

**AGENDA**

**DES MOINES CITY COUNCIL  
REGULAR MEETING  
City Council Chambers  
21630 11<sup>th</sup> Avenue South, Des Moines**

**November 12, 2015 – 7:00 p.m.**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**CORRESPONDENCE**

**COMMENTS FROM THE PUBLIC**

**EXECUTIVE SESSION**

**BOARD AND COMMITTEE REPORTS/COUNCILMEMBER COMMENTS**

**PRESIDING OFFICER'S REPORT**

**ADMINISTRATION REPORT**

**CONSENT AGENDA**

Page 1 Item 1 APPROVAL OF VOUCHERS

Motion is to approve for payment vouchers and payroll transfer included in the attached list and further described as follows:

Total A/P Checks/Vouchers	#144854-145034	\$494,625.35
Electronic Wire Transfers	#617-617	\$ 30,683.80
Electronic Wire Transfers	#623-624	\$ 90,355.90
Payroll Checks	#18728-18730	\$ 5,408.73
Payroll Direct Deposit	#450001-450161	\$291,822.55
Total Certified Wire Transfers, Voids, A/P and Payroll Vouchers:		\$912,896.33

Page 3 Item 2: PARKS AND RIGHT OF WAY LANDSCAPE MAINTENANCE CONTRACT WITH NORTHWEST LANDSCAPE SERVICES (NLS)

Motion is to approve the Goods and Services Contract for Landscape Maintenance Services with Northwest Landscape Services for a maximum annual contract amount of \$134,062.31, which includes \$112,272.52 for the base bid, and \$865.68 for bid alternate 2, \$4,328.40 for bid alternate 3, \$865.68 for bid alternate 4, \$8,568.99 for bid alternate 6 and \$7,161.04 for bid alternate 7, and authorize the City Manager to sign said Contract substantially in the form as submitted.

Page 93 Item 3: JURY POOL SERVICES MOU

Motion is to approve the MOU between King County Superior Court and the City of Des Moines for jury pool services and to authorize the City Manager to sign the agreement substantially in the form submitted.

**PUBLIC HEARING/CONTINUED PUBLIC HEARING**

Page 97 Item 1: DRAFT RESOLUTION NO. 15-181; REPLACEMENT OF SURFACE WATER  
MANAGEMENT FLUSH TRUCK  
Staff Presentation: Surface Water Management Utility Manager  
Loren Reinhold

Page 107 Item 2: DRAFT ORDINANCE 15-179; ASSUMPTION OF TRANSPORTATION BENEFIT  
DISTRICT  
Staff Presentation: Engineering Services Manager Brandon Carver

Page 123 Item 3: YEAR 2016 GENERAL PROPERTY TAX LEVIES  
Staff Presentation: Finance Director Dunyele Mason

Page 139 Item 4: 2016 OPERATING & CAPITAL BUDGETS  
Staff Presentation: Finance Director Dunyele Mason

**OLD BUSINESS**

Page 283 Item 1: 2016 UTILITY TAX RATES  
Staff Presentation: Finance Director Dunyele Mason

**NEXT MEETING DATE**

November 19, 2015 Regular City Council Meeting

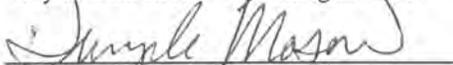
**ADJOURNMENT**

**CITY OF DES MOINES**  
**Voucher Certification Approval**  
**12-Nov-15**  
**Auditing Officer Certification**

Vouchers and Payroll transfers audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing, which has been made available to the City Council.

As of Nov 12, 2015 the Des Moines City Council, by unanimous vote, does approve for payment those vouchers and payroll transfers included in the attached list and further described as follows:

The vouchers below have been reviewed and certified by individual departments and the City of Des Moines Auditing Officer:

  
 Danyele Mason, Finance Director

	# From	# To	Amounts
<b>Claims Vouchers:</b>			
Total A/P Checks/Vouchers	144854 -	145034	494,625.35
Electronic Wire Transfers	617 -	617	30,683.80
Electronic Wire Transfers	623 -	624	90,355.90
<b>Total claims paid</b>			<b>615,665.05</b>
<b>Payroll Vouchers</b>			
Payroll Checks	18728 -	18730	5,408.73
Direct Deposit	450001 -	450161	291,822.55
Payroll Checks	-		
Direct Deposit	-		
Payroll Checks	-		
Direct Deposit	-		
<b>Total Paychecks/Direct Deposits paid</b>			<b>297,231.28</b>
<b>Total checks and wires for A/P &amp; Payroll</b>			<b>912,896.33</b>

THIS PAGE LEFT INTENTIONALLY BLANK

# AGENDA ITEM

BUSINESS OF THE CITY COUNCIL  
City of Des Moines, WA

SUBJECT: Parks and Right of Way Landscape Maintenance Contract w/ Northwest Landscape Services (NLS)

AGENDA OF: November 12, 2015

DEPT. OF ORIGIN: Planning, Building & Public Works

ATTACHMENTS:

DATE SUBMITTED: November 4, 2015

- 1. 2016-2018 Parks and Right-of-Way Landscape Maintenance Contract

CLEARANCES:

- Legal *JB*
- Finance *DM*
- Marina N/A
- Parks, Recreation & Senior Services *JP*
- Planning, Building & Public Works *DJB*
- Police N/A

APPROVED BY CITY MANAGER  
FOR SUBMITTAL: *[Signature]*

**Purpose and Recommendation:**

The purpose of this agenda item is for the Council to approve the Goods and Services Contract with Northwest Landscape Services (Attachment 1) for Parks and Right-of-Way Landscape Maintenance Services. The term of the Contract is for thirty six (36) months from January 1, 2016 through December 31, 2018 with the potential for a satisfactory performance extension (at no additional bid price increase to the City) of an additional thirty six (36) months. The Contract provides for landscape services at specific locations, including 16 parks and City facilities, and 8 streetscapes and planter strips. Staff is also recommending approval for 5 of the bid alternates. The following motion will appear on the consent calendar:

**Suggested Motion**

**Motion 1:** "I move to approve the Goods and Services Contract for Landscape Maintenance Services with Northwest Landscape Services for a maximum annual contract amount of \$134,062.31, which includes \$112,272.52 for the base bid, and \$865.68 for bid alternate 2, \$4,328.40 for bid alternate 3, \$865.68 for bid alternate 4, \$8,568.99 for bid alternate 6, and \$7,161.04 for bid alternate 7, and authorize the City Manager to sign said Contract substantially in the form as submitted."

**Background:**

Over the past few years there have been grounds and landscape maintenance improvements that have added to the general scope of work for the City's Parks operations and maintenance staff such as; 16<sup>th</sup> Avenue South sidewalk improvements, Pacific Highway South median and sidewalk landscaping, Steven J. Underwood Park, the Field House project and the recently completed projects on South 216<sup>th</sup> Street, 24<sup>th</sup> Ave South and the Gateway Detention Pond. Each of these improvements bring additional landscape maintenance requirements. With recent increases in landscape maintenance needs and budget-driven decreases in parks maintenance staffing and resource levels, a deficit has been created in terms of in-house capacity to maintain all of the City's landscaping to acceptable and safe levels.

In an effort to reduce ongoing maintenance costs, in 2011 the City requested bids for contracted landscape maintenance services. Northwest Landscape Services (NLS) was the successful low bidder at that time. On June 23, 2011, the Council approved the Contract for a period of 6 months in order to evaluate the overall impact and effectiveness providing these services through private contract resources. As part of the 2012 budget process, the Contract was extended for an additional 12 months (through 2012), and other on-going parks maintenance resources were reduced and/or eliminated due to General Fund budget limitations.

Regardless of the staffing reductions, landscaping at City parks and streetscapes must be maintained to acceptable community and safety standards. Based on the experience with NLS, staff believes that landscape maintenance needs at City parks and Right-of-Ways can continue to be met in an efficient and economical manner through the joint efforts of both in-house maintenance staff and contracted services.

**Discussion:**

The original contract was awarded to Northwest Landscape Services in 2011. Since the original contract award, the City Council has approved 3 extensions, one in 2012, again for 2013-2014 and the final one for 2015. At this time, staff felt it was in the best interest of the City to once again open up the contract to the competitive bid process. The bid for the proposed contract was advertised on October 6<sup>th</sup> and the bid opening held on October 22<sup>nd</sup>. Three bids were received and Northwest Landscape Services was the apparent low bidder, with a base bid of \$112,272.52.

The base bid include 16 park locations, 8 streetscape and planter strip locations, and includes up to 200 hours of additional services as needed. The bid also included 7 other locations as bid alternates, which the City can consider including into the contract. Based on the favorable bid prices, staff is recommending that five of the seven Bid Alternates be included in the contract. Those locations include:

- Location #2) - 253<sup>rd</sup> Street Detention Pond
- Location #3) - Gateway Detention Pond
- Location #4) - The Arbors Detention Pond
- Location #6) – Dr. Shirley Gordon Park and Location
- Location #7) - Redondo Parking Lot

All of the specific locations and bid alternates are included in Attachment 1.

**Financial Impact:**

The proposed 2016 Parks Operations Budget includes \$122,000.00 for contracted landscape maintenance services. Therefore, there are sufficient funds to cover the base bid price (\$112,272.52), and bid alternate location #6 – Dr. Shirley Gordon Park for an additional amount of \$8,568.99, bringing the total to \$120,841.51.

Staff is also recommending including bid alternate locations 2, 3, and 4 which are all storm water detention facilities. The total for these three locations is \$6,059.76. The costs for these services would be billed to the SWM Maintenance Professional Services line item 450.200.040,531.20,41.00.

Staff is also recommending including bid alternate location 7 for \$7,161.04, which would be funded from the Redondo Marina area fund.

**Alternatives:**

Council could choose to contract only the base bid without adding the recommended bid alternates. This is not recommended by staff. New projects, work programs, inspections and staffing levels are requiring more time for existing staff resources.

Council could select a different set of bid alternate locations to include in the contract.

Council could choose not to approve the contract. There would be several impacts with such a decision. First, the City's parks maintenance division would be required to perform all of this work with a limited number of staff which would not only negatively affect the appearance of the City's landscaped assets but would also reduce the time available for other necessary maintenance operations, and support to the City's recreational programs and tasks that need to be completed. Second, in order to provide the services to minimally acceptable standards, the Parks staffing levels would need to be increased at a minimum of 1 FTE position and adding additional seasonal positions.

**Recommendation:**

Staff recommends that the City Council approve the proposed motion.

**Concurrence**

The Legal, Finance, Parks, and Planning, Building and Public Works Departments concur.

THIS PAGE LEFT INTENTIONALLY BLANK

## **GOODS & SERVICES CONTRACT** **between the City of Des Moines and** **Northwest Landscape Services**

THIS CONTRACT is made by and between the City of Des Moines, a Washington municipal corporation (hereinafter the "City"), and Northwest Landscape Services organized under the laws of the State of Washington, King County, located and doing business at Northwest Landscape Services, PO Box 864, Woodinville WA 98072, 425.481.0919, Contact: Jared Moody (hereinafter the "Vendor").

### **CONTRACT**

#### **I DESCRIPTION OF WORK.**

Vendor shall provide the following goods and materials and/or perform the following services for the City:

"2016 - 2018 Parks & Right-of-Way Landscape Maintenance" as described in Exhibits "A" and "B" and the NLS bid proposal submitted October 22, 2015 (incorporated into, and attached). The duration of this contract shall be thirty-six (36) months, commencing on January 1, 2016, and ending on December 31, 2018.

Vendor acknowledges and understands that it is not the City's exclusive provider of these goods, materials, or services and that the City maintains its unqualified right to obtain these goods, materials, and services through other sources.

All work shall be accomplished in a workmanlike manner and shall be in conformance with the following documents which are by reference incorporated herein and made part thereof:

- (i) The Standard Specifications of the Washington State Department of Transportation (WSDOT) (current edition);
- (ii) Shall perform any change in the work in accord with the Contract Documents.

**II. TIME OF COMPLETION.** Upon the effective date of this Contract, Vendor shall commence work on January 1, 2016, and complete the work and provide all goods, materials, and services by December 31, 2018. This Contract shall include a satisfactory performance extension (at no additional bid pricing increase to the City) of thirty-six (36) months. The City will notify the Vendor in writing a minimum of thirty (30) days in advance of the contract termination date of the intent to extend the contract thirty-six (36) months based upon satisfactory performance.

**III. COMPENSATION.** The City shall pay the Vendor an annual amount not to exceed \$134,062.31, which includes all applicable Washington State Sales Tax, for the goods, materials, and services contemplated in this Contract. The City shall pay the Vendor the following amounts according to the following schedule:

The Vendor shall invoice the City monthly for the services rendered at all locations per requirements contained in Exhibits "A" and "B" and the NLS bid proposal submitted October 22, 2015. The Scope of Work for this contract includes bid items 1,2,3 (all locations) and bid item 4 locations 2,3,4,6 & 7.

If the City objects to all or any portion of an invoice, it shall notify Vendor and reserves the option to only pay that portion of the invoice not in dispute. In that event, the parties will immediately make every effort to settle the disputed portion.

- A. Defective or Unauthorized Work. The City reserves its right to withhold payment from Vendor for any defective or unauthorized goods, materials or services. If Vendor is unable, for any reason, to complete any part of this Contract, the City may obtain the goods, materials or services from other sources, and Vendor shall be liable to the City for any additional costs incurred by the City. "Additional costs" shall mean all reasonable costs, including legal costs and attorney fees, incurred by the City beyond the maximum Contract price specified above. The City further reserves its right to deduct these additional costs incurred to complete this Contract with other sources, from any and all amounts due or to become due the Vendor.
- B. Final Payment: Waiver of Claims. VENDOR'S ACCEPTANCE OF FINAL PAYMENT SHALL CONSTITUTE A WAIVER OF CLAIMS, EXCEPT THOSE PREVIOUSLY AND PROPERLY MADE AND IDENTIFIED BY VENDOR AS UNSETTLED AT THE TIME REQUEST FOR FINAL PAYMENT IS MADE.

**IV. PREVAILING WAGES.** Vendor shall file a "Statement of Intent to Pay Prevailing Wages," with the State of Washington Department of Labor & Industries prior to commencing the Contract work and an Affidavit of prevailing wages paid after completion of the work. The Statement of Intent to Pay Prevailing Wages," shall include Vendor's registration certificate number and the prevailing rate of wage for each classification of workers entitled to prevailing wages under RCW 39.12.020, and the estimated number of workers in each classification. Vendor shall pay prevailing wages in effect on the date the bid is accepted or executed by Vendor, and comply with Chapter 39.12 of the Revised Code of Washington, as well as any other applicable prevailing wage rate provisions. The latest prevailing wage rate revision issued by the Department of Labor and Industries must be submitted to the City by Vendor. It shall be the responsibility of Vendor to require all subcontractors to comply with Chapter 39.12 RCW and this section of the Contract.

The State of Washington prevailing wage rates applicable for this goods and services project, which is located in King County, may be found at the following website address of the Department of Labor and Industries: <https://fortress.wa.gov/lni/wagelookup/prvWagelookup.aspx>. Based on the bid submittal deadline for this project, the applicable effective date for prevailing wages for this project is 10/22/2015. A copy of the applicable prevailing wage rates are also available at the office of the Owner, located at 2255 South 223<sup>rd</sup> Street, Des Moines, WA, 98198.

**V. INDEPENDENT CONTRACTOR.** The parties intend that an Independent Contractor-Employer Relationship will be created by this Contract and that the Vendor has the ability to control and direct the performance and details of its work; however, the City shall have authority to ensure that the terms of the Contract are performed in the appropriate manner.

**VI. TERMINATION.** Either party may terminate this Contract, with or without cause, upon providing the other party thirty (30) days written notice at its address set forth on the signature block of this Contract.

**VII. CHANGES.** The City may issue a written amendment for any change in the goods, materials or services to be provided during the performance of this Contract. If the Vendor determines, for any reason, that an amendment is necessary, Vendor must submit a written amendment request to the person listed in the notice provision section of this Contract, section XVI(C), within fourteen (14) calendar days of the date Vendor knew or should have known of the facts and events giving rise to the requested change. If the City determines that the change increases or decreases the Vendor's costs or time for performance, the City will make an equitable adjustment. The City will attempt, in good faith, to reach agreement with the Vendor on all equitable adjustments. However, if the parties are unable to agree, the City will determine the equitable adjustment as it deems appropriate. The Vendor shall proceed with the amended work upon receiving either a written amendment from the City or an oral order from the City before actually receiving the written amendment. If the Vendor fails to require an amendment within the time allowed, the Vendor waives its right to make any claim or submit subsequent amendment requests for that portion of the contract work. If the Vendor disagrees with the equitable adjustment, the Vendor must complete the amended work; however, the Vendor may elect to protest the adjustment as provided in subsections A through E of Section VIII, Claims, below.

The Vendor accepts all requirements of an amendment by: (1) endorsing it, (2) writing a separate acceptance, or (3) not protesting in the way this section provides. An amendment that is accepted by Vendor as provided in this section shall constitute full payment and final settlement of all claims for contract time and for direct, indirect and consequential costs, including costs of delays related to any work, either covered or affected by the change.

**VIII. CLAIMS.** If the Vendor disagrees with anything required by an amendment, another written order, or an oral order from the City, including any direction, instruction, interpretation, or determination by the City, the Vendor may file a claim as provided in this section. The Vendor shall give written notice to the City of all claims within fourteen (14) calendar days of the occurrence of the events giving rise to the claims, or within fourteen (14) calendar days of the date the Vendor knew or should have known of the facts or events giving

rise to the claim, whichever occurs first. Any claim for damages, additional payment for any reason, or extension of time, whether under this Contract or otherwise, shall be conclusively deemed to have been waived by the Vendor unless a timely written claim is made in strict accordance with the applicable provisions of this Contract.

At a minimum, a Vendor's written claim shall include the information set forth in subsections A, items 1 through 5 below.

**FAILURE TO PROVIDE A COMPLETE, WRITTEN NOTIFICATION OF CLAIM WITHIN THE TIME ALLOWED SHALL BE AN ABSOLUTE WAIVER OF ANY CLAIMS ARISING IN ANY WAY FROM THE FACTS OR EVENTS SURROUNDING THAT CLAIM OR CAUSED BY THAT DELAY.**

A. Notice of Claim. Provide a signed written notice of claim that provides the following information:

1. The date of the Vendor's claim;
2. The nature and circumstances that caused the claim;
3. The provisions in this Contract that support the claim;
4. The estimated dollar cost, if any, of the claimed work and how that estimate was determined; and
5. An analysis of the progress schedule showing the schedule change or disruption if the Vendor is asserting a schedule change or disruption.

B. Records. The Vendor shall keep complete records of extra costs and time incurred as a result of the asserted events giving rise to the claim. The City shall have access to any of the Vendor's records needed for evaluating the protest. The City will evaluate all claims, provided the procedures in this section are followed. If the City determines that a claim is valid, the City will adjust payment for work or time by an equitable adjustment. No adjustment will be made for an invalid protest.

C. Vendor's Duty to Complete Protested Work. In spite of any claim, the Vendor shall proceed promptly to provide the goods, materials and services required by the City under this Contract.

D. Failure to Protest Constitutes Waiver. By not protesting as this section provides, the Vendor also waives any additional entitlement and accepts from the City any written or oral order (including directions, instructions, interpretations, and determination).

E. Failure to Follow Procedures Constitutes Waiver. By failing to follow the procedures of this section, the Vendor completely waives any claims for protested work and accepts from the City any written or oral order (including directions, instructions, interpretations, and determination).

**IX. LIMITATION OF ACTIONS.** VENDOR MUST, IN ANY EVENT, FILE ANY LAWSUIT ARISING FROM OR CONNECTED WITH THIS CONTRACT WITHIN 120 CALENDAR DAYS FROM THE DATE THE CONTRACT WORK IS COMPLETE OR VENDOR'S ABILITY TO FILE THAT SUIT

SHALL BE FOREVER BARRED. THIS SECTION FURTHER LIMITS ANY APPLICABLE STATUTORY LIMITATIONS PERIOD.

**X WARRANTY.** This Contract is subject to all warranty provisions established under the Uniform Commercial Code, Title 62A, Revised Code of Washington. Vendor warrants goods are merchantable, are fit for the particular purpose for which they were obtained, and will perform in accordance with their specifications and Vendor's representations to City. The Vendor shall correct all defects in workmanship and materials within one (1) year from the date of the City's acceptance of the Contract work. In the event any part of the goods are repaired, only original replacement parts shall be used—rebuilt or used parts will not be acceptable. When defects are corrected, the warranty for that portion of the work shall extend for one (1) year from the date such correction is completed and accepted by the City. The Vendor shall begin to correct any defects within seven (7) calendar days of its receipt of notice from the City of the defect. If the Vendor does not accomplish the corrections within a reasonable time as determined by the City, the City may complete the corrections and the Vendor shall pay all costs incurred by the City in order to accomplish the correction.

**XI. DISCRIMINATION.** In the hiring of employees for the performance of work under this Contract or any sub-contract, the Vendor, its sub-contractors, or any person acting on behalf of the Vendor or sub-contractor shall not, by reason of race, religion, color, sex, age, sexual orientation, national origin, or the presence of any sensory, mental, or physical disability, discriminate against any person who is qualified and available to perform the work to which the employment relates.

**XII. INDEMNIFICATION.** The Vendor shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or in connection with the performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

**XIII. INSURANCE.** The Vendor shall procure and maintain for the duration of the Contract, insurance against claims for injuries to persons or damage to property which may arise from or in connection with products and materials supplied to the City. Vendor shall obtain insurance of the type described below:

**No Limitation.** Vendor's maintenance of insurance as required by the agreement shall not be construed to limit the liability of the Vendor to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

**A. Minimum Scope of Insurance**

Vendor shall obtain insurance of the type described below:

Commercial General Liability insurance shall be written on Insurance Services Office (ISO) occurrence form CG 00 01 and shall cover products liability. The City shall be named as an insured under the Vendor's Commercial General Liability insurance policy using ISO Additional Insured-Vendors Endorsement CG 20 15 or a substitute endorsement providing equivalent coverage.

## **B. Minimum Amounts of Insurance**

Vendor shall maintain the following insurance limits:

Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$1,000,000 general aggregate and a \$2,000,000 products liability aggregate limit.

**C. Other Insurance Provisions.** The Vendor's Commercial General Liability insurance policy or policies are to contain, or be endorsed to contain that they shall be primary insurance as respect the City. Any Insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Vendor's insurance and shall not contribute with it.

## **D. Acceptability of Insurers**

Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

## **E. Verification of Coverage**

Vendor shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Vendor before goods, materials or supplies will be accepted by the City.

**F. Notice of Cancellation.** The Vendor shall provide the city with written notice of any policy cancellation, within two business days of their receipt of such notice.

**G. Failure to Maintain Insurance.** Failure on the part of the Vendor to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days notice to the Vendor to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Vendor from the City.

**XIV. WORK PERFORMED AT VENDOR'S RISK.** Vendor shall take all necessary precautions and shall be responsible for the safety of its employees, agents, and subcontractors in the performance of the contract work and shall utilize all protection necessary for that purpose. All work shall be done at Vendor's own risk, and Vendor shall be responsible for any loss of or damage to materials, tools, or other articles used or held for use in connection with the work.

**XV. CITY'S RIGHT OF INSPECTION.** Even though Consultant is an independent contractor with the authority to control and direct the performance and details of the work authorized under this Contract, the work must meet the approval of the City and shall be subject to the City's general right of inspection to secure satisfactory completion.

## **XVI. MISCELLANEOUS PROVISIONS.**

A. Non-Waiver of Breach. The failure of the City to insist upon strict performance of any of the covenants and agreements contained in this Contract, or to exercise any option conferred by this Contract in one or more instances shall not be construed to be a waiver or relinquishment of those covenants, agreements or options, and the same shall be and remain in full force and effect.

B. Resolution of Disputes and Governing Law. This Contract shall be governed by and construed in accordance with the laws of the State of Washington, If the parties are unable to settle any dispute, difference or claim arising from the parties' performance of this Contract, then the following shall be the means for resolving the dispute:

1. Alternative Dispute Resolution. If a dispute arises from or relates to this Contract or the breach thereof and if the dispute cannot be resolved through direct discussions, the parties agree to endeavor first to settle the dispute in an amicable manner by mediation administered by a mediator under JAMS Alternative Dispute Resolution service rules or policies before resorting to arbitration. The mediator may be selected by agreement of the parties or through JAMS. Following mediation, or upon written Contract of the parties to waive mediation, any unresolved controversy or claim arising from or relating to this Contract or breach thereof shall be settled through arbitration which shall be conducted under JAMS rules or policies. The arbitrator may be selected by agreement of the parties or through JAMS. All fees and expenses for mediation or arbitration shall be borne by the parties equally. However, each party shall bear the expense of its own counsel, experts, witnesses, and preparation and presentation of evidence.
2. Applicable Law and Jurisdiction. This Contract shall be governed by the laws of the State of Washington. Although the agreed to and designated primary dispute resolution method as set forth above, in the event any claim, dispute or action arising from or relating to this Contract cannot be submitted to arbitration, then it shall be commenced exclusively in the King County Superior Court or the United States District Court, Western District of Washington as appropriate. In any claim or lawsuit for damages arising from the parties' performance of this Agreement, each party shall pay all its legal costs and attorney's fees incurred in defending or bringing such claim or lawsuit, in addition to any other recovery or award provided by law; provided, however, nothing in this paragraph shall be construed to limit the City's right to indemnification under Section XII of this Contract.

C. Written Notice. All communications regarding this Contract shall be sent to the parties at the addresses listed on the signature page of the Contract, unless notified to the contrary. Any written notice hereunder shall become effective three (3) business days after the date of mailing by registered or certified mail, and shall be deemed sufficiently given if sent to the addressee at the address stated in this Contract or such other address as may be

hereafter specified in writing.

D. Assignment. Any assignment of this Contract by either party without the written consent of the non-assigning party shall be void. If the non-assigning party gives its consent to any assignment, the terms of this Contract shall continue in full force and effect and no further assignment shall be made without additional written consent.

E. Modification. No waiver, alteration, or modification of any of the provisions of this Contract shall be binding unless in writing and signed by a duly authorized representative of the City and Vendor.

F. Entire Contract. The written provisions and terms of this Contract, together with any Exhibits attached hereto, shall supersede all prior verbal statements of any officer or other representative of the City, and such statements shall not be effective or be construed as entering into or forming a part of or altering in any manner this Contract. All of the above documents are hereby made a part of this Contract. However, should any language in any of the Exhibits to this Contract conflict with any language contained in this Contract, the terms of this Contract shall prevail.

G. Compliance with Laws. The Vendor agrees to comply with all federal, state, and municipal laws, rules, and regulations that are now effective or in the future become applicable to Vendor's business, equipment, and personnel engaged in operations covered by this Contract or accruing out of the performance of those operations.

H. Business License. Contractor shall comply with the provisions of Title 5 Chapter 5.04 of the Des Moines Municipal Code.

I. Counterparts. This Contract may be executed in any number of counterparts, each of which shall constitute an original, and all of which will together constitute this one Contract.

J. Records Retention and Audit. During the progress of the Work and for a period not less than three (3) years from the date of completion of the Work or for the retention period required by law, whichever is greater, records and accounts pertaining to the Work and accounting therefore are to be kept available by the Parties for inspection and audit by representatives of the Parties and copies of all records, accounts, documents, or other data pertaining to the Work shall be furnished upon request. Records and accounts shall be maintained in accordance with applicable state law and regulations.

**IN WITNESS, the parties below execute this Contract, which shall become effective on the last date entered below.**

<p><b>VENDOR:</b></p> <p>By: _____  <i>(signature)</i></p> <p>Print Name: _____          Its _____  <i>(Title)</i></p> <p>DATE: _____</p>	<p><b>CITY OF DES MOINES:</b></p> <p>By: _____  <i>(signature)</i></p> <p>Print Name: <u>Anthony A. Piasecki</u>          Its <u>City Manager</u>  <i>(Title)</i></p> <p>DATE: _____</p> <p style="text-align: right;">Approved as to form:          _____          City Attorney          DATE: _____</p>
<p><b>NOTICES TO BE SENT TO:</b></p> <p><b>VENDOR:</b></p> <p>Jared Moody          Northwest Landscape Services          PO Box 864          Woodinville WA 98072</p> <p>425.481.0919 (telephone)          425.485.9601 (facsimile)</p>	<p><b>NOTICES TO BE SENT TO:</b></p> <p><b>CITY OF DES MOINES:</b></p> <p>John Blackburn          City of Des Moines          2255 South 223<sup>rd</sup> Street          Des Moines WA 98198          (206) 870-6559 (telephone)          (206) 870-6596 (facsimile)</p>

At the direction of the Des Moines City Council taken at an open public Meeting on \_\_\_\_\_.

**EXHIBIT "A" – SCOPE AND SCHEDULE OF  
WORK**

**Exhibit A**  
**SCOPE/SCHEDULE OF WORK**

**Annual Maintenance Schedule / Bid Item #1 Parks and Facilities List**

(Includes all Sixteen (16) Parks/Facilities locations)

- **Mowing, Line trim, Edging, Litter pickup** – Weekly March thru October. Twice in February and November
- **Turf Fertilization** – 3 times yearly March, June, September
- **Turf Herbicide Application** – 2 times yearly April, September

**PLANTER BEDS**

- **Pruning - Shrubs, Plants, ground cover** 4 times yearly March, July, October or as needed to maintain a uniform appearance
- **Weeding** – All beds 4 times yearly February, July, October or as needed to maintain a weed free appearance
- **Pre-Emergent herbicide Application** – Applied to all beds 2 times yearly February and October

**HARD SURFACES**

- **Sweeping/Blowing** – All surfaces sidewalks, patios, curbs weekly March thru October
- **Weeds** – All hard surfaces to be kept weed free

**LEAF REMOVAL**

- **Leaf and Windfall Debris** – Weekly October thru November. Twice a month December thru February

**PARK AND FACILITIES LANDSCAPES (Locations)**

<b>LOCATION:</b>	<b>NAME:</b>	<b>ADDRESS:</b>
1.	Big Catch Plaza	21800 Marine View Dr (Plaza, Boat, S 216th)
2.	City Hall	21630 11 <sup>th</sup> Ave S
3.	Public Works Engineering	21650 11 <sup>th</sup> Ave S (Includes lower parking lot)
4.	Police Department	21900 11 <sup>th</sup> Ave S
5.	Field House	1000 S 222nd St
6.	South Marina Park	S 227 <sup>th</sup> & Dock St (Includes islands on S 227 <sup>th</sup> St)

7.	Beach Park	22030 Cliff Ave S
8.	Overlook 1	S 223 <sup>rd</sup> and 5 <sup>th</sup> Ave S
9.	Overlook 2	22200 5 <sup>th</sup> Ave S
10.	Watertower Park	20802 5 <sup>th</sup> Ave S
11.	Westwood Park	6 <sup>th</sup> Ave S and S 192 <sup>nd</sup> St
12.	Midway Park	2900 S 221 <sup>st</sup> St
13.	Wooton Park	S 283 <sup>rd</sup> St & Redondo Beach Drive
14.	Cecil Powell Park	S 250 <sup>th</sup> & 13 <sup>th</sup> Place S
15.	City Park (Retention)	Kent-Des Moines Road & 22 <sup>nd</sup> Place S
16.	City Park	S 230 <sup>th</sup> Street & 21 <sup>st</sup> Ave S

### Annual Maintenance Schedule / Bid Item #2 Streetscapes, Medians & Planter Strips

(Includes all eight (8) Streetscapes, Medians and Planter Strip locations)

- Pruning, Weeding, Litter pickup – 4 times yearly February, May, August, November
- Leaf and Windfall Debris – Biweekly October, November, 1 time December
- Pre-Emergent Herbicide Application – Applied to all beds 2 times yearly February and October

### STREETSCAPES, MEDIANS & PLANTER STRIPS (Locations)

LOCATION:	NAME:	ADDRESS:
1.	16 <sup>th</sup> Avenue S	Center Medians and Sidewalk Planters – from S 272 <sup>nd</sup> St to S 260 <sup>th</sup> St
2.	Pacific Highway S	Center Medians and Sidewalk Planters – from S 216 <sup>th</sup> St to Kent-Des Moines Road
3.	Marine View Drive	Sidewalk Planters – from S 216 <sup>th</sup> to S 227 <sup>th</sup> St
4.	7 <sup>th</sup> Avenue S	S 227 <sup>th</sup> St to Marine View Drive
5.	S 216 <sup>th</sup> Street	Sidewalk Planters – from 18 <sup>th</sup> Ave S to 24 <sup>th</sup> Ave S
6.	S 216 <sup>th</sup> Street	Island and Planters - 11 <sup>th</sup> Ave S to Marine View Dr
7.	24 <sup>th</sup> Ave S	Center Medians and Sidewalk Planters – from S 216 <sup>th</sup> to S 208 <sup>th</sup> St
8.	S 240 <sup>th</sup> Street	Planter beds on the north side of 240 <sup>th</sup> from 26 <sup>th</sup> Pl S to 20 <sup>th</sup> Ave S

Annual Maintenance Schedule / Bid Item # 4 Bid Alternates

**SURFACE WATER DETENTION POND (Locations)**

(Includes all four (4) Detention pond locations)

Line trim and Litter pickup – once per month March thru October

LOCATION:	NAME:	ADDRESS:
1.	S 234 <sup>th</sup> St Pond	S 234 <sup>th</sup> St and 23 <sup>rd</sup> Pl S
2.	S 253 <sup>rd</sup> St Pond	16 <sup>th</sup> Ave S and S 253 <sup>rd</sup> St
3.	Gateway Pond	18 <sup>th</sup> Ave S and S 216 <sup>th</sup> St
4.	S 216 <sup>th</sup> St Pond	S 216 <sup>th</sup> St and 12 <sup>th</sup> Ave S

Annual Maintenance Schedule / Bid Item #4 Parks and Facilities List Bid Alternates

(Includes two (2) Parks/Facilities locations)

- Mowing, Line trim, Edging, Litter pickup – Weekly March thru October. Twice in February and November
- Turf Fertilization – 3 times yearly March, June, September
- Turf Herbicide Application – 2 times yearly April, September

**PLANTER BEDS**

- Pruning - Shrubs, Plants, ground cover 4 times yearly March, July, October or as needed to maintain a uniform appearance
- Weeding – All beds 4 times yearly February, July, October or as needed to maintain a weed free appearance
- Pre-Emergent herbicide Application – Applied to all beds 2 times yearly February and October

**HARD SURFACES**

- Sweeping/Blowing – All surfaces sidewalks, patios, curbs weekly March thru October
- Weeds – All hard surfaces to be kept weed free

**LEAF REMOVAL**

- Leaf and Windfall Debris - Weekly October thru November. Twice a month December thru February

LOCATION:	NAME:	ADDRESS:
5.	Parkside Park	2518 S 244 <sup>th</sup> St
6.	Dr Shirley Gordon Park	2194 S 262 <sup>nd</sup> Ct

Annual Maintenance Schedule / Bid Item #4 Streetscapes, Medians & Planter Strips

Bid Alternate

(Includes one (1) Streetscapes, Medians and Planter Strip location)

- Pruning, Weeding, Litter pickup – 4 times yearly February, May, August, November
- Leaf and Windfall Debris – Biweekly October, November, 1 time December
- Pre-Emergent Herbicide Application – Applied to all beds 2 times yearly February and October

LOCATION	NAME	ADDRESS
7	Redondo Parking Lot	28280 Redondo Beach Dr

## **EXHIBIT “B” – Technical Requirements**

## Exhibit “B” – Technical Requirements

### A. Definitions

1. Owners, Public Works Department, City and/or City of Des Moines and their authorized representatives shall be understood to mean one and the same.
2. Contract Administrator shall be the City of Des Moines Parks Maintenance Division’s duly authorized representative.
3. Approved means approved by the Owner or the Contract Administrator.
4. Approved equal or equivalent, as hereinafter used, shall mean a material or method of equal to, or better than the required materials or methods as approved by the City.
5. As shown shall mean as shown on the Contract drawings, maps or details.
6. Specifications shall mean these specifications, the “Maintenance Specifications” and all addenda thereto.
7. Grounds maintenance and landscape maintenance means the work and provisions described by the Maintenance/Labor Agreement and all addenda thereto.
8. Native Trees shall mean those trees which are indigenous or natural to the site.
9. Ornamental Trees shall mean those trees which are not indigenous or natural to the site, and are located as part of the designed landscape.

### B. Maintenance Specifications

1. The Contractor will furnish all labor, tools, specialized equipment, materials, supervision, transportation, and disposal of waste material generated by the work to perform landscape maintenance services as described within this “Exhibit A” with frequencies specified within the Monthly Maintenance Schedules of “Exhibit A.”
2. All field work shall be performed under the supervision of a qualified horticulturist. Operators will be licensed for all functions, including pesticide, fertilizer, and herbicide application, and flagging card when required.
3. The Contractor will ensure that employees comply with all applicable City of Des Moines and Washington State regulations and practices with respect to work performed for the City.
4. Any Contractor having employees working on or near a street shall comply with the City of Des Moines, Washington State regulations and the current Manual on Uniform Traffic Control Devices pertaining to safety equipment, warning signs and traffic control. The following regulations must be observed:
  - a. Workers must wear reflective safety vests at all times.

- b. Trucks, trailers and work areas must be coned at all times. Minimum cone height is 28-inch cones with reflective tape.
- c. Traffic warning signs must be positioned on the Right-of-Way to forewarn traffic of workers in the area. Minimum sign size is 36-inches square with 5-inch (5") black letters on an orange background. A "WORKERS AHEAD" sign is sufficient if landscape work can be confined to one side of the street behind the curb. "WORKERS AHEAD" signs should be displayed from both directions if operations encroach on the center median or center median and both sides of the street.

If the landscape operation dictates that a lane be closed of multi-laned streets, the signing should be as follows and per the current Manual on Uniform Traffic Control Devices:

- a. "WORKERS AHEAD"
- b. "RIGHT/LEFT LANE CLOSED AHEAD"
- c. Lane reduction symbol
- d. Sequential arrow signs
- e. Cones/barricades as required

These safety regulations are mandated by the State Department of Labor and Industries and are subject to change. Failure to comply with proper safety procedures may result in contract cancellation.

No lanes shall be closed without first providing notice to and receiving the approval of the City's Public Works Department.

- 5. The Contractor personnel will conduct themselves on site in a professional manner at all times.
- 6. The Contract Administrator will inspect work performed by the Contractor on a regular basis. In the event of work performance deficiencies, the Contract Administrator will notify the Contractor. Notification may be verbal or written.

The City may choose to:

- a. Collect liquidated damages as described in paragraph 1.4 of the Maintenance/Labor agreement (Attachment 1);
  - b. Withhold payment;
  - c. Require the Contractor to rectify the deficiency within 48 hours.
- 7. The Contractor shall submit, on the Friday before the next scheduled work week, a completed weekly work schedule showing the work that is to be done the following week as set forth in the Annual Maintenance Scheduled (Work/Inspection Schedule attached).
  - 8. Equipment work such as mowing, edging and blowing are done at this site shall not commence before 7:00 am on weekdays and shall not continue after 7:00

pm (weekend work not allowed without prior approval) and it is advisable that work being performed on or adjacent to primary or major arterial roads be performed during non-peak traffic times.

9. Report any damage to, or potential hazards, involving City property immediately to the City of Des Moines Public Works Department, telephone 206.870.6559. After hours emergencies should be reported to the Police/Fire Communications Center, telephone 911.
10. Hazardous conditions shall be immediately remedied or secured to prevent further damage and/or protect public from injury. It is the Contractor's responsibility to provide close supervision of maintenance operations and management of the site.
11. Incidents, altercations or accidents involving the public, Contractor employees or City employees shall be reported to the Contract Administrator in a timely manner. The Contract Administrator, at his or her discretion, may require a written report from the Contractor describing the incident or accident.
12. Any damage to City structures or plant material due to Contractor negligence will be remedied by the Contractor, at his or her expense, in a timely manner,

#### C. Turf

1. Turf areas to be mowed include all park lawns, medians, utility strips from curb to sidewalk, and outside edge of sidewalk equal to 24" width unless otherwise specified. All turf shall be mowed to a height of 2 inches. Collection of grass clippings is required only to prevent grass clumps from being left on the turf.
2. All turf around posts, poles, fences, trees, and other obstructions shall be sprayed (4" width maximum) with a vegetation eliminator (to be approved by Contract Administrator) and as specified in the Annual Maintenance Schedules. Vegetation elimination includes any vegetation encroaching on sidewalks, curbs, walkways, or into the street.
3. Turf around shrubs shall be trimmed as specified in the Annual Maintenance Schedules. Trimming shall include any vegetations encroaching on sidewalks, walkways, or curbs.
4. All turf areas shall be edged at all parks, sidewalks, walkways, planter beds, curbs and medians on a schedule specified in the Annual Maintenance Schedules. Edging also include tree pits. Extreme caution should be used to prevent chipping of concrete structures by edging equipment.
5. All turf areas shall be fertilized with an approved fertilizer on a schedule specified in the Annual Maintenance Schedules. Total application of turf fertilizer shall be applied at the rate of four pounds of nitrogen per 1,000 square feet of turf per year. The spring fertilizer shall be "25-3-10" with 70% slow release (polyon coating) plus 5% non-staining iron or approved equal. The fall

fertilizer shall be a 22-2-22 with 70% slow release (polyon coating) or approved equal. Contractor is responsible to ensure 100% coverage.

6. All turf areas shall receive an approved broadleaf herbicide (approved by Contract Administrator) on a schedule specified in the Annual Maintenance Schedules, Contractor is responsible to ensure 100% coverage.
7. All clippings and debris shall be removed and disposed of at Contractor's expense.

