22,295</b>	<b>\$ 22,295</b>
		<b>TOTAL ANIMAL CONTROL DIVISION</b>	<b>\$ 144,638</b>	<b>\$ 142,079</b>	<b>\$ 142,079</b>



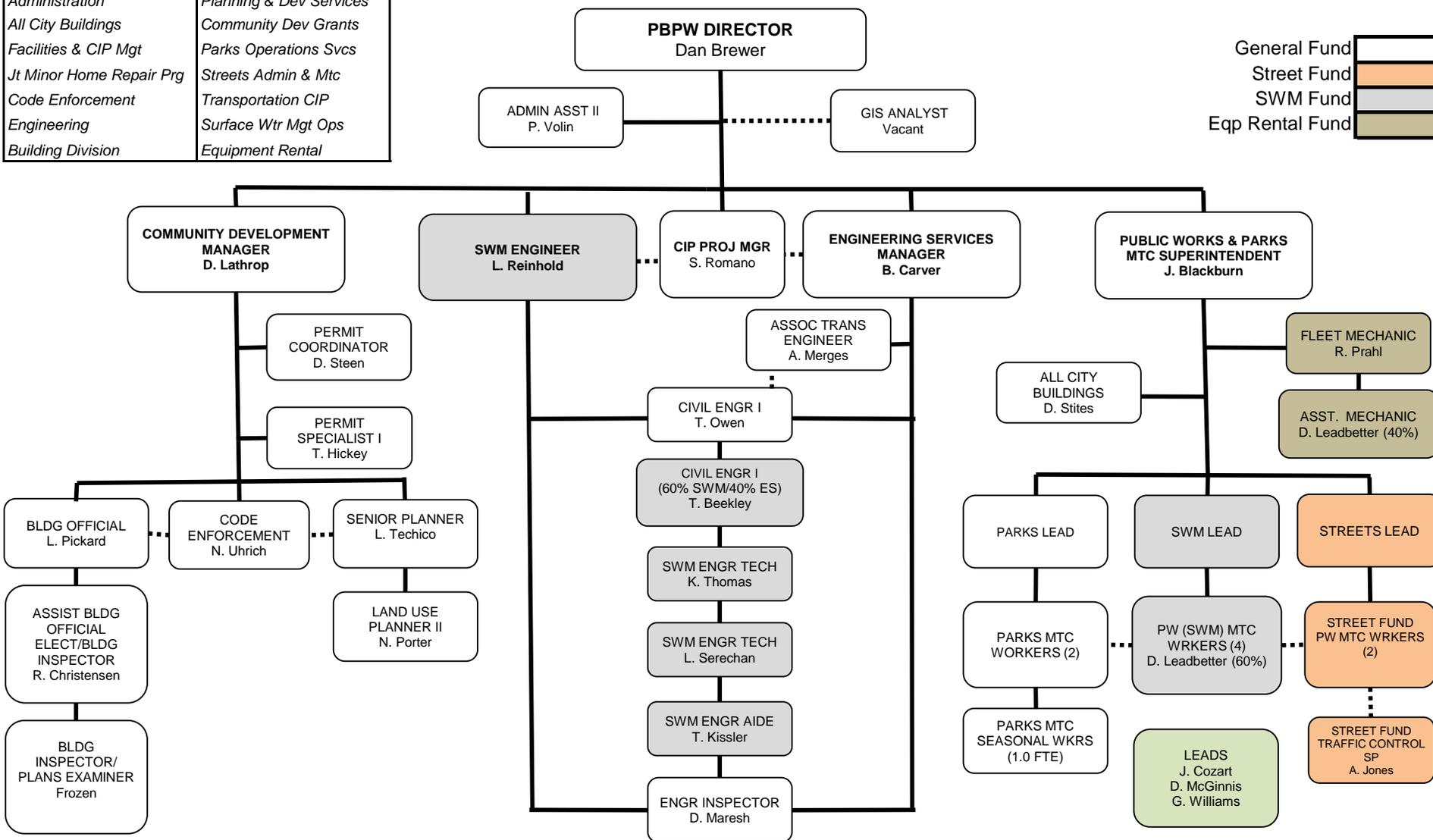
**CITY OF DES MOINES  
PLANNING, BUILDING, AND PUBLIC WORKS**

Organizational Chart - 2014

**Department/Divisions:**

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

General Fund	
Street Fund	
SWM Fund	
Eqp Rental Fund	



# BUDGET NARRATIVE

2014

FUND: **GENERAL**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>PLANNING, BUILDING AND PUBLIC WORKS (PBPW)</b>			<b>\$ 3,288,365</b>	<b>\$ 3,359,126</b>	<b>\$ 3,351,011</b>
<b>001.490.040.558.60</b>	<b>Administrative Division</b>		<b>\$ 198,126</b>	<b>\$ 275,196</b>	<b>\$ 275,196</b>
		The Administration Division manages the Engineering Services and Surface Water Management public works divisions, the Building and Planning and Development Services division, the Public Works & Park Operations Division, All City Building Maintenance program and the City's maintenance of vehicles and other major equipment. This Division also is responsible for City's Code Enforcement and Capital Improvement Projects management.			
<b>001.300.040.518.30</b>	<b>All City Buildings</b>		<b>\$ 263,720</b>	<b>\$ 261,195</b>	<b>\$ 261,195</b>
		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.			
<b>001.305.040.518.20</b>	<b>Facilities/ CIP Management</b>		<b>\$ 167,374</b>	<b>\$ 164,504</b>	<b>\$ 164,504</b>
		This program is responsible for management of City-owned facilities, which includes City Hall, Public Works Engineering building, Public Works and Parks Service Center, and Beach Park buildings.			
<b>001.470.040.524.60</b>	<b>Code Enforcement Division</b>		<b>\$ 115,827</b>	<b>\$ 112,169</b>	<b>\$ 112,169</b>
		This Division is responsible for the enforcement of the City's Municipal Code, those codes incorporated by reference therein such as the International Building Code, International Fire Code, RCW codes, and WAC codes.			

# BUDGET NARRATIVE

2014

FUND: **GENERAL**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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<b>001.480.040.544.20</b>	<b>Engineering Services Division</b>	<b>\$ 668,439</b>	<b>\$ 649,719</b>	<b>\$ 649,719</b>
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The Engineering Services Division is responsible for the transportation infrastructure systems within the City. To this end, the Engineering Services Division studies and plans for improvements, applies for appropriate funding, and designs and oversees the construction of capital improvements to the infrastructure. This Division is the final accepting authority for Transportation capital improvements. It also reviews residential and commercial development proposals.

<b>001.495.040.559.30</b>	<b>Joint Minor Home Repair Program</b>	<b>\$ 25,331</b>	<b>\$ 25,213</b>	<b>\$ 25,213</b>
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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.

<b>001.500.040.558.50</b>	<b>Building Division</b>	<b>\$ 700,742</b>	<b>\$ 637,552</b>	<b>\$ 629,437</b>
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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.

# BUDGET NARRATIVE

2014

FUND: **GENERAL**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.580.040.558.60</b>		<b>Planning and Development Services</b>	<b>\$ 434,932</b>	<b>\$ 422,238</b>	<b>\$ 422,238</b>

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

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

<b>001.610.040.554.90</b>		<b>Community Development Grants</b>	<b>\$ 49,701</b>	<b>\$ 85,431</b>	<b>\$ 85,431</b>
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This program accounts for all expenditures associated with grants awarded to the Department, such as grants for the hazardous and recycling events program, shoreline master plan, etc.

<b>001.635.040.576.81</b>		<b>Park Operations</b>	<b>\$ 664,173</b>	<b>\$ 725,908</b>	<b>\$ 725,908</b>
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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

2014 BUDGET REQUEST

PLANNING, BUILDING & PUBLIC WORKS  
ADMINISTRATION

		2012	2013	2013	2013	2013	2014	2014	2014	2014	2014
		ACTUAL	ADOPTED	AMEND	ACTUAL	EST	FINANCE	DEPT	NEW	EXEC	2014
001.490.040	PBPW - ADMIN				Jan-June	YR TOTAL	BASE	REQUEST	REQUEST	AMEND	ADOPTED
558.60.10.00	SALARIES & WAGES	300,595	111,997	111,997	56,072	113,569	122,310	122,310	23,119	144,501	144,501
558.60.11.00	OVERTIME	-	500	500	-	-	500	500	-	500	500
558.60.10	<b>SUB TOTAL</b>	300,421	112,497	112,497	56,072	113,569	122,810	122,810	23,119	145,001	145,001
558.60.20.00	PERSONNEL BENEFITS	87,760	42,885	42,885	25,606	44,685	50,213	54,470	9,871	60,907	60,907
558.60.20.90	EMPLOYEE MED. CONTRIBUTION	(864)	(1,228)	(1,228)	(969)	(1,938)	(1,355)	(1,609)	(217)	(1,694)	(1,694)
558.60.21.00	UNIFORMS	458	-	-	-	-	-	300	-	300	300
558.60.20	<b>SUB TOTAL</b>	87,354	41,657	41,657	24,637	42,747	48,858	53,161	9,654	59,513	59,513
558.60.31.00	OPERATING SUPPLIES	1,763	1,400	1,400	501	983	1,000	1,400	-	1,400	1,400
558.60.32.01	UNLEADED FUEL (ISF)	1,631	-	-	-	-	-	-	-	-	-
558.60.35.00	SM TOOLS & EQUIPMENT	1,614	1,500	1,500	-	-	500	1,500	-	1,500	1,500
558.60.30	<b>SUB TOTAL</b>	5,008	2,900	2,900	501	983	1,500	2,900	-	2,900	2,900
558.60.41.00	PROFESSIONAL SERVICES	-	62,152	62,152	39,960	72,000	-	-	50,000	50,000	50,000
558.60.41.45	ADVERTISING	-	200	200	1,133	-	1,100	200	-	200	200
558.60.42.00	COMMUNICATIONS	2,059	670	670	584	1,057	1,200	1,100	-	1,100	1,100
558.60.43.00	TRAVEL EXPENSES	824	234	234	30	511	700	700	-	700	700
558.60.45.02	COPIER LEASE	20	30	30	148	25	30	30	-	30	30
558.60.49.00	MISCELLANEOUS	68	450	450	19	87	450	450	-	450	450
558.60.49.22	DUES, SCHOOLS, & CONFERENCES	193	285	285	211	636	1,365	2,500	-	2,500	2,500
558.60.40	<b>SUB TOTAL</b>	3,164	64,021	64,021	42,085	74,316	4,845	4,980	50,000	54,980	54,980
558.60.99.01	COMPUTER MAINTENANCE	13,976	8,882	8,882	4,441	8,882	4,355	4,355	-	4,355	4,355
558.60.99.02	COMPUTER REPLACEMENT	1,012	1,136	1,136	568	1,136	2,947	2,947	-	1,474	1,474
558.60.99.03	EQUIPMENT MAINTENANCE	480	-	-	-	-	-	-	-	-	-
558.60.99.05	INTERFUND INSURANCE	12,136	7,852	7,852	7,852	7,852	6,973	6,973	-	6,973	6,973
558.60.90	<b>SUB TOTAL</b>	27,604	17,870	17,870	12,861	17,870	14,275	14,275	-	12,802	12,802
594.58.64.00	EQUIPMENT	-	-	-	-	-	-	-	-	-	-
	<b>SUB TOTAL</b>	-	-	-	-	-	-	-	-	-	-
<b>PLNG/BLDG/PW ADMINISTRATION TOTAL</b>		423,551	238,945	238,945	136,156	249,485	192,288	198,126	82,773	275,196	275,196

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
<b>001.490.040.558.60</b>		<b>PBPW ADMINISTRATION</b>				
		<b>SALARIES AND WAGES</b>				
558.60.10.00	Salaries & Wages	Provides for the following Personnel: 0.65 PBPW Director  <i>Remaining time allocated: 0.15 FTE in Street Fund; 0.15 FTE in SWM Operations Fund; 0.05 FTE in Equipment Rental Operations Fund.</i>  0.60 Administrative Assistant II <i>Remaining time allocated: 0.15 in Transportation Engineering; 0.15 in SWM Operations Fund; 0.05 in Street Fund; &amp; .05 in Equipment Rental Operations Fund.</i>  1.25 FTEs	\$ 122,310	\$ 23,119	\$ 144,501	\$ 144,501
558.60.11.00	Overtime	Provides overtime compensation for non-exempt staff.	\$ 500	\$ -	\$ 500	\$ 500
		<b>TOTAL SALARIES &amp; WAGES</b>	<b>\$ 122,810</b>	<b>\$ 23,119</b>	<b>\$ 145,001</b>	<b>\$ 145,001</b>

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
<b>001.490.040.558.60</b>		<b>PBPW ADMINISTRATION</b>				
		<b>PERSONNEL BENEFITS</b>				
558.60.20.00	Personnel Benefits	Provides for personnel benefits.	\$ 54,470	\$ 9,871	\$ 60,907	\$ 60,907
558.60.20.90	Employee Med. Contribution	Employees' share of health insurance premium cost for spouse and/or dependents.	\$ (1,609)	\$ (217)	\$ (1,694)	\$ (1,694)
558.60.20.90	Uniforms		\$ 300		\$ 300	\$ 300
		<b>TOTAL PERSONNEL BENEFITS</b>	<b>\$ 53,161</b>	<b>\$ 9,654</b>	<b>\$ 59,513</b>	<b>\$ 59,513</b>
		<b>SUPPLIES</b>				
558.60.31.00	Operating Supplies		\$ 1,400	\$ -	\$ 1,400	\$ 1,400
558.60.35.00	Sm Tools & Equipment	Provides small tools and equipment.	\$ 1,500	\$ -	\$ 1,500	\$ 1,500
		<b>TOTAL SUPPLIES</b>	<b>\$ 2,900</b>	<b>\$ -</b>	<b>\$ 2,900</b>	<b>\$ 2,900</b>

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
<b>001.490.040.558.60</b>		<b>PBPW ADMINISTRATION</b>				
		<b>OTHER SERVICES AND CHARGES</b>				
558.60.41.00	Professional Services	Professional services for management consulting.	\$ -	\$ 50,000	\$ 50,000	\$ 50,000
558.60.41.45	Advertising	Advertising in Seattle Times and Daily Journal of Commerce for consultant Letters of Qualification, contracting services as required, and personnel.	\$ 200	\$ -	\$ 200	\$ 200
558.60.42.00	Communications	Provides for pager, long distance calls, and laptop/blackberry connection services.	\$ 1,100	\$ -	\$ 1,100	\$ 1,100
558.60.43.00	Travel Expenses	Provides for meals, lodging, and mileage reimbursement for personnel training, trade classes and seminars.	\$ 700	\$ -	\$ 700	\$ 700
558.60.45.00	Rentals & Leasing	Provides for equipment rental.	\$ -	\$ -	\$ -	\$ -
558.60.45.02	Copier Lease	Provides for operating costs of copier for the Dept. Lease of copier is reclassified as a capital lease.	\$ 30	\$ -	\$ 30	\$ 30
558.60.48.00	Repairs & Maintenance	Provides for equipment repair.	\$ -	\$ -	\$ -	\$ -
558.60.49.00	Miscellaneous	Provides for miscellaneous services.	\$ 450	\$ -	\$ 450	\$ 450
558.60.49.22	Dues, Schools, & Conferences	Provides for dues and conference registration fees, such as:	\$ 2,500	\$ -	\$ 2,500	\$ 2,500
		Professional Engineer License Renewal	\$200			
		Professional Traffic Ops Engineer Renewal	275			
		American Public Works Association Dues	\$250			
		Institute of Transportation Engineers Dues	\$300			
		APWA Spring and Fall Conferences	\$600			
		ITE Meetings	\$500			
		Misc.	\$375			
			\$2,500			
		<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>\$ 4,980</b>	<b>\$ 50,000</b>	<b>\$ 54,980</b>	<b>\$ 54,980</b>



## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
<b>001.490.040.558.60</b>						
<b>PBPW ADMINISTRATION</b>						
<b>INTERFUND SERVICES</b>						
558.60.99.01	Computer Maintenance	Provides for computer maintenance.	\$ 4,355	\$ -	\$ 4,355	\$ 4,355
558.60.99.02	Computer Interfund Replacement	Provides for Computer Hardware Replacement.	\$ 2,947	\$ -	\$ 1,474	\$ 1,474
558.60.99.03	Equipment Maintenance	Equipment maintenance program, provides equipment maintenance by the City's mechanic.	\$ -	\$ -	\$ -	\$ -
558.60.99.04	Equipment Replacement	Equipment replacement program, provides equipment replacement reserve funds for when equipment needs to be replaced.	\$ -	\$ -	\$ -	\$ -
558.60.99.05	Interfund Insurance	Division's contribution to the City's self-insurance fund.	\$ 6,973	\$ -	\$ 6,973	\$ 6,973
<b>TOTAL INTERFUND SERVICES</b>			<b>\$ 14,275</b>	<b>\$ -</b>	<b>\$ 12,802</b>	<b>\$ 12,802</b>
<b>CAPITAL OUTLAY</b>						
594.58.64.00	Equipment	Equipment needed for the Department.	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL PBPW ADMINISTRATION</b>			<b>\$ 198,126</b>	<b>\$ 82,773</b>	<b>\$ 275,196</b>	<b>\$ 275,196</b>

# BUDGET NARRATIVE

## 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.300.040.518.30</b>		<b>ALL CITY BUILDINGS</b>	<b>\$ 263,720</b>	<b>\$ 261,195</b>	<b>\$ 261,195</b>

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

2014 BUDGET REQUEST

PLANNING, BUILDING & PUBLIC WORKS

ALL CITY BUILDINGS

001.300.040 ALL CITY BUILDINGS		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 FINANCE BASE	2014 DEPT REQ	2014 EXEC AMEND	2014 ADOPTED
518.30.10.00	SALARIES & WAGES	77,287	81,451	81,451	38,013	76,101	75,488	79,723	79,201	79,201
518.30.11.00	OVERTIME	10,137	9,000	9,000	5,370	10,409	9,000	10,500	10,500	10,500
518.30.10	<b>SUB TOTAL</b>	87,424	90,451	90,451	43,383	86,510	84,488	90,223	89,701	89,701
518.30.20.00	PERSONNEL BENEFITS	32,308	36,332	36,332	17,392	33,591	35,634	38,466	37,025	37,025
518.30.20.90	EMPLOYEE MED. CONTRIBUTION	(592)	(773)	(773)	(322)	(643)	(710)	(843)	(805)	(805)
518.30.21.00	UNIFORMS	167	250	250	101	246	250	250	250	250
518.30.20	<b>SUB TOTAL</b>	31,882	35,809	35,809	17,171	33,194	35,174	37,873	36,470	36,470
518.30.31.00	OPERATING SUPPLIES	7,677	6,000	6,000	2,980	6,613	7,000	7,000	7,000	7,000
518.30.32.01	UNLEADED FUEL (ISF)	2,086	2,286	2,286	1,039	2,077	2,204	2,204	2,204	2,204
518.30.35.00	SM TOOLS & EQUIPMENT	747	750	750	68	493	750	750	750	750
518.30.30	<b>SUB TOTAL</b>	10,510	9,036	9,036	4,087	9,183	9,954	9,954	9,954	9,954
518.30.41.00	PROFESSIONAL SERVICES	874	2,000	2,000	1,832	2,354	1,900	2,350	2,350	2,350
518.30.41.32	JANITORIAL SERVICES	19,178	23,620	23,620	10,863	23,378	21,000	23,620	23,620	23,620
518.30.42.00	COMMUNICATIONS	894	700	700	229	573	920	585	585	585
518.30.45.00	OPERATING RENTAL & LEASES	-	60	60	-	-	-	200	200	200
518.30.45.02	COPIER LEASE	8	40	40	33	53	40	55	55	55
518.30.45.05	LODGE RENTAL	7,800	7,800	7,800	4,550	7,800	7,800	7,800	7,800	7,800
* 518.30.45.06	MUNI PARKING LOT/FISHER LEASE	1,212	-	-	-	-	-	-	-	-
518.30.47.XX	UTILITIES	32,876	36,455	36,455	15,843	32,740	34,590	34,590	34,590	34,590
518.30.48.00	REPAIRS & MAINT/CONTRACT	21,625	46,900	46,900	18,822	35,070	32,400	38,400	38,400	38,400
518.30.49.00	MISCELLANEOUS	731	250	250	604	820	400	850	850	850
518.30.49.20	LAUNDRY	203	300	300	64	178	270	300	300	300
518.30.49.22	DUES, SCHOOLS, & CONFERENCES	-	100	100	-	100	-	200	200	200
518.30.40	<b>SUB TOTAL</b>	85,401	118,225	118,225	52,840	103,066	99,320	108,950	108,950	108,950
518.30.99.03	EQUIPMENT RENTAL MAINTENANCE	604	2,400	2,400	1,200	2,400	3,000	3,000	2,400	2,400
518.30.99.04	EQUIPMENT REPAIR & REPLACEMENT	-	-	-	-	-	9,308	9,308	9,308	9,308
518.30.99.05	INTERFUND INSURANCE	4,340	4,403	4,403	4,403	4,403	4,412	4,412	4,412	4,412
* 518.30.99.06	FACILITY REPAIR AND REPLACEMENT	11,079	-	-	-	-	-	-	-	-
518.30.90	<b>SUB TOTAL</b>	16,023	6,803	6,803	5,603	6,803	16,720	16,720	16,120	16,120
594.18.63.00	IMPROVEMENTS	-	-	-	-	-	-	-	-	-
594.18.64.00	EQUIPMENT	-	-	-	-	-	-	-	-	-
594.18.60	<b>SUB TOTAL</b>	-	-	-	-	-	-	-	-	-
<b>ALL CITY BUILDINGS TOTAL</b>		231,241	260,324	260,324	123,084	238,756	245,656	263,720	261,195	261,195

\* Moved to New Division: 305

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.300.040.518.30</b>		<b>ALL CITY BUILDINGS</b>			
		<b>SALARIES AND WAGES</b>			
518.30.10.00	Salaries & Wages	Provides for the following City Facilities Personnel: 1.0 Facility Maintenance Worker 0.15 PW & Parks Maintenance Superintendent <u>1.15</u> FTE's	\$ 79,723	\$ 79,201	\$ 79,201
518.30.11.00	Overtime	Provides pager compensation for Facility Maintenance Worker.	\$ 10,500	\$ 10,500	\$ 10,500
		<b>TOTAL SALARIES &amp; WAGES</b>	<b>\$ 90,223</b>	<b>\$ 89,701</b>	<b>\$ 89,701</b>
		<b>PERSONNEL BENEFITS</b>			
518.30.20.00	Personnel Benefits	Provides Personnel Benefits for the Facility Maintenance Staff.	\$ 38,466	\$ 37,025	\$ 37,025
518.30.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.	(\$843)	(805)	(805)
518.30.21.00	Uniforms	Provides uniforms for Facility Maintenance Worker.	\$ 250	\$ 250	\$ 250
		<b>TOTAL PERSONNEL BENEFITS</b>	<b>\$ 37,873</b>	<b>\$ 36,470</b>	<b>\$ 36,470</b>
		<b>SUPPLIES</b>			
518.30.31.00	Supplies	Provides building maintenance operating supplies, including wood, fasteners, paint, windows, lights, ballast, etc.	\$ 7,000	\$ 7,000	\$ 7,000
518.30.32.01	Fuel	Provides fuel for Facility Maintenance Worker's vehicle.	\$ 2,204	\$ 2,204	\$ 2,204
518.30.35.00	Small Tools & Equipment	Provides small tools and equipment for building maintenance including power and hand tools, etc.	\$ 750	\$ 750	\$ 750
		<b>TOTAL SUPPLIES</b>	<b>\$ 9,954</b>	<b>\$ 9,954</b>	<b>\$ 9,954</b>

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.300.040.518.30</b>		<b>ALL CITY BUILDINGS</b>			
		<b>OTHER SERVICES AND CHARGES</b>			
518.30.41.00	Professional Services	Fire alarm monitoring for City Hall and PW Service Center. <div style="margin-left: 20px;">                     DOT Physicals                   \$     840                      Miscellaneous                   \$     60                         \$ 1,450                         <u>\$ 2,350</u> </div>	\$ 2,350	\$ 2,350	\$ 2,350
518.30.41.32	Janitorial Services	Professional custodial services for City Hall, 42.5% allocation for PW Engineering Building, and 16% allocation for Parks/PW Service Center Building.	\$ 23,620	\$ 23,620	\$ 23,620
518.30.42.00	Communications	Provides cell phone services for Facility Maintenance	\$ 585	\$ 585	\$ 585
518.30.45.00	Rentals & Leasing	Provides equipment rental for needed building maintenance.	\$ 200	\$ 200	\$ 200
518.30.45.02	Copier Lease		\$ 55	\$ 55	\$ 55
518.30.45.05	Rent-Historical Society	The rent paid to Oddfellow's Lodge to house the Historical Society was previously paid from the Misc. Memberships.	\$ 7,800	\$ 7,800	\$ 7,800
518.30.47.XX	Utilities	Utilities used or services provided for City Hall complex, 3% of the Public Works-Parks Service Center and 40% of the Public Works - Engineering Building.	\$ 34,590	\$ 34,590	\$ 34,590
518.30.47.01		Electricity                   \$ 23,250			
518.30.47.02		Water                         \$ 4,330			
518.30.47.03		Sewer                         \$ 315			
518.30.47.04		SWM                         \$ 5,795			
518.30.47.06		Natural Gas                 \$ 900			
		<u>\$ 34,590</u>			
518.30.48.00	Repairs & Maintenance	Provides contracted repairs and maintenance (e.g., fire extinguishers, locksmith, drain cleaning and pest control) - \$13,500; HVAC contract - \$14,900; Fire flushing - \$10,000	\$ 38,400	\$ 38,400	\$ 38,400

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.300.040.518.30</b>		<b>ALL CITY BUILDINGS</b>			
518.30.49.00	Miscellaneous	Provides for miscellaneous services, including contract services (e.g., throw rug cleaning and first aid boxes).	\$ 850	\$ 850	\$ 850
518.30.49.20	Laundry	Provides for laundry services.	\$ 300	\$ 300	\$ 300
518.30.49.22	Dues, Schools, & Conferences	Provides for dues & training registration.	\$ 200	\$ 200	\$ 200
		<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>\$ 108,950</b>	<b>\$ 108,950</b>	<b>\$ 108,950</b>
		<b>INTERFUND SERVICES</b>			
518.30.99.03	Equipment Maintenance	Equipment maintenance program, provides equipment maintenance by the City's mechanic.	\$ 3,000	\$ 2,400	\$ 2,400
518.30.99.04	Equipment Replacement	Equipment replacement program, provides equipment replacement reserve funds for when equipment needs to be replaced.	\$ 9,308	\$ 9,308	\$ 9,308
518.30.99.05	Interfund Insurance	Contribution to Self Insurance Fund.	\$ 4,412	\$ 4,412	\$ 4,412
518.30.99.06	Facility Repair and Replacement	Assessment for funding of major repair and replacement of City facilities.	\$ -	\$ -	\$ -
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 16,720</b>	<b>\$ 16,120</b>	<b>\$ 16,120</b>
		<b>CAPITAL OUTLAY</b>			
594.18.63.00	Improvements		\$ -	\$ -	\$ -
594.18.64.00	Equipment	Equipment needed for Building Maintenance	\$ -	\$ -	\$ -
		<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
		<b>TOTAL ALL CITY BUILDINGS</b>	<b>\$ 263,720</b>	<b>\$ 261,195</b>	<b>\$ 261,195</b>

# BUDGET NARRATIVE

## 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.305.040.518.20.00.00</b>		<b>FACILITIES/CIP MANAGEMENT</b>	<b>\$ 165,845</b>	<b>\$ 164,504</b>	<b>\$ 164,504</b>

This program provides for managing City-owned facilities, which includes City Hall, Public Works Engineering building, Public Works and Parks Service Center, Senior Activity Center, Field House, Police Services Center, and Beach Park buildings, and other City facilities. This program also provides for management and oversight of the City's Capital Improvement Program projects.

80% of the CIP Project Manager salary and benefits is allocated to Capital Projects, which is approximately \$87,370 in 2014.

CITY OF DES MOINES

2014 BUDGET REQUEST

PLANNING, BUILDING & PUBLIC WORKS  
FACILITIES/CIP MANAGEMENT

		2012	2013	2013	2013	2013	2014	2014	2014	2014
		ACTUAL	ADOPTED	AMEND	ACTUAL	EST YR	FINANCE	DEPT	EXEC	2014
* 001.305.040	FACILITIES/CIP MANAGEMENT				Jan-June	TOTAL	BASE	REQ	AMEND	ADOPTED
518.20.10.00	SALARIES & WAGES	-	93,788	93,788	46,608	93,812	96,168	96,168	95,580	95,580
518.20.10	<b>SUB TOTAL</b>	-	93,788	93,788	46,608	93,812	96,168	96,168	95,580	95,580
518.20.20.00	PERSONNEL BENEFITS	-	26,146	26,146	13,144	26,074	28,638	30,028	29,114	29,114
518.20.21.00	UNIFORMS	-	150	150	251	251	250	300	300	300
518.20.20	<b>SUB TOTAL</b>	-	26,296	26,296	13,395	26,325	28,888	30,328	29,414	29,414
518.20.31.00	OPERATING SUPPLIES	-	300	300	42	100	300	150	150	150
518.20.32.01	UNLEADED FUEL	-	950	950	517	1,034	1,093	1,093	1,093	1,093
518.20.35.00	SM TOOLS & EQUIPMENT	-	-	-	-	-	-	100	100	100
518.20.35.90	SMALL EQUIPMENT >\$1,000 <\$5,000	-	-	-	-	-	-	-	-	-
518.20.30	<b>SUB TOTAL</b>	-	1,250	1,250	559	1,134	1,393	1,343	1,343	1,343
518.20.42.00	COMMUNICATIONS	-	30	30	336	672	700	688	688	688
518.20.43.00	TRAVEL EXPENSES	-	575	575	-	-	200	200	200	200
518.20.45.00	OPERATING RENTALS & LEASES	-	7,500	7,500	7,843	7,843	7,900	7,900	7,900	7,900
518.20.49.00	MISCELLANEOUS	-	-	-	-	-	50	50	50	50
518.20.49.22	DUES, SCHOOLS, & CONFERENCES	-	100	100	32	100	100	200	200	200
518.20.40	<b>SUB TOTAL</b>	-	8,205	8,205	8,211	8,615	8,950	9,038	9,038	9,038
518.20.99.01	COMPUTER INTERFUND MAINTENANCE	-	2,547	2,547	1,274	2,547	1,675	1,675	1,675	1,675
518.20.99.02	COMPUTER INTERFUND REPLACEMENT	-	279	279	140	279	550	550	275	275
518.20.99.03	EQUIPMENT RENTAL MAINTENANCE	-	720	720	360	720	900	900	720	720
518.20.99.04	EQUIPMENT REPAIR & REPLACEMENT	-	-	-	-	-	912	912	-	-
518.20.99.05	INTERFUND INSURANCE	-	3,990	3,990	3,990	3,990	3,941	3,941	3,941	3,941
518.20.99.06	FACILITY REPAIR AND REPLACEMENT	-	11,079	11,079	5,540	11,079	11,079	11,079	11,079	11,079
518.20.90	<b>SUB TOTAL</b>	-	18,615	18,615	11,303	18,615	19,057	19,057	17,690	17,690
594.18.64.00	EQUIPMENT	-	-	-	-	-	-	-	-	-
594.18.00	<b>SUB TOTAL</b>	-	-	-	-	-	-	-	-	-
597.18.00.00	TF OUT/FUND 220 ENERGY SAVNGS	-	11,439	11,439	1,622	11,439	11,439	11,439	11,439	11,439
597.18.00	<b>SUB TOTAL</b>	-	11,439	11,439	1,622	11,439	11,439	11,439	11,439	11,439
<b>FACILITIES/CIP MANAGEMENT TOTAL</b>		-	159,593	159,593	81,698	159,940	165,895	167,374	164,504	164,504



## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.305.040.518.20.00.00</b>					
<b>FACILITIES/CIP MANAGEMENT</b>					
<b>SALARIES AND WAGES</b>					
518.20.10.00	Salaries & Wages	Provides for: <u>1.0</u> CIP Project Manager <u>1.0</u> FTE	\$ 96,168	\$ 95,580	\$ 95,580
<b>NOTE: 0.35 reimbursed from CIP (MCI, Transportation, Marina, &amp; SWM) and Fund 506, Facility Repair &amp; Replacement</b>					
<b>TOTAL SALARIES &amp; WAGES</b>			<b>\$ 96,168</b>	<b>\$ 95,580</b>	<b>\$ 95,580</b>
<b>PERSONNEL BENEFITS</b>					
518.20.20.00	Personnel Benefits	Provides Personnel Benefits for the CIP Project Manager.	\$ 30,028	\$ 29,114	\$ 29,114
518.20.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.			
518.20.21.00	Uniforms	Provides uniforms for CIP Project Manager.	\$ 300	\$ 300	\$ 300
<b>TOTAL PERSONNEL BENEFITS</b>			<b>\$ 30,328</b>	<b>\$ 29,414</b>	<b>\$ 29,414</b>
<b>SUPPLIES</b>					
518.20.31.00	Supplies	Provides building maintenance operating supplies, including wood, fasteners, paint, windows, lights, ballast, etc.	\$ 150	\$ 150	\$ 150
518.20.32.01	Fuel	Provides fuel for CIP Project Manager's vehicle.	\$ 1,093	\$ 1,093	\$ 1,093
518.20.35.00	Small Tools & Equipment	Provides small tools and equipment for building maintenance including spray paint, marking chalk, tape measures, etc.	\$ 100	\$ 100	\$ 100
<b>TOTAL SUPPLIES</b>			<b>\$ 1,343</b>	<b>\$ 1,343</b>	<b>\$ 1,343</b>

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.305.040.518.20.00.00</b>		<b>FACILITIES/CIP MANAGEMENT</b>			
		<b>OTHER SERVICES AND CHARGES</b>			
518.20.42.00	Communications	Provides long distance phone call charges.	\$ 688	\$ 688	\$ 688
518.20.43.00	Travel Expenses	Provides for lodging, meals, per diem, and other costs associated with training, conferences and seminars.	\$ 200	\$ 200	\$ 200
518.20.45.00	Operating Rentals & Leases	Provides for City parking lot (Fisher property) lease.	\$ 7,900	\$ 7,900	\$ 7,900
518.20.49.00	Miscellaneous	Provides for miscellaneous services, including contract services.	\$ 50	\$ 50	\$ 50
518.20.49.22	Dues, Schools, & Conferences	Provides for dues & training registration.	\$ 200	\$ 200	\$ 200
		<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>\$ 9,038</b>	<b>\$ 9,038</b>	<b>\$ 9,038</b>
		<b>INTERFUND SERVICES</b>			
518.20.99.01	Computer Interfund Maintenance	Provides for division's share of interfund maintenance costs of computers and printer.	\$ 1,675	\$ 1,675	\$ 1,675
518.20.99.02	Computer Interfund Replacement	Provides for division's share of interfund replacement costs of computers and printer.	\$ 550	\$ 275	\$ 275
518.20.99.03	Equipment Maintenance	Provides vehicle maintenance by the City's mechanic.	\$ 900	\$ 720	\$ 720
518.20.99.04	Equipment Replacement	Provides equipment replacement reserve funds for when equipment needs to be replaced.	\$ 912	\$ -	\$ -
518.20.99.05	Interfund Insurance	Contribution to Self Insurance Fund.	\$ 3,941	\$ 3,941	\$ 3,941
518.20.99.06	Facility Repair and Replacement	Assessment for funding of major repair and replacement of City facilities.	\$ 11,079	\$ 11,079	\$ 11,079
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 19,057</b>	<b>\$ 17,690</b>	<b>\$ 17,690</b>

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.305.040.518.20.00.00</b>		<b>FACILITIES/CIP MANAGEMENT</b>			
		<b>TRANSFERS</b>			
597.18.00.00	Transfer-out/Fund 220 Energy Savings Project	This is a transfer out to Fund 220 for General Fund's share of Energy Savings Program loan principal and interest.	\$ 11,439	\$ 11,439	\$ 11,439
		<b>TOTAL TRANSFERS</b>	<b>\$ 11,439</b>	<b>\$ 11,439</b>	<b>\$ 11,439</b>
		<b>TOTAL FACILITIES/CIP MANAGEMENT</b>	<b>\$ 167,374</b>	<b>\$ 164,504</b>	<b>\$ 164,504</b>

# BUDGET NARRATIVE

## 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.470.040.524.60</b>		<b>CODE ENFORCEMENT</b>	<b>\$ 115,827</b>	<b>\$ 112,169</b>	<b>\$ 112,169</b>

This Division is responsible for the enforcement of the City's Municipal Code, those codes incorporated by reference therein such as the International Building Code, International Fire Code, RCW codes, and WAC codes.

CITY OF DES MOINES

2014 BUDGET REQUEST

PLANNING, BUILDING & PUBLIC WORKS  
CODE ENFORCEMENT

001.470.040 CODE ENFORCEMENT		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 FINANCE BASE	2014 DEPT REQ	2014 EXEC AMEND	2014 ADOPTED
524.60.10.00	SALARIES & WAGES	-	74,112	74,112	36,834	74,134	76,020	76,020	75,564	75,564
524.60.10	<b>SUB TOTAL</b>	-	74,112	74,112	36,834	74,134	76,020	76,020	75,564	75,564
524.60.20.00	PERSONNEL BENEFITS	-	22,695	22,695	11,376	22,980	24,825	26,212	25,384	25,384
524.60.20.90	EMPLOYEE MED. CONTRIBUTION	-	-	-	-	-	-	-	-	-
524.60.21.00	UNIFORMS	-	150	150	-	150	250	-	-	-
524.60.20	<b>SUB TOTAL</b>	-	22,845	22,845	11,376	23,130	25,075	26,212	25,384	25,384
524.60.31.00	OPERATING SUPPLIES	-	300	300	142	267	300	300	300	300
524.60.32.01	UNLEADED FUEL	-	870	870	344	388	734	734	734	734
524.60.35.00	SM TOOLS & EQUIPMENT	-	-	-	-	-	-	-	-	-
524.60.35.90	SMALL EQUIPMENT >\$1,000 <\$5,000	-	-	-	-	-	-	-	-	-
524.60.30	<b>SUB TOTAL</b>	-	1,170	1,170	486	655	1,034	1,034	1,034	1,034
524.60.42.00	COMMUNICATIONS	-	1,822	1,822	825	1,120	1,650	1,120	1,120	1,120
524.60.43.00	TRAVEL EXPENSES	-	275	275	-	-	200	200	200	200
524.60.48.00	REPAIRS & MAINTENANCE	-	-	-	-	25	-	60	60	60
524.60.49.00	MISCELLANEOUS	-	-	-	-	-	-	-	-	-
524.60.49.22	DUES, SCHOOLS, & CONFERENCES	-	65	65	25	-	100	100	100	100
524.60.40	<b>SUB TOTAL</b>	-	2,162	2,162	850	1,145	1,950	1,480	1,480	1,480
524.60.99.01	COMPUTER INTERFUND MAINTENANCE	-	2,547	2,547	1,274	2,547	3,350	3,350	3,350	3,350
524.60.99.02	COMPUTER INTERFUND REPLACEMENT	-	279	279	140	279	1,100	1,100	550	550
524.60.99.03	EQUIPMENT RENTAL MAINTENANCE	-	720	720	360	720	900	900	720	720
524.60.99.04	EQUIPMENT REPAIR & REPLACEMENT	-	-	-	-	-	1,644	1,644	-	-
524.60.99.05	INTERFUND INSURANCE	-	4,072	4,072	4,072	4,072	4,087	4,087	4,087	4,087
524.60.90	<b>SUB TOTAL</b>	-	7,618	7,618	5,845	7,618	11,081	11,081	8,707	8,707
<b>CODE ENFORCEMENT TOTAL</b>		-	107,907	107,907	55,390	106,682	115,160	115,827	112,169	112,169

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.470.040.524.60.00.00</b>		<b>CODE ENFORCEMENT</b>			
		<b>SALARIES AND WAGES</b>			
524.60.10.00	Salaries & Wages	Provides for: 1.0 Code Enforcement Officer <u>1.0</u> FTE	\$ 76,020	\$ 75,564	\$ 75,564
		<b>TOTAL SALARIES &amp; WAGES</b>	<b>\$ 76,020</b>	<b>\$ 75,564</b>	<b>\$ 75,564</b>
		<b>PERSONNEL BENEFITS</b>			
524.60.20.00	Personnel Benefits	Provides Personnel Benefits for one Code Enforcement Officer.	\$ 26,212	\$ 25,384	\$ 25,384
524.60.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.			
524.60.21.00	Uniforms	Provides uniforms for Code Enforcement Officer.	\$ -	\$ -	\$ -
		<b>TOTAL PERSONNEL BENEFITS</b>	<b>\$ 26,212</b>	<b>\$ 25,384</b>	<b>\$ 25,384</b>
		<b>SUPPLIES</b>			
524.60.31.00	Supplies	Provides for general office supplies and forms needed to for code enforcement services.	\$ 300	\$ 300	\$ 300
524.60.32.01	Fuel	Provides fuel for Code Enforcement Officer's vehicle.	\$ 734	\$ 734	\$ 734
524.60.35.00	Small Tools & Equipment	Provides for purchase or replacement of small non-capitalized items.	\$ -	\$ -	\$ -
		<b>TOTAL SUPPLIES</b>	<b>\$ 1,034</b>	<b>\$ 1,034</b>	<b>\$ 1,034</b>

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.470.040.524.60.00.00</b>		<b>CODE ENFORCEMENT</b>			
		<b>OTHER SERVICES AND CHARGES</b>			
524.60.42.00	Communications	Provides for long distance calls and laptop/blackberry connection services.	\$ 1,120	\$ 1,120	\$ 1,120
524.60.43.00	Travel Expenses	Provides for lodging, meals, per diem, and other costs associated with training, conferences and seminars.	\$ 200	\$ 200	\$ 200
524.60.48.00	Repairs and Maintenance	Provides for routine maintenance, including car washes, and unexpected small repairs to Code Enforcement equipment.	\$ 60	\$ 60	\$ 60
524.60.49.00	Miscellaneous	Provides for miscellaneous services, including contract services.	\$ -	\$ -	\$ -
524.60.49.22	Dues, Schools, & Conferences	Provides for dues & training registration.	\$ 100	\$ 100	\$ 100
		<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>\$ 1,480</b>	<b>\$ 1,480</b>	<b>\$ 1,480</b>
		<b>INTERFUND SERVICES</b>			
524.60.99.01	Computer Interfund Maintenance	Provides for division's share of interfund maintenance costs of computers and printer.	\$ 3,350	\$ 3,350	\$ 3,350
524.60.99.02	Computer Interfund Replacement	Provides for division's share of interfund replacement costs of computers and printer.	\$ 1,100	\$ 550	\$ 550
524.60.99.03	Equipment Maintenance	Provides vehicle maintenance by the City's mechanic.	\$ 900	\$ 720	\$ 720
524.60.99.04	Equipment Replacement	Provides equipment replacement reserve funds for when equipment needs to be replaced.	\$ 1,644	\$ -	\$ -
524.60.99.05	Interfund Insurance	Contribution to Self Insurance Fund.	\$ 4,087	\$ 4,087	\$ 4,087
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 11,081</b>	<b>\$ 8,707</b>	<b>\$ 8,707</b>
		<b>TOTAL CODE ENFORCEMENT</b>	<b>\$ 115,827</b>	<b>\$ 112,169</b>	<b>\$ 112,169</b>

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>ENGINEERING</b>			<b>\$ 668,439</b>	<b>\$ 649,719</b>	<b>\$ 649,719</b>

Revenues directly related to this department include:

	<u>2014</u>	
Right-of-way Permits and Inspection Fees	\$ 145,000	
Street Vacation Fees	\$ 10,000	
Title Report Fees	\$ 7,500	
Engineering Plan Review Fees	\$ 241,430	
Transfer from CIP Funds	\$ 184,000	
Engineering Services Manager 30%		\$ 46,600
Associate Transportation Engineer 50%		\$ 71,500
Civil Engineer 1 40%		\$ 43,400
Civil Engineer 1 30%		\$ 11,900
Engineering Inspector 10%		\$ 10,600
<u>Total Projected Revenue</u>	<u>\$ 587,930</u>	

Note: 10% of Engineering Services Manager allocated to Street Maintenance Management



CITY OF DES MOINES

2014 BUDGET REQUEST

PLANNING,BUILDING & PUBLIC WORKS

ENGINEERING SERVICES

001.480.040 ENGINEERING SERVICES		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 FINANCE BASE	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
544.20.10.00	SALARIES & WAGES	368,631	329,333	329,333	156,887	337,726	403,411	415,531	414,240	414,240
544.20.11.00	OVERTIME	2,257	2,500	2,500	298	1,295	2,500	2,500	2,500	2,500
544.20.10	<b>SUB TOTAL</b>	370,889	331,833	331,833	157,186	339,021	405,911	418,031	416,740	416,740
544.20.20.00	PERSONNEL BENEFITS	125,177	117,900	117,900	55,327	116,395	155,916	169,621	164,677	164,677
544.20.20.16	PERSONNEL BENEFITS-Part Time	622	-	-	-	-	-	-	-	-
544.20.20.90	EMPLOYEE MED. CONTRIBUTION	(2,383)	(1,693)	(1,693)	(647)	(1,295)	(2,934)	(3,486)	(3,164)	(3,164)
544.20.21.00	UNIFORMS	155	500	500	144	144	-	300	300	300
544.20.20	<b>SUB TOTAL</b>	123,572	116,707	116,707	54,823	115,244	152,982	166,435	161,813	161,813
544.20.31.00	OFFICE & OPERATING SUPPLIES	3,053	3,000	3,000	1,073	2,777	3,000	3,000	3,000	3,000
544.20.32.01	UNLEADED FUEL (ISF)	2,769	2,920	2,920	907	1,814	1,916	1,916	1,916	1,916
544.20.35.00	SMALL TOOLS & EQUIPMENT	1,686	2,000	2,000	109	650	2,000	3,450	3,450	3,450
544.20.35.90	SMALL EQP >\$1,000 <\$5,000	-	-	-	-	-	-	-	-	-
544.20.30	<b>SUB TOTAL</b>	7,508	7,920	7,920	2,090	5,241	6,916	8,366	8,366	8,366
544.20.41.00	PROFESSIONAL SERVICES	10,760	14,000	14,000	4,040	13,749	-	18,950	18,950	18,950
544.20.41.19	DOWNTWN WTR SYS -CTY SPPRT	7,070	-	-	-	-	-	-	-	-
544.20.41.45	ADVERTISING	1,199	3,500	3,500	1,726	3,320	2,000	3,500	3,500	3,500
544.20.42.00	COMMUNICATIONS	2,453	2,700	2,700	992	2,683	3,200	2,833	2,833	2,833
544.20.43.00	TRAVEL	1,227	1,200	1,200	32	313	1,000	1,000	1,000	1,000
544.20.45.02	COPIER LEASE	953	850	850	956	1,336	1,000	1,000	1,000	1,000
544.20.48.00	REPAIR & MAINTENANCE	-	-	-	-	-	-	-	-	-
544.20.49.00	MISCELLANEOUS	153	600	600	505	1,049	600	600	600	600
544.20.49.22	DUES, SCHOOLS, & CONFERENCES	1,855	4,000	4,000	1,340	1,980	-	3,780	3,780	3,780
544.20.49.25	PRINTING AND BINDING	-	500	500	-	-	-	500	500	500
544.20.40	<b>SUB TOTAL</b>	25,671	27,350	27,350	9,591	24,430	7,800	32,163	32,163	32,163
544.20.99.01	COMPUTER MAINTENANCE	17,983	18,557	18,557	9,278	18,557	12,981	12,981	12,981	12,981
544.20.99.02	COMPUTER REPLACEMENT	1,038	2,015	2,015	1,008	2,015	4,600	4,600	2,300	2,300
544.20.99.03	EQUIPMENT MAINTENANCE	6,806	2,880	2,880	1,440	2,880	3,600	3,600	2,880	2,880
544.20.99.04	EQUIPMENT REPLACEMENT	-	-	-	-	-	9,787	9,787	-	-
544.20.99.05	INTERFUND INSURANCE	17,800	16,324	16,324	16,324	16,324	12,476	12,476	12,476	12,476
544.20.90	<b>SUB TOTAL</b>	43,627	39,776	39,776	28,050	39,776	43,444	43,444	30,637	30,637
594.44.64.00	EQUIPMENT	-	-	-	-	-	-	-	-	-
594.44.60	<b>SUB TOTAL</b>	-	-	-	-	-	-	-	-	-
<b>ENGINEERING SERVICES TOTAL</b>		<b>571,266</b>	<b>523,586</b>	<b>523,586</b>	<b>251,739</b>	<b>523,712</b>	<b>617,053</b>	<b>668,439</b>	<b>649,719</b>	<b>649,719</b>

## BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.480.040.544.20.00.00</b>		<b>ENGINEERING</b>			
		<b>SALARIES AND WAGES</b>	\$ 415,531	\$ 414,240	\$ 414,240
544.20.10.00	Salaries & Wages	0.89 Engineering Services Manager <i>Remaining time allocated: 0.10 FTE in Street Fund; and 0.01 FTE in ASE program. NOTE: 0.30 FTE reimbursed from Transportation CIP</i>			
		1.00 Associate Transportation Engineer <i>NOTE: 0.50 FTE reimbursed from Transportation CIP</i>			
		0.10 SWM Engineer <i>Remaining time allocated : 0.90 FTE in SWM Operations Fund Engineering Division</i>			
		1.00 Civil Engineer 1 <i>0.40 FTE reimbursed from Transportation CIP</i>			
		0.40 Civil Engineer 1 <i>Remaining time allocated: 0.60 FTE in SWM Operations Fund NPDES Division NOTE: 0.30 FTE reimbursed from Transportation CIP</i>			
		1.00 Engineering Inspector <i>0.10 FTE reimbursed from Transportation CIP</i>			
		0.15 Administrative Assistant II <i>Remaining time allocated: 0.60 in PBPW Administrative Division; 0.05 in Street Fund; 0.15 in SWM Operations Fund Engineering Division; and .05 in Equipment Rental Operations Fund</i>			
		<b>4.54 FTE's</b>			
544.20.11.00	Overtime	Provides for overtime for staff to attend City Council meetings, neighborhood meetings, project community meetings, and to conduct PM peak hour traffic counts.	\$ 2,500	\$ 2,500	\$ 2,500
<b>TOTAL SALARIES AND WAGES</b>			<b>\$ 418,031</b>	<b>\$ 416,740</b>	<b>\$ 416,740</b>

## BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.480.040.544.20.00.00</b>					
		<b>ENGINEERING</b>			
		<b>PERSONNEL BENEFITS</b>			
544.20.20.00	Personnel Benefits	Personnel benefits for all staff assigned to Engineering Division.	\$ 169,621	\$ 164,677	\$ 164,677
544.20.20.90	Employee Med. Contribution	Employees' share of health insurance premium cost for spouse and/or dependents.	\$ (3,486)	\$ (3,164)	\$ (3,164)
544.20.21.00	Uniforms	Provide engineering staff shirts & caps with City logo.	\$ 300	\$ 300	\$ 300
		<b>TOTAL PERSONNEL BENEFITS</b>	<b>\$ 166,435</b>	<b>\$ 161,813</b>	<b>\$ 161,813</b>
		<b>SUPPLIES</b>			
544.20.31.00	Office/Operating Supplies	The cost breakdown by general category is as follows: 1. Reference books/manuals (WSDOT, ITE, FHWA, etc.) 2. Office copier (1/2 Eng & 1/2 SWM) 3. Plotter materials (1/4 Eng & SWM, 1/2 CD) 4. Photo processing 5. Plan copier materials (1/4 Eng & SWM, 1/2 CD) 6. Misc. office supplies	\$ 3,000	\$ 3,000	\$ 3,000
		\$ 1,000			
		\$ -			
		\$ 500			
		\$ 200			
		\$ 800			
		\$ 500			
		<u>\$ 3,000</u>			
544.20.32.01	Fuel	Gasoline for Engineering Division vehicles.	\$ 1,916	\$ 1,916	\$ 1,916
544.20.35.00	Small Tools & Equipment	The cost breakdown by general category is as follows: 1. Safety equipment (hard hats, vests, safety glasses, hearing protection, boots, etc.) 2. Traffic counter supplies (count tubes, PK nails, chain, 3. Survey tools (tapes, DMI's, levels, etc.) 4. Misc. office furniture 5. Engineering software/licenses	\$ 3,450	\$ 3,450	\$ 3,450
		\$ 500			
		\$ 450			
		\$ 500			
		\$ -			
		\$ 2,000			
		<u>\$ 3,450</u>			
544.20.35.90	Small Eqp >\$1,000 <\$5,000		\$ -	\$ -	\$ -
		<b>TOTAL SUPPLIES</b>	<b>\$ 8,366</b>	<b>\$ 8,366</b>	<b>\$ 8,366</b>

## BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.480.040.544.20.00.00</b>		<b>ENGINEERING</b>			
		<b>OTHER SERVICES AND CHARGES</b>			
544.20.41.00	Professional Services	This line item includes professional services that may be required for site-specific engineering, tests or analysis, such as surveying, soils reports, testing, and required inspection of the three bridges within the city limits.	\$ 18,950	\$ 18,950	\$ 18,950
		The cost breakdown by general category is as follows:			
		1. Annual Bridge and Sea Wall Inspection Program	\$ 7,300		
		2. Annual Pavement Condition Update	-		
		3. Annual Traffic Counts (Pacific Highway)	450		
		4. Title Reports for Right-of-Way Dedication	7,500		
		5. Peak Hour Turning Movement Counts	1,200		
		6. Graphic Preparation (Presentations)	2,500		
			<u>\$ 18,950</u>		
544.20.41.45	Advertising	Advertising in Seattle Times and Daily Journal of Commerce for consultant Letters of Qualification, engineering and contracting services as required, also for public notices, hearings, and personnel.	\$ 3,500	\$ 3,500	\$ 3,500
544.20.42.00	Communications	Telephone Lines	\$ 1,100	\$ 2,833	\$ 2,833
		Long Distance	\$ 100		
		Cell Phones	\$ 1,633		
			<u>\$ 2,833</u>		
544.20.43.00	Travel	For travel to professional training seminars during the year for technical staff.	\$ 1,000	\$ 1,000	\$ 1,000
544.20.45.02	Copier Lease	Provides for operating costs of copier for the Engineering Division. Lease of copier is reclassified as a capital lease.	\$ 1,000	\$ 1,000	\$ 1,000

## BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.480.040.544.20.00.00</b>		<b>ENGINEERING</b>			
544.20.49.00	Miscellaneous	Minor expenses not budgeted elsewhere: subscriptions, public display materials, etc.	\$ 600	\$ 600	\$ 600
544.20.49.22	Dues, Schools, & Conferences	This account funds training tuition, conference fees and professional dues.	\$ 3,780	\$ 3,780	\$ 3,780
		Professional Licenses (2 @ \$120)	\$ 240		
		Professional Traffic Opns Engr (PTOE)-1 @\$275	\$ 275		
	Need to Review:	APWA Membership (2@250)	\$ 500		
	Needs to match worksheet	ITE Membership (3 @ \$210)	\$ 630		
		APWA Spring and Fall Conferences/Registrations	\$ 600		
		ITE Monthly Meetings (12 @ \$30)	\$ 360		
		ITE Quad Conference	\$ 425		
		ITE Wash. State Annual Meeting	\$ 300		
		ITE District 6 Meeting	\$ 450		
		<u>\$ 3,780</u>			
		Includes training needed for changes to requirements such as the Manual of Uniform Traffic Control Devices, Endangered Species Act, GASB 34, traffic control, work zone safety, Federal/State requirements for right of way, construction mgmt/inspection and materials testing.			
544.20.49.25	Printing And Binding	Provides for printing costs, including printing of project specifications and manuals, maps that are too large for our print machine, and special type photo processing orders, such as multiple overlay plans, exact scale reductions, color copies, etc.	\$ 500	\$ 500	\$ 500
<b>TOTAL OTHER SERVICES AND CHARGES</b>			<b>\$ 32,163</b>	<b>\$ 32,163</b>	<b>\$ 32,163</b>

**BUDGET NARRATIVE  
2014**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.480.040.544.20.00.00</b>		<b>ENGINEERING INTERFUND SERVICES</b>			
544.20.99.01	Computer Maintenance	Maintenance of computers, printer, and plotter.	\$ 12,981	\$ 12,981	\$ 12,981
544.20.99.02	Computer Replacement	Replacement of computers, laserjet printer, plotter and shared server.	\$ 4,600	\$ 2,300	\$ 2,300
544.20.99.03	Equipment Maintenance	Maintenance of Engineering vehicles.	\$ 3,600	\$ 2,880	\$ 2,880
544.20.99.04	Equipment Replacement	Provides for replacement of Engineering vehicles.	\$ 9,787	\$ -	\$ -
544.20.99.05	Interfund Insurance	Division's contribution to the Self Insurance Fund.	\$ 12,476	\$ 12,476	\$ 12,476
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 43,444</b>	<b>\$ 30,637</b>	<b>\$ 30,637</b>
		<b>CAPITAL OUTLAY</b>			
594.44.64.00			\$ -	\$ -	\$ -
		<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
		<b>ENGINEERING DEPARTMENT TOTAL</b>	<b>\$ 668,439</b>	<b>\$ 649,719</b>	<b>\$ 649,719</b>

CITY OF DES MOINES

2014 BUDGET REQUEST

PLANNING, BUILDING & PUBLIC WORKS  
JOINT MINOR HOME REPAIR PROGRAM

<b>001.495.040 PBPW - JT MINOR HOME REPAIR</b>		<b>2012 ACTUAL</b>	<b>2013 ADOPTED</b>	<b>2013 AMEND</b>	<b>2013 ACTUAL Jan-June</b>	<b>2013 EST YR TOTAL</b>	<b>2014 FINANCE BASE</b>	<b>2014 DEPT REQUEST</b>	<b>2014 EXEC AMEND</b>	<b>2014 ADOPTED</b>
559.30.10.00	SALARIES	-	3,960	3,960	1,632	2,496	4,596	4,596	4,567	4,567
559.30.10.01	SALARIES PART-TIME	7,252	-	-	-	-	-	-	-	-
559.30.20.00	PERSONNEL BENEFITS	-	525	525	215	349	2,533	2,864	2,656	2,656
559.30.20.01	BENEFITS PART-TIME	648	-	-	-	-	-	-	-	-
559.30.48.00	REPAIRS & MAINTENANCE	12,986	35,000	35,000	11,848	17,348	-	17,871	17,990	17,990
<b>SUB TOTAL</b>		20,886	39,485	39,485	13,695	20,193	7,129	25,331	25,213	25,213
<b>PBPW-JT MINOR HOME REPAIR PROGRAM TOTAL</b>		20,886	39,485	39,485	13,695	20,193	7,129	25,331	25,213	25,213

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.495.040.559.30.00.00</b>		<b>PBPW JOINT MINOR HOME REPAIR PROGRAM</b>			
		<b>SALARIES AND WAGES</b>			
559.30.10.00	Salaries & Wages	Provides for staff to support City's Minor Home Repair Program 0.10 FTE	\$ 4,596	\$ 4,567	\$ 4,567
		<b>TOTAL SALARIES AND WAGES</b>	<b>\$ 4,596</b>	<b>\$ 4,567</b>	<b>\$ 4,567</b>
		<b>PERSONNEL BENEFITS</b>			
559.30.20.00	Personnel Benefits	Provides for benefits for staff working on Minor Home Repair Program	\$ 2,864	\$ 2,656	\$ 2,656
		<b>TOTAL PERSONNEL BENEFITS</b>	<b>\$ 2,864</b>	<b>\$ 2,656</b>	<b>\$ 2,656</b>
		<b>OTHER SERVICES AND CHARGES</b>			
559.30.48.00	Repairs & Maintenance	The Joint Minor Home Repair Program targets minor home repairs for low and moderate income homeowners in the City of Des Moines. The program is intended to assist homeowners unable to maintain their homes. Funding is provided by Community Development Block Grant Funds.	\$ 17,871	\$ 17,990	\$ 17,990
		<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>\$ 17,871</b>	<b>\$ 17,990</b>	<b>\$ 17,990</b>
		<b>TOTAL PBPW JOINT MINOR HOME REPAIR PROGRAM</b>	<b>\$ 25,331</b>	<b>\$ 25,213</b>	<b>\$ 25,213</b>



## BUDGET NARRATIVE

### 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.500.040.558.50</b>	<b>Building Division</b>		<b>\$ 700,742</b>	<b>\$ 637,552</b>	<b>\$ 629,437</b>

The Building Division oversees building construction within the City of Des Moines. It reviews building plans for compliance with applicable local, state, 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

2014 BUDGET REQUEST

PLANNING, BUILDING & PUBLIC WORKS

BUILDING DIVISION

		2012	2013	2013	2013	2013	2014	2014	2014	2014
		ACTUAL	ADOPTED	AMEND	ACTUAL	EST	FINANCE	DEPT	EXEC	ADOPTED
001.500.040	BUILDING DIVISION				Jan-June	Yr-End	BASE	REQ	AMEND	
558.50.10.00	SALARIES AND WAGES	427,468	430,931	430,931	177,106	316,825	348,477	348,477	313,431	314,661
558.50.10.90	FURLOUGH	(11,528)	-	-	(102)	(102)	-	-	-	-
558.50.11.00	OVERTIME	350	4,200	4,200	1,123	3,022	4,200	4,200	4,200	4,200
558.50.10	<b>SUB TOTAL</b>	416,289	435,131	435,131	178,128	319,745	352,677	352,677	317,631	318,861
558.50.20.00	PERSONNEL BENEFITS	170,362	185,743	185,743	80,194	141,243	165,683	181,161	154,178	154,402
558.50.20.90	EMPLOYEE MED. CONTRIBUTION	(4,154)	(4,519)	(4,519)	(2,015)	(3,628)	(4,206)	(4,996)	(4,587)	(4,587)
558.50.21.00	UNIFORMS	456	500	500	-	500	500	500	500	500
558.50.20	<b>SUB TOTAL</b>	166,664	181,724	181,724	78,179	138,115	161,977	176,665	150,091	150,315
558.50.31.00	OFFICE & OPERATING SUPPLIES	3,409	3,400	3,400	1,592	3,322	3,500	3,500	3,500	3,500
558.50.31.05	CODE BOOKS	374	10,000	10,000	6,392	6,766	5,000	3,750	3,750	3,750
558.50.32.01	UNLEADED FUEL (ISF)	2,408	2,669	2,669	1,041	2,083	2,220	2,220	2,220	2,220
558.50.35.00	SMALL TOOLS & EQUIPMENT	815	3,000	3,000	1,130	1,964	1,500	1,500	1,500	1,500
558.50.35.90	SMALL EQP >\$1,000 <\$5,000	-	-	-	-	-	-	-	-	-
558.50.30	<b>SUB TOTAL</b>	7,007	19,069	19,069	10,156	14,135	12,220	10,970	10,970	10,970
558.50.41.00	PROFESSIONAL SERVICES	-	5,000	5,000	10,702	17,799	5,000	65,000	74,569	65,000
558.50.41.45	ADVERTISING	50	1,000	1,000	-	500	600	2,000	2,000	2,000
558.50.42.00	COMMUNICATIONS	6,953	5,977	5,977	3,216	5,810	6,500	5,926	5,926	5,926
558.50.43.00	TRAVEL	62	2,381	2,381	45	675	500	2,000	2,000	2,000
558.50.45.02	COPIER LEASE	822	800	800	518	545	800	800	800	800
558.50.48.00	REPAIR & MAINTENANCE	-	500	500	-	300	-	500	500	500
558.50.49.00	MISCELLANEOUS	347	500	500	80	400	500	500	500	500
558.50.49.05	CREDIT CARD FEES	5,684	4,500	4,500	1,656	4,158	5,000	4,500	4,500	4,500
558.50.49.22	DUES CONFERENCES/SCHOOLS	2,516	5,000	5,000	1,151	1,742	3,000	3,750	3,750	3,750
558.50.49.25	PRINTING	-	500	500	254	479	500	500	500	500
558.50.40	<b>SUB TOTAL</b>	16,435	26,158	26,158	17,622	32,408	22,400	85,476	95,045	85,476
558.50.99.01	COMPUTER MAINTENANCE	27,161	25,888	25,888	12,944	25,888	17,882	17,882	17,882	17,882
558.50.99.02	COMPUTER REPLACEMENT	1,928	3,086	3,086	1,543	3,086	6,408	6,408	3,204	3,204
558.50.99.03	EQUIPMENT MAINTENANCE	3,301	2,880	2,880	1,440	2,880	3,600	2,700	2,880	2,880
558.50.99.04	EQUIPMENT REPLACEMENT	-	-	-	-	-	8,115	8,115	-	-
558.50.99.05	INTERFUND INSURANCE	24,617	23,572	23,572	23,572	23,572	22,849	22,849	22,849	22,849
558.50.90	<b>SUB TOTAL</b>	57,007	55,426	55,426	39,499	55,426	58,854	57,954	46,815	46,815
594.58.64.00	EQUIPMENT	-	-	-	-	-	-	-	-	-
594.58.64	<b>SUB TOTAL</b>	-	-	-	-	-	-	-	-	-
597.58.00.00	TRANSFER OUT/FUND 511	17,770	16,000	16,000	-	16,000	17,000	17,000	17,000	17,000
597.58.00	<b>SUB TOTAL</b>	17,770	16,000	16,000	-	16,000	17,000	17,000	17,000	17,000
<b>BUILDING DIVISION TOTAL</b>		681,173	733,508	733,508	323,583	575,829	625,128	700,742	637,552	629,437

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.500.040.558.50.00.00 BUILDING DIVISION</b>					
<b>SALARIES AND WAGES</b>					
558.50.10.00	Salaries and Wages	Provides for personnel to conduct building official and other building inspection duties, including but not limited to administration of the Building, Electrical, Mechanical and Plumbing Codes; conducting plan reviews; and performing building code and multi-unit inspections. 1.00 Building Official 1.00 Asst Bldg Official/Lead Electrical/ Building Inspector 1.00 Bldg Inspector/Plans Examiner (Position is funded Mid-year for 2014) 1.00 Permit Coordinator - Provides City Hall operations support @ 0.25 FTE 0.90 Permit Specialist II - Provides City Hall operations support @ 0.25 FTE <b>NOTE: Remaining 0.10 time allocated to Joint Minor Home Repair</b> <hr style="width: 20%; margin-left: 0;"/> 4.90 FTE's	\$ 348,477	\$ 313,431	\$ 314,661
558.50.11.00	Overtime		\$ 4,200	\$ 4,200	\$ 4,200
<b>TOTAL SALARIES AND WAGES</b>			<b>\$ 352,677</b>	<b>\$ 317,631</b>	<b>\$ 318,861</b>
<b>PERSONNEL BENEFITS</b>					
558.50.20.00	Personnel Benefits	Benefits for staff assigned to Building Division.	\$ 181,161	\$ 154,178	\$ 154,402
558.50.20.90	Employee Med Contribution	Employees' share of health insurance premium cost for spouse and/or dependents.	\$ (4,996)	\$ (4,587)	\$ (4,587)
558.50.21.00	Uniforms	Provides for work boots & arc-fault protection for electrical inspectors.	\$ 500	\$ 500	\$ 500
<b>TOTAL PERSONNEL BENEFITS</b>			<b>\$ 176,665</b>	<b>\$ 150,091</b>	<b>\$ 150,315</b>

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.500.040.558.50.00.00 BUILDING DIVISION</b>					
<b>SUPPLIES</b>					
558.50.31.00	Office and Operating Supplies	Provides for general and operating supplies.	\$ 3,500	\$ 3,500	\$ 3,500
558.50.31.05	Code Books	International Building Code reference manuals.	\$ 3,750	\$ 3,750	\$ 3,750
558.50.32.01	Fuel	Provides fuel for vehicles assigned to Building Division.	\$ 2,220	\$ 2,220	\$ 2,220
558.50.35.00	Small Tools and Equipment	Provides for purchase of small tools and equipment required by the Building Division.	\$ 1,500	\$ 1,500	\$ 1,500
558.50.35.90	Small Equipment >\$1,000<\$5,000		\$ -	\$ -	\$ -
<b>TOTAL SUPPLIES</b>			<b>\$ 10,970</b>	<b>\$ 10,970</b>	<b>\$ 10,970</b>
<b>OTHER SERVICES AND CHARGES</b>					
558.50.41.00	Professional Services	Professional services for inspection and plan review during peak construction periods.	\$ 65,000	\$ 74,569	\$ 65,000
558.50.41.45	Advertising	Funding for informational mailings and multi-media approach to inform contractors and the public of major changes in state codes and local ordinances.	\$ 2,000	\$ 2,000	\$ 2,000
558.50.42.00	Communications	Telephone service, fax, pagers, cell phones and postage.	\$ 5,926	\$ 5,926	\$ 5,926
		Long distance	\$ 120		
		Laptop connections	\$ 3,787		
		Cell Phone/Aircards	\$ 2,019		
			<u>\$ 5,926</u>		

## BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.500.040.558.50.00.00</b>		<b>BUILDING DIVISION</b>			
558.50.43.00	Travel	Professional training required in code updates for Building, Electrical, Plumbing, Mechanical, Energy and other codes as dictated by state and city ordinances.  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 two building inspectors, one permit technician and one permit coordinator.	\$ 2,000	\$ 2,000	\$ 2,000
558.50.45.02	Copier Lease	Provides for operating cost per copy. Lease of copier is reclassified as capital lease.	\$ 800	\$ 800	\$ 800
558.50.48.00	Repairs and Maintenance	Provides for pro rata share of copier, fax machine and other equipment repairs.	\$ 500	\$ 500	\$ 500
558.50.49.00	Miscellaneous	Provides for purchase of miscellaneous items not budgeted elsewhere.	\$ 500	\$ 500	\$ 500
558.50.49.05	Credit Card Fees	Bank card fees associated with all charge card transactions, including building permits, etc.	\$ 4,500	\$ 4,500	\$ 4,500

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.500.040.558.50.00.00</b>		<b>BUILDING DIVISION</b>			
558.50.49.22	Dues, Schools, Conferences	This account reflects the funding necessary for professional memberships, professional subscriptions, certification updates, new certifications, and training. These certifications and training are imperative. If not continued, the city's insurance costs rise. <ol style="list-style-type: none"> <li>1. ICC membership dues (city membership)</li> <li>2. IFCI membership (city membership)</li> <li>3. WABO membership dues (city membership)</li> <li>4. NW Chapter ICBO dues (staff membership)</li> <li>5. ICC certification exam(4)</li> <li>6. APT (staff membership)</li> <li>7. Rec Recertifications - Now must take classes for training to re-cert.</li> <li>8. Building Permits Law Bulletin</li> <li>9. IAES dues                          \$200 each for building inspectors.                          Two seminars for Permit Coordinator &amp; Permit Specialist.                          ICC Annual Education and Code Development                          ICC Annual Conference registration.</li> </ol>	\$ 3,750	\$ 3,750	\$ 3,750
558.50.49.25	Printing	To provide for printing costs of permits and cover sheet costs for plan review.	\$ 500	\$ 500	\$ 500
<b>TOTAL OTHER SERVICES AND CHARGES</b>			<b>\$ 85,476</b>	<b>\$ 95,045</b>	<b>\$ 85,476</b>

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.500.040.558.50.00.00 BUILDING DIVISION</b>					
<b>INTERFUND PAYMENT FOR SERVICES</b>					
558.50.99.01	Computer Maintenance	Provides for the maintenance of division computers.	\$ 17,882	\$ 17,882	\$ 17,882
558.50.99.02	Computer Replacement	Provides for the replacement of division computers.	\$ 6,408	\$ 3,204	\$ 3,204
558.50.99.03	Equipment Maintenance	Provides for repair and maintenance for vehicles for the Building Inspectors.	\$ 2,700	\$ 2,880	\$ 2,880
558.50.99.04	Equipment Replacement	Provides for replacement of division vehicles.	\$ 8,115	\$ -	\$ -
558.50.99.05	Interfund Insurance	Division's contribution to the Self Insurance Fund.	\$ 22,849	\$ 22,849	\$ 22,849
<b>TOTAL INTERFUND SERVICES</b>			<b>\$ 57,954</b>	<b>\$ 46,815</b>	<b>\$ 46,815</b>
<b>CAPITAL OUTLAY</b>					
594.32.64.00	Equipment		\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TRANSFERS</b>					
597.58.00.00	Transfer Out	Provides for annual transfer-out to Fund 511 for Automation Fee revenues.	\$ 17,000	\$ 17,000	\$ 17,000
<b>TOTAL TRANSFERS</b>			<b>\$ 17,000</b>	<b>\$ 17,000</b>	<b>\$ 17,000</b>
<b>BUILDING DIVISION TOTAL</b>			<b>\$ 700,742</b>	<b>\$ 637,552</b>	<b>\$ 629,437</b>

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.580.040.558.60</b>		<b>Planning and Development Services</b>	<b>\$ 434,932</b>	<b>\$ 422,238</b>	<b>\$ 422,238</b>

**Planning Section:**

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

**Development Services Section:**

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



CITY OF DES MOINES

2014 BUDGET REQUEST

PLANNING, BUILDING & PUBLIC WORKS  
PLANNING & DEVELOPMENT SERVICES

		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 FINANCE BASE	2014 DEPT REQ	2014 EXEC AMEND	2014 ADOPTED
<b>001.580.040</b>	<b>PLANNING &amp; DEVELOPMENT SVCS*</b>									
558.60.10.00	SALARIES AND WAGES	291,123	251,315	264,339	145,095	258,196	252,542	258,570	257,031	257,031
558.60.10.90	FURLOUGH	(488)	-	-	-	-	-	-	-	-
558.60.11.00	OVERTIME	-	400	400	-	-	400	400	400	400
558.60.10	<b>SUB TOTAL</b>	<b>290,635</b>	<b>251,715</b>	<b>264,739</b>	<b>145,095</b>	<b>258,196</b>	<b>252,942</b>	<b>258,970</b>	<b>257,431</b>	<b>257,431</b>
558.60.20.00	PERSONNEL BENEFITS	106,318	89,964	92,682	50,202	94,860	99,616	107,682	100,720	100,720
558.60.20.90	EMPLOYEE MED. CONTRIBUTION	(2,492)	(1,539)	(1,539)	(760)	(1,517)	(1,768)	(2,101)	(1,896)	(1,896)
558.60.20.21	UNIFORMS	20	-	-	-	-	-	-	-	-
558.60.20	<b>SUB TOTAL</b>	<b>103,846</b>	<b>88,425</b>	<b>91,143</b>	<b>49,442</b>	<b>93,343</b>	<b>97,848</b>	<b>105,581</b>	<b>98,824</b>	<b>98,824</b>
558.60.31.00	OFFICE/OPERATING SUPPLIES	4,078	3,900	3,900	1,124	3,057	5,500	5,500	5,500	5,500
558.60.32.01	UNLEADED FUEL (ISF)	110	179	179	68	137	151	151	151	151
558.60.35.00	SMALL TOOLS & EQUIPMENT	-	1,200	1,200	1,155	1,155	1,200	1,200	1,200	1,200
558.60.35.90	SMALL EQP >\$1,000<\$5,000	-	-	-	-	-	-	-	-	-
558.60.30	<b>SUB TOTAL</b>	<b>4,188</b>	<b>5,279</b>	<b>5,279</b>	<b>2,347</b>	<b>4,349</b>	<b>6,851</b>	<b>6,851</b>	<b>6,851</b>	<b>6,851</b>
558.60.41.00	PROFESSIONAL SERVICES	6,861	7,500	25,500	12,053	28,845	7,500	15,000	15,000	15,000
558.60.41.45	ADVERTISING	5,997	4,500	4,500	1,320	4,252	4,500	5,000	5,000	5,000
558.60.42.00	COMMUNICATIONS	432	625	625	32	404	450	450	450	450
558.60.43.00	TRAVEL	6	530	530	10	15	500	500	500	500
558.60.45.02	COPIER LEASE	1,645	1,680	1,680	1,035	1,263	1,680	1,680	1,680	1,680
558.60.48.00	REPAIR & MAINTENANCE	-	600	600	-	-	-	-	-	-
558.60.49.00	MISCELLANEOUS	463	5,750	5,750	3,300	3,763	3,800	3,800	3,800	3,800
558.60.49.05	CREDIT CARD FEES	5,684	6,750	6,750	1,656	4,488	5,000	5,000	5,000	5,000
558.60.49.22	DUES, CONFERENCES, & SCHOOLS	4,372	2,048	2,048	150	1,192	1,650	3,000	3,000	3,000
558.60.40	<b>SUB TOTAL</b>	<b>25,459</b>	<b>29,983</b>	<b>47,983</b>	<b>19,557</b>	<b>44,222</b>	<b>25,080</b>	<b>34,430</b>	<b>34,430</b>	<b>34,430</b>
558.60.99.01	COMPUTER MAINTENANCE	13,286	13,286	13,286	6,643	13,286	6,700	6,700	6,700	6,700
558.60.99.02	COMPUTER REPLACEMENT	1,412	2,358	2,358	1,179	2,358	4,165	4,165	2,083	2,083
558.60.99.03	EQUIPMENT MAINTENANCE	444	720	720	360	720	900	900	720	720
558.60.99.04	EQUIPMENT REPLACEMENT	-	-	-	-	-	2,136	2,136	-	-
558.60.99.05	INTERFUND INSURANCE	14,892	14,766	14,766	14,766	14,766	15,199	15,199	15,199	15,199
558.60.90	<b>SUB TOTAL</b>	<b>30,034</b>	<b>31,130</b>	<b>31,130</b>	<b>22,948</b>	<b>31,130</b>	<b>29,100</b>	<b>29,100</b>	<b>24,702</b>	<b>24,702</b>
<b>PLANNING &amp; DEVELOPMENT SERVICES TOTAL</b>		<b>454,162</b>	<b>406,532</b>	<b>440,274</b>	<b>239,389</b>	<b>431,240</b>	<b>411,821</b>	<b>434,932</b>	<b>422,238</b>	<b>422,238</b>

\*Merged Division of formerly Plan Development and Development Services Divisions

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Department Request	Executive Amendment	Adopted
<b>001.580.040.558.60.00.00</b>		<b>PLANNING &amp; DEVELOPMENT SERVICES</b>			
		<b>SALARIES AND WAGES</b>	\$ 258,570	\$ 257,031	\$ 257,031
558.60.10.00	Salaries and Wages	1.00 Community Development Manager 0.96 Senior Planner <i>Remaining time allocated: 0.04 FTE to recycling program included with Community Development Grants Division</i> <u>1.00</u> Land Use Planner II 2.96 FTEs			
558.60.11.00	Overtime		\$ 400	\$ 400	\$ 400
		<b>TOTAL SALARIES AND WAGES</b>	<b>\$ 258,970</b>	<b>\$ 257,431</b>	<b>\$ 257,431</b>
		<b>PERSONNEL BENEFITS</b>			
558.60.20.00	Personnel Benefits	Personnel benefits for all staff assigned to Planning & Development Services Division.	\$ 107,682	\$ 100,720	\$ 100,720
558.60.20.90	Employee Med Contribution	Employees' share of health insurance premium cost for spouse and/or dependents.	\$ (2,101)	\$ (1,896)	\$ (1,896)
		<b>TOTAL PERSONNEL BENEFITS</b>	<b>\$ 105,581</b>	<b>\$ 98,824</b>	<b>\$ 98,824</b>
		<b>SUPPLIES</b>			
558.60.31.00	Office and Operating Supplies	Purchase of miscellaneous office supplies, such as file folders, tablets, copier paper, pens, maps, books, etc.	\$ 5,500	\$ 5,500	\$ 5,500
558.60.32	Unleaded Fuel	Gasoline used performing field inspections, gathering data and attending meetings.	\$ 151	\$ 151	\$ 151
558.60.35.00	Small Tools & Equipment	Purchase and replacement of non-expendable tools and small equipment (such as file cabinets and work tables) not classified as capital items.	\$ 1,200	\$ 1,200	\$ 1,200
		<b>TOTAL SUPPLIES</b>	<b>\$ 6,851</b>	<b>\$ 6,851</b>	<b>\$ 6,851</b>

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Department Request	Executive Amendment	Adopted
<b>001.580.040.558.60.00.00</b>		<b>PLANNING &amp; DEVELOPMENT SERVICES</b>			
		<b>OTHER SERVICES AND CHARGES</b>			
558.60.41.00	Professional Services	Provides for miscellaneous consultant support.	\$ 15,000	\$ 15,000	\$ 15,000
558.60.41.45	Advertising	Public notices for general area zoning announcements.	\$ 5,000	\$ 5,000	\$ 5,000
558.60.42.00	Communications	Telephone and Courier Services	\$ 450	\$ 450	\$ 450
		Long Distance			
		\$150			
		Courier Service			
		\$300			
		<u>\$450</u>			
558.60.43.00	Travel	Lodging, meals and mileage for staff conferences and training.	\$ 500	\$ 500	\$ 500
		APA annual conference (or equivalent training)	\$ 400		
		Miscellaneous workshops and seminars.	\$ 100		
			<u>\$500</u>		
558.60.45.02	Copier Lease	Provides for copier operating costs. Lease of copier is reclassified as a capital lease.	\$ 1,680	\$ 1,680	\$ 1,680
558.60.48.00	Repairs and Maintenance	Provides for proportionate share of equipment repairs and usage.	\$ -	\$ -	\$ -
558.60.49.00	Miscellaneous	This account funds printing and other miscellaneous items.	\$ 3,800	\$ 3,800	\$ 3,800
		Printing and Photographic services	\$ 500		
		EGOV Alliance Membership	\$ 3,300		
			<u>\$ 3,800</u>		
558.60.49.05	Credit Card Fees	Bank card fees associated with all charge card transactions, including zoning fees, etc.	\$ 5,000	\$ 5,000	\$ 5,000

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Department Request	Executive Amendment	Adopted
<b>001.580.040.558.60.00.00</b>			<b>PLANNING &amp; DEVELOPMENT SERVICES</b>		
558.60.49.22	Dues, Schools, Conferences	This account reflects the funding necessary for professional memberships, professional subscriptions, certification updates, new certifications, and training.	\$ 3,000	\$ 3,000	\$ 3,000
		Training/tuition for staff	\$ 750		
		Conference registrations: APA or equivalent for staff	\$ 750		
		APA registrations for staff members	<u>\$ 1,500</u>		
			<u>\$ 3,000</u>		
<b>TOTAL OTHER SERVICES AND CHARGES</b>			<b><u>\$ 34,430</u></b>	<b><u>\$ 34,430</u></b>	<b><u>\$ 34,430</u></b>
<b>INTERFUND PAYMENT FOR SERVICES</b>					
558.60.99.01	Computer Maintenance	Provides for the maintenance of division computers, printers, plotter and server.	\$ 6,700	\$ 6,700	\$ 6,700
558.60.99.02	Computer Replacement	Provides for the replacement of division computers, printers, plotter and server.	\$ 4,165	\$ 2,083	\$ 2,083
558.60.99.03	Equipment Maintenance	Provides for repair and maintenance for the division vehicle.	\$ 900	\$ 720	\$ 720
558.60.99.04	Equipment Replacement	Provides for replacement of division vehicle.	\$ 2,136	\$ -	\$ -
558.60.99.05	Interfund Insurance	Division's contribution to the City's self-insurance fund.	\$ 15,199	\$ 15,199	\$ 15,199
<b>TOTAL INTERFUND SERVICES</b>			<b><u>\$ 29,100</u></b>	<b><u>\$ 24,702</u></b>	<b><u>\$ 24,702</u></b>
<b>CAPITAL OUTLAY</b>					
594.58.64.00	Equipment		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>PLANNING &amp; DEVELOPMENT SERVICES TOTAL</b>			<b><u>\$ 434,932</u></b>	<b><u>\$ 422,238</u></b>	<b><u>\$ 422,238</u></b>

CITY OF DES MOINES

2014 BUDGET REQUEST

PLANNING, BUILDING & PUBLIC WORKS  
COMMUNITY DEVELOPMENT GRANTS

001.610.040 COMMUNITY DEVELOPMENT GRANTS		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 FINANCE BASE	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
<b>554.90</b>	<b>RECYCLING</b>									
554.90.10.00	SALARIES & WAGES	3,101	2,965	2,965	1,267	1,633	3,238	3,238	3,217	3,217
554.90.20.00	PERSONNEL BENEFITS	1,171	1,224	1,224	495	1,171	1,405	1,497	1,483	1,483
554.90.20.90	DEPENDENT MEDICAL EE CONTRIBUTION	-	-	-	-	-	(29)	(34)	(29)	(29)
554.90.31.00	OPERATING SUPPLIES	-	-	-	-	-	-	-	-	-
554.90.35.00	SMALL TOOLS & EQUIPMT	-	-	-	-	-	-	-	-	-
554.90.35.90	SMALL EQUIPMT >\$1,000 <\$5,000	6,200	-	-	-	-	-	-	-	-
554.90.41.25	PROFESSIONAL SERVICES	42,948	47,655	47,655	19,394	43,500	45,000	45,000	80,760	80,760
554.90.41.45	ADVERTISING	-	-	-	-	-	-	-	-	-
554.90	<b>SUB TOTAL</b>	53,420	51,844	51,844	21,157	46,304	49,614	49,701	85,431	85,431
<b>554.91</b>	<b>WA DOE-SMP GRANT</b>									
554.91.41.26	PROFESSIONAL SERVICES	-	-	-	-	-	-	-	-	-
554.91	<b>SUB TOTAL</b>	-	-	-	-	-	-	-	-	-
594.54.64	EQUIPMENT	-	-	-	-	-	-	-	-	-
594.54	<b>SUB TOTAL</b>	-	-	-	-	-	-	-	-	-
<b>COMMUNITY DEVELOPMENT GRANTS TOTAL</b>		53,420	51,844	51,844	21,157	46,304	49,614	49,701	85,431	85,431

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.610.040.554.90.00.00</b>		<b>COMMUNITY DEVELOPMENT GRANTS</b>			
		<b>RECYCLING PROGRAMS</b>			
		<b>SALARIES AND WAGES</b>			
554.90.10.00	Salaries & Wages	Provides for Senior Planner to support City's Recycling program. 0.04 FTE	\$ 3,238	\$ 3,217	\$ 3,217
		<b>TOTAL SALARIES AND WAGES</b>	<b>\$ 3,238</b>	<b>\$ 3,217</b>	<b>\$ 3,217</b>
		<b>PERSONNEL BENEFITS</b>			
554.90.20.00	Personnel Benefits	Provides for benefits of Senior Planner to promote Recycling program.	\$ 1,463	\$ 1,454	\$ 1,454
		<b>TOTAL PERSONNEL BENEFITS</b>	<b>\$ 1,463</b>	<b>\$ 1,454</b>	<b>\$ 1,454</b>
		<b>OTHER SERVICES AND CHARGES</b>			
554.90.41.25	Prof Services- Recycling Program	Provides for professional services rendered for recycling collection events.	\$ 45,000	\$ 80,760	\$ 80,760
		<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>\$ 45,000</b>	<b>\$ 80,760</b>	<b>\$ 80,760</b>
<b>001.610.040.554.91</b>		<b>WA DEPT OF ECOLOGY SHORELINE MASTER PLAN</b>			
554.91.41.26	Professional Services WA DOE-SMP Grant		\$ -	\$ -	\$ -
		<b>TOTAL SHORELINE MASTER PLAN</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
594.54.64	Equipment		\$ -	\$ -	\$ -
		<b>TOTAL EQUIPMENT</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
		<b>TOTAL COMMUNITY DEVELOPMENT GRANTS</b>	<b>\$ 49,701</b>	<b>\$ 85,431</b>	<b>\$ 85,431</b>

# BUDGET NARRATIVE

## 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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<b>001.635.040.576.81</b>	<b>Parks Operations Services</b>	<b>\$ 664,173</b>	<b>\$ 725,908</b>	<b>\$ 725,908</b>
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The Parks Operations Services Division provides funding for maintenance, general operations, and improvements of owned or leased park facilities. At present there are 31 City owned or leased park sites, entryways, and streetscapes and trails which comprise approximately 128.5 acres of land, less 32 acres which is undeveloped conservancy land. Costs associated with the Des Moines Activity Center, Field House, Auditorium, Founders Lodge, Sun Home Lodge, and Beach Park Picnic Shelter are accounted for in the Events and Facilities Budget.

CITY OF DES MOINES

2014 BUDGET REQUEST

PLANNING/BUILDING/PUBLIC WORKS  
PARKS OPERATIONS SERVICES

		2012	2013	2013	2013	2013	2014	2014	2014	2014
		ACTUAL	ADOPTED	AMEND	ACTUAL	EST	FINANCE	DEPT	EXEC	ADOPTED
001.635.040 PARKS OPERATIONS SERVICES					Jan-June	YR TOTAL	BASE	REQ	AMEND	
576.81.10.00	SALARIES & WAGES	155,047	169,279	169,279	79,509	145,497	129,899	125,665	191,890	191,890
576.81.10.01	SALARIES PART-TIME	19,453	28,676	28,676	4,486	16,808	29,865	29,865	29,684	29,684
576.81.11.00	OVERTIME	1,101	3,000	3,000	855	1,603	3,000	3,000	3,000	3,000
576.81.11.01	OVERTIME PART-TIME	-	500	500	-	-	500	500	500	500
576.81.10	<b>SUB TOTAL</b>	175,600	201,455	201,455	84,850	163,908	163,264	159,030	225,074	225,074
576.81.20.00	PERSONNEL BENEFITS	54,506	59,175	59,175	32,317	52,865	47,478	49,093	85,923	85,923
576.81.20.01	BENEFITS PART-TIME	4,276	4,900	4,900	997	3,698	5,115	5,170	5,170	5,170
576.81.20.90	EMPLOYEE MED. CONTRIBUTION	-	(259)	(259)	-	-	-	-	(1,201)	(1,201)
576.81.21.00	UNIFORMS	934	2,000	2,000	1,215	1,729	1,200	2,000	2,000	2,000
576.81.20	<b>SUB TOTAL</b>	59,716	65,816	65,816	34,528	58,292	53,793	56,263	91,892	91,892
576.81.31.00	SUPPLIES	32,376	33,930	33,930	12,800	26,816	32,600	32,600	32,600	32,600
576.81.31.03	OPERATING SUPPLIES-PARK FACILITIES	7,922	-	-	772	1,139	-	-	-	-
576.81.31.20	ANNUAL PLANTINGS	-	1,350	1,350	249	249	1,300	1,300	1,300	1,300
576.81.32.01	UNLEADED FUEL (ISF)	11,801	10,689	10,689	3,887	7,774	8,145	8,145	8,145	8,145
576.81.32.02	DIESEL FUEL (ISF)	8,138	8,159	8,159	1,272	2,544	6,300	6,300	6,300	6,300
576.81.35.00	SMALL TOOLS & EQUIPMENT	4,205	3,600	3,600	1,293	3,542	3,600	3,600	3,600	3,600
576.81.35.90	SMALL EQP >\$1,000 <\$5,000	-	-	-	-	-	-	-	-	-
576.81.30	<b>SUB TOTAL</b>	64,443	57,728	57,728	20,272	42,064	51,945	51,945	51,945	51,945
576.81.41.00	PROFESSIONAL SERVICES	884	6,300	6,300	-	418	3,000	3,000	3,000	3,000
576.81.41.32	JANITORIAL SERVICES	39,721	8,186	8,186	2,424	6,984	6,000	8,200	8,200	8,200
576.81.41.45	ADVERTISING	-	1,500	1,500	-	-	-	1,000	1,000	1,000
576.81.42.00	COMMUNICATIONS	3,406	3,550	3,550	1,751	3,503	3,550	3,580	3,580	3,580
576.81.43.00	TRAVEL EXPENSES	-	250	250	-	-	100	250	250	250
576.81.45.00	OPERATING LEASES & RENTAL	8,986	5,000	5,000	5,095	9,586	7,500	10,000	10,000	10,000
576.81.45.02	COPIER LEASE	101	146	146	225	74	125	125	125	125
576.81.46.00	INSURANCE	5,312	-	-	-	-	-	-	-	-
576.81.47.00	UTILITIES - PARKS FACILITIES	150,611	85,445	85,445	52,587	107,325	85,000	109,900	109,900	109,900
576.81.48.00	REPAIRS & MAINTENANCE-PARKS	7,112	5,750	5,750	237	2,975	7,500	7,500	7,500	7,500
576.81.48.02	REPAIRS & MAINTENANCE-PARK BLDGS	22,402	-	-	-	-	-	-	-	-
576.81.48.24	CONTRACT LANDSCAPING SERVICES	95,639	93,575	93,575	46,390	91,374	95,000	98,000	98,000	98,000
576.81.49.00	MISCELLANEOUS	620	840	840	25	255	575	575	575	575
576.81.49.20	LAUNDRY	2,592	1,910	1,910	288	452	1,000	1,000	1,000	1,000
576.81.49.22	DUES, SCHOOLS, & CONFERENCES	614	-	-	786	891	500	500	500	500
576.81.40	<b>SUB TOTAL</b>	338,000	212,452	212,452	109,808	223,837	209,850	243,630	243,630	243,630



CITY OF DES MOINES

2014 BUDGET REQUEST

PLANNING/BUILDING/PUBLIC WORKS  
PARKS OPERATIONS SERVICES

		2012	2013	2013	2013	2013	2014	2014	2014	2014
		ACTUAL	ADOPTED	AMEND	ACTUAL	EST	FINANCE	DEPT	EXEC	ADOPTED
					Jan-June	YR TOTAL	BASE	REQ	AMEND	
<b>001.635.040</b>	<b>PARKS OPERATIONS SERVICES</b>									
576.81.99.01	COMPUTER MAINTENANCE	5,284	5,284	5,284	2,642	5,284	3,350	5,284	5,284	5,284
576.81.99.02	COMPUTER REPLACEMENT	423	707	707	354	707	1,250	1,250	625	625
576.81.99.03	EQUIPMENT RENTAL MAINTENANCE	23,203	27,840	27,840	13,920	27,840	36,300	36,300	23,800	23,800
576.81.99.04	EQUIPMENT REPAIR & REPLACEMENT	-	-	-	-	-	94,609	94,609	67,796	67,796
576.81.99.05	INTERFUND INSURANCE	15,657	13,235	13,235	13,235	13,235	11,588	11,588	11,588	11,588
576.81.99.06	FACILITY REPAIR & REPLACEMENT	23,143	4,274	4,274	2,137	4,274	4,274	4,274	4,274	4,274
576.81.90	<b>SUB TOTAL</b>	67,710	51,340	51,340	32,288	51,340	151,371	153,305	113,367	113,367
594.76.64.00	EQUIPMENT	-	-	-	-	-	-	-	-	-
594.76.60	<b>SUB TOTAL</b>	-	-	-	-	-	-	-	-	-
<b>001.636.040</b>	<b>SONJU PROPERTY</b>									
576.81.31.00	SUPPLIES-SONJU PROPERTY	-	-	-	361	550	-	-	-	-
576.81.48.00	REPAIRS & MAINTENANCE	-	-	-	-	-	-	-	-	-
594.76.63.00	CAPITAL OUTLAY	-	-	-	3,882	3,882	-	-	-	-
576.81.XX	<b>SUB TOTAL SONJU PROPERTY</b>	-	-	-	4,243	4,432	-	-	-	-
	<b>PARKS OPERATIONS SERVICES TOTAL</b>	705,470	588,791	588,791	285,989	543,873	630,223	664,173	725,908	725,908

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.635.040.576.81.00.00</b>		<b>PARKS OPERATIONS SERVICES</b>			
		<b>SALARIES AND WAGES</b>			
576.81.10.00	Salaries & Wages	Provides for the following Park Operations personnel: 0.15 PW-Parks Maintenance Superintendent 1.00 Senior Parks Maintenance Worker <u>2.00</u> Park Maintenance Workers <u>3.15</u> FTEs	\$ 125,665	\$ 191,890	\$ 191,890
576.81.10.01	Part-time Salaries	Provides for the seasonal parks maintenance workers:  Ball Field and Grounds support with appointments from 3 to 9 months working in the aggregate 2080 hours @ Range 2 1.0 FTE	\$ 29,865	\$ 29,684	\$ 29,684
576.81.11.00	Overtime	Provides overtime compensation for full-time personnel.	\$ 3,000	\$ 3,000	\$ 3,000
576.81.11.01	Overtime Part-Time	Provides overtime compensation for part-time personnel	\$ 500	\$ 500	\$ 500
		<b>TOTAL SALARIES &amp; WAGES</b>	<b>\$ 159,030</b>	<b>\$ 225,074</b>	<b>\$ 225,074</b>
		<b>PERSONNEL BENEFITS</b>			
576.81.20.00	Personnel Benefits	Provides personnel benefits for the full-time park operations personnel.	\$ 49,093	\$ 85,923	\$ 85,923
576.81.20.01	Personnel Benefits - Part time	Provides personnel benefits for part-time (seasonal) park operations staff.	\$ 5,170	\$ 5,170	\$ 5,170
576.81.20.90	Employee Med Contribution	Employees' share of health insurance premium cost for spouse and/or dependents.	\$ -	\$ (1,201)	\$ (1,201)
576.81.21.00	Uniforms	Provides uniforms for full & part-time park operations personnel. This includes boots, pants, coats and hats with the City's logo.	\$ 2,000	\$ 2,000	\$ 2,000
		<b>TOTAL PERSONNEL BENEFITS</b>	<b>\$ 56,263</b>	<b>\$ 91,892</b>	<b>\$ 91,892</b>

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.635.040.576.81.00.00</b>		<b>PARKS OPERATIONS SERVICES</b>			
		<b>SUPPLIES</b>			
576.81.31.00	Supplies	Provides park, facilities, and special right-of-ways'	\$ 32,600	\$ 32,600	\$ 32,600
					\$ -
576.81.31.20	Annual Plantings	Provides plant material for annual plantings throughout the City parks, City buildings and special right-of way areas.	\$ 1,300	\$ 1,300	\$ 1,300
576.81.32.01	Unleaded Fuel	Provides unleaded fuel for Parks Operations' vehicles and equipment.	\$ 8,145	\$ 8,145	\$ 8,308
576.81.32.02	Diesel Fuel	Provides diesel fuel for Parks Operations' vehicles and equipment.	\$ 6,300	\$ 6,300	\$ 6,426
576.81.35.00	Tools and Equipment	Provides small tools and equipment for park maintenance.	\$ 3,600	\$ 3,600	\$ 3,600
		<b>TOTAL SUPPLIES</b>	<b>\$ 51,945</b>	<b>\$ 51,945</b>	<b>\$ 52,234</b>
		<b>OTHER SERVICES AND CHARGES</b>			
576.81.41.00	Professional Services	Provides professional services as needed (e.g., arborists, landscape design and survey services).	\$ 3,000	\$ 3,000	\$ 3,000
576.81.41.32	Janitorial Services	Provides professional custodial services for Underwood Park restrooms, Underwood Park gate locking, and 24% allocation of monthly cleaning for the Parks/PW Service Center.	\$ 8,200	\$ 8,200	\$ 8,200
576.81.41.45	Advertising	Provides advertisements for acquiring personnel and contractors.	\$ 1,000	\$ 1,000	\$ 1,000
576.81.42.00	Communications	Provides communication fees, telephone, postage, etc.	\$ 3,580	\$ 3,580	\$ 3,580
		Telephone Line	\$ 1,443		
		Long Distance	\$ 15		
		Cell Phones	\$ 2,122		
			<u>\$ 3,580</u>		

## BUDGET NARRATIVE 2014

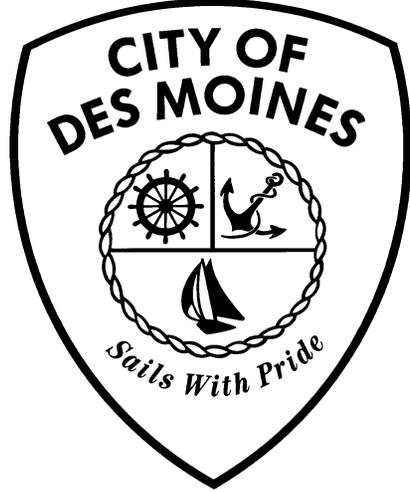
FUND: **GENERAL**  
DEPARTMENT: **PLANNING, BUILDING AND PUBLIC WORKS**  
DIVISION: **PARKS OPERATIONS SERVICES**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.635.040.576.81.00.00</b>		<b>PARKS OPERATIONS SERVICES</b>			
576.81.43.00	Travel	Provides for meals, lodging, and mileage reimbursement for personnel training, trade classes and seminars.	\$ 250	\$ 250	\$ 250
576.81.45.00	Rentals & Leasing	Provides equipment rentals for needed park operations maintenance. Types of rentals would include a trencher, sod cutter, chipper, and lease of Dining Hall water heater. The leasing of a water heater includes maintenance.	\$ 10,000	\$ 10,000	\$ 10,000
576.81.45.02	Copier Lease	Provides for copier lease.	\$ 125	\$ 125	\$ 125
576.81.47.00	Utilities	Utilities used or services provided for the park system.	\$ 109,900	\$ 109,900	\$ 109,900
576.81.47.01		Electricity \$ 32,421			
576.81.47.02		Water \$ 47,591			
576.81.47.03		Sewer \$ 909			
576.81.47.04		SWM \$ 26,299			
576.81.47.06		Natural Gas \$ 2,679			
		<u>\$ 109,900</u>			
576.81.48.00	Repairs & Maintenance-Parks	Provides contracted repairs and maintenance for the park system and equipment maintenance not included in the "equipment maintenance" program. The types of items included are line trimmer and mower tune-ups, tree trimming, and backflow inspections.	\$ 7,500	\$ 7,500	\$ 7,500
576.81.48.24	Contract Landscaping Services	Provides for contracted landscape maintenance services for the park system in lieu of regular and seasonal staff.	\$ 98,000	\$ 98,000	\$ 98,000
576.81.49.00	Miscellaneous	Provides for park miscellaneous services not budgeted elsewhere.	\$ 575	\$ 575	\$ 575
576.81.49.20	Laundry	Provides for laundry services.	\$ 1,000	\$ 1,000	\$ 1,000
576.81.49.22	Dues, Schools, & Conferences	Provides for dues & training registration fees.	\$ 500	\$ 500	\$ 500
		<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>\$ 243,630</b>	<b>\$ 243,630</b>	<b>\$ 243,630</b>

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.635.040.576.81.00.00</b>					
		<b>PARKS OPERATIONS SERVICES</b>			
		<b>INTERFUND SERVICES</b>			
576.81.99.01	Computer Maintenance	Division's assessment for computer maintenance.	\$ 5,284	\$ 5,284	\$ 5,284
576.81.99.02	Computer Replacement	Computer replacement program, provides computer replacement when needed.	\$ 1,250	\$ 625	\$ 625
576.81.99.03	Equipment Rental Maintenance	Equipment maintenance program, provides equipment maintenance by the City's mechanic.	\$ 36,300	\$ 23,800	\$ 23,800
576.81.99.04	Equipment Repair & Replacement	Equipment replacement program, provides reserve fund for equipment replacement when needed.	\$ 94,609	\$ 67,796	\$ 67,796
576.81.99.05	Interfund Insurance	Interfund transfer to the City's self-insurance fund.	\$ 11,588	\$ 11,588	\$ 11,588
576.81.99.06	Facility Repair & Replacement	Fee for funding of major repair and replacement of City facilities.	\$ 4,274	\$ 4,274	\$ 4,274
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 153,305</b>	<b>\$ 113,367</b>	<b>\$ 113,367</b>
		<b>CAPITAL OUTLAY</b>			
		This account provides funding for capital improvements to park facilities, including minor park improvements and equipment.			
594.76.64	Equipment		\$ -	\$ -	\$ -
		<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>001.636.040</b>					
576.81.31.00	Supplies-Sonju Property	Supplies necessary to make as needed repairs to the Sonju House.	\$ -	\$ -	\$ -
		<b>TOTAL PARKS OPERATIONS SERVICES</b>	<b>\$ 664,173</b>	<b>\$ 725,908</b>	<b>\$ 726,197</b>

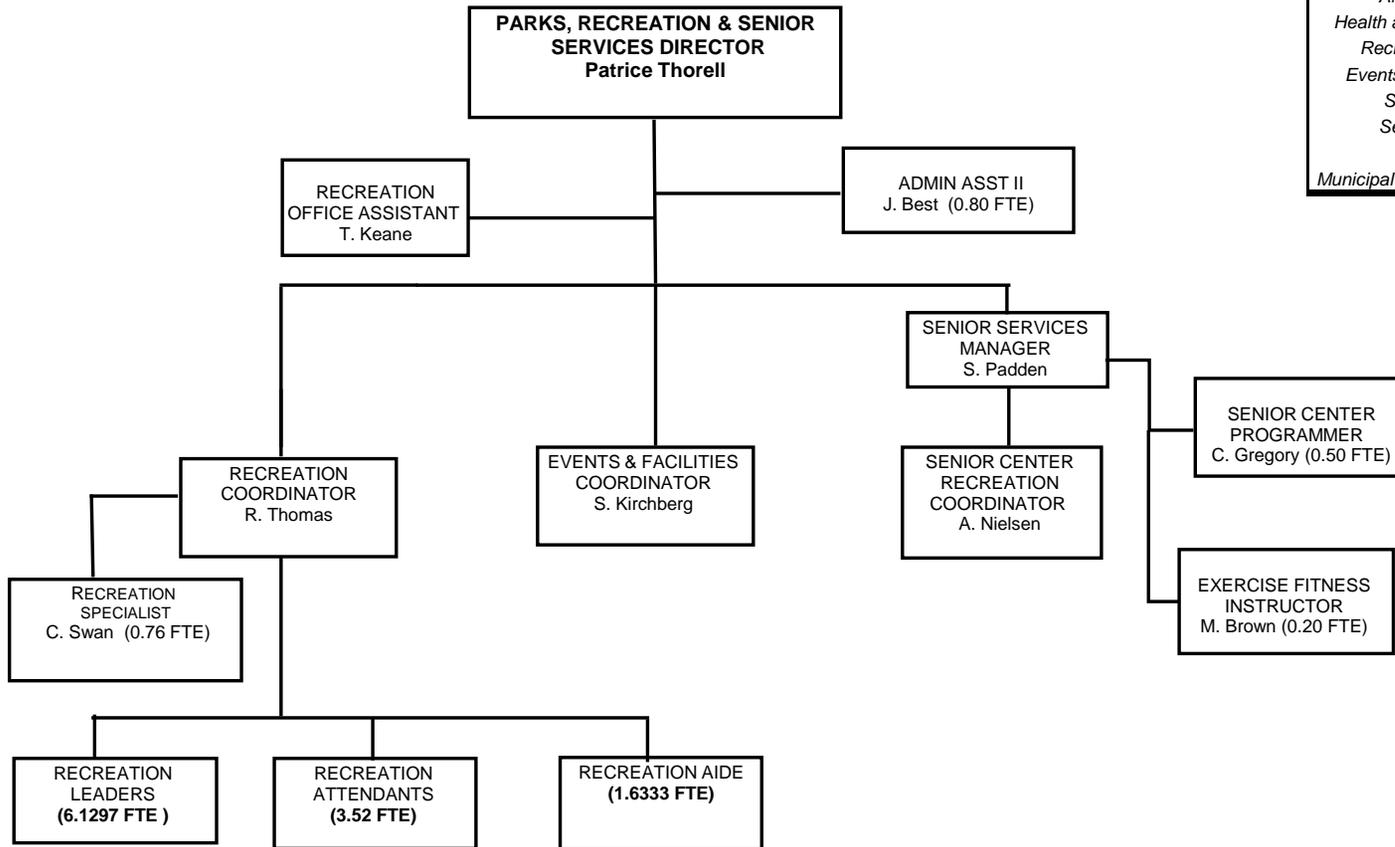


**CITY OF DES MOINES**  
**PARKS, RECREATION, & SENIOR SERVICES**

Organizational Chart

Department/Divisions

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



## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>PARKS, RECREATION AND SENIOR SERVICES</b>			<b>\$ 1,834,550</b>	<b>\$ 1,788,602</b>	<b>\$ 1,788,602</b>
<b>001.630.045.571.10</b>	<b>Administration</b>		<b>\$ 300,344</b>	<b>\$ 294,398</b>	<b>\$ 294,398</b>
		The Administrative Section provides direction to the Department, including development of capital projects, recreation, parks, senior services, human services, arts commission and landmarks commission programs, services, and projects. It provides support services to internal and external customers such as: customer inquiries, internal accounting, human resources and payroll support, inter-departmental and public notification and communications, grant and special project development and administration.			
<b>001.310.045.573.20</b>	<b>Des Moines Arts Commission</b>		<b>\$ 53,234</b>	<b>\$ 52,971</b>	<b>\$ 52,971</b>
		The Arts Commission's mission is to enhance and enable performing, community and public art programs and to recommend works of art for City's facilities and the local environment. Program and project funding recommendations are presented to City Council by the City's Arts Commission.			
<b>001.620.045.5xx.xx.51.00</b>	<b>Health and Human Services</b>		<b>\$ 75,600</b>	<b>\$ 74,050</b>	<b>\$ 74,050</b>
		The purpose of Health and Human Services is to provide financial aid to those non-profit human services organizations in our community who assist Des Moines citizens in time of need. Funding recommendations are provided to City Council by the City's Human Services Advisory Committee.			



## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>PARKS, RECREATION AND SENIOR SERVICES</b>					
<b>001.640.045.571.20</b>	<b>Recreation Programs</b>	<p>Recreation Programs is a self supporting program. Recreation Programs provides general recreational programs and services for all age groups to maintain our citizen's physical, mental and social wellness. These consumer-driven programs are offered citywide on a quarterly basis. Programs and services include: youth and teen outreach (Camp KHAOS, Club KHAOS, teen dances and Youth Leadership); recreation and lifelong learning classes and programs; cultural arts (music, dance, gymnastics, acrobatics, tiny tots movement); community events (outdoor movies, eggstravaganza, Halloween Carnival, farmers market, Christmas Ships Bon Fires, Holiday Tree Lighting); individual sports (tennis, sailing, rafting and boating, teen Ski Bus); youth and adult sports leagues (baseball, softball, t-ball, soccer, little kickers, basketball and camps, clinics and coaches trainings); Field House Park and Steven J Underwood Park athletic events, tournaments and field rentals; youth and adult fitness and health (K-Fit, aerobics, Zumba, yoga and Martial Arts classes).</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. Recreation Programs works with the Des Moines Legacy Foundation, Rotary Club of Des Moines, Business Sponsors, community groups and non-profits to ensure that programs and services are provided equitably for the City's low-income citizens.</p>	<b>\$ 729,787</b>	<b>\$ 717,291</b>	<b>\$ 717,291</b>
<b>001.642.045.575.50</b>	<b>Recreation Events and Facility Rentals</b>	<p>Events and Facilities Division provides management of City's rental facilities such as: Beach Park Auditorium, Founders Lodge, Picnic Shelter and Meadow, Field House and Picnic Shelter, Activity Center and Wooton Park Picnic Shelter and works with the Marina on event and facility coordination.</p>	<b>\$ 327,595</b>	<b>\$ 324,363</b>	<b>\$ 324,363</b>

# BUDGET NARRATIVE

2014

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

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

<b>001.645.045.569.10</b>	<b>Senior Services</b>	<b>\$ 285,136</b>	<b>\$ 262,788</b>	<b>\$ 262,788</b>
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The Senior Services Division provides for recreational programs, assistance services, transportation, nutrition, lifelong learning, continuing education, and outreach to Des Moines and Normandy Park senior citizens to support learning and independence and encourage involvement with the Senior Center and the community.

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

<b>001.650.045.569.11</b>	<b>Senior Programs</b>	<b>\$ 62,854</b>	<b>\$ 62,741</b>	<b>\$ 62,741</b>
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Senior Programs is a self supporting program. Revenue is generated by assessing fees and charges for direct program, services, and event costs. Programs and services include special events, trips, lifelong learning and continuing education, sports leagues, fitness, and dance programs.