#### **D. Trees, Shrubs and Ground Cover Beds**

1. Beds and median areas shall be kept in weed free condition. All beds shall be weeded by mechanical and/or chemical means. The City reserves the right to limit the use of specific herbicides and/or applications of said herbicides. Herbicide shall be used only with the approval of the Contract Administrator.
2. Any damage done to desirable plant material due to Contractor negligence or misuse of pesticides will be remedied by the Contractor, at his or her expense, in a timely manner.
3. Ground cover shall be edged at all sidewalks, curbs and medians.
4. Vegetations/ground covers shall be trimmed to prevent encroachment into streets, sidewalks, trails, walkways, maintained areas, shrubs and trees.
5. Vegetation shall be trimmed to prevent the limitation of sightlines along trails and/or streets. Vertical pedestrian and trail clearance is **eight to 12** feet (8' – 12') and horizontal clearance is approximately one foot beyond the outside sidewalk edge. Horizontal clearance may vary depending on style of construction, obstructions and property boundaries.
6. Shrubs shall be trimmed or sheared on all sides to maintain desired shape and function as needed to provide a neat, trim appearance. This includes all shrubs in the median islands.
7. Trees shall be pruned to remove singular broken branches or perform minor clearance pruning. Minimum clearance height for tree branches is fourteen (14') feet above the paved surface of the street and seven (7') feet over the surface of the public sidewalk or pedestrian way.
8. The City will perform all annual tree pruning.
9. Singular branches which are hanging below the overall tree canopy and are in impediment to pedestrian traffic or maintenance activities may be pruned back to the first lateral.
10. Trees which require minor clearance pruning shall be pruned to the closest lateral or, if such pruning will result in stubbing the branch, prune branch flush with tree trunk.

11. The Contractor shall be responsible for notifying the Contract Administrator of any significant tree hazards including, but not limited to: dead native and ornamental trees, broken limbs, disease and insect infestations.
12. Ornamental trees without tree wells are to be vegetation free 6 to 12 inches from tree base. All tree grates to be inspected and damage reported to the City of Des Moines Public Works Department, telephone number 206.870.6559.
13. Beds/medians may receive an approved pre-emergent herbicide on a schedule specified in the Annual Maintenance Schedule and in accordance with the manufacturer's recommendations.
14. Any damage to desirable plant material due to Contractor negligence or misuse of pesticides will be remedied by Contractor, at his or her expense, in a timely manner.
15. All vegetation and debris shall be removed and disposed of at Contractor's expense.

**E. Hard Surfaces**

1. Sidewalks, curbs and other hard surfaces shall be kept free of leaves, litter and debris on an as-needed basis. The use of power blowers is acceptable, **however, accumulations of debris must be removed from the site and legally disposed of and not blown onto adjacent property or onto adjacent street surfaces.** This work shall be considered incidental to other work items.
2. All vegetation in sidewalks, curbs and other hard surfaces shall receive an approved (by Contract Administrator) vegetation eliminator application and be removed.

**F. Other Surfaces**

1. All litter, leaves and debris shall be removed from turf, beds and hard surface areas. Litter shall be removed from the site for disposal by the Contractor.
2. Windfall branches, leaves and debris shall be removed from all right-of-way areas for disposal by the Contractor. Wind fallen trees are not included in this contract.

**G. Additional Maintenance Labor**

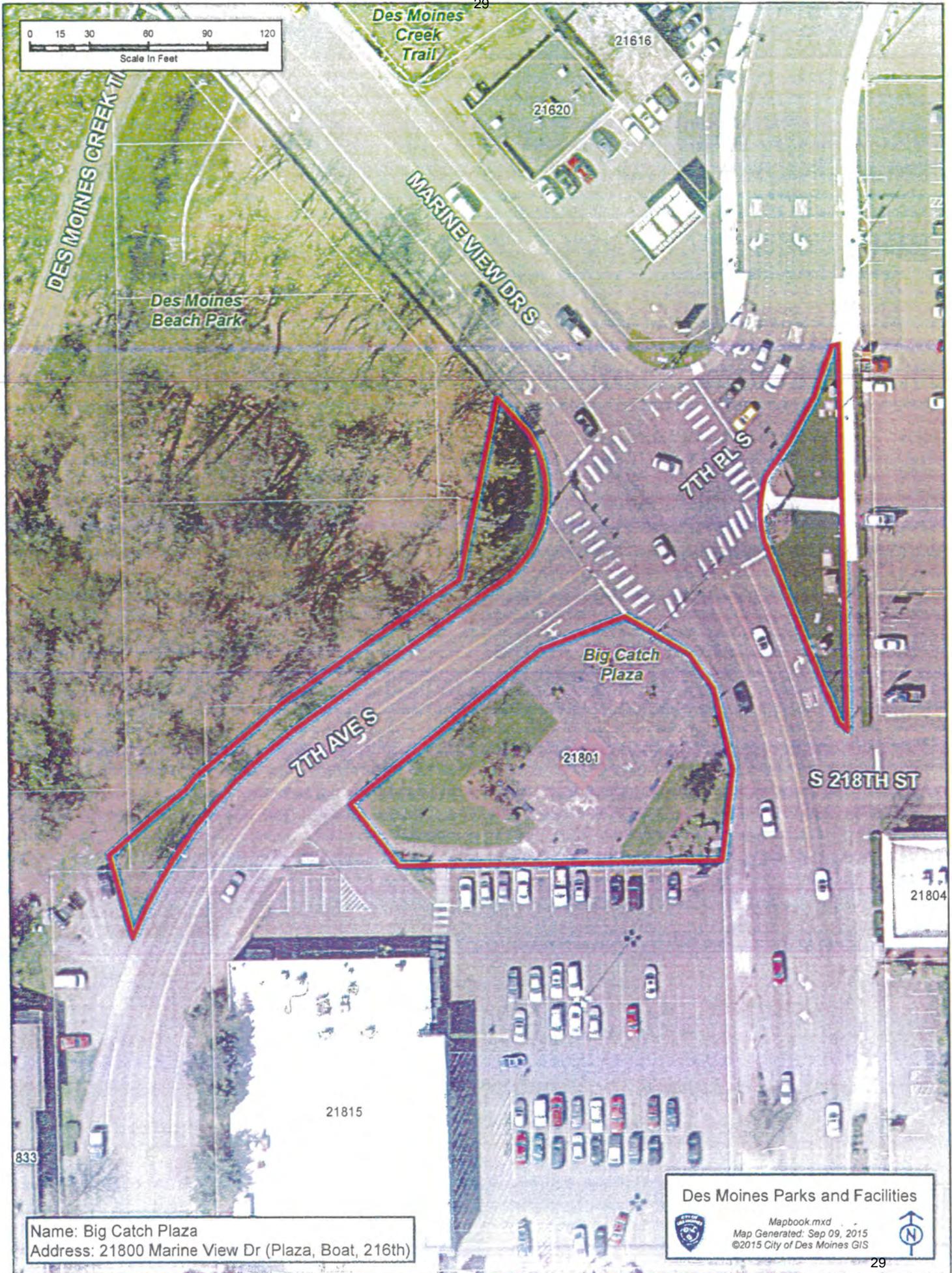
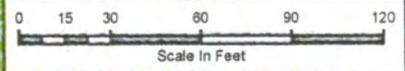
1. Additional work may be requested in writing from the City, limited to a total of two hundred (200) hours per contract year reimbursed on an hourly basis. Hourly work rates includes all cost for materials, labor and equipment for work described in Sections C ("Turf"), D ("Trees, Shrubs and Ground Cover Beds"), E ("Hard Surfaces") and F ("other Surfaces"). Hours will be reimbursed beginning from the time arrived at the worksite.

<b>ANNUAL LANDSCAPE, STREETSCAPE MAINTENANCE BID</b>		
<b>Bid Item #1</b>	<b>PARKS AND FACILITIES LANSCAPES</b>	<b>Location Totals</b>
Location #1	Big Catch Plaza - 21800 Marine View Dr	\$ 2,160.47
Location #2	City Hall - 21630 11 <sup>th</sup> Ave S	\$ 2,059.58
Location #3	Public Works Engineering - 21650 11 <sup>th</sup> Ave S	\$ 1,467.61
Location #4	Police Department - 21900 11 <sup>th</sup> Ave S	\$ 2,560.65
Location #5	Fieldhouse - 1000 S 220 <sup>th</sup> St	\$ 9,004.84
Location #6	South Marina Park - 227 <sup>th</sup> & Dock St	\$ 1,539.74
Location #7	Beach Park - 22030 Cliff Ave S	\$ 1,908.14
Location #8	Overlook 1 - 223 <sup>rd</sup> St & 5 <sup>th</sup> Ave S	\$ 1,158.36
Location #9	Overlook 2 - 22200 5 <sup>th</sup> Ave S	\$ 2,582.70
Location #10	Watertower Park - 20802 5 <sup>th</sup> Ave S	\$ 4,765.20
Location #11	Westwood Park - 6 <sup>th</sup> Ave S & 193 St	\$ 2,927.50
Location #12	Midway Park - 2900 S 221 <sup>st</sup> St	\$ 8,617.65
Location #13	Wooton Park - 283 <sup>rd</sup> & Redondo Beach Dr	\$ 5,824.92
Location #14	Cecil Powell Park - 250 <sup>th</sup> & 13 <sup>th</sup> Place S	\$ 2,944.52
Location #15	City Park (Retention) - 22 <sup>nd</sup> & Kent Des Moines Rd	\$ 1,342.59
Location #16	City Park - S 230 <sup>th</sup> St & 21 <sup>st</sup> Ave S	\$ 2,955.68
	<b>Bid Item #1 Subtotal</b>	<b>\$61,020.76</b>
<b>Bid Item #2</b>	<b>STREETSCAPE, MEDIANS AND PLANTER STRIPS</b>	<b>Location Totals</b>
Location #1	16 <sup>th</sup> Avenue S	\$ 5,336.24
Location #2	Pacific Highway south	\$12,842.32
Location #3	Marine View Drive	\$ 5,836.82
Location #4	7 <sup>th</sup> Avenue South	\$ 5,503.54
Location #5	216 <sup>th</sup> Avenue South, 18 <sup>th</sup> to 24 <sup>th</sup>	\$ 4,483.34
Location #6	216 <sup>th</sup> Avenue South 11 <sup>th</sup> to Marine view Dr	\$ 1,217.96
Location #7	24 <sup>th</sup> Avenue south	\$ 4,547.08
Location #8	S 240 <sup>th</sup> Street (20 <sup>th</sup> Ave S to 26 <sup>th</sup> Place S)	\$ 4,270.46
	<b>Bid Item #2 Subtotal</b>	<b>\$44,037.76</b>
<b>Bid Item #3</b>	<b>Extra Labor Hours</b>	
#1	Additional 200 on-call work hours	<b>Subtotal</b> \$ 7,214.00
	<b>BID GRAND TOTAL TO INCLUDE ITEMS 1, 2, AND 3</b>	<b>\$112,272.52</b>
	<b>Bid Alternates</b>	
<b>Bid Item #4</b>	<b>Location Totals</b>	
Location #1	S 234 <sup>th</sup> Street Detention Pond – S 234 <sup>th</sup> St & 23 <sup>rd</sup> Pl S	\$ 4,905.52
Location #2	S 253 <sup>rd</sup> St Detention Pond – 16 <sup>th</sup> Ave S & S 253 <sup>rd</sup> St	\$ 865.68
Location #3	Gateway Pond – 18 <sup>th</sup> Ave S & S 216 <sup>th</sup> St	\$ 4,328.40
Location #4	Arbors Pond – S 216 <sup>th</sup> St & 12 <sup>th</sup> Ave S	\$ 865.68
Location #5	Parkside Park – 2518 S 244 <sup>th</sup> St	\$ 7,428.94
Location #6	Dr. Shirley Gordon Park – 2194 S 262 <sup>nd</sup> Ct	\$ 8,568.99
Location #7	Redondo Parking Lot – 28280 Redondo Beach Dr	\$ 7,161.04

Bid Item No.	Parks and Facilities Location #1		Unit Price	Times per year	Annual Subtotal
	Big Catch Plaza 21800 Marine View Drive				
1	Mowing, Line trim, Edging, Litter pickup		\$ 25.33	39	\$ 987.76
2	Turf Fertilization		\$ 6.10	3	\$ 18.31
3	Turf Herbicide Application		\$ 6.94	2	\$ 13.88
4	Pruning Shrubs, Plants, Ground Cover		\$ 60.42	4	\$ 241.70
5	Weeding Planter Beds		\$ 62.39	4	\$ 249.54
6	Pre-emergent Herbicide Application		\$ 7.41	2	\$ 14.82
7	Hard Surface Sweeping, Blowing, Weed control		\$ 10.07	39	\$ 392.76
8	Leaf and Windfall Debris		\$ 17.26	14	\$ 241.70
Location Total					\$ 2,160.47

*\*See attached map for site details. Big Catch Plaza includes the Plaza at the SW corner, the boat area at the NW corner and the sculpture area at the eastside of Marine View Drive.*

*NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.*



Name: Big Catch Plaza  
 Address: 21800 Marine View Dr (Plaza, Boat, 216th)

Des Moines Parks and Facilities



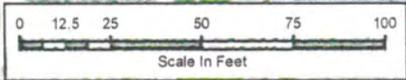
Mapbook.mxd  
 Map Generated: Sep 09, 2015  
 ©2015 City of Des Moines GIS



Bid Item No.	Parks and Facilities Location #2 City Hall 21630 11 <sup>th</sup> Ave S	Unit Price	Times per year	Annual Subtotal
1	Mowing, Line trim, Edging, Litter pickup	\$ 8.26	39	\$ 322.21
2	Turf Fertilization	\$ 1.99	3	\$ 5.97
3	Turf Herbicide Application	\$ 2.26	2	\$ 4.53
4	Pruning Shrubs, Plants, Ground Cover	\$ 114.36	4	\$ 457.46
5	Weeding Planter Beds	\$ 52.62	4	\$ 210.48
6	Pre- emergent Herbicide Application	\$ 6.25	2	\$ 12.50
7	Hard Surface Sweeping, Blowing, Weed control	\$ 20.97	39	\$ 817.71
8	Leaf and Windfall Debris	\$ 16.34	14	\$ 228.73
Location Total				\$2,059.58

\*See attached map for site details. Includes back and side parking lots, but does not include the court yard Flower pots.

NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.



21620

11TH AVES

21630

21650

Name: City Hall  
Address: 21360 11th Ave S

Des Moines Parks and Facilities



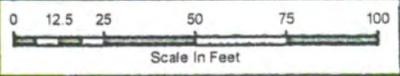
Mapbook.mxd  
Map Generated: Sep 09, 2015  
©2015 City of Des Moines GIS



Bid Item No.	Parks and Facilities Location #3 Public Works Engineering 21650 11 <sup>th</sup> Ave S	Unit Price	Times per year	Annual Subtotal
1	Mowing, Line trim, Edging, Litter pickup	\$ 12.56	39	\$ 489.77
2	Turf Fertilization	\$ 1.73	3	\$ 5.20
3	Turf Herbicide Application	\$ 1.97	2	\$ 3.94
4	Pruning Shrubs, Plants, Ground Cover	\$ 57.33	4	\$ 229.32
5	Weeding Planter Beds	\$ 32.43	4	\$ 129.70
6	Pre- emergent Herbicide Application	\$ 3.85	2	\$ 7.71
7	Hard Surface Sweeping, Blowing, Weed control	\$ 9.56	39	\$ 372.65
8	Leaf and Windfall Debris	\$ 16.38	14	\$ 229.32
Location Total				\$ 1,467.61

\*See attached map for site details. Includes lower rear asphalt parking lot and dumpster area. Bid does not include the Flower pots at the front entrance.

NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.



Name: Public Works Engineering  
Address: 21650 11th Ave S (includes lower parking lot)

Des Moines Parks and Facilities



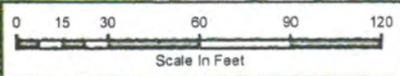
Mapbook.mxd  
Map Generated: Sep 09, 2015  
©2015 City of Des Moines GIS



Bid Item No.	Parks and Facilities Location #4 Police Department 21900 11 <sup>th</sup> Ave S	Unit Price	Times per year	Annual Subtotal
1	Mowing, Line trim, Edging, Litter pickup	\$ 6.32	39	\$ 246.56
2	Turf Fertilization	\$ 0.87	3	\$ 2.62
3	Turf Herbicide Application	\$ 0.99	2	\$ 1.98
4	Pruning Shrubs, Plants, Ground Cover	\$ 47.98	4	\$ 191.92
5	Weeding Planter Beds	\$ 127.42	4	\$ 509.68
6	Pre- emergent Herbicide Application	\$ 15.14	2	\$ 30.28
7	Hard Surface Sweeping, Blowing, Weed control	\$ 34.55	39	\$ 1,347.30
8	Leaf and Windfall Debris	\$ 16.45	14	\$ 230.31
Location Total				\$ 2,560.65

\*See attached map for site details. Includes rear parking lot.

NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.



S 219TH ST

11TH AVES



21811

21815

21810

218

1152

21900

21928

1136

1108

1116

1126

Des Moines Parks and Facilities



Mapbook.mxd  
Map Generated: Sep 09, 2015  
©2015 City of Des Moines GIS

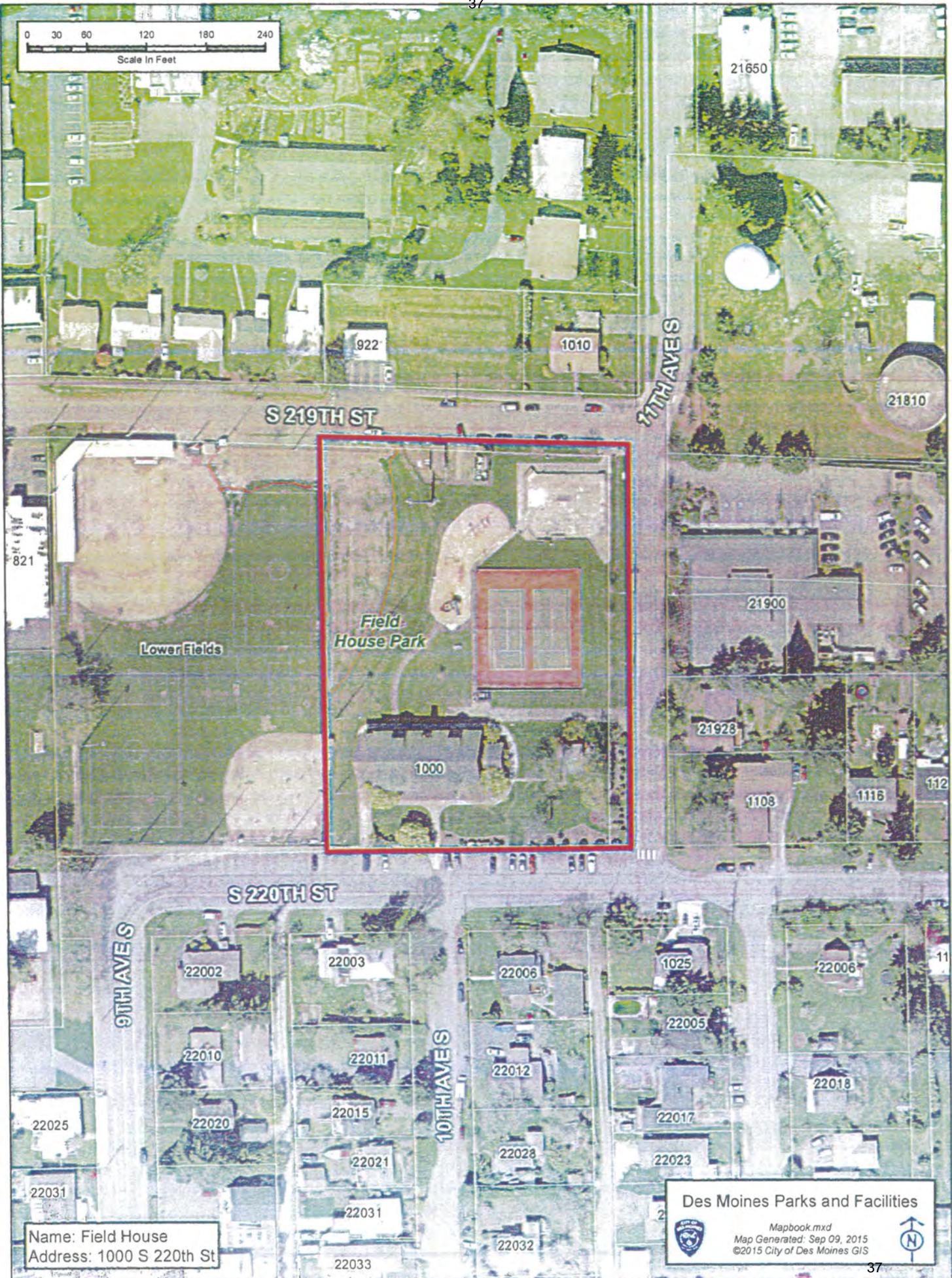
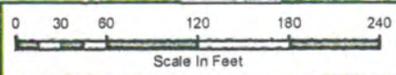


Name: Police Department  
Address: 21900 11th Ave S

Bid Item No.	<u>Parks and Facilities Location #5</u>	Unit Price	Times per year	Annual Subtotal
	Des Moines Fieldhouse 1000 S 220 <sup>th</sup> St			
1	Mowing, Line trim, Edging, Litter pickup	\$ 192.19	39	\$ 7,495.26
2	Turf Fertilization	\$ 26.52	3	\$ 79.56
3	Turf Herbicide Application	\$ 30.16	2	\$ 60.32
4	Pruning Shrubs, Plants, Ground Cover	\$ 69.45	4	\$ 277.79
5	Weeding Planter Beds	\$ 91.92	4	\$ 367.67
6	Pre-emergent Herbicide Application	\$ 10.92	2	\$ 21.84
7	Hard Surface Sweeping, Blowing, Weed control	\$ 11.91	39	\$ 464.30
8	Leaf and Windfall Debris	\$ 17.01	14	\$ 238.10
Location Total				\$ 9,004.84

*\*See attached map for site details. Bid to include the hillside and upper are around the Fieldhouse Tennis Courts and Play area. Lower Baseball fields to be maintained by the City.*

NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.



Name: Field House  
Address: 1000 S 220th St

Des Moines Parks and Facilities

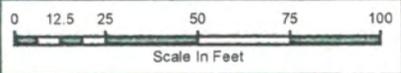
Mapbook.mxd  
Map Generated: Sep 09, 2015  
©2015 City of Des Moines GIS

Bid Item No.	<u>Parks and Facilities Location #6</u>	Unit Price	Times per year	Annual Subtotal
	South Marina Park 227 <sup>th</sup> and Dock St			
1	Mowing, Line trim, Edging, Litter pickup	\$ 12.52	39	\$ 488.40
2	Turf Fertilization	\$ 1.73	3	\$ 5.18
3	Turf Herbicide Application	\$ 1.97	2	\$ 3.93
4	Pruning Shrubs, Plants, Ground Cover	\$ 76.23	4	\$ 304.91
5	Weeding Planter Beds	\$ 32.34	4	\$ 129.34
6	Pre-emergent Herbicide Application	\$ 3.84	2	\$ 7.68
7	Hard Surface Sweeping, Blowing, Weed control	\$ 9.53	39	\$ 371.61
8	Leaf and Windfall Debris	\$ 16.33	14	\$ 228.68

Location Total      \$ 1,539.74

*\*See attached map for site details. Bid to include the center islands and the parking strip along the south side of 227th.*

**NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.**



Des Moines Marina

22609

22612

DOCK AVES

6TH AVES

South Marina Park

548

620

612

S 227TH ST

Name: South Marina Park  
 Address: 227th & Dock St (Include islands on S 227th St)

Des Moines Parks and Facilities



Mapbook.mxd  
 Map Generated: Sep 09, 2015  
 ©2015 City of Des Moines GIS

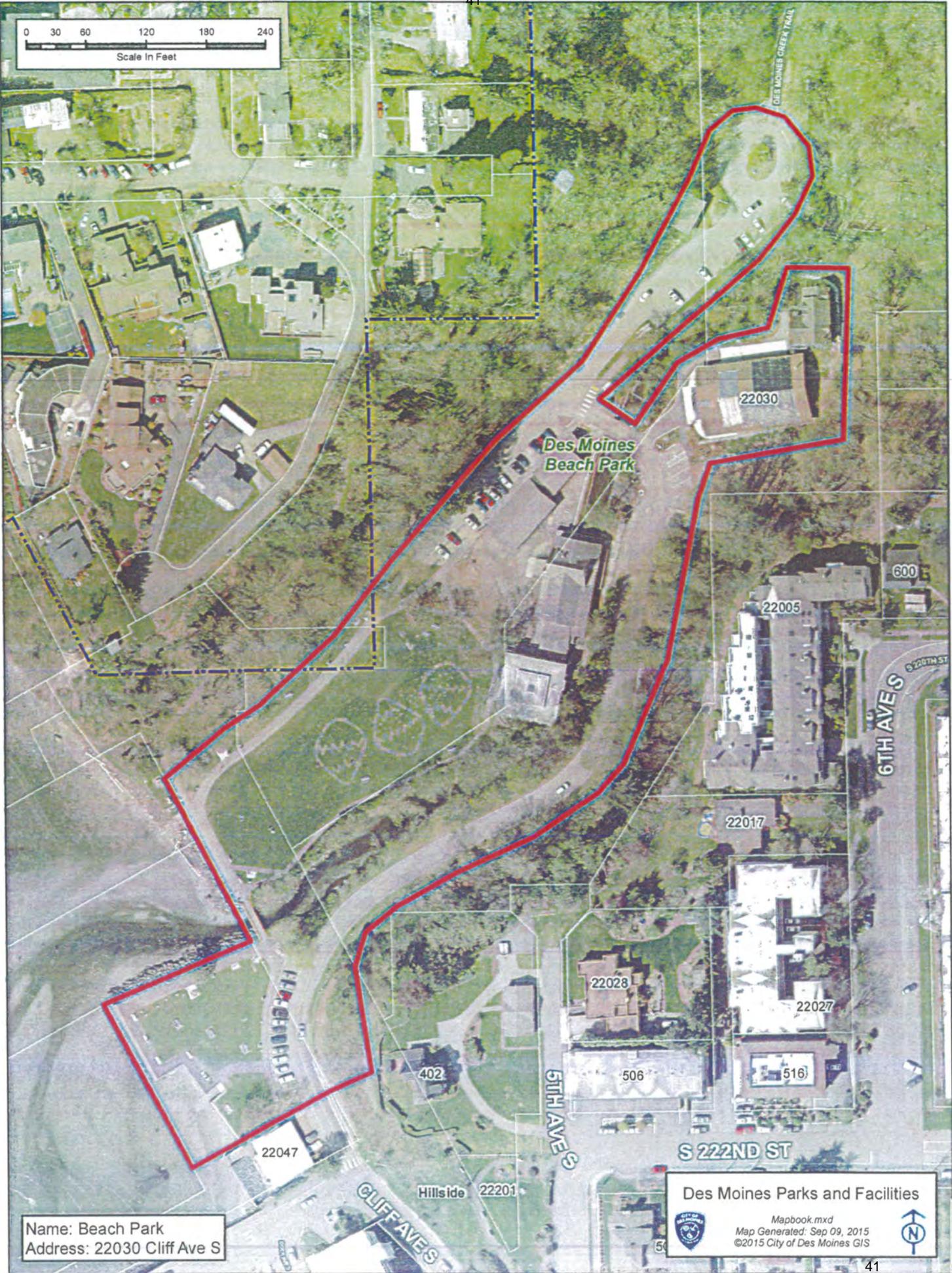
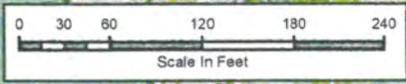


Bid Item No.	<u>Parks and Facilities Location #7</u>	Unit Price	Times per year	Annual Subtotal
	Beach Park 22030 Cliff Ave S			
1	Mowing, Line trim, Edging, Litter pickup	\$ 159.55	39	\$ 6,222.30
2	Turf Fertilization	\$ 49.49	3	\$ 148.46
3	Turf Herbicide Application	\$ 56.28	2	\$ 112.57
4	Pruning Shrubs, Plants, Ground Cover	\$ 84.29	4	\$ 337.16
5	Weeding Planter Beds	\$ 32.63	4	\$ 130.54
6	Pre- emergent Herbicide Application	\$ 3.88	2	\$ 7.75
7	Hard Surface Sweeping, Blowing, Weed control	\$ 42.14	39	\$ 1,643.63
8	Leaf and Windfall Debris	\$ 36.12	14	\$ 505.73

Location Total      \$ 9,108.14

\*See attached map for site details. Bid does not include the Des Moines Creek Trail.

NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.



Name: Beach Park  
 Address: 22030 Cliff Ave S

Des Moines Parks and Facilities



Mapbook.mxd  
 Map Generated: Sep 09, 2015  
 ©2015 City of Des Moines GIS

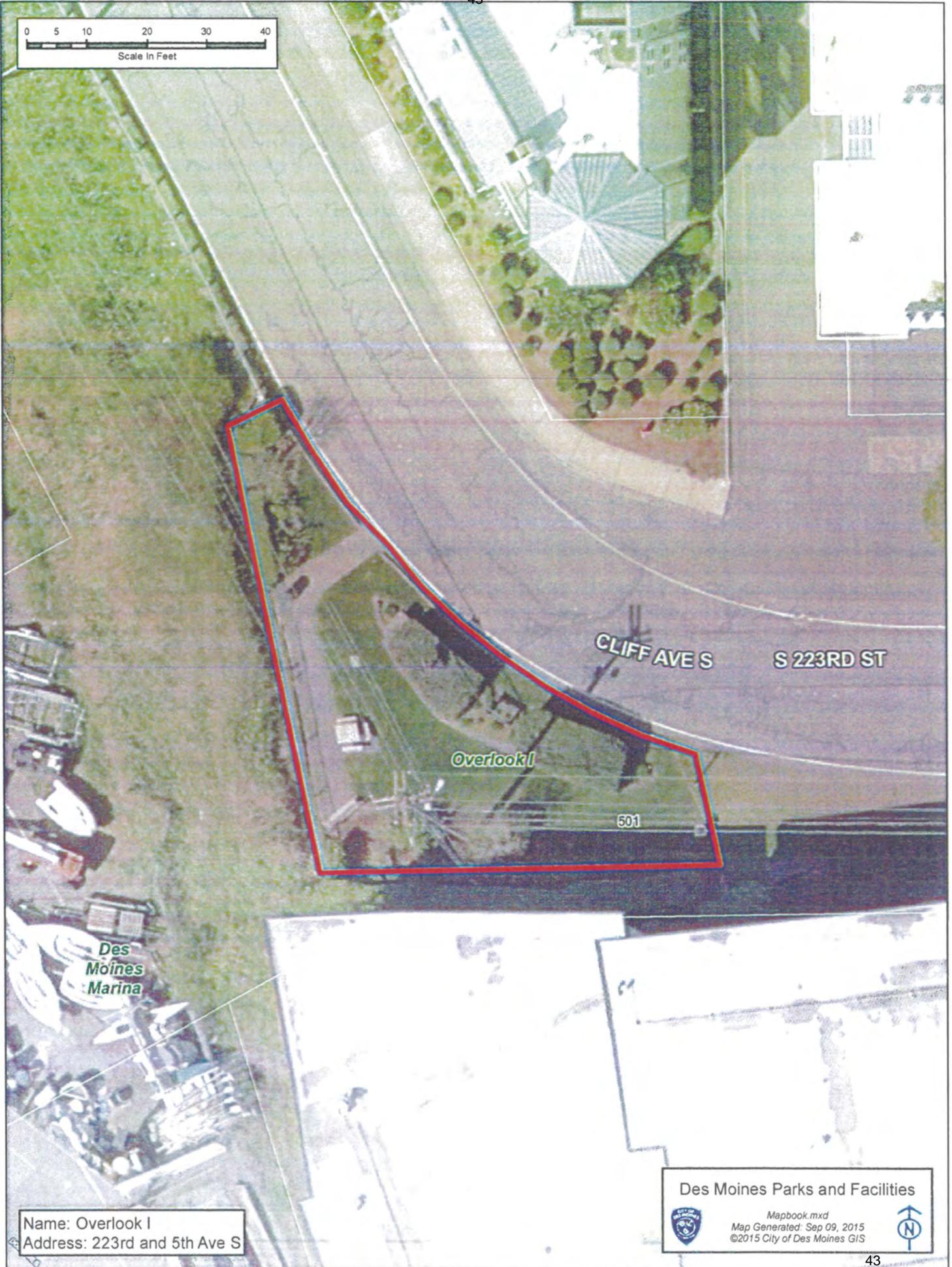
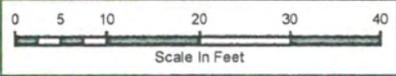


Bid Item No.	<u>Parks and Facilities Location #8</u> Overlook 1 223 <sup>rd</sup> St and 5 <sup>th</sup> Ave S	Unit Price	Times per year	Annual Subtotal
1	Mowing, Line trim, Edging, Litter pickup	\$ 2.43	39	\$ 94.85
2	Turf Fertilization	\$ 0.34	3	\$ 1.01
3	Turf Herbicide Application	\$ 0.38	2	\$ 0.76
4	Pruning Shrubs, Plants, Ground Cover	\$ 91.37	4	\$ 365.48
5	Weeding Planter Beds	\$ 4.92	4	\$ 19.69
6	Pre- emergent Herbicide Application	\$ 0.58	2	\$ 1.17
7	Hard Surface Sweeping, Blowing, Weed control	\$ 11.70	39	\$ 456.12
8	Leaf and Windfall Debris	\$ 15.66	14	\$ 219.29

Location Total      \$ 1,158.36

*\*See attached map for site details.*

**NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.**



Name: Overlook I  
 Address: 223rd and 5th Ave S

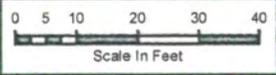
Des Moines Parks and Facilities

Mapbook.mxd  
 Map Generated: Sep 09, 2015  
 ©2015 City of Des Moines GIS

Bid Item No.	Parks and Facilities Location #9	Unit Price	Times per year	Annual Subtotal
	Overlook 2 22200 5 <sup>th</sup> Ave S			
1	Mowing, Line trim, Edging, Litter pickup	\$ 23.94	39	\$ 933.64
2	Turf Fertilization	\$ 6.49	3	\$ 19.48
3	Turf Herbicide Application	\$ 7.38	2	\$ 14.77
4	Pruning Shrubs, Plants, Ground Cover	\$ 39.28	4	\$ 157.14
5	Weeding Planter Beds	\$ 31.11	4	\$ 124.43
6	Pre-emergent Herbicide Application	\$ 3.70	2	\$ 7.39
7	Hard Surface Sweeping, Blowing, Weed control	\$ 9.82	39	\$ 383.02
8	Leaf and Windfall Debris	\$ 33.67	14	\$ 471.41
9	Hillside line trimming	\$ 94.28	5	\$ 471.41
Location Total				\$ 2,582.70

\*See attached map for site details. In addition to the above items the Bid includes Line Trimming the hillside to the west 5 times during the growing season.

NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.



Name: Overlook II  
 Address: 22201 5th Ave S (Line trimming west hillside 4 times)

Des Moines Parks and Facilities



Mapbook.mxd  
 Map Generated: Sep 09, 2015  
 ©2015 City of Des Moines GIS

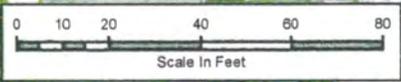


Bid Item No.	<u>Parks and Facilities Location #10</u> Watertower Park 20802 5 <sup>th</sup> Ave S	Unit Price	Times per year	Annual Subtotal
1	Mowing, Line trim, Edging, Litter pickup	\$ 79.65	39	\$ 3,106.25
2	Turf Fertilization	\$ 19.70	3	\$ 59.10
3	Turf Herbicide Application	\$ 22.41	2	\$ 44.81
4	Pruning Shrubs, Plants, Ground Cover	\$ 61.30	4	\$ 245.19
5	Weeding Planter Beds	\$ 34.26	4	\$ 137.03
6	Pre-emergent Herbicide Application	\$ 4.07	2	\$ 8.14
7	Hard Surface Sweeping, Blowing, Weed control	\$ 20.43	39	\$ 796.88
8	Leaf and Windfall Debris	\$ 26.27	14	\$ 367.79

Location Total      \$ 4,765.20

*\*See attached map for site details.*

**NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.**



Name: Watertower Park  
 Address: 505 S 208th St

Des Moines Parks and Facilities



Mapbook.mxd  
 Map Generated: Sep 09, 2015  
 ©2015 City of Des Moines GIS

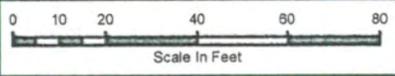


Bid Item No.	<u>Parks and Facilities Location #11</u> Westwood Park 6 <sup>th</sup> Ave and 192nd St	Unit Price	Times per year	Annual Subtotal
1	Mowing, Line trim, Edging, Litter pickup	\$ 16.73	39	\$ 652.42
2	Turf Fertilization	\$ 2.31	3	\$ 6.93
3	Turf Herbicide Application	\$ 2.63	2	\$ 5.25
4	Pruning Shrubs, Plants, Ground Cover	\$ 111.73	4	\$ 446.90
5	Weeding Planter Beds	\$ 23.57	4	\$ 94.29
6	Pre- emergent Herbicide Application	\$ 2.80	2	\$ 5.60
7	Hard Surface Sweeping, Blowing, Weed control	\$ 26.81	39	\$ 1,045.75
8	Leaf and Windfall Debris	\$ 47.88	14	\$ 670.36

Location Total      \$ 2,927.50

*\*See attached map for site details.*

**NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.**



S 192ND PL

601

605

609

613

Westwood Park

19213

6TH AVE S

614

600

606

610

S 193RD PL

Name: Westwood Park  
 Address: 19213 6th Ave S

Des Moines Parks and Facilities



Mapbook.mxd  
 Map Generated: Sep 09, 2015  
 ©2015 City of Des Moines GIS

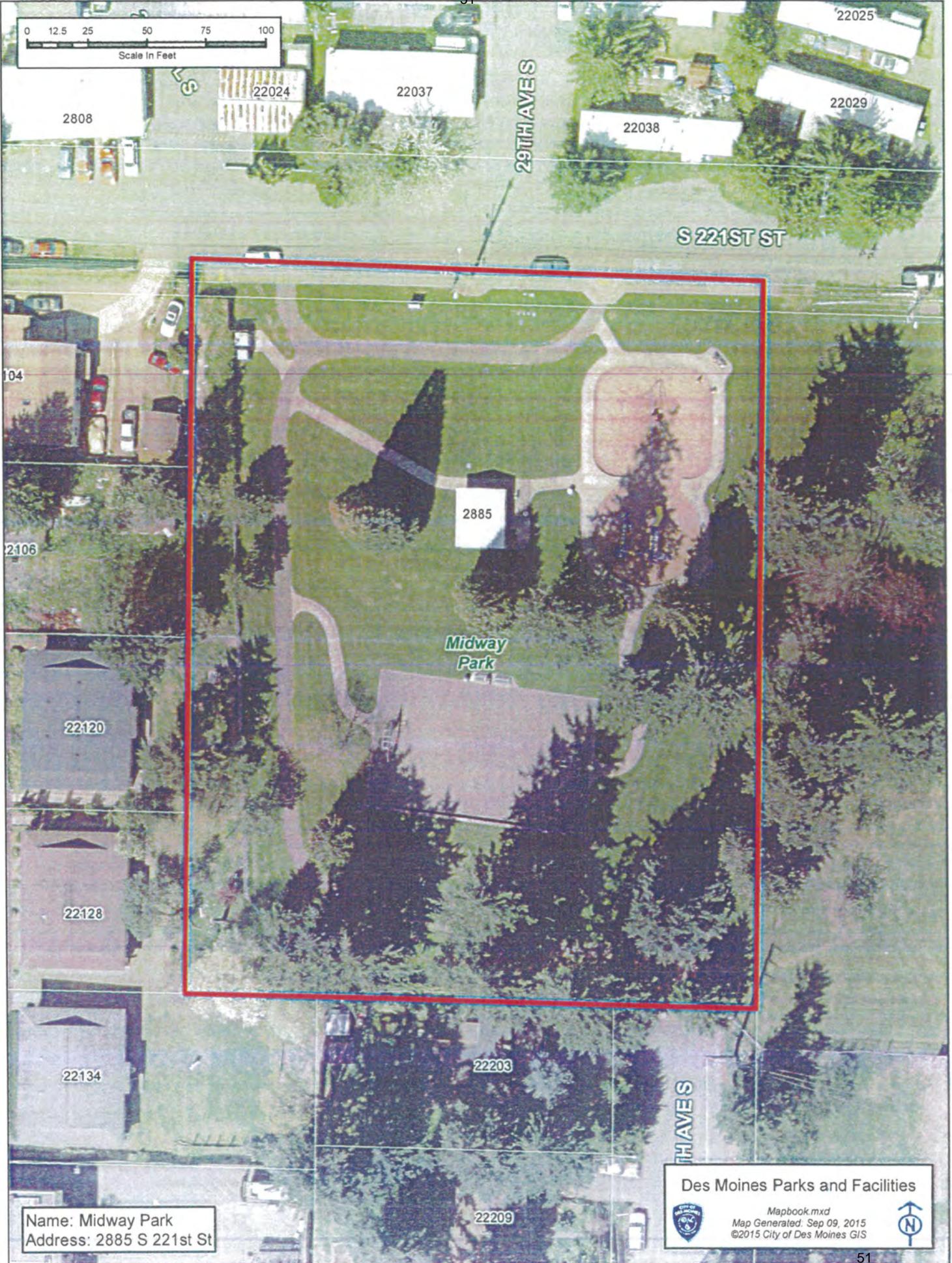
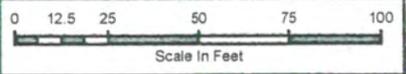


Bid Item No.	<u>Parks and Facilities Location #12</u>	Unit Price	Times per year	Annual Subtotal
	Midway Park 2900 S 221 <sup>st</sup> S			
1	Mowing, Line trim, Edging, Litter pickup	\$ 181.32	39	\$ 7,071.49
2	Turf Fertilization	\$ 89.53	3	\$ 268.58
3	Turf Herbicide Application	\$ 101.82	2	\$ 203.64
4	Pruning Shrubs, Plants, Ground Cover	\$ 47.56	4	\$ 190.23
5	Weeding Planter Beds	\$ 30.10	4	\$ 120.40
6	Pre- emergent Herbicide Application	\$ 3.58	2	\$ 7.15
7	Hard Surface Sweeping, Blowing, Weed control	\$ 4.76	39	\$ 185.47
8	Leaf and Windfall Debris	\$ 40.76	14	\$ 570.69

Location Total      \$ 8,617.65

*\*See attached map for site details. Bid is for the area around the Play structure Basketball Court and Gazebo. Check map for the Parks east border.*

NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.