CITY OF DES MOINES

2014 BUDGET REQUEST

PARKS, RECREATION & SR SERVICES  
ADMINISTRATION

PARKS, RECREATION AND SENIOR SERVICES		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 DEPT RQ	2014 EXEC AMEND	2014 ADOPTED
001.630.045									
571.10.10.00	SALARIES & WAGES	177,394	178,458	178,458	88,936	178,554	183,012	181,608	181,608
571.10.10.90	FURLOUGH	-	-	-	-	-	-	-	-
571.10.10	<b>SUB TOTAL</b>	177,394	178,458	178,458	88,936	178,554	183,012	181,608	181,608
571.10.20.00	PERSONNEL BENEFITS	51,355	55,077	55,077	27,896	54,125	64,626	62,205	62,205
571.10.20.90	EMPLOYEE MED. CONTRIBUTION	(592)	(643)	(643)	(322)	(644)	(843)	(805)	(805)
571.10.20	<b>SUB TOTAL</b>	50,763	54,434	54,434	27,574	53,481	63,783	61,400	61,400
571.10.31.00	OPERATING SUPPLIES	1,651	5,500	5,500	1,840	5,000	5,500	5,500	5,500
571.10.35.00	SMALL TOOLS & EQUIPMENT	721	2,250	2,250	-	2,250	2,250	2,250	2,250
571.10.35.90	SMALL EQP>\$1,000<\$5,000	-	-	-	-	-	-	-	-
571.10.30	<b>SUB TOTAL</b>	2,372	7,750	7,750	1,840	7,250	7,750	7,750	7,750
571.10.41.00	PROFESSIONAL SERVICES	353	2,000	2,000	-	2,000	2,000	2,000	2,000
571.10.41.45	ADVERTISING	50	1,000	1,000	-	1,000	1,000	1,000	1,000
571.10.42.00	COMMUNICATIONS	5,441	5,420	5,420	1,998	5,557	5,563	5,563	5,563
571.10.43.00	TRAVEL EXPENSES	125	250	250	-	-	250	250	250
571.10.45.02	COPIER LEASE	7,259	2,640	2,640	3,913	5,800	5,800	5,800	5,800
571.10.48.00	REPAIR & MAINTENANCE	-	1,500	1,500	-	1,000	1,500	1,500	1,500
571.10.49.00	MISCELLANEOUS	646	3,000	3,000	331	3,000	3,000	3,000	3,000
571.10.49.06	SPECIAL EVENTS - Dining Hall Opening	314	-	-	-	-	-	-	-
571.10.49.22	DUES, SCHOOLS, & CONFERENCES	994	1,100	1,100	477	1,100	1,100	1,100	1,100
571.10.40	<b>SUB TOTAL</b>	15,181	16,910	16,910	6,719	19,457	20,213	20,213	20,213
571.10.99.01	COMPUTER MAINTENANCE	12,560	15,107	15,107	7,553	15,107	11,597	11,597	11,597
571.10.99.02	COMPUTER REPLACEMENT	2,571	2,153	2,153	1,077	2,153	4,318	2,159	2,159
571.10.99.03	EQUIPMENT MAINTENANCE	1,280	-	-	-	-	-	-	-
571.10.99.05	INTERFUND INSURANCE	6,543	7,278	7,278	7,278	7,278	9,671	9,671	9,671
571.10.99.06	FACILITY REPAIR & REPLACEMENT	6,559	-	-	-	-	-	-	-
571.10.99	<b>SUB TOTAL</b>	29,513	24,538	24,538	15,908	24,538	25,586	23,427	23,427
594.71.64.00	EQUIPMENT	-	-	-	-	-	-	-	-
594.71.60	<b>SUB TOTAL</b>	-	-	-	-	-	-	-	-
	<b>PARKS, RECREATION &amp; SENIOR SERVICES ADMIN TOTAL</b>	275,223	282,090	282,090	140,977	283,280	300,344	294,398	294,398

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.630.045.571.10.00.00</b>		<b>ADMINISTRATION</b>			
		<b>SALARIES AND WAGES</b>			
571.10.10.00	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	\$ 183,012	\$ 181,608	\$ 181,608
571.10.10.90	Furlough	Provides for unpaid leave.	\$ -	\$ -	\$ -
<b>TOTAL SALARIES</b>			<b>\$ 183,012</b>	<b>\$ 181,608</b>	<b>\$ 181,608</b>
		<b>PERSONNEL BENEFITS</b>			
571.10.20.00	Personnel Benefits	Provides for personnel benefits for Recreation Administrative Personnel.	\$ 64,626	\$ 62,205	\$ 62,205
571.10.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.	\$ (843)	\$ (805)	\$ (805)
<b>TOTAL PERSONNEL BENEFITS</b>			<b>\$ 63,783</b>	<b>\$ 61,400</b>	<b>\$ 61,400</b>
		<b>SUPPLIES</b>			
571.10.31.00	Office Supplies	Provides for General Office supplies of Administration. Includes all parks and recreation division office supplies, such as reams of paper, printed envelopes, letterhead and notepads. Also includes medical supplies, banners & decorations.	\$ 5,500	\$ 5,500	\$ 5,500
571.10.35.00	Small Tools & Equipment	Provides for equipment and tools needed for Administration and Field House under \$1,000. Includes safety and office equipment.	\$ 2,250	\$ 2,250	\$ 2,250
<b>TOTAL SUPPLIES</b>			<b>\$ 7,750</b>	<b>\$ 7,750</b>	<b>\$ 7,750</b>

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.630.045.571.10.00.00</b>		<b>ADMINISTRATION</b>			
		<b>OTHER SERVICES AND CHARGES</b>			
571.10.41.00	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>		
571.10.41.45	Advertising	Provides for newspaper and other promotional advertisements legal and employment notifications	\$ 1,000	\$ 1,000	\$ 1,000
571.10.42.00	Communications	Provides for long distance phone charges, cell phone and fax charges. Long Distance Cell phone charges Provides for dept postage (\$1,600 per mailing/3 per year)	\$ 5,563	\$ 5,563	\$ 5,563
			\$ 103		
			\$ 660		
			\$ 4,800		
			<u>\$ 5,563</u>		
571.10.43.00	Travel	Covers personal vehicle use reimbursement, mileage, and meals for trainings and meetings.	\$ 250	\$ 250	\$ 250
571.10.45.02	Copier Lease	Provides for lease of copier used by Administration.	\$ 5,800	\$ 5,800	\$ 5,800
571.10.48.00	Repair & Replacement	Provides for repairs of office equipment and alarm and fire systems	\$ 1,500	\$ 1,500	\$ 1,500
571.10.49.00	Miscellaneous	Provides for the following miscellaneous services: Volunteer program supplies Printing-project brochures & documents Other Miscellaneous	\$ 3,000	\$ 3,000	\$ 3,000
			\$ 500		
			\$ 1,400		
			<u>\$ 1,100</u>		
			<u>\$ 3,000</u>		
571.10.49.06	Special Events	Provides for one-time seed money for Des Moines Beach Park Dining Hall Opening in 2014.	\$ -	\$ -	\$ -

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.630.045.571.10.00.00</b>			<b>ADMINISTRATION</b>		
571.10.49.22	Dues, Schools, & Conferences	Provides for the following dues & conference registration fees: WRPA & NRPA Dues \$ 800 WRPA Conf. Registrations @\$300 \$ 300 <u>\$ 1,100</u>	\$ 1,100	\$ 1,100	\$ 1,100
<b>TOTAL OTHER SERVICES AND CHARGES</b>			<b>\$ 20,213</b>	<b>\$ 20,213</b>	<b>\$ 20,213</b>
<b>INTERFUND SERVICES</b>					
571.10.99.01	Computer Maintenance	Computer maintenance support for administrative services.	\$ 11,597	\$ 11,597	\$ 11,597
571.10.99.02	Computer Replacement	Provides for replacement of computer hardware assigned to Recreation Administration.	\$ 4,318	\$ 2,159	\$ 2,159
571.10.99.03	Equipment Maintenance	Provides for Equipment repair and maintenance of vehicles and equipment by the City mechanic.	\$ -	\$ -	\$ -
571.10.99.05	Interfund Insurance	Contribution to Self Insurance Fund.	\$ 9,671	\$ 9,671	\$ 9,671
<b>TOTAL INTERFUND SERVICES</b>			<b>\$ 25,586</b>	<b>\$ 23,427</b>	<b>\$ 23,427</b>
<b>CAPITAL OUTLAY</b>					
594.71.64.00	Equipment		\$ -	\$ -	\$ -
<b>TOTAL CAPITAL</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL ADMINISTRATIVE SERVICES</b>			<b>\$ 300,344</b>	<b>\$ 294,398</b>	<b>\$ 294,398</b>

## BUDGET NARRATIVE 2014

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

Account No.	Title Narrative	Departmental Request	Executive Amendment	Adopted
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**DES MOINES ARTS COMMISSION**

**\$ 53,234    \$ 52,971    \$ 52,971**

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

**Visual Arts**

Art On Poverty Bay \$ 8,500

**Performing Arts-**

Summer Concert Series, Shakespeare in the Park \$ 9,200

Poetry Slam \$ 500

**Community Arts**

Squid O Rama \$ 2,500

HCC Project \$ 3,000

**Program Overhead-**

Staff Support supplies and marketing \$ 29,271

**\$ 52,971**

**Projected Revenue for the Des Moines Arts Commission:**

	2013 Budget	2014 Budget
4Culture Grant- Sustaining Fund	\$ 7,500	\$ 7,500
4Culture Sculpture Project Grant	\$ -	\$ 1,500
Sculpture Sponsorships	\$ 20,000	\$ 4,125
Event Admissions/Donations	\$ 6,200	\$ 5,000
Event Sponsors	\$ 9,300	\$ 8,145
HCC	\$ -	\$ 3,000
	<b>\$ 43,000</b>	<b>\$ 29,270</b>

CITY OF DES MOINES

2014 BUDGET REQUEST

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

001.310.045 ARTS COMMISSION		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 DEPT REQ	2014 EXEC AMEND	2014 ADOPTED
573.20.10.00	SALARIES & WAGES	7,541	6,417	6,417	5,511	10,024	12,135	12,064	12,064
573.20.20.00	PERSONNEL BENEFITS	4,419	930	930	3,316	6,014	8,254	8,062	8,062
573.20.31.00	OFFICE & OPERATING SUPPLIES	729	500	500	1,687	2,156	2,200	2,200	2,200
573.20.35.00	SMALL TOOLS & EQUIPMENT	-	-	-	345	800	-	-	-
573.20.35.90	SMALL EQUIPMENT >\$1,000 <\$5,000	4,969	-	-	-	-	-	-	-
573.20.41.00	PROFESSIONAL SERVICES	14,961	21,700	21,700	-	15,453	15,500	15,500	15,500
573.20.41.45	ADVERTISING	69	4,000	4,000	200	200	2,000	2,000	2,000
573.20.45.00	OPERATING RENTAL & LEASES	-	-	-	32	32	1,000	1,000	1,000
573.20.46.00	INSURANCE	-	-	-	-	-	1,000	1,000	1,000
573.20.49.00	MISCELLANEOUS	965	1,213	1,213	393	505	575	575	575
573.20.49.16	ASSOC STUDENTS HCC PROG	899	3,000	6,000	-	1,000	3,000	3,000	3,000
573.20.49.22	DUES, SCHOOLS, & CONFERENCES	15	70	70	30	30	70	70	70
594.73.64.00	ARTWORK	-	20,000	20,000	9,384	14,384	7,500	7,500	7,500
594.73.64.04	4CULTURE/ADA PORTABLE STAGE RMP	-	-	5,000	-	-	-	-	-
<b>ARTS COMMISSION TOTAL</b>		<b>34,566</b>	<b>57,830</b>	<b>65,830</b>	<b>20,898</b>	<b>50,598</b>	<b>53,234</b>	<b>52,971</b>	<b>52,971</b>



# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.310.045.573.20.00.00</b>					
		<b>ARTS COMMISSION</b>			
		<b>SALARIES AND WAGES</b>			
573.20.10.00	Salaries & Wages	Provides for personnel to assist volunteers and additional marketing funds to promote community arts programs.	\$ 12,135	\$ 12,064	\$ 12,064
		<b>TOTAL SALARIES AND WAGES</b>	<b>\$ 12,135</b>	<b>\$ 12,064</b>	<b>\$ 12,064</b>
		<b>PERSONNEL BENEFITS</b>			
573.20.20.00	Personnel Benefits	Provides for benefits of staff working on Arts Commission-related tasks.	\$ 8,254	\$ 8,062	\$ 8,062
		<b>TOTAL PERSONNEL BENEFITS</b>	<b>\$ 8,254</b>	<b>\$ 8,062</b>	<b>\$ 8,062</b>
		<b>SUPPLIES</b>			
573.20.31.00	Office and Operating Supplies	Supplies for special events	\$ 2,200	\$ 2,200	\$ 2,200
573.20.35.00	Small Tools and Equipment	Provides for: 1. Equipment for special events. 2. Miscellaneous supplies.	\$ -	\$ -	\$ -
		<b>TOTAL SUPPLIES</b>	<b>\$ 2,200</b>	<b>\$ 2,200</b>	<b>\$ 2,200</b>

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>OTHER SERVICES AND CHARGES</b>					
573.20.41.00	Professional Services	Provides for contractual fees for artists' performances	\$ 15,500	\$ 15,500	\$ 15,500
573.20.41.45	Advertising	Provides for advertisement of events	\$ 2,000	\$ 2,000	\$ 2,000
573.20.45.00	Operating Rental & Leases		\$ 1,000	\$ 1,000	\$ 1,000
573.20.46.00	Insurance		\$ 1,000	\$ 1,000	\$ 1,000
573.20.49.00	Miscellaneous	Special event expenses.	\$ 575	\$ 575	\$ 575
573.20.49.16	Assoc Students HCC Program		\$ 3,000	\$ 3,000	\$ 3,000
573.20.49.22	Dues, Schools, & Conferences	Provides for membership dues.	\$ 70	\$ 70	\$ 70
<b>TOTAL OTHER SERVICES AND CHARGES</b>			<b>\$ 23,145</b>	<b>\$ 23,145</b>	<b>\$ 23,145</b>
<b>CAPITAL OUTLAYS</b>					
594.73.64.00	ARTWORK	Sculpture Foundation (or Pads)	<b>\$ 7,500</b>	<b>\$ 7,500</b>	<b>\$ 7,500</b>
<b>TOTAL ARTS COMMISSION PROGRAM</b>			<b>\$ 53,234</b>	<b>\$ 52,971</b>	<b>\$ 52,971</b>

## BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.620.040.56x.xx.51.00</b>		<b>HEALTH AND HUMAN SERVICES</b>	<b>\$ 75,600</b>	<b>\$ 74,050</b>	<b>\$ 74,050</b>

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

**2014 BUDGET REQUEST**

**PARKS, RECREATION & SR SERVICES  
HEALTH AND HUMAN SERVICES**

<b>001.620.045 HEALTH AND HUMAN SERVICES</b>		<b>2012 ACTUAL</b>	<b>2013 ADOPTED</b>	<b>2013 AMEND</b>	<b>2013 ACTUAL Jan-June</b>	<b>2013 EST YR TOTAL</b>	<b>2014 DEPT REQUEST</b>	<b>2014 EXEC AMEND</b>	<b>2014 ADOPTED</b>
562.24.51.09	HEALTHPOINT-DENTAL CARE	-	2,600	2,600	2,600	2,600	2,600	2,600	2,600
562.29.51.10	HEALTHPOINT-MEDICAL	-	4,900	4,900	4,900	4,900	4,900	4,900	4,900
562.26.51.03	PREGNANCY AID	1,100	1,100	1,100	-	1,100	0	0	0
562.73.51.14	WASHINGTON POISON CENTER	-	500	500	-	500	500	500	500
564.35.51.01	CRISIS CLINIC	4,800	4,800	4,800	4,800	4,800	4,800	4,800	4,800
564.41.51.11	K.C. SEXUAL ASSAULT	4,100	4,100	4,100	4,100	4,100	4,100	4,100	4,100
565.10.51.04	DES MOINES FOOD BANK	31,250	31,250	31,250	7,813	31,250	31,250	31,250	31,250
565.10.51.13	LUTHERAN COMMUNITY SERVICES	-	1,000	1,000	-	1,000	1,000	1,000	1,000
565.40.51.07	MULTI-SERVICE CENTER (SHELTER)	3,500	4,000	4,000	4,000	4,000	4,000	4,000	4,000
565.40.51.08	HOSPITALITY HOUSE (SHELTER)	5,000	5,500	5,500	-	5,500	5,500	5,500	5,500
565.50.51.02	DAWN	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
566.35.51.12	KENT YOUTH & FAMILY SERVICES	-	1,000	1,000	-	1,000	1,000	1,000	1,000
569.11.41.48	EGOV	1,700	1,700	1,700	-	1,700	1,700	1,700	1,700
569.41.51.05	SENIOR SERV OF SEATTLE/KC-HYDE SHUTTLES	-	500	500	500	500	500	500	500
569.64.51.06	SENIOR SERV OF SEATTLE/KC-MEALS ON WHEELS	-	3,750	3,750	3,750	3,750	3,750	3,750	3,750
571.20.91.00	BEFORE & AFTER SCHOOL PROGRAM	4,000	4,000	4,000	-	4,000	4,000	2,450	2,450
564.00.51.37	HEALTHPOINT	7,500	-	-	-	-	-	-	-
564.00.51.28	AUBURN YOUTH SERVICES	2,000	-	-	-	-	-	-	-
564.00.51.21	SENIOR SERVICES OF SEATTLE/KING COUNTY	5,750	-	-	-	-	-	-	-
<b>564.00.51</b>	<b>HEALTH AND HUMAN SERVICES TOTAL</b>	<b>76,700</b>	<b>76,700</b>	<b>76,700</b>	<b>38,463</b>	<b>76,700</b>	<b>75,600</b>	<b>74,050</b>	<b>74,050</b>

**BUDGET NARRATIVE  
2014**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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					2013 Adopted Budget	2014 Adopted Budget	
<b>RECREATION PROGRAMS REVENUES</b>							
30.00.00	<u>Activity Fees</u>		\$ 1,599	\$ 920	\$ 319	\$ 1,250	\$ 1,300
		Drop-in fees collected from open gym, indoor playground and aerobics					
		<u>Program Fees</u>					
60.01.00	Camps		\$ 129,006	\$ 110,565	\$ 147,825	\$ 175,000	\$ 177,000
60.02.00	Classes		\$ 62,616	\$ 63,091	\$ 52,110	\$ 65,000	\$ 65,000
60.03.00	Leagues		\$ 107,491	\$ 109,284	\$ 95,642	\$ 73,000	\$ 74,000
60.03.01	Adult Leagues-Taxable					\$ 42,000	\$ 42,000
60.04.00	Outreach		\$ 282,681	\$ 249,621	\$ 255,789	\$ 308,000	\$ 309,000
60.05.00	Special Events		\$ 14,817	\$ 9,595	\$ 16,343	\$ 18,000	\$ 10,000
60.06.00	Youth Basketball		\$ 54,070	\$ 74,841	\$ 63,839	\$ 80,000	\$ 75,000
90.00.00	SJUMP			\$ 30			
		<u>Facilities Rental</u>					
40.02.00	Field Rentals		\$ 14,180	\$ 3,975	\$ 16,323	\$ 20,000	\$ 25,000
		<u>Miscellaneous</u>					
		MCT Video Sales	\$ 107	\$ -	\$ -		\$ -
		Youth & Teen Bball Sales	\$ 400		\$ -		\$ -
		Youth & Teen Bball Picture Rebate	\$ -	\$ 634	\$ 190	\$ 1,400	\$ -
		Camp KHAOS Shirt Sales	\$ -	\$ -	\$ -		\$ -
		Vending Machine & Concession Sales	\$ -		\$ -		
		Other	\$ 523	\$ 298	\$ 55		
		<u>Community Partner Marketing</u>	\$ 4,600	\$ 6,623	\$ 2,000	\$ 9,000	\$ 9,500
		<b>TOTAL RECREATION REVENUE</b>	<b>\$ 672,090</b>	<b>\$ 629,477</b>	<b>\$ 650,435</b>	<b>\$ 792,650</b>	<b>\$ 787,800</b>

CITY OF DES MOINES

2014 BUDGET REQUEST

PARKS, RECREATION & SR SERVICES  
RECREATION PROGRAMS

001.640.045 RECREATION PROGRAMS		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST Y/E	2014 DEPT REQ	2014 NEW REQ	2014 EXEC AMEND	2014 ADOPTED
571.20.10.00	SALARIES	181,720	134,998	134,998	70,086	139,729	145,812	12,252	144,936	144,936
571.20.10.02	SALARIES-Rec Leaders	193,721	250,859	250,859	76,892	173,443	207,536		207,536	207,536
571.20.11.00	OVERTIME	3,098	-	-	46	46	-		-	-
571.20.11.50	OVERTIME-INSTRUCTOR PART TIME	4,513	-	-	2,540	5,404	6,168		6,168	6,168
571.20.10	<b>SUB TOTAL</b>	<b>383,052</b>	<b>385,857</b>	<b>385,857</b>	<b>149,564</b>	<b>318,622</b>	<b>359,516</b>	<b>12,252</b>	<b>358,640</b>	<b>358,640</b>
571.20.20.00	BENEFITS	84,363	66,020	66,020	40,269	75,000	89,152	22,628	82,457	82,457
571.20.20.02	BENEFITS-Rec Leaders	36,231	49,003	49,003	14,613	32,825	41,925		41,925	41,925
571.20.20.04	L & I BENEFITS-Volunteers	51	150	150	6	55	75		75	75
571.20.20.50	BENEFITS-INSTRUCTOR PART TIME	847	-	-	497	1,081	1,202		1,202	1,202
571.20.20.90	EMPLOYEE MED. CONTRIBUTION	(2,360)	(1,938)	(1,938)	-	(2,590)	(3,394)	(843)	(3,058)	(3,058)
571.20.21.00	UNIFORMS	-	-	-	-	-	600		600	600
571.20.20	<b>SUB TOTAL</b>	<b>119,133</b>	<b>113,235</b>	<b>113,235</b>	<b>55,385</b>	<b>106,371</b>	<b>129,560</b>	<b>21,785</b>	<b>123,201</b>	<b>123,201</b>
571.20.31.00	OPERATING SUPPLIES	49,343	48,800	48,800	16,274	44,936	45,000		45,000	45,000
571.20.32.01	UNLEADED FUEL (ISF)	1,832	1,525	1,525	367	791	788		788	788
571.20.35.00	SMALL TOOLS & EQUIPMENT	1,613	4,475	4,475	818	1,300	4,000		4,000	4,000
571.20.35.90	SMALL EQP >\$1,000 <\$5,000	3,723	1,750	1,750	-	1,000	1,700		1,700	1,700
571.20.30	<b>SUB TOTAL</b>	<b>56,510</b>	<b>56,550</b>	<b>56,550</b>	<b>17,459</b>	<b>48,027</b>	<b>51,488</b>	<b>-</b>	<b>51,488</b>	<b>51,488</b>
571.20.41.00	PROFESSIONAL SERVICES	45,449	50,640	50,640	17,936	45,500	50,000		50,000	50,000
571.20.41.45	ADVERTISING	4,790	5,000	5,000	145	500	750		750	750
571.20.42.00	COMMUNICATIONS	5,794	3,900	3,900	1,007	2,003	2,338	591	2,338	2,338
571.20.43.00	TRAVEL	159	200	200	17	150	800		800	800
571.20.45.00	OPERATING RENTALS & LEASES	14,910	20,000	20,000	2,560	14,560	18,000		18,000	18,000
571.20.49.00	MISCELLANEOUS	23,800	22,000	22,000	3,084	21,069	21,200		21,200	21,200
571.20.49.05	CREDIT CARD FEES	15,689	16,000	16,000	9,763	18,118	18,500		18,500	18,500
571.20.49.22	DUES, SCHOOLS, & CONFERENCES	905	2,200	2,200	165	200	1,800		1,800	1,800
571.20.40	<b>SUB TOTAL</b>	<b>111,496</b>	<b>119,940</b>	<b>119,940</b>	<b>34,677</b>	<b>102,100</b>	<b>113,388</b>	<b>591</b>	<b>113,388</b>	<b>113,388</b>
571.20.99.01	COMPUTER MAINTENANCE	16,080	13,400	13,400	6,700	13,400	10,475		10,475	10,475
571.20.99.02	COMPUTER REPLACEMENT	1,049	3,976	3,976	1,988	3,976	8,122		4,061	4,061
571.20.99.03	EQUIPMENT MAINTENANCE	-	2,400	2,400	1,200	2,400	6,000		4,800	4,800
571.20.99.05	INTERFUND INSURANCE	69,876	49,539	49,539	49,539	49,539	51,238		51,238	51,238
571.20.99.06	FACILITY REPAIR AND REPLACEMENT	6,559	-	-	-	-	-		-	-
571.20.90	<b>SUB TOTAL</b>	<b>93,564</b>	<b>69,315</b>	<b>69,315</b>	<b>59,427</b>	<b>69,315</b>	<b>75,835</b>	<b>-</b>	<b>70,574</b>	<b>70,574</b>
594.71.64	EQUIPMENT	-	10,000	10,000	-	-	-		-	-
594.71.60	<b>SUB TOTAL</b>	<b>-</b>	<b>10,000</b>	<b>10,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>RECREATION PROGRAM TOTAL</b>		<b>763,755</b>	<b>754,897</b>	<b>754,897</b>	<b>316,512</b>	<b>644,435</b>	<b>729,787</b>	<b>34,628</b>	<b>717,291</b>	<b>717,291</b>

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
<b>001.640.045.571.20.00.00</b>		<b>RECREATION PROGRAMS</b>				
		<b>SALARIES AND WAGES</b>				
571.20.10.00	Salaries	1.00 Office Assistant 1.00 Recreation Coordinator The Recreation Coordinators coordinate and supervise Before and After school, Spring Egg Hunt, Teen Events, KHAOS, K2, Halloween Carnival, Youth Basketball League Mid-Winter, Winter, and Spring Break Day Camps. Cultural Arts, Facility Rentals and Special Events. 0.76 Recreation Specialist-Cultural Programs (Office)-1580 hrs <u>2.76</u> FTE's	\$ 145,812		\$ 144,936	\$ 144,936
				\$ 12,252		
571.20.10.02	Salaries Program Leaders	<u>Recreation Program Staff</u> The Recreation Program staff supervise participants and plan activities in the various recreational programs offered by the department including day camps, teen programs, before & after school programs, classes, field and facility rentals, and special events.  Recreation Aide (pay range I.A) <b>3,396 hrs</b> *Day Camp Aide (7 @ 330 hrs) 2310 hrs * Sports Aide 670 hrs * Special Events 416 hrs  Recreation Leader I (pay range II.C) <b>4,952 hrs</b> *BASP Sub/Floater 509 hrs *Before School - Des Moines 556 hrs *Before School - Parkside 556 hrs *Before School - Woodmont 556 hrs *Before School - North Hill 555 hrs *After School - Des Moines 555 hrs *After School - Parkside 555 hrs *After School - Woodmont 555 hrs *After School - North Hill 555 hrs	\$ 207,536		\$ 207,536	\$ 207,536

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
<b>001.640.045.571.20.00.00</b>		<b>RECREATION PROGRAMS</b>				
		Recreation Leader I (pay range II.D)	<b>1,776</b>	hrs		
		*Teen Program 556 hrs				
		*Special Events 555 hrs				
		*Sports 665 hrs				
		Recreation Leader I (pay range II.E)	<b>2,311</b>	hrs		
		*Day Camp 2311 hrs				
		Recreation Attendant I (pay range II.F)	<b>1,271</b>	hrs		
		*Office Assistant 1271 hrs				
		Recreation Leaders II (pay range III.D)	<b>1,071</b>	hrs		
		*Camp Khaos Asst. Director AM 416 hrs				
		*Camp Khaos Asst. Director PM 416 hrs				
		* K Sports Camp Asst. Director 239 hrs				
		Recreation Attendants II (pay range III.D)	<b>1,167</b>	hrs		
		*Office Assistant II 1167 hrs				
		Recreation Leaders III (pay range IV.B)	<b>2,082</b>	hrs		
		*Day Camp Director 555 hrs				
		*BASP Director 555 hrs				
		*Sports League Director 556 hrs				
		*Special Recreation Assignment 416 hrs				
		Recreation Attendant III (pay range IV.E)	<b>1,475</b>			
		*Office Assistant III 1475 hrs				
		<b>9.376 FTE's</b>	<b>19,501</b>	<b>TOTAL HOURS</b>		
571.20.11.50	Overtime- Part time Instructor	Provides for overtime for dog obedience training class.	\$ 6,168		\$ 6,168	\$ 6,168
		<b>TOTAL SALARIES</b>	<b>\$ 359,516</b>	<b>\$ 12,252</b>	<b>\$ 358,640</b>	<b>\$ 358,640</b>



**BUDGET NARRATIVE**  
**2014**

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
<b>001.640.045.571.20.00.00</b>		<b>RECREATION PROGRAMS</b>				
		<b>PERSONNEL BENEFITS</b>				
571.20.20.00	Benefits-Full Time	Provides for Personnel Benefits for Recreation Personnel:	\$ 89,152	\$ 22,628	\$ 82,457	\$ 82,457
571.20.20.02	Benefits-PT-Rec Ldrs	Provides for Benefits for Part-time Recreation Leaders & Assistants	\$ 41,925	\$ -	\$ 41,925	\$ 41,925
571.20.20.04	L & I Benefits-Volunteers		\$ 75	\$ -	\$ 75	\$ 75
571.20.20.50	Benefits-PT Instructor	Provides for Benefits for Part-time Dog Obedience Instructor	\$ 1,202	\$ -	\$ 1,202	\$ 1,202
571.20.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.	\$ (3,394)	\$ (843)	\$ (3,058)	\$ (3,058)
571.20.21.00	Uniforms	Provides for uniforms for Recreation Program Staff.	\$ 600	\$ -	\$ 600	\$ 600
		<b>TOTAL PERSONNEL BENEFITS</b>	<b>\$ 129,560</b>	<b>\$ 21,785</b>	<b>\$ 123,201</b>	<b>\$ 123,201</b>
		<b>SUPPLIES</b>				
571.20.31.00	Office Supplies	Provides for operating and program supplies for before and after school programs, day camp, teen programs, athletic leagues, special events, etc. Including office supplies, awards, trophies, t-shirts, etc.	\$ 45,000	\$ -	\$ 45,000	\$ 45,000
571.20.32.01	Fuel Consumed	Provides for vehicle fuel.	\$ 788	\$ -	\$ 788	\$ 788
571.20.35.00	Small Tools & Equipment	Provides for equipment and tools needed for Recreation Operations under \$1,000. Includes sound system equipment, office equipment, hand weights, mats, balls, games, and other program equipment.	\$ 4,000	\$ -	\$ 4,000	\$ 4,000
571.20.35.90	Small Eqp >\$1,000 <\$5,000	Tables and chairs for various facilities	\$ 1,700	\$ -	\$ 1,700	\$ 1,700
		<b>TOTAL SUPPLIES</b>	<b>\$ 51,488</b>	<b>\$ -</b>	<b>\$ 51,488</b>	<b>\$ 51,488</b>

**BUDGET NARRATIVE**  
**2014**

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
<b>001.640.045.571.20.00.00</b>		<b>RECREATION PROGRAMS</b>				
		<b>OTHER SERVICES AND CHARGES</b>				
571.20.41.00	Professional Services	Provides for contractual fees for classes, camps, instructors, officials, transportation, etc. These services are directly related to implemented programs.	\$ 50,000	\$ -	\$ 50,000	\$ 50,000
571.20.41.45	Advertising	Provides for newspaper advertisements for instructors and seasonals, and special event and program announcements.	\$ 750	\$ -	\$ 750	\$ 750
571.20.42.00	Communications	Provides for postage on promotional mailers, cellular telephone and pagers.	\$ 2,338	\$ 591	\$ 2,338	\$ 2,338
		Telephone Lines	\$ 1,453			
		Long Distance	\$ 10			
		Cell Phones/Pagers	\$ 540			
		Postage	\$ 335			
		<u>\$ 2,338</u>				
571.20.43.00	Travel	Covers statewide travel expenses, meals and lodging for trainings and meetings.	\$ 800	\$ -	\$ 800	\$ 800
571.20.45.00	Operating Rentals/Leases	Provides for contracted repairs and maintenance, equipment and school rentals and leases.	\$ 18,000	\$ -	\$ 18,000	\$ 18,000
571.20.49.00	Miscellaneous	Provides for miscellaneous services such as printing of quarterly programs and services guide, promotional materials, field trip admission and other miscellaneous services.	\$ 21,200	\$ -	\$ 21,200	\$ 21,200
571.20.49.05	Credit Card Charges	Provides for merchant bank credit card processing fees.	\$ 18,500	\$ -	\$ 18,500	\$ 18,500
571.20.49.22	Dues, Schools, & Conferences	Provides for membership dues.	\$ 1,800	\$ -	\$ 1,800	\$ 1,800
		<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>\$ 113,388</b>	<b>\$ 591</b>	<b>\$ 113,388</b>	<b>\$ 113,388</b>

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	New Request	Executive Amendment	Adopted
<b>001.640.045.571.20.00.00</b>		<b>RECREATION PROGRAMS</b>				
		<b>INTERFUND SERVICES</b>				
571.20.99.01	Computer Maintenance	Provides maintenance for computers and printers.	\$ 10,475	\$ -	\$ 10,475	\$ 10,475
571.20.99.02	Computer Replacement	Provides for computer hardware replacement.	\$ 8,122	\$ -	\$ 4,061	\$ 4,061
571.20.99.03	Equipment Maintenance	Provides for maintenance of the van transferred from King County.	\$ 6,000	\$ -	\$ 4,800	\$ 4,800
571.20.99.05	Interfund Insurance	Division's contribution to the Self Insurance Fund.	\$ 51,238	\$ -	\$ 51,238	\$ 51,238
571.20.99.06	Facility Repair & Replacement	Provides for major repairs for City facilities.	\$ -	\$ -	\$ -	\$ -
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 75,835</b>	<b>\$ -</b>	<b>\$ 70,574</b>	<b>\$ 70,574</b>
		<b>CAPITAL OUTLAY</b>				
591.74.64.01	Equipment	CLASS System On-line Registration Program	\$ -	\$ -	\$ -	\$ -
		<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
		<b>TOTAL RECREATION PROGRAMS</b>	<b>\$ 729,787</b>	<b>\$ 34,628</b>	<b>\$ 717,291</b>	<b>\$ 717,291</b>

**BUDGET NARRATIVE  
2014**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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<b>EVENTS AND FACILITY RENTALS REVENUES</b>		<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2013 Adopted Budget</b>	<b>2014 Adopted Budget</b>
	<u>Facilities Rental</u>				
40.01.00	Facility Rentals	\$ 55,326	\$ 73,765	\$ 70,000	\$ 35,000
40.01.01	Facility Rentals - Security Revenues	\$ -	\$ -	\$ 5,000	\$ -
40.01.02	Beach Park Event Center Rentals	\$ -	\$ -	\$ 67,094	\$ 115,000
	<u>Sonju Property Rental</u>	\$ 10,635	\$ 6,203	\$ 10,635	\$ 10,635
	<u>Community Special Events</u>	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EVENTS AND FACILITY RENTALS REVENUES</b>		<b>\$ 65,961</b>	<b>\$ 79,968</b>	<b>\$ 152,729</b>	<b>\$ 160,635</b>

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

CITY OF DES MOINES

2014 BUDGET REQUEST PARKS, RECREATION & SR SERVICES  
EVENTS AND FACILITIES

		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 DEPT REQ	2014 EXEC AMEND	2014 ADOPTED
<b>001.642.045</b>	<b>EVENTS AND FACILITIES</b>								
575.50.10.00	SALARIES & WAGES	-	49,150	49,150	22,216	46,355	48,542	48,255	48,255
575.50.10.01	SALARIES-PART TIME	-	-	-	8,715	22,613	43,831	43,831	43,831
575.50.11.00	OVERTIME	-	-	-	995	2,979	2,000	2,000	2,000
575.50.10	<b>SUB TOTAL</b>	-	49,150	49,150	31,926	71,947	94,373	94,086	94,086
575.50.20.00	PERSONNEL BENEFITS	-	33,857	33,857	11,169	28,373	34,813	31,934	31,934
575.50.20.01	PERSONNEL BENEFITS-PART TIME	-	-	-	1,781	4,182	8,520	8,520	8,520
575.50.20.90	EMPLOYEE MED. CONTRIBUTION	-	(1,295)	(1,295)	(1,942)	(1,295)	(1,357)	(1,223)	(1,223)
575.50.20	<b>SUB TOTAL</b>	-	32,562	32,562	11,007	31,260	41,976	39,231	39,231
575.50.31.00	OFFICE AND OPERATING SUPPLIES	-	1,200	1,200	3,881	8,136	11,000	11,000	11,000
575.50.31.03	OPERATING SUPPLIES-PARK BLDGS	-	8,140	8,140	2,867	6,220	6,300	6,300	6,300
575.50.35.00	SMALL TOOLS & EQUIPMENT	-	525	525	-	-	525	525	525
575.50.35.90	SMALL TOOLS & EQUIPMENT	-	-	2,379	-	-	-	-	-
575.50.30	<b>SUB TOTAL</b>	-	9,865	12,244	6,748	14,356	17,825	17,825	17,825
575.50.41.00	PROFESSIONAL SERVICES	-	6,000	6,000	2,028	3,000	7,000	7,000	7,000
575.50.41.32	JANITORIAL SERVICES	-	35,000	35,000	15,230	31,578	32,000	32,000	32,000
575.50.41.45	ADVERTISING	-	4,000	4,000	2,732	4,386	5,000	5,000	5,000
575.50.42.00	COMMUNICATION	-	2,100	2,100	1,796	3,678	3,891	3,891	3,891
575.50.45.00	OPERATING LEASES & RENTAL	-	-	-	2,267	4,040	4,000	4,000	4,000
575.50.46.00	INSURANCE	-	5,684	5,684	5,963	5,963	6,082	6,082	6,082
575.50.47.XX	UTILITIES - FACILITY RENTALS BLDGS	-	68,500	74,202	21,176	30,915	37,532	37,532	37,532
575.50.48.02	REPAIRS & MAINTENANCE-FACILITY RENTAL BLDGS	-	20,500	20,500	20,480	35,323	32,950	32,950	32,950
575.50.49.00	MISCELLANEOUS	-	160	160	271	271	275	275	275
575.50.49.20	LAUNDRY	-	590	590	811	2,225	2,250	2,250	2,250
575.50.49.22	DUES, SCHOOLS, & CONFERENCES	-	300	300	40	100	300	300	300
575.50.40	<b>SUB TOTAL</b>	-	142,834	148,536	72,795	121,479	131,280	131,280	131,280
575.50.99.01	COMPUTER MAINTENANCE	-	2,680	2,680	1,340	2,680	2,095	2,095	2,095
575.50.99.02	COMPUTER REPLACEMENT	-	279	279	140	279	400	200	200
575.50.99.05	INTERFUND INSURANCE	-	3,770	3,770	3,770	3,770	3,700	3,700	3,700
575.50.99.06	FACILITY REPAIR & REPLACEMENT	-	35,946	35,946	17,973	35,946	35,946	35,946	35,946
575.50.90	<b>SUB TOTAL</b>	-	42,675	42,675	23,223	42,675	42,141	41,941	41,941
594.75.64.00	EQUIPMENT	-	-	-	-	-	-	-	-
594.75.60	<b>SUB TOTAL</b>	-	-	-	-	-	-	-	-
	<b>EVENTS &amp; FACILITIES TOTAL</b>	-	277,086	285,167	145,698	281,717	327,595	324,363	324,363

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.642.045.575.50.00.00</b>					
		<b>EVENTS AND FACILITY RENTALS</b>			
		<b>SALARIES AND WAGES</b>			
575.50.10.00	Salaries & Wages	Provides for Events & Facilities Coordinator 0.80 FTE (0.20 FTE charged to Arts Commisison)	\$ 48,542	\$ 48,255	\$ 48,255
575.50.10.01	Salaries & Wages- Part time	Provides for the part-time recreation attendants: *Facility Attendants 1067 hrs *Special Events 556 hrs * BP Event Center 1080 hrs *Facility Rentals 1171 hrs	\$ 43,831	\$ 43,831	\$ 43,831
575.50.11.00	Overtime	Provides overtime compensation for full-time personnel.	\$ 2,000	\$ 2,000	\$ 2,000
		<b>TOTAL SALARIES &amp; WAGES</b>	<b>\$ 94,373</b>	<b>\$ 94,086</b>	<b>\$ 94,086</b>
		<b>PERSONNEL BENEFITS</b>			
575.50.20.00	Personnel Benefits	Provides personnel benefits for the full-time Events & Facilities Coordinator.	\$ 34,813	\$ 31,934	\$ 31,934
575.50.20.02	Personnel Benefits - Part time	Provides personnel benefits for part-time Recreation Attendants.	\$ 8,520	\$ 8,520	\$ 8,520
575.50.20.90	Employee Med Contribution	Employees' share of health insurance premium cost for spouse and/or dependents.	\$ (1,357)	\$ (1,223)	\$ (1,223)
		<b>TOTAL PERSONNEL BENEFITS</b>	<b>\$ 41,976</b>	<b>\$ 39,231</b>	<b>\$ 39,231</b>
		<b>SUPPLIES</b>			
575.50.31.00	Office And Operating Supplies	Provides for operating and program supplies for special community events, etc. It also includes banners & decorations.	\$ 11,000	\$ 11,000	\$ 11,000

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.642.045.575.50.00.00</b>		<b>EVENTS AND FACILITY RENTALS</b>			
575.50.31.03	Operating Supplies- Park Bldgs	Provides operating supplies for the Park and Recreation Department buildings. This cost is based on past expenditures for the 36,675 square feet of park buildings, including the Field House, Founders Lodge, Dining Hall, Sun Home Lodge, the Beach Park Picnic Shelter and bathrooms, and anticipated expenditures for SJU Memorial Park restrooms (1,266 sq. ft.).	\$ 6,300	\$ 6,300	\$ 6,300
575.50.35.90	Tools and Equipment	Provides small tools and equipment for facilities maintenance.	\$ 525	\$ 525	\$ 525
		<b>TOTAL SUPPLIES</b>	<b>\$ 17,825</b>	<b>\$ 17,825</b>	<b>\$ 17,825</b>
		<b>OTHER SERVICES AND CHARGES</b>			
575.50.41.00	Professional Services	Provides professional services as needed (e.g., brochure design services, newsletter, etc ). Rental Equipment for Clients - Commission is 20%	\$ 7,000	\$ 7,000	\$ 7,000
575.50.41.32	Janitorial Services	Provides professional custodial services for the Park and Recreation Facility Rental Buildings.	\$ 32,000	\$ 32,000	\$ 32,000
575.50.41.45	Advertising	Provides advertisements for special events and facility rentals.	\$ 5,000	\$ 5,000	\$ 5,000
575.50.42.00	Communication	Provides communication fees, telephone, postage, etc.	\$ 3,891	\$ 3,891	\$ 3,891
		Telephone Line \$ 3,264			
		Long Distance \$ 15			
		Cell Phones \$ 612			
		<u>\$ 3,891</u>			
575.50.45.00	Rentals & Leasing		\$ 4,000	\$ 4,000	\$ 4,000
575.50.46.00	Insurance	Provides for the Beach Park Dining Hall flood insurance.	\$ 6,082	\$ 6,082	\$ 6,082

**BUDGET NARRATIVE**  
**2014**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.642.045.575.50.00.00</b>		<b>EVENTS AND FACILITY RENTALS</b>			
575.50.47.00	Utilities	Utilities used or services provided for the park system.	\$ 37,532	\$ 37,532	\$ 37,532
575.50.47.01		Electricity \$ 14,129			
575.50.47.02		Water \$ 5,886			
575.50.47.03		Sewer \$ 1,958			
575.50.47.04		SWM \$ 5,828			
575.50.47.06		Natural Gas \$ 9,731			
		<u>\$ 37,532</u>			
575.50.48.02	Repairs & Maintenance-Facility Rental Bldgs	Provides contracted repairs and maintenance for park buildings. HVAC (\$17,565); Pest Control (\$1,685); Fire Extinguisher Svcs (\$7,900) and Other Misc Facility Bldgs Repairs (\$5,800)	\$ 32,950	\$ 32,950	\$ 32,950
575.50.49.00	Miscellaneous	Provides for fire code permits for Activity Center and Fieldhouse.	\$ 275	\$ 275	\$ 275
575.50.49.20	Laundry	Provides for laundry services of floor mats and mops used in Facilities. Rental linens for clients. Our cost is \$3.50 each we charge \$7.00 each	\$ 2,250	\$ 2,250	\$ 2,250
575.50.49.22	Dues, Schools, & Conferences	Provides for dues & training registration fees.	\$ 300	\$ 300	\$ 300
		<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>\$ 131,280</b>	<b>\$ 131,280</b>	<b>\$ 131,280</b>



## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.642.045.575.50.00.00</b>		<b>EVENTS AND FACILITY RENTALS</b>			
		<b>INTERFUND SERVICES</b>			
575.50.99.01	Computer Maintenance	Division's assessment for computer maintenance.	\$ 2,095	\$ 2,095	\$ 2,095
575.50.99.02	Computer Replacement	Computer replacement program, provides computer replacement when needed.	\$ 400	\$ 200	\$ 200
575.50.99.05	Interfund Insurance	Interfund transfer to the City's self-insurance fund.	\$ 3,700	\$ 3,700	\$ 3,700
575.50.99.06	Facility Repair & Replacement	Fee for funding of major repair and replacement of City facilities.	\$ 35,946	\$ 35,946	\$ 35,946
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 42,141</b>	<b>\$ 41,941</b>	<b>\$ 41,941</b>
		<b>CAPITAL OUTLAY</b>			
		This account provides funding for capital improvements to rental facilities, including minor facility improvements and equipment.			
594.75.64.00	Equipment		\$ -	\$ -	\$ -
		<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
		<b>TOTAL EVENTS AND FACILITY RENTALS</b>	<b>\$ 327,595</b>	<b>\$ 324,363</b>	<b>\$ 324,363</b>

## BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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	2013 Budget	2014 Budget
<b>Projected revenue for Senior Programs is from:</b>		
City of Normandy Park (Shared Services)	<u>\$ 23,490</u>	<u>\$ 25,000</u>

CITY OF DES MOINES

2014 BUDGET REQUEST

PARKS, RECREATION & SR SERVICES  
SENIOR SERVICES

001.645.045 SENIOR SERVICES		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 DEPT REQ	2014 EXEC AMEND	2014 ADOPTED
569.10.10.00	SALARIES & WAGES	147,708	149,278	149,278	74,064	149,016	153,060	152,136	152,136
569.10.11.00	OVERTIME	-	-	-	-	-	-	-	-
569.10.10	<b>SUB TOTAL</b>	147,708	149,278	149,278	74,064	149,016	153,060	152,136	152,136
569.10.20.00	PERSONNEL BENEFITS	53,916	58,044	58,044	29,646	58,592	69,136	66,200	66,200
569.10.20.02	L&I BENEFITS-VOLUNTEERS	460	1,200	1,200	136	475	475	475	475
569.10.20.90	EMPLOYEE MED. CONTRIBUTION	(1,184)	(1,286)	(1,286)	(643)	(1,287)	(1,686)	(1,610)	(1,610)
569.10.21.00	UNIFORMS	0	0	0	-	0	-	-	-
569.10.20	<b>SUB TOTAL</b>	53,191	57,958	57,958	29,138	57,780	67,925	65,065	65,065
569.10.31.00	OPERATING SUPPLIES	1,586	2,500	2,500	1,040	-	2,000	2,000	2,000
569.10.31.01	COMPUTER SUPPLIES	785	0	0	0	-	0	0	0
569.10.32.01	UNLEADED FUEL (ISF)	3,744	3,624	3,624	1,376	2,981	3,190	3,190	3,190
569.10.35.00	SMALL TOOLS & EQUIPMENT	163	1,000	1,000	291	-	1,000	1,000	1,000
569.10.30	<b>SUB TOTAL</b>	6,279	7,124	7,124	2,708	2,981	6,190	6,190	6,190
569.10.41.00	PROFESSIONAL SERVICES	171	350	350	1,103	-	350	350	350
569.10.41.45	ADVERTISING	-	-	-	-	-	-	-	-
569.10.42.00	COMMUNICATIONS	6,068	6,266	6,266	2,732	5,500	5,757	5,757	5,757
569.10.43.00	TRAVEL EXPENSES	-	-	-	-	-	-	-	-
569.10.45.02	COPIER LEASE	191	320	320	658	-	650	650	650
569.10.49.00	MISCELLANEOUS	2,640	5,500	5,500	3,314	-	5,500	5,500	5,500
569.10.49.22	DUES, SCHOOL, & CONFERENCES	-	0	0	75	-	75	75	75
569.10.40	<b>SUB TOTAL</b>	9,070	12,436	12,436	7,883	5,500	12,332	12,332	12,332
569.10.99.01	COMPUTER MAINTENANCE	15,660	15,660	15,660	7,830	15,660	12,150	12,150	12,150
569.10.99.02	COMPUTER REPLACEMENT	1,227	2,052	2,052	1,026	1,227	4,116	2,058	2,058
569.10.99.03	EQUIPMENT MAINTENANCE	4,200	7,200	7,200	3,600	4,200	6,000	4,800	4,800
569.10.99.04	EQUIPMENT REPLACEMENT	-	-	-	-	-	15,306	-	-
569.10.99.05	INSURANCE INTERFUND	7,398	7,958	7,958	7,958	7,958	8,057	8,057	8,057
569.10.99.06	FAC REP & REPLACE	3,959	0	0	0	0	-	-	-
569.10.90	<b>SUB TOTAL</b>	32,444	32,870	32,870	20,414	29,045	45,629	27,065	27,065
594.69.63	IMPROVEMENTS	-	-	-	-	-	-	-	-
594.69.64	EQUIPMENT-2006 Ford 14	-	-	-	-	-	-	-	-
594.69.60	<b>SUB TOTAL</b>	-	-	-	-	-	-	-	-
<b>SENIOR SERVICES TOTAL</b>		248,692	259,666	259,666	134,207	244,322	285,136	262,788	262,788

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.645.045.569.10.00.00 SENIOR SERVICES</b>					
<b>SALARIES AND WAGES</b>					
569.10.10.00	Salaries and Wages	Provides for salaries as follows: 1.00 Senior Services Manager 1.00 Senior Center Recreation Coordinator 2.0 FTE's	\$ 153,060	\$ 152,136	\$ 152,136
569.10.11.00	Overtime	Provides for overtime to accomplish the mission.	\$ -	\$ -	\$ -
<b>TOTAL SALARIES AND WAGES</b>			<b>\$ 153,060</b>	<b>\$ 152,136</b>	<b>\$ 152,136</b>
<b>PERSONNEL BENEFITS</b>					
569.10.20.00	Personnel Benefits	Provides for personnel benefits for full-time personnel.	\$ 69,136	\$ 66,200	\$ 66,200
569.10.20.02	L&I Benefits-Volunteers	Provides for the L & I workmen's compensation premium for senior center volunteers performing duties for the City.	\$ 475	\$ 475	\$ 475
569.10.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependents.	\$ (1,686)	\$ (1,610)	\$ (1,610)
569.10.21.00	Uniforms	Provides uniforms for Senior Center staff.	\$ -	\$ -	\$ -
<b>TOTAL PERSONNEL BENEFITS</b>			<b>\$ 67,925</b>	<b>\$ 65,065</b>	<b>\$ 65,065</b>
<b>SUPPLIES</b>					
569.10.31.00	Office Supplies	Provides for office and operating supplies	\$ 2,000	\$ 2,000	\$ 2,000
569.10.32.01	Fuel Consumed	Fuel for 2 senior center buses.	\$ 3,190	\$ 3,190	\$ 3,190
569.10.35.00	Small Tools and Equipment	Provides for equipment and tools needed for center operations and valued under \$1,000.	\$ 1,000	\$ 1,000	\$ 1,000
<b>TOTAL SUPPLIES</b>			<b>\$ 6,190</b>	<b>\$ 6,190</b>	<b>\$ 6,190</b>

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.645.045.569.10.00.00</b>		<b>SENIOR SERVICES</b>			
		<b>OTHER SERVICES AND CHARGES</b>			
569.10.41	Professional Services	Provides for outside professional services, including piano tuning, etc.	\$ 350	\$ 350	\$ 350
569.10.41.45	Advertising		\$ -	\$ -	\$ -
569.10.42	Communications	Provides for funding of the following:	\$ 5,757	\$ 5,757	\$ 5,757
		Telephone Lines \$ 4,771			
		Long Distance \$ 30			
		Security Alarm \$ 390			
		Cell Phone \$ 391			
		Postage \$ 175			
		\$ 5,757			
569.10.43.00	Travel Expenses	Provides for staff mileage and travel expenses associated with training.	\$ -	\$ -	\$ -
569.10.45.02	Copier Lease	Provides for lease of Activity Center copier.	\$ 650	\$ 650	\$ 650
569.10.49.00	Miscellaneous	Provides for payment of miscellaneous items as follows:	\$ 5,500	\$ 5,500	\$ 5,500
		1. Printing marketing and sponsorship brochures			
		2. Printing Quarterly Newsletter			
		3. Equipment for program operations			
569.10.49.22	Dues, Schools, & Conferences	Provides for membership dues & conference registration fees to Wa State Assoc. of Senior Centers	\$ 75	\$ 75	\$ 75
<b>TOTAL OTHER SERVICES AND CHARGES</b>			<b>\$ 12,332</b>	<b>\$ 12,332</b>	<b>\$ 12,332</b>

## BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.645.045.569.10.00.00</b>					
		<b>SENIOR SERVICES</b>			
		<b>INTERFUND SERVICES</b>			
569.10.99.01	Computer Maintenance	Provides for maintenance of computers and printers.	\$ 12,150	\$ 12,150	\$ 12,150
569.10.99.02	Computer Replacement	Provides for replacement of computer hardware.	\$ 4,116	\$ 2,058	\$ 2,058
569.10.99.03	Equipment Maintenance	1 - 1992 Chevrolet Van (Senior Activities Van) 2 - 2006 & 2007 Ford Van (Department Activity Vans)	\$ 6,000	\$ 4,800	\$ 4,800
569.10.99.04	Equipment Replacement	Provides for replacement of Department Activity vans.	\$ 15,306	\$ -	\$ -
569.10.99.05	Interfund Insurance	Transfer to the City's self-insurance fund based on workers' hours.	\$ 8,057	\$ 8,057	\$ 8,057
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 45,629</b>	<b>\$ 27,065</b>	<b>\$ 27,065</b>
		<b>CAPITAL OUTLAY</b>			
594.69.63	Improvements		\$ -	\$ -	\$ -
594.55.64	Equipment		\$ -	\$ -	\$ -
		<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
		<b>TOTAL SENIOR SERVICES</b>	<b>\$ 285,136</b>	<b>\$ 262,788</b>	<b>\$ 262,788</b>

**BUDGET NARRATIVE**  
2014

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

Account No.	Title	Narrative	Departmental Request	Departmental Request	Adopted
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	<u>2012 Actual</u>	<u>2013 Adopted Budget</u>	<u>2014 Adopted Budget</u>
The projected revenues from Senior Programs are as follows:			
Items for Resale/Coffee bar	\$ 701	\$ 4,000	\$ 3,000
Activity Fees	\$ 4,371	\$ 6,400	\$ 6,500
Event Admissions	\$ 2,888	\$ 3,000	\$ 3,000
Senior Dances	\$ 1,247	\$ 500	\$ 1,000
Classes	\$ 27,344	\$ 25,000	\$ 25,000
Trip-Travel Fees	\$ 20,340	\$ 29,000	\$ 26,000
Adult Leagues	\$ 694		
Health Programs	\$ 1,108	\$ 800	\$ 800
Subscriptions	\$ 1,372	\$ 2,000	\$ 2,000
Donations	\$ 4,015	\$ 3,650	\$ 3,650
Miscellaneous	\$ -	\$ 650	\$ 800
<b>Total</b>	<b>\$ 64,080</b>	<b>\$ 75,000</b>	<b>\$ 71,750</b>

CITY OF DES MOINES

2013 BUDGET REQUEST

PARKS, RECREATION & SR SERVICES  
SENIOR PROGRAMS

		2012	2013	2013	2013	2013	2014	2014	2014
		ACTUAL	ADOPTED	AMEND	ACTUAL Jan-June	EST YR TOTAL	DPT REQ	EXEC AMEND	ADOPTED
<b>001.650.045</b>	<b>SENIOR PROGRAMS</b>								
569.11.10.00	SALARIES & WAGES	22,729	17,266	17,266	11,441	22,992	18,576	18,480	18,480
569.11.10.50	SALARIES & WAGES-Part time Instructors	10,217	11,652	11,652	5,145	9,884	11,652	11,652	11,652
569.11.10	<b>SUB TOTAL</b>	32,946	28,918	28,918	16,586	32,876	30,228	30,132	30,132
569.11.20.00	PERSONNEL BENEFITS	3,665	2,969	2,969	1,837	3,899	3,371	3,354	3,354
569.11.20.50	PERSONNEL BENEFITS-Part Time Instructors	1,180	1,323	1,323	620	1,153	1,333	1,333	1,333
569.11.20	<b>SUB TOTAL</b>	4,844	4,292	4,292	2,457	5,052	4,704	4,687	4,687
569.11.31.00	OPERATING SUPPLIES	980	550	550	17	300	550	550	550
569.11.31.03	UNLEADED FUEL (OUTSIDE)	40	-	-	114	120	120	120	120
569.11.34.05	ITEMS PURCHASED FOR RESALE		2,000	2,000	-	-	2,000	2,000	2,000
569.11.35.00	SMALL TOOLS & EQUIPMENT	512	250	250	-	250	250	250	250
569.11.35.90	SMALL EQUIPMENT >\$1,000 <\$5,000	-	-	-	-	-	-	-	-
569.11.30	<b>SUB TOTAL</b>	1,533	2,800	2,800	131	670	2,920	2,920	2,920
569.11.41.00	PROFESSIONAL SERVICES	7,836	8,300	8,300	3,222	6,932	7,000	7,000	7,000
569.11.43.00	TRAVEL EXPENSES	-	-	-	-	-	-	-	-
569.11.45.00	OPERATING RENTALS & LEASES	665	-	-	-	-	-	-	-
569.11.49.00	MISCELLANEOUS	13,030	12,500	12,500	4,645	11,618	12,000	12,000	12,000
569.11.49.05	CREDIT CARD FEES	1,848	1,870	1,870	768	1,690	1,800	1,800	1,800
569.11.49.22	DUES, SCHOOLS, & CONFERENCES	650	610	610	414	414	600	600	600
569.11.40	<b>SUB TOTAL</b>	24,029	23,280	23,280	9,049	20,654	21,400	21,400	21,400
569.11.99.05	INTERFUND INSURANCE	1,863	3,487	3,487	3,487	3,487	3,602	3,602	3,602
569.11.90	<b>SUB TOTAL</b>	1,863	3,487	3,487	3,487	3,487	3,602	3,602	3,602
594.69.64.00	EQUIPMENT	-	-	-	-	-	-	-	-
594.69.60	<b>SUB TOTAL</b>	-	-	-	-	-	-	-	-
	<b>SENIOR PROGRAMS TOTAL</b>	65,215	62,777	62,777	31,709	62,739	62,854	62,741	62,741



## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.650.045.569.11.00.00 SENIOR PROGRAMS</b>					
<b>SALARIES AND WAGES</b>					
569.11.10.00	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 FTE Sr Programmer Part-time employee	\$ 18,576	\$ 18,480	\$ 18,480
569.11.10.50	Salaries & Wages-Part time Instructor	0.20 FTE Instructor Part-time employee	\$ 11,652	\$ 11,652	\$ 11,652
<b>TOTAL SALARIES AND WAGES</b>			<b>\$ 30,228</b>	<b>\$ 30,132</b>	<b>\$ 30,132</b>
<b>PERSONNEL BENEFITS</b>					
569.11.20.00	Personnel Benefits	Provides for benefits for part-time Senior Programmer.	\$ 3,371	\$ 3,354	\$ 3,354
569.11.50.00	Personnel Benefits - Part time Instructor	Provides for benefits for : 0.20 FTE Instructor Part-time employee	\$ 1,333	\$ 1,333	\$ 1,333
569.11.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.		\$ -	\$ -
<b>TOTAL PERSONNEL BENEFITS</b>			<b>\$ 4,704</b>	<b>\$ 4,687</b>	<b>\$ 4,687</b>
<b>SUPPLIES</b>					
569.11.31.00	Office and Operating	Supplies for special events. <b>(NOTE: Supplies are offset by revenues)</b>	\$ 550	\$ 550	\$ 550
569.11.32.03	Unleaded Fuel (Outside)	Provides for vehicle fuel.	\$ 120	\$ 120	\$ 120
569.11.34.05	Items Purchased for resale	Merchandise sales for Center fundraising	\$ 2,000	\$ 2,000	\$ 2,000

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.650.045.569.11.00.00 SENIOR PROGRAMS</b>					
569.11.35.00	Small Tools and Equipment	Provides for: 1. Equipment for special events. 2. Miscellaneous supplies.	\$ 250	\$ 250	\$ 250
		\$ 175			
		\$ 75			
		<u>\$ 250</u>			
		<b>TOTAL SUPPLIES</b>	<b>\$ 2,920</b>	<b>\$ 2,920</b>	<b>\$ 2,920</b>
<b>OTHER SERVICES AND CHARGES</b>					
569.11.41.00	Professional Services	Provides for: 1. Contractual fees for instructors 2. Entertainment for special events	\$ 7,000	\$ 7,000	\$ 7,000
		\$ 6,000			
		\$ 1,000			
		<u>\$ 7,000</u>			
569.11.43.00	Travel Expenses		\$ -	\$ -	\$ -
569.11.49.00	Miscellaneous	Day trip, extended trips, and special event expenses <b>(NOTE: Expenses are offset by revenues)</b>	\$ 12,000	\$ 12,000	\$ 12,000
569.11.49.05	Credit Card Charges	Provides for merchant bank credit card processing fees.	\$ 1,800	\$ 1,800	\$ 1,800
569.11.49.22	Dues, Schools, & Conferences	Provides for training registration fees.	\$ 600	\$ 600	\$ 600
		<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>\$ 21,400</b>	<b>\$ 21,400</b>	<b>\$ 21,400</b>
<b>INTERFUND SERVICES</b>					
569.11.99.05	Interfund Insurance	Division contribution to the City's self-insurance fund.	\$ 3,602	\$ 3,602	\$ 3,602
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 3,602</b>	<b>\$ 3,602</b>	<b>\$ 3,602</b>
<b>CAPITAL OUTLAY</b>					
594.69.64.00	Equipment		\$ -	\$ -	\$ -
		<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
		<b>TOTAL SENIOR PROGRAMS</b>	<b>\$ 62,854</b>	<b>\$ 62,741</b>	<b>\$ 62,741</b>

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>001.680.050.597.14.00.00</b>		<b>TRANSFER-OUT/ONE-TIME SALES &amp; B&amp;O TAXES</b>	<b>\$ -</b>	<b>\$ 194,078</b>	<b>\$ 194,078</b>

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

**CITY OF DES MOINES**

**2014 BUDGET REQUEST**

**NON-DEPARTMENTAL  
TRANSFERS-OUT**

<b>001.680.050</b>	<b>TRANSFERS-OUT</b>	<b>2012 ACTUAL</b>	<b>2013 ADOPTED</b>	<b>2013 AMEND</b>	<b>2013 ACTUAL Jan-June</b>	<b>2013 EST YR TOTAL</b>	<b>2014 DEPT REQUEST</b>	<b>2014 EXEC AMEND</b>	<b>2014 ADOPTED</b>
597.14.00.00	ONE-TIME SALES AND B&O TAXES	-	-	-	-	-	-	194,078	194,078
	<b>TRANSFERS-OUT TOTAL</b>	-	-	-	-	-	-	194,078	194,078

<b>001.000.000</b>	<b>GENERAL FUND ENDING FUND BALANCE</b>								
508.XX.00.00	ENDING FUND BALANCE	960,575	1,226,802	1,088,899	-	1,456,139	2,758,942	1,940,532	1,940,532

## BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative
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<b>STREET FUND REVENUES</b>	<b>2012 Actual</b>	<b>2013 Adopted Budget</b>	<b>2013 YR End Estimate</b>	<b>2014 Adopted Budget</b>
Beginning Fund Balance	\$ 234,816	\$ 221,026	\$ 276,022	\$ 355,523
<u>Taxes</u>				
Property Taxes - Regular Levy	\$ (35)	\$ -	\$ -	\$ -
Parking Tax	19,605	19,000	24,276	24,000
Total Taxes	\$ 19,570	\$ 19,000	\$ 24,276	\$ 24,000
<u>Intergovernmental Revenues</u>				
FEMA Grant-Jan 12 Snow-Ice Storm	\$ 8,135	\$ -	\$ -	\$ -
WA St Emerg Mgt-Jan 12 Snow-Ice Storm	1,356	-	-	-
Vehicle Fuel Tax	606,480	613,000	611,914	606,492
Total Intergovernmental Revenues	\$ 615,971	\$ 613,000	\$ 611,914	\$ 606,492
<u>Charges for Services</u>				
Transportation Benefit District	\$ 374,293	\$ 451,847	\$ 436,673	\$ 410,000
Hanging Banner Fees	125	-	-	-
Total Charges for Services	\$ 374,418	\$ 451,847	\$ 436,673	\$ 410,000
<u>Interfund Revenues</u>				
CIP & Maintenance Support Services	\$ -	\$ 26,640	\$ 17,309	\$ -
<u>Other Revenues</u>				
Interest Earnings	\$ 399	\$ 350	\$ 358	\$ 400
Miscellaneous Revenues	1,363	1,000	6,389	1,000
Insurance Recoveries	-	5,000	-	5,000
Total Other Revenues	\$ 1,762	\$ 6,350	\$ 6,747	\$ 6,400
<b>TOTAL STREET FUND REVENUES</b>	<b>\$ 1,011,721</b>	<b>\$ 1,116,837</b>	<b>\$ 1,096,919</b>	<b>\$ 1,046,892</b>

## BUDGET NARRATIVE 2014

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

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

\$ 1,291,971 \$ 1,402,415 \$ 1,402,415

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

The following personnel are accounted for under Salaries and Wages.

Maintenance Administration

0.30 PW & Parks Maint Superintendent  
0.30 FTE's

Maintenance Workers

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

Management

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

CITY OF DES MOINES

2014 BUDGET REQUEST

PLANNING,BUILDING & PUBLIC WORKS

STREET FUND

101.XXX.040 STREET FUND		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 YR END EST	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
<b>101.100.040</b>	<b>ROADWAY MAINTENANCE:</b>								
542.30.31.00	SUPPLIES	13,013	16,000	16,000	5,197	13,403	20,000	20,000	20,000
542.30.41.00	PROFESSIONAL SERVICES	3,217	-	-	-	-	-	-	-
542.30.48.00	REPAIR & MAINTENANCE	1,330	20,000	20,000	168	2,000	10,000	10,000	10,000
542.30.48.01	BRIDGE REPAIRS & MAINTENANCE	-	-	-	-	-	-	-	-
542.30.00	<b>SUB TOTAL</b>	17,560	36,000	36,000	5,364	15,403	30,000	30,000	30,000
<b>101.200.040</b>	<b>TRAFFIC &amp; PEDESTRIAN SERVICES:</b>								
542.61.31.00	SUPPLIES	-	4,000	4,000	1,338	3,338	4,000	4,000	4,000
542.63.47.13	STREET LIGHTING	282,671	296,043	340,027	80,240	288,990	294,770	294,770	294,770
542.61.63.00	<b>SUB TOTAL</b>	282,671	300,043	344,027	81,578	292,328	298,770	298,770	298,770
<b>101.300.040</b>	<b>TRAFFIC CONTROL DEVICES:</b>								
542.64.31.00	SUPPLIES	23,252	20,000	20,000	3,106	24,218	25,000	25,000	25,000
542.64.31.18	SIGN CHANGE-OUT PROGRAM	245	-	-	1,178	2,500	3,500	3,500	3,500
542.64.35.00	SMALL TOOLS & EQUIPMENT	-	-	-	-	-	500	500	500
542.64.35.90	SMALL EQP < \$1,000 > \$5,000	-	-	-	-	-	-	-	-
542.64.47.14	TRAFFIC SIGNALS-ELECTRICITY	12,304	12,800	12,800	7,072	13,780	14,500	14,500	14,500
542.64.48.00	REPAIR & MAINTENANCE	17,737	16,000	16,000	-	19,070	20,000	20,000	20,000
542.64.48.17	SIGNAL MAINTENANCE	43,871	60,000	60,000	14,930	56,341	70,000	70,000	70,000
542.42.64.40	TRAFFIC CONTROLLER EQP	15,491	-	-	-	-	-	-	-
542.64.00	<b>SUB TOTAL</b>	112,901	108,800	108,800	26,286	115,909	133,500	133,500	133,500
<b>101.400.040</b>	<b>SNOW &amp; ICE CONTROL:</b>								
542.66.31.00	SUPPLIES	7,845	7,500	7,500	2,756	10,111	7,500	7,500	7,500
542.66.00	<b>SUB TOTAL</b>	7,845	7,500	7,500	2,756	10,111	7,500	7,500	7,500
<b>101.600.040</b>	<b>ROADSIDE VEGETATION:</b>								
542.71.31.00	SUPPLIES	1,606	1,020	1,020	467	1,213	1,500	1,500	1,500
542.71.35.00	SMALL TOOLS & EQUIPMENT	139	1,550	1,550	-	1,014	1,600	1,600	1,600
542.71.48.00	REPAIR & MAINTENANCE	936	10,000	10,000	3,651	6,646	10,000	10,000	10,000
542.71.48.05	MEDIAN MAINTENANCE	2,388	10,000	10,000	3,122	9,361	15,000	15,000	15,000
542.71.00	<b>SUB TOTAL</b>	5,068	22,570	22,570	7,240	18,234	28,100	28,100	28,100
<b>101.700.040</b>	<b>ROADSIDE LITTER CLEANUP:</b>								
542.75.47.07	LITTER DISPOSAL-RECYCLING	-	800	800	-	645	800	800	800
542.75.47.08	WOOD RECYCLING	-	350	350	141	185	300	300	300
542.75.00	<b>SUB TOTAL</b>	-	1,150	1,150	141	830	1,100	1,100	1,100
<b>101.900.040</b>	<b>MAINTENANCE ADMINISTRATION:</b>								
542.90.10.00	SALARIES	53,054	29,035	29,035	9,776	22,077	25,405	25,250	25,250
542.90.11.00	OVERTIME	63	-	-	-	-	-	-	-
542.90.20.00	PERSONNEL BENEFITS	23,087	12,616	12,616	3,321	5,921	8,565	8,370	8,370
542.90.20.90	EMPLOYEE MED. CONTRIBUTION	(1,192)	(324)	(324)	(108)	(324)	-	-	-
542.90.21.00	UNIFORMS	456	250	250	-	428	250	250	250

CITY OF DES MOINES

2014 BUDGET REQUEST

PLANNING,BUILDING & PUBLIC WORKS

STREET FUND

101.XXX.040	STREET FUND	2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 YR END EST	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
542.90.31.00	OFFICE & OPERATING SUPPLIES	2,023	300	300	447	1,389	1,000	1,000	1,000
542.90.32.01	UNLEADED FUEL(ISF)	13,599	8,141	8,141	2,104	4,207	4,596	4,596	4,596
542.90.32.02	DIESEL FUEL (ISF)	3,997	100	100	-	-	-	-	-
542.90.32.05	FUEL PURCHASED FROM THE MARINA	537	-	-	-	-	-	-	-
542.90.35.00	SMALL TOOLS & EQUIPMENT	713	100	100	-	100	500	500	500
542.90.35.90	SMALL EQP >\$1,000 <\$5,000	-	-	-	-	-	-	-	-
542.90.41.00	PROFESSIONAL SERVICES	65	400	400	-	400	400	400	400
542.90.41.32	JANITORIAL SERVICES	3,819	-	-	-	-	-	-	-
542.90.41.45	ADVERTISING	-	1,000	1,000	-	500	1,000	1,000	1,000
542.90.42.00	COMMUNICATIONS	4,614	2,286	2,286	1,823	3,605	3,695	3,695	3,695
542.90.43.00	TRAVEL	-	100	100	-	100	500	500	500
542.90.45.02	COPIER LEASE	88	110	110	164	148	150	150	150
542.90.47.00	UTILITY SERVICES	13,968	-	-	-	-	-	-	-
542.90.49.00	MISCELLANEOUS	-	500	500	-	300	500	500	500
542.90.49.20	LAUNDRY	-	250	250	-	250	250	250	250
542.90.49.22	DUES, SCHOOLS, & CONFERENCES	100	500	500	-	100	500	500	500
542.90.99.01	COMPUTER MAINTENANCE	12,900	4,027	4,027	671	4,027	-	-	-
542.90.99.02	COMPUTER REPLACEMENT	983	546	546	46	546	-	-	-
542.90.99.03	EQUIPMENT MAINTENANCE	41,025	4,800	4,800	400	4,800	3,000	2,400	2,400
542.90.99.04	EQUIPMENT REPLACEMENT	-	-	-	-	-	4,751	-	-
542.90.99.05	INTERFUND INSURANCE	2,232	4,213	4,213	4,213	4,213	4,066	4,066	4,066
542.90.99.06	FAC REPAIR AND REPLACEMENT	3,931	-	-	-	-	-	-	-
542.90.00	<b>SUB TOTAL</b>	180,063	68,950	68,950	22,857	52,787	59,128	53,427	53,427



CITY OF DES MOINES

2014 BUDGET REQUEST

PLANNING,BUILDING & PUBLIC WORKS

STREET FUND

101.XXX.040 STREET FUND		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 YR END EST	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
<b>101.920.040</b>	<b>ROAD/STREETS MAINTENANCE:</b>								
542.91.10.00	SALARIES & WAGES	230,121	223,580	223,580	94,930	226,020	248,124	246,528	246,528
542.91.11.00	OVERTIME	6,106	7,500	7,500	3,676	7,969	7,500	7,500	7,500
542.91.20.00	PERSONNEL BENEFITS	112,785	118,872	118,872	56,029	108,439	135,280	130,758	130,758
542.91.20.90	EMPLOYEE MED. CONTRIBUTION	(3,510)	(3,527)	(3,527)	(789)	(2,861)	(3,432)	(3,052)	(3,052)
542.91.21.00	UNIFORMS	551	1,255	1,255	1,784	2,471	1,255	1,255	1,255
542.91.31.00	OFFICE & OPERATING SUPPLIES	60	3,975	3,975	616	1,149	3,975	3,975	3,975
542.91.32.01	UNLEADED FUEL(ISF)	-	6,400	6,400	4,916	9,832	10,436	10,436	10,436
542.91.32.02	DIESEL FUEL (ISF)	-	4,923	4,923	2,659	5,318	5,234	5,234	5,234
542.91.32.03	UNLEADED FUEL(OUTSIDE)	-	495	495	-	326	350	350	350
542.91.32.05	FUEL PURCHASED FROM THE MARINA	-	500	500	135	679	675	675	675
542.91.35.00	SMALL TOOLS & EQUIPMENT	-	2,660	2,660	243	1,128	2,660	2,660	2,660
542.91.35.90	SMALL EQP >\$1,000 <\$5,000	-	3,000	3,000	-	1,750	3,000	3,000	3,000
542.91.41.00	PROFESSIONAL SERVICES	-	100	100	221	387	500	500	500
542.91.42.00	COMMUNICATION	984	2,397	2,397	692	2,021	2,122	2,122	2,122
542.91.43.00	TRAVEL EXPENSES	-	500	500	-	300	500	500	500
542.91.45.00	OPERATING RENTALS & LEASES	-	2,050	2,050	-	1,050	2,050	2,050	2,050
542.91.48.00	REPAIRS & MAINTENANCE	-	1,500	1,500	-	1,500	1,300	1,300	1,300
542.91.49.00	MISCELLANEOUS	-	-	-	-	170	-	-	-
542.91.49.20	LAUNDRY	1,282	2,000	2,000	363	911	1,175	1,175	1,175
542.91.49.22	DUES,SCHOOLS & CONFERENCES	33	500	500	33	88	500	500	500
542.91.99.01	COMPUTER MAINTENANCE	-	7,911	7,911	659	7,911	8,960	8,960	8,960
542.91.99.02	COMPUTER REPLACEMENT	-	1,001	1,001	83	1,001	3,003	1,501	1,501
542.91.99.03	EQUIPMENT MAINTENANCE	-	43,616	43,616	7,269	43,616	59,520	47,616	47,616
542.91.99.04	EQUIPMENT REPLACEMENT	-	-	-	-	-	141,003	45,759	45,759
542.91.99.05	INTERFUND INSURANCE	14,599	16,181	16,181	16,181	16,181	14,915	14,915	14,915
542.90.00	<b>SUB TOTAL</b>	363,011	447,389	447,389	189,700	437,356	650,605	536,217	536,217

CITY OF DES MOINES

2014 BUDGET REQUEST

PLANNING,BUILDING & PUBLIC WORKS

STREET FUND

		2012	2013	2013	2013	2013	2014	2014	2014
		ACTUAL	ADOPTED	AMEND	ACTUAL	YR END	DEPT	EXEC	ADOPTED
101.XXX.040	STREET FUND				Jan-June	EST	REQUEST	AMEND	
<b>101.930.040</b>	<b>ROAD/STREETS MANAGEMENT:</b>								
543.10.10.00	SALARIES & WAGES	-	32,359	32,359	10,746	32,490	34,988	57,853	57,853
543.10.20.00	PERSONNEL BENEFITS	-	13,072	13,072	6,412	13,046	15,707	24,698	24,698
543.10.20.90	EMPLOYEE MED. CONTRIBUTION	-	(356)	(356)	-	-	(466)	(639)	(639)
543.10.31.00	OFFICE & OPERATING SUPPLIES	-	200	200	-	125	200	200	200
543.10.42.00	COMMUNICATIONS	-	1,275	1,275	-	-	1,275	1,275	1,275
543.10.99.01	COMPUTER MAINTENANCE	-	962	962	160	962	419	419	419
543.10.99.02	COMPUTER REPLACEMENT	-	98	98	8	98	100	50	50
543.10.99.05	INTERFUND INSURANCE	-	-	-	-	-	2,522	2,522	2,522
597.43.00.00	TRANSFER OUT/FUND 220-Energy Svngs	-	1,052	1,052	93	657	657	657	657
597.43.00.01	TRANSFER OUT/FUND 220-Copier	-	345	345	-	345	345	345	345
543.10.00	<b>SUB TOTAL</b>	-	49,007	49,007	17,420	47,723	55,747	87,380	87,380
<b>101.940.040</b>	<b>ROAD/STREETS BUILDING MTC:</b>								
543.50.31.04	OFFICE & OPERATING SUPPLIES	-	525	525	358	826	825	825	825
543.50.41.32	JANITORIAL SERVICES	-	3,972	3,972	782	4,394	4,500	4,500	4,500
543.50.47.00	UTILITY SERVICES	-	15,265	15,265	9,874	14,586	15,265	15,265	15,265
543.50.48.00	REPAIRS & MAINTENANCE	-	3,000	3,000	-	3,000	3,000	3,000	3,000
543.50.99.06	FAC REPAIR AND REPLACEMENT	-	3,931	3,931	655	3,931	3,931	3,931	3,931
543.50.00	<b>SUB TOTAL</b>	-	26,693	26,693	11,669	26,737	27,521	27,521	27,521
<b>101.920.040</b>	<b>EQUIPMENT</b>								
594.42.64.00	EQUIPMENT	-	-	-	-	-	-	-	-
594.42.60	<b>SUB TOTAL</b>	-	-	-	-	-	-	-	-
<b>101.970.040</b>	<b>RECLASSIFICATION &amp; COST ALLOCATIONS:</b>								
597.14.00.00	TRANSFER OUT/FUND 220-Energy Svngs	1,052	-	-	-	-	-	-	-
597.18.00.00	TRANSFER OUT/FUND 220-Copier	345	-	-	-	-	-	-	-
	<b>CITY STREET FUND TOTAL</b>	970,515	1,068,102	1,112,086	365,011	1,017,418	1,291,971	1,203,515	1,203,515
101.000.000	ENDING FUND BALANCE-RESTRICTED	276,022	269,761	280,773		355,523	75,444	198,900	198,900
508.30.00		1,246,537	1,337,863	1,392,859	365,011	1,372,941	1,367,415	1,402,415	1,402,415

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>TRANSPORTATION</b>					
<b>101.100.040.542.30</b>					
<b>ROADWAY MAINTENANCE</b>					
This is for ongoing maintenance of roads and streets.					
<b>Roadway</b>					
This roadway section itemizes road and shoulder repairs, such as grading, graveling, and pothole patching.					
542.30.31.00	Operating Supplies	This accounts for hot mix, cold mix, tack coat, tar, gravel, and pit run.	\$ 20,000	\$ 20,000	\$ 20,000
		Local Streets	\$ 10,000		
		Arterial Streets	\$ 10,000		
			<u>\$ 20,000</u>		
542.30.48.00	Repair and Maintenance Contract Services	This funds larger patches and maintenance of city streets that are too large for the city's crews to do. Many areas on city streets need repair patching because of emergencies such as flooding, slides, and sinkholes.	\$ 10,000	\$ 10,000	\$ 10,000
<b>Total Roadway</b>			<u>\$ 30,000</u>	<u>\$ 30,000</u>	<u>\$ 30,000</u>
<b>101.200.040.542.60</b>					
<b>TRAFFIC AND PEDESTRIAN SERVICES</b>					
This is for the cost of operation and maintenance of roadway facilities and services thereto.					
<b>Sidewalks</b>					
542.61.31.00	Operating Supplies	This provides for materials for general repair and maintenance of existing sidewalks and walkways, including concrete, form building materials, etc.	\$ 4,000	\$ 4,000	\$ 4,000
<b>Total Sidewalks</b>			<u>\$ 4,000</u>	<u>\$ 4,000</u>	<u>\$ 4,000</u>

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>TRANSPORTATION</b>					
<b>Street Lighting</b>					
This pays for electricity for all street lights in the city and additional lights that may be installed.					
542.63.47.13	Street Lighting	Operation and maintenance costs for street lights	\$ 294,770	\$ 294,770	\$ 294,770
<b>Total Street Lighting</b>			<b>\$ 294,770</b>	<b>\$ 294,770</b>	<b>\$ 294,770</b>
<b>101.300.040.542.64</b>					
<b>TRAFFIC CONTROL DEVICES</b>					
This is for the cost of replacing street signs, painting crosswalks, guardrails, stop light maintenance, etc.					
542.64.31.00	Office and Operating Supplies	This provides for road paint, divider buttons, regulatory signs, and general repair and maintenance of traffic control devices.	\$ 25,000	\$ 25,000	\$ 25,000
542.64.31.18	Sign Change Out Prog		\$ 3,500	\$ 3,500	\$ 3,500
542.64.35.00	Small Tools & Equipment		\$ 500	\$ 500	\$ 500
542.64.47.14	Traffic Signals-Electricity	This pays for electricity for traffic control devices.	\$ 14,500	\$ 14,500	\$ 14,500
542.64.48.00	Repair and Maintenance	This provides for hiring contractors to install buttons, complete annual striping, etc., on portions of roadway that are too large for City crews to reasonably complete. It also includes striping and installation of thermal plastic arrows, stop bars, and crosswalks on State routes.	\$ 20,000	\$ 20,000	\$ 20,000
542.64.48.17	Signal Maintenance-(WSDOT Contract)	This item funds a contract with Washington State Department of Transportation (WSDOT) for signal maintenance.	\$ 70,000	\$ 70,000	\$ 70,000
		General ongoing maintenance and inspections	\$ 70,000		
		Traffic Signal Controller and Cabinet Replacement	\$ -		
			<u>\$ 70,000</u>		
<b>TOTAL TRAFFIC CONTROL DEVICES</b>			<b>\$ 133,500</b>	<b>\$ 133,500</b>	<b>\$ 133,500</b>

# BUDGET NARRATIVE

2014

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

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

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>TRANSPORTATION</b>					
<b>101.700.040.542.75</b>					
<b>ROADSIDE LITTER CLEANUP</b>					
542.75.47.07	Dumping Fees	Provides funds for dumping litter and trash at county transfer station and Cedar Hills Landfill, and for dumping asphalt debris and other construction-related debris items at recycling locations.	\$ 800	\$ 800	\$ 800
542.75.47.08	Wood Recycling	Provides for disposal of stumps and brushes at wood recycling location.	\$ 300	\$ 300	\$ 300
<b>TOTAL LITTER CLEANUP</b>			<b>\$ 1,100</b>	<b>\$ 1,100</b>	<b>\$ 1,100</b>
<b>101.900.040.542.90</b>					
<b>ROAD/STREETS MAINTENANCE ADMINISTRATION</b>					
Supervisory operations, also includes general services and supplies for maintenance.					
542.90.10.00	Salaries & Wages	Salaries for Maintenance Administration <u>0.30 PW &amp; Parks Maint Superintendent</u> <u>0.30 FTE's</u>	\$ 25,405	\$ 25,250	\$ 25,250
542.90.20.00	Personnel	Benefits for Maintenance Administration	\$ 8,565	\$ 8,370	\$ 8,370
542.90.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.	\$ -	\$ -	\$ -
542.90.21.00	Uniforms	Provides for uniforms for the Maintenance Administration.	\$ 250	\$ 250	\$ 250
542.90.31.00	Operating Supplies	Provides for general office supplies, forms, paper, etc. It also includes other supplies of general maintenance administration nature that are not budgeted elsewhere.	\$ 1,000	\$ 1,000	\$ 1,000
542.90.32.01	Fuel	Provides for fuel for Public Works vehicles assigned to Maintenance Administration.	\$ 4,596	\$ 4,596	\$ 4,596
542.90.35.00	Small Tools	This provides for the purchase of hand tools such as power drills, saws, etc.	\$ 500	\$ 500	\$ 500

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>TRANSPORTATION</b>					
542.90.35.90	Small Eqp>\$1,000<\$5000		\$ -	\$ -	\$ -
542.90.41.00	Professional Services	Department of Transportation physical exams, required every two years for employees with CDL endorsement on their driver's license. Also covers IMSA, ITE, and other required certifications.	\$ 400	\$ 400	\$ 400
542.90.41.45	Advertising	Provides for job advertisements and bid notices.	\$ 1,000	\$ 1,000	\$ 1,000
542.90.41.32	Janitorial Services	Streets portion of janitorial services for Public Works/Parks Service Center (35%) and Public Works Engineering Building (20%).	\$ -	\$ -	\$ -
542.90.42.00	Communications	Maintenance Administration telecommunication expenses.	\$ 3,695	\$ 3,695	\$ 3,695
542.90.43.00	Travel Expenses	Travel expenses for conferences, schools, and seminars.	\$ 500	\$ 500	\$ 500
542.90.45.00	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.	\$ -	\$ -	\$ -
542.90.49.00	Copier Lease	Provides for operating costs of copier for maintenance administration. Lease of copier is reclassified as a capital lease.	\$ 150	\$ 150	\$ 150
542.90.49.00	Miscellaneous	Miscellaneous items that cannot be assigned to other categories in maintenance administration.	\$ 500	\$ 500	\$ 500
542.90.49.20	Laundry	Provides for laundry of uniforms for the Maintenance Administration.	\$ 250	\$ 250	\$ 250
542.90.49.22	Dues, Schools & Conferences	Provides for dues and registration fees for training and conferences.	\$ 500	\$ 500	\$ 500
542.90.99.01	Computer Maintenance	Fund for maintenance of computers assigned to Maintenance Administration.	\$ -	\$ -	\$ -
542.90.99.02	Computer Replacement	Fund for replacement of computer assigned to Maintenance Administration.	\$ -	\$ -	\$ -
542.90.99.03	Equipment Maintenance	Equipment rental fund charges for vehicle maintenance.	\$ 3,000	\$ 2,400	\$ 2,400

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>TRANSPORTATION</b>					
542.90.99.04	Equipment Replacement	Equipment rental fund charges for vehicle replacement.	\$ 4,751	\$ -	\$ -
542.90.99.05	Interfund Insurance	Provides for liability coverage for the department.	\$ 4,066	\$ 4,066	\$ 4,066
<b>TOTAL MAINTENANCE ADMINISTRATION</b>			<b>\$ 59,128</b>	<b>\$ 53,427</b>	<b>\$ 53,427</b>
<b>101.920.040.542.91</b>	<b>ROADS/STREETS MAINTENANCE</b>				
		Work of the Street Department directly associated with maintenance activities.			
542.91.10.00	Salaries & Wages	Provides for salaries for the following positions: 1.00 Senior Maintenance Worker 2.00 Maintenance Workers 1.00 Traffic Control Specialist <u>4.00</u> FTE's	\$ 248,124	\$ 246,528	\$ 246,528
542.91.11.00	Overtime	Overtime includes standby time and beeper pay @ \$1.00 per hour or at 5% of hourly rate whichever is higher.	\$ 7,500	\$ 7,500	\$ 7,500
542.91.20.00	Personnel Benefits	Covers payroll related benefits for all Street Maintenance personnel.	\$ 135,280	\$ 130,758	\$ 130,758
542.91.20.90	Employee Med. Contribution	Employees' share of benefits for spouse and/or dependents.	\$ (3,432)	\$ (3,052)	\$ (3,052)
542.91.21.00	Uniforms	Benefits including uniforms and steel toed boots. Also covers replacement of worn shirts, rain gear, rain boots, hats and city logo embroidery.	\$ 1,255	\$ 1,255	\$ 1,255
542.91.31.00	Operating Supplies	Provides for general supplies of general maintenance nature that are not budgeted elsewhere.	\$ 3,975	\$ 3,975	\$ 3,975



# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>TRANSPORTATION</b>					
542.91.32.XX	Fuel	Provides for fuel for Public Works vehicles assigned to Maintenance Workers.	\$ 16,695	\$ 16,695	\$ 16,695
	32.01	Unleaded Fuel	\$ 10,436		
	32.02	Diesel Fuel	\$ 5,234		
	32.03	Outside Fuel Sales	\$ 350		
	32.05	Propane from Marina	\$ 675		
			<u>\$ 16,695</u>		
542.91.35.00	Small Tools	This provides for the purchase of hand tools such as power drills, saws, etc.	\$ 2,660	\$ 2,660	\$ 2,660
542.91.35.90	Small Eqp>\$1,000<\$5000		\$ 3,000	\$ 3,000	\$ 3,000
542.91.41.00	Professional Services	Department of Transportation physical exams, required every two years for employees with CDL endorsement on their driver's license. Also covers IMSA, ITE, and other required certifications.	\$ 500	\$ 500	\$ 500
542.91.42.00	Communications	Public Works portion of telephone service. It also includes annual fees for underground locations center printer.	\$ 2,122	\$ 2,122	\$ 2,122
		T-1 Line	\$ 625		
		Cell Phones/Pagers	\$ 1,050		
		Underground Locator Line	\$ 447		
			<u>\$ 2,122</u>		
542.91.43.00	Travel Expenses	Courses or classes for Public Works employees, using their private vehicles.	\$ 500	\$ 500	\$ 500
542.91.45.00	Operating Rentals & Leases		\$ 2,050	\$ 2,050	\$ 2,050
542.91.48.00	Repairs & Maintenance	Provides contracted repairs and maintenance.	\$ 1,300	\$ 1,300	\$ 1,300
542.91.49.20	Laundry	Provides for laundry of uniforms for Maintenance Workers.	\$ 1,175	\$ 1,175	\$ 1,175
542.91.49.22	Dues, School, and Conferences	Provides for dues, school tuition, and conferences.	\$ 500	\$ 500	\$ 500

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>TRANSPORTATION</b>					
542.91.99.01	Computer Maintenance	Fund for maintenance of Maintenance Administration computers.	\$ 8,960	\$ 8,960	\$ 8,960
542.91.99.02	Computer Replacement	Fund for replacement of Maintenance Administration computers.	\$ 3,003	\$ 1,501	\$ 1,501
542.91.99.03	Equipment Maintenance	Equipment rental fund charges for vehicle maintenance.	\$ 59,520	\$ 47,616	\$ 47,616
542.91.99.04	Equipment Replacement	Equipment rental fund charges for vehicle replacement.	\$ 141,003	\$ 45,759	\$ 45,759
542.91.99.05	Interfund Insurance	Provides for liability coverage for the department.	\$ 14,915	\$ 14,915	\$ 14,915
<b>TOTAL ROADS/STREETS MAINTENANCE</b>			<b>\$ 650,605</b>	<b>\$ 536,217</b>	<b>\$ 536,217</b>
<b>101.930.040.543.10</b>	<b>ROADS/STREETS MANAGEMENT</b>				
Road/Street activities that are engaged in overall executive direction and not directly associated with a specific maintenance function or project.					
543.10.10.00	Salaries & Wages	Salaries for Management: 0.15 Planning, Building & Public Works Director 0.30 GIS Administrator 0.05 PBPW Administrative Assistant II 0.10 Engineering Services Manager <u>0.60 FTE's</u>	\$ 34,988	\$ 57,853	\$ 57,853
543.10.20.00	Personnel Benefits	Benefits for Management personnel.	\$ 15,707	\$ 24,698	\$ 24,698
543.10.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.	\$ (466)	\$ (639)	\$ (639)
543.10.31.00	Operating Supplies	Provides for general supplies of general administrative nature that are not budgeted elsewhere.	\$ 200	\$ 200	\$ 200
543.10.42.00	Communications	Public Works Engineering portion of telephone service.	\$ 1,275	\$ 1,275	\$ 1,275
543.10.99.01	Computer Maint	Fund for maintenance of Maintenance Administration computers.	\$ 419	\$ 419	\$ 419
543.10.99.02	Computer Replacement	Fund for replacement of Maintenance Administration computers.	\$ 100	\$ 50	\$ 50
543.10.99.05	Interfund Insurance	Provides for liability coverage for the department.	\$ 2,522	\$ 2,522	\$ 2,522

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>TRANSPORTATION</b>					
597.43.00.00	Transfer Out	This is a transfer to Fund 220 for its share of the State LOCAL Program Debt Service for the City-wide Energy Savings & Utility Improvement project.	\$ 657	\$ 657	\$ 657
597.43.00.01	Transfer Out	This is a transfer to Fund 220 for its share of Debt Service for the copier lease.	\$ 345	\$ 345	\$ 345
<b>TOTAL ROADS/STREETS MANAGEMENT</b>			<b>\$ 55,747</b>	<b>\$ 87,380</b>	<b>\$ 87,380</b>
<b>101.940.040.543.50.00.00</b>	<b>ROADS/STREET BUILDING MAINTENANCE</b>				
		Cost of maintaining the Public Works Service Center associated with Roads/Streets activities.			
543.50.31	Operating Supplies	Provides for general supplies of general administrative nature that are not budgeted elsewhere.	\$ 825	\$ 825	\$ 825
543.50.42	Janitorial Services	Public Works portion of telephone service.	\$ 4,500	\$ 4,500	\$ 4,500
543.50.47	Utility Services	Provides for the Public Works portion of utilities for the Public Works Service Center (35%) and Public Works Bldg (20%)	\$ 15,265	\$ 15,265	\$ 15,265
		Electricity \$ 7,325			
		Water \$ 784			
		Sewer \$ 338			
		SWM \$ 5,979			
		Natural Gas \$ 839			
		<u>\$ 15,265</u>			
543.50.99.02	Repairs & Maintenance	Fund for replacement of Maintenance Administration computers.	\$ 3,000	\$ 3,000	\$ 3,000
543.50.99.06	Facility Repair & Replacement Interfund	Provides for major improvements to City buildings. Fee is charged on an occupied square foot basis.	\$ 3,931	\$ 3,931	\$ 3,931
<b>TOTAL ROADS/STREETS BUILDING MAINTENANCE</b>			<b>\$ 27,521</b>	<b>\$ 27,521</b>	<b>\$ 27,521</b>

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
		<b>TRANSPORTATION</b>			
		<b>CAPITAL OUTLAY</b>			
		This accounts for capital equipment purchased for the Street Department's general use.			
101.920.040.594.42.60.00					
594.42.64	Equipment		\$ -	\$ -	\$ -
		<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
		<b>TOTAL STREET FUND BUDGET REQUESTS</b>	<b>\$ 1,291,971</b>	<b>\$ 1,203,515</b>	<b>\$ 1,203,515</b>
		<b>ESTIMATED ENDING FUND BALANCE</b>	<b>\$ 75,444</b>	<b>\$ 198,900</b>	<b>\$ 198,900</b>
		<b>TOTAL STREET FUND</b>	<b>\$ 1,367,415</b>	<b>\$ 1,402,415</b>	<b>\$ 1,402,415</b>



CITY OF DES MOINES

2014 BUDGET REQUESTS

LAW ENFORCEMENT  
POLICE DRUG SEIZURE FUND

		2012	2013	2013	2013	2013	2014	2014	2014
		ACTUAL	ADOPTED	AMEND	ACTUAL	YR END	DEPT	EXEC	ADOPTED
107.100.030	POLICE DRUG SEIZURE FUND				Jan-June	EST	REQUEST	AMEND	
521.21.31.00	OFFICE & OPERATING SUPPLIES	680	-	-	315	750	-	-	-
521.21.35.00	SMALL EQUIPMENT	602	-	-	-	-	-	-	-
521.21.35.90	SMALL EQP >\$1,000 <\$5,000	2,970	3,500	3,500	-	-	3,500	3,500	3,500
521.21.41.00	PROFESSIONAL SERVICES	2,017	10,000	10,000	491	5,000	10,000	10,000	10,000
521.21.51.49	STATE SHARE OF DRUG SEIZURES	-	1,500	1,500	-	-	1,500	1,500	1,500
594.21.64.00	EQUIPMENT - DRUG SEIZURE	-	-	-	-	-	-	-	-
	<b>POLICE DRUG SEIZURE TOTAL</b>	6,270	15,000	15,000	807	5,750	15,000	15,000	15,000
508.30.00.00	ENDING FUND BALANCE-RESTRICTED	9,678	8,465	9,684		4,768	4,776	4,776	4,776
		15,948	23,465	24,684	807	10,518	19,776	19,776	19,776

## BUDGET NARRATIVE

2014

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

Account No.	Title	Description	Departmental Request	Executive Amendment	Adopted
<b>107.100.030.521.21.00.00 POLICE DRUG SEIZURE FUND</b>					
	<b>SUPPLIES</b>				
521.21.31.00	Supplies		\$ -	\$ -	\$ -
		<b>TOTAL SUPPLIES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>SMALL EQUIPMENT</b>				
521.21.35.00	Small Equipment		\$ 3,500	\$ 3,500	\$ 3,500
		<b>TOTAL SMALL EQUIPMENT</b>	<b>\$ 3,500</b>	<b>\$ 3,500</b>	<b>\$ 3,500</b>
	<b>PROFESSIONAL SERVICES</b>				
521.21.41.00	Professional Services		\$ 10,000	\$ 10,000	\$ 10,000
		<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
	<b>INTERGOV'T/INTERFUND SERVICES</b>				
521.21.51.49	State Share of Drug Seizures	Annual payment to the state for 10% of local drug seizures.	\$ 1,500	\$ 1,500	\$ 1,500
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>
	<b>CAPITAL OUTLAY</b>				
594.21.64.00	Equipment-Drug Seizure	Provides for acquisition of miscellaneous equipment for drug crime prevention.	\$ -	\$ -	\$ -
		<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>ENDING FUND BALANCE</b>				
508.30.00.00	Ending Fund Balance-Restricted		\$ 4,776	\$ 4,776	\$ 4,776
		<b>TOTAL ENDING FUND BALANCE</b>	<b>\$ 4,776</b>	<b>\$ 4,776</b>	<b>\$ 4,776</b>
		<b>TOTAL POLICE DRUG SEIZURE FUND</b>	<b>\$ 19,776</b>	<b>\$ 19,776</b>	<b>\$ 19,776</b>

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>109.100.040</b>		<b>TRANSPORTATION IMPACT FEE</b>	<b>\$ 302,368</b>	<b>\$ 302,368</b>	<b>\$ 302,368</b>

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.

<b>2014 Beginning Fund Balance</b>	<b>\$</b>	<b>9,227</b>
<b>2014 Impact Fees</b>	\$	292,641
<b>2014 Interest</b>	\$	500
<b>2014 Expenditures</b>	\$	<u>(292,641)</u>
<b>2014 Ending Fund Balance</b>	<u>\$</u>	<u>9,727</u>



CITY OF DES MOINES

2014 BUDGET REQUEST

PLANNING, BUILDING, AND PUBLIC WORKS  
TRANSPORTATION IMPACT FEE FUND

<b>109.100.040</b> TRANSPORTATION IMPACT FEE FUND		<b>2012 ACTUAL</b>	<b>2013 ADOPTED</b>	<b>2013 AMEND</b>	<b>2013 ACTUAL Jan-June</b>	<b>2013 YR END EST</b>	<b>2014 DEPT REQUEST</b>	<b>2014 EXEC AMEND</b>	<b>2014 ADOPTED</b>
597.95.00.00	TRANSFER-OUT	205,780	172,641	634,250	234,976	634,251	292,641	292,641	292,641
	<b>TOTAL TRANS. IMPACT FEE</b>	205,780	172,641	634,250	234,976	634,251	292,641	292,641	292,641
508.40.00.00	ENDING FUND BALANCE-COMMITTED	334,941	166,501	9,778		9,227	9,727	9,727	9,727
		540,721	339,142	644,028	234,976	643,478	302,368	302,368	302,368

# BUDGET NARRATIVE

## 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>111.100.045</b>		<b>HOTEL-MOTEL TAX</b>	<b>\$ 27,656</b>	<b>\$ 27,656</b>	<b>\$ 27,656</b>

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.

<b>2014 Beginning Fund Balance</b>	\$	8,898
<b>2014 Hotel-Motel Tax</b>	\$	18,750
<b>2014 Interest</b>	\$	8
<b>2014 Expenditures</b>	\$	<u>(17,813)</u>
<b>2014 Ending Fund Balance</b>	\$	<u>9,843</u>

CITY OF DES MOINES

2014 BUDGET REQUEST

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

		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 YR END EST	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
111.100.045	HOTEL-MOTEL TAX FUND								
557.30.51.55	SEATTLE SOUTHSIDE VISITOR SERVICES	15,134	17,247	17,247	4,889	17,811	17,813	17,813	17,813
	<b>TOTAL HOTEL-MOTEL TAX FUND</b>	15,134	17,247	17,247	4,889	17,811	17,813	17,813	17,813
508.30.00.00	ENDING FUND BALANCE-RESTRICTED	7,952	5,691	5,691	10,936	8,898	9,843	9,843	9,843
		23,086	22,938	22,938	15,825	26,709	27,656	27,656	27,656

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Dparrtmental Request	Executive Amendment	Adopted
<b>111.100.045</b>	<b>HOTEL-MOTEL TAX FUND</b>				
	<b>INTERGOVERNMENTAL SERVICES</b>				
557.30.51.55	Seattle Southside Visitor Services		\$ 17,813	\$ 17,813	\$ 17,813
	<b>ENDING FUND BALANCE</b>				
508.30.00.00	Ending Fund Balance-Restricted		\$ 9,843	\$ 9,843	\$ 9,843
			<b>\$ 27,656</b>	<b>\$ 27,656</b>	<b>\$ 27,656</b>

CITY OF DES MOINES  
 Outstanding Bonds and Public Works Trust Fund Loans  
 Debt Service Funds  
 2014 Budget

Fund	Description	Source of Revenue	Outstanding Balance 12/31/13	2014 Payment		Outstanding Balance 12/31/14	Maturity
				Principal	Interest		
219	2008 G.O. Bond Transportation	Transportation Impact fees/REET	\$ 2,065,000	\$ 100,000	\$ 92,763	\$ 1,965,000	12/1/28
219	2008 G.O. Refunding Bond	Real Estate Excise Taxes	445,000	105,000	18,650	340,000	12/1/17
Total Fund 219			\$ 2,510,000	\$ 205,000	\$ 111,413	\$ 2,305,000	
<hr/>							
220	2004 PWTF Loan-Pac Hwy Construction	Transportation Impact Fees/REET	\$ 259,802	\$ 23,618	\$ 1,299	\$ 236,184	7/1/24
220	2009 PWTF Loan-DM Gateway	Transportation Impact Fees/REET	477,941	31,863	2,390	446,078	7/1/28
220	2011 State of WA LOCAL Financing Prog	Energy Savings fm General Fd, Street Fd, SWM Fd	87,963	9,702	3,447	78,261	12/1/21
220	2011 Capital Lease - Copier	General Fund	31,549	14,203	1,060	17,346	2/1/16
Total Fund 220			\$ 857,255	\$ 79,386	\$ 8,196	\$ 777,869	

CITY OF DES MOINES

2014 BUDGET REQUEST

NON-DEPARTMENTAL  
95 G.O. NEW POLICE FACILITY

		2012	2013	2013	2013	2013	2014	2014	2014
		ACTUAL	ADOPTED	AMEND	ACTUAL	YR END	DEPT	EXEC	ADOPTED
211.000.011	1995 G.O. NEW POLICE FACILITY				Jan-June	EST	REQUEST	AMEND	
<b>LONG TERM DEBT SERVICE</b>									
591.21.71	PRINCIPAL	-	-	-	-	-	-	-	-
592.21.80	INTEREST	-	-	-	-	-	-	-	-
597.21.00.01	TRANSFER-OUT/FUND 506	33,118	-	-	-	-	-	-	-
<b>TOTAL 1995 G.O. BOND</b>		33,118	-	-	-	-	-	-	-
508.50.00	ENDING FUND BALANCE-ASSIGNED	227	55	283	-	-	235	235	235
		33,345	55	283	-	-	235	235	235

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

**2013 Estimate:**

2013 Beg Fund Balance-Assigned	\$	228
Special Property Tax		5
Interest Revenue		1
Principal		-
Interest		-
Tsf-out to Fund 506		-
Ending Fund Balance-Assigned	\$	234

**2014 Estimate:**

2014 Beg Fund Balance-Assigned	\$	234
Special Property Tax		-
Interest Revenue		1
Principal		-
Interest		-
Tsf-out to Fund 506		-
Ending Fund Balance-Assigned	\$	235

**2015 Estimate:**

2015 Beg Fund Balance-Assigned	\$	235
Special Property Tax		-
Interest Revenue		1
Principal		-
Interest		-
Tsf-out to Fund 506		-
Ending Fund Balance-Assigned	\$	236

CITY OF DES MOINES

2014 BUDGET REQUEST

NON-DEPARTMENTAL  
LID FUND

212.000.050 LID FUND		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TTL	2014 DEPT REQ	2014 EXEC AMEND	2014 ADOPTED
212.198.050	LID 1-98-10 (7th Ave.)								
597.95.00.00	TRANSFER-OUT/FUND 319	6,203	3,719	3,719	4,719	4,719	3,569	3,569	3,569
	<b>TOTAL LID FUND</b>	6,203	3,719	3,719	4,719	4,719	3,569	3,569	3,569
212.000.000									
508.30.00	ESTIMATED ENDING FUND BALANCE	0	5,573	749		0	0	0	0
		6,203	9,292	4,468	4,719	4,719	3,569	3,569	3,569

**2013 Estimate:**

Beginning Fund Balance	-
Interest Revenue	-
Assessment Principal	3,119
Assessment Interest	1,600
Transfer Out to Fund 319	(4,719)
<b>Total</b>	<b>-</b>

**2014 Budget:**

Beginning Fund Balance	-
Interest Revenue	-
Assessment Principal	3,119
Assessment Interest	450
Transfer Out to Fund 319	(3,569)
<b>Total</b>	<b>0</b>

**2015 Forecast:**

Beginning Fund Balance	0
Interest Revenue	-
Assessment Principal	3,118
Assessment Interest	300
Transfer Out to Fund 319	(3,418)
<b>Total</b>	<b>0</b>

CITY OF DES MOINES

2014 BUDGET REQUEST

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

2008 G.O. 219.XXX.050 TRANSPORTATION/REFUNDING	2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 YR END EST	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
<b>219.100.050 2008 GO TRANSPORTATION BONDS:</b>								
591.95.71.00 PRINCIPAL	100,000	95,000	95,000	-	95,000	100,000	100,000	100,000
592.95.83.00 INTEREST	100,563	96,563	96,563	48,281	96,563	92,762	92,762	92,762
592.95.85.00 FISCAL AGENT FEES	221	300	300	219	219	225	225	225
SUBTOTAL 2008 GO TRANS BONDS	200,783	191,863	191,863	48,501	191,782	192,987	192,987	192,987
<b>219.200.050 2008 GO REFUNDING BONDS (97 BONDS)</b>								
591.18.71.00 PRINCIPAL	100,000	100,000	100,000	-	100,000	105,000	105,000	105,000
592.18.83.00 INTEREST	26,650	22,650	22,650	11,325	22,650	18,650	18,650	18,650
592.18.85.00 FISCAL AGENT FEES	82	150	150	82	82	85	85	85
SUBTOTAL 2008 REFUNDING BONDS	126,732	122,800	122,800	11,407	122,732	123,735	123,735	123,735
BUDGET CORRECTION						(2,199)	(2,199)	(2,199)
<b>TOTAL 2008 G.O. BONDS</b>	<b>327,515</b>	<b>314,663</b>	<b>314,663</b>	<b>59,907</b>	<b>314,514</b>	<b>314,523</b>	<b>314,523</b>	<b>314,523</b>
508.30.00.00 ENDING FUND BALANCE-RESTRICTED	21,222	20,804	20,803	-	20,948	18,173	18,173	18,173
	<b>348,737</b>	<b>335,467</b>	<b>335,466</b>	<b>59,907</b>	<b>335,462</b>	<b>332,696</b>	<b>332,696</b>	<b>332,696</b>

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

**2013 Estimate:**  
 2013 Beg Fund Balance-Restricted \$ 21,222  
 Transfer-in from Fund 310 122,650  
 Transfer-in from Fund 319 191,563  
 Interest Revenue 27  
 Principal (195,000)  
 Interest (119,213)  
 Miscellaneous (301)

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Ending Fund Balance-Restricted \$ 20,948

**2014 Estimate:**  
 2014 Beg Fund Balance \$ 20,948  
 Transfer-in from Fund 310 118,735  
 Transfer-in from Fund 319 192,988  
 Interest Revenue 25  
 Principal (205,000)  
 Interest (111,413)  
 Miscellaneous (310)  
 Bgt Correction 2,199

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Ending Fund Balance \$ 18,173

**2015 Estimate:**  
 2015 Beg Fund Balance \$ 15,974  
 Transfer-in from Fund 310 119,535  
 Transfer-in from Fund 319 193,988  
 Interest Revenue 25  
 Principal (210,000)  
 Interest (103,213)  
 Miscellaneous (310)

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Ending Fund Balance \$ 15,999



CITY OF DES MOINES

2014 BUDGET REQUEST

NON-DEPARTMENTAL  
PUBLIC WORKS TRUST LOAN/PAC HWY

PW TRUST FUND LOAN/PAC HWY 220.103.050 PW-04-691-026		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 YR END EST	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
591.95.79.00	PRINCIPAL-PW TRUST LOAN	23,618	23,618	23,618	23,618	23,618	23,618	23,618	23,618
592.95.83.00	INTEREST-PW TRUST LOAN	1,535	1,417	1,417	1,535	1,417	1,299	1,299	1,299
<b>TOTAL PW TRUST LOAN</b>		25,154	25,035	25,035	25,154	25,035	24,917	24,917	24,917
<b>220.000.000</b>									
508.50.00.00	ENDING FUND BALANCE-ASSIGNED	2	2	2	2	2	2	2	2
		25,156	25,037	25,037	25,156	25,037	24,919	24,919	24,919