Name: Midway Park  
 Address: 2885 S 221st St

Des Moines Parks and Facilities



Mapbook.mxd  
 Map Generated: Sep 09, 2015  
 ©2015 City of Des Moines GIS

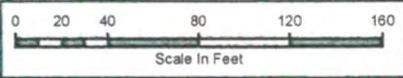


Bid Item No.	Parks and Facilities Location #13 Wooton Park 283 <sup>rd</sup> St and Redondo Beach Drive	Unit Price	Times per year	Annual Subtotal
1	Mowing, Line trim, Edging, Litter pickup	\$ 97.63	39	\$ 3,807.59
2	Turf Fertilization	\$ 34.18	3	\$ 102.55
3	Turf Herbicide Application	\$ 38.88	2	\$ 77.75
4	Pruning Shrubs, Plants, Ground Cover	\$ 42.97	4	\$ 171.89
5	Weeding Planter Beds	\$ 73.50	4	\$ 293.99
6	Pre- emergent Herbicide Application	\$ 8.73	2	\$ 17.46
7	Hard Surface Sweeping, Blowing, Weed control	\$ 21.49	39	\$ 837.99
8	Leaf and Windfall Debris	\$ 36.83	14	\$ 515.68

Location Total      \$ 5,824.92

\*See attached map for site details. Bid to include gravel walkway area at the east side of the Park.

NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.



Name: Wooton Park  
 Address: S 283rd St & Redondo Way S

Des Moines Parks and Facilities



Mapbook.mxd  
 Map Generated: Sep 09, 2015  
 ©2015 City of Des Moines GIS

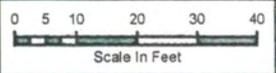


Bid Item No.	<u>Parks and Facilities Location #14</u>	Unit Price	Times per year	Annual Subtotal
	Cecil Powell Park 250 <sup>th</sup> and 13 <sup>th</sup> PI S			
1	Mowing, Line trim, Edging, Litter pickup	\$ 21.52	39	\$ 839.44
2	Turf Fertilization	\$ 2.97	3	\$ 8.91
3	Turf Herbicide Application	\$ 3.38	2	\$ 6.76
4	Pruning Shrubs, Plants, Ground Cover	\$ 18.74	4	\$ 74.98
5	Weeding Planter Beds	\$ 24.23	4	\$ 96.93
6	Pre- emergent Herbicide Application	\$ 2.88	2	\$ 5.76
7	Hard Surface Sweeping, Blowing, Weed control	\$ 37.49	39	\$ 1,462.09
8	Leaf and Windfall Debris	\$ 32.13	14	\$ 449.87

Location Total      \$ 2,944.74

*\*See attached map for site details.*

**NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.**



Cecil Powell Park  
1320

24964

24972

1346

S 250TH ST

131TH PL S  
S 250TH PL

25001

Name: Cecil Powell Park  
Address: 1320 S 250th St

Des Moines Parks and Facilities



Mapbook.mxd  
Map Generated: Sep 09, 2015  
©2015 City of Des Moines GIS

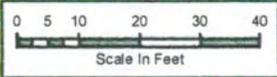


Bid Item No.	<u>Parks and Facilities Location #15</u> City Park (Retention) Kent Des Moines Rd and 22 <sup>nd</sup> Pl	Unit Price	Times per year	Annual Subtotal
1	Mowing, Line trim, Edging, Litter pickup	\$ 9.88	39	\$ 385.18
2	Turf Fertilization	\$ 1.36	3	\$ 4.09
3	Turf Herbicide Application	\$ 1.55	2	\$ 3.10
4	Pruning Shrubs, Plants, Ground Cover	\$ 75.15	4	\$ 300.58
5	Weeding Planter Beds	\$ 13.66	4	\$ 54.65
6	Pre- emergent Herbicide Application	\$ 1.62	2	\$ 3.25
7	Hard Surface Sweeping, Blowing, Weed control	\$ 9.39	39	\$ 366.33
8	Leaf and Windfall Debris	\$ 16.10	14	\$ 225.44

Location Total      \$ 1,342.61

*\*See attached map for site details.*

**NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.**



Kiddie City Park

23228

2230

22ND PL S

S KENT-DES MOINES RD

23239

Name: City Park (Retention)  
Address: 2230 S Kent-Des Moines Rd

Des Moines Parks and Facilities



Mapbook.mxd  
Map Generated: Sep 09, 2015  
©2015 City of Des Moines GIS

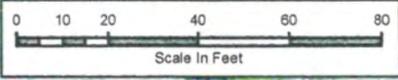


Bid Item No.	<u>Parks and Facilities Location #16</u> City Park S 230 <sup>th</sup> St and 21 <sup>st</sup> Ave S	Unit Price	Times per year	Annual Subtotal
1	Mowing, Line trim, Edging, Litter pickup	\$ 45.95	39	\$ 1,792.05
2	Turf Fertilization	\$ 12.46	3	\$ 37.39
3	Turf Herbicide Application	\$ 14.17	2	\$ 28.35
4	Pruning Shrubs, Plants, Ground Cover	\$ 40.82	4	\$ 163.28
5	Weeding Planter Beds	\$ 10.99	4	\$ 43.98
6	Pre- emergent Herbicide Application	\$ 1.31	2	\$ 2.61
7	Hard Surface Sweeping, Blowing, Weed control	\$ 10.21	39	\$ 398.00
8	Leaf and Windfall Debris	\$ 34.99	14	\$ 489.84

Location Total      \$ 2,955.50

*\*See attached map for site details.*

**NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.**



Name: City Park  
 Address: S 230th St & 21st Ave S

Des Moines Parks and Facilities



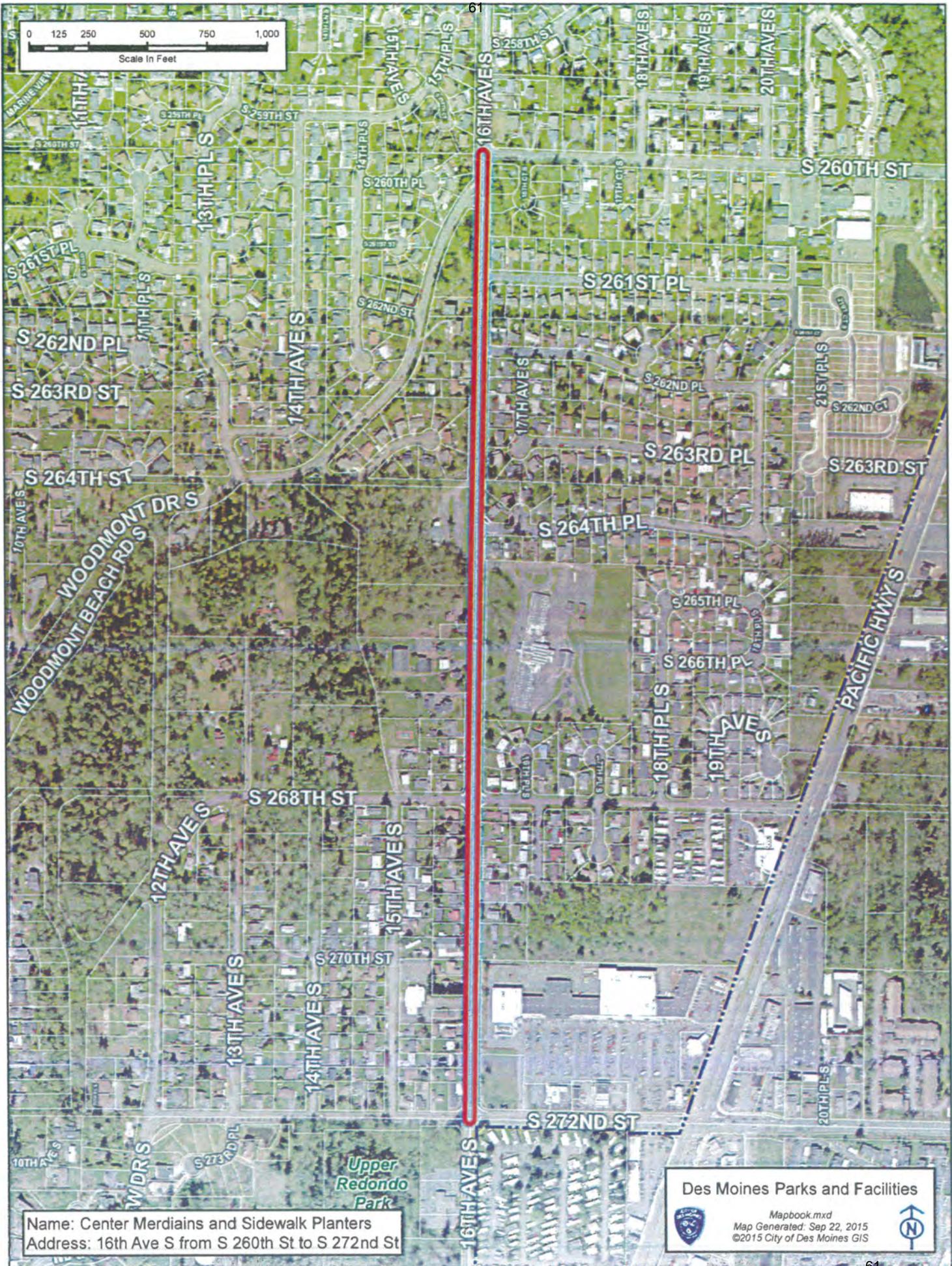
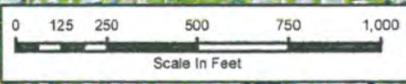
Mapbook.mxd  
 Map Generated: Sep 09, 2015  
 ©2015 City of Des Moines GIS



Bid Item No. 2	Streetscapes, Medians, Planter Strips Location #1	Unit Price	Times per year	Annual Subtotal
	16 <sup>th</sup> Avenue South 272 <sup>nd</sup> St to S 260 <sup>th</sup>			
1	Pruning, Weeding, Litter Pickup	\$ 915.00	4	\$ 3,660.00
2	Leaf and Windfall Debris Pickup	\$ 267.15	6	\$ 1,602.88
3	Pre-emergent Herbicide Applications	\$ 36.67	2	\$ 73.34
Location Total				\$ 5,336.22

\*See attached map for site details. Bid to include Center Medians and Sidewalks Planters from S 272<sup>nd</sup> St to 260<sup>th</sup> St and the guardrail are at the NW corner of 16<sup>th</sup> and 260th .

NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.



Name: Center Merdians and Sidewalk Planters  
 Address: 16th Ave S from S 260th St to S 272nd St

Des Moines Parks and Facilities



Mapbook.mxd  
 Map Generated: Sep 22, 2015  
 ©2015 City of Des Moines GIS

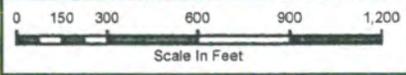


Bid Item No. 2	<u>Streetscapes, Medians, Planter Strips</u> <u>Location #2</u> Pacific Highway South S 216th St to Kent-Des Moines Road	Unit Price	Times per year	Annual Subtotal
1	Pruning, Weeding, Litter Pickup	\$ 1,852.87	4	\$ 7,411.47
2	Leaf and Windfall Debris Pickup	\$ 861.67	6	\$ 5,170.00
3	Pre-emergent Herbicide Applications	\$ 130.41	2	\$ 260.82

Location Total      \$12,842.29

*\*See attached map for site details. Center Medians and Sidewalk Planters from 216<sup>th</sup> to Kent Des Moines Road. Bid also includes the east and west corner planter islands at Pacific Highway and Kent Des Moines Rd.*

*NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.*



Name: Center Merdians and Sidewalk Planters  
 Address: Pacific Highway South from S 216th St to Kent-Des Moines Rd

Des Moines Parks and Facilities



Mapbook.mxd  
 Map Generated: Sep 22, 2015  
 ©2015 City of Des Moines GIS

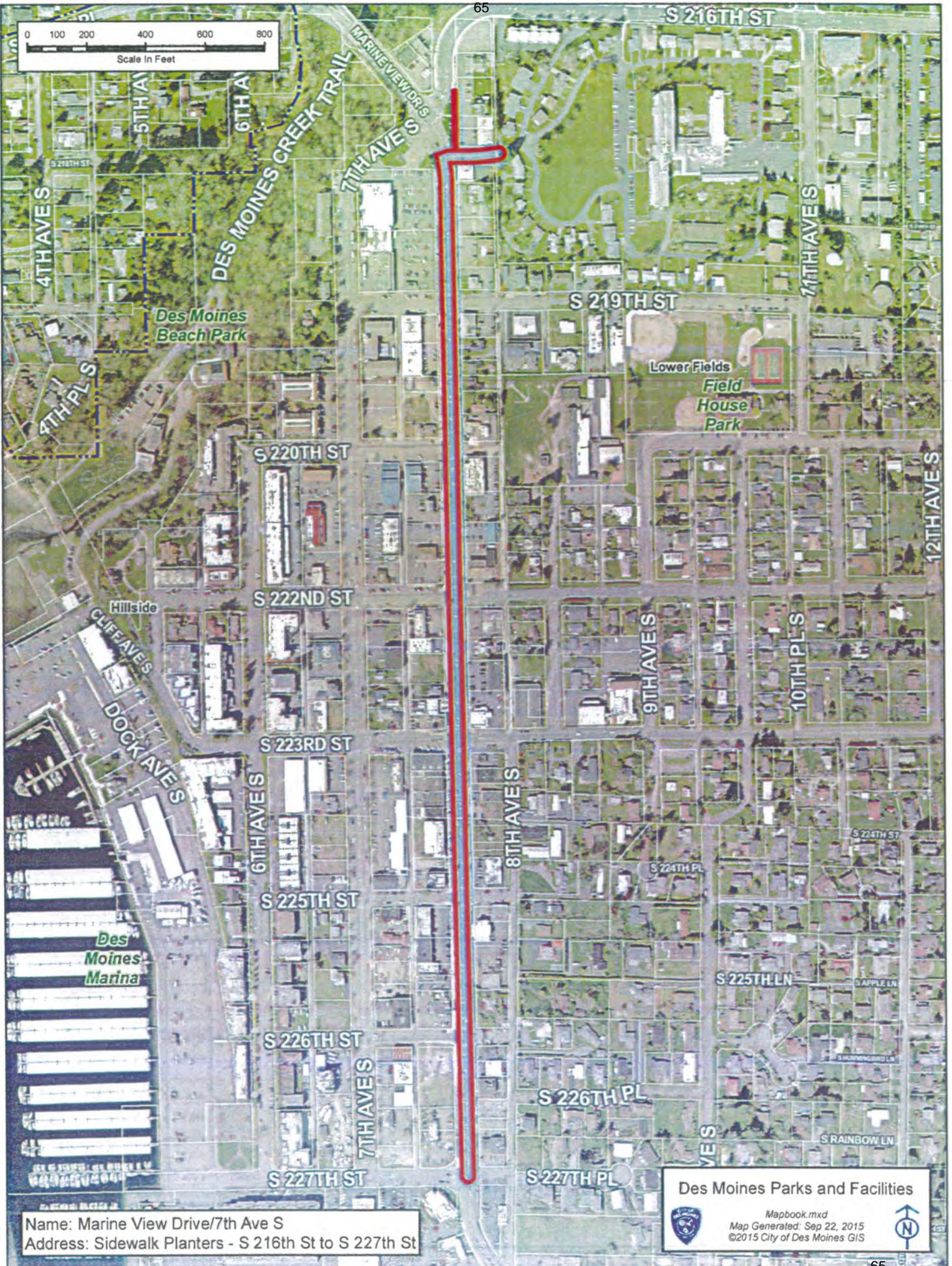
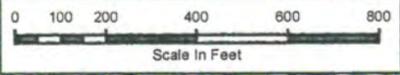


Bid Item No. 2	<u>Streetscapes, Medians, Planter Strips</u> <u>Location #3</u> Marine View Drive S 216th to S 227th St	Unit Price	Times per year	Annual Subtotal
1	Pruning, Weeding, Litter Pickup	\$ 793.18	4	\$ 3,172.71
2	Leaf and Windfall Debris Pickup	\$ 440.12	6	\$ 2,640.73
3	Pre-emergent Herbicide Applications	\$ 11.69	2	\$ 23.38

Location Total      \$ 5,836.82

*\*See attached map for site details. Bid includes all planters beds on Marine View, along the south side of 218<sup>th</sup> from Marine View Drive to the entrance of Westley Homes; and all corner beds at the intersections along Marine View Drive.*

NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, but an estimated annual amount that may or may not be fulfilled.



Name: Marine View Drive/7th Ave S  
 Address: Sidewalk Planters - S 216th St to S 227th St

Des Moines Parks and Facilities



Mapbook.mxd  
 Map Generated: Sep 22, 2015  
 ©2015 City of Des Moines GIS

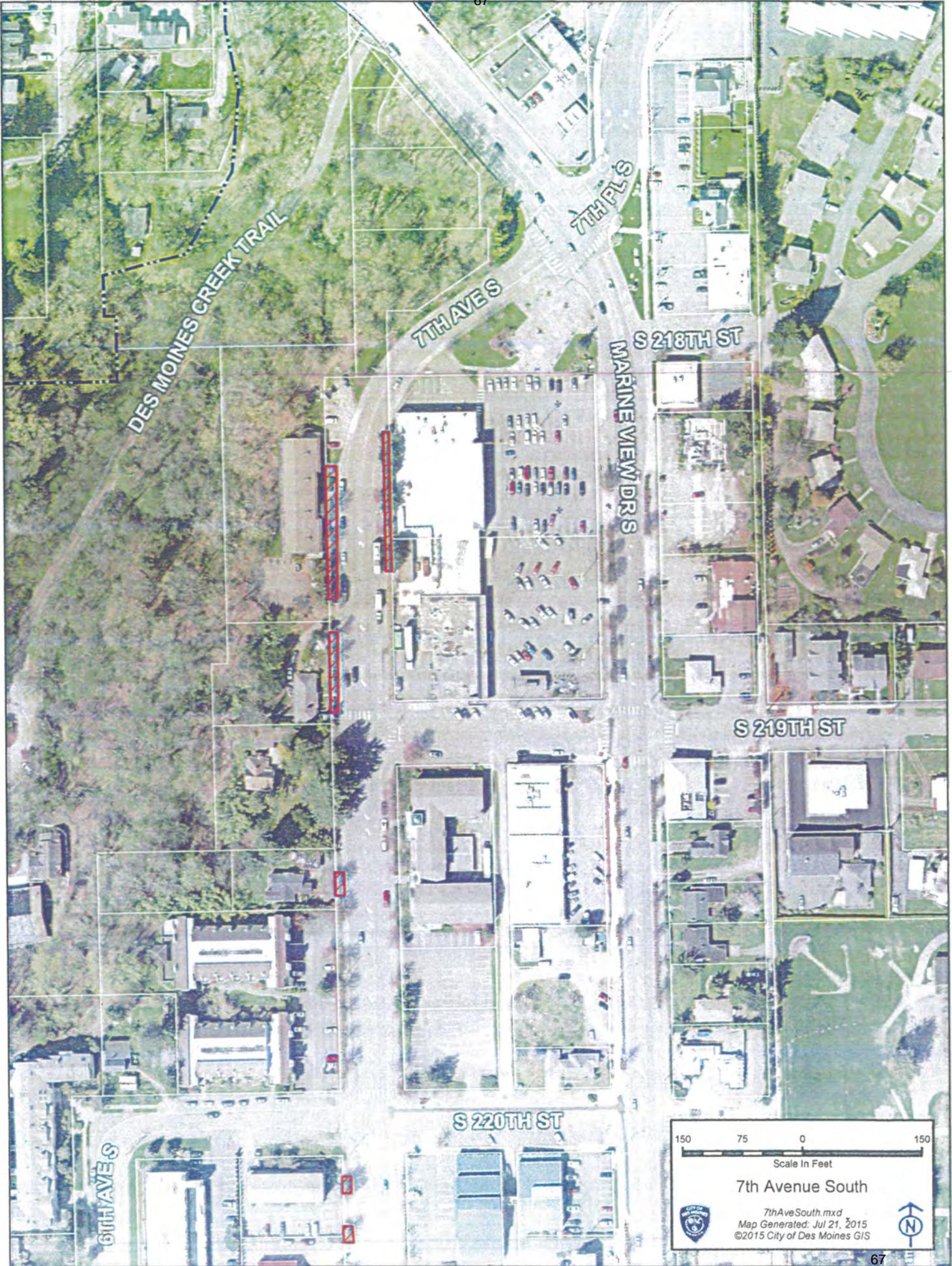


Bid Item No.	Streetscapes, Medians, Planter Strips	Unit Price	Times per year	Annual Subtotal
	Location #4			
2	7 <sup>th</sup> Avenue South S216th to S227th St			
1	Pruning, Weeding, Litter Pickup	\$ 767.30	4	\$ 3,069.20
2	Leaf and Windfall Debris Pickup	\$ 402.54	6	\$ 2,415.25
3	Pre-emergent Herbicide Applications	\$ 9.55	2	\$ 19.09

Location Total      \$ 5,503.55

*\*See attached map for site details. The red marked areas are the areas that will be bid on. Bid also includes all corner beds at the intersections along 7<sup>th</sup> Avenue.*

NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.



DES MOINES CREEK TRAIL

7TH AVE S

7TH PL S

MARINE VIEW DR S

S 218TH ST

S 219TH ST

S 220TH ST

6TH AVE S



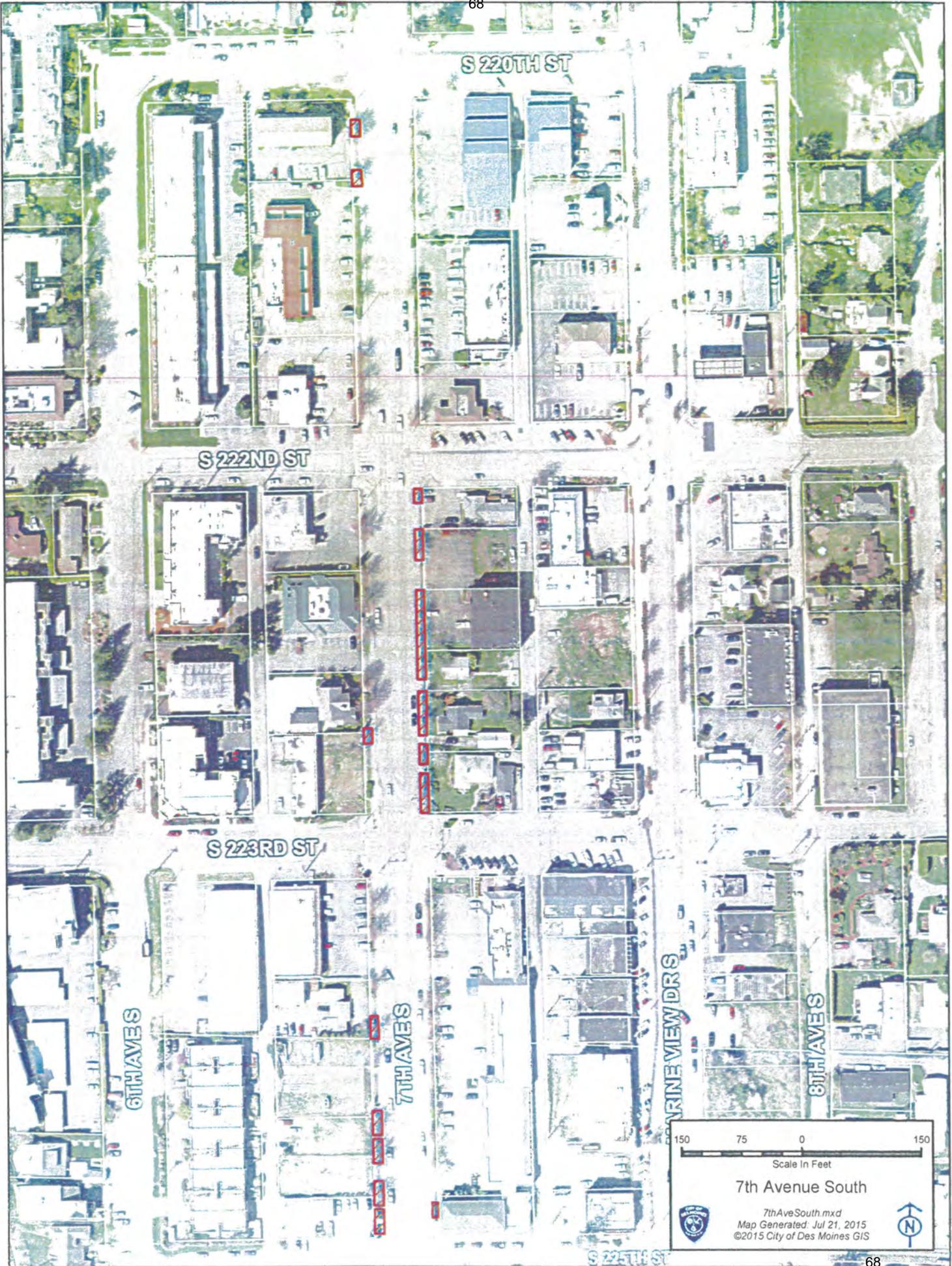
Scale In Feet

7th Avenue South



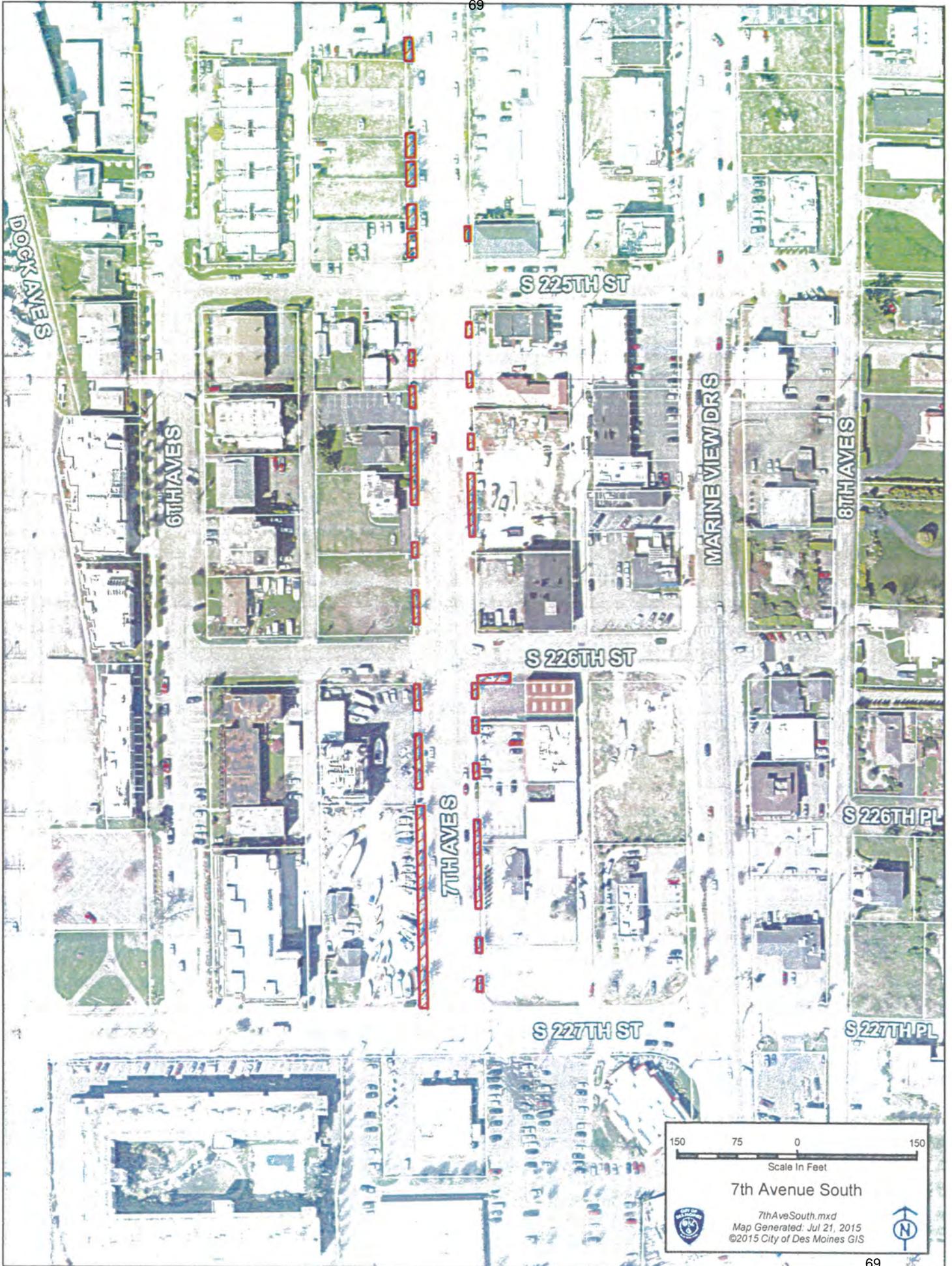
7thAveSouth.mxd  
 Map Generated: Jul 21, 2015  
 ©2015 City of Des Moines GIS





150 75 0 150  
 Scale In Feet  
**7th Avenue South**  
 7thAveSouth.mxd  
 Map Generated: Jul 21, 2015  
 ©2015 City of Des Moines GIS





Bid Item No.	<u>Streetscapes, Medians, Planter Strips</u> <u>Location #5</u> S 216th 18 <sup>th</sup> Ave S to 24 <sup>th</sup> Ave S	Unit Price	Times per year	Annual Subtotal
1	Pruning, Weeding, Litter Pickup	\$ 782.03	4	\$ 3,128.10
3	Leaf and Windfall Debris Pickup	\$ 221.61	6	\$ 1,329.69
3	Pre-emergent Herbicide Applications	\$ 12.78	2	\$ 25.57

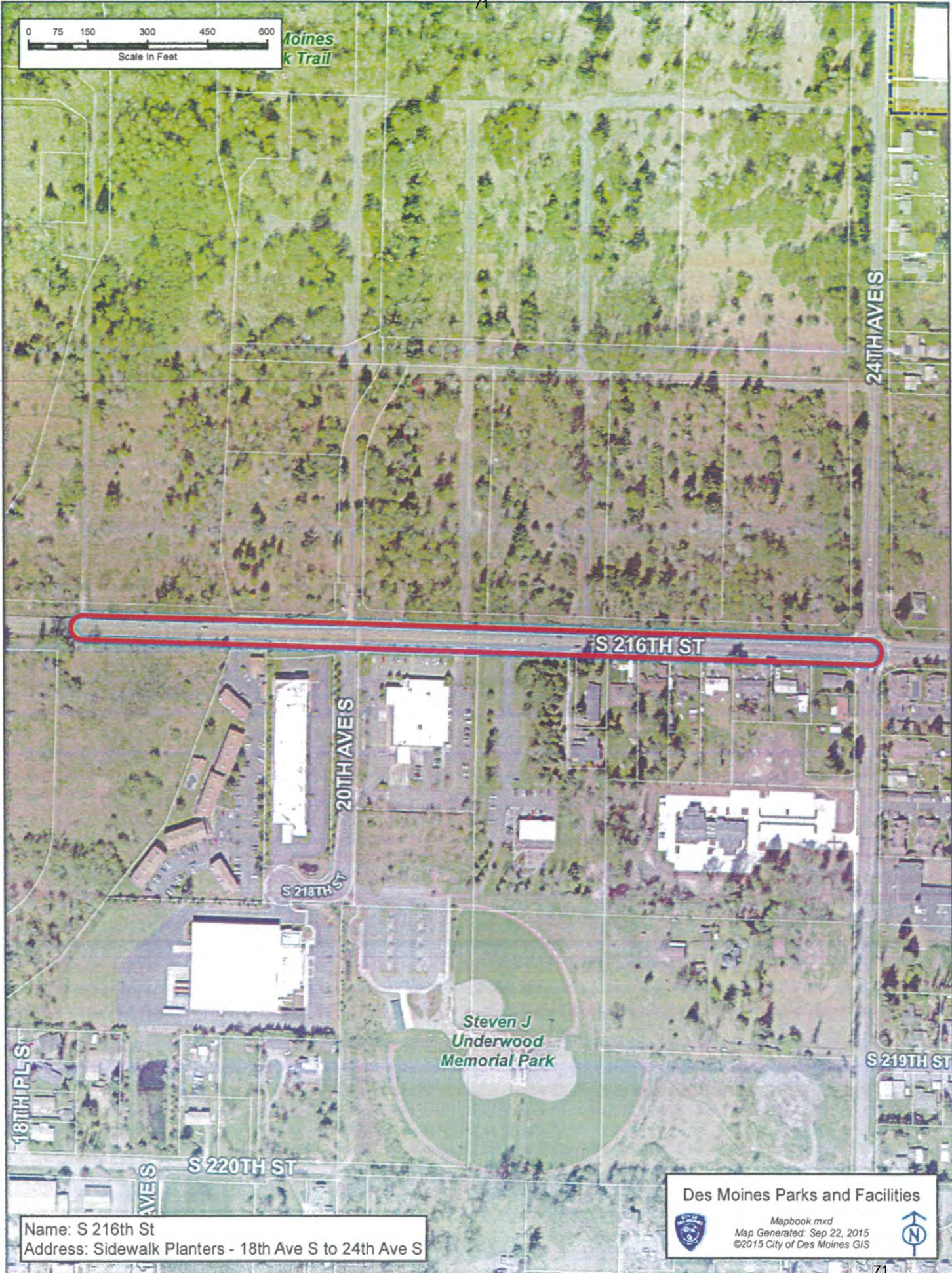
Location Total      \$ 4,483.36

*\*See attached map for site details. Bid includes the planters on 216<sup>th</sup> from 18<sup>th</sup> Ave to 24<sup>th</sup> Ave.*

NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.



Moines  
k Trail



Name: S 216th St  
Address: Sidewalk Planters - 18th Ave S to 24th Ave S

Des Moines Parks and Facilities



Mapbook.mxd  
Map Generated: Sep 22, 2015  
©2015 City of Des Moines GIS

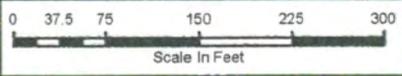


Bid Item No. 2	<u>Streetscapes, Medians, Planter Strips</u> <u>Location #6</u> S 216th 11 <sup>th</sup> Ave S to Marine View Drive	Unit Price	Times per year	Annual Subtotal
1	Pruning, Weeding, Litter Pickup	\$ 129.70	4	\$ 518.78
3	Leaf and Windfall Debris Pickup	\$ 113.97	6	\$ 683.81
3	Pre-emergent Herbicide Applications	\$ 7.67	2	\$ 15.35

Location Total      \$ 1,217.94

*\*See attached map for site details. Bid includes the planter inland just south of 11<sup>th</sup> Ave and the planter bed above the wall on the corner just before the Marine View Dr intersection.*

*NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.*



DES MOINES CREEK  
Des Moines  
Creek Trail



Name: S 216th St  
Address: Sidewalk Planters - 11th Ave S to Marine View Drive South

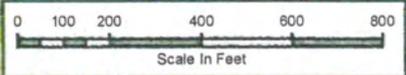
Des Moines Parks and Facilities

Mapbook.mxd  
Map Generated: Sep 25, 2015  
©2015 City of Des Moines GIS

Bid Item No.	<u>Streetscapes, Medians, Planter Strips</u>	Unit Price	Times per year	Annual Subtotal
	<u>Location #7</u>			
2	24 <sup>th</sup> Ave S 1 Block South of S 216 <sup>th</sup> Ave to S208th St			
1	Pruning, Weeding, Litter Pickup	\$ 866.70	4	\$ 3,466.80
2	Leaf and Windfall Debris Pickup	\$ 160.23	6	\$ 961.41
3	Pre-emergent Herbicide Applications	\$ 59.45	2	\$ 118.91
Location Total				\$ 4,547.11

*\*See attached map for site details. Bid includes all Center Medians and Sidewalk Planters from 1 block south of S 216<sup>th</sup> to S 208<sup>th</sup> St.*

*NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.*



DES MOINES CREEK TRAIL

S 208TH ST

S 211TH ST

S 214TH ST

S 216TH ST

20TH AVES

PACIFIC HWY S

S 218TH ST

Steven J Underwood Memorial Park

Name: 24th Ave S  
 Address: Center meridians and sidewalk planters - S 216th St to S 208th St

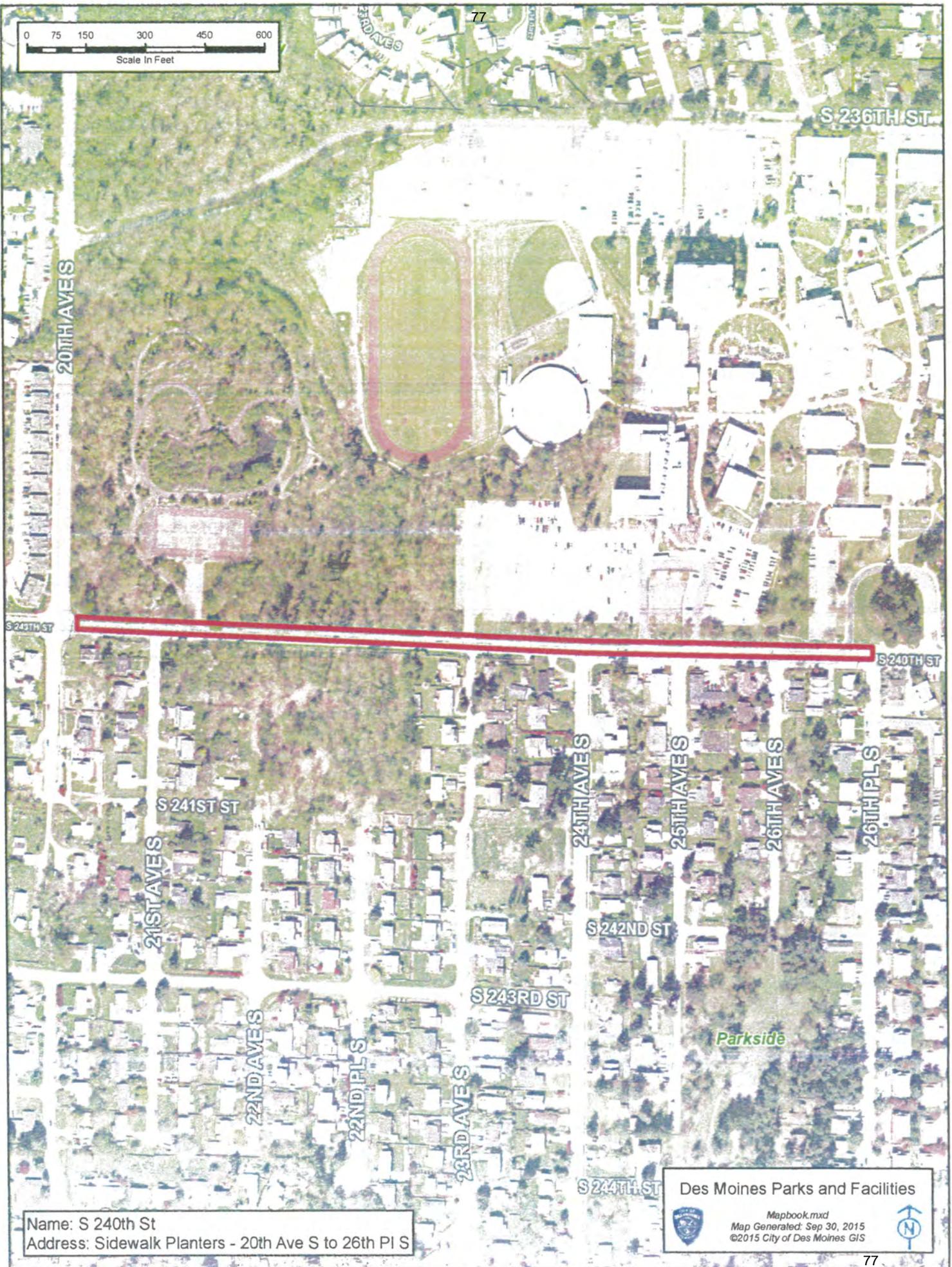
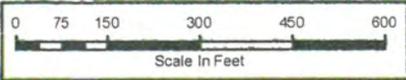
Des Moines Parks and Facilities

Mapbook.mxd  
 Map Generated: Sep 09, 2015  
 ©2015 City of Des Moines GIS

Bid Item No. 2	<u>Streetscapes, Medians, Planter Strips</u> <u>Location #8</u> S 240 <sup>th</sup> St 26 Pl S to 20 <sup>th</sup> Ave	Unit Price	Times per year	Annual Subtotal
1	Pruning, Weeding, Litter Pickup	\$ 722.59	4	\$ 2,890.35
2	Leaf and Windfall Debris Pickup	\$ 224.06	6	\$ 1,344.35
3	Pre-emergent Herbicide Applications	\$ 17.87	2	\$ 35.74
Location Total				\$ <u>4,270.45</u>

\*See attached map for site details. Bid includes the Planter beds & Laurel Hedges along the north side of 240<sup>th</sup> from 26<sup>th</sup> Pl S to 20<sup>th</sup> Ave s .

NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.



Name: S 240th St  
Address: Sidewalk Planters - 20th Ave S to 26th Pl S

Des Moines Parks and Facilities

Mapbook.mxd  
Map Generated: Sep 30, 2015  
©2015 City of Des Moines GIS



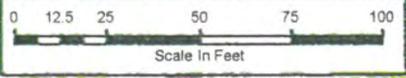
Item No. 3	<u>Extra Labor Hours</u>	Hourly Price	Number of Hours	Annual Subtotal
1	Hours for additional on-call work at the Parks or Streetscapes (As requested in writing from the City)	\$ 36.07	200	\$ 7,214.00
			Total	7,214.00 \$ _____

**NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.**

Bid Item No. 4	Bid Alternate Surface Water Detention Pond Location #1 S 234 <sup>th</sup> Detention Pond S 234 <sup>th</sup> & 23 <sup>rd</sup> P I S	Unit Price	Times per year	Annual Subtotal
1	Line Trim and Litter pickup	\$ 180.35	8	\$ 1,442.80
2	Mowing, Line Trim, Edging, Litter Pickup	\$ 216.42	16	\$ 3,462.72
Location Total				\$ <u>4,905.52</u>

*\*See attached map for site details. Bid includes line trimming all areas to the water line inside the fenced pond and at this site includes mowing the parking strips twice and month from March thru October.*

*NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.*



S 234TH ST

23RD PLS

23404

23408

23412

23416

23409

23417

23425

23406

23410

23416

Name: Stormwater Pond  
Address: S 234th St and 23rd Pl S

Des Moines Parks and Facilities



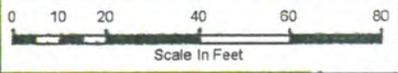
Mapbook.mxd  
Map Generated: Sep 18, 2015  
©2015 City of Des Moines GIS



Bid Item No. 4	<u>Bid Alternate</u> <u>Surface Water Detention Pond</u> <u>Location #2</u> 253 <sup>rd</sup> Detention Pond 16 <sup>th</sup> Ave S & S 253 <sup>rd</sup> St	Unit Price	Times per year	Annual Subtotal
1	Line Trim, Litter Pickup	\$ 108.21	8	\$ 865.68
Location Total				\$ <u>865.68</u>

*\*See attached map for site details. Bid includes line trimming all areas to the water line inside the fenced pond and at this site includes the area outside the fence to the guardrail and a 4 foot path along the north side of the pond.*

*NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.*



Saltwater State Park

16TH AVES

S 253RD PL

1606

1603

Name: Stormwater Pond  
Address: 16th Ave S and S 253rd Pl

Des Moines Parks and Facilities



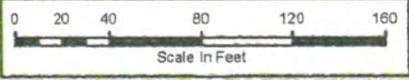
Mapbook.mxd  
Map Generated: Sep 21, 2015  
©2015 City of Des Moines GIS



Bid Item No. 4	Bid Alternate Surface Water Detention Pond Location #3 Gateway Pond 18 <sup>th</sup> Ave S & S 216 <sup>th</sup> St	Unit Price	Times per year	Annual Subtotal
1	Line Trim, Litter Pickup	\$ 541.05	8	\$ 4,328.40
Location Total				\$ 4,328.40

*\*See attached map for site details. This view is an outdated map. The red line indicates the fence line of the pond. Bid includes line trimming the top and side hill areas inside the fenced pond. The bottom flat areas of do not need to be maintained. Outside area will be maintained by the City.*

NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.



1800

S 216TH ST



1855

1857

1835

Name: Stormwater Pond  
Address: S 216th St and 18th Ave S

Des Moines Parks and Facilities



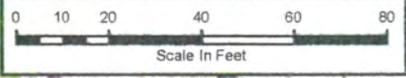
Mapbook.mxd  
Map Generated: Sep 21, 2015  
©2015 City of Des Moines GIS



Bid Item No. 4	<u>Bid Alternate</u> <u>Surface Water Detention Pond</u> <u>Location #4</u> <u>Arbors Pond</u> <u>S 216<sup>th</sup> St &amp; 12<sup>th</sup> Ave S</u>	Unit Price	Times per year	Annual Subtotal
1	Line Trim, Litter Pickup	\$ 108.21	8	\$ 865.68
Location Total				\$ <u>865.68</u>

*\*See attached map for site details. Bid includes line trimming all areas to the water line inside the fenced pond.*

NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.



21507

21515

21511

21501

12TH AVES

1208



S 216TH ST

1219

Name: Arbors Pond  
Address: S 216th St and 12th Ave S

Des Moines Parks and Facilities



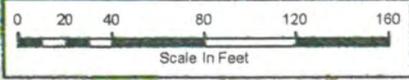
Mapbook.mxd  
Map Generated: Sep 30, 2015  
©2015 City of Des Moines GIS



Bid Item No.	Bid Alternate Parks and Facilities Location #5 Parkside Park - 2518 S 244 <sup>th</sup> St	Unit Price	Times per year	Annual Subtotal
1	Mowing, Line trim, Edging, Litter pickup	\$ 108.17	39	\$ 4,218.76
2	Turf Fertilization	\$ 29.34	3	\$ 88.02
3	Turf Herbicide Application	\$ 33.37	2	\$ 66.74
4	Pruning Shrubs, Plants, Ground Cover	\$ 123.29	4	\$ 493.15
5	Weeding Planter Beds	\$ 277.41	4	\$ 1,109.62
6	Pre-emergent Herbicide Application	\$ 32.96	2	\$ 65.92
7	Hard Surface Sweeping, Blowing, Weed control	\$ 10.27	39	\$ 400.69
8	Leaf and Windfall Debris	\$ 70.45	14	\$ 986.31
Location Total				\$ <u>7,429.22</u>

*\*See attached map for site details. For bidding this location refer to Exhibit A Parks and Facilities maintenance schedule.*

*NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services. But an estimated annual amount that may or may not be fulfilled.*



Name: Parkside Park  
Address: 2518 S 244th St

Des Moines Parks and Facilities



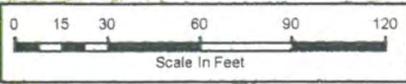
Mapbook.mxd  
Map Generated: Sep 18, 2015  
©2015 City of Des Moines GIS



Bid Item No. 4	Bid Alternate Parks and Facilities Location #6 Dr Shirley Gordon Park 2194 S 262 <sup>nd</sup> Ct	Unit Price	Times per year	Annual Subtotal
1	Mowing, Line trim, Edging, Litter pickup	\$ 53.68	39	\$ 2,093.46
2	Turf Fertilization	\$ 7.41	3	\$ 22.22
3	Turf Herbicide Application	\$ 8.42	2	\$ 16.85
4	Pruning Shrubs, Plants, Ground Cover	\$ 562.76	4	\$ 2,251.05
5	Weeding Planter Beds	\$ 111.15	4	\$ 444.61
6	Pre- emergent Herbicide Application	\$ 13.21	2	\$ 26.41
7	Hard Surface Sweeping, Blowing, Weed control	\$ 37.52	39	\$ 1,463.18
8	Leaf and Windfall Debris	\$ 160.79	14	\$ 2,251.05
Location Total				\$ 8,568.83

*\*See attached map for site details. This view is an out dated map. The red line indicates the border of the park. For bidding this location refer to Exhibit A Parks and Facilities maintenance schedule.*

NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.



26120 90

26124

26128

S 261ST CT

S 261ST CT

26160

26164

26168

26172

26178

26182

26186

26190

2150

2154

2160

2164

2168

2172

2176

2180

2184

Dr Shirley B Gordon Park

2194

26225

S 262ND CT

2101

2113

2125

2137

2107

2119

2131

2143

2106

2118

2130

2142

2100

2112

2124

2136

Name: Dr Shirley B Gordon Park  
Address: 2194 S 262nd Ct

Des Moines Parks and Facilities



Mapbook.mxd  
Map Generated: Sep 18, 2015  
©2015 City of Des Moines GIS

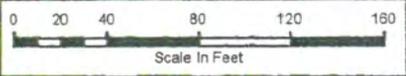


Bid Item No.	Bid Alternates	Unit Price	Times per year	Annual Subtotal
	<u>Streetscapes, Medians &amp; Planter strips</u> <u>Location #7</u>			
4	Redondo Beach Parking Lot 28280 Redondo Beach Dr			
1	Pruning, Weeding, Litter Pickup	\$ 1,029.14	4	\$ 4,116.54
2	Leaf and Windfall Debris Pickup	\$ 479.31	6	\$ 2,875.88
3	Pre-emergent Herbicide Applications	\$ 84.31	2	\$ 168.62

Location Total      \$ 7,161.04

*\*See attached map for site details. For bidding this location refer to Exhibit A Streetscape, Medians and Planter Strip maintenance schedule. Bid includes all planter beds in and around the outside of the parking lot.*

**NOTES: 1) Refer to Exhibit A for Scope and Schedule of work. 2) Total Contract Bid amount is NOT a guarantee of services, But an estimated annual amount that may or may not be fulfilled.**



92

700

28136

28203

900

28210

Wooton Park

28280

Redondo Beach Park

28303

SOUND VIEW DR S

S 284TH ST

417

421

Des Moines Parks and Facilities



Mapbook.mxd  
Map Generated: Sep 21, 2015  
©2015 City of Des Moines GIS



92

Name: Redondo Beach Park  
Address: 28280 Redondo Beach Park Dr S

## AGENDA ITEM

### BUSINESS OF THE CITY COUNCIL City of Des Moines, WA

SUBJECT: Jury Pool Services MOU

FOR AGENDA OF: November 12, 2015

ATTACHMENTS:

1. MOU between King County Superior Court and the City of Des Moines for Jury Pool Services

DEPT. OF ORIGIN: Municipal Court

DATE SUBMITTED: October 30, 2015

CLEARANCES:

- Legal VB
- Economic Development N/A
- Finance N/A
- Marina N/A
- Parks, Recreation & Senior Services N/A
- Planning, Building & Public Works N/A
- Police N/A
- Court VB

APPROVED BY CITY MANAGER  
FOR SUBMITTAL VB

#### **Purpose and Recommendation**

The purpose of this agenda item is to request approval of the Memorandum of Understanding (MOU) with King County Superior Court to provide jury pool services for the Des Moines Municipal Court.

#### **Suggested Motion**

**Motion: "I move to approve the MOU between King County Superior Court and the City of Des Moines for jury pool services and to authorize the City Manager to sign the agreement substantially in the form submitted."**

#### **Background**

The Municipal Court has used software called Jury Master for the last ten years to arrange for the selection of a jury pool for jury trials. This software cost the City \$350 per year to get files converted from King County and an additional \$50 to change the mileage rate every year on the software program.

#### **Discussion**

Utilizing King County Superior Court jury pool directly will streamline the jury pool process at a reduced cost. King County recently started offering this service and the cities of Tukwila, SeaTac, and Kent have also entered into agreements with the County for this service.

**Alternatives**

Continue to use the current system the court has in place now.

**Financial Impact**

The current cost for the court to receive a juror pool is about \$400 a year, with this MOU Agreement the cost would only be \$100 a year.

**Recommendation or Conclusion**

Authorize the City Manager to sign the MOU Agreement substantially in the form submitted.



**Superior Court of the State of Washington  
for the County of King**

---

Memorandum of Understanding between King County Superior Court and the  
City of Des Moines Municipal Court

Relating to Trial Court Coordination of Jury Services

THIS MEMORANDUM OF UNDERSTANDING is made and entered into this day by and between KING COUNTY SUPERIOR COURT ("Superior Court") and the CITY OF DES MOINES MUNICIPAL COURT ("Municipal Court").

Whereas, the Superior Court and Municipal Court wish to coordinate their respective resources to provide a cost efficient process for summoning prospective jurors at Des Moines Municipal Court; and

Whereas, RCW 2.36.052 authorizes agreements between superior courts and courts of limited jurisdictions for the provision of jury management activities.

NOW, THEREFORE, it is agreed by and between the parties as follows:

1. Purpose. The purpose of this agreement is to promote the delivery of justice by providing for coordinated jury processing between King County Superior Court and Des Moines Municipal Court.
2. Term. The term of this agreement shall be eight (8) months, unless terminated early. It shall be effective from January 1, 2016 through August 31, 2016.
3. Superior Court Responsibilities. Superior Court shall create eight (8) jury pools of the requested size and send them to Des Moines Municipal Court as separate electronic files. Each prospective juror in a jury pool shall be randomly selected from the population of the area served by Des Moines Municipal Court. The number and size of the jury pools created by Superior Court may be amended upon mutual agreement of the parties.
4. Des Moines Municipal Court Responsibilities. Municipal Court shall communicate directly with the Superior Court's jury data processing vendor, or other selected vendor, and forward each jury pool file for printing and mailing when needed. The vendor shall invoice Municipal Court directly for these services and Municipal Court shall be solely responsible for payment. Municipal Court shall be responsible for all inquiries from jurors prior to their service dates, manage jurors while serving on jury duty, and process juror payments. The summons shall reflect the return address and court contact information for Des Moines Municipal Court.
5. Property. This agreement does not provide for the acquisition, holding, or disposing of real or personal property.
6. Joint Board. No joint board will be created to administer this agreement.

- 7. Reimbursement. Municipal Court shall pay the Superior Court sixty five dollars (\$65) for the services provided in Section 3. The Superior Court shall invoice Des Moines Municipal Court upon annual transmittal of the jury pool files.

Des Moines Municipal Court will make payment to King County Superior Court within thirty (30) days of the invoice date.

- 8. Amendments. This agreement may be changed only by written amendment between the Superior Court and Municipal Court. Both parties will cooperate in preparing any documentation necessary to seek approval or to amend this agreement.
- 9. Correspondence and Notices. All correspondence and notices related to this agreement shall be delivered or mailed to the following addresses

King County:           Greg Wheeler, Manager – Jury Services  
                                   King County Superior Court  
                                   516 3<sup>rd</sup> Avenue – C-203  
                                   Seattle, WA 98104

Des Moines Municipal Court:     Jennefer Johnson, Court Administrator  
   Des Moines Municipal Court  
   21630 11<sup>th</sup> Ave. S.  
   Suite C  
   Des Moines, WA 98198

IN WITNESS WHEREOF the City and the County have executed this MOU this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

King County Superior Court

City of Des Moines Municipal Court

\_\_\_\_\_  
 Presiding Judge  
 King County Superior Court  
 Date:

\_\_\_\_\_  
 Presiding Judge  
 Des Moines Municipal Court  
 Date:

Approved as to Form:

Approved as to Form:

\_\_\_\_\_  
 King County Deputy  
 Prosecuting Attorney

\_\_\_\_\_  
 City Attorney

## AGENDA ITEM

### BUSINESS OF THE CITY COUNCIL City of Des Moines, WA

SUBJECT: Public Hearing: Replacement of  
Surface Water Management Flush Truck

AGENDA OF: November 12, 2015

DEPT. OF ORIGIN: Planning, Building & Public  
Works

DATE SUBMITTED: November 4, 2015

ATTACHMENTS:

1. Draft Resolution No. 15-181
2. Quote from Enviro-Clean Equipment

CLEARANCES:

- [X] Legal TS  
 [X] Finance DM  
 [ ] Marina N/A  
 [ ] Parks, Recreation & Senior Services N/A  
 [X] Planning, Building & Public Works DSB  
 [ ] Police N/A  
 [ ] Courts N/A

APPROVED BY CITY MANAGER  
FOR SUBMITTAL: [Signature]

**Purpose and Recommendation:**

The purpose of this agenda item is to seek Council authorization to surplus the existing 2004 flush truck (Attachment 1), and replace it with a new one. The Planning, Building & Public Works Department recommends the purchase of the vehicle identified in Attachment 2.

**Suggested Motions**

**Motion 1:** "I move to adopt Draft Resolution No. 15-181 declaring the vehicle and equipment identified in Exhibit A as surplus and authorize disposal of said surplus vehicle and equipment by auction or trade-in."

**Motion 2:** "I move to authorize the City Manager or his designee to sign the purchase order for the purchase of the new flush truck from Enviro-Clean in the amount of \$351,360.00, after trade in of our existing flush truck."

**Motion 3:** "I move to direct administration to include an increase of \$66,000 in the 2015 vehicle assessment to cover the additional cost for the replacement of the flush truck as part of a 2015 budget amendment."

**Background:**

The flush truck is one of the main workhorses of the Surface Water Management Maintenance Division and it is used very frequently. From March through November, the truck is used around 20 days per month. Usage is also expected to increase as the drainage system expands from new development and added public facilities and increased maintenance requirements from our NPDES permit. It is also important to own a flush truck for emergency situations such as major storm events where a system pipe is clogged. Nearly every large storm event, we use the flush truck in response to local flooding.

**Discussion:**

Over the last couple of years there have been several major repair expenses on our flush truck to the extent that for 2015, we increased the maintenance budget by an additional \$12,000 just to cover additional repairs. Since 2012 we have spent over \$63,500 on repairs to our flush truck with a new pump in 2012 and another in 2014 for a total of \$33,400. Purchased in 2004, the truck had been scheduled for replacement in 2014, but because of the higher than anticipated replacement cost, the replacement year was rescheduled to 2017 to allow the assessment fund to accrue to the replacement cost (\$425,000). By the end of 2015, the funds for the replacement of this vehicle will have accrued to \$285,408.

Staff has reviewed vehicles from a number of vendors and after thoroughly evaluating the truck's specifications, are recommending the purchase of an 11-yard Vac-Con Vactor sold from Enviro-Clean Equipment, Model 311E/1300 (details are shown in Attachment 2). The quote for this vehicle is good through the end of the year at a demonstration price of \$385,000 and includes a trade-in value of \$65,000 for our existing truck. The flush truck will be purchased from the state contract #01912 and will be delivered in February or March 2016.

Rather than risking another major repair expense that would also reduce its trade-in value, staff is recommending to accelerate the replacement schedule by one year by purchasing the vehicle upon delivery early next year rather than in 2017. To take advantage of the vendor's quoted 2015 price, staff is also recommending to increase the 2015 assessment for the flush truck by an estimated \$66,000 to cover the purchase. The assessment for the new flush truck would start again in 2017.

**Alternatives:**

Council could decide to revisit the replacement schedule in the 2016 Budget. However, if an order is made after end of the year, the vehicle will cost 3% more than the quote given and the trade-in value of our current truck will be reduced to reflect depreciation.

**Financial Impact:**

The adopted 2015 Budget will need to be amended to increase the vehicle assessment by an estimated \$66,000. With tax, the purchase price of \$351,360.00 is approximately \$75,000 less than the replacement budget for this vehicle.

**Recommendation/Conclusion:**

Staff recommends purchase of the flush truck from Enviro-Clean Equipment and asks Council to approve the suggested motions.

**Concurrence:**

The Finance, Legal, and Planning, Building and Public Works Departments concur.

## CITY ATTORNEY'S FIRST DRAFT 10/20/2015

## DRAFT RESOLUTION NO. 15-181

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DES MOINES, WASHINGTON,** declaring certain City vehicle and equipment surplus, and authorizing disposal of a surplus vehicle and equipment by auction or trade-in.

**WHEREAS,** during regular business the City accumulates vehicles and equipment, and

**WHEREAS,** the City intends to dispose of unneeded vehicles and equipment as allowed by law as surplus, and

**WHEREAS,** the City of Des Moines typically sells surplus vehicles and equipment at public auction to the highest bidder or trades-in surplus vehicles and equipment at reputable dealerships, and

**WHEREAS,** chapter 35.94.040 RCW specifies that, following a public hearing, property acquired for public utility purposes may be leased, sold, or conveyed as the Council deems is in the best public interest, and

**WHEREAS,** the City desires to surplus the vehicle and equipment identified in Exhibit "A" attached to this Resolution acquired for Surface Water Management utility purposes, and

**WHEREAS,** further, as required by RCW 35.94.040, a public hearing was scheduled for November 12, 2015, to consider the sale of the surplus vehicle identified on Exhibit "A", and all persons wishing to be heard were heard; now therefore

**THE CITY COUNCIL OF THE CITY OF DES MOINES RESOLVES AS FOLLOWS:**

**Sec. 1.** The vehicle and equipment identified by Exhibit "A" is hereby declared by this Resolution to be surplus vehicle and equipment.

**Sec. 2.** The City Manager is authorized to dispose of the items identified by Exhibit "A" by auction, or trade-in.

Resolution No. \_\_\_\_\_  
Page 2 of 2

**Sec. 3.** The City Manager is authorized to establish a minimum bid/sale amount for the property identified in Exhibit "A" as deemed to protect the City's interests.

**Sec. 4.** The City Manager is authorized to contract for professional auction services where the cost of such services does not exceed twenty-five percent (25%) of the amount bid, plus reasonable advertising fees.

**Sec. 5.** All net proceeds from the disposal of the surplus property identified in Exhibit "A" shall be deposited into the Equipment Rental Fund earmarked for the replacement of the SWM vehicle.

**ADOPTED BY** the City Council of the City of Des Moines, Washington this \_\_\_\_ day of \_\_\_\_\_, 2015 and signed in authentication thereof this \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
M A Y O R

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

ATTEST:

\_\_\_\_\_  
City Clerk

## EXHIBIT "A"

Resolution No. 1286

Number	Description	Approximate Value
1	2004 Camel Flush Truck, White, License #38292D, VIN#1HTWGADT45JO35788	\$65,000

THIS PAGE LEFT INTENTIONALLY BLANK

Enviro-Clean Equipment, Inc.

2395 NW Eleven Mile Ave

Gresham, OR 97030

Ph: 503.491.3393

Fax: 503.491.2283

www.envirocleanequip.com

# Quote

Date	Quote #
9/30/2015	4158

Name / Address
City of Des Moines Attn: Accounts Payable 21650 11th Ave. South Des Moines, WA 98198

Rep	Expiration
JS	

Qty	Description	Total
1	New Vac-Con Machine	385,000.00T
	Used VacCon Trade	-65,000.00
	Sub Total	320,000.00
	Additional WA State Vehicle Use Tax	960.00
	Des Moines, WA State Sales Tax Loc 1709	30,400.00
<b>Total</b>		<b>\$351,360.00</b>



2395 NW Eleven Mile Avenue  
Gresham, OR 97030  
Web Site: www.envirocleanequip.com

PHONE: 503 491-3393  
FAX: 503 491-2283  
TOLL FREE: 800 200-8480

EQUIPMENT & SUPPLIES FOR INDUSTRY & PUBLIC

City of Des Moines  
Don Leadbetter  
21650 11<sup>th</sup> Avenue South  
Des Moines, WA 98198

September 8, 2015

Dear Don,

This is a preliminary NJPA quote on the Vac-Con demonstrator that will be shown to the City of Des Moines . We have also included preliminary NJPA pricing for a new unit equipped the same, also pricing for the different auxiliary engine available on new built units. Pricing is good on the demonstrator until sold. New machine pricing is good till December 31, 2015.

**Model Number - V 311E/1300 L H A -O**

**Main Information**

Model	311E/1300
Blower	High Volume Hydrostatic Drive Upgrade
Boom	10' Aluminum Telescoping Boom with Pendant Control Station
Hose Reel	Front Mounted, Articulating to Driver Side (Std Pivot)
Jet Rodder Hose	600' x 3/4" 3000 psi/7500 psi - 200' extra
Water System	50 gpm/3000 psi Pump - 10-Cylinder WSG-1068 Gas
Water Pump	GIANT
Auxiliary Engine	Ford Gas WSG-1068 225HP

**Debris Body Options**

**Qty Description**

- 1 6" Knife Valve with Center Post and Handle, in Lieu of the 5" Butterfly Valve (662-0125)
- 1 Built in Body Prop - Rear Boom Support Mounted
- 1 Debris Body "Power Flush" System, 8 jets
- 1 Rubber pad on standard deflector

**Water System Options**

**Qty Description**

- 1 1/4 turn ball valve water drain ( cannot choose both 2-1/2" gate valve and 1/4 turn ball valve, only choose one)
- 1 50' Capacity Retractable Hand Gun Hose Reel
- 1 Air Purge System
- 1 Auxiliary Engine Driven Hydraulics
- 1 Front Bumper Hand Gun Connection
- Hydroexcavation package includes: 50' retractable handgun hose reel wth 50' of 1/2" high pressure hose, HP/Quick disconnect, heavy duty HP unloader valve, main control ball valve, 72" x1/2" Sch. 80 Lance w/Quick Dcn., Sngl. Fwd. Spray Nozzle, Horiz. Hand.
- 1 Pre-Tank Water Filter (Y-type)

- 1 Rear Hand Gun Connection
- 1 Variable Flow Valve (Valve Only ) - nozzles required
- 1 Water Pump Remote Oil Drain
- 1 Winter Recirculating connection for high pressure circuit.
- 1 Winter Recirculating connection for low pressure circuit.
- 1 Winter Recirculating System for Rodder Hose

### Misc Machine Options

---

#### Qty Description

- 1 Auxiliary Engine Remote Oil Drain
- 1 Dual Roller Level Wind Guide, plastic (in lieu of single)
- 1 Remote Boom Grease Zerk Assembly (Ground Level - includes water pump drive)
- 1 Remote Debris Tank Grease Assembly (Ground Level)

### Lighting Options

---

#### Qty Description

- 1 ICC - LED Lighting Package
- 1 LED 4 Strobes - (2) front bumper / (2) rear bumper
- 1 LED Flood Light - Level Wind Guide
- 1 LED strobe with Limb Guard, Rear Debris Tank Mounted

### Electrical Options

---

#### Qty Description

- 1 Low Water Alarm with Light
- 1 Omnibus-2 Electronic Controller System-Color Monitor-Omnibus footage counter standard.
- 1 Remote Control (Wireless): Boom, Vacuum Breaker, Throttle & Debris Body (includes Hi-Dump, if applicable). Does not include remote cable pendant controls for boom or hi dump.

### Water System Accessories

---

#### Qty Description

- 1 Cam-locks for Water Fill Hose

### Leader Hose

---

#### Qty Description

- 1 3/4" x 10' Length Leader Hose

### Extended Warranties

---

#### Qty Description

- 1 Gas Engine Extended Warranty - 5YRS/5000HRS

### Pipe Storage Racks

---

#### Qty Description

- 2 Additional Side Steps (4 are Standard)
- 1 Lazy Susan Pipe Rack (Holds 5 Pipes)

### Tool/Storage Boxes

---

#### Qty Description

- 1 (2) Roll out shelves for storage box behind cab

### Paint

---

**Qty Description**

- 1 Paint Module: DuPont Elite White N0006EX
- 1 Standard Striping Package - Blue 692-5204-02

**Truck Chassis Information**

Pool Truck Chassis Model **Freightliner 114SD 6x4 60000GVWR ISL370 3000RDS** *Pool Trucks are subject to availability.*

**Qty Description**

- 1 Air seat, passenger
- 1 Block Heater
- 1 Heated motorized mirrors
- 1 Remote Chassis Engine Start Switch

**Preliminary NJPA Pricing:**

<b>Demonstrator Price:</b>	<b>\$385,000.00</b>
<b>City of Des Moines Trade-In:</b>	<b><u>\$65,000.00</u></b>
<b>Final Sales Price after trade (Sales Tax and fee's not included)</b>	<b>\$320,000.00</b>

<b>New Price unit Price:</b>	<b>\$412,764.00</b>
<b>City of Des Moines Trade-In:</b>	<b><u>\$65,000.00</u></b>
<b>Final Sales Price after trade (Sales Tax and fee's not included)</b>	<b>\$347,764.00</b>

2016 Tier 3 John Deere 140 HP auxiliary engine, has very limited availability (while they last) Upcharge \$2,600.00

Tier 4 John Deere 140 HP Auxiliary engine Upcharge \$28,978.00

JCB interim tier 4 145 HP auxiliary engine Upcharge \$18,113.00

Give me a call with any questions.

Thank you for your consideration.

*John Scott*

NW WA Equipment Sales  
 Enviro-Clean Equipment, Inc.  
 360-553-8248-cell

[jscott@envirocleanequip.com](mailto:jscott@envirocleanequip.com)

[www.envirocleanequip.com](http://www.envirocleanequip.com)

# AGENDA ITEM

## BUSINESS OF THE CITY COUNCIL City of Des Moines, WA

**SUBJECT:**

Public Hearing: Draft Ordinance 15-179:  
Assumption of the Des Moines Transportation  
Benefit District

**ATTACHMENTS:**

1. Draft Ordinance 15-179
2. 2015 Legislative Second Engrossed  
Substitute Senate Bill (2ESSB) 5987  
excerpt
3. Resolution No. 1310

AGENDA OF: November 12, 2015

DEPT. OF ORIGIN: Planning, Building & Public  
Works

DATE SUBMITTED: November 5, 2015

**CLEARANCES:**

- Legal TO
- Finance Am
- Marina N/A
- Parks, Recreation & Senior Services N/A
- Planning, Building & Public Works DSB
- Police N/A

APPROVED BY CITY MANAGER  
FOR SUBMITTAL: 

**Purpose:**

The purpose of this agenda item is to seek City Council approval to assume the Des Moines Transportation Benefit District (TBD).

**Suggested Motion**

**Motion 1:** "I move to suspend Council Rule 26(a) in order to enact Draft Ordinance No. 15-179 on first reading."

**Motion 2:** "I move to enact Draft Ordinance No. 15-179 to assume the Des Moines Transportation Benefit District by the Des Moines City Council."

**Background:**

The Des Moines TBD was established in late 2008 and began collecting a vehicle license fee in 2009 in accordance with chapter 36.73 RCW which gave local jurisdictions the legislative authority to create Transportation Benefit Districts for the purpose of acquiring, constructing, improving, providing, and funding transportation improvements within the district, that are consistent with any existing state, regional, and local transportation plans and necessitated by existing or reasonable foreseeable congestion levels. The current fee has been and continues to be collected and transferred to the City of

Des Moines in order to cover expenditures in the Street Fund related to the preservation of transportation needs on the City's arterial roadways. These include but are not limited to such expenditures as: pavement repairs, annual striping, traffic signal maintenance, snow plowing activities and the administration and labor to execute these activities.

Effective July 2015, the Washington State Legislature amended RCW 82.80.140 via Second Engrossed Substitute Senate Bill (2ESSB) 5987 (Attachment 2) which in part authorized any city in which a transportation benefit district had been properly established pursuant to RCW 36.73 with boundaries coterminous with the boundaries of the city to assume the rights, powers, functions, and obligations of the TBD, by adoption of an ordinance (Attachment 1) or resolution of the city legislative authority.

On October 29, 2015 the City Council set the public hearing date of November 12, 2015 by Resolution No. 1310 (Attachment 3) in accordance with 2ESSB 5987.

**Discussion:**

Assuming the Des Moines TBD will reduce the redundancy of District/Council discussions and meetings regarding use of the annual vehicle license fee as well as eliminate the liability premium currently paid to WCIA by the district. TBD functions and special fund administration would be covered under the existing City liability premium with WCIA. The City would still produce a TBD annual report as required by the Legislature each year.

**Alternatives:**

The City Council could decide not to assume the TBD, effectively leaving the current Des Moines TBD in place.

**Financial Impact:**

\$2,500 savings in liability premium can be re-allocated to the Arterial Street Pavement Fund. There will also be some significant intangible savings due to increased efficiency by administration.

**Recommendation/Conclusion:**

Staff recommends that Council approve the suggested motion.

**Concurrence:**

The Planning, Building and Public Works, Finance, and Legal Departments concur.

## CITY ATTORNEY'S FIRST DRAFT 11/04/2015

## DRAFT ORDINANCE NO. 15-179

**AN ORDINANCE OF THE CITY OF DES MOINES, WASHINGTON** assuming the rights, powers, functions and obligations of the Des Moines Transportation Benefit District ("TBD"); amending chapter 12.30 DMMC; codifying a new section in chapter 12.30 DMMC; and providing for severability and an effective date.

**WHEREAS**, in Ordinance No. 1578, the City Council of the of Des Moines established a Transportation Benefit District as authorized by RCW 35.21.225 and subject to the provisions of chapter 36.73 RCW, and

**WHEREAS**, the Transportation Benefit District includes the entire City of Des Moines as the boundaries currently exist, and

**WHEREAS**, the 2015 Legislature adopted Second Engrossed Substitute Bill ("2ESSB") 5987, the majority of which became effective on July 15, 2015, and

**WHEREAS**, Section 301 of 2ESSB 5987 authorizes any City in which a transportation benefit district ("TBD") has been established pursuant to chapter 36.73 RCW with boundaries coterminous with the boundaries of the City to assume the rights, powers, functions, and obligations of the TBD, by adoption of an ordinance or resolution of the City legislative authority, and

**WHEREAS**, Section 302 of 2ESSB 5987 provides that the assumption of the rights, powers, functions, and obligations of a transportation benefit district may be initiated by the adoption of an ordinance or resolution by the city legislative authority, indicating its intention to consider the assumption of such rights, powers, functions, and obligations and setting a public hearing at which all interested parties may appear and be heard and at which the city does then consider the proposed assumption of the rights, powers, functions, and obligations of the transportation benefit district, and

**WHEREAS**, on October 29, 2015 the Des Moines City Council adopted Resolution No. 1310 which declared the City Council's intention to consider the assumption of the rights, powers,

Ordinance No. \_\_\_\_\_  
Page 2 of 4

functions and obligations of the District, and set a public hearing for November 12, 2015, and

**WHEREAS**, on November 12, 2015 the City Council held a public hearing at which all parties were invited to appear and be heard, and

**WHEREAS**, following the conclusion of the public hearing, the City Council determined that the public interest and welfare would be satisfied by the City's assumption of the rights, powers, functions and obligations of the District, because such assumption would provide for more efficient administration of transportation maintenance and improvement funds previously authorized to be collected and expended by the District; now therefore,

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

**NEW SECTION. Sec. 1.** A new section is added to chapter 12.30 DMMC to read as follows:

**Assumption of the transportation benefit district.** From and after the effective date of this Ordinance, the City of Des Moines assumes all of the rights, powers, immunities, functions, and obligations of the Des Moines Transportation Benefit District previously established in this chapter, and the City of Des Moines is hereby vested with each and every right, power, immunity, function, and obligations granted to or possessed by the Des Moines Transportation Benefit District under chapter 36.73 RCW, this chapter, and/or any other applicable law as of the effective date of this Ordinance. References to the rights, powers, functions and obligations previously exercised and/or performed by the governing body of the Des Moines Transportation Benefit District pursuant to chapter 12.30 DMMC are hereby assumed by and transferred to the City of Des Moines City Council.

**Sec. 2.** DMMC 12.30.060 and section 97 of Ordinance No. 1578 are amended to read as follows:

(1) The governing board of the Transportation Benefit District shall be the Des Moines City Council ~~acting in an ex officio and independent capacity,~~

Ordinance No. \_\_\_\_\_  
Page 3 of 4

~~which and it~~ shall have the authority to exercise the statutory powers set forth in chapter 36.73 RCW and in this chapter.

(2) The treasurer ~~of the Transportation Benefit District~~ shall be the City Finance Director.

(3) The ~~board~~ shall develop a material change policy to address major plan changes that affect project delivery or the ability to finance the plan, City shall implement the material change policy previously adopted by the Des Moines Transportation Benefit District to address major plan changes that affect project delivery or the ability to finance the plan, pursuant to the requirements set forth in RCW 36.73.160(1).

(4) The ~~board~~ City Council shall issue an annual report, pursuant to the requirements of RCW 36.73.160(2). The City Clerk shall file, maintain and make available for public inspection the ~~board's~~ annual reports.

**Sec. 3.** DMMC 12.30.080 and section 99 of Ordinance No. 1578 are amended to read as follows:

**Establishment of vehicle license fee revenue source.**

The ~~board~~ City Council shall have the authority to establish an annual vehicle license fee in the amount of ~~\$20.00~~40.00, consistent with RCW 36.73.065, to be collected by the Washington Department of Licensing on qualifying vehicles, set forth in RCW 82.80.140 and chapters 36.73 and 46.16 RCW.

**NEW SECTION. Sec. 4. Codification.** Section 1 of this Ordinance shall be codified as a new section to chapter 12.30 DMMC, entitled "Assumption of the transportation benefit district."

**NEW SECTION. Sec. 5. Severability - Construction.**

(1) If a section, subsection, paragraph, sentence, clause, or phrase of this Ordinance is declared unconstitutional or invalid for any reason by any court of competent jurisdiction, such

Ordinance No. \_\_\_\_\_  
Page 4 of 4

decision shall not affect the validity of the remaining portions of this Ordinance.

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

**NEW SECTION. Sec. 6. Effective date.** This Ordinance shall take effect and be in full force five (5) days after its final passage by the Des Moines City Council.

**PASSED BY** the City Council of the City of Des Moines this \_\_\_\_\_ day of \_\_\_\_\_, 2015 and signed in authentication thereof this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
M A Y O R

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

ATTEST:

\_\_\_\_\_  
City Clerk

Published: \_\_\_\_\_

1 (5) The twenty-five dollar nonresident vessel permit fee must be  
 2 paid by the vessel owner to the department for the cost of providing  
 3 the identification document by the department. Any moneys remaining  
 4 from the fee after the payment of costs must be allocated to counties  
 5 by the state treasurer for approved boating safety programs under RCW  
 6 88.02.650.

7 (6) The thirty dollar vessel visitor permit fee must be  
 8 distributed as follows:

9 (a) Five dollars must be deposited in the derelict vessel removal  
 10 account created in RCW 79.100.100;

11 (b) The department may keep an amount to cover costs for  
 12 providing the vessel visitor permit;

13 (c) Any moneys remaining must be allocated to counties by the  
 14 state treasurer for approved boating safety programs under RCW  
 15 88.02.650; and

16 (d) Any fees required for licensing agents under RCW 46.17.005  
 17 are in addition to any other fee or tax due for the titling and  
 18 registration of vessels.

19 (7)(a) The fifty dollar quick title service fee must be  
 20 distributed as follows:

21 (i) If the fee is paid to the director, the fee must be deposited  
 22 to the general fund.

23 (ii) If the fee is paid to the participating county auditor or  
 24 other agent or subagent appointed by the director, twenty-five  
 25 dollars must be deposited to the general fund. The remainder must be  
 26 retained by the county treasurer in the same manner as other fees  
 27 collected by the county auditor.

28 (b) For the purposes of this subsection, "quick title" has the  
 29 same meaning as in RCW 88.02.540.

30 (8) The department, county auditor or other agent, or subagent  
 31 appointed by the director shall charge the service fee under  
 32 subsection (1)(m) of this section beginning January 1, 2016.

### 33 PART III

#### 34 LOCAL TRANSPORTATION REVENUE

#### 35 Transportation Benefit Districts

36 NEW SECTION. **Sec. 301.** Any city or county in which a  
 37 transportation benefit district has been established pursuant to  
 38 chapter 36.73 RCW with boundaries coterminous with the boundaries of

1 the city or county may by ordinance or resolution of the city or  
2 county legislative authority assume the rights, powers, functions,  
3 and obligations of the transportation benefit district in accordance  
4 with this chapter.

5 NEW SECTION. **Sec. 302.** (1) The assumption of the rights,  
6 powers, functions, and obligations of a transportation benefit  
7 district may be initiated by the adoption of an ordinance or a  
8 resolution by the city or county legislative authority indicating its  
9 intention to conduct a hearing concerning the assumption of such  
10 rights, powers, functions, and obligations. If the city or county  
11 legislative authority adopts such an ordinance or a resolution of  
12 intention, the ordinance or resolution must set a time and place at  
13 which the city or county legislative authority will consider the  
14 proposed assumption of the rights, powers, functions, and obligations  
15 of the transportation benefit district, and must state that all  
16 persons interested may appear and be heard. The ordinance or  
17 resolution of intention must be published at least two times during  
18 the two weeks preceding the scheduled hearing in newspapers of daily  
19 general circulation printed or published in the city or county in  
20 which the transportation benefit district is to be located.

21 (2) At the time scheduled for the hearing in the ordinance or  
22 resolution of intention, the city or county legislative authority  
23 must consider the assumption of the rights, powers, functions, and  
24 obligations of the transportation benefit district and hear those  
25 appearing and all protests and objections to it. The city or county  
26 legislative authority may continue the hearing from time to time, not  
27 exceeding sixty days in all.

28 NEW SECTION. **Sec. 303.** (1) If, after receiving testimony, the  
29 city or county legislative authority determines that the public  
30 interest or welfare would be satisfied by the city or county assuming  
31 the rights, powers, immunities, functions, and obligations of the  
32 transportation benefit district, the city or county legislative  
33 authority may declare that to be its intent and assume such rights,  
34 powers, immunities, functions, and obligations by ordinance or  
35 resolution, providing that the city or county is vested with every  
36 right, power, immunity, function, and obligation currently granted to  
37 or possessed by the transportation benefit district.

1 (2) Upon assumption of the rights, powers, immunities, functions,  
2 and obligations of the transportation benefit district by the city or  
3 county, the governing body established pursuant to RCW 36.73.020 must  
4 be abolished and the city or county legislative authority is vested  
5 with all rights, powers, immunities, functions, and obligations  
6 otherwise vested by law in the governing board of the transportation  
7 benefit district.