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

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

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

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

CITY OF DES MOINES

2014 BUDGET REQUEST

NON-DEPARTMENTAL  
PUBLIC WORKS TRUST LOAN/GATEWAY

220.104.050 PW TRUST FUND LOAN/GATEWAY PW-08-951-112	2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 YR END EST	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
591.95.79.04 PRINCIPAL-PW TRUST LOAN	31,863	31,863	31,863	31,863	31,863	31,862	31,862	31,862
592.95.83.04 INTEREST-PW TRUST LOAN	2,708	2,549	2,549	2,549	2,549	2,390	2,390	2,390
592.95.89.04 OTHER COSTS-PW TRUST LOAN	-	-	-	-	-	-	-	-
<b>TOTAL PW TRUST LOAN</b>	34,571	34,412	34,412	34,412	34,412	34,252	34,252	34,252

ORIGINAL LOAN AMOUNT: \$ 1,000,000  
 BALANCE AS OF 12/31/2013: \$ 477,941  
 ENDING BALANCE AS OF 12/31/2014: \$ 446,079  
 MATURITY 2028 (Loan was extended from 7/1/2013 to 7/1/2028)

**2013 Estimate:**

Transfer-in from Fund 319	\$	34,412
Principal		(31,863)
Interest		(2,549)
Miscellaneous		-
<b>Total</b>	\$	0

**2014 Estimate:**

Transfer-in from Fund 319	\$	34,252
Principal		(31,862)
Interest		(2,390)
Miscellaneous		-
<b>Total</b>	\$	(0)

**2015 Estimate:**

Transfer-in from Fund 319	\$	34,093
Principal		(31,863)
Interest		(2,230)
Miscellaneous		-
<b>Total</b>	\$	-

CITY OF DES MOINES

2014 BUDGET REQUEST

NON-DEPARTMENTAL  
LOCAL PRG-ENERGY SAVINGS PROJECT

		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 ESTIMATE YR TOTAL	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
220.106.050	LOCAL PRG-ENERGY SVGS PROJ								
591.18.79.06	PRINCIPAL	8,756	9,419	9,419	-	9,419	9,701	9,701	9,701
592.18.83.06	INTEREST	4,393	3,729	3,729	1,865	3,729	3,447	3,447	3,447
<b>TOTAL LOCAL PRG-ENERGY SVGS PROJ</b>		13,148	13,148	13,148	1,865	13,148	13,148	13,148	13,148

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

**2013 Estimate:**

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

**2014 Estimate:**

Transfer-in	\$	13,148
Principal		(9,701)
Interest		(3,447)
Miscellaneous		-
Total	\$	-

**2015 Estimate:**

Transfer-in	\$	13,148
Principal		(9,992)
Interest		(3,156)
Miscellaneous		-
Total	\$	0

CITY OF DES MOINES

2014 BUDGET REQUEST

NON-DEPARTMENTAL  
COPIER LEASE

220.125.050	COPIER CAPITAL LEASE	2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 ESTIMATE YR TOTAL	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
591.18.75.00	PRINCIPAL	13,054	13,616	13,616	-	13,616	14,203	14,203	14,203
592.18.83.00	INTEREST	2,209	1,647	1,647	-	1,647	1,060	1,060	1,060
<b>TOTAL COPIER CAPITAL LEASE</b>		15,263	15,263	15,263	-	15,263	15,263	15,263	15,263

ORIGINAL LEASE AMOUNT: \$ 68,685  
 BALANCE AS OF 12/31/13: \$ 31,549  
 ENDING BALANCE AS OF 12/31/14: \$ 17,346  
 MATURITY 2/1/2016

**2013 Estimate:**  
 Tsf-in from Fund 001/101 \$ 15,263  
 Principal (13,616)  
 Interest (1,647)  
 Miscellaneous -  
 Total \$ -

**2014 Estimate:**  
 Tsf-in from Fund 001/101 \$ 15,263  
 Principal (14,203)  
 Interest (1,060)  
 Miscellaneous -  
 Total \$ -

**2015 Estimate:**  
 Tsf-in from Fund 001/101 \$ 15,263  
 Principal (14,815)  
 Interest (448)  
 Miscellaneous -  
 Total \$ -

CITY OF DES MOINES  
 Outstanding Bonds and Loans  
 All Funds  
 2014 Budget

Outstanding Debt 12/31/2014

Item	Interest Rates	Issue Date	Maturity Date	Total Amount Issued	Outstanding				
					1/1/2014	Issue in 2014	Redeem in 2014	12/31/2014	
<u>General Obligation Bonds</u>									
<b>Limited:</b>									
2008 Transportation Improvement	4.00% - 4.70%	12/1/08	12/1/28	2,515,000	\$ 2,065,000	\$ -	\$ 100,000	\$ 1,965,000	
2008 Refunding Bond	4.00% - 4.25%	12/1/08	12/1/17	935,000	445,000		105,000	340,000	
<b>Total General Obligation Bonds</b>				\$ 3,450,000	\$ 2,510,000	\$ -	\$ 205,000	\$ 2,305,000	
<u>General Obligation Notes and Loans</u>									
<b>General Government:</b>									
2004 PWTF Loan-Pac Hwy Proj	0.5%	7/14/04	7/1/24	2,250,000	259,802	-	23,618	236,184	
2009 PWTF Loan-DM Gateway	0.5%	3/9/09	7/1/28	1,000,000	477,941		31,863	446,078	
2011 LOCAL Lease Purchase Prog	3.00%	11/15/11	12/1/21	106,138	87,963	-	9,702	78,261	
2011 Capital lease - Copiers	4.00%	3/1/11	2/1/16	68,685	31,549	-	14,203	17,346	
<b>Total General Obligation Notes and Loans</b>				\$ 3,424,823	\$ 857,255	\$ -	\$ 79,386	\$ 777,869	
<u>Enterprise Funds Bonds, Notes &amp; Loans</u>									
2012 Marina Refunding Bonds	2.00% - 4.00%	12/1/12	12/1/22	\$ 2,810,000	\$ 2,315,000	\$ -	\$ 230,000	\$ 2,085,000	
2008 Marina GO Bonds	4.00% - 5.00%	12/1/08	12/1/28	6,080,000	5,455,000		265,000	5,190,000	
2011 Capital lease - Copiers (Marina)	4.00%	3/1/11	2/1/16	7,787	3,577	-	1,610	1,967	
2011 Capital lease - Copiers (SWM)	4.00%	3/1/11	2/1/16	4,591	2,109	-	949	1,160	
2011 Capital lease - Copiers (Equipment Rental)	4.00%	3/1/11	2/1/16	1,246	572	-	257	315	
2011 Capital lease - Copiers (Computer Operations)	4.00%	3/1/11	2/1/16	1,246	572	-	257	315	
<b>Total Enterprise Funds Bonds, Notes &amp; Loans</b>				\$ 8,904,871	\$ 7,776,830	\$ -	\$ 498,073	\$ 7,278,757	
<b>Total Outstanding Debt</b>				\$ 15,779,693	\$ 11,144,085	\$ -	\$ 782,459	\$ 10,361,626	

CITY OF DES MOINES  
2014 Budget

Debt Capacity

Description	General Capacity		Special Purpose Capacity		Total
	Councilmanic	Voter Approval	Parks & Open Space	Utility Purposes	Debt Capacity
Legal Limit (1.5% of assessed value)	33,360,001	(33,360,001)			
Legal Limit (2.5% of assessed value)		55,600,002	55,600,002	55,600,002	166,800,005
<b>Statutory Debt Limit</b>	<b>\$ 33,360,001</b>	<b>\$ 22,240,001</b>	<b>\$ 55,600,002</b>	<b>\$ 55,600,002</b>	<b>\$ 166,800,005</b>
Less:					
Limited Tax Debt Outstanding *	(10,340,523)	(10,340,523)			
Unlimited Tax Debt Outstanding		0			
Add:					
Cash Available in Debt Service Funds	18,175	235			
Remaining Legal Debt Capacity	\$ 23,037,653	\$ 11,899,713	\$ 55,600,002	\$ 55,600,002	\$ 166,800,005
Total Remaining "General" Capacity	<b>\$ 34,937,366</b>				

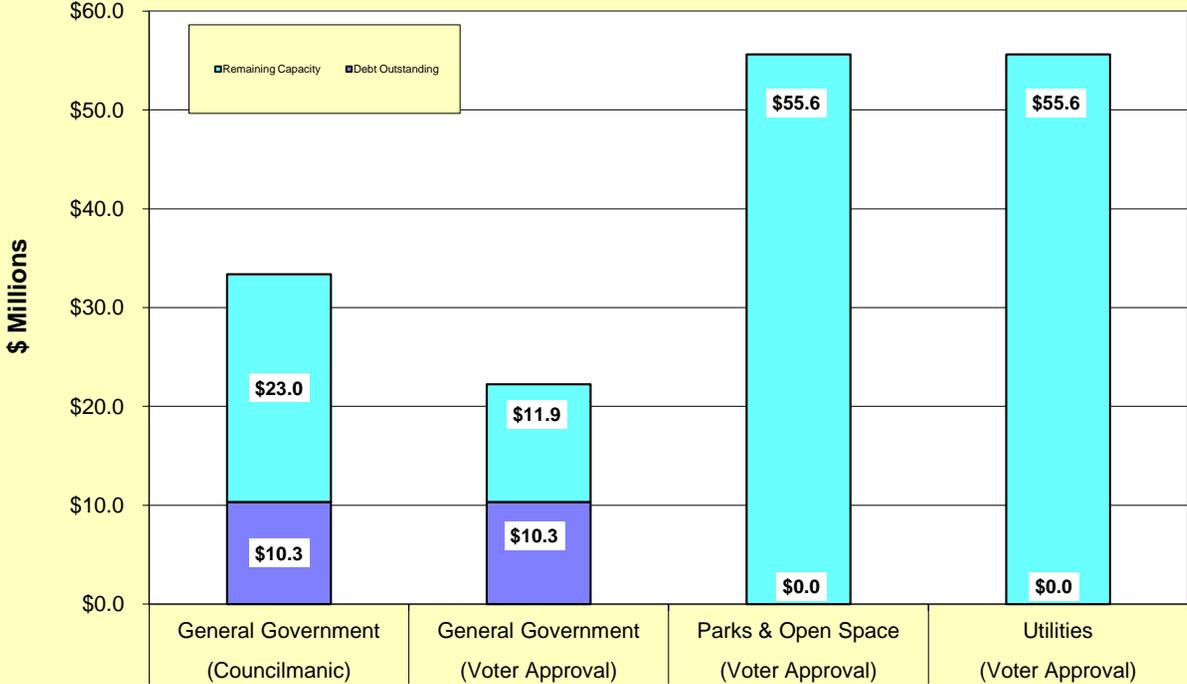
Latest AV fm 2014 Final Levy Limit Worksheet 2,224,000,070

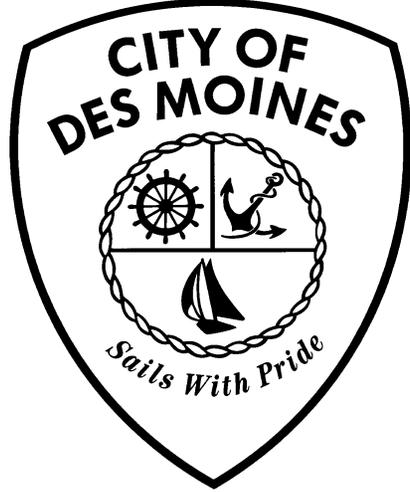
	(Councilmanic) General Government	(Voter Approval) General Government	(Voter Approval) Parks & Open Space	(Voter Approval) Utilities
Debt Outstanding	10.3	10.3	0	0
Remaining Capacity	23.0	11.9	55.6	55.6

\* Excludes Capital Lease

CITY OF DES MOINES  
 2014 Budget

**Debt Capacity as of December 31, 2014**  
**Based on 2014 Assessed Valuation = \$2.224 Billion**  
**Total Remaining "General Capacity" \$34,937,366**



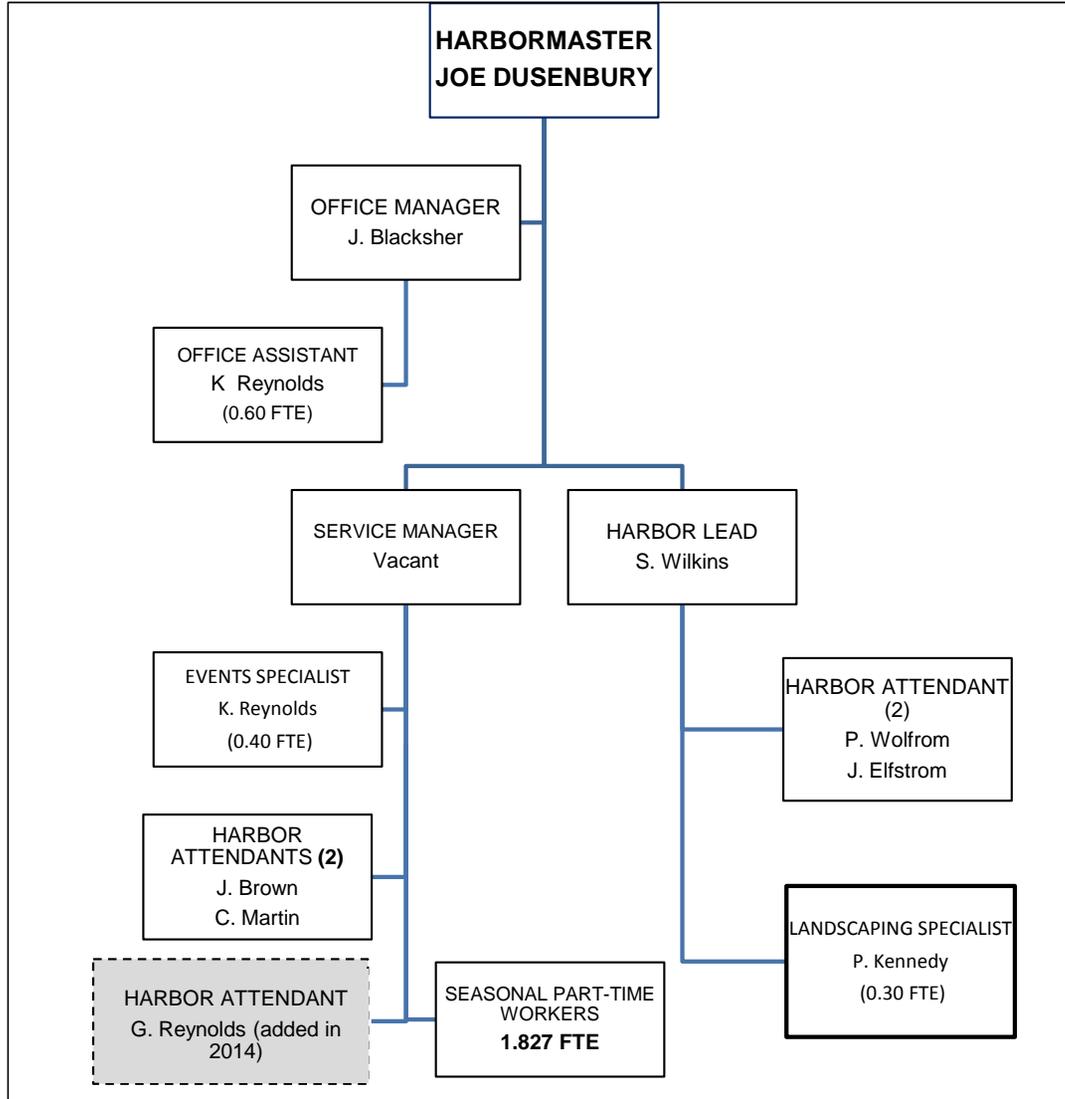




**CITY OF DES MOINES  
MARINA**

Organizational Chart

Department/Divisions



- Administration*
- Services*
- Special Events*
- Maintenance*
- Repair and Replacement*
- Capital Improvement*

# BUDGET NARRATIVE

2014

FUND: MARINA REVENUE FUND  
DEPARTMENT: MARINA

401.000.000.000

## MARINA REVENUE FUND

	<u>2012 Year End Actual</u>	<u>2013 Adopted Budget</u>	<u>2013 Year End Estimates</u>	<u>2014 Adopted Budget</u>
<b>REVENUE</b>				
Fuel	\$ 1,137,321	\$ 1,187,350	\$ 1,287,712	\$ 1,323,153
Monthly Moorage	2,166,565	2,236,814	2,139,830	2,140,000
Dry Storage	142,268	146,321	146,500	148,112
Winter Moorage	21,585	23,108	14,000	12,000
Monthly Moorage Late Penalties	14,957	13,260	13,500	13,500
Overnight Moorage	81,816	77,025	65,909	75,000
Shared Moorage	(15)	2,568	(340)	-
Lockers	9,440	9,435	9,500	9,500
Leases	99,030	94,860	94,800	95,843
Sublease Credits	(30,419)	-	(12,400)	(30,753)
Sublease Revenue	35,938	5,100	47,216	36,333
Travel Lift Equipt Rental fee	7,342	7,490	7,490	7,572
Parking Fees	79,987	94,190	63,433	80,000
Storage Fees	26,265	24,990	25,900	25,900
Concession Proceeds	1,635	-	250	750
Waiting List Admin Fee	6,205	4,896	4,800	4,500
Travel Lift Eqp & Building Maintenance fee	5,479	5,590	5,590	5,651
Sale of Keycards & Other Misc Revenues	7,000	4,500	7,877	7,800
Vending-Bait-Ice-Propane	9,247	10,446	7,053	7,000
Electricity	97,197	113,400	109,787	110,000
Launching Fees	5,750	4,590	4,600	4,600
Special Events	6,119	8,282	1,037	1,000
Miscellaneous Services & Charges	1,051	3,162	5,251	3,000
Waiting List Forfeitures	-	408	408	-
Parking Fines	7,743	5,100	5,100	5,100
Interest Earnings	7,180	7,140	4,101	3,750
	<u>\$ 3,946,685</u>	<u>\$ 4,090,025</u>	<u>\$ 4,058,904</u>	<u>\$ 4,089,311</u>

# BUDGET NARRATIVE

2014

FUND: MARINA REVENUE FUND  
DEPARTMENT: MARINA

401.000.000.000

## MARINA REVENUE FUND

EXPENSES	2012 Year End Actual	2013 Adopted Budget	2013 Year End Estimates	2014 Adopted Budget
<b>Operating Expenses</b>				
Marina Administration	\$ 4,683,633	\$ 1,612,704	\$ 1,619,015	\$ 1,579,101
Marina Service	1,586,132	1,529,763	1,608,882	1,596,410
Marina Maintenance	426,934	519,170	523,909	552,198
Marina Special Events	-	55,324	9,305	38,880
<b>Total Operating Expenses</b>	<b>\$ 6,696,699</b>	<b>\$ 3,716,961</b>	<b>\$ 3,761,111</b>	<b>\$ 3,766,589</b>
<b>Transfers</b>				
Transfer In (CIP Reimbursement)	\$ (11,735)	\$ (22,500)	\$ (36,000)	\$ (22,500)
Transfer Out (Marina Capital Contribution)	-		-	-
Transfer-Out to Depr & Improv Fund-2002 Bonds	302	-	-	-
Transfer-Out to Depr & Improv Fund-2008 Bonds	440,019	483,036	483,036	514,036
<b>Total Transfers</b>	<b>\$ 428,586</b>	<b>\$ 460,536</b>	<b>\$ 447,036</b>	<b>\$ 491,536</b>
<b>Other Revenues &amp; (Expenses)</b>				
FEMA Grants	\$ 792	\$ -	\$ -	\$ -
GO Bond Proceeds	2,810,000			
Premium on Sale of Bonds	177,154			
Other Non Operating Revenues	4,434			
<b>Total Other Revenues &amp; (Expenses)</b>	<b>\$ 2,992,379</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expenses (Net)</b>	<b>\$ 7,125,284</b>	<b>\$ 4,177,497</b>	<b>\$ 4,208,147</b>	<b>\$ 4,258,125</b>
<b>Total Revenue - Total Expenses</b>	<b>\$ (186,220)</b>	<b>\$ (87,472)</b>	<b>\$ (149,243)</b>	<b>\$ (168,813)</b>
<b>Beginning Fund Balance</b>	<b>\$ 1,457,760</b>	<b>\$ 1,300,806</b>	<b>\$ 1,271,540</b>	<b>\$ 1,122,297</b>
<b>Ending Fund Balance</b>	<b>\$ 1,271,540</b>	<b>\$ 1,213,335</b>	<b>\$ 1,122,297</b>	<b>\$ 953,483</b>
<b>Debt Service Reserve</b>				
2002 Bonds	\$ (279,500)	\$ -	\$ -	\$ -
2012 Refunded Bonds	-	(254,500)	(254,500)	(231,500)
2008 Bonds	(514,316)	(514,316)	(514,316)	(514,316)
<b>Total Debt Service Reserve</b>	<b>\$ (793,816)</b>	<b>\$ (768,816)</b>	<b>\$ (768,816)</b>	<b>\$ (745,816)</b>
<b>Total Unreserved Fund Balance</b>	<b>\$ 477,724</b>	<b>\$ 444,519</b>	<b>\$ 353,482</b>	<b>\$ 207,667</b>

CITY OF DES MOINES

2014 BUDGET REQUEST

MARINA  
ADMINISTRATION

401.100.070 ADMINISTRATION		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
575.71.10.00	SALARIES	189,019	191,111	191,111	90,333	181,769	200,117	198,664	198,664
575.71.11.00	OVERTIME	1,931	300	300	607	1,331	1,500	1,500	1,500
575.71.10	<b>SUB TOTAL</b>	190,951	191,411	191,411	90,940	183,101	201,617	200,164	200,164
575.71.20.00	BENEFITS	66,143	70,739	70,739	39,157	69,550	83,213	83,254	83,254
575.71.20.90	EMPLOYEE MED. CONTRIBUTION	(1,008)	(1,095)	(1,095)	(548)	(1,096)	(1,436)	(805)	(805)
575.71.21.00	UNIFORMS	103	250	250	-	250	-	-	-
575.71.20	<b>SUB TOTAL</b>	65,239	69,894	69,894	38,609	68,704	81,777	82,449	82,449
575.71.31.00	OFFICE/OPERATING SUPPLIES	12,058	6,000	6,000	3,622	8,805	6,000	6,000	6,000
575.71.34.07	KEYCARDS PURCHASED FOR RESALE		2,500	2,500	-	-	2,500	2,500	2,500
575.71.35.00	SMALL TOOLS & EQUIPMENT	792	1,000	1,000	746	745	1,000	1,000	1,000
575.71.35.90	SMALL EQP >\$1,000 <\$5,000	2,720	3,000	3,000	-	1,500	3,000	3,000	3,000
575.71.30	<b>SUB TOTAL</b>	15,570	12,500	12,500	4,367	11,050	12,500	12,500	12,500
575.71.41.00	PROFESSIONAL SERVICES	130,445	35,000	35,000	10,990	26,389	30,000	35,000	35,000
575.71.41.23	PROF SERV-STATE AUDIT	4,405	5,000	5,000	-	4,766	5,150	5,150	5,150
575.71.41.38	PROF SERV-ARMOR CAR SERVICES	3,812	5,211	5,211	2,010	4,025	4,267	4,267	4,267
575.71.41.43	SECURITY SERVICES	18,188	18,300	18,300	9,921	19,842	21,628	21,628	21,628
575.71.41.45	ADVERTISING	7,484	14,500	14,500	6,204	11,350	14,500	14,500	14,500
575.71.42.00	COMMUNICATIONS	11,883	9,810	9,810	3,917	8,095	10,548	10,548	10,548
575.71.43.00	TRAVEL	1,439	3,250	3,250	271	2,000	3,000	3,000	3,000
575.71.44.01	B & O TAX-CITY	2,850	2,200	2,200	1,085	3,150	3,000	3,000	3,000
575.71.44.03	B & O TAX-STATE	9,862	10,000	10,000	3,914	12,000	11,000	11,000	11,000
575.71.44.04	PARKING TAXES	19,606	14,050	14,050	5,778	21,690	20,190	20,190	20,190
575.71.45.00	OPERATING RENTAL & LEASES	1,038	2,000	2,000	242	2,000	2,000	2,000	2,000
575.71.45.01	TIDELAND LEASES	107,116	101,302	101,302	82,223	109,272	109,272	109,272	109,272
575.71.45.02	COPIER LEASE	1,829	400	400	1,646	2,850	3,000	3,000	3,000
575.71.48.00	REPAIRS & MAINTENANCE	-	1,500	1,500	-	750	1,500	1,500	1,500
575.71.49.00	MISCELLANEOUS	2,028	5,000	5,000	1,448	3,000	4,000	4,000	4,000
575.71.49.05	CREDIT CARD FEES	51,830	52,500	52,500	22,540	52,370	52,902	52,902	52,902
575.71.49.20	LAUNDRY	-	-	-	-	-	-	-	-
575.71.49.22	DUES, SCHOOLS & CONFERENCES	1,989	3,000	3,000	1,530	2,500	3,000	3,000	3,000
575.71.49.23	MISC BANK CHARGES	8,345	8,250	8,250	3,268	8,250	8,250	8,250	8,250
575.71.40	<b>SUB TOTAL</b>	384,148	291,273	291,273	156,987	294,299	304,207	312,207	312,207
575.71.51.50	FIRE SUPPRESSION-SKF&R	3,420	3,225	3,225	1,625	3,251	3,015	-	-
575.71.50	<b>SUB TOTAL</b>	3,420	3,225	3,225	1,625	3,251	3,015	-	-

CITY OF DES MOINES

2014 BUDGET REQUEST

MARINA  
ADMINISTRATION

401.100.070 ADMINISTRATION		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
575.71.91.01	GEN FUND ADMIN & ALLOC OF INDIRECT EXP	618,500	635,200	635,200	317,600	635,200	635,200	550,000	550,000
575.71.99.01	COMPUTER MAINTENANCE	36,980	27,940	27,940	13,970	27,940	20,920	20,920	20,920
575.71.99.02	COMPUTER REPLACEMENT	22,845	20,725	20,725	10,362	20,725	20,627	37,227	37,227
575.71.99.03	EQUIPMENT MAINTENANCE	9,724	9,724	9,724	4,862	9,724	9,724	9,724	9,724
575.71.99.04	EQUIPMENT REPLACEMENT	29,654	28,641	28,641	14,321	28,641	32,344	32,344	32,344
575.71.99.05	INTERFUND INSURANCE	15,565	8,140	8,140	8,140	8,140	12,135	12,135	12,135
575.71.90	<b>SUB TOTAL</b>	733,268	730,370	730,370	369,255	730,370	730,950	662,350	662,350
591.75.71.02	PRINCIPAL - 2012 REFUNDING BONDS	265,000	230,000	230,000	-	230,000	230,000	230,000	230,000
591.75.75.03	PRINCIPAL-COPIER CAPITAL LEASE	1,480	1,544	1,544	-	1,544	1,611	1,611	1,611
592.75.83.02	INTEREST-2012 REFUNDING BONDS	54,020	82,300	82,300	41,150	82,300	77,700	77,700	77,700
592.75.83.03	INTEREST-COPIER CAPITAL LEASE	250	187	187	-	187	120	120	120
592.75.85.02	FISCAL AGENT FEES/2012 GO ADV REF BONDS	487	-	-	-	-	-	-	-
592.89.84.00	BOND ISSUANCE COSTS	48,413	-	-	-	-	-	-	-
599.89.71.00	AGENT	2,917,117	-	-	-	-	-	-	-
	<b>SUB TOTAL</b>	3,286,767	314,031	314,031	41,150	314,031	309,431	309,431	309,431
594.75.64.00	EQUIPMENT	4,271	-	-	14,210	14,210	-	-	-
594.75.64.01	EQUIPMENT-COMPUTER	-	-	-	-	-	-	-	-
594.75.60	<b>SUB TOTAL</b>	4,271	-	-	14,210	14,210	-	-	-
	TRANSFER TO:								
597.71.06	DEPRECIATION/IMPROVEMENT-2002 Bonds	302	-	-	-	-	-	-	-
597.71.08	DEPRECIATION/IMPROVEMENT-2008 Bonds	440,019	-	-	-	-	-	-	-
597.71.08	DEPRECIATION/IMPROVEMENT-Capital Contr	-	-	-	-	-	-	-	-
597.71.00	<b>SUB TOTAL</b>	440,321	-	-	-	-	-	-	-
	<b>MARINA ADMINISTRATION TOTAL</b>	5,123,954	1,612,704	1,612,704	717,144	1,619,015	1,643,497	1,579,101	1,579,101

Transfer Detail:	2009	2010	2011	2012	2013	2014
	Actual	Actual	Actual	Est	Budget	Budget
2002 Bonds Debt Service	\$ 332,128	\$ 330,190	\$ 327,590	\$ 330,190	\$ -	\$ -
Fiscal Agent Fees-2002 Bonds	304	304	302	250	0	0
Fiscal Agent Fees-2008 Bonds	301	304	302	250	320	320
2008 Bonds Debt Service	298,716	82,716	394,716	347,716	482,716	513,716
Capital Contribution	265,000	265,000	0	265,000	0	0
Repair & Replacement	15,000		0	20,000	0	0
	<b>\$ 911,448</b>	<b>\$ 678,513</b>	<b>\$ 722,910</b>	<b>\$ 963,406</b>	<b>\$ 483,036</b>	<b>\$ 514,036</b>

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>401.100.070.575.71.00.00</b>					
<b>ADMINISTRATION</b>					
<b>SALARIES AND WAGES</b>					
575.71.10.00	Salaries & Wages	Provide for necessary personnel to perform administrative functions, clerical duties, and security operations.	\$ 200,117	\$ 198,664	\$ 198,664
		1.00 Harbormaster			
		1.00 Office Manager			
		0.60 Office Assistant			
		<u>2.60</u> FTE's			
575.71.11.00	Overtime	Provides funds to pay overtime in situations such as emergencies, training sessions, etc.	\$ 1,500	\$ 1,500	\$ 1,500
<b>TOTAL SALARIES AND WAGES</b>			<b>\$ 201,617</b>	<b>\$ 200,164</b>	<b>\$ 200,164</b>
<b>PERSONNEL BENEFITS</b>					
575.71.20.00	Personnel Benefits	Provides for personnel benefits for those persons assigned to the administrative division.	\$ 83,213	\$ 83,254	\$ 83,254
575.71.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependents.	\$ (1,436)	\$ (805)	\$ (805)
575.71.21.00	Uniforms	Provides uniforms for Administration.	\$ -	\$ -	\$ -
<b>TOTAL PERSONNEL BENEFITS</b>			<b>\$ 81,777</b>	<b>\$ 82,449</b>	<b>\$ 82,449</b>
<b>SUPPLIES</b>					
575.71.31.00	Office & Operating Supplies	Provides for purchase and replacement of consumable office supplies and general operating supplies such as printer, copier, and typing paper, plain envelopes, ribbons, toner, pencils, notebooks, paint, cleaning supplies, and other miscellaneous supplies.	\$ 6,000	\$ 6,000	\$ 6,000
575.71.34.07	Keycards for Resale	Keycards purchased for resale to tenants	\$ 2,500	\$ 2,500	\$ 2,500
575.71.35.00	Small Tools & Equipment	Provides for the purchase of small office equipment	\$ 1,000	\$ 1,000	\$ 1,000

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>401.100.070.575.71.00.00 ADMINISTRATION</b>					
575.71.35.90	Small Equipment >\$1,000 <\$5,000		\$ 3,000	\$ 3,000	\$ 3,000
<b>TOTAL SUPPLIES</b>			<b>\$ 12,500</b>	<b>\$ 12,500</b>	<b>\$ 12,500</b>
<b>OTHER SERVICES AND CHARGES</b>					
575.71.41.00	Professional Services	Provides for architectural, engineering or computer support that cannot be provided by City Staff, and pays for the printing and mailing of the monthly Marina moorage statements.	\$ 30,000	\$ 35,000	\$ 35,000
		Data Bar (prints and sends statements)	\$ 12,000		
		Other Consultant Services	\$ 23,000		
			<u>\$ 35,000</u>		
575.71.41.23	State Audit Services	The Marina's portion of the state audit.	\$ 5,150	\$ 5,150	\$ 5,150
575.71.41.38	Armored Car Services	Provides for daily pick-up of bank deposits by an armored car service.	\$ 4,267	\$ 4,267	\$ 4,267
575.71.41.43	Security Patrol Services	Provides for nightly security services at the Marina rendered by a private security company.	\$ 21,628	\$ 21,628	\$ 21,628
575.71.41.45	Advertising	The Marina advertises in at least two of the local boaters' directories and in one of the regional boating publications. This includes listings in the telephone directory.	\$ 14,500	\$ 14,500	\$ 14,500
575.71.42.00	Communication	Provides for telephone lines, long distance charges, postage, and certified mail for the Marina.	\$ 10,548	\$ 10,548	\$ 10,548
		Telephone Lines	\$ 5,757		
		CCU Server Hosting	\$ 1,080		
		Website Hosting	\$ 239		
		Long Distance	\$ 72		
		Postage/Courier	\$ 3,400		
			<u>\$ 10,548</u>		

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>401.100.070.575.71.00.00</b>		<b>ADMINISTRATION</b>			
575.71.43.00	Travel	Pays for mileage, lodging and meals for personnel who are required to travel. The staff will attend two meetings of the Pacific Coast Congress of Harbormasters and staff will attend local meetings of the Northwest Marine Trade Association. Also, this fund will pay travel expenses for personnel who have to travel for training sessions.	\$ 3,000	\$ 3,000	\$ 3,000
575.71.44.01	B & O Taxes-City	Provides for City B & O Taxes.	\$ 3,000	\$ 3,000	\$ 3,000
575.71.44.03	B & O Taxes-State	Provides for State B & O Taxes.	\$ 11,000	\$ 11,000	\$ 11,000
575.71.44.04	Parking Taxes	Provides for City Parking taxes.	\$ 20,190	\$ 20,190	\$ 20,190
575.71.45.00	Operating Rental		\$ 2,000	\$ 2,000	\$ 2,000
575.71.45.01	Leases	Land and other operational leases.	\$ 109,272	\$ 109,272	\$ 109,272
575.71.45.02	Copier Lease		\$ -	\$ 3,000	\$ 3,000
575.71.48.00	Repair & Maintenance	Provides for maintenance contracts on office equipment, copier, fax machine and radios.	\$ 1,500	\$ 1,500	\$ 1,500
575.71.49.00	Miscellaneous	Provides for the costs associated with printing, etc.	\$ 4,000	\$ 4,000	\$ 4,000
575.71.49.05	Bank Card Fees	Bank card fees associated with all charge card transactions, includng Marina tenant payments.	\$ 52,902	\$ 52,902	\$ 52,902
575.71.49.22	Dues, Schools & Conferences	Provides for dues for the Pacific Coast Congress of Harbormasters and the Northwest Marine Trade Association. Pays for tuition and other costs associated with training and continuing education for staff.	\$ 3,000	\$ 3,000	\$ 3,000
575.71.49.23	Misc Bank Charges	Provides for fees relating to bank's quarterly account analysis.	\$ 8,250	\$ 8,250	\$ 8,250
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>			<b>\$ 304,207</b>	<b>\$ 312,207</b>	<b>\$ 312,207</b>



# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>401.100.070.575.71.00.00</b>					
		<b>ADMINISTRATION</b>			
		<b>INTERGOVERNMENTAL SERVICES</b>			
575.71.51.01	Fire Suppression-S&KFR	Fire protection for the Marina facility.	\$ 3,015	\$ -	\$ -
		<b>TOTAL INTERGOVERNMENTAL SERVICES</b>	<b>\$ 3,015</b>	<b>\$ -</b>	<b>\$ -</b>
		<b>INTERFUND SERVICES</b>			
575.71.91.01	Gen Fund Admin & Alloc Of Indirect Exp		\$ 635,200	\$ 550,000	\$ 550,000
575.71.99.01	Computer Maintenance		\$ 20,920	\$ 20,920	\$ 20,920
575.71.99.02	Computer Replacement		\$ 20,627	\$ 37,227	\$ 37,227
575.71.99.03	Equipment Maintenance		\$ 9,724	\$ 9,724	\$ 9,724
575.71.99.04	Equipment Replacement		\$ 32,344	\$ 32,344	\$ 32,344
575.71.99.05	Interfund Insurance		\$ 12,135	\$ 12,135	\$ 12,135
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 730,950</b>	<b>\$ 662,350</b>	<b>\$ 662,350</b>
		<b>DEBT SERVICE</b>			
591.75.71.02	Principal - 2012 Refunding Bonds		\$ 230,000	\$ 230,000	\$ 230,000
591.75.75.03	Principal-Copier Capital Lease		\$ 1,611	\$ 1,611	\$ 1,611
592.75.83.02	Interest-2012 Refunding Bonds		\$ 77,700	\$ 77,700	\$ 77,700
592.75.83.03	Interest-Copier Capital Lease		\$ 120	\$ 120	\$ 120
		<b>TOTAL DEBT SERVICE</b>	<b>\$ 309,431</b>	<b>\$ 309,431</b>	<b>\$ 309,431</b>
		<b>CAPITAL OUTLAY</b>			
594.75.64.00	Equipment		\$ -	\$ -	\$ -
		<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
		<b>TOTAL ADMINISTRATIVE DIVISION</b>	<b>\$ 1,643,497</b>	<b>\$ 1,579,101</b>	<b>\$ 1,579,101</b>

CITY OF DES MOINES

2014 BUDGET REQUEST

MARINA SERVICES

		2012	2013	2013	2013	2013	2014	2014	2014
		ACTUAL	ADOPTED	AMEND	ACTUAL	YE EST	DEPT	EXEC	ADOPTED
401.200.070	SERVICES				Jan-June	YR TOTAL	REQUEST	AMEND	
575.72.10.00	SALARIES	251,852	174,292	174,292	97,382	197,216	180,180	179,090	179,090
575.72.11.00	OVERTIME	7,608	7,500	7,500	1,269	5,000	5,500	5,000	5,000
575.72.12.00	SALARIES: SEASONAL	63,165	47,021	47,021	9,112	41,250	47,021	47,021	47,021
575.72.10	<b>SUB TOTAL</b>	322,625	228,813	228,813	107,763	243,466	232,701	231,111	231,111
575.72.20.00	BENEFITS	112,791	88,546	88,546	52,594	103,626	106,052	100,664	100,664
575.72.20.90	EMPLOYEE MED. CONTRIBUTION	(2,791)	(2,582)	(2,582)	(1,291)	(2,582)	(3,298)	(3,126)	(3,126)
575.72.21.00	UNIFORMS	2,035	1,500	1,500	215	1,300	1,500	1,500	1,500
575.72.22.00	BENEFITS - SEASONAL	11,140	7,599	7,599	1,476	6,810	7,704	7,704	7,704
575.72.20	<b>SUB TOTAL</b>	123,175	95,063	95,063	52,994	109,154	111,958	106,742	106,742
575.72.31.00	OFFICE & OPERATING SUPPLIES	21,116	25,000	25,000	11,556	25,000	25,000	25,000	25,000
575.72.34.01	DIESEL FUEL FOR RESALE	562,242	609,168	609,168	240,943	678,360	678,360	678,360	678,360
575.72.34.02	UNLEADED FUEL FOR RESALE	492,924	518,063	518,063	152,506	503,027	503,027	503,027	503,027
575.72.34.03	BAIT & ICE FOR RESALE	2,989	2,500	2,500	1,910	3,100	2,500	2,500	2,500
575.72.34.04	PROPANE & FUEL PROD FOR RESALE	2,840	2,500	2,500	380	2,500	2,500	2,500	2,500
575.72.34.05	ITEMS PURCHASED FOR RESALE	465	3,000	3,000	750	1,000	1,000	1,000	1,000
575.72.35.00	SMALL TOOLS & EQUIPMENT	1,702	1,000	1,000	62	1,000	1,000	1,000	1,000
575.72.35.90	SMALL EQP >\$1,000 <\$5,000	-	2,000	2,000	1,846	1,850	2,000	2,000	2,000
575.72.30	<b>SUB TOTAL</b>	1,084,277	1,163,231	1,163,231	409,954	1,215,837	1,215,387	1,215,387	1,215,387
575.72.41.00	PROFESSIONAL SERVICES	1,359	2,500	2,500	457	1,750	2,500	2,500	2,500
575.72.42.00	COMMUNICATIONS	108	-	-	25	25	-	-	-
575.72.43.00	TRAVEL	-	-	-	50	50	-	-	-
575.72.45.00	OPERATING RENTAL & LEASES	-	-	-	-	-	-	-	-
575.72.46.00	INSURANCE	-	1,125	1,125	-	1,125	1,125	1,125	1,125
575.72.48.14	REPAIRS & MAINTENANCE-FUEL DOCK	6,375	7,500	7,500	4,304	7,500	7,500	7,500	7,500
575.72.48.19	REPAIRS & MAINTENANCE-HOISTS	-	1,500	1,500	-	1,500	1,500	1,500	1,500
575.72.49.00	MISCELLANEOUS	93	3,000	3,000	131	1,000	3,000	3,000	3,000
575.72.49.01	LAUNDRY	-	-	-	-	-	-	-	-
575.72.49.06	SPECIAL EVENTS	14,016	-	-	-	-	-	-	-
575.72.49.22	DUES, SCHOOLS & CONFERENCES	555	75	75	519	519	-	-	-
575.72.40	<b>SUB TOTAL</b>	22,506	15,700	15,700	5,486	13,469	15,625	15,625	15,625
575.72.99.05	INTERFUND INSURANCE	26,479	26,956	26,956	26,956	26,956	27,545	27,545	27,545
575.72.90	<b>SUB TOTAL</b>	26,479	26,956	26,956	26,956	26,956	27,545	27,545	27,545
594.75.64.00	EQUIPMENT	7,070	-	-	-	-	-	-	-
	<b>SUB TOTAL</b>	7,070	-	-	-	-	-	-	-
	<b>MARINA SERVICE DIVISION TOTAL</b>	1,586,132	1,529,763	1,529,763	603,153	1,608,882	1,603,216	1,596,410	1,596,410

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>401.200.070.575.72.00.00</b>		<b>SERVICES</b>			
		<b>SALARIES AND WAGES</b>			
575.72.10.00	Salaries and Wages	Provides salaries for personnel who perform service functions and related support activities.  0.90 Service Manager <u>2.00</u> Habor Attendants <u>2.90</u> FTE's	\$ 180,180	\$ 179,090	\$ 179,090
575.72.11.00	Overtime	Provides funds for paying staff for overtime. Situations that might require using overtime in the service areas are emergencies or special events.	\$ 5,500	\$ 5,000	\$ 5,000
575.72.12.00	Salaries: Seasonal	Seasonal part-time employees = 3,798 hours 1.827 FTE's	\$ 47,021	\$ 47,021	\$ 47,021
		<b>TOTAL SALARIES AND WAGES</b>	<b>\$ 232,701</b>	<b>\$ 231,111</b>	<b>\$ 231,111</b>
		<b>PERSONNEL BENEFITS</b>			
575.72.20.00	Personnel Benefits	Provides for personnel benefits for those persons assigned to the service division.	\$ 106,052	\$ 100,664	\$ 100,664
575.72.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.	\$ (3,298)	\$ (3,126)	\$ (3,126)
575.72.21.00	Uniforms		\$ 1,500	\$ 1,500	\$ 1,500
575.72.22.00	Benefits-Seasonal	Provides for benefits for seasonal employees.	\$ 7,704	\$ 7,704	\$ 7,704
		<b>TOTAL PERSONNEL BENEFITS</b>	<b>\$ 111,958</b>	<b>\$ 106,742</b>	<b>\$ 106,742</b>

## BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>401.200.070.575.72.00.00</b>		<b>SERVICES</b>			
		<b>SUPPLIES</b>			
575.72.31.00	Office & Operating Supplies	Provides for purchase and replacement of consumable office supplies and general operating supplies such as cash register tape, cleaning supplies, and printer paper, ribbons, pencils, general cleaning supplies, etc. It also provides for supplies for the receipt accounting system, moorage envelopes, and signs.	\$ 25,000	\$ 25,000	\$ 25,000
575.72.34.02	Fuel for Resale	Provides unleaded gasoline and diesel fuel for resale for use on vessels.	\$ 1,181,387	\$ 1,181,387	\$ 1,181,387
575.72.34.03	Bait & Ice for Resale	Provides for the resale of bait and ice.	\$ 2,500	\$ 2,500	\$ 2,500
575.72.34.04	Propane & Fuel Prod for Resale	Provides for propane and other oils and lubricants for resale.	\$ 2,500	\$ 2,500	\$ 2,500
575.72.34.05	Items Purchased for Resale		\$ 1,000	\$ 1,000	\$ 1,000
575.72.35.00	Small Tools & Equipment	Provides for the purchase of small tools or equipment needed to accomplish service tasks.	\$ 1,000	\$ 1,000	\$ 1,000
575.72.35.90	Small Equipment >\$1,000 <\$5,000	Provides for the purchase of small equipment worth more than \$1,000 but less than \$5,000	\$ 2,000	\$ 2,000	\$ 2,000
		<b>TOTAL SUPPLIES</b>	<b>\$ 1,215,387</b>	<b>\$ 1,215,387</b>	<b>\$ 1,215,387</b>

## BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>401.200.070.575.72.00.00</b>		<b>SERVICES</b>			
		<b>OTHER SERVICES AND CHARGES</b>			
575.72.41.00	Professional Services	Provides for environmental services, including hazmat disposal services.	\$ 2,500	\$ 2,500	\$ 2,500
575.72.46.00	Insurance		\$ 1,125	\$ 1,125	\$ 1,125
575.72.48.14	Repairs & Maintenance-Fuel Dock	Pays for annual inspection and maintenance service for fuel tanks, fuel lines and fuel pumps.	\$ 7,500	\$ 7,500	\$ 7,500
575.72.48.19	Repairs & Maintenance - Hoists	Pays for annual inspection and maintenance service for hoists.	\$ 1,500	\$ 1,500	\$ 1,500
575.72.49.00	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.	\$ -	\$ -	\$ -
575.72.49.22	Dues, Schools, & Conferences	Provides for membership dues & training registration fees.	\$ -	\$ -	\$ -
		<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>\$ 15,625</b>	<b>\$ 15,625</b>	<b>\$ 15,625</b>
		<b>INTERFUND SERVICES</b>			
575.72.99.05	Interfund Insurance		\$ 27,545	\$ 27,545	\$ 27,545
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 27,545</b>	<b>\$ 27,545</b>	<b>\$ 27,545</b>
		<b>EQUIPMENT</b>			
594.75.64.00	Equipment		\$ -	\$ -	\$ -
		<b>TOTAL SERVICE DIVISION</b>	<b>\$ 1,603,216</b>	<b>\$ 1,596,410</b>	<b>\$ 1,596,410</b>

CITY OF DES MOINES

2014 BUDGET REQUEST

MARINA  
MAINTENANCE

401.300.070	MAINTENANCE	2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
575.73.10.00	SALARIES	122,276	193,146	193,146	94,841	193,187	197,636	196,508	196,508
575.73.11.00	OVERTIME	5,891	5,000	5,000	852	3,206	5,000	5,000	5,000
575.73.19.00	COMP ABSENCE ACCRUAL (GASB 16)	(855)	-	-	-	-	-	-	-
575.73.10	<b>SUB TOTAL</b>	127,312	198,146	198,146	95,693	196,393	202,636	201,508	201,508
575.73.20.00	BENEFITS	58,798	88,948	88,948	43,287	88,695	105,146	102,342	102,342
575.73.20.90	EMPLOYEE MED. CONTRIBUTION	(1,491)	(2,073)	(2,073)	(1,036)	(2,073)	(2,716)	(2,358)	(2,358)
575.73.21.00	UNIFORMS	1,338	500	500	364	500	-	-	-
575.73.20	<b>SUB TOTAL</b>	58,645	87,375	87,375	42,615	87,122	102,430	99,984	99,984
575.73.31.00	OFFICE & OPERATING SUPPLIES	27,547	25,000	25,000	10,572	25,000	25,000	25,000	25,000
575.73.31.22	SUPPLIES - REDONDO	7,297	-	-	5,642	8,500	5,000	5,000	5,000
575.73.32.01	UNLEADED FUEL (ISF)	5,188	4,500	4,500	1,970	6,067	4,174	4,174	4,174
575.73.32.02	DIESEL FUEL (ISF)	306	218	218	571	1,142	1,108	1,108	1,108
575.73.32.05	FUEL PURCHASED FROM MARINA	2,303	2,000	2,000	1,188	2,000	2,000	2,000	2,000
575.73.33.00	ELECTRICITY	77,328	85,000	85,000	44,767	80,808	84,525	84,525	84,525
575.73.35.00	SMALL TOOLS & EQUIPMENT	1,884	3,000	3,000	1,888	3,000	3,000	3,000	3,000
575.73.35.90	SMALL EQP >\$1,000 <\$5,000	11,078	3,500	3,500	-	1,900	3,500	3,500	3,500
575.73.30	<b>SUB TOTAL</b>	132,932	123,218	123,218	66,598	128,417	128,307	128,307	128,307
575.73.41.00	PROFESSIONAL SERVICES	2,914	6,000	6,000	3,344	4,000	13,000	13,000	13,000
575.73.42.00	COMMUNICATION	657	-	-	657	1,322	1,362	1,362	1,362
575.73.43.00	TRAVEL	-	-	-	-	-	-	-	-
575.73.45.00	OPERATING RENTALS & LEASES	350	4,000	4,000	2,746	4,000	4,000	4,000	4,000
575.73.47.xx	UTILITIES	76,511	75,000	75,000	36,164	76,224	79,416	79,416	79,416
575.73.48.00	REPAIRS & MAINTENANCE	13,584	15,000	15,000	4,907	15,000	15,000	15,000	15,000
575.73.48.30	BOAT YARD REPAIRS & MTC	342	-	-	-	1,000	-	-	-
575.73.49.00	MISCELLANEOUS	684	1,500	1,500	-	1,500	1,500	1,500	1,500
575.73.49.22	DUES, SCHOOLS & CONFERENCES	500	325	325	320	325	-	-	-
575.73.49.25	PRINTING AND BINDING	43	100	100	-	100	-	-	-
575.73.40	<b>SUB TOTAL</b>	95,585	101,925	101,925	48,138	103,471	114,278	114,278	114,278
575.73.99.05	INTERFUND INSURANCE	7,542	8,506	8,506	8,506	8,506	8,121	8,121	8,121
575.73.90	<b>SUB TOTAL</b>	7,542	8,506	8,506	8,506	8,506	8,121	8,121	8,121
594.75.63.00	OTHER IMPROVEMENTS	-	-	-	-	-	-	-	-
594.75.64.00	EQUIPMENT	4,918	-	-	-	-	-	-	-
594.75.60	<b>SUB TOTAL</b>	4,918	-	-	-	-	-	-	-
<b>MARINA MAINTENANCE DIVISION TOTAL</b>		426,934	519,170	519,170	261,548	523,909	555,772	552,198	552,198

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>401.300.070.575.73.00.00</b>		<b>MAINTENANCE</b>			
		<b>SALARIES AND WAGES</b>			
575.73.10.00	Salaries and Wages	Provides salaries for personnel who perform maintenance functions and related support activities. 1.00 Marina Maintenance Manager 2.00 Harbor Attendants 0.30 Landscaping Specialist <u>3.30 FTE's</u>	\$ 197,636	\$ 196,508	\$ 196,508
575.73.11.00	Overtime	Provides for paying staff overtime. Situations that might require the use of overtime are emergencies and special events.	\$ 5,000	\$ 5,000	\$ 5,000
		<b>TOTAL SALARIES AND WAGES</b>	<b>\$ 202,636</b>	<b>\$ 201,508</b>	<b>\$ 201,508</b>
		<b>PERSONNEL BENEFITS</b>			
575.73.20.00	Personnel Benefits	Provides for personnel benefits for those persons assigned to the maintenance division.	\$ 105,146	\$ 102,342	\$ 102,342
575.73.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependents.	\$ (2,716)	\$ (2,358)	\$ (2,358)
575.73.21.00	Uniforms		\$ -	\$ -	\$ -
		<b>TOTAL PERSONNEL BENEFITS</b>	<b>\$ 102,430</b>	<b>\$ 99,984</b>	<b>\$ 99,984</b>

## BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>401.300.070.575.73.00.00</b>		<b>MAINTENANCE</b>			
		<b>SUPPLIES</b>			
575.73.31.00	Operating Supplies	Provides for purchase and replacement of consumable operating supplies such as paint, lumber, hardware, and other miscellaneous operating supplies as needed by the maintenance division to properly carry out their mission. Provides for increased plank replacement, purchase of piping, conduit, and other materials necessary to maintain the Marina in an excellent condition. This work includes painting trusses, landscaping and groundskeeping.	\$ 25,000	\$ 25,000	\$ 25,000
575.73.31.22	Operating Supplies-Redondo	Provides for purchase operating supplies for the Marina Redondo site.	\$ 5,000	\$ 5,000	\$ 5,000
575.73.32.01	Fuel-Unleaded	Provides fuel for Marina trucks and the two utility vehicles. This fuel is purchased from the City's internal fuel system.	\$ 4,174	\$ 4,174	\$ 4,174
575.73.32.02	Fuel-Diesel	Provides for diesel fuel purchased from the City for Marina vehicles.	\$ 1,108	\$ 1,108	\$ 1,108
575.73.32.05	Fuel Purchased from the Marina	Unleaded fuel purchased from the Marina for Marina use.	\$ 2,000	\$ 2,000	\$ 2,000
575.73.33.00	Electricity	Provides for electrical service to our moorage holders.	\$ 84,525	\$ 84,525	\$ 84,525
575.73.35.00	Small tools & Equipment	This provides for small tools and consumable shop equipment such as saw blades and drill bits, and small hand tools.	\$ 3,000	\$ 3,000	\$ 3,000
575.73.35.90	Small Equipment >\$1,000 <\$5,000		\$ 3,500	\$ 3,500	\$ 3,500
		<b>TOTAL SUPPLIES</b>	<b>\$ 128,307</b>	<b>\$ 128,307</b>	<b>\$ 128,307</b>



# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>401.300.070.575.73.00.00</b>		<b>MAINTENANCE</b>			
		<b>OTHER SERVICES &amp; CHARGES</b>			
575.73.41.00	Professional Services	Provides for contract services and for professional consultations on maintenance problems involving Marina structures or systems (i.e.electrical & plumbing).	\$ 13,000	\$ 13,000	\$ 13,000
575.73.42.00	Communication	Provides for the Fuel Dock internet service.	\$ 1,362	\$ 1,362	\$ 1,362
575.73.45.00	Operating Rental and Leases	Provide for rental of high cost-low usage equipment, as needed at the Marina, necessary to perform certain tasks at the Marina. Equipment needed are lawn thatching machine, specialized saws, field welders, cranes, etc.	\$ 4,000	\$ 4,000	\$ 4,000
575.73.47.00	Utilities	Marina utilities charges. This includes water, garbage, and sewer. Also includes Utilities for Redondo Ramp & Pier.	\$ 79,416	\$ 79,416	\$ 79,416
575.73.47.01		Electric	\$ 4,785		
575.73.47.02		Water	\$ 16,308		
575.73.47.03		Sewer	\$ 14,438		
575.73.47.04		SWM	\$ 20,824		
575.73.47.05		Garbage	\$ 21,630		
575.73.47.10		Cable	\$ 1,431		
			\$ 79,416		
575.73.48.00	Repair and Maintenance	Provide for repairs to the carts, Harbor 1, Dry Shed hoists, plumbing/electrical repairs, and other contractual services associated with the maintenance and operation of the marina that are beyond the capabilities of the maintenance personnel. This includes annual inspection and servicing of the fire extinguishers, and testing back pressure valves on the water system throughout the Marina.	\$ 15,000	\$ 15,000	\$ 15,000

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>401.300.070.575.73.00.00</b>		<b>MAINTENANCE</b>			
575.73.49.00	Miscellaneous	Provides for miscellaneous consumable supplies.	\$ 1,500	\$ 1,500	\$ 1,500
575.72.49.22	Dues, Schools, & Conferences	Provides for membership dues & training registration fees.	\$ -	\$ -	\$ -
558.50.49.25	Printing	To provide for printing costs.	\$ -	\$ -	\$ -
		<b>TOTAL OTHER SERVICE &amp; CHARGES</b>	<b>\$ 114,278</b>	<b>\$ 114,278</b>	<b>\$ 114,278</b>
		<b>INTERFUND SERVICES</b>			
575.73.99.05	Interfund Insurance		\$ 8,121	\$ 8,121	\$ 8,121
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 8,121</b>	<b>\$ 8,121</b>	<b>\$ 8,121</b>
		<b>CAPITAL OUTLAY</b>			
594.75.64.00	Equipment		\$ -	\$ -	\$ -
		<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
		<b>TOTAL MAINTENANCE DIVISION</b>	<b>\$ 555,772</b>	<b>\$ 552,198</b>	<b>\$ 552,198</b>

CITY OF DES MOINES

2014 BUDGET REQUEST

MARINA  
SPECIAL EVENTS

401.400.070	SPECIAL EVENTS	2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
575.74.10.00	SALARIES OVERTIME	- -	24,461 -	24,461 -	954 -	2,024 -	24,314 2,000	24,167 2,000	24,167 2,000
575.74.10	<b>SUB TOTAL</b>	-	24,461	24,461	954	2,024	26,314	26,167	26,167
575.74.20.00	BENEFITS	-	8,927	8,927	159	345	10,631	10,501	10,501
575.74.20.90	EMPLOYEE MED. CONTRIBUTION	-	-	-	-	-	(84)	(80)	(80)
575.74.20	<b>SUB TOTAL</b>	-	8,927	8,927	159	345	10,547	10,421	10,421
575.74.31.00	OFFICE & OPERATING SUPPLIES	-	1,875	1,875	38	-	-	-	-
575.74.35.00	SMALL TOOLS & EQUIPMENT	-	500	500	-	-	-	-	-
575.74.30	<b>SUB TOTAL</b>	-	2,375	2,375	38	-	-	-	-
575.74.41.00	PROFESSIONAL SERVICES	-	4,282	4,282	560	-	-	-	-
575.74.43.00	TRAVEL	-	-	-	-	-	-	-	-
575.74.41.45	ADVERTISING	-	2,500	2,500	-	-	-	-	-
575.74.45.00	OPERATING RENTALS & LEASES	-	2,235	2,235	-	-	-	-	-
575.74.49.00	MISCELLANEOUS	-	3,233	3,233	10	-	-	-	-
575.74.49.25	PRINTING AND BINDING	-	375	375	-	-	-	-	-
575.74.40	<b>SUB TOTAL</b>	-	12,625	12,625	570	-	-	-	-
575.74.99.01	COMPUTER MAINTENANCE	-	2,260	2,260	1,130	2,260	1,675	1,675	1,675
575.74.99.02	COMPUTER REPLACEMENT	-	279	279	140	279	400	400	400
575.74.99.05	INTERFUND INSURANCE	-	4,397	4,397	4,397	4,397	217	217	217
575.74.90	<b>SUB TOTAL</b>	-	6,936	6,936	5,667	6,936	2,292	2,292	2,292
<b>SPECIAL EVENTS DIVISION TOTAL</b>		0	55,324	55,324	7,388	9,305	39,153	38,880	38,880
<b>MAINTENANCE TOTAL</b>		426,934	519,170	519,170	261,548	523,909	555,772	552,198	552,198
<b>SERVICES TOTAL</b>		1,586,132	1,529,763	1,529,763	603,153	1,608,882	1,603,216	1,596,410	1,596,410
<b>ADMINISTRATION TOTAL</b>		4,683,633	1,612,704	1,612,704	717,144	1,619,015	1,643,497	1,579,101	1,579,101
<b>TRANSFERS-OUT</b>		440,321	483,036	483,036	129,159	483,036	514,036	514,036	514,036
<b>TOTAL MARINA REVENUE FUND EXPENDITURES</b>		7,137,019	4,199,997	4,199,997	1,718,392	4,244,148	4,355,674	4,280,625	4,280,625
<b>401.000.000</b>									
508.10.00	ENDING FUND BALANCE-RESERVED	-	768,816	768,816	-	768,816	768,816	768,816	768,816
508.80.00	ENDING FUND BALANCE- UNRESERVED	1,457,760	444,518	444,518		353,482	79,213	184,668	184,668
<b>TOTAL MARINA REVENUE FUND</b>		8,594,779	5,413,331	5,413,331	1,718,392	5,366,446	5,203,702	5,234,109	5,234,109

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>401.400.070.575.74.00.00</b>		<b>SPECIAL EVENTS</b>			
		<b>SALARIES AND WAGES</b>			
575.74.10.00	Salaries and Wages	Provides salaries for personnel who perform special events functions. 0.10 Service Manager 0.40 Events Specialist <u>0.50 FTE's</u>	\$ 24,314	\$ 24,167	\$ 24,167
575.74.11.00	Overtime		\$ 2,000	\$ 2,000	\$ 2,000
		<b>TOTAL SALARIES AND WAGES</b>	<b>\$ 26,314</b>	<b>\$ 26,167</b>	<b>\$ 26,167</b>
		<b>PERSONNEL BENEFITS</b>			
575.74.20.00	Personnel Benefits	Provides for personnel benefits for those persons assigned to the special events division.	\$ 10,631	\$ 10,501	\$ 10,501
575.74.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependents.	\$ (84)	\$ (80)	\$ (80)
		<b>TOTAL PERSONNEL BENEFITS</b>	<b>\$ 10,547</b>	<b>\$ 10,421</b>	<b>\$ 10,421</b>
		<b>SUPPLIES</b>			
575.74.31.00	Operating Supplies	Provides for purchase operating supplies for special events functions.	\$ -	\$ -	\$ -
575.74.35.00	Small tools & Equipment	Provides for the purchase of small office equipment.	\$ -	\$ -	\$ -
		<b>TOTAL SUPPLIES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>401.400.070.575.74.00.00</b>					
		<b>SPECIAL EVENTS</b>			
		<b>OTHER SERVICES &amp; CHARGES</b>			
575.74.41.00	Professional Services	Provides professional services as needed (e.g., brochure design services, etc ).	\$ -	\$ -	\$ -
575.74.41.45	Advertising	Provides advertisements for Marina special events.	\$ -	\$ -	\$ -
575.74.45.00	Operating Rental and Leases	Provide for rental of equipment as needed for special events functions, such as Marina boat shows, etc.	\$ -	\$ -	\$ -
575.73.49.00	Miscellaneous	Provides for miscellaneous consumable supplies.	\$ -	\$ -	\$ -
575.74.49.25	Printing and Binding	Provides for printing of brochures associated with events such as Fireworks Over Des Moines, Marina boat and car shows, etc.	\$ -	\$ -	\$ -
		<b>TOTAL OTHER SERVICE &amp; CHARGES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
		<b>INTERFUND SERVICES</b>			
575.74.99.01	Computer Interfund Maintenance		\$ 1,675	\$ 1,675	\$ 1,675
575.74.99.02	Computer Interfund Replacement		\$ 400	\$ 400	\$ 400
575.73.99.05	Interfund Insurance		\$ 217	\$ 217	\$ 217
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 2,292</b>	<b>\$ 2,292</b>	<b>\$ 2,292</b>
		<b>TOTAL SPECIAL EVENTS DIVISION</b>	<b>\$ 39,153</b>	<b>\$ 38,880</b>	<b>\$ 38,880</b>

## BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>401.500.070.597.75.00.00</b>			<b>TRANSFERS OUT</b>		
597.75.00.00	Transfer-out/Fund 406	This is a transfer out to Fund 406 for annual debt service payment.	\$ 483,036	\$ 514,036	\$ 514,036
<b>TOTAL TRANSFERS</b>			<b>\$ 483,036</b>	<b>\$ 514,036</b>	<b>\$ 514,036</b>
<b>TOTAL MARINA REVENUE FUND EXPENDITURES</b>			<b>\$ 3,841,638</b>	<b>\$ 3,766,589</b>	<b>\$ 3,766,589</b>
<b>401.000.000.508.10.00.00</b>			<b>ENDING FUND BALANCES</b>		
508.10.00.00	Ending Fund Balance-Reserved		\$ 768,816	\$ 768,816	\$ 768,816
508.80.00.00	Ending Fund Balance-Unreserved		\$ 245,870	\$ 258,799	\$ 353,482
<b>TOTAL ENDING FUND BALANCES</b>			<b>\$ 1,014,686</b>	<b>\$ 1,027,615</b>	<b>\$ 1,122,298</b>
<b>TOTAL INCLUDING ENDING FUND BALANCE</b>			<b>\$ 5,339,360</b>	<b>\$ 5,308,239</b>	<b>\$ 5,402,922</b>

# BUDGET NARRATIVE

2014

FUND: **MARINA REPAIR AND REPLACEMENT**

DEPARTMENT: **MARINA**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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<b>403.XXX.070.575.75.00.00</b>	<b>MARINA REPAIR AND REPLACEMENT FUND</b>	<b><u>\$1,015,367</u></b>	<b><u>\$1,015,367</u></b>	<b><u>\$1,015,367</u></b>
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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.

<b>2013 Beginning Fund Balance</b>	<b>\$</b>	<b>344,429</b>
Expenses	\$	(280,000)
Interest Income	\$	513
Insurance Recoveries	\$	200,000
		<b>264,942</b>
<b>2014 Beginning Fund Balance</b>	<b>\$</b>	<b>264,942</b>
Expenses	\$	(770,000)
Interest Income	\$	425
Insurance Recoveries	\$	750,000
Transfer from Fund 401	\$	-
		<b>245,367</b>
<b>2014 Ending Fund Balance</b>	<b>\$</b>	<b><u>245,367</u></b>

CITY OF DES MOINES

2014 BUDGET REQUEST

MARINA  
MARINA REPAIR AND REPLACEMENT

403.XXX.070 MARINA REPAIR AND REPLACEMENT FUND		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 ESTIMATE YR TOTAL	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
<b>403.100.070</b>	<b>REPAIRS &amp; MAINTENANCE:</b>								
575.75.41.00	PROFESSIONAL SERVICES	-	-	-	336				
575.75.48.00	REPAIRS AND MAINTENANCE	2,781	20,000	20,000	16,232	17,000	20,000	20,000	20,000
575.75.49.00	MISCELLANEOUS				420				
	<b>SUBTOTAL</b>	2,781	20,000	20,000	16,988	17,000	20,000	20,000	20,000
<b>403.200.070</b>	<b>MARINA FIRE 6/23/13:</b>								
575.75.10.00	SALARIES & WAGES				8,352				
575.75.11.00	OVERTIME				2,429				
575.75.20.00	PERSONNEL BENEFITS				1,911				
575.75.31.00	OFFICE AND OPERATING SUPPLIES				768				
575.75.32.05	FUEL PURCHASED FROM THE MARINA				40				
575.75.41.00	PROFESSIONAL SERVICES				4,075				
575.75.45.00	OPERATING RENTALS & LEASES				530				
575.75.48.00	REPAIRS AND MAINTENANCE				-				
575.75.49.00	MISCELLANEOUS				131				
594.75.63.00	OTHER IMPROVEMENTS (PH 1)			260,000	317	263,000			
594.75.63.18	PH-2 -J DOCK REBUILD				-		750,000	750,000	750,000
	<b>SUBTOTAL</b>	-	-	260,000	18,553	263,000	750,000	750,000	750,000
	<b>TOTAL MARINA REPAIR AND REPLACEMENT FUND</b>	2,781	20,000	280,000	35,541	280,000	770,000	770,000	770,000
<b>403.000.000</b>	<b>ENDING FUND BALANCE:</b>								
508.10.00.00	ENDING FUND BALANCE-RESERVED	344,429	305,980	324,629	-	264,942	245,367	245,367	245,367
		347,210	325,980	604,629	35,541	544,942	1,015,367	1,015,367	1,015,367



**BUDGET NARRATIVE  
2014**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>403.100.070.575.75.00.00</b>	<b>MARINA REPAIR AND REPLACEMENT</b>				
	<b>REPAIRS AND MAINTENANCE:</b>				
575.75.48.00	Repairs and Maintenance		\$ 20,000	\$ 20,000	\$ 20,000
	<b>TOTAL REPAIRS AND MAINTENANCE</b>		<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>
<b>403.200.070.575.75.00.00</b>	<b>MARINA FIRE 6/23/13:</b>				
594.75.63.18	PH 2 - J Dock Rebuild		\$ 750,000	\$ 750,000	\$ 750,000
	<b>TOTAL MARINA FIRE 6/23/13</b>		<b>\$ 750,000</b>	<b>\$ 750,000</b>	<b>\$ 750,000</b>
403.000.000.508.10.00.00	Ending Fund Balance - Reserved		\$ 245,367	\$ 245,367	\$ 245,367
	<b>TOTAL ENDING FUND BALANCE</b>		<b>\$ 245,367</b>	<b>\$ 245,367</b>	<b>\$ 245,367</b>
	<b>TOTAL MARINA REPAIR AND REPLACEMENT FUND</b>		<b>\$ 1,015,367</b>	<b>\$ 1,015,367</b>	<b>\$ 1,015,367</b>

## BUDGET NARRATIVE 2014

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

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

	Projection 2013	Budget 2014
<b>BEGINNING FUND BALANCE **</b>	\$ 1,256,487	\$ 1,153,086
<b>REVENUE</b>		
Storm Drainage Fees	\$ 2,364,945	\$ 2,410,663
Partial Year Storm Drainage Fees	5,000	5,000
Utility Tax on Storm Drainage Fees	141,897	144,640
SWM - Engineering Plan Review Fees	49,299	43,630
Interest Income	2,500	3,000
Other Misc Charges	13,000	13,000
NPDES Grant	-	50,000
Salary CIP Reimbursement	15,000	30,000
<b>REVENUE</b>	<b>\$ 2,591,641</b>	<b>\$ 2,699,933</b>
<b>OPERATING EXPENSES</b>		
SWM Engineering	\$ (771,061)	\$ (1,060,661)
SWM Maintenance	(963,380)	(1,079,511)
SWM NPDES	(250,065)	(311,172)
<b>Total Operating Expenses</b>	<b>\$ (1,984,506)</b>	<b>\$ (2,451,344)</b>
<b>TRANSFER-OUT TO FUND 451</b>	\$ (709,484)	\$ (486,455)
(Annual Cash Available for capital projects and debt service)		
<b>TRANSFER-OUT TO FUND 220</b>	(1,052)	(1,052)
(for Energy Savings Prog)		
<b>ENDING FUND BALANCE</b>	<b>\$ 1,153,086</b>	<b>\$ 914,168</b>

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

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

**CITY OF DES MOINES**  
**SURFACE WATER MANAGEMENT REVENUE REQUIREMENTS**

Revenue Requirements	2011 Actual	2012 Actual	2013 Estimate	2014 Forecast	2015 Forecast	2016 Forecast
Rate Revenues	\$ 2,274,323	\$ 2,308,392	\$ 2,410,781	\$ 2,464,059	\$ 2,532,643	\$ 2,603,140
Billing Correction						
Growth Factor (0.5% 2011-2014)				11,643	11,970	12,307
<b>Total Rate Revenues</b>	<b>\$ 2,274,323</b>	<b>\$ 2,308,392</b>	<b>\$ 2,410,781</b>	<b>\$ 2,475,702</b>	<b>\$ 2,544,613</b>	<b>\$ 2,615,447</b>
<b>Monthly Rate (Residential Billing Unit)</b>	<b>\$11.56</b>	<b>\$11.85</b>	<b>\$12.20</b>	<b>\$14.24</b>	<b>\$14.57</b>	<b>\$14.90</b>
<b>Rate Increase</b>						
ENR Cost Index - March	-0.80%	1.00%	3.60%	4.10%	3.00%	3.00%
Sea Consumer Price Index - June	-0.50%	3.20%	2.70%	1.40%	2.00%	2.00%
ENR Cost Index @ 30%	-0.24%	0.30%	1.08%	1.23%	0.90%	0.90%
Sea Consumer Price Index @ 70%	<u>-0.35%</u>	<u>2.24%</u>	<u>1.89%</u>	<u>0.98%</u>	<u>1.40%</u>	<u>1.40%</u>
Base Rate Increase	-0.59%	2.54%	2.97%	2.21%	2.30%	2.30%
Phase-in	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
CPI correction/adjustments	<u>0.59%</u>	<u>0.00%</u>	<u>0.00%</u>	<u>0.00%</u>	<u>0.00%</u>	<u>0.00%</u>
<b>Total Rate Increase</b>	<b>0.00%</b>	<b>2.54%</b>	<b>2.97%</b>	<b>2.21%</b>	<b>2.30%</b>	<b>2.30%</b>
<b>Capital Contributions - Target</b>	<b>\$ 682,297</b>	<b>\$ 682,871</b>	<b>\$ 709,484</b>	<b>\$ 742,711</b>	<b>\$ 763,384</b>	<b>\$ 784,634</b>
CIP Allocation from Rate Revenues	683,530	682,871	709,484	486,455	763,384	784,634
Utilize From Excess Operation Fund Balance	-	-	-	-	-	-
<b>Total Capital Transfer</b>	<b>\$ 683,530</b>	<b>\$ 682,871</b>	<b>\$ 709,484</b>	<b>\$ 486,455</b>	<b>\$ 763,384</b>	<b>\$ 784,634</b>
Capital Contribution (% of Rate Revenue)	30.05%	29.58%	29.43%	19.65%	30.00%	30.00%

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

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

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

CITY OF DES MOINES

2014 BUDGET REQUEST

PLANNING, BUILDING, AND PUBLIC WORKS  
SURFACE WATER MANAGEMENT  
ENGINEERING

450.100.040 ENGINEERING		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 DEPT REQ	2014 NEW REQUEST	2014 EXEC AMEND	2014 ADOPTED
531.10.10.00	SALARIES & WAGES	199,573	208,524	208,524	103,738	208,734	215,612		214,282	214,282
531.10.11.00	OVERTIME	-	2,000	2,000	-	1,000	2,000		2,000	2,000
531.10.19.00	COMP ABSENCE ACCRUAL (GASB 16)	801	-	-	-	-	-		-	-
531.10.10	SUB TOTAL	200,374	210,524	210,524	103,738	209,734	217,612	-	216,282	216,282
531.10.20.00	PERSONNEL BENEFITS	86,307	94,046	94,046	49,756	96,667	112,955		106,054	106,054
531.10.20.90	EMPLOYEE MED. CONTRIBUTION	(2,975)	(2,815)	(2,815)	(1,617)	(3,233)	(3,686)		(3,351)	(3,351)
531.10.21.00	UNIFORMS	-	-	-	101	-	-		-	-
531.10.20	SUB TOTAL	83,332	91,231	91,231	48,240	93,434	109,269	-	102,703	102,703
531.10.31.00	OFFICE/OPERATING SUPPLIES	1,604	2,500	2,500	540	2,000	2,500		2,500	2,500
531.10.32.01	UNLEADED FUEL (ISF)	1,448	1,860	1,860	645	1,291	1,365		1,365	1,365
531.10.35.00	SM TOOLS & EQUIPMENT	2,079	1,500	1,500	-	1,500	1,500		1,500	1,500
531.10.35.90	SM TOOLS & EQUIPMENT >\$1,000<\$5,000	-	3,500	3,500	-	-	3,500		3,500	3,500
531.10.30	SUB TOTAL	5,131	9,360	9,360	1,185	4,791	8,865	-	8,865	8,865
531.10.41.00	PROFESSIONAL SERVICES	57,707	93,200	93,200	49,712	55,000	73,200	250,000	323,200	323,200
531.10.41.32	JANITORIAL SERVICES	528	650	650	264	477	650		650	650
531.10.41.45	ADVERTISING	-	250	250	-	250	250		250	250
531.10.42.00	COMMUNICATIONS	1,389	1,450	1,450	240	520	611		611	611
531.10.43.00	TRAVEL	-	3,000	3,000	-	2,000	3,000		3,000	3,000
531.10.44.03	B & O TAX-STATE	43,586	45,123	45,123	22,392	41,052	42,000		42,000	42,000
531.10.44.05	UTILITY TAX	137,803	141,897	141,897	70,414	140,829	144,640		144,640	144,640
531.10.45.02	COPIER LEASE	953	975	975	956	1,196	1,200		1,200	1,200
531.10.47.00	UTILITIES	1,169	1,275	1,275	517	1,322	1,375		1,375	1,375
531.10.48.00	REPAIRS AND MAINTENANCE	-	1,000	1,000	-	1,000	1,000		1,000	1,000
531.10.49.00	MISCELLANEOUS	920	2,500	2,500	237	2,000	2,500		2,500	2,500
531.10.49.22	DUES, SCHOOLS, AND CONFERENCES	515	5,000	5,000	239	5,000	5,000		5,000	5,000
531.10.49.25	PRINTING AND BINDING	-	500	500	-	-	500		500	500
531.10.40	SUB TOTAL	244,569	296,820	296,820	144,971	250,646	275,926	250,000	525,926	525,926
531.10.99.00	INTERFUND ADMIN CHRGS.-GEN FUND	185,000	190,000	190,000	95,000	190,000	190,000		190,000	190,000
531.10.99.01	COMPUTER INTERFUND-MAINTENANCE	7,955	7,955	7,955	3,977	7,955	6,463		6,463	6,463
531.10.99.02	COMPUTER INTERFUND REPLACEMENT	1,548	1,553	1,553	777	1,553	1,775		1,775	1,775
531.10.99.05	INTERFUND INSURANCE	9,280	11,429	11,429	11,429	11,429	7,128		7,128	7,128
531.10.99.06	FACILITY REPAIR/REPLACEMENT	499	499	499	250	499	499		499	499
531.10.90	SUB TOTAL	204,282	211,436	211,436	111,433	211,436	205,865	-	205,865	205,865

CITY OF DES MOINES

2014 BUDGET REQUEST

PLANNING, BUILDING, AND PUBLIC WORKS  
SURFACE WATER MANAGEMENT  
ENGINEERING

450.100.040 ENGINEERING		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 DEPT REQ	2014 NEW REQUEST	2014 EXEC AMEND	2014 ADOPTED
591.31.75.03	PRINCIPAL-COPIER CAPITAL LEASE	872	910	910	-	910	949		949	949
592.31.83.03	INTEREST-COPIER CAPITAL LEASE	148	110	110	-	110	71		71	71
594.31.64.00	EQUIPMENT	-	-	-	-	-	-	-	-	-
SUB TOTAL		1,020	1,020	1,020	0	1,020	1,020	0	1,020	1,020
TOTAL SWM ENGINEERING		738,708	820,391	820,391	409,566	771,061	818,557	250,000	1,060,661	1,060,661

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>450.100.040.531.10.00.00 ENGINEERING</b>					
<b>SALARIES AND WAGES</b>					
531.10.10.00	Salaries & Wages	This provides salaries & wages for the following staff: 0.15 PBPW Director 0.15 Administrative Assistant II 0.70 SWM Utility Manager 1.00 Engineering Technician I 0.50 Engineering Aide 0.30 GIS Analyst <u>2.80</u> FTE's  (Remaining .3 FTE SWM Utility Manager is budgeted 0.1 FTE in 001.480 PBPW Engineering Services to perform duties related to environmental issues and utilities other than SWM and 0.2 FTE for the NPDES Permit program. The remaining 0.5 Engineering Aide is budgeted in the NPDES Permit program.)	\$ 215,612	\$ 214,282	\$ 214,282
531.10.11.00	Overtime	Provides for overtime for staff.	2,000	2,000	2,000
<b>TOTAL SALARIES AND WAGES</b>			<b>\$ 217,612</b>	<b>\$ 216,282</b>	<b>\$ 216,282</b>
<b>PERSONNEL BENEFITS</b>					
531.10.20.00	Personnel Benefits	Provides for benefits for surface water staff.	\$ 112,955	\$ 106,054	\$ 106,054
531.10.20.90	Employee Med. Contribution	Employee's share of health insurance premium cost for spouse and/or dependents.	(3,686)	(3,351)	(3,351)
<b>TOTAL PERSONNEL BENEFITS</b>			<b>\$ 109,269</b>	<b>\$ 102,703</b>	<b>\$ 102,703</b>

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>450.100.040.531.10.00.00</b>		<b>ENGINEERING</b>			
		<b>SUPPLIES</b>			
531.10.31.00	Office/Operating Supplies	Cost of office and operating supplies. Also includes office billing supplies, forms, computer paper, etc.	\$ 2,500	\$ 2,500	\$ 2,500
		Office Supplies	\$ 880		
		Plotter Materials	\$ 250		
		Photo Processing	\$ 100		
		Plan copier materials	\$ 660		
		Misc	\$ 610		
		Total	<u>\$ 2,500</u>		
531.10.32.01	Unleaded Fuel	Gasoline for two cars.	\$ 1,365	\$ 1,365	\$ 1,365
531.10.35.00	Small Tools and Equipment	Hand tools, field equipment, safety equipment.	\$ 1,500	\$ 1,500	\$ 1,500
531.10.35.90	Small Tools and Equipment >\$1,000<\$5,000		\$ 3,500	\$ 3,500	\$ 3,500
		<b>TOTAL SUPPLIES</b>	<u>\$ 8,865</u>	<u>\$ 8,865</u>	<u>\$ 8,865</u>
		<b>OTHER SERVICES AND CHARGES</b>			
531.10.41.00	Professional Services	This line item includes outside professional services that may be required for site specific engineering, tests or analysis, such as surveying, soils reports and testing. It also pays for billing and collection services provided by King County.	\$ 73,200	\$ 323,200	\$ 323,200
		K.C. Billing Services	\$ 14,700		
		K.C. Collection Services (1%)	\$ 21,500		
		2014 Stormwater Comprehensive Plan	\$ 250,000		
		Other Consultant Engineering services	\$ 25,000		
		WRIA 9	\$ 12,000		
			<u>\$ 73,200</u>		

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>450.100.040.531.10.00.00</b>		<b>ENGINEERING</b>			
531.10.41.32	Janitorial Services	Provides for janitorial services for 10% of the Public Works-Engineering Building.	\$ 650	\$ 650	\$ 650
531.10.41.45	Advertising	Expenses for advertising position openings, project bids, and legal publications.	\$ 250	\$ 250	\$ 250
531.10.42.00	Communications	Provides for postage, phone and fax service.	\$ 611	\$ 611	\$ 611
		Wireless (field laptop)	\$ 536		
		Telephone Lines	\$ -		
		Long Distance	\$ 75		
			<u>\$ 611</u>		
531.10.43.00	Travel	Travel expenses associated with training.	\$ 3,000	\$ 3,000	\$ 3,000
531.10.44.03	B & O Taxes-State	Provides for 1.8 % B & O tax to State.	\$ 42,000	\$ 42,000	\$ 42,000
531.10.44.05	Utility Tax	Provides for 6% utility tax to City.	\$ 144,640	\$ 144,640	\$ 144,640
531.10.45.02	Copier Lease	One-half copier, shared with Engineering	\$ 1,200	\$ 1,200	\$ 1,200
531.10.47.00	Utilities	Provides for 10% of the utilities for the Public Works-Engineering Building:	\$ 1,375	\$ 1,375	\$ 1,375
531.10.47.01		Electric	\$ 948		
531.10.47.02		Water	\$ 95		
531.10.47.03		Sewer	\$ 71		
531.10.47.06		Natural Gas	\$ 261		
			<u>\$ 1,375</u>		
531.10.48.00	Repairs And Maintenance	Expenses for repairs and adjustments to SWM engineering office equipment/instruments.	\$ 1,000	\$ 1,000	\$ 1,000
531.10.49.00	Miscellaneous	Minor expenses not otherwise categorized.	\$ 2,500	\$ 2,500	\$ 2,500



# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>450.100.040.531.10.00.00</b>		<b>ENGINEERING</b>			
531.10.49.22	Dues, Schools and Conferences	ASCE Membership \$ 300 WEF Membership \$ 200 Professional Licenses \$ 700 Subscriptions \$ 300 Conferences/Registrations \$ 2,000 Classes/Training* \$ 1,500 Total <u>\$ 5,000</u>	\$ 5,000	\$ 5,000	\$ 5,000
		*Includes basic training, GIS classes, safety training for confined spaces, other permit and regulation training.			
531.10.49.25	Printing And Binding	Provides for printing costs of basin plans, project specifications and manuals, large maps, exact scale reductions, color copies, etc.	\$ 500	\$ 500	\$ 500
<b>TOTAL OTHER SERVICES AND CHARGES</b>			<b>\$ 275,926</b>	<b>\$ 525,926</b>	<b>\$ 525,926</b>
<b>INTERFUND SERVICES</b>					
531.10.99.00	Interfund Administrative Charge	Indirect charge for services.	\$ 190,000	\$ 190,000	\$ 190,000
531.10.99.01	Computer Maintenance	Provides for Computer Maintenance.	\$ 6,463	\$ 6,463	\$ 6,463
531.10.99.02	Computer Replacement	Provides for replacement of computer hardware assigned to SWM Engineering.	\$ 1,775	\$ 1,775	\$ 1,775
531.10.99.05	Interfund Insurance	Division's contribution to the Self Insurance Fund.	\$ 7,128	\$ 7,128	\$ 7,128
531.10.99.06	Facility Repair and Replacement	Provides for major repairs for City facilities.	\$ 499	\$ 499	\$ 499
<b>TOTAL INTERFUND SERVICES</b>			<b>\$ 205,865</b>	<b>\$ 205,865</b>	<b>\$ 205,865</b>

## BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>450.100.040.531.10.00.00</b>		<b>ENGINEERING</b>			
		<b>DEBT SERVICES</b>			
591.31.75.03	Principal-Copier Capital Lease		\$ 949	\$ 949	\$ 949
592.31.83.03	Interest-Copier Capital Lease		\$ 71	\$ 71	\$ 71
		<b>TOTAL DEBT SERVICES</b>	<b>\$ 1,020</b>	<b>\$ 1,020</b>	<b>\$ 1,020</b>
		<b>CAPITAL OUTLAY</b>			
594.31.64.00	Equipment		\$ -	\$ -	\$ -
		<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
		<b>TOTAL ENGINEERING</b>	<b>\$ 818,557</b>	<b>\$ 1,060,661</b>	<b>\$ 1,060,661</b>

CITY OF DES MOINES

2014 BUDGET REQUEST

PLANNING, BUILDING, AND PUBLIC WORKS  
SURFACE WATER MANAGEMENT  
MAINTENANCE

		2012	2013	2013	2013	2013	2014	2014	2014
		ACTUAL	ADOPTED	AMEND	ACTUAL	EST	DEPT	EXEC	ADOPTED
450.200.040	MAINTENANCE				Jan-June	YR TOTAL	REQ	AMEND	
531.20.10.00	SALARIES & WAGES	347,627	394,941	394,941	190,864	391,912	372,757	370,368	370,368
531.20.11.00	OVERTIME	13,289	8,100	8,100	1,930	7,293	8,100	8,100	8,100
531.20.19.00	COMP ABSENCE ACCRUAL (GASB 16)	89	-	-	-	-	-	-	-
531.20.10	SUB TOTAL	361,005	403,041	403,041	192,795	399,206	380,857	378,468	378,468
531.20.20.00	PERSONNEL BENEFITS	125,654	159,361	159,361	71,236	142,619	170,404	162,948	162,948
531.20.20.90	EMPLOYEE MED. CONTRIBUTION	(1,484)	(2,356)	(2,356)	(806)	(1,613)	(2,955)	(2,810)	(2,810)
531.20.21.00	UNIFORMS	1,415	1,600	1,600	2,096	2,425	1,600		
531.20.20	SUB TOTAL	125,586	158,605	158,605	72,525	143,431	169,049	160,138	160,138
531.20.31.00	OFFICE SUPPLIES	1,872	2,000	2,000	939	2,000	2,000	2,000	2,000
531.20.31.21	REPAIR SUPPLIES	22,891	43,000	43,000	13,699	27,398	43,000	43,000	43,000
531.20.32.01	UNLEADED FUEL (ISF)	9,348	8,749	8,749	4,855	9,710	10,389	10,389	10,389
531.20.32.02	DIESEL FUEL (ISF)	21,737	23,390	23,390	13,504	27,008	26,406	26,406	26,406
531.20.35.00	SM TOOLS & EQUIPMENT	819	2,000	2,000	547	2,000	2,000	2,000	2,000
531.20.35.90	SMALL EQP >\$1,000 <\$5,000	-	5,000	5,000	-	-	5,000	5,000	5,000
531.20.30	SUB TOTAL	56,668	84,139	84,139	33,544	68,116	88,795	88,795	88,795
531.20.41.00	PROFESSIONAL SERVICES	62,331	87,500	87,500	66,167	87,500	90,600	90,600	90,600
531.20.41.32	JANITORIAL SERVICES	1,804	1,850	1,850	738	1,476	1,850	1,850	1,850
531.20.41.45	ADVERTISING	-	500	500	-	500	500	500	500
531.20.42.00	COMMUNICATIONS	2,003	2,050	2,050	1,481	2,959	3,048	3,048	3,048
531.20.43.00	TRAVEL EXPENSES	-	500	500	-	500	500	500	500
531.20.45.00	OPERATING RENTALS & LEASES	1,619	6,000	6,000	115	3,506	6,000	6,000	6,000
531.20.45.02	COPIER LEASE	55	75	75	129	56	260	260	260
531.20.47.00	UTILITIES	24,362	31,549	31,549	17,654	30,992	31,921	31,921	31,921
531.20.47.12	STREET SWEEPING DISPOSAL	12,609	22,500	22,500	1,568	14,168	22,500	22,500	22,500
531.20.48.00	REPAIRS & MTC (Vehicles & Equipment)	754	25,000	25,000	-	17,000	17,000	17,000	17,000
531.20.48.20	STREET SWEEPING	48,591	53,000	53,000	19,436	45,351	53,000	53,000	53,000
531.20.48.22	CONTRACTED DRAINAGE REPAIR	7,004	50,000	50,000	3,745	50,000	50,000	50,000	50,000
531.20.48.23	WEST NILE VIRUS MOSQUITO CONTROL	453	25,000	25,000	-	-	25,000	25,000	25,000
531.20.49.00	MISCELLANEOUS	133	3,800	3,800	133	500	500	500	500
531.20.49.20	LAUNDRY	1,737	3,100	3,100	441	1,111	1,500	1,500	1,500
531.20.49.22	DUES, SCHOOLS, & CONF	524	700	700	33	700	700	700	700
531.20.40	SUB TOTAL	163,978	313,124	313,124	111,639	256,318	304,879	304,879	304,879

CITY OF DES MOINES

2014 BUDGET REQUEST

PLANNING, BUILDING, AND PUBLIC WORKS  
SURFACE WATER MANAGEMENT  
MAINTENANCE

		2012	2013	2013	2013	2013	2014	2014	2014
		ACTUAL	ADOPTED	AMEND	ACTUAL	EST	DEPT	EXEC	ADOPTED
450.200.040 MAINTENANCE					Jan-June	YR TOTAL	REQ	AMEND	
531.20.99.01	COMPUTER MAINTENANCE	4,520	4,522	4,522	2,261	4,520	3,350	3,350	3,350
531.20.99.02	COMPUTER REPLACEMENT	1,111	1,115	1,115	558	1,111	1,118	1,118	1,118
531.20.99.03	EQUIPMENT RENTAL MAINTENANCE	32,944	42,120	42,120	21,060	32,944	38,120	38,120	38,120
531.20.99.04	EQUIPMENT RENTAL REPLACEMENT	35,262	49,094	49,094	24,547	35,262	79,500	79,500	79,500
531.20.99.05	INTERFUND INSURANCE	21,110	22,107	22,107	22,107	21,110	23,781	23,781	23,781
531.20.99.06	FAC REP AND REPLACEMENT	1,362	1,362	1,362	681	1,362	1,362	1,362	1,362
531.20.90	SUB TOTAL	96,309	120,320	120,320	71,214	96,309	147,231	147,231	147,231
594.31.64.00	EQUIPMENT - Ford F450 Super Duty Truck	46,754	-	-	-	-	-	-	-
594.31.60	SUB TOTAL	46,754	-	-	-	-	-	-	-
	TOTAL SWM MAINTENANCE	850,300	1,079,229	1,079,229	481,717	963,380	1,090,811	1,079,511	1,079,511

**BUDGET NARRATIVE**  
**2014**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>450.200.040.531.20.00.00</b>		<b>MAINTENANCE</b>			
		<b>SALARIES AND WAGES</b>			
531.20.10.00	Salaries & Wages	Provides for salaries and wages for staff. 0.30 PW & Parks Maintenance Superintendent 2.00 Senior Maintenance Workers (1.00) Senior Maintenance Worker - Moved to Parks Operations 4.00 Maintenance Workers 0.60 Asst. City Mechanic <u>5.90</u> FTE's	\$ 372,757	\$ 370,368	\$ 370,368
531.20.11.00	Overtime	Provides for standby pay and overtime.	\$ 8,100	\$ 8,100	\$ 8,100
		<b>TOTAL SALARIES AND WAGES</b>	<b>\$ 380,857</b>	<b>\$ 378,468</b>	<b>\$ 378,468</b>
		<b>PERSONNEL BENEFITS</b>			
531.20.20.00	Personnel Benefits	Provides payroll related benefits for salary and overtime for the surface water management maintenance workers.	\$ 170,404	\$ 162,948	\$ 162,948
531.20.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.	\$ (2,955)	\$ (2,810)	\$ (2,810)
531.20.21.00	Uniforms	Provided uniform replacement and annual purchase of steel-toed boots.	\$ 1,600	\$ -	\$ -
		<b>TOTAL PERSONNEL BENEFITS</b>	<b>\$ 169,049</b>	<b>\$ 160,138</b>	<b>\$ 160,138</b>

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>450.200.040.531.20.00.00</b>		<b>MAINTENANCE</b>			
		<b>SUPPLIES</b>			
531.20.31.00	Office Supplies	Cost of office and operating supplies. Also includes billing supplies, forms, computer paper, etc.	\$ 2,000	\$ 2,000	\$ 2,000
531.20.31.21	Repair Supplies	Cost of repair supplies, pipe, couplings, pit run gravel and safety supplies.	\$ 43,000	\$ 43,000	\$ 43,000
531.20.32.01	Unleaded Fuel	Gasoline for pickup, backhoe, dump trucks.	\$ 10,389	\$ 10,389	\$ 10,389
531.20.32.02	Diesel Fuel	Diesel fuel for pickup, backhoe, dump trucks.	\$ 26,406	\$ 26,406	\$ 26,406
531.20.35.00	Small Tools & Equipment	Provides for small tools and equipment such as tapes, shovels, hand tools, small power saws, etc.	\$ 2,000	\$ 2,000	\$ 2,000
531.20.35.90	Small Equipment >\$1,000 <\$5,000		\$ 5,000	\$ 5,000	\$ 5,000
		<b>TOTAL SUPPLIES</b>	<b>\$ 88,795</b>	<b>\$ 88,795</b>	<b>\$ 88,795</b>
		<b>OTHER SERVICES AND CHARGES</b>			
531.20.41.00	Professional Services	DM Creek Basin Projects OM Fund	\$ 29,500	\$ 90,600	\$ 90,600
		DM Creek Basin Projects RR Fund	\$ 35,100		
		Lower DM Creek OM Fund	\$ 15,000		
		City of Kent/Hwy 99 SWM Facility Maint	\$ 5,000		
		Miscellaneous Prof Services	\$ 6,000		
			<u>\$ 90,600</u>		
531.20.41.32	Janitorial Services	Provides for janitorial services for Surface Water Management's share of the Public Works Service Center.	\$ 1,850	\$ 1,850	\$ 1,850
531.20.42.00	Communications		\$ 3,048	\$ 3,048	\$ 3,048

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>450.200.040.531.20.00.00</b>		<b>MAINTENANCE</b>			
531.20.43.00	Travel	Travel, mileage, meals and lodging associated with professional training for maintenance personnel.	\$ 500	\$ 500	\$ 500
531.20.44.02	Advertising	Expenses for advertising position openings, project bids and legal publications.	\$ 500	\$ 500	\$ 500
531.20.45.00	Operating Leases and Rentals	Rental of heavy equipment for stream dredging and catch basin placement, or in the event of a major landslide, equipment that may be needed to support operations.	\$ 6,000	\$ 6,000	\$ 6,000
531.20.45.02	Copier Lease	Provides for operating costs of copier for the department.	\$ 260	\$ 260	\$ 260
531.20.47.00	Utilities	Dump fees for catch basin and ditch cleaning debris and liquids. In the event that Vactor waste was to be contaminated, disposal of this debris could be very costly. Also provides for 22% of the utilities for the Public Works/ Parks Service Center:	\$ 31,921	\$ 31,921	\$ 31,921
531.20.47.01		Electric	\$ 3,034		
531.20.47.02		Water	\$ 1,992		
531.20.47.03		Sewer	\$ 100		
531.20.47.04		SWM	\$ 4,420		
531.20.47.09		Dirt Removal	\$ 13,085		
531.20.47.11		Vactor Waste	<u>\$ 9,290</u>		
			<u>\$ 31,921</u>		
531.20.47.12	Street Sweeping Disposal		\$ 22,500	\$ 22,500	\$ 22,500
531.20.48.00	Repair and Maintenance - Vehicles and Equipment	Contingency for outside repair and maintenance of vehicles and equipment that is not part of Equipment Rental budget, e.g., vibrator plate, trash dumps, generator, jackhammer, and other pneumatic tools.	\$ 17,000	\$ 17,000	\$ 17,000

**BUDGET NARRATIVE**  
**2014**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>450.200.040.531.20.00.00</b>		<b>MAINTENANCE</b>			
531.20.48.20	Repair and Maintenance - Street Sweeping	The City currently contracts for street sweeping. 3.3 miles of downtown streets are swept twice a month. All residential streets are swept once a month from February through October and twice a month from November through January.	\$ 53,000	\$ 53,000	\$ 53,000
531.20.48.22	Repair and Maintenance - Drainage Repair	Outside contracted drainage repair. This account funds large drainage projects that the city crew cannot perform for various reasons (e.g., time or equipment limitations, lack of work crew experience).	\$ 50,000	\$ 50,000	\$ 50,000
531.20.48.23	West Nile Virus Mosquito Control	Outside contracted services for mosquito control in response to the West Nile Virus.	\$ 25,000	\$ 25,000	\$ 25,000
531.20.49.00	Miscellaneous	Provides for miscellaneous items not budgeted elsewhere.	\$ 500	\$ 500	\$ 500
531.20.49.20	Laundry	Provides for laundry of uniforms of SWM maintenance.	\$ 1,500	\$ 1,500	\$ 1,500
531.20.49.22	Dues, Schools, and Conferences	Training, tuition and professional memberships.	\$ 700	\$ 700	\$ 700
<b>TOTAL OTHER SERVICES AND CHARGES</b>			<b>\$ 304,879</b>	<b>\$ 304,879</b>	<b>\$ 304,879</b>



**BUDGET NARRATIVE**  
**2014**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>450.200.040.531.20.00.00</b>		<b>MAINTENANCE</b>			
		<b>INTERFUND SERVICES</b>			
531.20.99.01	Computer Maintenance	Provides for Computer Maintenance.	\$ 3,350	\$ 3,350	\$ 3,350
531.20.99.02	Computer Replacement	Provides for replacement of computer hardware.	\$ 1,118	\$ 1,118	\$ 1,118
531.20.99.03	Equipment Maintenance	Provides for the repair and maintenance of vehicles at the City garage.	\$ 38,120	\$ 38,120	\$ 38,120
531.20.99.04	Equipment Replacement	Provides for contributions to the eventual replacement of SWM-owned vehicles.	\$ 79,500	\$ 79,500	\$ 79,500
531.20.99.05	Insurance	Provides for proportional share of liability and property insurance.	\$ 23,781	\$ 23,781	\$ 23,781
531.20.99.06	Fac Repair and Replacement	Provides for major repairs for City facilities.	\$ 1,362	\$ 1,362	\$ 1,362
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 147,231</b>	<b>\$ 147,231</b>	<b>\$ 147,231</b>
		<b>CAPITAL OUTLAY</b>			
594.35.64.00	Equipment		\$ -	\$ -	\$ -
		<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
		<b>TOTAL MAINTENANCE</b>	<b>\$ 1,090,811</b>	<b>\$ 1,079,511</b>	<b>\$ 1,079,511</b>

CITY OF DES MOINES

2014 BUDGET REQUEST

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

450.400.040	NPDES PERMIT PROGRAM	2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 DEPT REQ	2014 EXEC AMEND	2014 ADOPTED
531.40.10.00	SALARIES & WAGES	150,874	186,084	186,084	64,740	130,163	170,718	169,670	169,670
531.40.11.00	OVERTIME	-	900	900	-	-	900	900	900
531.40.10	SUB TOTAL	150,874	186,984	186,984	64,740	130,163	171,618	170,570	170,570
531.40.20.00	PERSONNEL BENEFITS	61,638	90,301	90,301	28,973	76,287	88,083	83,186	83,186
531.40.20.90	EMPLOYEE MED. CONTRIBUTION	(1,192)	(2,528)	(2,528)	(647)	(1,295)	(2,457)	(2,237)	(2,237)
531.40.20	SUB TOTAL	60,447	87,773	87,773	28,326	74,992	85,626	80,949	80,949
531.40.31.00	OFFICE/OPERATING SUPPLIES	423	400	400	131	200	500	500	500
531.40.35.00	SM TOOLS & EQUIPMENT	329	1,000	1,000	-	575	1,000	1,000	1,000
531.40.35.90	SM TOOLS & EQUIPMENT >\$1,000<\$5,000	-	5,000	5,000	-	-	5,000	5,000	5,000
531.40.30	SUB TOTAL	753	6,400	6,400	131	775	6,500	6,500	6,500
531.40.41.00	PROFESSIONAL SERVICES	15,081	15,000	15,000	-	4,000	15,000	15,000	15,000
531.40.43.00	TRAVEL EXPENSES	12	500	500	-	500	500	500	500
531.40.49.00	MISCELLANEOUS	-	5,000	5,000	-	725	5,000	5,000	5,000
531.40.49.15	NPDES PERMIT FEE	15,530	16,000	16,000	7,944	16,285	16,500	16,500	16,500
531.40.49.22	DUES, SCHOOLS AND CONFERENCE	184	1,500	1,500	-	1,500	1,500	1,500	1,500
531.40.40	SUB TOTAL	30,807	38,000	38,000	7,944	23,010	38,500	38,500	38,500
531.40.99.01	COMPUTER INTERFUND-MAINTENANCE	9,389	6,556	6,556	3,278	6,556	5,384	5,384	5,384
531.40.99.02	COMPUTER INTERFUND REPLACEMENT	1,667	1,115	1,115	558	1,115	1,118	1,118	1,118
531.40.99.05	INTERFUND INSURANCE	10,009	5,804	5,804	5,804	5,804	8,151	8,151	8,151
531.40.90	SUB TOTAL	21,065	13,475	13,475	9,640	13,475	14,653	14,653	14,653
594.38.64.00	EQUIPMENT-Cityworks Program	84,882	-	-	7,650	7,650	-	-	-
594.31.64.00	EQUIPMENT-GPS Mapping Tool	-	-	-	-	-	-	-	-
594.31.60	SUB TOTAL	84,882	-	-	7,650	7,650	-	-	-
	<b>TOTAL NPDES PERMIT PROGRAM</b>	348,826	332,632	332,632	118,431	250,065	316,897	311,172	311,172
	<b>TOTAL SWM MAINTENANCE</b>	850,300	1,079,229	1,079,229	481,717	963,380	1,090,811	1,079,511	1,079,511
	<b>TOTAL SWM ENGINEERING</b>	738,708	820,391	820,391	409,566	771,061	818,557	1,060,661	1,060,661
	<b>TOTAL SWM ENGR, MAINT &amp; NPDES</b>	1,937,834	2,232,252	2,232,252	1,009,714	1,984,506	2,226,265	2,451,344	2,451,344
	TRANSFER-OUT/FUND 220	657	657	657	149	1,052	1,052	1,052	1,052
	TRANSFER-OUT/CAPITAL	682,871	709,484	709,484	354,742	709,484	486,455	486,455	486,455
	<b>TOTAL INCLUDING TRANSFERS</b>	2,621,363	2,942,393	2,942,393	1,364,605	2,695,042	2,713,772	2,938,851	2,938,851
	ENDING FUND BALANCE	1,256,487	936,203	936,203		1,153,086	914,168	914,168	914,168
	<b>TOTAL INCLUDING EFB</b>	3,877,850	3,878,596	3,878,596	1,364,605	3,848,128	3,627,940	3,853,019	3,853,019

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>450.400.040.538.31.00.00 NPDES PERMIT PROGRAM</b>					
<b>SALARIES AND WAGES</b>					
531.40.10.00	Salaries & Wages	Provides for salaries and wages for: 0.20 SWM Utility Manager 0.60 Water Quality Specialist/Civil Engr I 0.50 Engineering Aide 1.00 Engineering Technician (Transportation Tech temporarily assigned to SWM) <hr style="width: 20%; margin-left: 0;"/> 2.30 FTE's (Remaining .4 FTE Water Quality Specialist/Civil Engr I is budgeted 001.480 PBPW Engineering Services)	\$ 170,718	\$ 169,670	\$ 169,670
531.40.11.00	Overtime	Provides for overtime for staff.	\$ 900	\$ 900	\$ 900
<b>TOTAL SALARIES AND WAGES</b>			<b>\$ 171,618</b>	<b>\$ 170,570</b>	<b>\$ 170,570</b>
<b>PERSONNEL BENEFITS</b>					
531.40.20.00	Personnel Benefits	Provides for benefits for surface water staff.	\$ 88,083	\$ 83,186	\$ 83,186
531.40.20.90	Employee Med. Contribution	Employee's share of health insurance premium cost for spouse and/or dependents.	\$ (2,457)	\$ (2,237)	\$ (2,237)
<b>TOTAL PERSONNEL BENEFITS</b>			<b>\$ 85,626</b>	<b>\$ 80,949</b>	<b>\$ 80,949</b>

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>450.400.040.538.31.00.00</b>		<b>NPDES PERMIT PROGRAM</b>			
		<b>SUPPLIES</b>			
531.40.31.00	Office/Operating Supplies	Cost of office and operating supplies. Also includes office billing supplies, forms, computer paper, etc.	\$ 500	\$ 500	\$ 500
531.40.35.00	Sm Tools & Equipment	Hand tools, field equipment, safety equipment.	\$ 1,000	\$ 1,000	\$ 1,000
531.40.35.90	Sm Tools & Equipment >\$1,000<\$5,000		\$ 5,000	\$ 5,000	\$ 5,000
		<b>TOTAL SUPPLIES</b>	<b>\$ 6,500</b>	<b>\$ 6,500</b>	<b>\$ 6,500</b>
		<b>OTHER SERVICES AND CHARGES</b>			
531.40.41.00	Professional Services	This line item includes outside professional services that may be required for site specific NPDES Program, such as compliance, testing, consulting services, public outreach program, etc.	\$ 15,000	\$ 15,000	\$ 15,000
531.40.43.00	Travel Expenses	Travel expenses associated with training.	\$ 500	\$ 500	\$ 500
531.40.49.00	Miscellaneous	Minor expenses not otherwise categorized.	\$ 5,000	\$ 5,000	\$ 5,000
531.40.49.15	NPDES Permit Fee	Provides for stormwater discharge permit fee.	\$ 16,500	\$ 16,500	\$ 16,500
531.40.49.22	Dues, Schools And Conference	Provides basic training, NPDES seminars, other permit and regulation training.	\$ 1,500	\$ 1,500	\$ 1,500
		<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>\$ 38,500</b>	<b>\$ 38,500</b>	<b>\$ 38,500</b>

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>450.400.040.538.31.00.00 NPDES PERMIT PROGRAM</b>					
<b>INTERFUND SERVICES</b>					
538.31.99.01	Computer Maintenance	Provides for Computer Maintenance.	\$ 5,384	\$ 5,384	\$ 5,384
538.31.99.02	Computer Replacement	Provides for replacement of computer hardware.	\$ 1,118	\$ 1,118	\$ 1,118
538.31.99.05	Interfund Insurance	Provides for proportional share of liability and property insurance.	\$ 8,151	\$ 8,151	\$ 8,151
<b>TOTAL INTERFUND SERVICES</b>			<b>\$ 14,653</b>	<b>\$ 14,653</b>	<b>\$ 14,653</b>
<b>CAPITAL OUTLAY</b>					
594.31.64.00	Equipment		\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL NPDES PERMIT PROGRAM</b>			<b>\$ 316,897</b>	<b>\$ 311,172</b>	<b>\$ 311,172</b>

**BUDGET NARRATIVE**  
**2014**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>450.300.040</b>		<b>TRANSFERS OUT</b>			
597.31.00.00	Transfer-out/Fund 220	This is a transfer out to Fund 220 for SWM share of Energy Savings Program loan principal and interest.	\$ 1,052	\$ 1,052	\$ 1,052
597.31.00.01	Transfer-out/Fund 450	This is a transfer out to Fund 451, which is maintained at 30% of total rate revenues.	\$ 486,455	\$ 486,455	\$ 486,455
		<b>TOTAL TRANSFERS</b>	<u>\$ 487,507</u>	<u>\$ 487,507</u>	<u>\$ 487,507</u>
		<b>TOTAL SWM FUND EXPENDITURES</b>	<u>\$ 2,226,265</u>	<u>\$ 2,451,344</u>	<u>\$ 2,451,344</u>
<b>450.000.000.508.80.00.00</b>		Ending Fund Balance - Unreserved	<u>\$ 914,168</u>	<u>\$ 914,168</u>	<u>\$ 914,168</u>
		<b>TOTAL INCLUDING ENDING FUND BALANCE</b>	<u><u>\$ 3,627,940</u></u>	<u><u>\$ 3,853,019</u></u>	<u><u>\$ 3,853,019</u></u>

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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<b>500.100.040.548.60.00.00</b>	<b>EQUIPMENT RENTAL - OPERATIONS</b>	<b>\$ 711,914</b>	<b>\$ 711,914</b>	<b>\$ 711,914</b>
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Equipment Rental was established to provide maintenance support to the City's vehicles and major equipment.