8 NEW SECTION. **Sec. 304.** No transfer of any function made  
9 pursuant to this chapter may be construed to impair or alter any  
10 existing rights acquired under chapter 36.73 RCW or any other  
11 provision of law relating to transportation benefit districts, nor as  
12 impairing or altering any actions, activities, or proceedings  
13 validated thereunder, nor as impairing or altering any civil or  
14 criminal proceedings instituted thereunder, nor any rule, regulation,  
15 or order promulgated thereunder, nor any administrative action taken  
16 thereunder; and neither the assumption of control of any  
17 transportation benefit district function by a city or county, nor any  
18 transfer of rights, powers, functions, and obligations as provided in  
19 this chapter, may impair or alter the validity of any act performed  
20 by such transportation benefit district or division thereof or any  
21 officer thereof prior to the assumption of such rights, powers,  
22 functions, and obligations by any city or county as authorized under  
23 this chapter.

24 NEW SECTION. **Sec. 305.** (1) All rules and regulations and all  
25 pending business before the board of any transportation benefit  
26 district transferred pursuant to this chapter must be continued and  
27 acted upon by the city or county.

28 (2) All existing contracts and obligations of the transferred  
29 transportation benefit district remain in full force and effect and  
30 must be performed by the city or county. A transfer authorized in  
31 this chapter does not affect the validity of any official act  
32 performed by any official or employee prior to the transfer  
33 authorized pursuant to this chapter.

34 NEW SECTION. **Sec. 306.** (1) All reports, documents, surveys,  
35 books, records, files, papers, or other writings relating to the  
36 administration of the powers, duties, and functions transferred

1 pursuant to this chapter and available to the transportation benefit  
2 district must be made available to the city or county.

3 (2) All funds, credits, or other assets held in connection with  
4 powers, duties, and functions transferred under this chapter must be  
5 assigned to the city or county.

6 (3) Any appropriations or federal grant made to the  
7 transportation benefit district for the purpose of carrying out the  
8 rights, powers, functions, and obligations authorized to be assumed  
9 by a city or county pursuant to this chapter, on the effective date  
10 of such transfer, must be credited to the city or county for the  
11 purpose of carrying out such transferred rights, powers, functions,  
12 and obligations.

13 NEW SECTION. **Sec. 307.** The city or county must assume and agree  
14 to provide for the payment of all of the indebtedness of the  
15 transportation benefit district, including the payment and retirement  
16 of outstanding general obligation and revenue bonds issued by the  
17 transportation benefit district.

18 NEW SECTION. **Sec. 308.** Sections 301 through 307 of this act  
19 constitute a new chapter in Title 36 RCW.

20 **Sec. 309.** RCW 36.73.065 and 2012 c 152 s 3 are each amended to  
21 read as follows:

22 (1) Except as provided in subsection (4) of this section, taxes,  
23 fees, charges, and tolls may not be imposed by a district without  
24 approval of a majority of the voters in the district voting on a  
25 proposition at a general or special election. The proposition must  
26 include a specific description of: (a) The transportation improvement  
27 or improvements proposed by the district; (b) any rebate program  
28 proposed to be established under RCW 36.73.067; and (c) the proposed  
29 taxes, fees, charges, and the range of tolls imposed by the district  
30 to raise revenue to fund the improvement or improvements or rebate  
31 program, as applicable.

32 (2) Voter approval under this section must be accorded  
33 substantial weight regarding the validity of a transportation  
34 improvement as defined in RCW 36.73.015.

35 (3) A district may not increase any taxes, fees, charges, or  
36 range of tolls imposed or change a rebate program under this chapter

1 once the taxes, fees, charges, tolls, or rebate program takes effect,  
 2 (~~unless~~) except:

3 (a) If authorized by the district voters pursuant to RCW  
 4 36.73.160;

5 (b) With respect to a change in a rebate program, a material  
 6 change policy adopted pursuant to RCW 36.73.160 is followed and the  
 7 change does not reduce the percentage level or rebate amount;

8 (c) For up to forty dollars of the vehicle fee authorized in RCW  
 9 82.80.140 by the governing board of the district if a vehicle fee of  
 10 twenty dollars has been imposed for at least twenty-four months; or

11 (d) For up to fifty dollars of the vehicle fee authorized in RCW  
 12 82.80.140 by the governing board of the district if a vehicle fee of  
 13 forty dollars has been imposed for at least twenty-four months and a  
 14 district has met the requirements of subsection (6) of this section.

15 (4)(a) A district that includes all the territory within the  
 16 boundaries of the jurisdiction, or jurisdictions, establishing the  
 17 district may impose by a majority vote of the governing board of the  
 18 district the following fees and charges:

19 (i) Up to twenty dollars of the vehicle fee authorized in RCW  
 20 82.80.140; (~~or~~)

21 (ii) Up to forty dollars of the vehicle fee authorized in RCW  
 22 82.80.140 if a vehicle fee of twenty dollars has been imposed for at  
 23 least twenty-four months;

24 (iii) Up to fifty dollars of the vehicle fee authorized in RCW  
 25 82.80.140 if a vehicle fee of forty dollars has been imposed for at  
 26 least twenty-four months and a district has met the requirements of  
 27 subsection (6) of this section; or

28 (iv) A fee or charge in accordance with RCW 36.73.120.

29 (b) The vehicle fee authorized in (a) of this subsection may only  
 30 be imposed for a passenger-only ferry transportation improvement if  
 31 the vehicle fee is first approved by a majority of the voters within  
 32 the jurisdiction of the district.

33 (c)(i) A district solely comprised of a city or cities (~~shall~~)  
 34 may not impose the fees or charges identified in (a) of this  
 35 subsection within one hundred eighty days after July 22, 2007, unless  
 36 the county in which the city or cities reside, by resolution,  
 37 declares that it will not impose the fees or charges identified in  
 38 (a) of this subsection within the one hundred eighty-day period; or

39 (ii) A district solely comprised of a city or cities identified  
 40 in RCW 36.73.020(6)(b) may not impose the fees or charges until after

1 May 22, 2008, unless the county in which the city or cities reside,  
2 by resolution, declares that it will not impose the fees or charges  
3 identified in (a) of this subsection through May 22, 2008.

4 (5) If the interlocal agreement in RCW 82.80.140(2)(a) cannot be  
5 reached, a district that includes only the unincorporated territory  
6 of a county may impose by a majority vote of the governing body of  
7 the district up to: (a) Twenty dollars of the vehicle fee authorized  
8 in RCW 82.80.140, (b) forty dollars of the vehicle fee authorized in  
9 RCW 82.80.140 if a fee of twenty dollars has been imposed for at  
10 least twenty-four months, or (c) fifty dollars of the vehicle fee  
11 authorized in RCW 82.80.140 if a vehicle fee of forty dollars has  
12 been imposed for at least twenty-four months and a district has met  
13 the requirements of subsection (6) of this section.

14 (6) If a district intends to impose a vehicle fee of more than  
15 forty dollars by a majority vote of the governing body of the  
16 district, the governing body must publish notice of this intention,  
17 in one or more newspapers of general circulation within the district,  
18 by April 1st of the year in which the vehicle fee is to be imposed.  
19 If within ninety days of the date of publication a petition is filed  
20 with the county auditor containing the signatures of eight percent of  
21 the number of voters registered and voting in the district for the  
22 office of the governor at the last preceding gubernatorial election,  
23 the county auditor must canvass the signatures in the same manner as  
24 prescribed in RCW 29A.72.230 and certify their sufficiency to the  
25 governing body within two weeks. The proposition to impose the  
26 vehicle fee must then be submitted to the voters of the district at a  
27 special election, called for this purpose, no later than the date on  
28 which a primary election would be held under RCW 29A.04.311. The  
29 vehicle fee may then be imposed only if approved by a majority of the  
30 voters of the district voting on the proposition.

31 **Sec. 310.** RCW 82.80.140 and 2010 c 161 s 917 are each amended to  
32 read as follows:

33 (1) Subject to the provisions of RCW 36.73.065, a transportation  
34 benefit district under chapter 36.73 RCW may fix and impose an annual  
35 vehicle fee, not to exceed one hundred dollars per vehicle registered  
36 in the district, for each vehicle subject to vehicle license fees  
37 under RCW 46.17.350(1) (a), (c), (d), (e), (g), (h), (j), or (n)  
38 through (q) and for each vehicle subject to gross weight license fees

1 under RCW 46.17.355 with a scale weight of six thousand pounds or  
2 less.

3 (2)(a) A district that includes all the territory within the  
4 boundaries of the jurisdiction, or jurisdictions, establishing the  
5 district may impose by a majority vote of the governing board of the  
6 district up to: (i) Twenty dollars of the vehicle fee authorized in  
7 subsection (1) of this section, (ii) forty dollars of the vehicle fee  
8 authorized in subsection (1) of this section if a twenty dollar  
9 vehicle fee has been imposed for at least twenty-four months, or  
10 (iii) fifty dollars of the vehicle fee authorized in subsection (1)  
11 of this section if a vehicle fee of forty dollars has been imposed  
12 for at least twenty-four months and a district has met the  
13 requirements of RCW 36.73.065(6).

14 If the district is countywide, the revenues of the fee (~~shall~~)  
15 must be distributed to each city within the (~~county~~) district by  
16 interlocal agreement. The interlocal agreement is effective when  
17 approved by the (~~county~~) district and sixty percent of the cities  
18 representing seventy-five percent of the population of the cities  
19 within the (~~county~~) district in which the countywide fee is  
20 collected.

21 (b) A district may not impose a fee under this subsection (2):

22 (i) For a passenger-only ferry transportation improvement unless  
23 the vehicle fee is first approved by a majority of the voters within  
24 the jurisdiction of the district; or

25 (ii) That, if combined with the fees previously imposed by  
26 another district within its boundaries under RCW 36.73.065(4)(a)(i),  
27 exceeds (~~twenty~~) fifty dollars.

28 If a district imposes or increases a fee under this subsection  
29 (2) that, if combined with the fees previously imposed by another  
30 district within its boundaries, exceeds (~~twenty~~) fifty dollars, the  
31 district shall provide a credit for the previously imposed fees so  
32 that the combined vehicle fee does not exceed (~~twenty~~) fifty  
33 dollars.

34 (3) The department of licensing shall administer and collect the  
35 fee. The department shall deduct a percentage amount, as provided by  
36 contract, not to exceed one percent of the fees collected, for  
37 administration and collection expenses incurred by it. The department  
38 shall remit remaining proceeds to the custody of the state treasurer.  
39 The state treasurer shall distribute the proceeds to the district on  
40 a monthly basis.

1 (4) No fee under this section may be collected until six months  
2 after approval under RCW 36.73.065.

3 (5) The vehicle fee under this section applies only when renewing  
4 a vehicle registration, and is effective upon the registration  
5 renewal date as provided by the department of licensing.

6 (6) The following vehicles are exempt from the fee under this  
7 section:

8 (a) Campers, as defined in RCW 46.04.085;

9 (b) Farm tractors or farm vehicles, as defined in RCW 46.04.180  
10 and 46.04.181;

11 (c) Mopeds, as defined in RCW 46.04.304;

12 (d) Off-road and nonhighway vehicles, as defined in RCW  
13 46.04.365;

14 (e) Private use single-axle trailer, as defined in RCW 46.04.422;

15 (f) Snowmobiles, as defined in RCW 46.04.546; and

16 (g) Vehicles registered under chapter 46.87 RCW and the  
17 international registration plan.

18 **Sec. 311.** RCW 36.73.015 and 2012 c 152 s 1 are each amended to  
19 read as follows:

20 The definitions in this section apply throughout this chapter  
21 unless the context clearly requires otherwise.

22 (1) "City" means a city or town.

23 (2) "District" means a transportation benefit district created  
24 under this chapter.

25 (3) "Low-income" means household income set by the district  
26 creating the rebate program that is at or below (~~forty-five~~)  
27 seventy-five percent of the median household income, adjusted for  
28 household size, for the district in which the fees, taxes, or tolls  
29 were imposed.

30 (4) "Rebate program" means an optional program established by a  
31 transportation benefit district that includes a city with a  
32 population of five hundred thousand persons or more for the purpose  
33 of providing rebates to low-income individuals for fees, taxes,  
34 and/or tolls imposed by such transportation benefit district for: (a)  
35 Vehicle fees imposed under RCW 36.73.040(3)(b); (b) sales and use  
36 taxes imposed under RCW 36.73.040(3)(a); and/or (c) tolls imposed  
37 under RCW 36.73.040(3)(d).

38 (5) "Supplemental transportation improvement" or "supplemental  
39 improvement" means any project, work, or undertaking to provide

**RESOLUTION NO. 1310**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DES MOINES, WASHINGTON**, fixing a time for a public hearing to consider Draft Ordinance No. 15-179 which allows for the City's assumption of the Des Moines Transportation Benefit District ("TBD").

**WHEREAS**, in Ordinance No. 1578 (originally Ordinance No. 1447, which was repealed and replaced with Ordinance No. 1578), the City Council of the of Des Moines established a Transportation Benefit District as authorized by RCW 35.21.225 and subject to the provisions of RCW 36.73, and

**WHEREAS**, the Transportation Benefit District includes the entire City of Des Moines as the boundaries currently exist, and

**WHEREAS**, the 2015 Legislature adopted Second Engrossed Substitute Bill ("2ESSB") 5987, the majority of which became effective on July 15, 2015, and

**WHEREAS**, Section 301 of 2ESSB 5987 authorizes any city in which a transportation benefit district ("TBD") has been established pursuant to chapter 36.73 RCW with boundaries coterminous with the boundaries of the city to assume the rights, powers, functions, and obligations of the TBD, by adoption of an ordinance or resolution of the city legislative authority, and

**WHEREAS**, Section 302 of 2ESSB 5987 provides that the assumption of the rights, powers, functions, and obligations of a transportation benefit district may be initiated by the adoption of an ordinance or resolution by the city legislative authority, indicating its intention to consider the assumption of such rights, powers, functions, and obligations and setting a public hearing at which all interested parties may appear and be heard and at which the city does then consider the proposed assumption of the rights, powers, functions, and obligations of the transportation benefit district, and

**WHEREAS**, a public hearing is required for the assumption of a transportation benefit district; now therefore,

**THE CITY COUNCIL OF THE CITY OF DES MOINES RESOLVES AS FOLLOWS:**

The matter of assuming the Des Moines Transportation Benefit District by the Des Moines City Council is set for a public

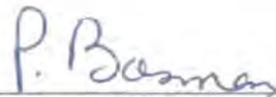
Resolution No. 1310  
Page 2 of 2

hearing before the City Council on Thursday, November 12, 2015 at 7:00 p.m., or as soon thereafter as the matter may be heard, in the City Council Chambers, 21630 11th Avenue South, Suite B, Des Moines, Washington.

**ADOPTED BY** the City Council of the City of Des Moines, Washington this 29th day of October, 2015 and signed in authentication thereof this 29th day of October, 2015.

  
MAYOR

APPROVED AS TO FORM:

  
\_\_\_\_\_  
City Attorney

ATTEST:

  
\_\_\_\_\_  
City Clerk

**A G E N D A I T E M**

BUSINESS OF THE CITY COUNCIL  
City of Des Moines, WA

SUBJECT:  
Public Hearing regarding Year 2016 General  
Property Tax Levies

FOR AGENDA OF: November 12, 2015  
DEPT. OF ORIGIN: Finance

DATE SUBMITTED: November 5, 2015

- ATTACHMENTS:
- 1. Draft Resolution No. 15-187
  - 2. Draft Ordinance No. 15-132
  - 3. Draft Ordinance No. 15-187
  - 3. Preliminary Levy Limit Worksheet – 2016  
Tax Roll

- CLEARANCES:
- Legal pg
  - Finance DM
  - Marina N/A
  - Parks, Recreation & Senior Services N/A
  - Planning, Building & Public Works N/A
  - Police N/A
  - Courts N/A

APPROVED BY CITY MANAGER  
FOR SUBMITTAL: 

**Purpose and Recommendation**

RCW 84.55.010 provides that a taxing jurisdiction may levy taxes in an amount no more than the limit factor without first declaring “substantial need”.

RCW 84.52.020 requires taxing districts to certify the amount to be raised through property taxation to the county legislative authority. The certification should include the regular levy amount, and if applicable, any lid-lifts approved by the voters, plus amounts for new construction, improvements to property and so forth. Draft Ordinance No. 15-132 satisfies the requirement of RCW 84.52.020.

RCW 84.55.120 requires all taxing districts to adopt a resolution or ordinance in order to realize any increase in their regular property tax levy other than increases due to new construction, improvements to property, increased value of state-assessed property annexations, and refunds. Draft Ordinance No. 15-187 satisfies the requirements of RCW 84.55.120.

### **Suggested Motions**

**Motion 1:** “I move to enact Draft Resolution No. 15-187 declaring a “substantial need” for purposes of setting the limit factor for the property tax levy for 2016.”

**Motion 2a:** “I move to suspend Rule 26(a) in order to enact Draft Ordinance No. 15-132 on first reading.”

**Motion 2b:** “I move to enact Draft Ordinance No. 15-132, determining the amount of funds to be raised by ad valorem taxes for the year 2016 for general City expenditures.”

**Motion 3a:** “I move to suspend Rule 26(a) in order to enact Draft Ordinance No. 15-187 on first reading.”

**Motion 3b:** “I move to enact Draft Ordinance No. 15-187, authorizing the increase in ad valorem taxes for the year 2016 for general City expenditures.

### **Background**

General Property Tax Levies must be adopted by the City Council on or before November 30, 2015. (RCW 84.52.020 and RCW 84.52.070)

### **General Property Taxes**

The property tax levy rate will be \$1.6554 per \$1,000 of assessed value. The levy rate is higher than the City’s statutory allowable maximum of \$1.60 due to King County providing an additional \$0.0753 per \$1,000 of assessed value from the unused capacity of the Library District. The total citywide preliminary assessed valuation totals \$2,858,388,901. The County used the 2009 limit factor of \$4,591,656 as the levy basis for calculation since it is the highest allowable levy. The following provides the expected 2016 property taxes.

**Property Tax Levy Limit Calculation**

Preliminary 2016 Levy		
Item		Regular
<b><u>Allowable Levy (2009 Limit Factor)</u></b>		\$ 4,591,656
Levy Limit Factor	1%	45,917
New Construction		87,449
Utility Values		-
Annexation Levy		-
Total RCW 84.55 Levy		<u>\$ 4,725,022</u>
Relevy for Prior Year Refunds		6,682
Total RCW 84.55 Levy + Refunds (A)		<u>\$ 4,731,704</u>
Estimated Levy Rate		<u>\$ 1.66</u>
 <b><u>Max Statutory Rate Calculation w/ Library</u></b>		
Assessed Valuation (AV)		\$ 2,858,388,901
AV/\$1,000		2,858,389
Maximum Statutory Levy Rate		1.68
Statutory Max Levy (B)		<u>\$ 4,788,716</u>

**Recommendation**

It is recommended that the City Council adopt Resolution 15-187, suspend Council Rule 26(a) and pass Draft Ordinance No. 15-132 and Draft Ordinance No. 15-187, determining the amount of funds to be raised by ad valorem taxes for the year 2016 for general City expenditures.

THIS PAGE LEFT INTENTIONALLY BLANK

CITY ATTORNEY'S FIRST DRAFT 10/23/2015  
FINANCE DIRECTOR'S FIRST DRAFT 10/23/2015

DRAFT RESOLUTION NO. 15-187

A RESOLUTION OF THE CITY OF DES MOINES, WASHINGTON declaring a substantial need for purposes of setting the limit factor for the property tax levy for 2016.

WHEREAS, RCW 84.55.010 provides that a taxing jurisdiction may levy taxes in an amount no more than the limit factor multiplied by the highest levy of the most recent three years plus additional amounts resulting from new construction and improvements to property, newly constructed wind turbines, and any increase in the value of state-assessed utility property, and other adjustments, and

WHEREAS, under RCW 84.55.005(2)(c), the limit factor for a taxing jurisdiction with a population of 10,000 or over is the lessor of 101 percent or 100 percent plus inflation, and

WHEREAS, RCW 84.55.005(1) defines "inflation" as the percentage change in the implicit deflator for personal consumption expenditures for the United States as published for the most recent 12-month period by the Bureau of Economic Analysis of the federal Department of Commerce in September of the year before the taxes are payable, and

WHEREAS, "inflation" for July 2014 is 0.251 and the limit factor is 100.251 percent meaning the taxes levied in the City of Des Moines in 2015 for collection in 2016 will be less than 101 percent without regard to increases resulting from new construction and improvements to property, newly constructed wind turbines, any increase in the value of state-assessed utility property, and other adjustments without a declaration of substantial need, and

WHEREAS, RCW 84.55.0101 provides for the use of a limit factor of 101 percent or less with a finding of substantial need by a majority plus one councilmembers, and

WHEREAS, the City of Des Moines has seen a significant drop in recurring General Fund revenues due to the economic recession, and

ATTACHMENT 1

Resolution No. \_\_\_\_\_  
Page 2 of 3

WHEREAS, expenditures have been significantly reduced in past years in response to the decreased revenues, and

WHEREAS, the City of Des Moines' General Fund reserves are below the minimum reserve requirements, and

WHEREAS, the Council finds it fiscally prudent to maintain the City's core property tax base; now therefore,

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

Sec. 1. A finding is made of substantial need under RCW 84.55.0101, which authorizes the use of a limit factor of 101 percent (1% property tax increase) for the property tax levy for 2016.

Sec 2. Effective date. This Resolution shall be effective immediately upon passage. This Resolution has received at least the affirmative vote of a majority plus one of the Des Moines City Council.

ADOPTED BY the City Council of the City of Des Moines, Washington this \_\_\_\_ day of \_\_\_\_\_, 2015 and signed in authentication thereof this \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
M A Y O R

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

ATTEST:

\_\_\_\_\_  
City Clerk

ATTACHMENT 1

Resolution No. \_\_\_\_\_  
Page 3 of 3

Published: \_\_\_\_\_

ATTACHMENT 1

THIS PAGE LEFT INTENTIONALLY BLANK

## CITY ATTORNEY'S FIRST DRAFT 07/27/2015

## DRAFT ORDINANCE NO. 15-132

AN ORDINANCE OF THE CITY OF DES MOINES, WASHINGTON determining and fixing the amount of taxes levied, and certifying the estimated amounts of funds to be raised by taxes on the assessed valuation of property within the City for the year 2016, for general City budget expenditures.

WHEREAS, by law, the King County Assessor is responsible for determining the assessed valuation of all taxable property situated within the boundaries of the City of Des Moines for the year 2015, and

WHEREAS, the City Council and the City Manager have considered the anticipated budget requirements of the City of Des Moines for the fiscal year 2016, and

WHEREAS, notice of public hearing was provided as required by law, and

WHEREAS, RCW 84.52.010 allows the City to use any unused capacity from the authorized levy amounts of the King County Library district and South King Fire and Rescue, and

WHEREAS, the King County Library District is only using \$0.42468 of its authorized \$0.50 per thousand dollars of assessed value and City Council has directed that the unused \$0.07532 be included in the City's property tax assessment, and

WHEREAS, the City Council, after hearing and after duly considering all relevant evidence and testimony presented, determined that the City of Des Moines requires a total levy in an amount not greater than \$4,745,000, in order to discharge the expected expenses and obligations of the City and in its best interest, and

WHEREAS, pursuant to chapter 84.52 RCW, the City Council is required to determine and fix by ordinance the amount of taxes levied, and to certify the estimated amounts of funds to be raised by taxes on the assessed valuation of property within the City; now therefore,

Ordinance No.  
Page 2 of 3

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

**Sec. 1. Findings.** The recitals set forth above are adopted in full as findings of the City Council in support of enactment of this Ordinance.

**Sec. 2.** The following amount is determined and fixed as the amount of funds to be raised by taxes on the assessed valuation of property within the City for the year 2016 for general City budget expenditures:

The sum of not greater than \$4,745,000, which does represent the maximum statutory total tax levy, including amounts authorized by the voters, for the fiscal year 2016 in the City of Des Moines.

**Sec. 3.** The actual amounts levied pursuant to section 1 of this Ordinance shall be calculated after the value of state-assessed property (increase in utility value) is provided by King County.

**Sec. 4.** Upon adoption, the City Clerk shall certify and forward a copy of this Ordinance to the Metropolitan King County Council and County Assessor for King County, Washington.

**Sec. 5. Severability - Construction.**

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

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

Ordinance No.  
Page 3 of 3

**Sec. 6. Effective date.** This Ordinance shall take effect in full force five (5) days after its passage, approval and publication according to law.

**PASSED BY** a majority of the City Council of the City of Des Moines this 12th day of November, 2015 and signed in authentication thereof this \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
M A Y O R

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

ATTEST:

\_\_\_\_\_  
City Clerk

Published: \_\_\_\_\_

THIS PAGE LEFT INTENTIONALLY BLANK

## CITY ATTORNEY'S FIRST DRAFT 10/26/2015

## DRAFT ORDINANCE NO. 15-187

AN ORDINANCE OF THE CITY OF DES MOINES, WASHINGTON authorizing an increase in the regular property tax levy for the year 2016 for general City expenditures.

WHEREAS, the City Council and the City Manager have considered the anticipated financial requirements of the City of Des Moines for the fiscal year 2016, and

WHEREAS, the City Council, after hearing and after duly considering all relevant evidence and testimony presented, determined that the City of Des Moines requires a regular levy in an amount not greater than \$4,745,000 which includes an increase in property tax revenue from the previous year, and amounts resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, and amounts authorized by law as a result of any annexations that have occurred and refunds made, and

WHEREAS, pursuant to RCW 84.55.120 the City Council is required to adopt a separate ordinance specifically authorizing an increase in the regular property tax levy in terms of both dollars and percentage increase from the previous year's levy; now therefore,

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

**Sec. 1.** Consistent with RCW 84.55.120, the City Council of the City of Des Moines hereby authorizes an increase in City property taxes for the 2016 tax levy in an amount not greater than \$199,240, which is four and forty-nine one hundredths of one percent (+4.49%) above the 2015 tax levy. This increase is exclusive of additional revenue resulting from the addition of new construction and improvements to property and any increase in the value of state assessed property, and any additional amounts resulting from any annexations that have occurred and refunds made, and

**Sec. 2.** The actual amounts levied pursuant to the four and forty-nine one hundredths of one percent (+4.49%) increase

Ordinance No. \_\_\_\_\_  
Page 2 of 2

set forth in section 1 of this Ordinance shall be calculated after the value of state-assessed property (increase in utility value) is provided by King County.

**Sec. 3.** Upon adoption, the City Clerk shall certify and forward a copy of this Ordinance to the Metropolitan King County Council and County Assessor for King County, Washington.

**Sec. 4. Severability - Construction.**

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

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

**Sec. 5. Effective date.** This Ordinance shall take effect in full force five (5) days after is final by the Des Moines City Council.

**PASSED BY** a majority of the City Council of the City of Des Moines this 12th day of November, 2015 and signed in authentication thereof this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
M A Y O R

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

ATTEST:

\_\_\_\_\_  
City Clerk

Published: \_\_\_\_\_

# PRELIMINARY

## LEVY LIMIT WORKSHEET – 2016 Tax Roll

**TAXING DISTRICT: City of Des Moines**

*The following determination of your regular levy limit for 2016 property taxes is provided by the King County Assessor pursuant to RCW 84.55.100.*

Annexed to Fire District 39  
Annexed to Library District (Note 1)

Estimated Fire rate: 1.50000  
Estimated Library rate: 0.42468

Using Limit Factor For District	Calculation of Limit Factor Levy	Using Implicit Price Deflator
4,591,656	Levy basis for calculation: (2009 Statutory) (Note 2)	4,591,656
<b>1.0100</b>	x Limit Factor	<b>1.0025</b>
4,637,573	= Levy	4,603,181
52,607,680	Local new construction	52,607,680
0	+ Increase in utility value (Note 3)	0
52,607,680	= Total new construction	52,607,680
1.66229	x Last year's regular levy rate	1.66229
87,449	= New construction levy	87,449
<b>4,725,022</b>	<b>Total Limit Factor Levy</b>	<b>4,690,630</b>
<b>Annexation Levy</b>		
0	Omitted assessment levy (Note 4)	0
4,725,022	Total Limit Factor Levy + new lid lifts	4,690,630
2,858,388,901	+ Regular levy assessed value less annexations	2,858,388,901
1.65304	= Annexation rate (cannot exceed statutory maximum rate)	1.64100
0	x Annexation assessed value	0
<b>0</b>	<b>= Annexation Levy</b>	<b>0</b>
<b>Lid lifts, Refunds and Total</b>		
0	+ First year lid lifts	0
4,725,022	+ Limit Factor Levy	4,690,630
<b>4,725,022</b>	<b>= Total RCW 84.55 levy</b>	<b>4,690,630</b>
6,682	+ Relevy for prior year refunds (Note 5)	6,682
4,731,704	= Total RCW 84.55 levy + refunds	4,697,312
	Levy Correction: Year of Error _____ (+or-)	
<b>4,731,704</b>	<b>ALLOWABLE LEVY (Note 6)</b>	<b>4,697,312</b>
<b>Increase Information (Note 7)</b>		
1.65537	Levy rate based on allowable levy	1.64334
4,438,333	Last year's ACTUAL regular levy	4,438,333
199,240	Dollar increase over last year other than N/C – Annex	164,848
4.49%	Percent increase over last year other than N/C – Annex	3.71%
<b>Calculation of statutory levy</b>		
	Regular levy assessed value (Note 8)	2,858,388,901
	x Maximum statutory rate	1.67532
	<b>= Maximum statutory levy</b>	<b>4,788,716</b>
	+Omitted assessments levy	0
	=Maximum statutory levy	<b>4,788,716</b>
	Limit factor needed for statutory levy	0.0224

ALL YEARS SHOWN ON THIS FORM ARE THE YEARS IN WHICH THE TAX IS PAYABLE.  
*Please read carefully the notes on the reverse side.*

THIS PAGE LEFT INTENTIONALLY BLANK

## AGENDA ITEM

### BUSINESS OF THE CITY COUNCIL City of Des Moines, WA

SUBJECT: 2016 Operating and Capital Budgets

FOR AGENDA OF: November 12, 2015

ATTACHMENTS:

1. Draft Ordinance No. 15-183
2. 2016 Human Services Funding Recommendation.
3. 2016 Operating and Capital Budgets (October 29 draft)
4. Revenue & Budget Cut Scenarios

DEPT. OF ORIGIN: Finance

DATE SUBMITTED: November 5, 2015

CLEARANCES:

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

APPROVED BY CITY MANAGER  
FOR SUBMITTAL: 

#### Purpose and Recommendation

The purpose of this report is to provide to the 2016 Operating and Capital Budgets. There have been no updates since the first reading

#### Suggested Alternative Motions

**Alternative Motion 1:** "I move to enact Draft Ordinance No. 15-183 establishing the 2016 Operating and Capital Budgets."

**OR**

**Alternative Motion 2:** "I move the pass Draft Ordinance No. 15-183 to the November 19, 2015 meeting for enactment establishing the 2016 Operating and Capital Budgets."

#### Background

The initial version of the 2016 Preliminary Operating and Capital budget was filed with the City Clerk and available to the public October 8<sup>th</sup>, 2015. The Finance Director discussed the document during the October 15, 2015 meeting. Based on feedback and updated construction estimates additional changes were made to the October 8 draft and were contained in the October 29, 2015 draft. There have been no further changes from the last draft.

THIS PAGE LEFT INTENTIONALLY BLANK

## CITY ATTORNEY'S FIRST DRAFT 10/21/2015

## DRAFT ORDINANCE NO. 15-183

AN ORDINANCE OF THE CITY OF DES MOINES, WASHINGTON adopting the final operating and capital budgets for the City of Des Moines, Washington, for the fiscal year ending December 31, ~~2015~~2016, in summary form, ratifying and confirming revenues and expenditures previously implemented for fiscal year ~~2014~~2015, as such revenues and expenditures form the basis for development of the budget for fiscal year ~~2015~~2016, approving revenues and expenditures for fiscal year ~~2015~~2016, and temporarily suspending the effect of any ordinance, code provision or other City requirement with which the fund adjustments and transfers proposed by the City Manager for the ~~2014-2015~~ budget might be inconsistent.

WHEREAS, the City Manager for the City of Des Moines has prepared and submitted ~~a~~ the preliminary operating and capital budgets for the fiscal year ending December 31, ~~2015-2016~~ to the City Council and has filed ~~this~~ these budgets with the ~~Finance Director~~City Clerk, and

WHEREAS, the City Council finds that the City Manager's proposed budgets for fiscal year ~~2015-2016~~ reflects revenues and expenditures that are intended to ensure provision of vital municipal services at acceptable levels, and

WHEREAS, the City Council finds that the City Manager's proposed operating and capital budgets for fiscal year ~~2015-2016~~ appropriately relies upon anticipated year-end balances derived from revenues and expenditures previously approved and authorized by the City Council as part of the City's budget for fiscal year ~~2014~~2015, and

WHEREAS, the City Council finds that the fund adjustments and transfers proposed by the City Manager for fiscal year ~~2014~~2015 are necessary and in the public's interest, and

WHEREAS, by motion regularly passed, the Des Moines City Council scheduled ~~a~~ the final public hearing for November 29, 20142015, to take public comment with respect to the proposed ~~2015-2016~~ operating and capital budgets, and

WHEREAS, notice of the public hearing was given to the public in accordance with law and ~~a~~ the final public hearing was

Ordinance No. \_\_\_\_\_  
Page 2 of 4

held on the \_\_\_\_\_12th day of \_\_\_\_\_, ~~November, 2014~~2015, and all persons wishing to be heard were heard; now therefore,

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

**Sec. 1.** The findings set forth in the preamble to this ordinance are hereby adopted and incorporated by reference.

**Sec. 2.** Based on the findings adopted herein, the City Council temporarily suspends the effect of any ordinance, code provision or other City requirement with which the fund adjustments and transfers proposed by the City Manager for the ~~2011-2016~~ budget might be inconsistent.

**Sec. 3.** The fund adjustments and transfers proposed by the City Manager for fiscal year ~~2014~~2015, which are incorporated in the preliminary budget for fiscal year ~~2015~~2016, are hereby authorized and approved by the City Council.

**Sec. 4.** Because the City's operating and capital budgets for fiscal year ~~2015-2016~~ ~~relies-rely~~ upon anticipated year-end fund balances or shortages derived from revenues collected and expenditures incurred in fiscal year ~~2014~~2015, the City Council hereby ratifies and confirms all revenues, from whatever source derived, and expenditures incurred by the City to the extent such revenues and expenditures are in accordance with the City's budget for fiscal year ~~2014-2015~~ or any subsequent budget amendments formally approved by the City Council.

**Sec. 5.** The City Council hereby adopts, affirms and approves any and all revenues, from whatever source derived, and expenditures as referenced in the attached operating and capital budgets for fiscal year ~~2015~~2016.

**Sec. 6.** The final operating budget for the City of Des Moines' fiscal year ~~2015-2016~~ is hereby adopted and approved in summary form as set forth in the attached Appendix "A", which is by this reference incorporated herein. The final capital budget for the City of Des Moines' fiscal year 2016 is hereby adopted and

ATTACHMENT 1

Ordinance No. \_\_\_\_\_  
Page 3 of 4

approved in summary form as set forth in the attached Appendix "B", which is by this reference incorporated herein.

**Sec 7. Severability - Construction.**

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

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

**Sec 8. Effective date.** This Ordinance shall take effect and be in full force (5) five days after its final passage, approval and publication in accordance with law by the Des Moines City Council.

**PASSED BY** the City Council of the City of Des Moines this \_\_\_\_\_12th day of \_\_\_\_\_, November, 2014-2015 and signed in authentication thereof this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
M A Y O R

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

ATTEST:

ATTACHMENT 1

Ordinance No. \_\_\_\_\_  
Page 4 of 4

\_\_\_\_\_  
City Clerk

Published: \_\_\_\_\_

ATTACHMENT 1

## APPENDIX A 2016 OPERATING BUDGET

<u>FUND</u>	<u>EXPENDITURE</u>	<u>REVENUE</u>
GENERAL FUND.....	\$ 21,601,470	\$ 21,601,470
STREETS .....	1,616,821	1,616,821
STREET PAVEMENT .....	376,710	376,710
POLICE DRUG SEIZURE .....	32,434	32,434
HOTEL-MOTEL TAX .....	115,927	115,927
REDONDO ZONE .....	87,084	87,084
PBPW AUTOMATION FEE .....	122,000	122,000
ABATEMENT .....	1,992	1,992
AUTOMATED SPEED ENFORCE (ASE) .....	419,236	419,236
TRANSPORTATION BENEFIT DISTRICT .....	947,916	947,916
DEBT SERVICE .....	450,662	450,662
CONSTRUCTION .....	16,380,363	16,380,363
MARINA .....	6,876,993	6,876,993
SURFACE WATER MANAGEMENT .....	7,528,716	7,528,716
EQUIPMENT RENTAL OPERATIONS .....	645,971	645,971
EQUIPMENT RENTAL REPLACEMENT .....	2,290,084	2,290,084
FACILITY REPAIR & REPLACEMENT.....	142,537	142,537
COMPUTER OPERATIONS.....	508,299	508,299
COMPUTER REPLACEMENT.....	527,973	527,973
SELF INSURANCE.....	928,077	928,077
UNEMPLOYMENT INSURANCE.....	381,252	381,252
GRAND TOTAL ALL FUNDS	<u>\$ 61,982,517</u>	<u>\$ 61,982,517</u>

## APPENDIX B – CAPITAL BUDGET

<u>Project #</u>	<u>Status</u>	<u>Project Name</u>	
101.205.016	New	Annual Sidewalk Program 2016	20,000
101.305.040	New	Annual Guardrail Plan	25,000
		<b>TOTAL FUND 101 STREETS O&amp;M 2016</b>	<b>45,000</b>
102.102.040	New	Arterial Street Paving	455,000
		<b>TOTAL FUND 102 ARTERIAL PAVE 2016</b>	<b>455,000</b>
103.103.040	New	Residential Street Paving	362,600
		<b>TOTAL FUND 103 RESIDENT PAVE 2016</b>	<b>362,600</b>
310.056.045	New	DMBP Sun Home Lodge Rehab	605,000
310.057.045	Continuing	Field House Tennis Court	25,000
310.061.045	Continuing	DMBP Picnic Shelter/Restrooms	623,000
310.062.045	Continuing	Parkside Playground	416,129
310.065.045	Continuing	Parkside Soil Remediation	120,700
310.514.024	Continuing	Financial System Replacement	252,000
		<b>TOTAL FUND 310 MCI CIP 2016</b>	<b>2,041,829</b>
319.300.040	Continuing	24th Ave South Improvements	8,500,196
319.326.040	Continuing	SW Bridge Seismic Retrofit	4,526,604
319.332.040	Continuing	S 216th St - Segment 1A	6,885,343
319.336.040	Continuing	S 224th Street Improvements	614,615
319.345.040	Continuing	Barnes Creek Trail/SR 509 ROW	1,064,012
319.471.040	Continuing	16th Ave S Improve - Segment 5A	310,539
319.606.040	Continuing	Midway Elem SRTS	395,656
319.609.040	New	Arterial Traffic Calming	15,000
319.611.070	New	Redondo Paid Parking	150,000
319.614.040	Continuing	S 268th Street Sidewalks	585,800
319.615.040	Continuing	Redondo Board Walk Repair	4,082,870
		<b>TOTAL FUND 319 TRANSPORT CIP 2016</b>	<b>27,130,635</b>
403.451.070	New	Dock Electrical Replacement	60,000
403.453.070	New	Gate Security System	40,000
		<b>TOTAL FUND 403 MARINA CIP 2016</b>	<b>100,000</b>
451.804.040	Continuing	Barnes Creek/KDM Culvert Replacement	1,878,014
451.815.040	Continuing	24th Ave Pipeline Replace/Upgrade	262,700
451.821.040	Continuing	L Massey Creek	1,908,518
		<b>TOTAL FUND 451 SWM CIP 2016</b>	<b>4,049,232</b>
506.016.045	Continuing	Activity Center Floor Repair	20,000
506.704.040	New	Council Chambers Lighting	25,000
506.705.040	New	LED Exterior Lighting	34,000
		<b>TOTAL FUND 506 FACILITY REPAIR CIP 2016</b>	<b>79,000</b>
		<b>TOTAL 2016 CAPITAL BUDGET</b>	<b>34,263,296</b>

## 2016 Human Services funding Recommendations with 5% and 10% reductions

	2014 Funding	2015 Request	2015 Funding	5% cut \$4030	Funding with 5% reduction	10% cut \$8060	Funding with 10% reduction
Auburn Youth Resources - Outreach		\$2,500	\$1,500	500	\$1,000	500	\$1,000
Crisis Clinic Crisis Line	\$1,700	\$2,500	\$2,500		\$2,500		\$2,500
Crisis Clinic King County 211	\$2,600	\$5,000	\$2,600		\$2,600		\$2,600
Crisis Clinic Teen Link	\$500	\$500	\$500		\$500	500	\$0
Des Moines Area Food Bank	\$31,250	\$32,000	\$31,500		\$31,500	500	\$31,000
Domestic Abuse Women\'s Network - CAP	\$1,000	\$1,500	\$1,250		\$1,250		\$1,250
Domestic Abuse Women\'s Network - Hou	\$5,000	\$5,000	\$5,000	530	\$4,470	530	\$4,470
Elder and Adult Day Services		\$5,953	\$1,000	1000	\$0	1000	\$0
Global to Local - Community Health		\$6,500	\$1,000	1000	\$0	1000	\$0
HealthPoint - Medical	\$4,900	\$15,000	\$7,250		\$7,250	500	\$6,750
HealthPoint Primary Dental Care	\$2,600	\$15,000	\$5,500		\$5,500		\$5,500
Hospitality House - Homeless Shelter	\$5,500	\$10,000	\$5,500		\$5,500	500	\$5,000
Kent Youth and Family Services - Clinical	\$1,000	\$1,500	\$1,500		\$1,500	500	\$1,000
King County Sexual Assault Resource Cen	\$4,100	\$4,346	\$4,200		\$4,200	500	\$3,700
Lutheran Community Services Northwest	\$1,000	\$2,000	\$1,000		\$1,000		\$1,000
Multi-Service Center - Shelter & Transitio	\$4,000	\$4,500	\$3,000		\$3,000	500	\$2,500
Senior Services - Meals on Wheels	\$3,750	\$4,125	\$3,800		\$3,800	500	\$3,300
Senior Services Hyde Shuttles	\$500	\$2,000	\$1,000	1000	\$0	1000	\$0
Washington Poison Center - emergency ser	\$500	\$1,231	\$1,000		\$1,000		\$1,000
	\$69,900	\$121,155	\$80,600	\$4,030	\$76,570	\$8,030	\$72,570
			Remaining to cut	\$0		-\$30	

THIS PAGE LEFT INTENTIONALLY BLANK

# CITY OF DES MOINES



## 2016 OPERATING & CAPITAL BUDGETS

*As of October 29, 2015*

**CITY OF DES MOINES, WASHINGTON  
2016 ANNUAL BUDGET**

**TABLE OF CONTENTS**

	Page
 <b><u>A GUIDE TO THE CITY OF DES MOINES BUDGET</u></b>	
 <b><u>BUDGET MESSAGE</u></b>	
CITY MANAGER'S BUDGET MESSAGE .....	i
LIST OF CITY OFFICIALS .....	xii
 <b><u>SUMMARIES SECTION</u></b>	
2016 OPERATING BUDGET ORDINANCE .....	1
2016 REVENUE SOURCES BY FUND .....	2
2016 EXPENDITURE USES BY CATEGORY BY FUND .....	4
REVENUE SUMMARY - GENERAL FUND .....	6
EXPENDITURE SUMMARY - ALL OPERATING FUNDS .....	8
CITY OF DES MOINES ORGANIZATION CHART .....	9
EXPENDITURE SUMMARY - GENERAL FUND .....	10
 <b><u>GENERAL FUND DEPARTMENT SUMMARIES:</u></b>	
CITY COUNCIL .....	12
MUNICIPAL COURT .....	14
CITY MANAGER .....	16
FINANCE .....	18
LEGAL .....	20
POLICE .....	22
PLANNING & PUBLIC WORKS ADMINISTRATION .....	24
RECREATION & SENIOR SERVICES .....	26
NON-DEPARTMENTAL .....	28
 <b><u>SPECIAL REVENUE FUNDS:</u></b>	
STREETS .....	30
ARTERIAL STREET PAVING FUND .....	32
RESIDENTIAL STREET PAVING FUND .....	33
POLICE DRUG SEIZURE .....	34
HOTEL-MOTEL TAX .....	35
REDONDO ZONE .....	36
PBPW AUTOMATION FEE .....	37
ABATEMENT .....	38
AUTOMATED SPEED ENFORCEMENT .....	39
TRANSPORTATION BENEFIT DISTRICT .....	40
 <b><u>DEBT SERVICE FUND:</u></b>	
DEBT SERVICE .....	42
 <b><u>CONSTRUCTION FUND:</u></b>	
CONSTRUCTION FUND .....	44

<u>ENTERPRISE FUNDS:</u>	
MARINA .....	46
SURFACE WATER MANAGEMENT .....	48
<u>INTERNAL SERVICE FUNDS:</u>	
EQUIPMENT RENTAL OPERATIONS .....	51
EQUIPMENT RENTAL REPLACEMENT .....	53
FACILITY REPAIR & REPLACEMENT.....	54
COMPUTER OPERATIONS.....	55
COMPUTER REPLACEMENT.....	57
SELF INSURANCE.....	58
UNEMPLOYMENT INSURANCE.....	59
 <u>CAPITAL PROJECTS SECTION:</u>	
2016 PROJECTS.....	61
 <u>GENERAL INFORMATION SECTION:</u>	
COMPARATIVE SUMMARY OF AD VALOREM TAXES .....	92
RATIO OF GENERAL BONDED DEBT TO ASSESSED VALUE .....	93
LEGAL DEBT LIMITATION .....	94
SUMMARY OF DEBT .....	95
 <u>GLOSSARY OF TERMS</u> .....	 97

## A GUIDE TO THE CITY OF DES MOINES BUDGET

The intent of this guide is to explain basic concepts of how the City of Des Moines government is financed, how the City accounts for its finances in order to meet its stewardship obligation over the public's money, and how the budget process works.