**2014 Beginning Fund Balance** **\$ 162,925**

Assessments:			Number of Units
Judicial	\$ 4,500		1
Police-Administration	18,000		3
Police-Detective	27,000		6
Police-Patrol	108,000		21
Police-Crime Prevention	10,500		
Police-Animal Control	4,500		1
PBPW - All City Buildings	3,000		1
PBPW - Code Enforcement	900		
PBPW - Facility/CIP Mgmt	900		
PBPW - Engineering	3,600		5
PBPW - Building	3,600		4
PBPW - Planning & Development Svcs	900		1
PBPW - Parks Operations	29,750		26
Parks & Rec - Rec Programs	6,000		1
Parks & Rec - Senior Center	6,000		3
Streets	<u>62,520</u>	\$ 289,670	33
Marina Revenue Fund		9,724	4
Surface Water Management Fund		38,120	12
Equipment Rental Fund		-	1
Computer Operations Fund		<u>900</u>	<u>1</u>
		<b>\$ 338,414</b>	<b><u>124</u></b>

<b>EXEC AMEND:</b> 20% assessment reduction for General & Street Funds		\$ (57,934)	
Fuel Sale (115% of expense amount)		268,252	
Training Center Repairs		-	
Interest		<u>258</u>	<b>\$ 548,990</b>
<b>Total 2014 Available Resources</b>		<b>\$ 711,914</b>	
<b>2014 Expenses</b>		<b><u>(525,803)</u></b>	
<b>2014 Ending Fund Balance</b>		<b><u>\$ 186,111</u></b>	

CITY OF DES MOINES

2014 BUDGET REQUEST PLANNING, BUILDING, AND PUBLIC WORKS  
EQUIPMENT RENTAL-OPERATIONS

500.100.040 EQUIPMENT RENTAL OPS		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 DEPT REQ	2014 EXEC AMEND	2014 ADOPTED
548.60.10.00	SALARIES & WAGES	129,565	107,452	107,452	56,310	107,927	102,784	102,168	102,168
548.60.11.00	OVERTIME	341	525	525	-	525	525	525	525
548.60.19.00	COMP ABSENCE ACCRUAL (GASB 16)	(119)	-	-	-	-	-	-	-
548.60.10	<b>SUB TOTAL</b>	129,787	107,977	107,977	56,310	108,452	103,309	102,693	102,693
548.60.20.00	PERSONNEL BENEFITS	48,848	45,376	45,376	25,084	48,379	53,368	51,099	51,099
548.60.20.90	EMPLOYEE MED. CONTRIBUTION	(592)	(870)	(870)	(322)	(643)	(1,307)	(1,243)	(1,243)
548.60.21.00	UNIFORMS	337	600	600	201	600	-	-	-
548.60.20	<b>SUB TOTAL</b>	48,593	45,106	45,106	24,963	48,336	52,061	49,856	49,856
548.60.31.00	OPERATING SUPPLIES	50,506	50,000	50,000	25,765	50,000	55,000	55,000	55,000
548.60.32.01	UNLEADED FUEL (ISF)	3,531	3,757	3,757	1,682	3,364	3,554	3,554	3,554
548.60.32.02	DIESEL FUEL (ISF)	56	116	116	17	34	34	34	34
548.60.34.06	FUEL PURCHASED FOR RESALE	237,390	245,281	245,281	106,730	225,023	233,262	233,262	233,262
548.60.35.00	SMALL TOOLS	203	1,500	1,500	-	1,316	1,500	1,500	1,500
548.60.35.90	SMALL EQP >\$1,000 <\$5,000	1,482	2,000	2,000	-	1,000	2,000	2,000	2,000
548.60.30	<b>SUB TOTAL</b>	293,169	302,654	302,654	134,194	280,737	295,350	295,350	295,350
548.60.41.00	PROFESSIONAL SERVICES	138	-	-	268	268	268	268	268
548.60.41.32	JANITORIAL SERVICES	949	950	950	475	950	950	950	950
548.60.41.45	ADVERTISING	-	450	450	-	-	450	450	450
548.60.42.00	COMMUNICATIONS	1,249	1,335	1,335	624	1,270	1,346	1,346	1,346
548.60.43.00	TRAVEL EXPENSES	-	250	250	-	100	250	250	250
548.60.45.00	OPERATING RENTALS & LEASES	-	250	250	-	250	250	250	250
548.60.45.02	COPIER LEASE	20	150	150	148	20	20	20	20
548.60.46.00	INSURANCE	-	950	950	-	950	850	850	850
548.60.47.XX	UTILITIES	2,887	3,751	3,751	1,575	2,892	3,410	3,410	3,410
548.60.48.00	REPAIRS/MAINTENANCE	39,383	38,000	38,000	31,581	38,000	42,000	42,000	42,000
548.60.48.21	REPAIRS/MAJOR MAINTENANCE	38,042	5,000	5,000	-	5,000	5,000	5,000	5,000
548.60.48.31	TRAVEL LIFT REPAIRS & MAINT	3,722	-	-	-	-	-	-	-
548.60.49.00	MISCELLANEOUS	376	1,000	1,000	603	1,000	1,000	1,000	1,000
548.60.49.20	LAUNDRY	1,476	1,800	1,800	647	1,500	1,500	1,500	1,500
548.60.49.22	DUES, SCHOOLS, & CONFERENCES	500	500	500	120	500	500	500	500
548.60.40	<b>SUB TOTAL</b>	88,740	54,386	54,386	36,040	52,700	57,794	57,794	57,794
548.60.99.01	COMPUTER MAINTENANCE	9,779	9,779	9,779	4,889	9,779	7,322	7,322	7,322
548.60.99.02	COMPUTER REPLACEMENT	2,565	2,573	2,573	1,287	2,573	2,580	2,580	2,580
548.60.99.03	EQUIPMENT MAINTENANCE	1,920	-	-	-	-	-	-	-
548.60.99.04	EQUIPMENT REPLACEMENT	2,813	2,114	2,114	1,057	2,114	2,253	2,253	2,253
548.60.99.05	INTERFUND INSURANCE	8,811	5,828	5,828	5,828	5,828	6,268	6,268	6,268
548.60.99.06	FACILITY REPLACEMENT	1,410	1,410	1,410	705	1,410	1,410	1,410	1,410
548.60.90	<b>SUB TOTAL</b>	27,298	21,704	21,704	13,766	21,704	19,833	19,833	19,833



CITY OF DES MOINES

2014 BUDGET REQUEST PLANNING, BUILDING, AND PUBLIC WORKS  
EQUIPMENT RENTAL-OPERATIONS

		2012	2013	2013	2013	2013	2014	2014	2014
		ACTUAL	ADOPTED	AMEND	ACTUAL	EST	DEPT	EXEC	ADOPTED
500.100.040	EQUIPMENT RENTAL OPS				Jan-June	YR TOTAL	REQ	AMEND	
591.48.75.03	PRINCIPAL-COPIER CAPITAL LEASE	237	247	247	-	247	258	258	258
592.48.83.03	INTEREST-COPIER CAPITAL LEASE	40	30	30	-	30	19	19	19
594.48.64.00	EQUIPMENT	-	-	-	-	-	-	-	-
<b>SUB TOTAL</b>		277	277	277	-	277	277	277	277
<b>TOTAL</b>		587,864	532,104	532,104	265,273	512,206	528,624	525,803	525,803
508.80.00	ENDING FUND BALANCE	129,224	170,726	170,726		162,924	183,290	186,111	186,111
		717,088	702,830	702,830	265,273	675,130	711,914	711,914	711,914

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>500.100.040.548.60.00.00</b>		<b>EQUIPMENT RENTAL - OPERATIONS</b>			
		<b>SALARIES AND WAGES</b>			
548.60.10.00	Salaries and Wages	0.05 Acting PW Director			
		0.05 PBPW Administrative Assistant II			
		0.10 PW-Parks Maintenance Superintendent	\$ 102,784	\$ 102,168	\$ 102,168
		<del>0.10 Asst. PW-Parks Maintenance Superintendent</del>			<del>\$ -</del>
		1.00 City Mechanic			
		0.40 Asst. City Mechanic			
		<u>1.60</u> FTE's			
		<b>NOTE:</b> The remaining 0.60 Asst. City Mechanic is budgeted in the SWM Maintenance division.			
548.60.11.00	Overtime	Provides for overtime in accomplishment of the mission stated above for a rare requirement to meet unanticipated deadlines.	\$ 525	\$ 525	\$ 525
		<b>TOTAL SALARIES AND WAGES</b>	<b>\$ 103,309</b>	<b>\$ 102,693</b>	<b>\$ 102,693</b>
		<b>PERSONNEL BENEFITS</b>			
548.60.20.00	Personnel Benefits	Provides for benefits for the staff.	\$ 53,368	\$ 51,099	\$ 51,099
548.60.20.90	Employee Med Contribution	Employee's share of health insurance premium cost for spouse and/or dependent/s.	\$ (1,307)	\$ (1,243)	\$ (1,243)
548.60.21.00	Uniforms	Provides uniforms for mechanics.	\$ -	\$ -	\$ -
		<b>TOTAL PERSONNEL BENEFITS</b>	<b>\$ 52,061</b>	<b>\$ 49,856</b>	<b>\$ 49,856</b>

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>500.100.040.548.60.00.00</b>		<b>EQUIPMENT RENTAL - OPERATIONS</b>			
		<b>SUPPLIES</b>			
548.60.31.00	Operating Supplies	Covers consumable supplies used by the shop such as oil, paint, clean rags, and forms. It also includes repair supplies such as tires, batteries and other vehicle parts.	\$ 55,000	\$ 55,000	\$ -
548.60.32.01	Fuel (Unleaded & Diesel)	Provides for gas and oil for the vehicle assigned to the mechanic.	\$ 3,588	\$ 3,588	\$ 3,588
548.60.34.06	Fuel Purchased for Resale	Purchase of fuel to re-sell to the departments that require it to fuel vehicles and equipment.	\$ 233,262	\$ 233,262	\$ 233,262
548.60.35.00	Small Tools and Supplies	Provides for items under \$1,000.	\$ 1,500	\$ 1,500	\$ 1,500
548.60.35.90	Small Equipment >\$1,000 <\$5,000		\$ 2,000	\$ 2,000	\$ 2,000
		<b>TOTAL SUPPLIES</b>	<b>\$ 295,350</b>	<b>\$ 295,350</b>	<b>\$ 240,350</b>
		<b>OTHER SERVICES AND CHARGES</b>			
548.60.41.32	Janitorial Services	Provides for janitorial services for 20% of the Public Works-Engineering Building.	\$ 950	\$ 950	\$ 950
548.60.41.45	Advertising		\$ 450	\$ 450	\$ 450
548.60.42.00	Communications	Cover long distance telephone calls and faxes.	\$ 1,346	\$ 1,346	\$ 1,346
		Postage	\$ 50		
		Telephone Line	\$ 1,246		
		Long Distance	\$ 50		
		<u>\$ 1,346</u>			
548.60.43.00	Travel	Travel associated with specialized classes for the mechanic.	\$ 250	\$ 250	\$ 250
548.60.45.00	Operating Leases	Provision for equipment rental too expensive and rarely used.	\$ 250	\$ 250	\$ 250

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>500.100.040.548.60.00.00</b>		<b>EQUIPMENT RENTAL - OPERATIONS</b>			
548.60.45.02	Copier	Provides for operating costs of copier for the department.	\$ 20	\$ 20	\$ 20
548.60.46.00	Insurance		\$ 850	\$ 850	\$ 850
548.60.47.00	Utilities	Provides for utilities for 20% of the Public Works-Engineering	\$ 3,410	\$ 3,410	\$ 3,410
548.60.47.01		Bldg: Electric 1,885			
548.60.47.02		Water 158			
548.60.47.03		Sewer 130			
548.60.47.04		SWM 637			
548.60.47.06		Natural Gas 600			
		<u>3,410</u>			
548.60.48.00	Repair and Maintenance	Outside repairs of the vehicles that are outside the scope of capabilities of the mechanic and shop: major engine overhaul, transmission repairs, front-end alignments, etc. Covers repairs and maintenance of fueling apparatus at City fueling facility.	\$ 42,000	\$ 42,000	\$ 42,000
548.60.48.21	Repairs/Major Maintenance	Provides for major unanticipated damages resulting from extensive body repairs from collisions.	\$ 5,000	\$ 5,000	\$ 5,000
548.60.49.00	Miscellaneous	Provides for class tuition, maintenance manuals and recycle cost for oil, tires, etc. \$500 welding class	\$ 1,000	\$ 1,000	\$ 1,000
548.60.49.20	Laundry	Provides for shop laundry.	\$ 1,500	\$ 1,500	\$ 1,500
548.60.49.22	Dues, Schools, & Conference	Provides for membership dues and training registration fees.	\$ 500	\$ 500	\$ 500
<b>TOTAL OTHER SERVICES AND CHARGES</b>			<b>\$ 57,794</b>	<b>\$ 57,794</b>	<b>\$ 57,794</b>

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>500.100.040.548.60.00.00</b>		<b>EQUIPMENT RENTAL - OPERATIONS</b>			
		<b>INTERFUND SERVICES</b>			
548.60.99.01	Computer Maintenance	Provides for Computer Maintenance.	\$ 7,322	\$ 7,322	\$ 7,322
548.60.99.02	Computer Replacement	Provides for replacement of computer hardware.	\$ 2,580	\$ 2,580	\$ 2,580
548.60.99.03	Equipment Maintenance	Provides for the maintenance of vehicles at the City garage.	\$ -	\$ -	\$ -
548.60.99.04	Equipment Replacement	Provides for the replacement of vehicles at the City garage.	\$ 2,253	\$ 2,253	\$ 2,253
548.60.99.05	Interfund Insurance	Provides for proportional share of liability and property	\$ 6,268	\$ 6,268	\$ 6,268
548.60.99.06	Facility Repair & Replacement	Provides for major repairs for City facilities.	\$ 1,410	\$ 1,410	\$ 1,410
		<b>TOTAL INTERFUND SERVICES</b>	<b>\$ 19,833</b>	<b>\$ 19,833</b>	<b>\$ 19,833</b>
		<b>DEBT SERVICE</b>			
591.48.75.03	Principal-Copier Capital Lease		\$ 258	\$ 258	\$ 258
592.48.83.03	Interest-Copier Capital Lease		\$ 19	\$ 19	\$ 19
		<b>TOTAL DEBT SERVICE</b>	<b>\$ 277</b>	<b>\$ 277</b>	<b>\$ 277</b>
		<b>CAPITAL OUTLAY</b>			
594.48.64.00	Equipment		\$ -	\$ -	\$ -
		<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
		<b>TOTAL EQUIPMENT RENTAL-OPERATIONS</b>	<b>\$ 528,624</b>	<b>\$ 525,803</b>	<b>\$ 470,803</b>
408.000.000.508.80.00.00		<b>ENDING FUND BALANCE - UNRESERVED</b>	<b>\$ 183,290</b>	<b>\$ 186,111</b>	<b>\$ 186,111</b>
		<b>TOTAL INCLUDING ENDING FUND BALANCE</b>	<b>\$ 711,914</b>	<b>\$ 711,914</b>	<b>\$ 656,913</b>

## BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
501.100.040.594.00.00.00	EQUIPMENT RENTAL - REPLACEMENT		<b>\$ 2,082,609</b>	<b>\$ 2,082,609</b>	<b>\$ 2,082,609</b>

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.

**2014 Beginning Fund Balance**

**\$1,423,531**

Assessments:

Judicial	\$ 7,359	
PBPW-All City Buildings	9,308	
PBPW-Facility/CIP Mgmt	912	
PBPW-Code Enforcement	1,643	
PBPW Engineering Services	9,786	
PBPW Building Division	8,115	
PBPW Planning & Development Svcs	2,136	
PBPW Parks Operations	62,256	
Police-Administration	128,212	
Police-Detective	45,463	
Police-Patrol	363,894	
Police-Crime Prevention	39,555	
Police-Animal Control	11,658	
Parks & Rec-Rec Programs	0	
Parks-Senior Services & Rec	15,306	
Streets	130,450	\$ 836,054

**EXEC AMEND:** Defer 54.5% assessment for  
 General & Street Funds

\$ (455,662)

Marina	32,344
Surface Water Management	79,500
Equipment Maintenance	2,253
Computer Operations	4,370

**498,860**

Interest Revenue

**5,506**

Transfer in from Fund 001

**22,912**

Sale of Fixed Assets (Salvage Values)

**21,800**

Loan Proceeds

**110,000**

Total Available Resources

**\$2,082,609**

Year 2014 Expenditures

**(394,212)**

**2014 Ending Fund Balance**

**\$ 1,688,397**

## BUDGET NARRATIVE

2014

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 12/31/2013	Year 2014 Assessment	2014 Interest	2014 Salvage	2014 Loan Proceeds	2014 Expenditures	As of 12/31/2014
Judicial	\$36,099		\$ 140	\$ -	\$ -	\$ -	\$ 36,239
Police-Administration	(7,660)		(30)				(7,690)
Police-Detective	65,479	45,463	253		44,000	(110,000)	45,195
Police-Patrol	185,041	202,490	716	10,500	66,000	(165,000)	299,747
Police-Crime Prevention	10,923	39,555	42				50,521
Police-Animal Control	(1,296)	11,658	(5)				10,357
PBPW-Code Enforcement	9,237		36				9,273
PBPW-All City Buildings	5,555	9,308	21				14,884
PBPW-Facilities/CIP Mgt	22,245		86				22,331
PBPW-Engineering	24,424		94				24,519
PBPW-Building Division	41,340		160				41,500
PBPW-Parks Operation	53,881	39,590	208	9,300		(59,400)	43,579
Recreation Program	12,903		50				12,953
Senior Center	15,877		61				15,939
Streets	172,754	32,328	668	2,000		(36,900)	170,849
Streets-Signal Replacement	20,443		79				20,522
Marina	172,205	32,344	666				205,215
Surface Water Management	539,172	79,500	2,085				620,758
Equipment Rental Operations	11,542	2,253	45				13,839
Computer Operations	29,556	4,370	114				34,041
Unassigned Balance	3,813		15				3,828
<b>Total</b>	<b>\$1,423,531</b>	<b>\$ 498,860</b>	<b>\$ 5,506</b>	<b>\$ 21,800</b>	<b>\$ 110,000</b>	<b>\$ (371,300)</b>	<b>\$ 1,688,397</b>

# BUDGET NARRATIVE

2014

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 12/31/2013	Year 2014 Assessment	2014 Interest	2014 Salvage	2014 Loan Proceeds	2014 Expenditures	As of 12/31/2014
General Fund	\$474,047	\$ 348,064	\$ 1,834	\$ 19,800	\$ 110,000	\$ (334,400)	\$ 619,345
Streets	193,196	32,328	747	2,000		(36,900)	191,371
Marina	172,205	32,344	666				205,215
Surface Water Management	539,172	79,500	2,085				620,758
Equipment Rental Operations	11,542	2,253	45				13,839
Computer Operations	29,556	4,370	114				34,041
Unassigned Balance	3,813	-	15				3,828
<b>Total</b>	<b>\$1,423,531</b>	<b>\$ 498,860</b>	<b>\$ 5,506</b>	<b>\$ 21,800</b>	<b>\$ 110,000</b>	<b>\$ (371,300)</b>	<b>\$ 1,688,397</b>



CITY OF DES MOINES

2014 BUDGET REQUEST

PLANNING, BUILDING, AND PUBLIC WORKS  
EQUIPMENT RENTAL-REPLACEMENT

501.100.040 EQUIP RENTAL-REPLCMNT		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
594.21.31.00	OFFICE & OPERATING SUPPLIES	4							
594.12.64.00	VEHICLE REPLACEMENT-COURT	-	-	-	-	-			
594.18.64.00	VEHICLE REPLACEMENT-COMPUTER OPS								
594.21.64.00	VEHICLE REPLACEMENT-POLICE	49,236	56,000	56,000	890	890	165,000	275,000	275,000
594.44.64.00	VEHICLE REPLACEMENT-ENGR	-	-	-	-	-			
594.42.64.00	VEHICLE REPLACEMENT-STREETS	-	25,000	25,000	-	-	36,900	36,900	36,900
594.76.64.00	VEHICLE REPLACEMENT-PARKS OPS	37,378	12,000	12,000	17,276	17,276	59,400	59,400	59,400
594.42.64.02	TRAFFIC CONTROLLER EQP	-	-	-	-	-			
594.48.64.00	VEHICLE REPLACEMENT-EQUIP RENTAL	9,666	-	-	-	-			
594.75.64.00	VEHICLE REPLACEMENT-MARINA	54,509	-	-	-	-			
594.31.64.00	VEHICLE REPLACEMENT-SWM	363	-	-	-	-			
594.XX.64	<b>SUB TOTAL</b>	151,156	93,000	93,000	18,167	18,166	261,300	371,300	371,300
<b>RECLASSIFICATION &amp; COST ALLOCATIONS:</b>									
591.48.75.06	PRINCIPAL - LOCAL PRG							21,405	21,405
592.48.83.06	INTEREST - LOCAL PRG							1,507	1,507
597.48.00.00	TRANSFER OUT/FUND 500	33,742	-	-	-	-			
	<b>SUB TOTAL</b>	33,742	-	-	-	-	-	22,912	22,912
<b>EQUIPMENT RENTAL - REPLACEMENT TOTAL</b>		184,898	93,000	93,000	18,167	18,166	261,300	394,212	394,212
508.80.00	ENDING FUND BALANCE - UNRESERVED	1,402,871	1,371,832	1,371,832		1,423,531	1,821,309	1,688,397	1,688,397
		1,587,768	1,464,832	1,464,832	18,167	1,441,697	2,082,609	2,082,609	2,082,609

	2014 Purchases	Deferred Purchases
Police Patrol Ford Explorer	\$ 55,000	Replace 2008 Crown Victoria
Police Patrol Ford Explorer	\$ 55,000	Replace 2008 Crown Victoria
Police Patrol Ford Explorer	\$ 55,000	Replace 2008 Crown Victoria
Police Detective Ford Taurus (Blue)	\$ 55,000	Detective Vehicle #526
Police Detective Ford Taurus (Silver)	\$ 55,000	Detective Vehicle #527
Parks Deere 1800 Gator	\$ 24,000	Replace Old Deere 1800 Gator
Parks F350 with Plow	\$ 35,400	Replace 2002 F350
Streets F350 with Plow	\$ 36,900	Replace 2001 Dodge RAM
	<u>\$ 371,300</u>	<u>\$ -</u>

**BUDGET NARRATIVE  
2014**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>506.200.040.518.30.00.00</b>	<b>FACILITY REPAIR AND REPLACEMENT FUND</b>		<b>\$ 158,373</b>	<b>\$ 157,373</b>	<b>\$ 157,373</b>

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 2013, the charge is \$0.70 per square foot.

<b>2014 Beginning Fund Balance</b>			<b>\$ 81,405</b>
	<b><u>Sq. Feet</u></b>	<b><u>Assessment</u></b>	
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	<u>2,658</u>	1,861	
Total	<u>108,335</u>		<b>\$ 75,835</b>
<b>Interest</b>			<b>\$ 133</b>
<b>Total Available Resources</b>			<b>\$ 157,372</b>
<b>Year 2014 Expenditures</b>			<b>\$ (52,500)</b>
<b>2014 Ending Fund Balance</b>			<b>\$ 104,873</b>
<b>Reserve balance from Fund 211 transfer-in for Police Bldg repair</b>			<b>\$ (12,835)</b>
<b>2014 Ending Fund Balance (Unreserved)</b>			<b>\$ 92,038</b>

	<b>As of 12/31/2013</b>	<b>Year 2014 Assessment</b>	<b>2014 Interest</b>	<b>2014 Appropriations</b>	<b>As of 12/31/2014</b>
General Fund	\$ 29,419	\$ 68,276	\$ 49	\$ (41,500)	\$ 56,244
General Fnd (Police Bldg Reserves)	12,835	-	21		\$ 12,856
Street Fund	20,458	3,931	33	(6,900)	17,522
Equipment Rental Ops Fund	6,997	1,410	11	(900)	7,518
Computer Operations Fund	2,057	357	3	-	2,417
Surface Water Manage. Fund	9,639	1,861	16	(3,200)	8,316
<b>Totals</b>	<b>\$ 81,405</b>	<b>\$ 75,835</b>	<b>\$ 133</b>	<b>\$ (52,500)</b>	<b>\$ 104,873</b>

CITY OF DES MOINES

2014 BUDGET REQUEST PLANNING, BUILDING, AND PUBLIC WORKS  
 FACILITY REPAIR AND REPLACEMENT FUND

FACILITY REPAIR AND REPLACEMENT		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
<b>506.200.040</b>	<b>FACILITY REPAIR AND REPLACEMENT</b>								
518.30.48.03	FACILITY REPAIRS & MAINTENANCE	-	-	-	-	-	-	-	-
518.30.48.25	FIELD HOUSE EXTERIOR PAINT	-	42,000	42,000	4,713	40,450	-	-	-
518.30.48.27	ACTIVITY CENTER INTERIOR PAINT	-	-	-	-	-	28,125	25,000	25,000
518.30.48.28	POLICE BUILDING EXTERIOR PAINT	20,283	-	-	-	-	-	-	-
518.30.48.29	BEACH PARK AUDITORIUM RE-ROOF	61,950	-	-	-	-	-	-	-
518.30.48.30	CITY HALL VIDEO ROOM HEATER/AC UNIT REPL	-	10,000	10,000	-	-	-	-	-
518.30.48.31	ENGRNG BLDG ALARM SYSTEM REPLACEMENT	-	5,000	5,000	-	5,000	-	-	-
518.30.48.32	PUBLIC WORKS SERVICE CENTER DOOR REPL	-	7,500	7,500	2,534	2,534	-	-	-
518.30.48.33	ACTIVITY CENTER SHEETROCK REPAIR	-	-	-	-	-	9,500	8,500	8,500
518.30.48.34	PW SVC CENTER REPAIRS-UPPER WALL CMU JTS	-	-	-	-	-	16,875	15,000	15,000
518.30.48.35	PW ENGR PAINT STORAGE BLDG GARAGE DOORS	-	-	-	-	-	4,500	4,000	4,000
594.76.62.01	IMPROVEMENTS-Founder's Lodge Misc. Imprv	21,049	-	-	-	-	-	-	-
594.50.62.08	IMPROVEMENTS-City Hall Walkway Canopy Repair	4,752	-	-	-	-	-	-	-
	<b>FACILITY REPAIR AND REPLACEMENT TOTAL</b>	108,034	64,500	64,500	7,247	47,984	59,000	52,500	52,500
508.10.00	ENDING FUND BALANCE-RESERVED	12,835	11,294	11,294	-	12,835	12,835	12,835	12,835
508.80.00	ENDING FUND BALANCE-UNRESERVED	40,644	50,624	50,624	-	68,570	86,538	92,038	92,038
		161,513	126,418	126,418	7,247	129,388	158,373	157,373	157,373

## BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>506.200.040.518.30.00.00</b>					
518.30.48.27	ACTIVITY CENTER INTERIOR PAINT	Clean and paint the inside walls of the building.	\$ 28,125	\$ 25,000	\$ 25,000
518.30.48.33	ACTIVITY CENTER SHEETROCK REPAIR	Repair the damaged sheetrock (caused by a clogged downspout several years ago) before painting the inside walls of the building.	\$ 9,500	\$ 8,500	\$ 8,500
518.30.48.34	PW SVC CENTER REPAIRS-UPPER WALL CMU JTS	The mortar in these joints is spalling out and failing. It needs to be removed and replaced with new mortar to keep the weather out.	\$ 16,875	\$ 15,000	\$ 15,000
518.30.48.35	PW ENGR PAINT STORAGE BLDG GARAGE DOORS	Paint the exterior sides of the five garage doors on this building.	\$ 4,500	\$ 4,000	\$ 4,000
<b>TOTAL CAPITAL OUTLAY</b>			<b>\$ 59,000</b>	<b>\$ 52,500</b>	<b>\$ 52,500</b>
<b>508.10.00.00</b>	<b>ENDING FUND BALANCE - RESERVED</b>		<b>\$ 12,835</b>	<b>\$ 12,835</b>	<b>\$ 12,835</b>
<b>508.80.00.00</b>	<b>ENDING FUND BALANCE - UNRESERVED</b>		<b>\$ 86,538</b>	<b>\$ 92,038</b>	<b>\$ 92,038</b>
<b>TOTAL ENDING FUND BALANCE</b>			<b>\$ 99,373</b>	<b>\$ 104,873</b>	<b>\$ 104,873</b>
<b>TOTAL FACILITY REPAIR AND REPLACEMENT FUND</b>			<b>\$ 158,373</b>	<b>\$ 157,373</b>	<b>\$ 157,373</b>

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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<b>510.100.024.518.80.00.00</b>	<b>COMPUTER - OPERATIONS</b>	<b>\$ 485,547</b>	<b>\$ 480,301</b>	<b>\$ 480,301</b>
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This fund provides for the maintenance of all city computer, servers, and networks and includes: (1) software maintenance services; (2) consulting and programming on new projects; (3) maintenance agreements on existing equipment; and (4) recovery of data and replacement of damaged hardware. Sources of revenue are through a \$1,675 per unit charge (PC, printer, WebMSS & CAD terminals, MDC) to each department and a total charge of \$47,351 for software (i.e. Taxtools, Permits Plus, Quadrant Cash Register, Spillman, Class, Cityworks, and Marina Management Program software).

<b>2014 Beginning Fund Balance</b>	<b>\$</b>	<b>116,668</b>
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**Assessments:**

			Number of Units
General Fund	\$ 289,141		153.74
Streets Fund	\$ 9,379		5.35
Marina	\$ 22,595		15.00
Surface Water Management	\$ 15,197		7.08
Equipment Rental	\$ 7,322		4.40
Computer Operations	\$ -		3.00
Unassigned assessment	\$ -	<b>\$ 343,633</b>	0.00
			<u><b>188.57</b></u>

<b>Transfer-in PermitTrax Maintenance</b>	<b>8,400</b>
<b>Transfer-in City Website Annual Mtc</b>	<b>11,500</b>
<b>Interest</b>	<b>100</b>
<b>Total Available Resources</b>	<b>\$ 480,301</b>

<b>2014 Expenses</b>	<b>\$</b>	<b>(417,772)</b>
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<b>2014 Ending Fund Balance</b>	<b>\$</b>	<b>62,529</b>
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CITY OF DES MOINES

2014 BUDGET REQUEST

FINANCE  
COMPUTER - OPERATIONS

510.100.024 COMPUTER-OPERATIONS		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 DEPT REQ	2014 EXEC AMEND	2014 ADOPTED
518.80.10.00	SALARIES AND WAGES	245,204	250,708	250,708	134,330	218,551	172,956	171,924	171,924
518.80.10	SUB TOTAL	245,204	250,708	250,708	134,330	218,551	172,956	171,924	171,924
518.80.20.00	PERSONNEL BENEFITS	96,598	103,944	103,944	50,524	95,584	70,122	65,839	65,839
518.80.20.90	EMPLOYEE MED. CONTRIBUTION	(2,676)	(2,907)	(2,907)	(1,132)	(1,617)	(1,270)	(1,201)	(1,201)
518.80.20	SUB TOTAL	93,922	101,037	101,037	49,392	93,967	68,852	64,638	64,638
518.80.31.00	OFFICE SUPPLIES	1,385	4,500	4,500	534	1,500	1,500	1,500	1,500
518.80.31.01	COMPUTER SUPPLIES	943	-	-	-	-	-	-	-
518.80.31.02	SOFTWARE	-	7,000	7,000	316	5,000	5,000	5,000	5,000
518.80.31.15	SOFTWARE & INTERNET	3,920	-	-	-	-	-	-	-
518.80.32.01	UNLEADED FUEL	249	275	275	62	125	200	200	200
518.80.35.00	SMALL TOOLS AND EQUIPMENT	3,587	3,500	3,500	2,319	3,500	3,500	3,500	3,500
518.80.35.90	SMALL EQP >\$1,000 <\$5,000	-	-	-	-	-	-	-	-
518.80.30	SUB TOTAL	10,084	15,275	15,275	3,232	10,125	10,200	10,200	10,200
518.80.41.00	PROFESSIONAL SERVICES	11,384	10,000	10,000	1,450	10,000	15,000	15,000	15,000
518.80.42.00	COMMUNICATIONS	14,542	14,980	14,980	6,508	14,980	16,516	16,516	16,516
518.80.43.00	TRAVEL EXPENSES	-	1,000	1,000	-	-	500	500	500
518.80.45.02	COPIER LEASE	20	22	22	148	22	30	30	30
518.80.48.15	MAINTENANCE AGREEMENTS	84,350	100,186	100,186	89,119	100,186	104,730	104,730	104,730
518.80.48.50	REPAIR & MAINTENANCE:	5,088	4,000	4,000	3,682	4,000	4,500	4,500	4,500
518.80.49.00	MISCELLANEOUS	219	500	500	162	200	250	250	250
518.80.49.22	DUES, SCHOOLS, & CONFERENCES	781	4,000	4,000	355	5,605	1,000	1,000	1,000
518.80.40	SUB TOTAL	116,383	134,688	134,688	101,423	134,993	142,526	142,526	142,526
518.80.99.02	COMPUTER REPLACEMENT	2,322	2,330	2,330	1,165	2,330	1,775	1,775	1,775
518.80.99.03	EQUIPMENT MAINTENANCE	900	900	900	450	900	900	900	900
518.80.99.04	EQUIPMENT RENTAL REPLACEMENT	1,250	6,597	6,597	3,299	6,597	13,111	13,111	13,111
518.80.99.05	INTERFUND INSURANCE	11,924	12,633	12,633	12,633	12,633	12,064	12,064	12,064
518.80.99.06	FACILITY REPLACEMENT	357	357	357	179	357	357	357	357
518.80.90	SUB TOTAL	16,753	22,817	22,817	17,725	22,817	28,207	28,207	28,207
591.18.75.03	PRINCIPAL-COPIER CAPITAL LEASE	237	247	247	-	247	258	258	258
592.18.83.03	INTEREST-COPIER CAPITAL LEASE	40	30	30	-	30	19	19	19
	SUB TOTAL	277	277	277	-	277	277	277	277
	<b>COMPUTER-OPERATIONS TOTAL</b>	482,624	524,802	524,802	306,101	480,730	423,018	417,772	417,772
508.80.00.00	<b>ENDING FUND BALANCE</b>	113,105	79,748	79,748	271,783	116,668	62,529	62,529	62,529
		595,729	604,550	604,550	577,884	597,398	485,547	480,301	480,301

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>510.100.024.518.80.00.00</b>					
<b>COMPUTER - OPERATIONS</b>					
<b>SALARIES AND WAGES</b>					
518.80.10.00	Salaries and Wages	Provides for the following personnel: 1.0 Information Systems Manager 1.0 Desktop Support Technician <u>2.0</u> FTE's	\$ 172,956	\$ 171,924	\$ 171,924
<b>TOTAL SALARIES AND WAGES</b>			<b>\$ 172,956</b>	<b>\$ 171,924</b>	<b>\$ 171,924</b>
<b>PERSONNEL BENEFITS</b>					
518.80.20.00	Personnel Benefits	Provides for personnel benefits for the above.	\$ 70,122	\$ 65,839	\$ 65,839
518.80.920.90	Employee Med. Contribution		\$ (1,270)	\$ (1,201)	\$ (1,201)
<b>TOTAL PERSONNEL BENEFITS</b>			<b>\$ 68,852</b>	<b>\$ 64,638</b>	<b>\$ 64,638</b>
<b>SUPPLIES</b>					
518.80.31.00	Office Supplies	Provides general office supplies.	\$ 1,500	\$ 1,500	\$ 1,500
518.80.31.02	Software	Provides for core software upgrades and licensing. Windows 7 License	\$ 5,000	\$ 5,000	\$ 5,000
518.80.32.01	Unleaded Fuel		\$ 200	\$ 200	\$ 200
518.80.35.00	Small Tools and Equip	Provides for purchase of non-capitalized equipment.	\$ 3,500	\$ 3,500	\$ 3,500
<b>TOTAL SUPPLIES</b>			<b>\$ 10,200</b>	<b>\$ 10,200</b>	<b>\$ 10,200</b>

# BUDGET NARRATIVE

2014

FUND: **COMPUTER OPERATIONS**

DEPARTMENT: **FINANCE**

DIVISION: **COMPUTER OPERATIONS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>510.100.024.518.80.00.00</b>					
<b>COMPUTER - OPERATIONS</b>					
<b>OTHER SERVICES AND CHARGES</b>					
518.80.41.00	Professional Services	Provides for consulting and programming maintenance services for all City Departments.	\$ 15,000	\$ 15,000	\$ 15,000
518.80.42.00	Communications	Long Distance Postage/Shipping Internet (I-Net)	\$ 25 \$ 500 \$ 14,455 <hr style="width: 50%; margin-left: 0;"/> \$ 14,980	\$ 16,516 \$ 16,516	\$ 16,516 \$ 16,516
518.80.43.00	Travel Expenses	Computer Seminars/Conferences	\$ 500	\$ 500	\$ 500
518.80.45.02	Copier Lease	Provides for operating costs of copier for the division.	\$ 30	\$ 30	\$ 30



# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>510.100.024.518.80.00.00</b>		<b>COMPUTER - OPERATIONS</b>			
518.80.48.15	Maintenance Agreements	Provides for hardware & software annual maintenance agreements:	\$ 104,730	\$ 104,730	\$ 104,730
		Finance Eden	\$ 15,472		
		Police RMS Spillman (also includes Valley Comm increase)	\$ 23,944		
		Police Spillman interface Tiburon Interface	\$ 1,314		
		Police RMS IBM Server	\$ 2,628		
		Police/City Hall POS Quadrant	\$ 1,200		
		Permit System PermitTrax	\$ 8,400		
		Hard Drive Maintenance Utilities Diskeeper Annual Maint.	\$ 2,137		
		Anti-Virus Software Sunbelt Software VIPRE	\$ 1,066		
		Internet Firewall WatchGuard	\$ 1,496		
		Network Hardware Dell Network Servers/Switches	\$ 1,450		
		ArcInfo/ArcGIS/ArcPad maintenance ArcInfo/ArcGIS/ArcPad maintenance	\$ 10,505		
		GIS Development Software ESRI EDN Subscription	\$ 1,643		
		Parks Mgmt System Active Network - RecWare	\$ 5,502		
		Police WSP Access System PD Wire (Police WSP Access)	\$ 350		
		Public Works Fuel System DM2 Software (Fuel System)	\$ 882		
		Webserver SSL Certificates Verisign Web Site Security	\$ 300		
		Network Backup Veritas Back-up Software	\$ 615		
		Phone/Voicemail System AVST Voicemail System	\$ 1,141		
		Council/Ch21 Video Equip Rushworks	\$ 1,962		
		SPAM/Web Filtering Service Barracuda	\$ 3,200		
		Police Policy Mgmt System PowerDMS	\$ 2,580		
		Email Search and Retrieval Digiscope	\$ 315		
		Police In-Car Video Systems Kustom Signals Video System	\$ 3,000		
		Web Surveys Survey Monkey	\$ 200		
		PD, Court, Council Recording FTR Recorders	\$ 200		
		Marina Mgmt System Prolific Software	\$ 2,000		
		PW/SWM Asset Mgmt System Cityworks	\$ 6,595		
		Redondo Parking Station Ventek	\$ 495		
		Live Stream Council Meetings AVCaptureAll	\$ 2,353		
		Marina Fuel System Syslogist	\$ 1,385		
		Adobe Cloud Apps Adobe	\$ 400		
			<u>\$ 104,730</u>		

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>510.100.024.518.80.00.00</b>		<b>COMPUTER - OPERATIONS</b>			
518.80.48.50	Repairs & Maintenance		\$ 4,500	\$ 4,500	\$ 4,500
518.80.49.00	Miscellaneous	Provides for miscellaneous dues, memberships, testing, and other items not budgeted elsewhere.	\$ 250	\$ 250	\$ 250
518.80.49.22	Dues, Schools, & Conference	Provides for conferences, seminars and training Microsoft Server 2008R2 Admin \$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
<b>TOTAL OTHER SERVICES AND CHARGES</b>			<b>\$ 142,526</b>	<b>\$ 142,526</b>	<b>\$ 142,526</b>
<b>INTERFUND SERVICES</b>					
518.80.99.02	Computer Replacement	Provides for replacement of computer hardware.	\$ 1,775	\$ 1,775	\$ 1,775
518.80.99.03	Equipment Maintenance	Provides for the maintenance of vehicle at the City garage.	\$ 900	\$ 900	\$ 900
518.80.99.04	Equipment Rental Replacement	Provides for the replacement of vehicle at the City garage.	\$ 13,111	\$ 13,111	\$ 13,111
518.80.99.05	Interfund Insurance	Provides for proportional share of liability and property insurance.	\$ 12,064	\$ 12,064	\$ 12,064
518.80.99.06	Facility Replacement	Provides for major repairs for City facilities.	\$ 357	\$ 357	\$ 357
<b>TOTAL INTERFUND SERVICES</b>			<b>\$ 28,207</b>	<b>\$ 28,207</b>	<b>\$ 28,207</b>
<b>DEBT SERVICE</b>					
591.18.75.03	Principal-Copier Capital Lease		\$ 258	\$ 258	\$ 258
592.18.83.03	Interest-Copier Capital Lease		\$ 19	\$ 19	\$ 19
<b>TOTAL DEBT SERVICE</b>			<b>\$ 277</b>	<b>\$ 277</b>	<b>\$ 277</b>

# BUDGET NARRATIVE

2014

FUND: **COMPUTER OPERATIONS**

DEPARTMENT: **FINANCE**

DIVISION: **COMPUTER OPERATIONS**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>510.100.024.518.80.00.00</b>		<b>COMPUTER - OPERATIONS</b>			
		<b>CAPITAL OUTLAY</b>			
594.18.64.00	Equipment	Internet & Software Upgrades	\$ -	\$ -	\$ -
		<b>TOTAL EQUIPMENT</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
		<b>TOTAL COMPUTER OPERATIONS</b>	<b>\$ 423,018</b>	<b>\$ 417,772</b>	<b>\$ 417,772</b>
508.80.00.00	Ending Fund Balance - Unreserved		\$ 62,529	\$ 62,529	\$ 62,529
		<b>TOTAL INCLUDING ENDING FUND BALANCE</b>	<b>\$ 485,547</b>	<b>\$ 480,301</b>	<b>\$ 480,301</b>

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>511.100.024.594.18.00.00</b>	<b>COMPUTER - REPLACEMENT</b>		<b>\$ 470,384</b>	<b>\$ 470,384</b>	<b>\$ 470,384</b>

This fund accumulates resources for the eventual replacement of all City-owned computers and printers by assessing a per unit charge (PC, printer) to each department.

The General and Streets funds are assessed at 50% and the other funds (Marina, SWM, and Equipment Rental) are assessed at 100% in 2014.

**2014 Beginning Fund Balance**

**\$ 340,128**

	<b>2014</b>	
	<b><u>Assessments</u></b>	<b>Number of Units</b>
General Fund	\$ 117,414	153.74
Streets Fund	3,109	5.35
Marina	35,874	15.00
Surface Water Management	4,005	7.08
Equipment Rental	2,576	4.40
Computer Operations	<u>1,775</u>	3.00
<b>Total Assessments</b>	<b>164,753</b>	<b><u>188.57</u></b>

**EXEC AMEND:** 50% assessment reduction for General & Street Funds

**(60,262)**

Interest

**765**

Transfers for Automation Fees

**10,000**

Transfers for Phone System Replacement

**15,000**

**Total Available Resources**

**\$ 470,384**

**Year 2014 Expenditures**

**(200,888)**

**2014 Ending Fund Balance**

**\$ 269,496**

511.XXX.024 COMPUTER-REPLACEMENT		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
<b>100.024</b>									
518.81.35.00	SMALL TOOLS & EQUIPMENT	23,651	36,000	36,000	12,133	36,000	35,000	171,923	35,000
518.81.35.90	SMALL EQP >1,000 <\$5,000	24,400	10,000	10,000	15,211	23,000	10,000	10,000	10,000
519.19.41.00	PROFESSIONAL SERVICES	1,350	-	-	-	-	-	-	-
594.18.64.00	EQUIPMENT*	37,051	123,100	123,100	-	45,000	135,988	135,988	135,988
<b>SUBTOTAL</b>		86,451	169,100	169,100	27,344	104,000	180,988	317,911	180,988
<b>200.024 TRANSFERS-OUT</b>									
597.18.00.00	TRANSFER-OUT/FUND 510	6,789	19,839	19,839	-	19,433	19,900	19,900	19,900
<b>COMPUTER REPLACEMENT TOTAL</b>		93,240	188,939	188,939	27,344	123,433	200,888	337,811	200,888
<b>511.000.000</b>									
508.80.00.00	ESTIMATED ENDING BALANCE	347,968	217,377	217,377		340,128	269,496	132,573	269,496
		441,208	406,316	406,316	27,344	463,561	470,384	470,384	470,384

\* 2014 EQUIPMENT

Council Video / Ch21 Upgrades	\$ 48,000
CivicPlus 3rd yr installment on new website	\$ 11,500
Dell HyperV Host Servers & SAN	\$ 47,000
Taxtools Replacement	\$ 10,000
Prism Document Mgmt System - 1st yr installment	\$ 4,488
Marina Security Camera Server Replacement	\$ 15,000

Total Capital Outlay **\$ 135,988**

## BUDGET NARRATIVE 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>520.100.023.518.60.00.00</b>	<b>SELF INSURANCE FUND</b>		<b>\$ 652,252</b>	<b>\$ 652,252</b>	<b>\$ 652,252</b>

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 2014, the estimated insurance cost is \$469,994 and the total assessment for all City departments is \$563,993.

2014 Beginning Fund Balance		<b>\$ 82,655</b>	
2014 Department Assessments	\$ 563,993		
2014 AWC Worker Comp Retro Payment	\$ 5,500		
Insurance Recovery	\$ -		
Interest	\$ 104	<b>\$ 569,597</b>	
Total Available Resources		<b>\$ 652,252</b>	
2014 Expenses		<b>\$ (590,978)</b>	
2014 Ending Fund Balance		<b>\$ 61,274</b>	

CITY OF DES MOINES

2014 BUDGET REQUEST

EXECUTIVE  
SELF INSURANCE FUND

SELF INSURANCE FUND		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 ESTIMATE YR TOTAL	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
<b>520.100.023.</b>									
518.60.41.00	PROFESSIONAL SVC	1,826	-	-	-	-	-	-	-
518.60.46.00	INSURANCE EXPENSE	513,701	481,125	481,125	481,249	481,249	469,994	469,994	469,994
518.60.46.02	AWC WRKR COMP RETRO RATING	13,231	13,275	13,275	13,091	13,091	13,484	13,484	13,484
<b>520.100.050.</b>									
518.60.49.21	SETTLEMENTS	105,257	-	-	10,000	10,000	-	-	-
<b>520.200.040.</b>									
553.70.41.27	PROF SERV-GRND WATER MONITORING	38,892	107,500	107,500	25,776	107,500	107,500	107,500	107,500
<b>SELF INSURANCE TOTAL</b>		672,908	601,900	601,900	530,116	611,840	590,978	590,978	590,978
520.000.000.508.80.00	<b>ENDING FUND BALANCE</b>	111,507	11,016	11,016		82,655	61,274	61,274	61,274
		784,415	612,916	612,916	530,116	694,495	652,252	652,252	652,252

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>520.100.023.518.60.00.00 SELF INSURANCE FUND</b>					
518.60.41	Professional Services	To pay for outplacement assistance.	\$ -	\$ -	\$ -
518.60.46.00	Insurance Expense	To cover WCIA liability insurance, public officials bond, and insurance at the Marina to include hull insurance and protection and indemnity.	\$ 469,994	\$ 469,994	\$ 469,994
		<b>WCIA</b>			
		Auto Physical damage	\$ 13,448		
		Boiler and Machinery	3,329		
		Crime/Fidelity Bond	1,726		
		Liability (also includes storage tank liab ins)	389,910		
		Property	61,581		
		<b>Total Insurance Expense</b>	<b>\$ 469,994</b>		
				Allocated to diff depts based on L & I worked hours	
		* Based on 2014 WCIA Liability Rate Estimate = 2.0% decrease			
518.60.46.02	AWC Worker Comp Retro Rating Prog	Provides for AWC Workers Compensation Retro Rating payment based on AWC's estimate for 2014.	\$ 13,484	\$ 13,484	\$ 13,484
520.100.050.518.60.49.21	Settlements	For lawsuit settlement.	\$ -	\$ -	\$ -
520.200.553.70.41.27	Ground Water Monitoring	To pay for the monitoring of ground water due to fuel tank leaks at the Engineering Building.	\$ 107,500	\$ 107,500	\$ 107,500
		<b>TOTAL SELF INSURANCE FUND</b>	<b>\$ 590,978</b>	<b>\$ 590,978</b>	<b>\$ 590,978</b>
520.000.000.508.80.00	Ending Fund Balance - Unreserved		\$ 61,274	\$ 61,274	\$ 61,274
		<b>TOTAL INCLUDING ENDING FUND BALANCE</b>	<b>\$ 652,252</b>	<b>\$ 652,252</b>	<b>\$ 652,252</b>



# BUDGET NARRATIVE

2014

FUND: **UNEMPLOYMENT COMPENSATION**

DEPARTMENT: **EXECUTIVE**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>530.100.023.517.70.00.00</b>		<b>UNEMPLOYMENT COMPENSATION FUND</b>	<b>\$ 288,513</b>	<b>\$ 288,513</b>	<b>\$ 288,513</b>

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

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

The formula results in the following calculation:

Average Number of Employees	x Percent	= Per Employee	x Years	+ Ann. Pay Out
115	5%	\$ 27,899	3	\$ 25,029

**Annual Maximum Unemployment Compensation (AMUC): \$507,463**

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

	<u>Gross Salaries</u>	<u>FTE</u>	<u>Avg Qtr Sal</u>	<u>Sum High 2</u>	<u>Sum/2</u>
Quarter 3 '13	\$ 2,617,472	123	\$ 21,283	\$ 46,498	\$ 23,249
Quarter 4 '13	\$ 2,622,984	107	\$ 24,625		
Quarter 1 '13	\$ 2,565,499	113	\$ 22,757	<u>Weekly Benft</u>	<u>Max Pay Period</u>
Quarter 2 '13	\$ 2,600,412	119	\$ 21,874	930	\$ 27,899

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

Assessments in prior years were 0.25% of gross salaries.

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

# BUDGET NARRATIVE

2014

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

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

**Resources Available**

2013 Beginning Fund Balance			\$	<b>206,113</b>
2013 Department Assessments	\$	54,538		
2013 Interest Earnings	\$	265	\$	<b>54,803</b>
Total Available Resources			\$	<b>260,916</b>
2013 Expenses			\$	<b>(29,174)</b>
2013 Ending Fund Balance			\$	<b>231,742</b>
2014 Department Assessments	\$	56,490		
2014 Interest Earnings	\$	281	\$	<b>56,771</b>
Total Available Resources			\$	<b>288,513</b>
2014 Expenses			\$	<b>(70,000)</b>
2014 Ending Fund Balance			\$	<b>218,513</b>

UNEMPLOYMENT COMPENSATION FUND		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 ESTIMATE YR TOTAL	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
530.100.023.517.70.20.26	UNEMPLOYMENT INSURANCE CLAIMS	37,601	70,000	70,000	10,430	29,174	70,000	70,000	70,000
<b>UNEMPLOYMENT COMPENSATION TOTAL</b>		37,601	70,000	70,000	10,430	29,174	70,000	70,000	70,000
530.000.000.508.80.00.00	<b>ENDING FUND BALANCE</b>	206,113	178,010	191,020		231,742	218,513	218,513	218,513
		243,714	248,010	261,020	10,430	260,916	288,513	288,513	288,513

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
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**530.100.023.517.70.00.00**

**UNEMPLOYMENT COMPENSATION FUND**

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

**TOTAL UNEMPLOYMENT COMPENSATION**

**\$ 70,000    \$ 70,000    \$ 70,000**

508.80.00.00	Ending Fund Balance-Unreserved	If unemployment claims hold to the budgeted amount or less this fund will be self sustaining for the current FTE level and prevailing interest rates.	\$ 218,513	\$ 218,513	\$ 218,513
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**TOTAL INCLUDING ENDING FUND BALANCE**

**\$ 288,513    \$ 288,513    \$ 288,513**

# BUDGET NARRATIVE

## 2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>MUNICIPAL CAPITAL IMPROVEMENTS</b>			<b>\$ 2,174,951</b>	<b>\$ 2,322,887</b>	<b>\$ 2,225,848</b>

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 2014-2019 six-year Capital Improvement Plan.

CITY OF DES MOINES

2014 BUDGET REQUEST MUNICIPAL CAPITAL IMPROVEMENT

MUNICIPAL CAPITAL IMPROVEMENT		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 YR-END EST	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
310.050.100.594.76.62.00	DM BEACH PARK REHAB-AUDITORIUM	\$ 201,747	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
310.054.045.594.75.62.00	DM BEACH PARK REHAB-DINING HALL	24,862	875,025	875,025		58,705	1,187,623	1,187,623	1,187,623
310.050.200.594.76.62.02	DMBP REHAB-PICNIC SHELTER	-					123,530		
310.055.045.594.76.63.00	DM CREEK (URBAN) TRAIL IMPRV (Tsf to Trans CIP Fd)	43,157	156,843	156,843	140,725	156,843			
310.056.045.594.75.63.00	MARINA DISTRICT BANNERS & READERBOARDS		162,510	162,510	2,305	6,790	29,000	29,000	29,000
310.057.045.594.76.63.00	BEACH PARK/JAN 2009 MUDSLIDE	13,773		543	543	543			
310.058.045.594.76.63.00	LIFECYCLE PARK REPAIR & REPLACEMENT PROJ						101,015	20,000	20,000
310.059.045.594.76.64.00	BEACH PARK PAY PARKING STATIONS						40,000	40,000	40,000
310.700.000.594.19.63.00	CITY HALL PARKING LOT REBUILD						75,000		
310.700.000.594.19.63.01	CITY-WIDE ENERGY SAVINGS & UTILITY IMPR	27,661		2,268	2,268	2,268			
310.700.000.594.73.62.01	DM FIELD HOUSE RENOVATION	20,353							
310.700.000.594.76.63.03	DM CREEK TRAIL WTRFRNT DWNTWN CONNECTIONS	1,030							
310.701.040.594.18.63.00	KEYLESS ENTRY SYSTEMS		83,272	83,272			83,272	83,272	83,272
310.702.040.594.75.64.00	ACTIVITY CENTER GENERATOR							92,000	92,000
310.703.040.594.75.63.00	ACTIVITY CENTER FLOOR REPAIR								25,000
310.799.040.597.18.00.00	TSF TO FUND 219 - 2008 GO REFUNDING BONDS	126,732	122,750	122,750	11,407	122,732	123,750	123,750	123,750
310.799.040.597.95.00.01	TSF TO GENERAL FUND							194,078	
310.799.040.597.95.00.00	TSF TO TRANSPORTATION CAPITAL IMPRV FUND	200,176	220,000	220,000	100,000	220,000	250,000	347,039	347,039
	<b>TOTAL MUNICIPAL CAPITAL IMP.</b>	659,489	1,620,400	1,623,211	257,248	567,881	2,013,190	2,116,762	1,947,684
310.000.000.508.50.00.00	ENDING FUND BALANCE-ASSIGNED	253,832	68,615	325,003		474,670	161,761	206,125	278,164
	<b>TOTAL MCI FUND</b>	913,321	1,689,015	1,948,214	257,248	1,042,551	2,174,951	2,322,887	2,225,848

## BUDGET NARRATIVE 2014

FUND: **MUNICIPAL CAPITAL IMPROVEMENT**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>MUNICIPAL CAPITAL IMPROVEMENT</b>					
310.054.045.594.75.62.00	DM BEACH PARK REHAB-DINING HALL	Historic Preservation "Community Heritage" improvements: Rehabilitation of the Dining Hall. This project will provide for funds for Dining Hall window replacement and door repairs.	\$ 1,187,623	\$ 1,187,623	\$ 1,187,623
310.050.200.594.76.62.02	DMBP REHAB-PICNIC SHELTER	Historic Preservation "Community Heritage" improvements: Rehabilitate the Picnic Shelter and mothball Workshop/Restroom.	\$ 123,530	\$ -	\$ -
310.056.045.594.75.63.00	MARINA DISTRICT BANNERS & READERBOARDS	Install Civic Readerboards and Marina District Banners to improve citizen communications, create a sense of place and promote Des Moines as a destination.	\$ 29,000	\$ 29,000	\$ 29,000
310.058.045.594.76.63.00	LIFECYCLE PARK REPAIR & REPLACEMENT PROJ	Proposed improvements: 1) Replace light bulbs at SJU; 2) Resurface Field House Park tennis court; and 3) Improve drainage and replace Field House Park site furnishings.	\$ 101,015	\$ 20,000	\$ 20,000
310.059.045.594.76.64.00	BEACH PARK PAY PARKING STATIONS	This project will provide two (2) parking pay stations at the Beach Park, along with a "pay-by-space" parking system with a parking enforcement and management plan.	\$ 40,000	\$ 40,000	\$ 40,000
310.700.000.594.19.63.00	CITY HALL PARKING LOT REBUILD	Rebuild the southern retaining wall, and then rebuild the southern and eastern City Hall parking lots.	\$ 75,000	\$ -	\$ -
310.701.040.594.18.63.00	KEYLESS ENTRY SYSTEMS	Install new keyless entry systems at City Hall, Public Works Service Center, and Public Works Engineering buildings.	\$ 83,272	\$ 83,272	\$ 83,272
310.702.040.594.75.64.00	ACTIVITY CENTER GENERATOR	Install a new 125 KW emergency generator outside at the Activity Center to allow operations during power outage and emergency situations.	\$ -	\$ 92,000	\$ 92,000

**BUDGET NARRATIVE  
2014**

FUND: **MUNICIPAL CAPITAL IMPROVEMENT**

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>MUNICIPAL CAPITAL IMPROVEMENT</b>					
310.703.040.594.75.63.00	ACTIVITY CENTER FLOOR REPAIR	This project will repair the damaged wood floor at the Activity Center. Areas of the floor are lifting due to ground moisture.	\$ -	\$ -	\$ 25,000
310.799.040.597.18.00.00	TSF TO FUND 219 - 2008 GO REFUNDING BONDS	Transfer to Fund 219 - Refunding Debt Service for the City Hall South Wing Remodel.	\$ 123,750	\$ 123,750	\$ 123,750
310.799.040.597.95.00.01	TSF TO GENERAL FUND	Transfer to Fund 001 - 25% of one time sales and business & occupation taxes.	\$ -	\$ 194,078	\$ -
310.799.040.597.95.00.00	TSF TO TRANSPORTATION CAPITAL IMPRV FUND	Transfer to Fund 319	\$ 250,000	\$ 347,039	\$ 347,039
<b>TOTAL EXPENDITURES MUNICIPAL CAPITAL IMPROVEMENTS</b>			<b>\$ 2,013,190</b>	<b>\$ 2,116,762</b>	<b>\$ 1,947,684</b>
<b>310.000.000.508.50.00.00</b>	<b>ENDING FUND BALANCE</b>		<b>\$ 161,761</b>	<b>\$ 206,125</b>	<b>\$ 278,164</b>
<b>TOTAL EXPENDITURES AND ENDING FUND BALANCE</b>			<b>\$ 2,174,951</b>	<b>\$ 2,322,887</b>	<b>\$ 2,225,848</b>



# BUDGET NARRATIVE

## 2014

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

Account No.	Title	Departmental Request	Executive Amendment	Adopted
<b>319.000.040.595.00.00.00</b>	<b>TRANSPORTATION CAPITAL IMPROVEMENT FUND</b>	<b>\$ 14,008,593</b>	<b>\$ 14,008,593</b>	<b>\$ 14,008,593</b>

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 (2014 to 2019) Capital Improvement Plan.