The City of Des Moines' mission is to provide for the basic safety, health and welfare of its citizens by providing a variety of social, health, environmental, public safety, and other services to the public.

The wide variety of services makes it a challenge for the City to keep its citizens informed and involved in the business of government. Hopefully, this Guide will make it easier to understand how some of the City's financial activities work.

### **WHAT IS A BUDGET?**

The annual budget of the City of Des Moines is a formal statement of the financial policy and plan of the City for the calendar year. The Budget document presents in detail the financial plan of the City, including its various sources of revenues and the allocation of these resources to the various programs.

### **WHAT ARE REVENUES?**

Monies received through taxes, licenses and permits, intergovernmental sources, charges for services, fines and forfeitures, and other miscellaneous sources are called revenues.

### **WHAT ARE EXPENDITURES?**

Expenditures occur when the City buys goods and/or services and pays its employees. Expenditures can be categorized into three types: operating expenditures, capital expenditures, and debt service expenditures. Operating expenditures are the day to day spending on salaries, supplies, utility services, and contracts. Capital expenditures are generally for acquisition of major assets such as land and buildings or for the construction of streets or other improvements. Debt service expenditures repay borrowed money and related interest.

### **WHAT IS A FUND?**

The City is financially organized into separate fiscal and accounting entities known as Funds. Each Fund is a separate division for accounting and budgetary purposes. The Fund accounting process allows the City to budget and account for revenues that are restricted by law or policy to a specific use or purpose in accordance with nationally recognized rules of governmental accounting and budgeting.

The City of Des Moines budgets for approximately 22 separate Funds. Each Fund can be viewed as a separate checking account to be used for a specific purpose. All Funds of the City fall into one of the following major categories. Following is a brief description of these categories.

**General Fund:** The General Fund finances most services that the City provides. This includes law enforcement, fire protection, municipal courts, parks and recreation, community development and administrative activities. The General Fund is, essentially, a "catch-all" fund for accounting for City operations that are not required to be accounted for in a separate fund. The General Fund receives all of the property taxes.

**Special Revenue Funds:** The City uses Special Revenue funds to account for revenues that must be used by law for specific purposes. An example is the City Street Fund which accounts for gasoline taxes received that can only be used for maintenance and improvements to roads and streets.

**Debt Service Funds:** The Debt Service funds are used to account for the accumulation of resources for the repayment of monies borrowed through voter approved general obligation bond sales and the related interest.

**Construction Funds:** Construction funds are used to account for the accumulation of resources to fund construction projects related to general government. Utility related construction is included in the Enterprise Funds.

**Enterprise Funds:** The Enterprise Funds are established to account for operations that are financed and operated in a manner similar to private business with the intent that the cost of the goods or services provided will be recovered primarily through user charges. The Marina Fund and the Surface Water Management funds are the City's funds in this category.

**Internal Service Funds:** Internal Service Funds are used by the City to account for the financing of goods and/or services provided by one department or fund to another department or fund of the City on a cost reimbursement basis. For example, the City uses the Equipment Rental Funds to purchase and maintain vehicles used by the various departments and funds. Each department or fund pays rent to the ER Fund to use that equipment.

### **WHY USE FUNDS?**

Reason 1: Fund accounting is required by the State of Washington. State law governs how local governments will account for revenues and expenditures. All local governments are audited annually by the State Auditor's Office to ensure that they have followed generally accepted accounting rules.

Reason 2: When a local government receives funding from the State or the Federal government in the form of a grant, the entity must account for those dollars in the manner prescribed by law.

Reason 3: When a local government goes to the financial markets to borrow money, they must provide financial statements that show their financial condition. Financial institutions and investors will loan money to the local entities only if they can demonstrate the ability to repay the debt.

Reason 4: Des Moines, like all local government entities nationwide, use fund accounting because this system is the standard prescribed by national organizations that govern accounting rules and regulations. The principles used to account for businesses, called Generally Accepted Accounting Principles (GAAP), are established by the Governmental Accounting Standards Board (FASB). Similarly, the principles used to account for governmental finances are established by the Governmental Accounting Standards Board (GASB).

### **ORGANIZATION OF THE BUDGET DOCUMENT**

The document is structured to provide the reader with increasing levels of detail at whatever depth desired. Major sections of the budget are as follows:

The City Manager's budget message provides an executive overview of key policies, programs, and significant financial changes in the budget for the ensuing year.

The next section is a series of summary schedules of the City budget. These schedules summarize revenues and expenditures by fund and by major category. Some of the funds or departments may contain informational narrative and an organizational chart that includes a table of departmental personnel.

The Capital Improvements Projects section lists new and continuing capital improvements projects budgeted for the year.

The General Information section includes assessed value and property taxes levied for the current and previous years, some ratios of bonded debt, debt limitations of the City and the current outstanding bonded debt.

And finally the Glossary section to give the reader a better understanding of various terms and phrases.

### **SUMMARY OF THE BUDGET PROCESS**

The City of Des Moines's budgetary process follows the provisions of the Revised Code of Washington (RCW), Chapter 35.33.

During the spring and summer months departments begin preparation of their budget request for the coming year. Throughout this process meetings are held with appropriate staff and with the City Manager to review the budget requests. After compiling the data, the Preliminary Budget document is prepared. This document is made available for public review in the City Clerk's office and at the Public Library before November 1.

The proposed budget includes the annual operating expenditures and estimated revenues, as well as the calendar year appropriation of the projects included in the Capital Budget. The Capital Budget is based on the six year 2016-2021 Capital Improvement Plan adopted in the summer. The six year Capital Improvement Plan is a flexible, dynamic tool that encourages long-term decision-making and assures the continuity of Council goals and objectives. While the six year capital improvement plan sets project priorities; the Capital Budget provides the legal authority to spend money on selected projects. The capital projects for the upcoming year are included in the annual budget and formally adopted along with the Operating Budget before December 31.

The budget is prepared on a modified accrual basis of accounting. Generally this means it presents sources and uses of funds that relate to the budget year and which are expected to be collected or spent within the year or shortly thereafter.

During August, the City Manager and City Council meets to review the five year financial forecast. In subsequent council meetings staff and council discuss various cost containment options as well as potential revenue enhancement options based on the financial forecast. The public are welcome and provide their views and priorities to council through the budget discussion process. At least two formal public hearings are conducted and the budget ordinance is given first and second readings at regular City Council meetings. The final public hearing must be held no later than the first Monday in December. Final adoption of the budget occurs after the second reading of the budget ordinance. State law directs the budget adoption by no later than December 31.

The adopted budget constitutes the legal authority for expenditures. The level of control at which expenditures may not legally exceed appropriations is the **fund**. Revisions that alter the total expenditures of any kind must be approved by the City Council and adopted by ordinance. The City's budget is amended at least once during the year before year-end. All appropriations, except for capital projects, lapse at the end of the year.

# CITY MANAGER'S BUDGET MESSAGE

**Honorable Mayor and Council:**

On behalf of the entire management team, I am pleased to submit the preliminary budget for fiscal year 2016. As required by state law, the budget presented herein is balanced between revenues and expenses. This budget was developed in support of the City Council's goals, current and projected service and infrastructure needs and is reflective of current and projected economic conditions impacting the City.

## INTRODUCTION

As proposed, the preliminary 2016 budget is significantly different from past budgets to address the cumulative financial effects of financial challenges such as variable development revenues, reductions in state shared revenues and decreases in assessed property values. As discussed in the various sections below, the 2016 budget significantly raises taxes and cuts costs in order to reverse the past trend and return the City to a sustainable financial future while providing additional service to the citizens. Three Patrol Officer positions have been added along with a new, significant street paving program. In order to better manage revenue restrictions several new Special Revenue Funds are utilized. Other fund changes include legal appropriations for one combined Debt Service Fund and one combined Construction Fund. Similarly, the operating, construction and debt service activities for an Enterprise fund are appropriated as one fund for each of the Enterprise funds (Marina and Surface Water Management).

The City of Des Moines has faced challenging budget deficits, particularly in the General and Street funds for many years, stretching back to the passage of I-695 in 1999. The City has used a variety of strategies to balance the budget over the years including position cuts, use of one-time revenues, instituting new revenues, furloughs, employees voluntarily reducing their cost of living adjustments, changes to benefit programs, etc.

The budget situation for 2016 is not as daunting as in some years because the structural deficit is significantly offset by anticipated, one-time development revenues from several large projects. However, the state of the reserve balances and prospects for 2017 and beyond are bleak. Without significant new revenues or massive cuts in expenses, our reserves will be completely drained before the end of 2017 and the City will no longer be able to provide services at current levels. While the City has been very aggressive with economic development processes, we are just now seeing the fruits of our labors. Those developments which are either under construction now or look to be under construction within the next year will bring in new revenues. This new revenue has been conservatively estimated and built into our budget forecasts through 2020 but it is not enough to get us to a financially sustainable budget.

Because the City has been in cutback, budget-tightening mode for the last 15 years, there are no cuts left which do not result in significant reductions in services or impair each department's ability to achieve its operational mission. Potential personnel cuts totaling approximately \$750,000 were initially identified but through public feedback regarding priorities and demand for services the 2016 personnel reductions have been limited to \$158,000. Also, based on continued public demand for increases in public safety, three new Patrol Officers were added. These positions are budgeted with a 2016 fourth quarter hire date to ensure the new tax resources are fully sufficient to cover the cost of the additional positions.

Staff was also directed to look for every revenue opportunity available which Council could implement. Accordingly, included in the preliminary budget are rate increases on business license fees, parks and

recreation fees, our current utilities taxes (on storm water, cable TV, and solid waste), and implementation of a utility tax on water and sanitary sewer services. Applying our utility tax to water and sanitary sewer services is a significant (approximately \$900,000) new revenue source.

## GENERAL FUND

### *HIGHLIGHTS AT A GLANCE*

---

<b>ONGOING REVENUE</b>	<b>\$19,073,080</b>
<b>ONGOING EXPENDITURE</b>	<b>\$18,841,510</b>
<b>NET ANNUAL SURPLUS</b>	<b>\$ 231,570*</b>

*\*3 Patrol Officer positions are prorated in 2016. Full year cost is \$345,000.*

---

#### ONGOING REVENUE CHANGES (From 2015 Revised):

➤	Property tax assessed value and rates	\$ 306,000	
➤	SWM Utility Tax rate from 8% to 14%	280,000	
➤	Cable Utility Tax rate from 8% to 10%	180,800	
➤	Water Utility Tax rate from 0% to 16%	484,600	
➤	Sewer Utility Tax rate from 0% to 16%	419,600	
➤	General Fund Admin Charges to all funds	233,000	
➤	Parks, Revenue & Sr. Services 10% fee increase	121,500	
➤	Business Licenses 25% fee increase	57,700	
➤	Miscellaneous other changes	108,085	
<b>TOTAL CHANGES TO ONGOING REVENUES</b>			<b>\$2,191,285</b>

#### ONGOING EXPENDITURE CHANGES (From 2015 Revised):

➤	Elimination of Code Enforcement Position	\$ ( 112,500)	
➤	Reduction of Court Clerk 0.5 FTE	( 53,000)	
➤	3 Patrol Officers	86,250	
➤	Full year effect of 2015 PBPW Positions	268,400	
➤	Wages & Benefits 2.6% Contract Increase	285,500	
➤	Planning/Permit Automation	( 100,000)	
➤	Computer & Equip Interfund Maintenance	41,000	
➤	Computer & Equip Interfund Replacement	594,200	
➤	Self-Insurance Interfund Assessment	155,900	
➤	Miscellaneous Other Changes	189,180	
<b>TOTAL CHANGES TO ONGOING EXPENDITURES</b>			<b>\$1,354,930</b>

---

**ONE-TIME REVENUES:**

➤ Property Taxes ( Rates: \$1.67 - \$1.60)	\$ 151,500
➤ Sales and B&O Taxes (Projects >\$15m)	306,500
➤ Development Fees (Projects >\$15m)	834,100

TOTAL ONE-TIME REVENUES \$1,292,100

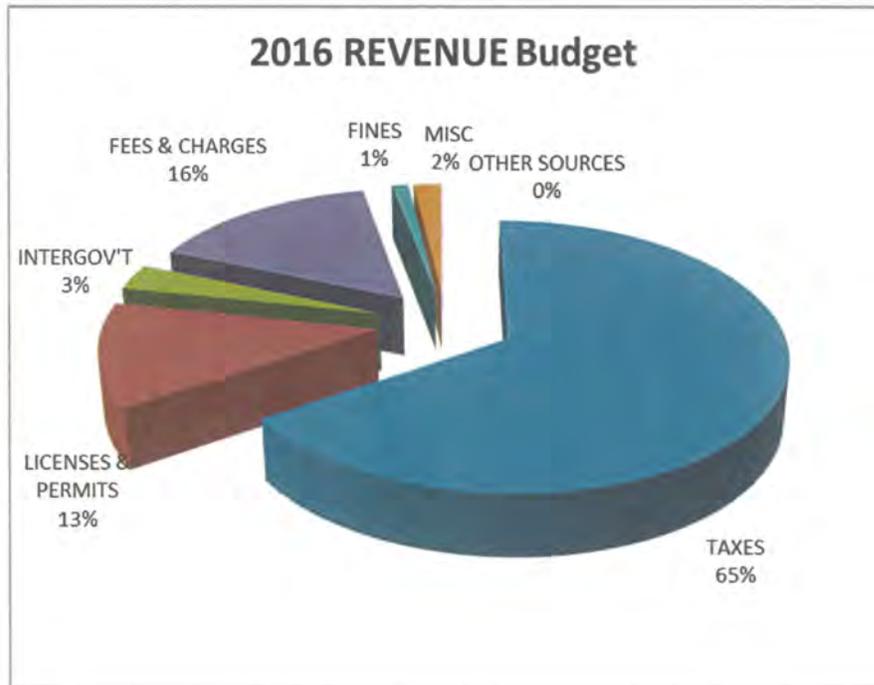
**ONE-TIME EXPENDITURES:**

➤ 20 Taser Replacements	\$ 20,400
➤ Sergeant Qualification List	15,000
➤ Security Camera Replacement	22,000
➤ Court Records Software	32,000
➤ Vests, guns, etc. for 3 new Patrol Officers	18,000
➤ Service Center Fiber Connection	20,000
➤ 75% Transfer to Capital Construction	229,900
➤ Transfer to Redondo Paid Parking Project	150,000
➤ Addition to Ending Fund Balance	784,800

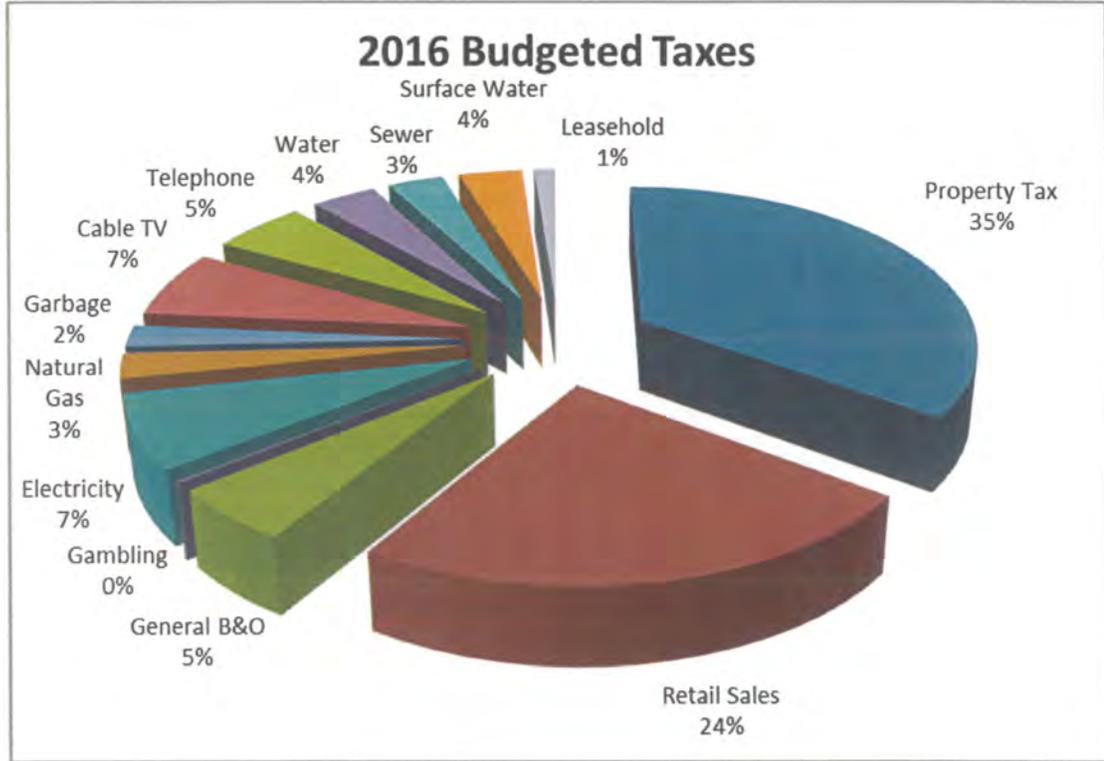
TOTAL ONE-TIME EXPENDITURES \$1,292,100

## GENERAL FUND REVENUES

*Taxes.* Taxes represent 65% of the overall funding to the General Fund.



**Utility Taxes.** With the implementation of the new utility tax rates, this source becomes the largest single source of tax revenue to the general fund. The relative percentage of tax sources funding the General Fund is: 35% Property Tax, 24% Sales Tax and 41% Utility/B&O Tax. Diversification of revenue sources helps to protect the city from revenue swings. For example, if property taxes sharply decline, utility taxes would likely remain largely unaffected, warm weather may affect water but not cable TV, etc.



**Property taxes.** In 2016 property taxes are estimated to increase approximately \$300,000 due to a combination of increased assessed values, new construction and a higher tax rate. Assessed valuation continues to recover but still has not reached the 2009 peak valuation.

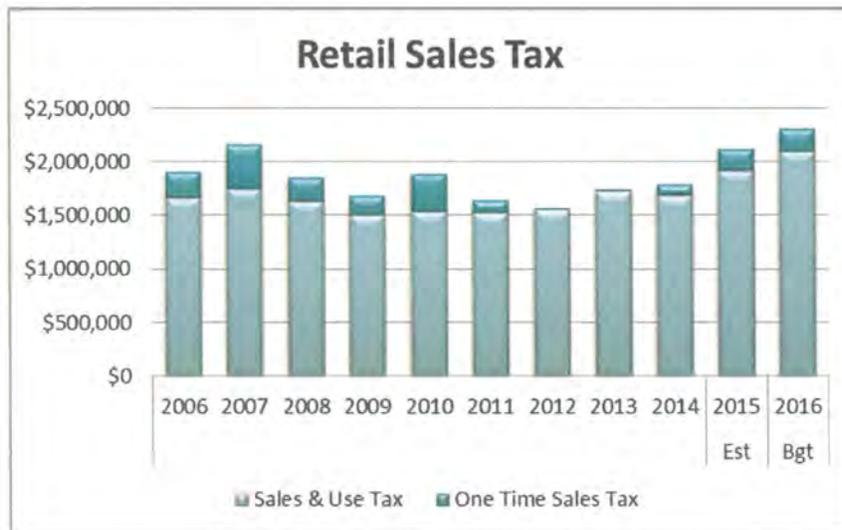


The City's success and continued focus on economic development is reflected in the increase in new construction values. The new construction factor adds just over \$87,000 in new, ongoing property tax revenues.



The third factor in the property tax increase is due to a higher maximum allowable statutory rate. The City is limited to a rate of \$3.60/1,000 assessed valuation. If there is a library and/or fire district located within the City, however, those districts property tax levies are deducted from the city's allowable rate (but only to the point the city rate becomes \$1.60/1,000 of assessed valuation). For 2016, it appears the junior taxing districts will not be assessing their full legal limit so the city will be allowed to assess \$1.67 rather than just \$1.60. Since the junior taxing districts have the legal right to increase their assessment in any year, the property tax generated by the difference between \$1.67 and \$1.60 is treated as one-time property tax revenue (approximately \$150,000). This one-time property tax revenue has been matched against one-time expenses (Redondo Paid Parking Project) and is *excluded* from the calculation of ongoing revenues matching ongoing expenses.

**Retail Sales Tax.** The recovering economy and the City's continued economic development efforts are leading to increases in both one-time (construction) and ongoing increases in sales tax.



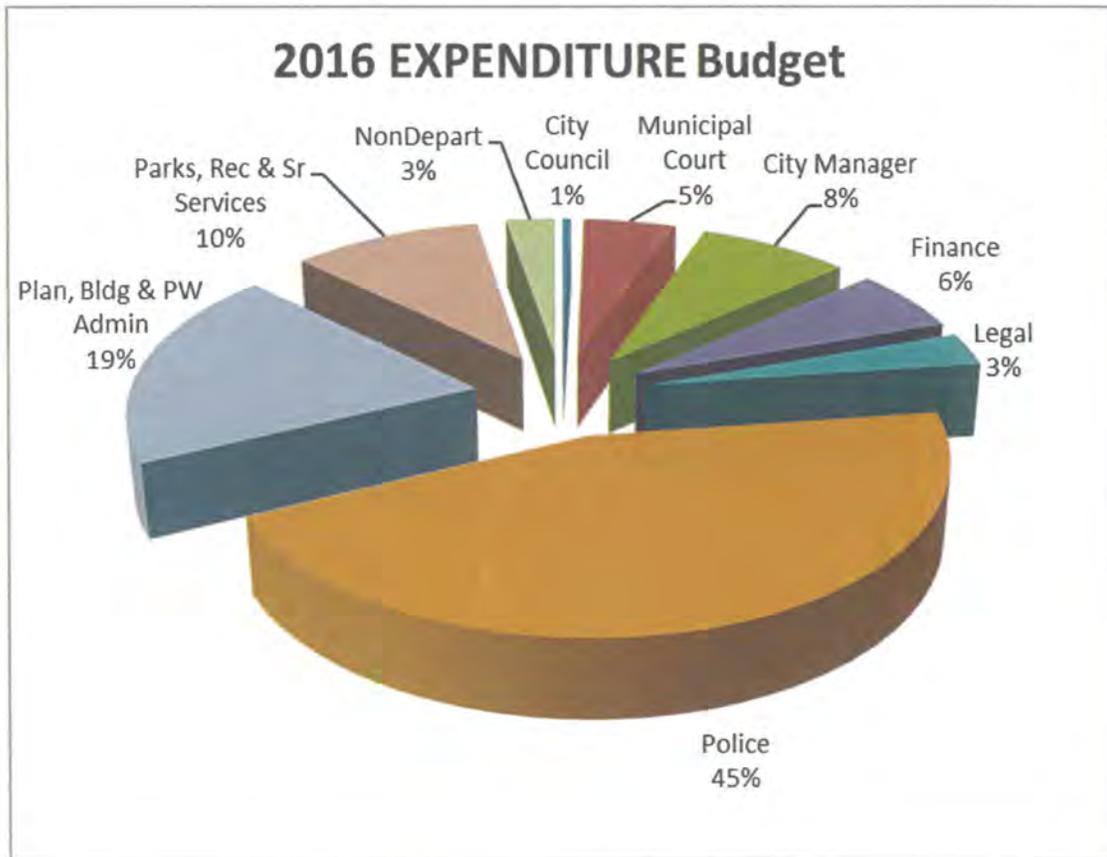
**Fees & Charges.** There are several changes to fees and charges to help solve the budget deficit by assessing users of services a higher percentage of the actual cost of providing those services. The cost of centralized administrative services (such as City Council, City Manager, Legal, Human Resources, Finance, etc.) was extended to assess all city funds. This change generates approximately \$235,000 of new revenue to the general fund to help cover those departmental costs.

An analysis was done on programs provided by the Parks, Recreation and Senior Services to determine the operating tax subsidy. Proposals to reduce services and eliminate personnel were repeatedly objected to by the public during public comment section of several City Council meetings. Thus, rather than cutting expenditures, fee increases of 10% were added as the first part in a multiple-year rate increase strategy to make these programs less dependent on tax subsidies.

**Licenses & Permits.** The cost of acquiring a business license will be increased by 25% which is expected to raise approximately an additional \$40,000 to contribute to closing the initial budget shortfall.

## GENERAL FUND EXPENDITURES

Though the total allocation of resources by department (%) has not significantly changed, there are several notable changes from prior year spending.



**Position Changes.** A recurring theme from the public is the request for additional police services. Accordingly the 2016 budget raises existing revenues to accommodate adding three additional Patrol Officers. Since the revenue enhancements come from many different revenue sources, include new revenue sources and are subject to variation depending on individual's purchasing decisions, there is risk the projected revenue targets may differ from the 2016 actual revenues to be received. To mitigate this risk, the budget funds hiring of the new positions starting October 1, 2016. This will provide time for the city to implement the new rates and charges as well as determine if the new ongoing revenues will be sufficient to pay for the new ongoing costs of the three Patrol Officers.

To keep the impact of new revenues as low as possible, two positions were reduced/eliminated. One Court Clerk position was reduced from full time to 0.5 FTE which saves approximately \$53,000 annually. Service levels will be maintained through the purchase of a new court records management at a one-time cost of \$32,000.



The second position change is the elimination of the Code Enforcement Officer position. The impacts of eliminating the Code Enforcement Officer position can be mitigated to a point, but will result in reducing the City's ability to respond to all code enforcement complaints. If this cut is enacted, some complaints would be forwarded to the Police Department's Community Service Officers (CSOs), some would be handled by the Building Official's office, and some would be followed up on by the permitting staff.

The third change to positions is to include the full year effect of the additions of three positions to the Planning and Building departments late in 2015. The three positions were: Building Inspector, a Civil Engineer and a Community Development Assistant. These were added to address the additional work load requirements resulting from the increased economic development and construction activity expected to continue through 2019.

**Planning & Permit Automation.** An analysis was also done on the Planning and Building Department's use of technology. The cost of ongoing technology and a factor to acquire future additional technology (provide on-line service to the business community) was found to be about \$100,000/year. The current technology (automation) fee raises just \$22,000/year and new pricing will begin in 2016 to eliminate this gap. The technology costs were removed from the general fund and are included in a new special revenue fund so the revenue generated by this fee is likewise received by the special revenue fund thus properly restricting and controlling its use.

**Internal Service Funds' Assessments & Reserves.** Similar to the General Fund, the internal service funds' reserves (equipment replacement, computer replacement, self-insurance fund, etc.) have been drained with the decade long financial struggle. Reserves were at the point where cash flow was insufficient for these funds to pay bills when due. A five year forecast was performed and a plan to replenish the reserves over time was created. Replenishing the internal service fund reserves results in a double effect to the general fund. First, it is paying current year assessments (which have often been skipped in past years); and secondly, it is contributing towards restoration of cash to a functioning level. Depending on the fund, reserve balances should be fully restored in three to five years at the new contribution levels; while still allowing the funds to make capital purchases to meet the operating divisions' needs.

## GENERAL FUND

### FINANCIAL POLICIES

***One Time Revenues Policy.*** Ordinance 1607 which was adopted November 6, 2014 allows the General Fund to utilize 25% of the one-time Sales and B&O tax revenue for general fund purposes. Ordinance 1561 passed on December 13, 2012 requires the remaining 75% be transferred to the construction fund and restricts those amounts to General Municipal Capital Improvement projects.

The 2016 Preliminary Budget follows these requirements plus enacts the spirit behind these ordinances by matching other one-time revenues to one-time expenditures so the City moves to the fiscally responsible budgeting process whereby ongoing revenues match ongoing expenses and one-time revenues are used only for one-time expenditures.

Though not in ordinance, property taxes resulting from levy rates in excess of \$1.60 are not within the City's control and can be reduced in any year by junior taxing districts. Thus it is prudent to consider the taxes above the \$1.60 as one-time revenues. This extra 2016 revenue is approximately \$150,000 and is matched to a one time Redondo Paid Parking project (which otherwise lacks a current, viable funding source).

Also not restricted by ordinance (but are in fact one-time revenues) are the fees collected from large development projects (> \$15 million). These fees are paid at the beginning of the development process for services which may not occur until one to three years in the future. To allow all of these funds to be spent in the year received as part of the ongoing revenues vs. ongoing expenditure balance may make it difficult to pay the costs to provide related services in the future.

The 2016 Preliminary Budget contributes over \$800,000 of one-time revenues and brings the General Fund's ending fund balance into full compliance with the ending reserve requirements.

***Fund Balance Policy (7 % General Reserve plus 5% Stabilization Reserve).*** Ordinance 1144 establishes a 7% Operating Reserve and Chapter 3.50 of the Des Moines Municipal Code establishes an additional 5% Stabilization Reserve. 12% of ongoing revenue (\$19,073,080) is \$2,288,770. The 2016 Preliminary Budget provides for an ending fund balance of \$2,336,875 and thus fully meets the reserve requirements.

## STREET FUND

The new sanitation tax is necessary to return the street fund to financial sustainability. The 2015 budgeted operating deficit was approximately \$117,000 and this did not include the effect of skipping payment of vehicle replacement charges. The street fund has a \$150,000 front loader to replace in 2017 for which no funds have been set aside through the end of 2015. Overall fund spending is up \$125,000 primarily due to the higher contributions to vehicle replacement and for the fund's allocable share of General Fund Admin Services.

The overall expenditure increase is approximately \$94,000 (about 7%). The street lights expenditure budget is down due to prior years installation of LED lighting. The LED lighting is estimated to save \$45,000 per

year in electricity costs and is an additional \$45,000 less than 2015 as the purchase cost of the LED light replacement finished in 2015. Also in the budget is the cost to perform a street pavement condition study (\$40,000) and an ADA transition study \$10,000. The pavement condition study will provide valuable information to ensure the new funding for Arterial Street and Residential Street Paving Programs are used most effectively. Bridge inspections, previously included in the General Fund ( \$40,000) are now included in the Street fund to facilitate state transportation annual reporting requirements.

Revenues 10% Sanitation Tax \$365,000; new MVFT \$20,000; 2015 included one-time revenues related to one- time projects and a parking study.

## NEW SPECIAL REVENUE FUNDS

***Arterial Street Pavement Fund.*** This new fund was created to maintain accountability and restriction over the second \$20 car tab fee which is expected to generate revenues of \$440,000 and be devoted to the Arterial Street Pavement Program. The first year's fees will be used to pay for the \$15,000 design phase of 2017's pavement contract with the remainder (approximately \$425,000) held to create essential fund balance to sustain project cash flow. This approach also allows time for the fund to collect the fees over the course of the first year and bid the paving contract over the winter when pricing is generally less expensive.

***Residential Street Pavement Fund.*** This new fund was created to maintain accountability and restriction over 4% water and sewer utility tax which is expected to generate revenues of 362,600 and be devoted to the Arterial Street Pavement Program. The first year's fees will be used to pay for the \$5,000 design phase of 2017's pavement contract with the remainder (approximately \$357,000) held to create essential fund balance to sustain project cash flow. This approach also allows time for the fund to collect the fees over the course of the first year and bid the paving contract over the winter when pricing is generally less expensive.

***Planning & Building Automation Fund.*** An analysis was also done on the Planning and Building department's use of technology. The cost of ongoing technology and a factor to acquire future additional technology (provide on-line service to the business community) was found to be about \$100,000/year. The current technology (automation) fee raises just \$22,000/year and new pricing will begin in 2016 to eliminate this gap. The technology costs were removed from the general fund and are included in this new special revenue fund so the revenue generated by this fee is likewise received thus properly restricting and controlling its use.

***Automated Speed Enforcement Fund.*** The revenues from tickets and operational costs of this program (both staff and vendor costs) were previously part of the general fund. In addition to the operational costs, the remaining revenue is used to fund various related traffic safety projects. In order to efficiently maintain control over restricted revenues and cash on hand balances these activities were moved to their own fund.

***Transportation Benefit District (TBD) Fund.*** The Transportation Benefit District Fund has previously existed separately from the City's budget document. Generally Acceptable Accounting Principles require financial reporting of this activity as a Special Revenue Fund *of the City*. A separate TBD financial report is also required. To provide visibility to this related entity and so all transfers in and transfers out (e.g. transfer of second \$20 car tab fee to Arterial Street Pavement Fund) add up, its activity is included in the City's budget document. It is however, excluded from the legal appropriation as the Transportation Benefit District adopts and appropriates' its own budget.

## CONSTRUCTION FUND

This fund includes all resources restricted to construction projects. It includes general municipal projects as well as transportation projects. Construction for Marina and SWM are included in the Enterprise Funds along with those funds' operations and debt activities. Detailed information regarding the construction project can be found in the CAPITAL PROJECTS SECTION starting on page 61.

## MARINA FUND

The 2016 Preliminary Budget includes no rate increases for 2016. It is expected the marina operations will net approximately \$17,000 on gross revenues of \$4,152,000 which is 0.4%. This includes \$100,000 of spending on two capital projects (\$60,000 one dock electrical wiring upgrade and \$40,000 to upgrade the gate security system). Council will evaluate possible 2016 rate changes later this year.

Ending fund balance is expected to be approximately \$612,000 which is 15% of operating expenditures (i.e. excludes debt service and capital) spending. While there is no official reserve policy for this fund, due to the nature and variability of this type of operation, a 60 day cash flow reserve is prudent. A 60 day reserve would provide a reserve target of \$672,688 so the Marina fund is still recovering its financial health but is getting close to covering operations and reserve targets.

In addition to the operating reserve, the fund has a \$794,741 debt service reserve requirement (required by bond covenants) which is fully funded.

The remaining challenge for Marina is to raise enough revenue to increase its capital replacement program. An annual net profit of \$17,000 is not sufficient to cover the capital replacement needs of the Marina.

## SURFACE WATER MANAGEMENT FUND

The 2016 Preliminary Budget includes a 5.6% rate increase for 2016 as adopted this summer based on the consultants' long range SWM utility plan plus an additional \$292,0000 increase to cover the cost of additional utility taxes (on the 5.6% rate increase and the change from 8% to 14% on the utility tax rate). The 2016 Preliminary Budget includes \$3,217,932 total operating revenues and \$2,760,936 of operating expenditures (which excludes capital spending) for a net operating total of \$456,996.

Capital spending for the year is budgeted for \$2,063,935 for three projects: 1) \$323,235 Barnes Creek/KDM Culvert; 2) \$254,700 on 24<sup>th</sup> Ave Pipeline and 3) \$1,486,000 Lower Massey Creek.

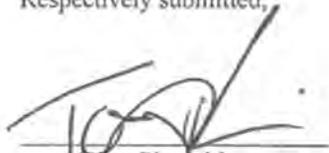
The ending operating fund balance is expected to be approximately \$1,285,000. While there is no official reserve policy for this fund, due to the fact that revenues are collected predominately twice a year (along with property tax collections) then a year end operating fund balance equal to four months of operating costs is prudent. A four months' of operating expenditure level would provide a reserve target of \$920,312 so the budgeted ending reserve is high at the end of 2016. The long range capital plan calls for using the excess fund balance to supplement capital spending in 2017, so the 2016 ending balance is appropriate.

## SUMMARY

Developing a balanced budget is always a challenge; by its very nature it involves difficult choices, assigning values and constantly weighing one thing against another. As presented, the preliminary budget proposal meets several City Council goals by not only maintaining services levels, but also enhancing service levels in public safety and re-establishing street restoration projects. With this budget, the City will continue to be able to provide quality municipal programs and services to our residents and businesses – quality that makes the City of Des Moines a desirable location in which to live and conduct business.

Finally, I want to acknowledge the dedication and service of the City's employees. In spite of continued financial adversity for a period of over a decade where cuts and reduction in staffing levels became the norm, the City's workforce has pulled together, worked smarter and more efficiently to where the public has seen little to no reduction in service. I also wish to recognize City Council, whose collective leadership as policy makers and ambassadors for the public worked tirelessly through late nights and many meetings to provide the policy direction for the City to move to sound financial footing going forward. Finally special thanks to the Finance staff as this comprehensive document could not have been developed without their skill and dedication.

Respectively submitted,



Tony Piasecki  
City Manager

**LIST OF CITY OFFICIALS**

**Elected Officials**

*Jeremy Nutting*

*Vic Pennington*

*Matt Pina*

*Bob Sheckler*



*Melissa Musser*

*Dave Kaplan*

*M. Luisa Bangs*

**Mayor:**

Dave Kaplan

**Mayor Pro-Tem:**

Matt Pina

**Administrative Officials**

City Manager	Tony Piasecki	(206) 870-6541
Asst City Manager/Economic Develop	Michael Matthias	(206) 870-6554
City Attorney	Pat Bosmans	(206) 870-6553
Finance Director	Dunyele Mason	(206) 870-6532
Harbormaster	Joseph Dusenbury	(206) 824-5700
Municipal Court Judge	Lisa Leone	(206) 878-4597
Parks, Rec & Sr. Services Director	Patrice Thorell	(206) 870-6529
Planning, Building, Public Works Director	Dan Brewer	(206) 870-6581
Police Chief	George Delgado	(206) 870-7604

*“By failing to prepare, you are preparing to fail.”*

— Benjamin Franklin

## ORDINANCE NO. \_\_\_\_\_

## APPENDIX A 2016 OPERATING BUDGET

<u>FUND</u>	<u>EXPENDITURE</u>	<u>REVENUE</u>
GENERAL FUND.....	\$ 21,601,470	\$ 21,601,470
STREETS .....	1,616,821	1,616,821
STREET PAVEMENT .....	376,710	376,710
POLICE DRUG SEIZURE .....	32,434	32,434
HOTEL-MOTEL TAX .....	115,927	115,927
REDONDO ZONE .....	87,084	87,084
PBPW AUTOMATION FEE .....	122,000	122,000
ABATEMENT .....	1,992	1,992
AUTOMATED SPEED ENFORCE (ASE) .....	419,236	419,236
TRANSPORTATION BENEFIT DISTRICT .....	947,916	947,916
DEBT SERVICE .....	450,662	450,662
CONSTRUCTION .....	16,380,363	16,380,363
MARINA .....	6,876,993	6,876,993
SURFACE WATER MANAGEMENT .....	7,528,716	7,528,716
EQUIPMENT RENTAL OPERATIONS .....	645,971	645,971
EQUIPMENT RENTAL REPLACEMENT .....	2,290,084	2,290,084
FACILITY REPAIR & REPLACEMENT .....	142,537	142,537
COMPUTER OPERATIONS.....	508,299	508,299
COMPUTER REPLACEMENT.....	527,973	527,973
SELF INSURANCE.....	928,077	928,077
UNEMPLOYMENT INSURANCE.....	381,252	381,252
 GRAND TOTAL ALL FUNDS	 <u>\$ 61,982,517</u>	 <u>\$ 61,982,517</u>

## 2016 REVENUE SOURCES BY FUND

	Taxes	Licenses & Permits	Inter- Government Revenue	Charges For Services	Fines and Forefeits	Misc Revenue
<b><u>GENERAL FUND</u></b>						
General	13,404,627	2,570,975	642,875	3,174,000	221,350	383,425
<b><u>SPECIAL REVENUE FUNDS</u></b>						
Street Maintenance	387,800	-	640,000	419,200	-	-
Arterial Street Pavement	-	-	-	-	-	-
Residential Street Pavement	361,710	-	-	-	-	-
Police Drug Seizure	-	-	-	-	-	500
Hotel-Motel Tax	84,000	-	-	-	-	-
Redondo Zone	-	-	-	-	750	53,000
PBPW Automation	-	-	-	100,000	-	-
Abatement	-	-	-	-	500	-
Automated Speed Enforce	-	-	-	-	356,000	-
Transportation Benefit District	880,000	-	-	-	-	-
<b><u>DEBT SERVICE FUND</u></b>						
Debt Service	-	-	-	-	-	-
<b><u>CONSTRUCTION FUND</u></b>						
Construction	1,039,270	-	8,280,205	784,040	-	115,000
<b><u>ENTERPRISE FUND</u></b>						
Marina	-	-	-	1,209,023	15,220	2,899,307
Surface Water Management	-	-	396,181	3,264,518	-	437,050
<b><u>INTERNAL SERVICE FUNDS</u></b>						
Equip Rental Operations	-	-	-	602,115	-	100
Equip Rental Replacement	-	-	-	865,334	-	-
Facility Repair & Replacement	-	-	-	75,830	-	-
Computer Operations	-	-	-	503,895	-	-
Computer Replacement	-	-	-	401,107	-	100
Self Insurance	-	-	-	828,455	-	-
Unemployment Insurance	-	-	-	58,385	-	50
<b>TOTAL ALL FUNDS</b>	<b>16,157,407</b>	<b>2,570,975</b>	<b>9,959,261</b>	<b>12,285,902</b>	<b>593,820</b>	<b>3,888,532</b>

Other Financing Sources	Transfers	Beginning Fund Balance	TOTAL AVAILABLE RESOURCES
-	-	1,204,218	21,601,470
-	45,000	124,821	1,616,821
	15,000	-	15,000
	-	-	361,710
	-	31,934	32,434
	-	31,927	115,927
	-	33,334	87,084
	-	22,000	122,000
		1,492	1,992
		63,236	419,236
		67,916	947,916
	405,265	45,397	450,662
	2,976,020	3,185,828	16,380,363
4,459	919,830	1,829,154	6,876,993
-	577,935	2,853,032	7,528,716
		-	-
		43,756	645,971
-	-	1,424,750	2,290,084
-		66,707	142,537
	-	4,404	508,299
	-	126,766	527,973
		99,622	928,077
		322,817	381,252
<u>4,459</u>	<u>4,939,050</u>	<u>11,583,111</u>	<u>61,982,517</u>

## 2016 EXPENDITURE CATEGORIES BY FUND

	Salaries & Wages	Personnel Benefits	Supplies	Other Services & Charges	Transfers	Capital Outlay
<b><u>GENERAL FUND:</u></b>						
General	9,394,752	3,513,497	470,700	5,492,219	391,342	80,000
<b><u>SPECIAL REVENUE FUNDS:</u></b>						
Street Maintenance	352,296	133,263	102,200	925,799	-	-
Arterial Street Pavement	-	-	-	15,000	-	-
Residential Street Pavement	-	-	-	5,000	-	-
Police Drug Seizure	-	-	1,000	5,000	-	-
Hotel-Motel Tax	-	-	-	75,000	-	-
Redondo Zone	-	-	5,500	53,097	-	-
PBPW Automation	-	-	-	96,726	-	-
Abatement	-	-	-	200	-	-
Automated Speed Enforce	31,582	12,162	-	228,500	141,136	-
Transportation Benefit District	-	-	-	426,700	15,000	-
<b><u>DEBT SERVICE FUNDS:</u></b>						
Debt Service	-	-	-	15,920	-	-
<b><u>CONSTRUCTION FUNDS:</u></b>						
Construction	-	-	-	25,000	2,792,807	12,115,560
<b><u>ENTERPRISE FUNDS:</u></b>						
Marina	676,633	278,428	1,118,218	876,082	934,830	100,000
Surface Water Management	840,273	401,837	75,300	1,363,804	592,935	2,063,935
<b><u>INTERNAL SERVICE FUNDS:</u></b>						
Equip Rental Operations	108,123	65,353	245,350	74,665	-	57,830
Equip Rental Replacement	-	-	-	-	-	851,860
Facility Repair & Replacement	-	-	-	54,000	-	25,000
Computer Operations	186,476	63,770	31,000	218,745	-	-
Computer Replacement	-	-	-	-	71,000	187,915
Self Insurance	-	-	-	666,660	-	-
Unemployment Insurance	-	-	-	75,000	-	-
<b>TOTAL ALL FUNDS</b>	<b>11,590,135</b>	<b>4,468,310</b>	<b>2,049,268</b>	<b>10,693,117</b>	<b>4,939,050</b>	<b>15,482,100</b>

<u>Debt Service</u>	<u>Ending Fund Balance</u>	<u>TOTAL USES</u>
-	2,258,960	21,601,470
-	103,263	1,616,821
-	-	15,000
-	356,710	361,710
-	26,434	32,434
-	40,927	115,927
-	28,487	87,084
-	25,274	122,000
-	1,792	1,992
-	5,856	419,236
-	506,216	947,916
391,052	43,690	450,662
-	1,446,996	16,380,363
819,830	2,072,972	6,876,993
-	2,190,632	7,528,716
-	94,650	645,971
-	1,438,224	2,290,084
-	63,537	142,537
-	8,308	508,299
3,625	265,433	527,973
-	261,417	928,077
-	306,252	381,252
<u>1,214,507</u>	<u>11,546,030</u>	<u>61,982,517</u>

**REVENUE SUMMARY  
GENERAL FUND**

SOURCE OF REVENUE	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
<b>TAXES:</b>					
GENERAL PROPERTY	\$ 2,984,754	\$ 3,612,380	\$ 3,553,492	4,435,938	4,725,045
RETAIL SALES TAX	2,182,754	2,406,024	2,556,047	2,823,840	3,168,000
<b>B&amp;OTAXES</b>					
General B&O	534,260	596,834	529,580	723,140	706,980
Gambling	19,714	26,270	21,807	25,000	25,000
Electricity	1,090,383	1,108,521	1,031,392	1,110,300	980,000
Natural Gas	411,812	400,871	377,612	412,200	338,000
Solid Waste	207,339	209,634	196,793	289,867	290,000
Cable TV	474,341	501,993	474,988	716,133	895,885
Telephone	796,932	768,929	726,326	847,200	704,000
Water & Sewer	-	-	-	-	904,250
Surface Water	137,803	141,655	145,655	203,373	514,467
<b>EXCISE TAXES:</b>					
Leasehold	105,670	113,359	133,322	127,550	153,000
Total taxes	<u>8,945,762</u>	<u>9,886,470</u>	<u>9,747,014</u>	<u>11,714,541</u>	<u>13,404,627</u>
<b>LICENSES AND PERMITS:</b>					
BUSINESS LICENSES	163,210	170,455	220,778	170,500	275,975
FRANCHISE FEES	903,379	915,733	942,605	975,700	996,000
BUILDING PERMITS	571,042	823,659	646,539	1,048,787	1,266,000
ANIMAL LICENSES	35,254	33,121	29,794	33,100	33,000
<b>OTHER</b>					
Total Licenses & Permits	<u>1,672,885</u>	<u>1,942,968</u>	<u>1,839,716</u>	<u>2,228,087</u>	<u>2,570,975</u>
<b>INTERGOVERNMENTAL:</b>					
GRANTS	463,300	149,655	116,911	120,667	88,275
<b>STATE SHARED REVENUES</b>					
City Assistance	66,002	93,177	98,635	102,860	90,000
Judicial Salary Assistance	22,632	22,796	23,224	23,600	22,000
Criminal Justice (Pop)	6,689	7,143	9,623	7,500	9,600
Criminal Justice (Programs)	25,148	26,587	35,527	26,730	37,000
Marijuana State Shared Revenue	-	-	-	-	55,000
DUI-Cities	5,548	5,396	6,673	5,500	6,000
Liquor Excise Tax	109,317	19,896	70,803	81,380	75,000
Liquor Board Profits	296,060	266,973	264,162	263,360	260,000
Total Intergovernmental	<u>\$ 994,696</u>	<u>\$ 591,623</u>	<u>\$ 625,558</u>	<u>\$ 631,597</u>	<u>\$ 642,875</u>

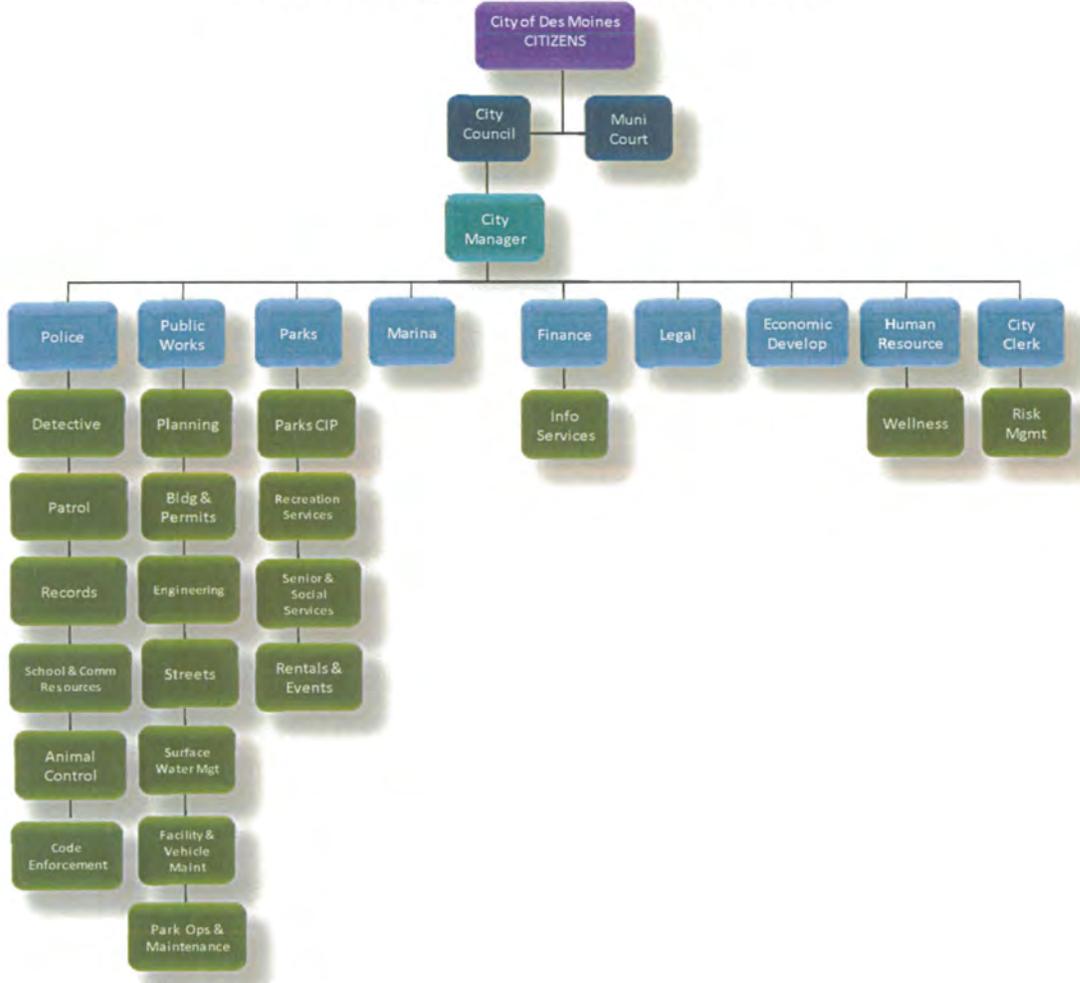
**REVENUE SUMMARY  
GENERAL FUND**

SOURCE OF REVENUE	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
<b>CHARGES FOR SERVICE:</b>					
GENERAL GOVERNMENT	\$ 1,300,334	\$ 1,452,762	\$ 1,371,727	1,280,818	1,413,775
PUBLIC SAFETY	255,620	268,244	267,337	280,150	229,450
TRANSPORTATION			-		
NATURAL & ECONOMIC	362,399	551,761	683,983	677,510	576,100
SOCIAL SERVICES	23,490	23,042	25,378	28,211	31,500
CULTURE AND RECREATION	699,737	731,189	916,274	818,480	923,175
	<u>2,641,580</u>	<u>3,026,998</u>	<u>3,264,699</u>	<u>3,085,169</u>	<u>3,174,000</u>
<b>FINES &amp; FORFEITURES</b>					
COURT & TRAFFIC	258,502	302,202	268,417	247,750	218,350
NON-TRAFFIC	22,730	21,442	20,423		
NON-COURT	-	3,474	2,139	2,000	3,000
	<u>281,232</u>	<u>327,118</u>	<u>290,979</u>	<u>249,750</u>	<u>221,350</u>
<b>MISCELLANEOUS REVENUE:</b>					
INTEREST EARNINGS	24,825	27,720	36,120	30,000	33,500
RENTS	116,827	195,095	266,764	259,900	330,625
CONTRIBUTIONS	75,016	19,199	52,633	6,400	9,400
OTHER MISCELLANEOUS	11,408	(59,090)	19,558	20,000	9,900
	<u>228,076</u>	<u>182,924</u>	<u>375,075</u>	<u>316,300</u>	<u>383,425</u>
<b>TOTAL GENERAL FUND REVENUE</b>	<u>14,764,231</u>	<u>15,958,101</u>	<u>16,143,041</u>	<u>18,225,444</u>	<u>20,397,252</u>
<b>OTHER FINANCING SOURCES:</b>					
DEBT PROCEEDS	-	-	-		
OTHER SOURCES	10,437	-	5,218	5,000	-
TRANSFERS	258,764	14,361	300,000		
	<u>269,201</u>	<u>14,361</u>	<u>305,218</u>	<u>5,000</u>	<u>-</u>
<b>TOTAL GENERAL FUND REVENUE &amp; FINANCING SOURCES</b>	<u>15,033,432</u>	<u>15,972,462</u>	<u>16,448,259</u>	<u>18,230,444</u>	<u>20,397,252</u>
<b>BEGINNING FUND BALANCE</b>	2,137,234	1,332,511	974,937	807,047	1,204,218
<b>TOTAL FUND RESOURCES</b>	<u>\$ 17,170,666</u>	<u>\$ 17,304,973</u>	<u>\$ 17,423,196</u>	<u>\$ 19,037,491</u>	<u>\$ 21,601,470</u>

**EXPENDITURE SUMMARY**  
(Excluding Ending Fund Balance)  
**ALL FUNDS**

	2012 <u>ACTUAL</u>	2013 <u>ACTUAL</u>	2014 <u>ACTUAL</u>	2015 <u>BUDGET</u>	2016 <u>BUDGET</u>
General	\$ 16,494,854	\$ 15,967,463	\$ 16,831,762	\$ 17,909,029	\$ 19,342,510
Street Maintenance	970,515	1,086,911	1,123,831	1,171,278	1,513,558
Arterial Street Pavement	0	0	0	-	15,000
Residential Street Pavement	0	0	0	-	5,000
Police Drug Seizure	6,283	2,390	2,528	15,000	6,000
Hotel-Motel Tax	15,134	19,822	20,239	20,000	75,000
Redondo Zone	-	-	-	-	58,597
PBPW Automation	-	-	-	-	96,726
Abatement	-	-	-	-	200
Automated Speed Enforce	148,882	423,163	383,286	367,878	413,380
Transportation Benefit District	383,487	428,674	457,227	421,700	441,700
Debt Service	-	-	-	3,419	406,972
Construction	4,013,844	8,605,551	8,215,734	9,723,004	14,933,367
Marina	7,607,680	4,912,053	4,819,825	5,121,964	4,804,021
Surface Water Management	3,655,274	3,002,921	2,686,094	4,794,211	5,338,084
Equip Rental Operations	587,864	511,148	514,534	617,749	551,321
Equip Rental Replacement	184,898	18,208	206,208	673,700	851,860
Facility Repair & Replacement	108,035	44,343	140,699	238,475	79,000
Computer Operations	482,623	473,977	437,125	426,165	499,991
Computer Replacement	93,241	147,575	124,808	276,752	262,540
Self Insurance	672,908	550,862	567,611	662,842	666,660
Unemployment Insurance	37,601	10,431	17,082	50,000	75,000
<b>TOTAL ALL FUNDS</b>	<u>\$ 35,463,123</u>	<u>\$ 36,205,492</u>	<u>\$ 36,548,593</u>	<u>\$ 42,493,166</u>	<u>\$ 50,436,487</u>

CITY OF DES MOINES ORGANIZATION CHART



**GENERAL FUND EXPENDITURE SUMMARY  
BY DEPARTMENT**

<b>DEPARTMENT</b>	<b>2012 ACTUAL</b>	<b>2013 ACTUAL</b>	<b>2014 ACTUAL</b>	<b>2015 BUDGET</b>	<b>2016 BUDGET</b>
City Council	76,346	70,018	81,180	77,801	90,561
Municipal Court	833,992	857,918	873,121	925,331	955,882
City Manager	1,698,377	1,577,131	1,699,717	1,439,328	1,580,812
Finance	854,311	948,033	952,242	982,677	1,175,602
Legal	542,071	552,896	565,151	607,147	612,919
Police	7,122,660	7,234,764	7,622,719	8,221,654	8,733,736
Plan, Bldg & PW Admin	3,123,399	2,854,006	3,060,988	3,452,331	3,735,516
Parks, Rec & Sr Services	1,526,978	1,707,296	1,813,430	1,977,917	1,952,430
NonDepartmental	716,720	165,401	163,214	224,843	505,052
Total Operations	16,494,854	15,967,463	16,831,762	17,909,029	19,342,510
Ending Fund Balance	960,575	979,907	677,557	1,128,584	2,258,960
Total Expenditures	17,455,429	16,947,370	17,509,319	19,037,613	21,601,470

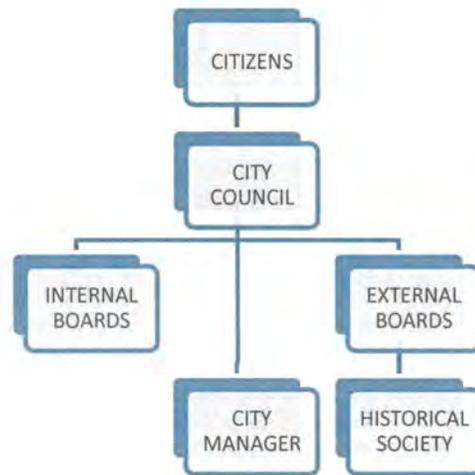
**GENERAL FUND EXPENDITURE SUMMARY  
BY CATEGORY**

<b>CATEGORY</b>	<b>2012 ACTUAL</b>	<b>2013 ACTUAL</b>	<b>2014 ACTUAL</b>	<b>2015 BUDGET</b>	<b>2016 BUDGET</b>
Salaries & Wages	8,407,609	8,152,328	8,615,640	9,205,818	9,394,752
Personnel Benefits	2,915,512	3,021,926	3,203,233	3,496,296	3,513,497
Supplies	434,646	415,880	411,833	458,599	470,700
Other Services & Charges	4,105,167	4,262,097	4,538,075	4,632,459	5,492,219
Capital Outlay	9,264	44,243	-	6,000	80,000
Transfers & Pass Through	622,656	70,989	62,981	109,857	391,342
Debt Service	-	-	-	-	-
Total Operations	16,494,854	15,967,463	16,831,762	17,909,029	19,342,510
Ending Fund Balance	960,575	979,907	677,557	1,128,584	2,258,960
Total Expenditures	17,455,429	16,947,370	17,509,319	19,037,613	21,601,470

INDIVIDUAL  
GENERAL  
FUND  
DEPARTMENTS

## CITY COUNCIL

The City has a Council-Manager form of government. The City Council consists of seven members elected for four-year, overlapping terms. The Mayor, elected by the City Council, has equal voting rights with other council members and possesses no veto power. The City Council appoints the City Manager to act as the chief executive officer of the city.



The City Council is responsible for:

Developing municipal policy and providing direction to the City Manager.

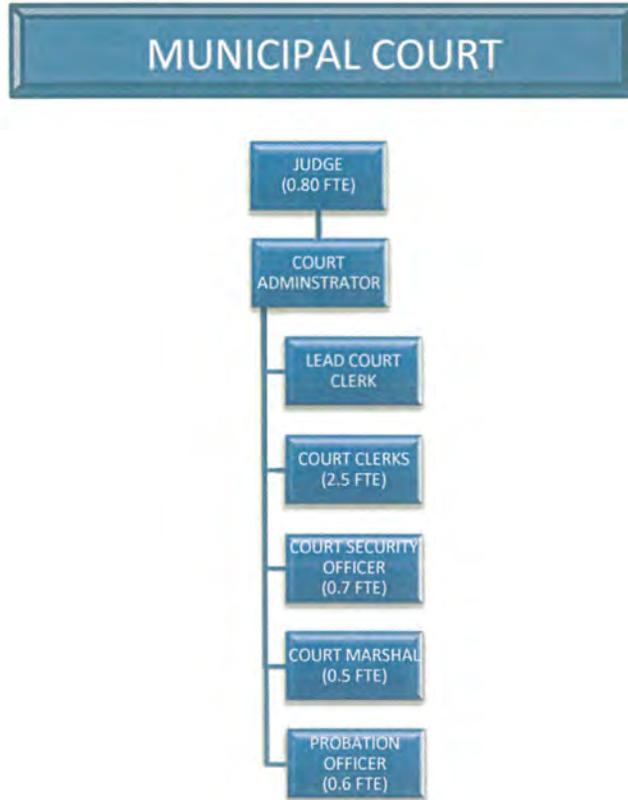
Overseeing municipal finances, approving contracts, acquisition and/or conveyance of land and other property, adoption and amendment of the city's Comprehensive Land Use Plan and exercising municipal legislative authority to continue provision of cost-effective municipal services.

Providing leadership in the on-going efforts to diversify and expand Des Moines' economy.

## CITY COUNCIL EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Salaries & Wages	60,950	55,300	53,250	58,700	74,000
Personnel Benefits	5,425	4,963	4,894	5,634	5,781
Supplies	1,380	905	1,427	1,600	1,500
Other Services & Charges	8,592	8,850	21,609	11,867	9,280
Total Expenditures	76,347	70,018	81,180	77,801	90,561

PERSONNEL SUMMARY					
NUMBER OF EMPLOYEES					
POSITION	2012	2013	2014	2015	2016
Mayor	1.00	1.00	1.00	1.00	1.00
Council Member	6.00	6.00	6.00	6.00	6.00
Total	7.00	7.00	7.00	7.00	7.00



Des Moines Municipal is a court of limited jurisdiction created by statute. It has jurisdiction to hear:

- Certain criminal misdemeanors
- Traffic infractions
- Non-traffic infractions
- Parking tickets

The court contains the following programs:

- General municipal court
- Probation services

## MUNICIPAL COURT EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Salaries & Wages	500,984	532,212	539,908	581,951	556,339
Personnel Benefits	169,604	184,575	211,810	220,872	201,508
Supplies	17,330	18,619	11,799	13,360	27,700
Other Services & Charges	146,073	107,911	109,604	109,148	138,335
Capital Outlay	0	14,600	0		32,000
Total Expenditures	833,991	857,917	873,121	925,331	955,882

PERSONNEL SUMMARY					
NUMBER OF EMPLOYEES					
POSITION	2012	2013	2014	2015	2016
Judge	1.00	1.00	1.00	0.80	0.80
Court Administrator	1.00	1.00	1.00	1.00	1.00
Lead Court Clerk	1.00	1.00	1.00	1.00	1.00
Court Clerks	3.00	3.00	3.00	3.00	2.50
Court Marshal		0.60	0.60	0.50	0.50
Court Security Officer	0.60	0.60	0.60	0.70	0.70
Court Transport Officer	0.60				
Court Gate Guard					
File Clerk	0.20	0.50	0.50		
Probation Officer				0.60	0.60
<b>Total</b>	7.40	7.70	7.70	7.60	7.10



The City Manager is the chief administrative and executive officer and is responsible for:

- Implementing City Council policies and overseeing municipal operations.
- Representing the City on intergovernmental issues and pursuing economic development.
- Pursuing economic development opportunities.
- Coordinating all city services through the respective department Directors.

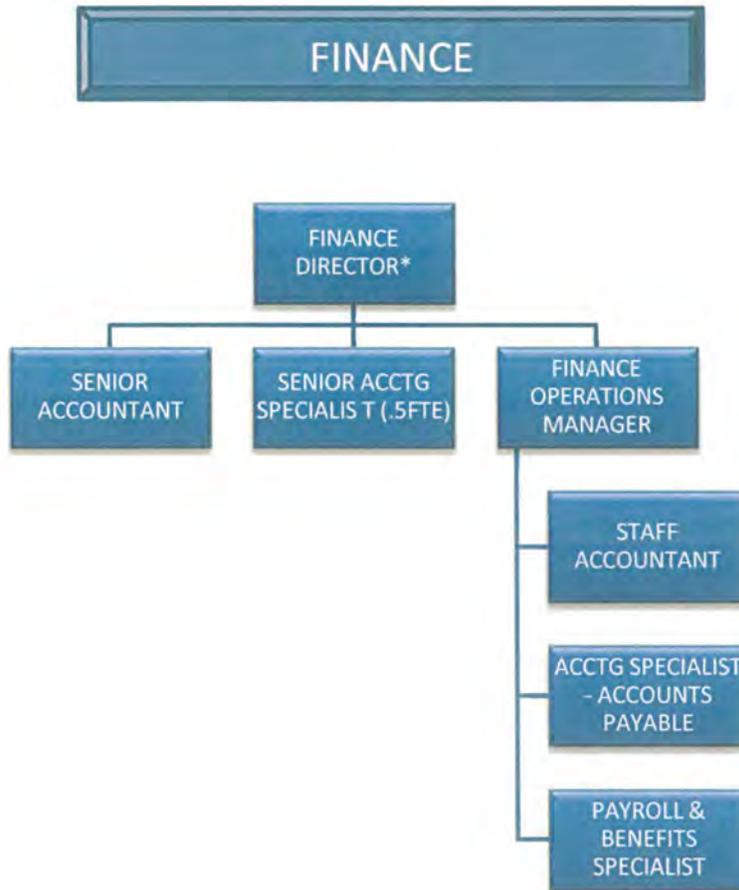
The City Manager's office administers the following programs:

- Executive Office
- Hearing Examiner
- Economic Development
- Public Defender
- City Clerk
- Human Resources
- Employee Wellness
- Printing and Duplicating
- Community Information Services
- Jail Services

**CITY MANAGER EXPENDITURES**

<b>CATEGORY</b>	<b>2012 ACTUAL</b>	<b>2013 ACTUAL</b>	<b>2014 ACTUAL</b>	<b>2015 BUDGET</b>	<b>2016 BUDGET</b>
Salaries & Wages	539,232	500,602	540,354	533,379	572,407
Personnel Benefits	174,946	176,521	189,247	182,813	194,490
Supplies	6,773	3,453	17,457	8,975	6,150
Other Services & Charges	968,162	896,555	952,659	714,161	807,765
Capital Outlay	9,264	-	-		
<b>Total Expenditures</b>	<b>1,698,377</b>	<b>1,577,131</b>	<b>1,699,717</b>	<b>1,439,328</b>	<b>1,580,812</b>

<b>PERSONNEL SUMMARY</b>					
<b>NUMBER OF EMPLOYEES</b>					
<b>POSITION</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
City Manager	1.00	1.00	1.00	1.00	1.00
ACM/Economic Develop Director				1.00	1.00
ACM/Human Resource Mgr	1.00	1.00	1.00		
Economic Development Manager	1.00	1.00	1.00		
Human Resources Manager				1.00	1.00
City Clerk	1.00	1.00	1.00	1.00	1.00
Executive Asst/HR Technician	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00				
<b>Total</b>	<b>6.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>



The Finance Department is responsible for:

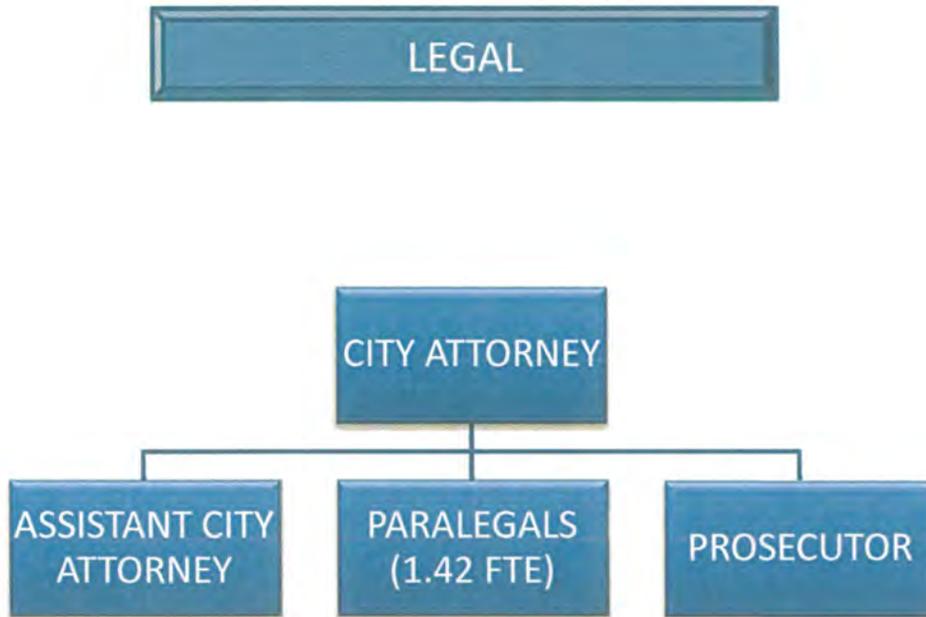
- Accounting, budgeting, and reporting services.
- Forecasting and data analysis.
- Cash deposits, payments, billings, investment, capital assets, and system reconciliations.
- Debt issuance, payments and reporting.
- City-wide internal controls design, implementation, and monitoring.
- Contracted services for audits, election activities, King County Detox program, fire and pollution control.

*\*The Finance Director is also responsible for administration of the city's information systems; the costs for which are reported in the internal services funds rather than in the General Fund.*

## FINANCE DEPARTMENT EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Salaries & Wages	482,265	503,566	519,221	521,884	548,535
Personnel Benefits	159,769	173,976	167,641	205,381	195,747
Supplies	3,816	5,598	4,993	4,800	4,000
Other Services & Charges	208,461	264,893	260,386	250,612	427,320
Total Expenditures	854,311	948,033	952,241	982,677	1,175,602

PERSONNEL SUMMARY					
NUMBER OF EMPLOYEES					
POSITION	2012	2013	2014	2015	2016
Financial & Info Systems Director	1.00	1.00	1.00	1.00	1.00
Finance Operations Manager	1.00	1.00	1.00	1.00	1.00
Accounting Operations Manager		1.00	1.00		
Accountant II - General Ledger	1.00				
Senior Accountant				1.00	1.00
Senior Accounting Specialist	0.80	0.80	0.53	0.50	0.50
Staff Accountant					1.00
Accounting Technician*				1.00	
Payroll & Benefits Specialist	1.00	1.00	1.00	1.00	1.00
Acctg Specialist - Accts Payable	1.00	1.00	1.00	1.00	1.00
<b>Total</b>	<b>5.80</b>	<b>5.80</b>	<b>5.53</b>	<b>6.50</b>	<b>6.50</b>



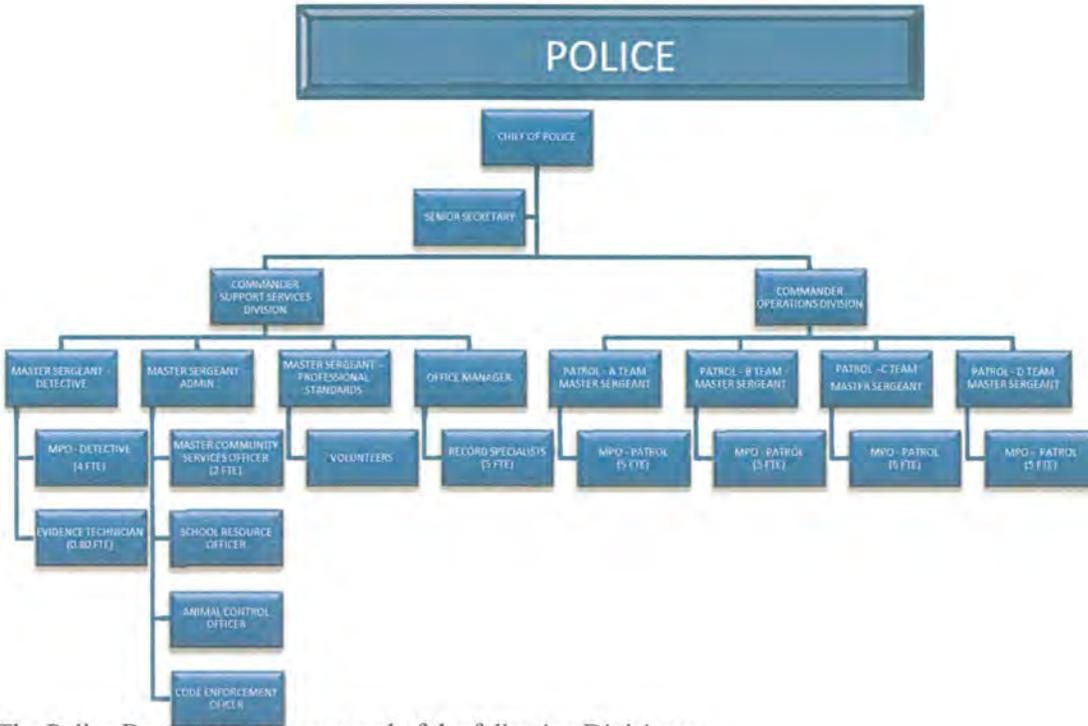
The Legal Department provides the following services:

The City Attorney is the City's chief legal advisor and is responsible for counseling all city departments and the City Council and supervises all legal work assigned to outside counsel. The City Attorney attends all council meetings and executive sessions. The Legal Department provides support in all matters before hearing examiners, judges, civil litigation, and provides general legal advice to all departments. The department writes formal legal opinions, ordinance and resolutions as well as reviews written agreements and real property instruments. It provides prosecution for all phases of criminal and civil actions.

## LEGAL DEPARTMENT EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Salaries & Wages	364,294	377,582	391,317	410,642	413,670
Personnel Benefits	114,267	122,263	128,091	132,451	132,934
Supplies	8,411	6,361	5,747	8,715	7,000
Other Services & Charges	55,099	46,690	39,997	55,339	59,315
Total Expenditures	542,071	552,896	565,152	607,147	612,919

PERSONNEL SUMMARY					
NUMBER OF EMPLOYEES					
POSITION	2012	2013	2014	2015	2016
City Attorney	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney	1.00	1.00	1.00	1.00	1.00
Prosecutor	0.80	1.00	1.00	1.00	1.00
Domestic Violence Paralegal	-	-	-	0.15	-
Paralegals	1.20	1.30	1.50	1.42	1.42
<b>Total</b>	<b>4.00</b>	<b>4.30</b>	<b>4.50</b>	<b>4.57</b>	<b>4.42</b>



The Police Department is composed of the following Divisions:

**Administrative.** This division directs all municipal police personnel activities, ensuring efficient operation of the police department. It supervises all police functions including law and ordinance enforcement, maintenance of order, traffic control, investigation, training and discipline of personnel. It formulates work methods, procedures, policies and regulations, prepares annual budgets and attends civic meetings.

**Detective.** This division investigates crime occurring within the City of Des Moines. It is responsible for identification and apprehension of offenders and the recovery of stolen property. Detectives also investigate narcotics and vice crime and will seize and attain forfeiture of properties as allowed by law.

**Patrol.** This division promotes the safety and security primarily through the deterrence and apprehension of offenders. It handles citizen calls for service, manages on-scene situations, enforces traffic laws, performs security checks of commercial and residential properties and other services.

**Crime Prevention.** This division manages community related activities such as the safe-walk-to-school program, neighborhood watch associations, etc. It is also responsible for development of crime bulletins.

**Animal Control.** This unit patrols for animals at large, investigates animal related complaints, prepares cases for court and ensures that animal owners comply with municipal ordinances.

**Automated Speed Enforcement.** This program promotes safety incentive by providing camera tickets to those motorists speeding in two school zones.

Also there are also divisions for Training, Civil Service, Facility Maintenance and the Property Evidence Room.

## POLICE DEPARTMENT EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Salaries & Wages	4,012,885	3,957,828	4,164,252	4,470,259	4,432,536
Personnel Benefits	1,475,987	1,563,157	1,626,828	1,763,103	1,752,482
Supplies	218,100	209,291	201,405	228,032	240,800
Other Services & Charges	1,415,688	1,485,419	1,630,235	1,760,260	2,285,918
Capital Outlay	-	19,069	-	-	22,000
Total Expenditures	7,122,660	7,234,764	7,622,720	8,221,654	8,733,736

PERSONNEL SUMMARY					
NUMBER OF EMPLOYEES					
POSITION	2012	2013	2014	2015	2016
Chief of Police	1.00	1.00	1.00	1.00	1.00
Commander	2.00	2.00	2.00	2.00	2.00
Master Sergeant/ Detective	1.00	1.00	1.00	1.00	1.00
MPO/ Detectives	4.00	4.00	4.00	4.00	4.00
Master Sergeant/ Prof Standards	1.00	1.00	1.00	1.00	1.00
Master Sergeant/ Administrative	1.00	1.00	1.00	1.00	1.00
Master Sergeant/ Patrol	4.00	4.00	4.00	4.00	4.00
MPO/ Patrol	22.00	17.00	17.00	17.00	20.00
School Resource Officer	1.00	1.00	1.00	1.00	1.00
Master Community Service Officer	2.00	2.00	2.00	2.00	2.00
Master Animal Control	1.00	1.00	1.00	1.00	1.00
Evidence Technician	0.80	0.80	0.80	0.80	0.80
Office Manager	1.00	1.00	1.00	1.00	1.00
Senior Secretary	1.00	1.00	1.00	1.00	1.00
Record Specialists	6.00	5.00	5.00	5.00	5.00
<b>Total</b>	<b>48.80</b>	<b>42.80</b>	<b>42.80</b>	<b>42.80</b>	<b>45.80</b>



The Planning, Building and Public Works Administration functions funded by the General Fund include:

**Administrative.** Manages the divisions and programs listed below.

**Facility and Park Maintenance.** Provides for routine building maintenance for the city-buildings. Also provides landscape, design and maintenance for parks, municipal buildings, right-of-way, trails, street planting areas, city benches, support for special events and park operations.

**Building Division.** Oversees building construction. It reviews building plans, issues permits and inspects buildings during construction to ensure compliance with approved plans and codes.

**City Project Management.** Provides management of projects listed in the city's CIP plan.

**Code Enforcement.** Provides enforcement of the City's Municipal Code, International Building Code, International Fire Code, RCW codes and WAC codes.

**Engineering Services.** This division is responsible for the city's transportation infrastructure systems. It studies and plans for improvements, seeks grant funding, designs and oversees construction. It also reviews residential and commercial development plans.

**Planning & Development Services.** Planning Services assists in developing and implementing long range land use plans. Development Services reviews proposals and drafts code and zoning amendments.