CITY OF DES MOINES

2014 BUDGET REQUEST

PLANNING, BUILDING, AND PUBLIC WORKS  
TRANSPORTATION CAPITAL IMPRV FUND

		2012	2013	2013	2013	2013	2014	2014	2014
		ACTUAL	ADOPTED	AMENDED	ACTUAL	EST	DEPT	EXEC	ADOPTED
<b>319.XXX.040 TRANSPORTATION CAPITAL IMPRV FUND</b>					Jan-June	YR TOTAL	REQUEST	AMEND	
<b>319.100.040.595</b>	<b>PAVEMENT MANAGEMENT PROGRAM</b>								
319.100.040.595.10.63.00	Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 30,000
319.100.040.595.30.63.00	Roadway						142,039	142,039	142,039
319.100.040.595.90.63.00	Admin/Overhead	23			1,072	1,217	15,000	15,000	15,000
	<b>SUBTOTAL</b>	23	-	-	1,072	1,217	187,039	187,039	187,039
<b>319.103.040.595</b>	<b>GUARDRAIL PROGRAM</b>								
319.103.040.595.30.63.00	Roadway						33,000	33,000	33,000
319.103.040.595.90.63.00	Admin/Overhead						2,000	2,000	2,000
	<b>SUBTOTAL</b>	-	-	-	-	-	35,000	35,000	35,000
<b>319.120.040.595</b>	<b>ANNUAL SIDEWALK PROGRAM</b>								
319.120.040.595.61.63.00	Sidewalks						23,000	23,000	23,000
319.120.040.595.90.63.00	Admin/Overhead						2,000	2,000	2,000
	<b>SUBTOTAL</b>	-	-	-	-	-	25,000	25,000	25,000
<b>319.300.040.595</b>	<b>24TH AVE S. IMPROVEMENTS (GATEWAY)</b>								
319.300.040.595.10.63.00	Engineering	101,365	765,000	765,000	19,995	65,000	30,000	30,000	30,000
319.300.040.595.11.63.00	Construction Inspection					88,000	600,000	600,000	600,000
319.300.040.595.20.61.00	Land/ROW	84,903			482				
319.300.040.595.30.63.00	Roadway		6,293,614	5,404,143		400,000	4,324,035	4,324,035	4,324,035
319.300.040.595.80.61.00	Utility Installation		678,283	1,127,255			1,084,914	1,084,914	1,084,914
319.300.040.595.90.63.00	Admin/Overhead	31,811	75,000	75,000	14,352	55,000	90,000	90,000	90,000
	<b>SUBTOTAL</b>	218,079	7,811,897	7,371,398	34,829	608,000	6,128,949	6,128,949	6,128,949
<b>319.132.040.595</b>	<b>NORTH TWIN BRIDGE FOOTINGS REPAIR</b>								
319.132.040.595.90.63.00	Admin/Overhead	36,470							
	<b>SUBTOTAL</b>	36,470	-	-	-	-	-	-	-
<b>319.301.040.595</b>	<b>16TH AVE SO. IMPROVEMENTS - SEGMENT 5A</b>								
319.301.040.595.10.63.00	Engineering		95,000	105,000			105,000	105,000	105,000
319.301.040.595.90.63.00	Admin/Overhead		6,339	23,839			23,839	23,839	23,839
	<b>SUBTOTAL</b>	-	101,339	128,839	-	-	128,839	128,839	128,839
<b>319.322.040.595</b>	<b>NORTH TWIN BRIDGE SEISMIC RETROFIT</b>								
319.322.040.595.90.63.00	Admin/Overhead	35,926							
	<b>SUBTOTAL</b>	35,926	-	-	-	-	-	-	-
<b>319.326.040.595</b>	<b>SALTWATER ST PK BRIDGE SEISMIC RETROFIT</b>								
319.326.040.595.10.63.00	Engineering		510,933	543,550		259,000	284,550	284,550	284,550
319.326.040.595.11.63.00	Construction Inspection						353,788	353,788	353,788
319.326.040.595.50.63.00	Bridge Construction						2,024,535	2,024,535	2,024,535
319.326.040.595.90.63.00	Admin/Overhead			45,433	3,244	22,000	23,433	23,433	23,433
	<b>SUBTOTAL</b>	-	510,933	588,983	3,244	281,000	2,686,306	2,686,306	2,686,306

CITY OF DES MOINES

2014 BUDGET REQUEST

PLANNING, BUILDING, AND PUBLIC WORKS  
TRANSPORTATION CAPITAL IMPRV FUND

		2012	2013	2013	2013	2013	2014	2014	2014
		ACTUAL	ADOPTED	AMENDED	ACTUAL	EST	DEPT	EXEC	ADOPTED
319.XXX.040	TRANSPORTATION CAPITAL IMPRV FUND				Jan-June	YR TOTAL	REQUEST	AMEND	
<b>319.332.040.595</b>	<b>SOUTH 216TH ST PROJ SEG 1A (29TH TO 24TH)</b>								
319.332.040.595.10.63.00	Engineering	8,150	94,117	94,117	9,338	84,117	15,000	15,000	15,000
319.332.040.595.20.61.00	ROW	19,822		171,630	18,108	171,630	280,000	280,000	280,000
319.332.040.595.90.63.00	Admin/Overhead	3,148	10,000	10,000	1,856	10,000	30,000	30,000	30,000
	<b>SUBTOTAL</b>	31,120	104,117	275,747	29,302	265,747	325,000	325,000	325,000
<b>319.333.040.595</b>	<b>SOUTH 216TH ST PROJ SEG 2 (18TH TO 24TH)</b>								
319.333.040.595.10.63.00	Engineering	131,535	65,000	65,000	14,289	20,000			
319.333.040.595.11.63.00	Construction Inspection		650,000	630,000	253,251	550,000	80,000	80,000	80,000
319.333.040.595.20.61.00	ROW	838,382		-					
319.333.040.595.30.63.00	Roadway	49,330	5,455,367	5,240,338	996,179	4,800,000	215,337	215,337	215,337
319.333.040.595.40.63.00	Drainage	673		-					
319.333.040.595.80.61.00	Utility Installation		734,567	641,169	364,710	593,054			
319.333.040.595.90.63.00	Admin/Overhead	63,354	75,000	75,000	28,463	65,000	25,000	25,000	25,000
	<b>SUBTOTAL</b>	1,083,274	6,979,934	6,651,507	1,656,892	6,028,054	320,337	320,337	320,337
<b>319.334.040.595</b>	<b>SOUTH 216TH ST PROJECT PH3</b>								
319.334.040.595.10.63.00	Engineering						150,000	150,000	150,000
319.334.040.595.90.63.00	Admin/Overhead						20,000	20,000	20,000
	<b>SUBTOTAL</b>	-	-	-	-	-	170,000	170,000	170,000
<b>319.335.040.595</b>	<b>SOUTH 216TH ST PROJ SEGMENT 4</b>								
319.335.040.595.10.63.00	Engineering	2,291							
319.335.040.595.30.63.00	Roadway	188,540							
319.335.040.595.90.63.00	Admin/Overhead	20,197							
	<b>SUBTOTAL</b>	211,028	-	-	-	-	-	-	-
<b>319.336.040.595</b>	<b>SOUTH 224TH ST IMPROVEMENTS</b>								
319.336.040.595.10.63.00	Engineering			300,000			160,000	160,000	160,000
319.336.040.595.11.63.00	Construction Inspection						50,000	50,000	50,000
319.336.040.595.20.61.00	Land/ROW						35,000	35,000	35,000
319.336.040.595.30.63.00	Roadway						531,423	531,423	531,423
319.336.040.595.80.61.00	Utility Installation						25,000	25,000	25,000
319.336.040.595.90.63.00	Admin/Overhead			26,163			75,000	75,000	75,000
	<b>SUBTOTAL</b>	-	-	326,163	-	-	876,423	876,423	876,423
<b>319.345.040.595</b>	<b>BARNES CREEK TRAIL/SR 509 ROW ACQUISITION</b>								
319.345.040.595.10.63.00	Engineering	88,365	200,000	200,000	7,171	30,000	170,000	170,000	170,000
319.345.040.595.20.61.00	Land/ROW	1,360,366	600,000	600,000		40,000	750,000	750,000	750,000
319.345.040.595.90.63.00	Admin/Overhead	28,448	180,000	202,821	475	5,000	30,000	30,000	30,000
	<b>SUBTOTAL</b>	1,477,179	980,000	1,002,821	7,646	75,000	950,000	950,000	950,000

CITY OF DES MOINES

2014 BUDGET REQUEST

PLANNING, BUILDING, AND PUBLIC WORKS  
TRANSPORTATION CAPITAL IMPRV FUND

		2012	2013	2013	2013	2013	2014	2014	2014
		ACTUAL	ADOPTED	AMENDED	ACTUAL	EST	DEPT	EXEC	ADOPTED
319.XXX.040 TRANSPORTATION CAPITAL IMPRV FUND					Jan-June	YR TOTAL	REQUEST	AMEND	
<b>319.601.000.595</b>	<b>INTELLIGENT TRANSPORTATION SYSTEM (ITS)</b>								
319.601.000.595.90.64.00	Admin/Overhead	81							
	<b>SUBTOTAL</b>	81	-	-	-	-	-	-	-
<b>319.603.000.595</b>	<b>TRAFFIC SAFETY PROGRAM</b>								
319.603.000.595.10.63.00	Engineering	552							
319.603.000.595.64.63.00	Traffic Control Devices	13							
319.603.000.595.90.63.00	Admin/Overhead	101							
	<b>SUBTOTAL</b>	666	-	-	-	-	-	-	-
<b>319.604.040.595</b>	<b>CITYWIDE ARTERIAL STREET IMPROVEMENTS</b>								
319.604.040.595.10.63.00	Engineering			10,000		10,000			
319.604.040.595.20.61.00	Land/ROW			37,000		37,000	37,000	37,000	37,000
319.604.040.595.30.63.00	Roadway			58,500		58,500	67,500	67,500	67,500
319.604.040.595.90.63.00	Admin/Overhead			10,000	14,537	10,000	5,000	5,000	5,000
	<b>SUBTOTAL</b>	-	-	115,500	14,537	115,500	109,500	109,500	109,500
<b>319.605.040.595</b>	<b>TRAFFIC SAFETY PROG-NORTH HILL ELEM-SRTS</b>								
319.605.040.595.10.63.00	Engineering		60,000	5,000		2,000			
319.605.040.595.20.61.00	Land/ROW		15,000						
319.605.040.595.64.63.00	Traffic Control Devices			45,000		45,000			
319.605.040.595.90.63.00	Admin/Overhead		19,000	4,200		5,000			
	<b>SUBTOTAL</b>	-	94,000	54,200	-	52,000	-	-	-
<b>319.606.040.595</b>	<b>TRAFFIC SAFETY PROG-MIDWAY ELEM-SRTS</b>								
319.606.040.595.10.63.00	Engineering		60,000	40,000		50,000	91,383	91,383	91,383
319.606.040.595.11.63.00	Construction Inspection						100,000	100,000	100,000
319.606.040.595.20.61.00	Land/ROW		15,000	30,000			24,000	24,000	24,000
319.606.040.595.40.63.00	Drainage						242,700	242,700	242,700
319.606.040.595.61.63.00	Sidewalks						159,300	159,300	159,300
319.606.040.595.64.63.00	Traffic Control Devices						198,000	198,000	198,000
319.606.040.595.80.61.00	Utility Installation						40,000	40,000	40,000
319.606.040.595.90.63.00	Admin/Overhead		19,000	10,000		10,000	25,000	25,000	25,000
	<b>SUBTOTAL</b>	-	94,000	80,000	-	60,000	880,383	880,383	880,383
<b>319.607.040.595</b>	<b>TRAFFIC SAFETY PROG-MVD CROSSWALK IMPR</b>								
319.607.040.595.10.63.00	Engineering					10,000	10,000	10,000	10,000
319.607.040.595.11.63.00	Construction Inspection					1,000	10,000	10,000	10,000
319.607.040.595.64.63.00	Traffic Control Devices								
319.607.040.595.69.63.00	Traffic & Pedestrian Improvements		110,000	124,334		87,000	125,000	125,000	125,000
319.607.040.595.90.63.00	Admin/Overhead		10,000	10,000	7,298	10,000	10,000	10,000	10,000
	<b>SUBTOTAL</b>	-	120,000	134,334	7,298	108,000	155,000	155,000	155,000

CITY OF DES MOINES

2014 BUDGET REQUEST

PLANNING, BUILDING, AND PUBLIC WORKS  
TRANSPORTATION CAPITAL IMPRV FUND

		2012	2013	2013	2013	2013	2014	2014	2014
		ACTUAL	ADOPTED	AMENDED	ACTUAL	EST	DEPT	EXEC	ADOPTED
319.XXX.040	TRANSPORTATION CAPITAL IMPRV FUND				Jan-June	YR TOTAL	REQUEST	AMEND	
<b>319.608.040.595</b>	<b>TRAFFIC SAFETY PROG-MVD &amp; S 240TH RAB</b>								
319.608.040.595.10.63.00	Engineering		152,398	-			142,398	142,398	142,398
319.608.040.595.20.61.00	Land/ROW		106,440	-					
319.608.040.595.30.63.00	Roadway								
319.608.040.595.90.63.00	Admin/Overhead						10,000	10,000	10,000
	<b>SUBTOTAL</b>	-	258,838	-	-	-	152,398	152,398	152,398
<b>319.609.040.595</b>	<b>TRAFFIC SAFETY PROG-DRIVER FEEDBACK SIGNS</b>								
319.609.040.595.69.63.00	Traffic & Pedestrian Improvements						20,000	20,000	20,000
319.609.040.595.90.63.00	Admin/Overhead								
	<b>SUBTOTAL</b>	-	-	-	-	-	20,000	20,000	20,000
<b>319.610.040.595</b>	<b>REDONDO PARKING MANAGEMENT PLAN</b>								
319.610.040.595.10.63.00	Engineering						100,000	100,000	100,000
319.610.040.595.90.63.00	Admin/Overhead						10,000	10,000	10,000
	<b>SUBTOTAL</b>	-	-	-	-	-	110,000	110,000	110,000
<b>319.699.040.597.95</b>	<b>OPERATING TRANSFERS-OUT</b>								
319.699.040.597.95.00.00	Transfer-Out/220.102/PWTF-P Hwy Const	25,154	25,036	25,036	25,036	25,036	24,918	24,918	24,918
319.699.040.597.95.00.01	Transfer-Out to Fund 219/2008 GO Bonds Debt Service	200,783	191,813	191,813	48,501	191,782	193,013	193,013	193,013
319.699.040.597.95.00.02	Transfer-Out to Fund 220/PWTF Loan DM Gateway	34,571	34,412	34,412	34,412	34,412	34,253	34,253	34,253
	<b>SUBTOTAL</b>	260,508	251,261	251,261	107,949	251,230	252,184	252,184	252,184
	<b>TRANSPORTATION CAPITAL IMPRV TOTAL</b>	3,354,354	17,306,319	16,980,753	1,862,769	7,845,748	13,512,358	13,512,358	13,512,358
319.000.000.508.50	ENDING FUND BALANCE	881,380	201,724	588,661		4,230,801	496,235	496,235	496,235
	<b>TOTAL TRANSPORTATION CAPITAL IMPRV</b>	4,235,734	17,508,043	17,569,414	1,862,769	12,076,549	14,008,593	14,008,593	14,008,593

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>319.xxx.040.595</b>		<b>TRANSPORTATION CAPITAL IMPROVEMENT</b>			
319.100.040.595	PAVEMENT MANAGEMENT PROGRAM	Maintain and preserve the integrity of the City's existing roadway surfaces through a combination of pavement rehabilitation measures, such as chip seals, patches, and overlays.	\$ 187,039	\$ 187,039	\$ 187,039
319.103.040.595	GUARDRAIL PROGRAM	Design and prepare plans for, and construct and inspect projects for the installation of guardrail improvements. Design and construction will be prepared by City staff, interlocal agreement with another local agency or county government, or by consultant, depending on staff availability and the complexity of the installation.	\$ 35,000	\$ 35,000	\$ 35,000
319.120.040.595	ANNUAL SIDEWALK PROGRAM	Design and prepare plans for, and construct and inspect projects for the installation of sidewalk improvements. Design and construction will be prepared by City staff, interlocal agreement with another local agency or county government, or by consultant, depending on staff availability and the complexity of the installation.	\$ 25,000	\$ 25,000	\$ 25,000
319.300.040.595	24TH AVE S. IMPROVEMENTS (GATEWAY)	Reconstruct roadway to five-lane cross section. This project includes: installation of curbs, gutters, sidewalks, planters, and bicycle lanes on both sides of the street, widening the road with asphalt pavement, installing center medians where feasible, constructing a new street lighting system, undergrounding storm water, overhead communications, and electrical distribution lines.	\$ 6,128,949	\$ 6,128,949	\$ 6,128,949
319.301.040.595	16TH AVE SO. IMPROVEMENTS - SEGMENT 5A	Install curbs, gutters, sidewalks, planters, enclosed drainage system, retaining walls, a left-turn lane, and bike lanes. This project includes consultant design and development of plans, specifications and estimates for the described work. It also includes the acquisition of any needed right-of-way or easements.	\$ 128,839	\$ 128,839	\$ 128,839

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>319.xxx.040.595</b>		<b>TRANSPORTATION CAPITAL IMPROVEMENT</b>			
319.326.040.595	SALTWATER ST PK BRIDGE SEISMIC RETROFIT	Repairs and seismic retrofitting of the bridge. The project would replace the pin and hanger system for both suspended sections of the bridge. Surface drainage improvements would also be addressed.	\$ 2,686,306	\$ 2,686,306	\$ 2,686,306
319.332.040.595	SOUTH 216TH ST PROJ SEG 1A (29TH TO 24TH)	Widen roadway to 5 lanes with a continuous left turn lane, bicycle lanes, sidewalks planter strips and U-turn pockets at Pacific Highway S.	\$ 325,000	\$ 325,000	\$ 325,000
319.333.040.595	SOUTH 216TH ST PROJ SEG 2 (18TH TO 24TH)	Widen Roadway to 5 lanes and provide a continuous center turn lane, bike lanes, transit stops, curb, gutter, planters and sidewalks, and a new signalized intersection at 20th Avenue S.	\$ 320,337	\$ 320,337	\$ 320,337
319.334.040.595	SOUTH 216TH ST PROJECT PH3	Widen roadway (11th Avenue South to 18th Avenue South) to provide center turn lane, bike lanes, curb, gutter, and sidewalks.	\$ 170,000	\$ 170,000	\$ 170,000
319.336.040.595	SOUTH 224TH ST IMPROVEMENTS	Provide for the design of improvements consistent with the Pacific Ridge Neighborhood Improvement Plan.	\$ 876,423	\$ 876,423	\$ 876,423
319.345.040.595	BARNES CREEK TRAIL/SR 509 ROW ACQUISITION	Provide study to identify the highest and best use of the SR 509 right-of-way, and submit a proposal to the WSDOT.	\$ 950,000	\$ 950,000	\$ 950,000
319.604.040.595	CITYWIDE ARTERIAL STREET IMPROVEMENTS	Improve visibility of traffic signal displays, install countdown pedestrian heads, upgrade street name signs and pavement markings.	\$ 109,500	\$ 109,500	\$ 109,500
319.606.040.595	TRAFFIC SAFETY PROG-MIDWAY ELEM-SRTS	Install sidewalk, widened shoulders, overhead school crossing sign for school crossing.	\$ 880,383	\$ 880,383	\$ 880,383

# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>319.xxx.040.595</b>		<b>TRANSPORTATION CAPITAL IMPROVEMENT</b>			
319.607.040.595	TRAFFIC SAFETY PROG-MVD CROSSWALK IMPR	Install signing and Rectangular Rapid Flashing Beacons and overhead crossing signs.	\$ 155,000	\$ 155,000	\$ 155,000
319.608.040.595	TRAFFIC SAFETY PROG-MVD & S 240TH RAB	Realign intersection and install a modern Roundabout.	\$ 152,398	\$ 152,398	\$ 152,398
319.609.040.595	TRAFFIC SAFETY PROG-DRIVER FEEDBACK SIGNS	Driver Speed Feedback signs have been shown to potentially reduce speeds by a small amount and bring awareness to the motoring public. Permanent radar speed signs which show vehicle speed along with the posted speed limit.	\$ 20,000	\$ 20,000	\$ 20,000
319.610.040.595	REDONDO PARKING MANAGEMENT PLAN	Develop a parking management plan strategy and apply program and actions.	\$ 110,000	\$ 110,000	\$ 110,000
319.699.040.597.95.00.00	Transfer- Out/220.102/PWTF-P Hwy Const	Debt Service for the Public Works Trust Fund Loan for the Pacific Highway pre-construction phase of the project.	\$ 24,918	\$ 24,918	\$ 24,918
319.699.040.597.95.00.01	Transfer-Out to Fund 219/2008 GO Bonds Debt Service	Debt Service for the 2008 G.O. Bonds.	\$ 193,013	\$ 193,013	\$ 193,013
319.699.040.597.95.00.02	Transfer-Out to Fund 220/PWTF Loan DM Gateway	Debt Service for the Public Works Trust Fund Loan for the design phase of the Des Moines Gateway projects.	\$ 34,253	\$ 34,253	\$ 34,253
<b>TOTAL EXPENDITURES TRANSPORTATION CAPITAL IMPRV FUND</b>			<b>\$ 13,512,357</b>	<b>\$ 13,512,358</b>	<b>\$ 13,512,358</b>
319.000.000.508.50	ENDING FUND	This is the assigned Ending Fund Balance	\$ 496,235	\$ 496,235	\$ 496,235
<b>TOTAL EXPENDITURES AND ENDING FUND BALANCE</b>			<b>\$ 14,008,592</b>	<b>\$ 14,008,593</b>	<b>\$ 14,008,593</b>



# BUDGET NARRATIVE

2014

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>406.000.000.594.00.00.00</b>	<b>MARINA DEPRECIATION AND IMPROVEMENT FUND, 2008</b>		<b>\$ 658,242</b>	<b>\$ 658,242</b>	<b>\$ 658,242</b>

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

2014 BUDGET REQUEST

MARINA DEPRECIATION AND  
IMPROVEMENT FUND - 2008 BONDS

MARINA DEPRECIATION AND IMPROVEMENT FUND		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 EST YR TOTAL	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
<b>406.4XX.070</b>	<b>MISC CAPITAL PROJECTS</b>								
400/594.75.63.00	SECURITY CAMERA PROJECT		29,218	48,000	47,867	47,867			
442/594.75.63.00	RECONFIGURE SMALL DOCKS	(2,908)	2,500	2,500					
440/594.79.63.09	PORT SECURITY GRANT PROGRAM	(14,799)							
444/594.79.62.00	SOUTH LOT RESTROOM PROJECT		-						
445/594.79.63.00	CANOPY STRUCTURE FOR ACTIVITY FLOAT		32,500	34,600	10,863	34,950			
446/594.79.63.17	GATE OPENING SYSTEM OR M & N DOCKS	3,622							
451/594.75.63.00	6TH AVENUE STAIRWAY GATES			18,000	8,333	16,052			
447/594.75.63.00	REDONDO RAMP BOARDING FLOATS	20,380	21,635	21,635	4,253	21,635			
448/594.79.63.00	FISHING PIER RENOVATIONS	17,621	2,500	2,500					
449/594.75.63.00	NEW BREAKWATER AT MARINA ENTRANCE		2,500	2,500					
450/594.75.61.00	TIMBER BREAKWATER REMOVAL		2,500	2,500					
401/594.75.63.00	OFF-SITE STORAGE YARD		30,000						
402/594.75.63.00	SITE MANAGEMENT PROJECT		100,000	80,000		5,000	120,000	120,000	120,000
<b>SUBTOTAL</b>		23,916	223,353	212,235	71,316	125,504	120,000	120,000	120,000
<b>406.599.070</b>	<b>DEBT SERVICE AND TRANSFERS</b>								
582.79.71.00	PRINCIPAL-2008 BONDS		225,000	225,000		225,000	265,000	265,000	265,000
592.79.83.00	INTEREST-2008 BONDS		257,716	257,716	128,858	257,716	248,716	248,716	248,716
592.79.85.00	FISCAL AGENT FEES-2008 GO BONDS		320	320	301	301	320	320	320
<b>404.000.000</b>									
597.79.00.06	TRANSFEROUT/FUND 404	4,064	-				-	-	-
<b>SUBTOTAL</b>		4,064	483,036	483,036	129,159	483,017	514,036	514,036	514,036
<b>TOTAL DEPR AND IMPROVEMENT FUND 406</b>		\$ 27,980	\$ 706,389	\$ 695,271	\$ 200,475	\$ 608,521	\$ 634,036	\$ 634,036	\$ 634,036
508.10.00.00	ENDING FUND BALANCE-RESERVED	\$ 291,278	\$ 5,241	\$ 56,775	\$ -	\$ 143,206	\$ 24,206	\$ 24,206	\$ 24,206
<b>TOTAL DEPRECIATION &amp; IMPROVEMENT</b>		\$ 319,258	\$ 711,630	\$ 752,046	\$ 200,475	\$ 751,727	\$ 658,242	\$ 658,242	\$ 658,242

**BUDGET NARRATIVE**  
**2014**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>406.000.070.594</b>	<b>MARINA DEPRECIATION AND IMPROVEMENT FUND - 2008 BONDS</b>				
	<b>DEBT SERVICE</b>				
406.000.000.582.79.71.02	PRINCIPAL-2008 BONDS		\$ 265,000	\$ 265,000	\$ 265,000
406.000.000.592.79.83.01	INTEREST-2008 BONDS		\$ 248,716	\$ 248,716	\$ 248,716
406.000.000.597.79.85.01	FISCAL AGENT FEES-2008 GO BONDS		\$ 320	\$ 320	\$ 320
	<b>TOTAL DEBT SERVICE</b>		<b>\$ 514,036</b>	<b>\$ 514,036</b>	<b>\$ 514,036</b>
<b>406.000.000.594.00.00.00</b>	<b>DEPRECIATION AND IMPROVEMENT</b>				
406.402.070.594.75.63.00	SITE MANAGEMENT PROJECT	Develop and design traffic and parking control systems that would regulate access to the Marina parking lots.	\$ 120,000	\$ 120,000	\$ 120,000
	<b>TOTAL MARINA IMPROVEMENT PROJECTS</b>		<b>\$ 120,000</b>	<b>\$ 120,000</b>	<b>\$ 120,000</b>
	<b>TOTAL MARINA DEPRECIATION AND IMPROVEMENT, 2008 BONDS EXPENDITURES</b>		<b>\$ 634,036</b>	<b>\$ 634,036</b>	<b>\$ 634,036</b>
<b>406.000.000.508.10.00.00</b>	<b>ENDING FUND BALANCE</b>		<b>\$ 24,206</b>	<b>\$ 24,206</b>	<b>\$ 24,206</b>

**BUDGET NARRATIVE**  
**2013**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
451.XXX.040.595.40.63.00	SURFACE WATER MANAGEMENT - CAPITAL		<u>\$ 1,676,022</u>	<u>\$ 1,676,022</u>	<u>\$ 1,676,022</u>

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 (2014-2019) Capital Improvement Plan.

CITY OF DES MOINES

2014 BUDGET REQUEST

PLANNING, BUILDING, AND PUBLIC WORKS  
SURFACE WATER MANAGEMENT CAPITAL

451.800.040 SURFACE WATER MANAGEMENT CAPITAL		2012 ACTUAL	2013 ADOPTED	2013 AMEND	2013 ACTUAL Jan-June	2013 ESTIMATE YR TOTAL	2014 DEPT REQUEST	2014 EXEC AMEND	2014 ADOPTED
451.804.040.595.40.63.00	BARNES CREEK /KDM RD CULVERT	\$ 93	\$ 150,000	\$ 150,000	\$ 86	\$ 86	\$ 92,500	\$ 92,500	\$ 92,500
451.806.000.595.40.63.00	DES MOINES CREEK BASIN PROJECTS	4,101							
451.806.040.595.40.63.00	LOWER DM CREEK CHANNEL MODIFICATIONS	40,463			346	346			
451.810.040.595.40.63.00	DETENTION POND SAFETY IMPROVEMENTS		60,000	60,000		60,000			
451.812.040.595.40.63.00	DMMD PIPELINE S. 212th to S. 213th		144,500	173,500	16,885	18,314	356,000	356,000	356,000
451.815.040.595.40.63.00	24TH AVE PIPELINE REPLACEMENT/UPGRADE						242,700	242,700	242,700
451.818.040.595.40.63.00	REDONDO HEIGHTS CULVERT REPLACEMENT	688,008		60,192	4,872	6,815			
451.819.040.595.40.63.00	216TH PLACE CULVERT REPLACEMENT		139,200	174,300	9,115	9,528	196,500	196,500	196,500
451.820.040.595.40.63.00	BARNES CREEK 223RD CULVERT REPLACEMENT	301,246			12,751	17,750			
451.821.040.595.40.63.00	LOWER MASSEY CREEK CHANNEL MODIFICATIONS		212,500	212,500	16,672	179,000	210,000	210,000	210,000
451.825.040.595.40.63.00	216TH - 15TH TO 18TH AV PIPE REPLACEMENT			297,500		297,500			
	<b>SWM - CAPITAL TOTAL</b>	\$ 1,033,911	\$ 706,200	\$ 1,127,992	\$ 60,727	\$ 589,339	\$ 1,097,700	\$ 1,097,700	\$ 1,097,700
451.000.000.508.10.00.00	ENDING FUND BALANCE-RESERVED	898,392	903,292	559,484	-	1,111,567	578,322	578,322	578,322
	<b>SWM - CAPITAL TOTAL</b>	\$ 1,932,303	\$ 1,609,492	\$ 1,687,476	\$ 60,727	\$ 1,700,906	\$ 1,676,022	\$ 1,676,022	\$ 1,676,022

**BUDGET NARRATIVE  
2014**

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

Account No.	Title	Narrative	Departmental Request	Executive Amendment	Adopted
<b>451.000.040.595</b>	<b>SURFACE WATER MANAGEMENT</b>				
451.804.040.595.40.63.00	BARNES CREEK /KDM RD CULVERT	Replace existing culvert with a new 42-inch diameter concrete culvert and install an energy dissipater structure at the downstream end of the culvert.	\$ 92,500	\$ 92,500	\$ 92,500
451.812.040.595.40.63.00	DMMD PIPELINE S. 212th to S. 213th	This project will replace 350 feet of existing storm drainage and ditches with 18-inch pipe.	\$ 356,000	\$ 356,000	\$ 356,000
451.815.040.595.40.63.00	24TH AVE PIPELINE REPLACEMENT/UPGRADE	Replacement of existing 12-inch storm drainage pipe with 36-inch trunkline, as recommended in the 1992 Massey Creek Basin Plan.	\$ 242,700	\$ 242,700	\$ 242,700
451.819.040.595.40.63.00	216TH PLACE CULVERT REPLACEMENT	This project will replace existing 18-inch corrugated metal pipe with 400 feet of 24-inch pipe.	\$ 196,500	\$ 196,500	\$ 196,500
451.821.040.595.40.63.00	LOWER MASSEY CREEK CHANNEL MODIFICATIONS	Widen Massey Creek channel, between 10th Avenue South and Marine View Drive, and berming the north side of the stream. This project will alleviate flooding in that section of Massey Creek and restore a "fish friendly" and aesthetic stream-like quality to Massey Creek.	\$ 210,000	\$ 210,000	\$ 210,000
<b>TOTAL SURFACE WATER MANAGEMENT CAPITAL PROJECTS</b>			<b>\$ 1,097,700</b>	<b>\$ 1,097,700</b>	<b>\$ 1,097,700</b>
<b>451.000.000.508.10.00.00</b>	<b>ENDING FUND BALANCE</b>		<b>\$ 578,322</b>	<b>\$ 578,322</b>	<b>\$ 578,322</b>
<b>TOTAL SURFACE WATER MANAGEMENT CAPITAL FUND</b>			<b>\$ 1,676,022</b>	<b>\$ 1,676,022</b>	<b>\$ 1,676,022</b>

# CITY OF DES MOINES

## Staffing Comparisons by Department

	2011 Budget	2012 Budget	2013 Budget	2014 Budget	2011 Budget	2012 Budget	2013 Budget	2014 Budget	2011 Budget	2012 Budget	2013 Budget	2014 Budget	% chg '13-'14
<b>Executive:</b>													
City Manager	4.00	4.00	4.00	4.00					4.00	4.00	4.00	4.00	0.0%
Record Services	1.60	2.00	2.00	1.00					1.60	2.00	2.00	1.00	-50.0%
Record Services-eliminated position Personnel			-1.00						-	-	0.00	0.00	-100.0%
<b>Total Executive</b>	5.60	6.00	5.00	5.00	0.00	0.00	0.00	0.00	5.60	6.00	5.00	5.00	0.0%
<b>Judicial:</b>													
Municipal Court	7.22	7.40	7.70	7.70					7.22	7.40	7.70	7.70	0.0%
Municipal Court-assigned to ASE		-0.30	-1.02	-0.505					-	-0.30	-1.02	-0.505	-50.5%
<b>Total Judicial</b>	7.22	7.10	6.68	7.195	0.00	0.00	0.00	0.00	7.22	7.10	6.68	7.195	7.71%
<b>Finance:</b>													
Financial Services	5.80	5.80	5.80	5.525					5.80	5.80	5.80	5.525	-4.7%
Computer Operations					3.00	3.00	3.00	2.00	3.00	3.00	3.00	2.00	-33.3%
<b>Total Finance</b>	5.80	5.80	5.80	5.525	3.00	3.00	3.00	2.00	8.80	8.80	8.80	7.525	-14.5%
<b>Legal:</b>													
Legal	4.20	4.00	4.50	4.50					4.20	4.00	4.50	4.50	0.0%
Legal-assigned to ASE			-0.20	-0.025					-	-	-0.20	-0.025	-87.5%
Domestic Violence									-	-	0.00	0.00	N/A
<b>Total Legal</b>	4.20	4.00	4.30	4.475	0.00	0.00	0.00	0.00	4.20	4.00	4.30	4.475	4.1%
<b>Law Enforcement:</b>													
Administration	12.00	12.00	12.00	12.00	1.00	1.00			13.00	13.00	12.00	12.00	0.0%
Administration- tsf from Levy Lid Lift			1.00								1.00	0.00	-100.0%
Administration-assigned to ASE		-0.19	-0.37	-0.11					-	-0.19	-0.37	-0.11	-70.3%
Administration-frozen positions			-2.00								-2.00	0.00	-100.0%
Detective	5.80	5.80	5.80	5.80	0.20	-	-	-	6.00	5.80	5.80	5.80	0.0%
Patrol	19.00	19.00	19.00	26.00					19.00	19.00	19.00	26.00	36.8%
Patrol- tsf from Levy Lid Lift		1.00	7.00							1.00	7.00	0.00	-100.0%
Patrol-frozen positions			-2.00	-4.00							-2.00	-4.00	100.0%
Patrol-School Resource Officer	1.00	1.00	1.00	1.00					1.00	1.00	1.00	1.00	0.0%
Patrol-School Officer-assigned to ASE	0.00	-0.13	-0.25	-0.06					-	-0.13	-0.25	-0.06	-76.0%
Crime Prevention			2.00	2.00					-	-	2.00	2.00	0.0%
Automated Speed Enforcement (ASE)		0.63	1.86	0.71						0.63	1.86	0.71	-61.8%
Animal Control	1.00	1.00	1.00	1.00					1.00	1.00	1.00	1.00	0.0%
Levy Lid Lift - Patrol					9.00	9.00			9.00	9.00	0.00	0.00	N/A
Levy Lid Lift - Patrol (tsf to Gen Fund)						-1.00			-	-1.00	0.00	0.00	N/A
<b>Total Law Enforcement</b>	38.80	40.12	46.04	44.34	10.20	9.00	0.00	0.00	49.00	49.12	46.04	44.34	-3.7%

# CITY OF DES MOINES

## Staffing Comparisons by Department

	2011 Budget	2012 Budget	2013 Budget	2014 Budget	2011 Budget	2012 Budget	2013 Budget	2014 Budget	2011 Budget	2012 Budget	2013 Budget	2014 Budget	% chg '13-'14
<b>Planning/Building/Public Works:</b>													
Administration	3.25	3.25	1.25	1.55					3.25	3.25	1.25	1.55	24.0%
All City Buildings	1.10	1.20	1.20	1.15					1.10	1.20	1.20	1.15	-4.2%
Facilities/CIP Management			1.00	1.00							1.00	1.00	0.0%
Code Enforcement			1.00	1.00							1.00	1.00	0.0%
Engineering Services	4.85	4.95	4.15	4.55					4.85	4.95	4.15	4.55	9.6%
Engineering Services-assigned to ASE		-0.02	-0.02	-0.01					-	-0.02	-0.02	-0.01	-50.0%
Joint Minor Home Repair Prog		0.10	0.10	0.10					-	0.10	0.10	0.10	0.0%
Building Division	7.00	6.00	6.00	4.90					7.00	6.00	6.00	4.90	-18.3%
Bldg Div-Bldg Inspector for Artemis Hotel		1.00							-	1.00		0.00	N/A
Planning & Development Services	1.00	1.00	1.00	3.00					1.00	1.00	1.00	3.00	200.0%
Development Services	3.00	3.00	2.00						3.00	3.00	2.00	0.00	-100.0%
Development Services-tsfc to SWM		-0.40	-0.10			0.40	0.10					0.00	N/A
Parks Maintenance Operations	5.54	3.80	3.80	4.15					5.54	3.80	3.80	4.15	9.2%
Street	4.65	4.60	4.35	4.90					4.65	4.60	4.35	4.90	12.6%
Surface Water Management					11.17	11.00	11.45	11.10	11.17	11.00	11.45	11.10	-3.1%
Equipment Rental					2.20	1.90	1.70	1.60	2.20	1.90	1.70	1.60	-5.9%
<b>Total Planning/Building/Public Works</b>	<b>30.39</b>	<b>28.48</b>	<b>25.73</b>	<b>26.29</b>	<b>13.37</b>	<b>13.30</b>	<b>13.25</b>	<b>12.70</b>	<b>43.75</b>	<b>41.78</b>	<b>38.98</b>	<b>38.99</b>	<b>0.0%</b>
<b>Parks, Recreation &amp; Senior Services:</b>													
Administration	1.80	1.80	1.80	1.80					1.80	1.80	1.80	1.80	0.0%
Arts Commission-Recreation Specialist		0.20	0.20	0.20					-	0.20	0.20	0.20	0.0%
HEAL Prog	1.00	1.00							1.00	1.00	0.00	0.00	N/A
Recreation Programs	14.50	15.80	14.00	12.136					14.50	15.80	14.00	12.136	-13.3%
Events & Facility Rentals			1.00	2.862							1.00	2.862	186.2%
Events & Facility Rentals-assigned to Arts Commission			-0.20	-0.20							-0.20	-0.20	0.0%
Senior Services	2.00	2.00	2.00	2.00					2.00	2.00	2.00	2.00	0.0%
Senior Programs	0.70	0.70	0.70	0.70					0.70	0.70	0.70	0.70	0.0%
<b>Total Parks, Recreation &amp; Senior Services</b>	<b>20.00</b>	<b>21.51</b>	<b>19.50</b>	<b>19.50</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>20.00</b>	<b>21.51</b>	<b>19.50</b>	<b>19.50</b>	<b>0.0%</b>
<b>Marina:</b>													
Administration					3.55	2.60	2.60	2.60	3.55	2.60	2.60	2.60	0.0%
Service					7.126	6.526	4.826	4.727	7.13	6.53	4.83	4.727	-2.1%
Maintenance					2.000	2.000	3.300	3.300	2.00	2.00	3.30	3.300	0.0%
Special Events							0.40	0.50	-	-	0.40	0.50	25.0%
<b>Total Marina</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>12.68</b>	<b>11.13</b>	<b>11.13</b>	<b>11.127</b>	<b>12.68</b>	<b>11.13</b>	<b>11.13</b>	<b>11.127</b>	<b>0.0%</b>
<b>TOTAL</b>	<b>112.01</b>	<b>113.01</b>	<b>113.05</b>	<b>112.32</b>	<b>39.24</b>	<b>36.43</b>	<b>27.38</b>	<b>25.83</b>	<b>151.25</b>	<b>149.43</b>	<b>140.43</b>	<b>138.150</b>	<b>-1.6%</b>

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



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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
<b>CITY MANAGER</b>												
M43	CITY MANAGER	1	11,083	132,996	11,637	139,644	12,219	146,628	12,830	153,960	13,472	161,664
<b>JUDGE</b>												
41	JUDGE	1	10,580	126,960	11,109	133,308	11,664	139,968	12,247	146,964	12,859	154,308
<b>NON-UNION DEPARTMENT HEADS</b>												
39	CITY ATTORNEY	1	9,782	117,384	10,271	123,252	10,785	129,420	11,324	135,888	11,890	142,680
38	CHIEF OF POLICE	1	9,406	112,872	9,876	118,512	10,370	124,440	10,889	130,668	11,433	137,196
	FINANCE DIRECTOR	1										
	ASST. CITY MANAGER	1										
	PLANNING, BUILDING, & PUBLIC WORKS DIRECTOR	1										
37	PARKS, RECREATION & SR SERV. DIR.	1	9,044	108,528	9,496	113,952	9,971	119,652	10,470	125,640	10,994	131,928
33	HARBORMASTER	1	7,731	92,772	8,118	97,416	8,524	102,288	8,950	107,400	9,398	112,776
30	COURT ADMINISTRATOR	1	6,873	82,476	7,217	86,604	7,578	90,936	7,957	95,484	8,355	100,260
<b>NON-UNION</b>												
PMA 34	COMMANDER	2					9,501	114,012	9,976	119,712	10,475	125,700
34	ENGINEERING SERVICES MANAGER	1	8,294	99,528	8,709	104,508	9,144	109,728	9,601	115,212	10,081	120,972
	SWM ENGINEER	1										
33			7,974	95,688	8,373	100,476	8,792	105,504	9,232	110,784	9,694	116,328
32	COMMUNITY DEVELOPMENT MANAGER	1	7,668	92,016	8,051	96,612	8,454	101,448	8,877	106,524	9,321	111,852
31			7,373	88,476	7,742	92,904	8,129	97,548	8,535	102,420	8,962	107,544
30	INFO SYSTEMS MANAGER	1	7,089	85,068	7,443	89,316	7,815	93,780	8,206	98,472	8,616	103,392
	BUILDING OFFICIAL	1										
	ECONOMIC DEVELOPMENT MANAGER	1										
	ASSOCIATE TRANSPORTATION ENGINEER	1										
	FINANCE MANAGER	1										
	ACCOUNTING MANAGER	1										
29			6,816	81,792	7,157	85,884	7,515	90,180	7,891	94,692	8,286	99,432
28	CIP PROJECT MANAGER	1	6,553	78,636	6,881	82,572	7,225	86,700	7,586	91,032	7,965	95,580
27			6,301	75,612	6,616	79,392	6,947	83,364	7,294	87,528	7,659	91,908

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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)												
26	ASSISTANT CITY ATTORNEY	1	6,059	72,708	6,362	76,344	6,680	80,160	7,014	84,168	7,365	88,380
	PUBLIC WORKS & PARKS MAINTENANCE SUPERINTENDENT	1										
25	SENIOR SERVICES MANAGER	1	5,825	69,900	6,116	73,392	6,422	77,064	6,743	80,916	7,080	84,960
	CITY CLERK	1										
	GIS ANALYST	1										
	CIVIL ENGINEER I	1										
	CIVIL ENGINEER I - Water Quality Specialist	1										
	SENIOR PLANNER	1										
24			5,601	67,212	5,881	70,572	6,175	74,100	6,484	77,808	6,808	81,696
23	ASST BUILDING OFFICIAL-LEAD ELECTRICAL/BLDG INSPECTOR	1	5,386	64,632	5,655	67,860	5,938	71,256	6,235	74,820	6,547	78,564
	ENGINEERING INSPECTOR	1										
22	CODE ENFORCEMENT OFFICER	1	5,180	62,160	5,439	65,268	5,711	68,532	5,997	71,964	6,297	75,564
	LAND USE PLANNER II	1										
21	BUILDING INSPECTOR/PLANS EXAMINER	-	4,981	59,772	5,230	62,760	5,492	65,904	5,767	69,204	6,055	72,660
	SENIOR ACCOUNTING SPECIALIST	0.525										
20	PARALEGAL	1.5	4,789	57,468	5,028	60,336	5,279	63,348	5,543	66,516	5,820	69,840
	TRANSPORTATION TECHNICIAN	1										
	ENGINEERING TECHNICIAN (SWM)	2										
	EXECUTIVE ADMINISTRATIVE ASSISTANT	1										
	PROSECUTING ATTORNEY	1										

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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)												
19	HARBOR LEAD	1	4,605	55,260	4,835	58,020	5,077	60,924	5,331	63,972	5,598	67,176
	MARINA SERVICE MANAGER	1										
	MARINA OFFICE MANAGER	1										
	LEAD COURT CLERK	1										
	RECREATION COORDINATOR-Recreation Program	1										
	EVENTS & FACILITY RENTALS COORDINATOR	1										
	RECREATION COORDINATOR-Senior Center	1										
	DESKTOP SUPPORT TECHNICIAN	1										
	PAYROLL BENEFITS SPECIALIST	1										
	OFFICE MANAGER-PD	1										
18	COURT SECURITY OFFICER	0.60	4,427	53,124	4,648	55,776	4,880	58,560	5,124	61,488	5,380	64,560
	COURT MARSHAL	0.60										
17	MECHANIC	1	4,257	51,084	4,470	53,640	4,694	56,328	4,929	59,148	5,175	62,100
	ENGINEERING AIDE (SWM)	1										
	ACCOUNTING ASST-ACCTS PAYABLE	1										
	ADMINISTRATIVE ASSISTANT II-PBPW	1										
	ADMINISTRATIVE ASSISSTANT II-Parks & Recreation	0.80										
16			4,094	49,128	4,299	51,588	4,514	54,168	4,740	56,880	4,977	59,724
15	PERMIT COORDINATOR	1	3,936	47,232	4,133	49,596	4,340	52,080	4,557	54,684	4,785	57,420
14	ASSISTANT MECHANIC	0.4	3,785	45,420	3,974	47,688	4,173	50,076	4,382	52,584	4,601	55,212
13	SENIOR SECRETARY-PD	1	3,639	43,668	3,821	45,852	4,012	48,144	4,213	50,556	4,424	53,088
	COURT CLERK	3										
	PERMIT SPECIALIST I/JT MINOR HOME REPAIR	1										
	RECREATION OFFICE ASSISTANT	1										
	EVIDENCE TECHNICIAN	0.80										
12	RECORDS SPECIALIST	5	3,499	41,988	3,674	44,088	3,858	46,296	4,051	48,612	4,254	51,048
	RECREATION SPECIALIST-Recreation Program	0.76										
11	MARINA OFFICE ASSISTANT/EVENT SPECIALIST	1	3,364	40,368	3,532	42,384	3,709	44,508	3,894	46,728	4,089	49,068
10			3,235	38,820	3,397	40,764	3,567	42,804	3,745	44,940	3,932	47,184

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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)												
9			3,110	37,320	3,266	39,192	3,429	41,148	3,600	43,200	3,780	45,360
8			2,990	35,880	3,140	37,680	3,297	39,564	3,462	41,544	3,635	43,620
7	COURT FILE CLERK	0.50	2,876	34,512	3,020	36,240	3,171	38,052	3,330	39,960	3,497	41,964
6			2,765	33,180	2,903	34,836	3,048	36,576	3,200	38,400	3,360	40,320
5	SENIOR CENTER PROGRAMMER	0.50	2,659	31,908	2,792	33,504	2,932	35,184	3,079	36,948	3,233	38,796
4			2,556	30,672	2,684	32,208	2,818	33,816	2,959	35,508	3,107	37,284
3			2,458	29,496	2,581	30,972	2,710	32,520	2,846	34,152	2,988	35,856
2	PARKS OPERATIONS MAINTENANCE WORKER/PART-TIME	1	2,364	28,368	2,482	29,784	2,606	31,272	2,736	32,832	2,873	34,476
1			2,272	27,264	2,386	28,632	2,505	30,060	2,630	31,560	2,762	33,144
g			2,185	26,220	2,294	27,528	2,409	28,908	2,529	30,348	2,655	31,860
f			2,101	25,212	2,206	26,472	2,316	27,792	2,432	29,184	2,554	30,648
e			2,020	24,240	2,121	25,452	2,227	26,724	2,338	28,056	2,455	29,460
d			1,942	23,304	2,039	24,468	2,141	25,692	2,248	26,976	2,360	28,320
c			1,867	22,404	1,960	23,520	2,058	24,696	2,161	25,932	2,269	27,228
b			1,795	21,540	1,885	22,620	1,979	23,748	2,078	24,936	2,182	26,184
a			1,726	20,712	1,812	21,744	1,903	22,836	1,998	23,976	2,098	25,176

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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
UNION - LOCAL NO. 763												
T21			5,134	61,608	5,391	64,692	5,661	67,932	5,944	71,328	6,241	74,892
T18	SENIOR PUBLIC WORKS MTC (SWM)	1	4,564	54,768	4,792	57,504	5,032	60,384	5,284	63,408	5,548	66,576
	SENIOR PARKS MTC	1										
	SENIOR PUBLIC WORKS MTC	1										
	FACILITY MAINTENANCE WORKER	1										
T17		0.6	4,389	52,668	4,608	55,296	4,838	58,056	5,080	60,960	5,334	64,008
T16	TRAFFIC CONTROL SPECIALIST	1	4,220	50,640	4,431	53,172	4,653	55,836	4,886	58,632	5,130	61,560
T15	PUBLIC WORKS MAINTENANCE WORKER	2	4,058	48,696	4,261	51,132	4,474	53,688	4,698	56,376	4,933	59,196
	PUBLIC WORKS MAINTENANCE WORKER (SWM)	4										
	PARKS MAINTENANCE WORKER	2										
	HARBOR ATTENDANT	4										
T14	PUBLIC WORKS MAINTENANCE WORKER	-	3,901	46,812	4,096	49,152	4,301	51,612	4,516	54,192	4,742	56,904

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GRADE	POSITION TITLE	# OF EMPL (FTE)	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G
PART-TIME REGULAR/SEASONAL TEMPORARY									
I	RECREATION AIDE	1.633	\$ 9.19						
II	RECREATION LEADER I RECREATION ATTENDANT I FACILITY ATTENDANT	4.346 0.611 1.082	\$ 9.19	\$ 9.04	\$ 9.50	\$ 10.00	\$ 10.50	\$ 11.00	\$ 11.50
III	RECREATION LEADER II RECREATION ATTENDANT II FACILITY LEADER	0.515 0.561 0.513	\$ 10.00	\$ 10.50	\$ 11.00	\$ 11.50	\$ 12.00	\$ 12.50	\$ 13.00
IV	RECREATION LEADER III RECREATION ATTENDANT III SPECIAL EVENTS SITE DIRECTOR	1.001 0.709 0.267	\$ 11.50	\$ 12.25	\$ 13.00	\$ 13.75	\$ 14.50	\$ 15.25	\$ 16.00
V	INSTRUCTORS	0.200	Hourly Rate: \$10 - \$50 per hour						
VI	PROJECT SPECIFIC WORK		Hourly Rate: \$10 - \$75 per hour						
VII	INTERN		Stipend						
VIII	LANDSCAPING SPECIALIST/HARBOR AIDE/SEASONAL	2.127	\$ 12.00	\$ 12.75	\$ 13.50	\$ 14.25	\$ 15.00	\$ 15.75	\$ 16.25

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### 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														
P30	MASTER POLICE SERGEANT I	4					7,918	95,016	8,314	99,768	8,730	104,760	8,905	106,860
	MASTER POLICE SERGEANT I/DETECTIVE	1												
P29	SERGEANT	2					7,614	91,368	7,995	95,940	8,395	100,740		
P27	MASTER POLICE OFFICER III	9			6,704	80,448	7,039	84,468	7,391	88,692	7,761	93,132		
	MASTER POLICE OFFICER/DETECTIVE	3												
P26	MASTER POLICE OFFICER II	4			6,448	77,376	6,770	81,240	7,109	85,308	7,464	89,568	7,613	91,356
	MASTER POLICE OFFICER/DETECTIVE	1												
P25	MASTER POLICE OFFICER	4					6,510	78,120	6,836	82,032	7,178	86,136	7,322	87,864
P22	POLICE OFFICER II	2					5,786	69,432	6,075	72,900	6,379	76,548		
P21	MASTER ANIMAL CONTROL OFFICER	1					5,349	64,188	5,616	67,392	5,897	70,764		
P20	POLICE OFFICER I		4,664	55,968	4,897	58,764	5,142	61,704	5,399	64,788	5,669	68,028		
P20	MASTER ANIMAL CONTROL OFFICER												5,782	69,384
P18	MASTER COMMUNITY SERV OFFICER II	1	4,314	51,768	4,530	54,360	4,757	57,084	4,995	59,940	5,245	62,940		
P17	MASTER COMMUNITY SERV OFFICER I	1					4,572	54,864	4,801	57,612	5,041	60,492	5,142	61,704
P16	COMMUNITY SERVICE OFFICER		3,988	47,856	4,187	50,244	4,396	52,752	4,616	55,392	4,847	58,164		
	ANIMAL CONTROL OFFICER													

**CITY OF DES MOINES  
2014 Budget**

**2014 CITY OF DES MOINES INDEX OF POSITIONS AND PAY RANGES - Continued**

**ADDITIONAL COMPENSATION**

DESCRIPTION	COMPENSATION
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ALL EMPLOYEES
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<b>SAFETY COMMITTEE</b>	Per Quarter	
Representative	\$200.00	
Alternate Representative	\$100.00	
<b>COMPUTER SUPPORT</b>	2% of base wages while supporting computer services (Police Department Only)	<i>Minimum No. of</i>
<b>WORKING AT A HIGHER CLASSIFICATION</b>		<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
<b>DEFERRED COMPENSATION (Social Security Replacement - 401A)</b>		
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
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<b>DEFERRED COMPENSATION (457)</b>	
Non-Union	1.52% of gross wages
Union - Local No. 763	0.353% of gross wages

UNION - LOCAL NO. 763
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<b>STANDBY STATUS</b>	
Per Non-Working Hour On Call	\$1.00 per hour, or hourly rate x 5% x # of hours, whichever is greater

<b>UNION CALLBACK COMPENSATION</b>	1-1/2 x hourly rate with a 3-hour minimum
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**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.

*Based on the following schedule:*

Sick Leave Bal.	No. of Hours
Over 300	2
From 200 to 299	1



CITY OF DES MOINES  
2014 Budget

**2014 CITY OF DES MOINES INDEX OF POSITIONS AND PAY RANGES - Continued**

**ADDITIONAL COMPENSATION**

DESCRIPTION	COMPENSATION
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POLICE GUILD
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**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 x # of hours

(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.)

**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).