**Joint & Minor Home Repair.** Provides funding to low income families for minor home repairs.

*\*The Director is also responsible for administration of the city's Surface Water Management Fund and Street Fund maintenance, Surface Water Fund maintenance and vehicle maintenance and replacement; the costs for which are reported in those funds rather than in the general fund.*

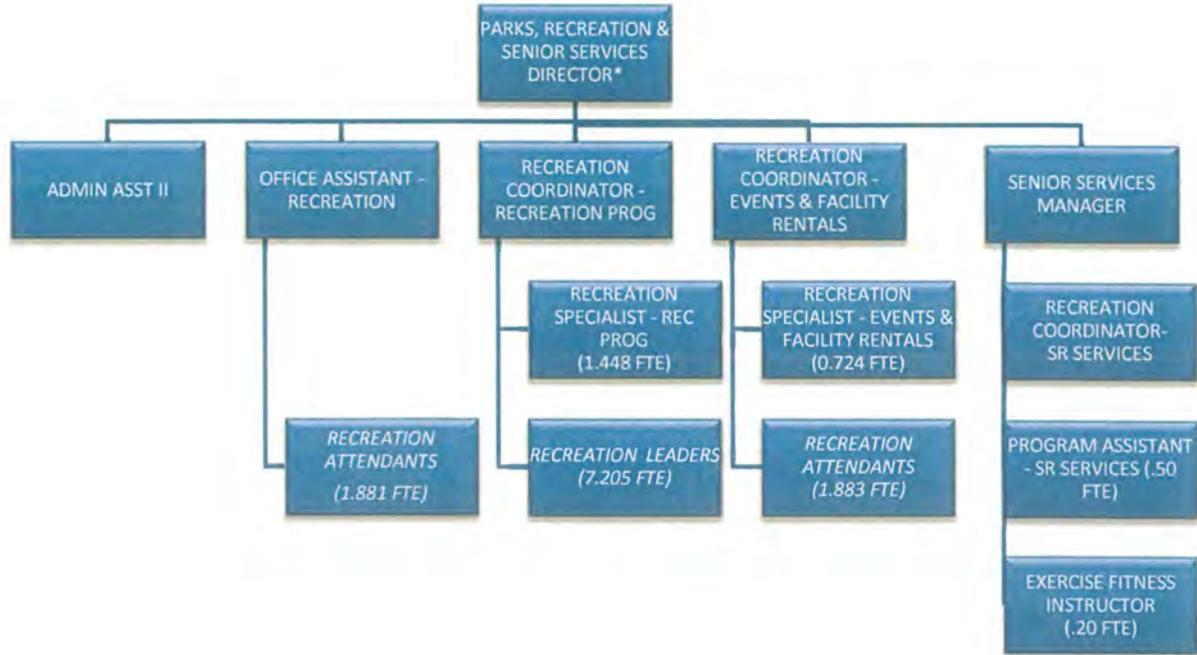
## PLANNING, BLDG & PW ADMIN DEPARTMENT EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Salaries & Wages	1,651,612	1,440,723	1,535,135	1,718,023	1,875,419
Personnel Benefits	574,854	530,117	589,948	687,125	747,252
Supplies	104,862	86,860	80,188	100,440	96,950
Other Services & Charges	792,070	796,306	855,717	946,743	984,453
Transfers & Pass Through	-	-	-	-	11,442
Capital Outlay	-	-	-	-	20,000
Total Expenditures	3,123,398	2,854,006	3,060,988	3,452,331	3,735,516

## PLANNING, BLDG & PW ADMIN DEPARTMENT EXPENDITURES

PERSONNEL SUMMARY					
NUMBER OF EMPLOYEES					
POSITION	2012	2013	2014	2015	2016
<i>Administration</i>					
Plan, Bldg, PW Director	0.80	0.65	0.65	0.65	0.65
Admin Assistant II	0.45	0.60	0.60	0.60	0.60
GIS Administrator				0.30	0.30
Facilities & CIP Project Manager	1.00	1.00	1.00	1.00	1.00
Code Enforcement	1.00	1.00	1.00	1.00	-
<i>Public Works Maintenance</i>					
PW & Parks Maint Superintendent	0.30	0.30	0.30	0.30	0.30
Asst Superintendent PW & Parks Mtc	0.70	-	-	-	-
Senior Maint Worker-Facilities	1.00	1.00	1.00	1.00	1.00
Senior Maint Worker/Lead - Parks	-	-	1.00	1.00	1.00
Maint Worker - Parks	2.00	2.00	2.00	2.00	2.00
Extra-Hire Maint Worker	1.00	1.00	1.00	1.00	1.00
<i>Engineering &amp; CIP Services</i>					
Asst Director Transportation/Engrng	0.95				
Engineer Services Manager	-	0.90	0.90	0.90	0.90
Assoc Transportation Engineer	0.90	0.90	1.00	1.00	1.00
SWM Engineer	0.10	0.10	0.10	0.10	0.10
Engineering Inspector	1.00	1.00	1.00	1.00	1.00
Civil Engineer I	1.00	2.00	1.40	2.00	2.00
Transportation Tech	1.00				
Admin Assistant II	0.10	0.15	0.15	0.15	0.15
<i>Planning, Building &amp; Permits</i>					
Community Development Manager	1.00	1.00	1.00	1.00	1.00
Development Services Manager	1.00				
Senior Planner	1.00	1.00	1.00	1.00	1.00
Land Use Planner II	0.60	0.90	1.00	1.00	1.00
Building Official	1.00	1.00	1.00	1.00	1.00
Asst Bldg Official/Electr & Bldg Inspector	1.00	1.00	1.00	1.00	1.00
Building Inspector/Plans Examiner	3.00	1.00	1.00	2.00	2.00
Permit Coordinator	1.00	1.00	1.00	1.90	1.90
Permit Specialist I	1.00	1.00	0.90	-	-
Joint Minor Home Repair Program	0.10	0.10	0.10	0.10	0.10
Community Development Assistant				1.00	1.00
<b>Total</b>	<b>24.00</b>	<b>20.60</b>	<b>21.10</b>	<b>24.00</b>	<b>23.00</b>

## RECREATION & SR. SERVICES



The Parks, Recreation and Senior Services functions funded by the General Fund include:

**Administration.** Provides direction to the Department, including grant and capital project development. Supports landmarks commission and lodging tax program.

**Arts Commission.** Creates, promotes and delivers performing, community and public art programs and recommends works of art for City's facilities and the local environment.

**Health and Human Services.** Provides financial aid to non-profit human services organizations who assist Des Moines citizens in time of need.

**Recreation Programs.** Provides activities and services for all age groups to maintain our citizen's physical, mental and social wellness.

**Events & Rentals.** Provides management of the City's rental facilities.

**Senior Services.** Provides outreach to Des Moines and Normandy Park senior citizens to support learning and independence and encourage involvement with the Senior Center and the community.

**Senior Programs.** Provides special events, trips, lifelong learning and continuing education, sports leagues, fitness, and dance programs. Supported by fees and charges, sponsorships, and volunteers.

## PARKS, RECREATION AND SENIOR SERVICES DEPT EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Salaries & Wages	795,387	784,515	872,203	910,980	921,846
Personnel Benefits	240,660	266,354	284,774	298,917	283,303
Supplies	73,974	84,793	88,817	92,677	86,600
Other Services & Charges	416,958	561,061	567,635	669,343	654,681
Capital Outlay	-	10,574	-	6,000	6,000
Total Expenditures	1,526,979	1,707,297	1,813,429	1,977,917	1,952,430

PERSONNEL SUMMARY					
NUMBER OF EMPLOYEES					
POSITION	2012	2013	2014	2015	2016
Parks, Rec & Sr Services Director	1.00	1.00	1.00	1.00	1.00
Admin Assistant II	0.80	0.80	2.00	1.00	1.00
HEAL Grant Program	1.00				
<i>Recreation Program</i>					
Recreation Coordinator	2.00	1.00	1.00	1.00	1.00
Office Manager	1.00				
Office Specialist		1.00	1.00	1.00	1.00
Recreation Specialist	0.76	0.76	0.76	1.45	1.45
Extra-Hire Recreation Leader	6.13	6.13	5.62	5.57	5.57
Extra-Hire Recreation Attendant	5.15	5.11	3.63	3.51	3.51
<i>Events and Facilities Rental</i>					
Recreation Coordinator		1.00	1.00	1.00	1.00
Recreation Specialist	0.96			0.72	0.72
Extra-Hire Recreation Leader			0.51	0.27	0.27
Extra-Hire Recreation Attendant			1.33	1.62	1.62
<i>Senior Services &amp; Program</i>					
Senior Services Manager	1.00	1.00	1.00	1.00	1.00
Recreation Coordinator	1.00	1.00	1.00	1.00	-
Recreation Specialist - Sr Center					1.00
Program Assistant	0.50	0.50	0.50	0.50	0.50
Exercise Instructor	0.20	0.20	0.20	0.20	0.20
<b>Total</b>	<b>21.50</b>	<b>19.50</b>	<b>20.55</b>	<b>20.84</b>	<b>20.84</b>

## NONDEPARTMENTAL

Includes costs that benefit the city as a whole and which are not attributable to any single department such as:

City membership in a variety of organizations such as Association of Washington Cities, Highline College's Small Business's Development Center, etc.

Contract costs for fire protection and pollution control activities.

One time transfers of resources to supplement other funds ( such as equipment replacement) or as set asides for future use (such as one time revenues for future construction projects)

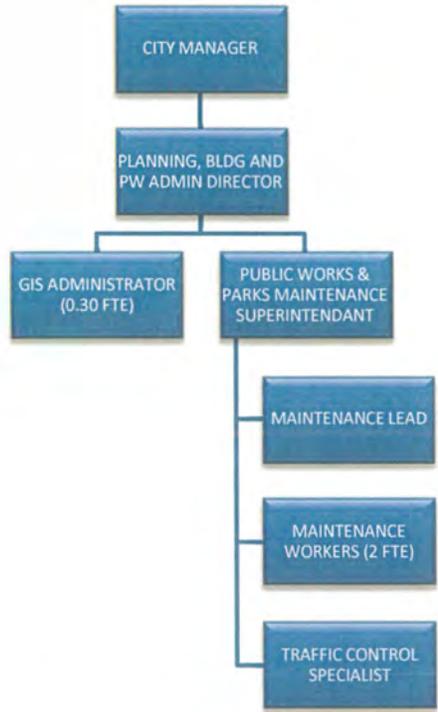
### NONDEPARTMENT EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Other Services & Charges	94,064	94,412	100,233	114,986	125,152
Transfers & Pass Through	622,656	70,989	62,981	109,857	379,900
Total Expenditures	716,720	165,401	163,214	224,843	505,052

# SPECIAL REVENUE FUNDS

*Special Revenue Funds are funds used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes.*

# STREET MAINTENANCE FUND



The Street Maintenance Fund contains the following programs:

- Roadway maintenance
- Traffic and pedestrian services
- Traffic control devices
- Snow and ice control
- Roadside vegetation
- Roadside litter clean up
- Maintenance administration

PERSONNEL SUMMARY					
NUMBER OF EMPLOYEES					
POSITION	2012	2013	2014	2015	2016
Plan, Bldg, PW Director	0.05	0.05	0.15	0.15	0.15
Asst Director Transp & Engineer	0.05	0.05			
Engineering Service Manager				0.10	0.10
GIS Administrator	0.10	0.10	0.10	0.30	0.30
PW & Parks Maint Superintendent	0.25	0.25	0.25	0.30	0.30
Asst. PW & Parks Maint Super		0.10			
Fleet Mechanic	1.00	1.00	1.00	1.00	1.00
Maintenance Worker	3.00	3.00	2.00	2.00	2.00
Traffic Control Specialist			0.70	1.00	1.00
Administrative Assistant II	0.10	0.05	0.05	0.05	0.05
<b>Total</b>	<b>4.55</b>	<b>4.60</b>	<b>4.25</b>	<b>4.90</b>	<b>4.90</b>

### STREET MAINTENANCE FUND REVENUES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Taxes	19,571	20,581	21,130	23,000	387,800
Licenses & Permits	-	-	-	-	-
Intergovernmental	990,263	613,984	661,941	609,300	640,000
Charges for Services	125	450,157	412,361	415,000	419,200
Miscellaneous Revenues	1,762	(9,202)	2,881	1,550	-
Other Financing Sources	-	-	-	5,000	-
Interfund Transfers	-	-	-	-	45,000
Total Revenues	<u>1,011,721</u>	<u>1,075,520</u>	<u>1,098,313</u>	<u>1,053,850</u>	<u>1,492,000</u>
Beginning Fund Balance	234,815	276,021	264,630	197,168	124,821
Total Resources	<u><u>1,246,536</u></u>	<u><u>1,351,541</u></u>	<u><u>1,362,943</u></u>	<u><u>1,251,018</u></u>	<u><u>1,616,821</u></u>

### STREET MAINTENANCE FUND EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Salaries & Wages	289,344	295,935	298,655	328,949	352,296
Personnel Benefits	132,177	125,699	123,493	136,979	133,263
Supplies	67,029	87,023	80,545	108,380	102,200
Other Services & Charges	465,077	557,340	620,136	595,968	925,799
Capital Outlay	15,491	19,912	-	-	-
Transfers	1,397	1,002	1,002	1,002	-
Total Operations	<u>970,515</u>	<u>1,086,911</u>	<u>1,123,831</u>	<u>1,171,278</u>	<u>1,513,558</u>
Ending Fund Balance	276,021	264,630	239,112	79,740	103,263
Total Expenditures	<u><u>1,246,536</u></u>	<u><u>1,351,541</u></u>	<u><u>1,362,943</u></u>	<u><u>1,251,018</u></u>	<u><u>1,616,821</u></u>

## ARTERIAL STREET PAVEMENT

### FUND REVENUES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Taxes					-
Charges for Services					-
Miscellaneous Revenues					-
Interfund Transfers					15,000
Total Revenues	-	-	-	-	15,000
Beginning Fund Balance	-	-	-	-	-
Total Resources	-	-	-	-	15,000

### FUND EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Supplies					
Other Services & Charges					15,000
Transfers	-	-	-	-	
Total Operations	-	-	-	-	15,000
Ending Fund Balance	-	-	-	-	-
Total Expenditures	-	-	-	-	15,000

## RESIDENTIAL STREET PAVEMENT

### FUND REVENUES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Taxes					361,710
Charges for Services					
Miscellaneous Revenues					-
Interfund Transfers					-
Total Revenues	-	-	-	-	361,710
Beginning Fund Balance					-
Total Resources	-	-	-	-	361,710

### FUND EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Supplies					
Other Services & Charges					5,000
Transfers					
Total Operations	-	-	-	-	5,000
Ending Fund Balance					356,710
Total Expenditures	-	-	-	-	361,710

## POLICE DRUG SEIZURE FUND

### FUND REVENUES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Intergovernmental					
Miscellaneous Revenues	153	2,188	598	15,004	500
Interfund Transfers					
Total Revenues	153.00	2,188.00	598.00	15,004	500
Beginning Fund Balance	15,809	9,679	9,477	7,334	31,934
Total Resources	15,962	11,867	10,075	22,338	32,434

### FUND EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Salaries & Wages					
Personnel Benefits					
Supplies	4,252	608	509	3,500	1,000
Other Services & Charges	2,031	1,782	2,019	11,500	5,000
Capital Outlay					
Total Operations	6,283	2,390	2,528	15,000	6,000
Ending Fund Balance	9,679	9,477	7,547	7,338	26,434
Total Expenditures	15,962	11,867	10,075	22,338	32,434

## HOTEL/MOTEL TAX FUND

### FUND REVENUES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Taxes	18,356	20,234	20,020	20,000	84,000
Intergovernmental					
Miscellaneous Revenues	7	9	6	8	0
Interfund Transfers					
Total Revenues	18,363	20,243	20,026	20,008	84,000
Beginning Fund Balance	4,722	7,951	8,372	8,379	31,927
Total Resources	23,085	28,194	28,398	28,387	115,927

### FUND EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Salaries & Wages					
Personnel Benefits					
Supplies					
Other Services & Charges	15,134	19,822	20,239	20,000	75,000
Capital Outlay					
Total Operations	15,134	19,822	20,239	20,000	75,000
Ending Fund Balance	7,951	8,372	8,159	8,387	40,927
Total Expenditures	23,085	28,194	28,398	28,387	115,927

## REDONDO ZONE FUND

### FUND REVENUES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Fines & Forfeitures					750
Miscellaneous Revenues					53,000
Interfund Transfers					
Total Revenues	-	-	-	-	53,750
Beginning Fund Balance					33,334
Total Resources	-	-	-	-	87,084

### FUND EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Supplies					5,500
Other Services & Charges					53,097
Transfers					-
Total Operations	-	-	-	-	58,597
Ending Fund Balance					28,487
Total Expenditures	-	-	-	-	87,084

## PBPW AUTOMATION FEE

### FUND REVENUES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Charges for Services					100,000
Miscellaneous Revenues					-
Interfund Transfers					
Total Revenues	-	-	-	-	100,000
Beginning Fund Balance					22,000
Total Resources	-	-	-	-	122,000

### FUND EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Other Services & Charges					96,726
Transfers					-
Total Operations	-	-	-	-	96,726
Ending Fund Balance					25,274
Total Expenditures	-	-	-	-	122,000

## ABATEMENT

### FUND REVENUES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Charges for Services					-
Fines & Forfeitures					500
Interfund Transfers					
Total Revenues	-	-	-	-	500
Beginning Fund Balance	-	-	-	-	1,492
Total Resources	-	-	-	-	1,992

### FUND EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Supplies					
Other Services & Charges					200
Transfers					-
Total Operations	-	-	-	-	200
Ending Fund Balance	-	-	-	-	1,792
Total Expenditures	-	-	-	-	1,992

## AUTOMATED SPEED ENFORCE

### FUND REVENUES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Charges for Services					-
Fines & Forfeitures	330,910	423,164	382,819	368,000	356,000
Miscellaneous Revenues					-
Interfund Transfers					
Total Revenues	330,910	423,164	382,819	368,000	356,000
Beginning Fund Balance		182,028	182,029		63,236
Total Resources	330,910	605,192	564,848	368,000	419,236

### FUND EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Salaries & Wages	25,270	26,856	22,218	33,159	31,582
Personnel Benefits	9,362	10,839	9,366	11,955	12,162
Supplies					-
Other Services & Charges	114,250	248,010	243,247	228,500	228,500
Transfers		108,092	108,455	94,264	141,136
Capital Outlay		29,366			-
Total Operations	148,882	423,163	383,286	367,878	413,380
Ending Fund Balance		182,029	181,562	122	5,856
Total Expenditures	330,910	605,192	564,848	368,000	419,236

## TRANSPORT BENEFIT DISTRICT

### FUND REVENUES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Taxes	419,423	417,583	424,531	420,000	880,000
Miscellaneous Revenues	109	120	270	50	-
Interfund Transfers					
Total Revenues	419,532	417,703	424,801	420,050	880,000
Beginning Fund Balance	333,268	369,313	358,342	7,386	67,916
Total Resources	752,800	787,016	783,143	427,436	947,916

### FUND EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Supplies					
Other Services & Charges	5,000	9,687	3,463	2,500	426,700
Transfers	378,487	418,987	453,764	419,200	15,000
Total Operations	383,487	428,674	457,227	421,700	441,700
Ending Fund Balance	369,313	358,342	325,916	5,736	506,216
Total Expenditures	752,800	787,016	783,143	427,436	947,916

# DEBT SERVICE FUNDS

*Debt Service Funds are funds used to account for the accumulation of resources to pay long term debt.*

## DEBT SERVICE FUND

### FUND REVENUES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Miscellaneous Revenues				3,419	-
Interfund Transfers					405,265
Total Revenues	-	-	-	3,419	405,265
Beginning Fund Balance	-	-	-	-	45,397
Total Resources	-	-	-	3,419	450,662

### FUND EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Other Services & Charges					15,920
Transfers				3,419	0
Debt Service					391,052
Total Operations	-	-	-	3,419	406,972
Ending Fund Balance	-	-	-	-	43,690
Total Expenditures	-	-	-	3,419	450,662

# CAPITAL & CONSTRUCTION FUND

*Construction Funds are funds used to account for major acquisition and construction of capital projects. Project spending often occurs in multiple years.*

## CONSTRUCTION FUND

### FUND REVENUES

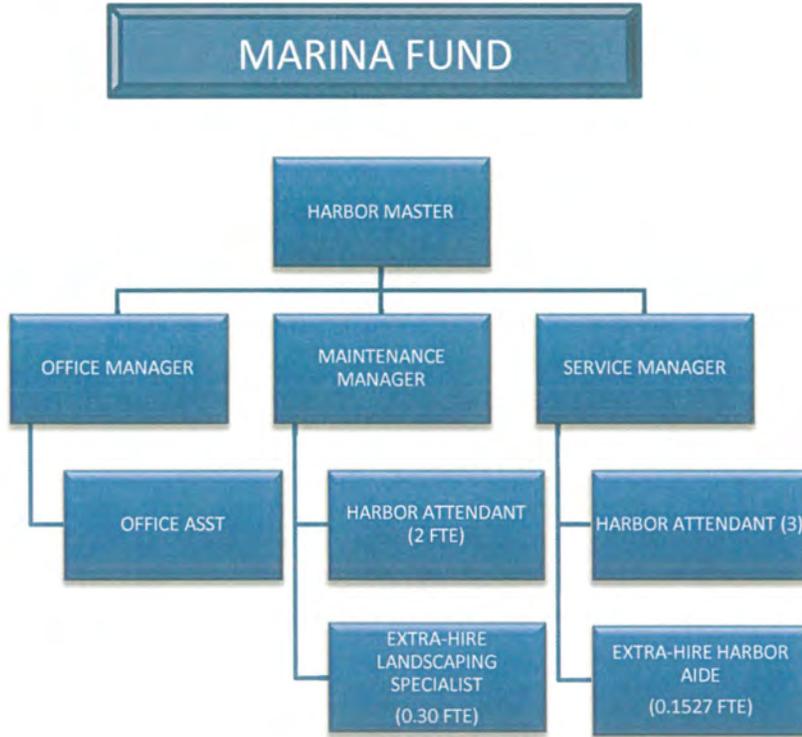
CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Taxes	470,253	646,699	1,026,194	705,000	1,039,270
Intergovernmental	2,505,778	4,423,275	4,367,707	1,638,811	8,280,205
Charges for Services	-	6,008,136	78,706	69,000	784,040
Miscellaneous Revenues	82,708	334,163	38,843	203,542	115,000
Interfund Transfers	623,595	767,582	967,702	3,419	2,976,020
Total Revenues	3,682,334	12,179,855	6,479,152	2,619,772	13,194,535
Beginning Fund Balance	333,268	1,758	3,576,062	2,948,052	3,185,828
Total Resources	4,015,602	12,181,613	10,055,214	5,567,824	16,380,363

### FUND EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Supplies	-	-	1,351		
Other Services & Charges			80,343		25,000
Transfers	630,572	738,622	999,491	672,416	2,792,807
Capital Outlay	3,383,272	7,866,929	7,134,549	9,050,588	12,115,560
Total Operations	4,013,844	8,605,551	8,215,734	9,723,004	14,933,367
Ending Fund Balance	1,758	3,576,062	1,839,480	1,493,430	1,446,996
Total Expenditures	4,015,602	12,181,613	10,055,214	11,216,434	16,380,363

# ENTERPRISE FUNDS

*Enterprise Funds are funds used to account for business-like activities where fees are charged to recover operating, debt and capital costs of an activity.*



PERSONNEL SUMMARY					
NUMBER OF EMPLOYEES					
POSITION	2012	2013	2014	2015	2016
Harbormaster	1.00	1.00	1.00	1.00	1.00
Office Manager	1.00	1.00	1.00	1.00	1.00
Office Assistant	0.80	0.60	0.60	1.00	1.00
Service Manager	1.00	1.00	1.00	1.00	1.00
Maintenance Manager	1.00	1.00	1.00	1.00	1.00
Events Specialist	0.20	0.40	0.40		-
Harbor Attendant	4.00	4.00	4.00	4.00	4.00
Extra-Hire Landscaping Specialist	-	0.30	0.30	0.30	0.30
Extra-Hire Harbor Aide	2.13	1.83	1.83	1.83	1.53
<b>Total</b>	<b>11.13</b>	<b>11.13</b>	<b>11.13</b>	<b>11.13</b>	<b>10.83</b>

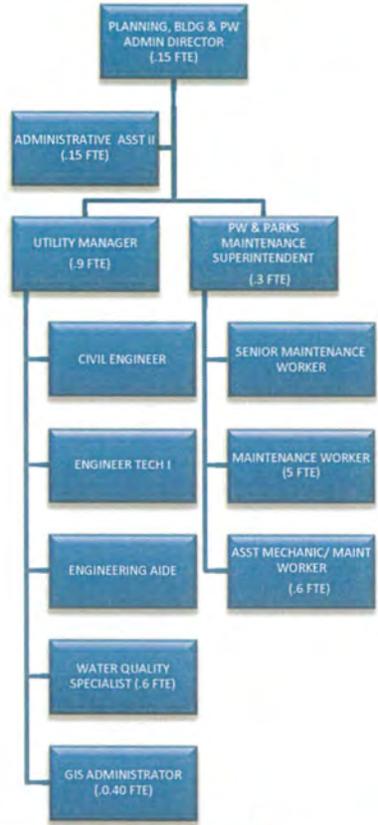
## FUND REVENUES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Intergovernmental	792	-	13,040	34,774	0
Charges for Services	1,268,420	1,409,519	1,441,960	1,473,060	1,209,023
Fines & Forfeits	7,743	18,617	18,162	18,000	15,220
Moorage Revenues	2,682,277	2,676,556	2,764,219	2,571,810	2,899,307
Other Financing Sources	2,991,588	265,411	490,786	0	4,459
Interfund Transfers In	444,384	483,017	514,018	513,436	919,830
Total Revenues	7,395,204	4,853,120	5,242,185	4,611,080	5,047,839
Beginning Fund Balance	2,096,157	1,883,681	1,824,748	1,235,809	1,829,154
Total Resources	9,491,361	6,736,801	7,066,933	5,846,889	6,876,993

## FUND EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Salaries & Wages	640,887	603,693	616,528	678,384	676,633
Personnel Benefits	247,058	256,429	268,135	290,998	278,428
Supplies	1,232,779	1,366,026	1,335,337	1,441,908	1,118,218
Other Services & Charges	1,275,309	1,264,883	1,145,119	918,876	876,082
Transfers Out	444,384	483,017	514,018	513,436	934,830
Capital Outlay	40,175	140,957	118,285	454,774	100,000
Debt Service	3,727,088	797,048	822,403	823,588	819,830
Total Expenditures	7,607,680	4,912,053	4,819,825	5,121,964	4,804,021
Ending Fund Balance*	1,883,681	1,824,748	2,247,108	724,925	2,072,972
Total Uses	9,491,361	6,736,801	7,066,933	5,846,889	6,876,993
Operating Fund Balance					1,209,855
Capital Fund Balance					-
Debt Service Fund Balance					68,376
Debt Reserve Fund Balance					794,741
* Total Ending Fund Balance					2,072,972

# SURFACE WATER MANAGEMENT FUND



PERSONNEL SUMMARY					
NUMBER OF EMPLOYEES					
POSITION	2012	2013	2014	2015	2016
Plan, Bldg, PW Director	0.10	0.15	0.15	0.15	0.15
Administrative Assistant	0.15	0.15	0.15	0.15	0.15
SWM Engineer			0.90	0.90	0.90
Asst Director Utilities & Env Eng.	0.90	0.90			
GIS Administrator			0.40	0.40	0.40
PW & Parks Maint Superintendent	0.35	0.35	0.30	0.30	0.30
Lead Maintenance Worker	1.00	1.00	1.00	1.00	1.00
Maintenance Worker	4.40	4.30	4.60	5.00	5.00
Engineering Technician	2.00	2.00	1.00	1.00	1.00
Engineering Aide	1.00	1.00	1.00	1.00	1.00
Traffic Technician	1.00	1.00	1.00	1.00	1.00
Water Quality - Civil Engineer				1.00	1.00
Assistant Mechanic/Maint Worker	0.10	0.60	0.60	0.60	0.60
Land Use Planner II	0.40	0.10			
<b>Total</b>	<b>11.40</b>	<b>11.55</b>	<b>11.10</b>	<b>12.50</b>	<b>12.50</b>

## FUND REVENUES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Intergovernmental	100,164	-	156,511	12,500	396,181
Charges for Services	2,531,874	2,600,959	2,650,116	2,820,343	3,264,518
Miscellaneous Revenues	13,544	7,101	6,663	104,200	437,050
Other Financing Sources	160,081	57,773	53,909	-	-
Interfund Transfers In	682,871	709,484	486,455	-	577,935
Total Revenues	3,488,534	3,375,317	3,353,654	2,937,043	4,675,684
Beginning Fund Balance	2,321,618	2,154,878	2,527,274	2,160,420	2,853,032
Total Resources	5,810,152	5,530,195	5,880,928	5,097,463	7,528,716

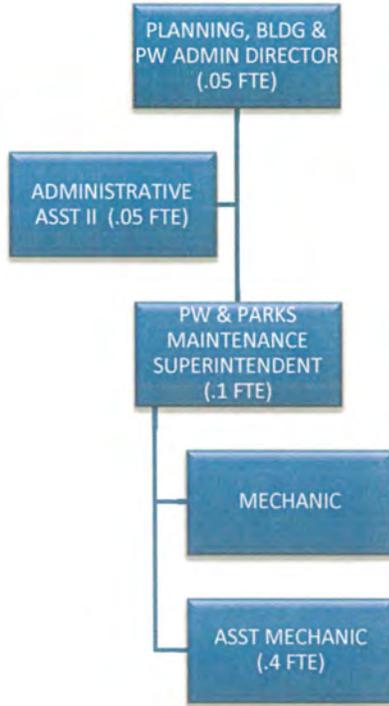
## FUND EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Salaries & Wages	712,253	724,606	759,170	784,530	840,273
Personnel Benefits	269,365	296,534	328,284	369,261	401,837
Supplies	62,551	75,627	75,465	92,645	75,300
Other Services & Charges	761,010	831,934	1,035,668	1,171,273	1,363,804
Transfers Out	683,528	710,536	487,507	759,502	592,935
Capital Outlay	1,165,547	362,664	-	1,615,980	2,063,935
Debt Service	1,020	1,020	-	1,020	-
Total Expenditures	3,655,274	3,002,921	2,686,094	4,794,211	5,338,084
Ending Fund Balance*	2,154,878	2,527,274	3,194,834	303,252	2,190,632
Total Uses	5,810,152	5,530,195	5,880,928	5,097,463	7,528,716
Operating Fund Balance					329,050
Capital Fund Balance					1,861,582
* Total Ending Fund Balance					2,190,632

# INTERNAL SERVICE FUNDS

*Internal Service Funds are funds used to account for business-like activities where fees are charged to city departments to recover both operating and capital activity costs.*

# EQUIPMENT RENTAL FUND



PERSONNEL SUMMARY					
NUMBER OF EMPLOYEES					
POSITION	2012	2013	2014	2015	2016
Plan, Bldg, PW Director	0.05	0.05	0.05	0.05	0.05
Administrative Assistant II	0.05	0.05	0.05	0.05	0.05
PW & Parks Maint Superintendent	0.10	0.10	0.10	0.10	0.10
Asst. PW & Parks Maint Super		0.10			
Mechanic	1.00	1.00	1.00	1.00	1.00
Assistant Mechanic	1.00	0.60	0.40	0.40	0.40
<b>Total</b>	<b>2.20</b>	<b>1.90</b>	<b>1.60</b>	<b>1.60</b>	<b>1.60</b>

## FUND REVENUES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Intergovernmental	2,178	-	-	-	-
Charges for Services	517,605	539,479	516,790	607,774	602,115
Miscellaneous Revenues	1,769	373	1,994	258	100
Other Financing Sources	9,266	1,424	1,424	-	-
Interfund Transfers In	33,742	0	-	-	-
Total Revenues	<u>564,560</u>	<u>541,276</u>	<u>520,208</u>	<u>608,032</u>	<u>602,215</u>
Beginning Fund Balance	152,527	129,223	159,351	172,749	43,756
Total Resources	<u><u>717,087</u></u>	<u><u>670,499</u></u>	<u><u>679,559</u></u>	<u><u>780,781</u></u>	<u><u>645,971</u></u>

## FUND EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Salaries & Wages	129,787	111,263	100,787	105,352	108,123
Personnel Benefits	48,593	51,541	51,625	43,590	65,353
Supplies	293,169	273,802	267,232	292,906	245,350
Other Services & Charges	116,038	74,265	94,890	76,161	74,665
Transfers Out					
Capital Outlay	-	-	-	99,463	57,830
Debt Service	277	277	-	277	-
Total Operations	<u>587,864</u>	<u>511,148</u>	<u>514,534</u>	<u>617,749</u>	<u>551,321</u>
Ending Fund Balance	129,223	159,351	165,025	163,032	94,650
Total Expenditures	<u><u>717,087</u></u>	<u><u>670,499</u></u>	<u><u>679,559</u></u>	<u><u>780,781</u></u>	<u><u>645,971</u></u>

## EQUIPMENT REPLACEMENT FUND

### FUND REVENUES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Intergovernmental	37,799	0	7,000	-	-
Charges for Services	68,979	93,124	387,808	300,089	865,334
Miscellaneous Revenues	2,937	2,893	3,599	3,300	-
Other Financing Sources	19,511	3,278	2,596	42,880	-
Interfund Transfers In	0	-	-	60,000	-
Total Revenues	129,226	99,295	401,003	406,269	865,334
Beginning Fund Balance	1,404,814	1,349,142	1,430,229	1,609,602	1,424,750
Total Resources	1,534,040	1,448,437	1,831,232	2,015,871	2,290,084

### FUND EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Supplies	4	-	-	-	-
Other Services & Charges	-	-	-	-	-
Transfers Out	33,742	-	-	-	-
Capital Outlay	151,152	18,208	206,208	673,700	851,860
Debt Service	-	-	-	-	-
Total Operations	184,898	18,208	206,208	673,700	851,860
Ending Fund Balance	1,349,142	1,430,229	1,625,024	1,342,171	1,438,224
Total Expenditures	1,534,040	1,448,437	1,831,232	2,015,871	2,290,084

## FACILITY REPAIR & REPLACEMENT

### FUND REVENUES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Charges for Services	75,835	75,835	75,835	75,835	75,830
Miscellaneous Revenues	59	92	102	66	-
Other Financing Sources					
Interfund Transfers In	33,118	-	50,000	-	-
Total Revenues	109,012	75,927	125,937	75,901	75,830
Beginning Fund Balance	52,502	53,479	85,063	146,990	66,707
Total Resources	161,514	129,406	211,000	222,891	142,537

### FUND EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Supplies					
Other Services & Charges	82,233	44,343	140,699	238,475	54,000
Transfers Out	-				
Capital Outlay	25,802	-			25,000
Total Operations	108,035	44,343	140,699	238,475	79,000
Ending Fund Balance	53,479	85,063	70,301	(15,584)	63,537
Total Expenditures	161,514	129,406	211,000	222,891	142,537

# COMPUTER OPERATIONS FUND



PERSONNEL SUMMARY					
NUMBER OF EMPLOYEES					
POSITION	2012	2013	2014	2015	2016
Information Services Mgr	1.00	1.00	1.00	1.00	1.00
Systems Administrator	1.00	1.00	1.00	1.00	1.00
GIS Administrator	1.00	1.00	1.00	-	
<b>Total</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>2.00</b>	<b>2.00</b>

## FUND REVENUES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Intergovernmental					
Charges for Services	480,436	460,046	344,394	368,491	503,895
Miscellaneous Revenues	132	91	575	95	-
Interfund Transfers In	6,789	7,994	-	19,900	-
Total Revenues	487,357	468,131	344,969	388,486	503,895
Beginning Fund Balance	113,103	117,837	111,991	65,702	4,404
Total Resources	600,460	585,968	456,960	454,188	508,299

## FUND EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Salaries & Wages	245,204	218,447	170,376	177,576	186,476
Personnel Benefits	93,922	78,619	64,166	68,831	63,770
Supplies	10,084	6,654	12,249	10,175	31,000
Other Services & Charges	133,136	169,980	190,334	169,306	218,745
Transfers Out					
Capital Outlay				-	-
Debt Service	277	277	-	277	-
Total Operations	482,623	473,977	437,125	426,165	499,991
Ending Fund Balance	117,837	111,991	19,835	28,023	8,308
Total Expenditures	600,460	585,968	456,960	454,188	508,299

## COMPUTER REPLACEMENT FUND

### FUND REVENUES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Intergovernmental					
Charges for Services	67,758	89,851	108,353	69,685	401,107
Miscellaneous Revenues	620	656	581	575	100
Other Financing Sources	-	-	-	-	-
Interfund Transfers In	27,770	30,270	6,000	23,500	-
Total Revenues	96,148	120,777	114,934	93,760	401,207
Beginning Fund Balance	345,062	347,969	321,171	282,888	126,766
Total Resources	441,210	468,746	436,105	376,648	527,973

### FUND EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Salaries & Wages					
Personnel Benefits					
Supplies	42,697	40,221	46,238	48,000	-
Other Services & Charges			7,006		
Transfers Out	6,789	7,994	-	8,400	71,000
Capital Outlay	43,755	99,360	67,940	216,728	187,915
Debt Service			3,624	3,624	3,625
Total Operations	93,241	147,575	124,808	276,752	262,540
Ending Fund Balance	347,969	321,171	311,297	99,896	265,433
Total Expenditures	441,210	468,746	436,105	376,648	527,973

## SELF INSURANCE FUND

### FUND REVENUES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Intergovernmental	19,979	-	-	-	-
Charges for Services	580,513	582,620	563,992	643,112	828,455
Miscellaneous Revenues	193	205	163	158	-
Other Financing Sources	-	5,000	5,000	-	-
Interfund Transfers In	20,000	-	-	-	-
Total Revenues	620,685	587,825	569,155	643,270	828,455
Beginning Fund Balance	163,729	111,506	148,469	135,437	99,622
Total Resources	784,414	699,331	717,624	778,707	928,077

### FUND EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Salaries & Wages	-	-	-	-	-
Personnel Benefits	-	-	-	-	-
Supplies	-	-	-	-	-
Other Services & Charges	672,908	550,862	567,611	662,842	666,660
Transfers Out	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Service	-	-	-	-	-
Total Operations	672,908	550,862	567,611	662,842	666,660
Ending Fund Balance	111,506	148,469	150,013	115,865	261,417
Total Expenditures	784,414	699,331	717,624	778,707	928,077

## UNEMPLOYMENT COMPENSATION

### FUND REVENUES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Charges for Services	53,015	51,755	53,585	58,385	58,385
Miscellaneous Revenues	285	274	217	275	50
Total Revenues	53,300	52,029	53,802	58,660	58,435
Beginning Fund Balance	190,414	206,113	247,711	284,456	322,817
Total Resources	243,714	258,142	301,513	343,116	381,252

### FUND EXPENDITURES

CATEGORY	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 BUDGET	2016 BUDGET
Other Services & Charges	37,601	10,431	17,082	50,000	75,000
Transfers Out					
Total Operations	37,601	10,431	17,082	50,000	75,000
Ending Fund Balance	206,113	247,711	284,431	293,116	306,252
Total Expenditures	243,714	258,142	301,513	343,116	381,252

# CAPITAL PROJECTS

## APPENDIX B – CAPITAL BUDGET

Project #	Status	Project Name	
101.205.016	New	Annual Sidewalk Program 2016	20,000
101.305.040	New	Annual Guardrail Plan	25,000
		<b>TOTAL FUND 101 STREETS O &amp; M 2016</b>	<b>45,000</b>
102.102.040	New	Arterial Street Paving	455,000
		<b>TOTAL FUND 102 ARTERIAL PAVE 2016</b>	<b>455,000</b>
103.103.040	New	Residential Street Paving	362,600
		<b>TOTAL FUND 103 RESIDENT PAVE 2016</b>	<b>362,600</b>
310.056.045	New	DMBP Sun Home Lodge Rehab	605,000
310.057.045	Continuing	Field House Tennis Court	25,000
310.061.045	Continuing	DMBP Picnic Shelter/Restrooms	623,000
310.062.045	Continuing	Parkside Playground	416,129
310.065.045	Continuing	Parkside Soil Remediation	120,700
310.514.024	Continuing	Financial System Replacement	252,000
		<b>TOTAL FUND 310 MCI CIP 2016</b>	<b>2,041,829</b>
319.300.040	Continuing	24th Ave South Improvements	8,500,196
319.326.040	Continuing	SW Bridge Seismic Retrofit	4,526,604
319.332.040	Continuing	S 216th St - Segment 1A	6,885,343
319.336.040	Continuing	S 224th Street Improvements	614,615
319.345.040	Continuing	Barnes Creek Trail/SR 509 ROW	1,064,012
319.471.040	Continuing	16th Ave S Improve - Segment 5A	310,539
319.606.040	Continuing	Midway Elem SRTS	395,656
319.609.040	New	Arterial Traffic Calming	15,000
319.611.070	New	Redondo Paid Parking	150,000
319.614.040	Continuing	S 268th Street Sidewalks	585,800
319.615.040	Continuing	Redondo Board Walk Repair	4,082,870
		<b>TOTAL FUND 319 TRANSPORT CIP 2016</b>	<b>27,130,635</b>
403.451.070	New	Dock Electrical Replacement	60,000
403.453.070	New	Gate Security System	40,000
		<b>TOTAL FUND 403 MARINA CIP 2016</b>	<b>100,000</b>
451.804.040	Continuing	Barnes Creek/KDM Culvert Replacement	1,878,014
451.815.040	Continuing	24th Ave Pipeline Replace/Upgrade	262,700
451.821.040	Continuing	L Massey Creek	1,908,518
		<b>TOTAL FUND 451 SWM CIP 2016</b>	<b>4,049,232</b>
506.016.045	Continuing	Activity Center Floor Repair	20,000
506.704.040	New	Council Chambers Lighting	25,000
506.705.040	New	LED Exterior Lighting	34,000
		<b>TOTAL FUND 506 FACILITY REPAIR CIP 2016</b>	<b>79,000</b>
		<b>TOTAL 2016 CAPITAL BUDGET</b>	<b>34,263,296</b>

**Annual Sidewalk Program 2016**

Project # **101.205.016**

Project Manager: [Redacted]  
 Lead Department: [Redacted] **Est.** **Actual**  
 Design Start Date: [Redacted]  
 Bid Opening: [Redacted]  
 Award: [Redacted]  
 Accepted by Council: [Redacted]  
 Retainage Released: [Redacted]

**Summary Project Description:**  
 Replace sidewalks throughout the city. This program targets locations that are in significant need of repair or which do not meet current standards. Typical locations for repair include curb, gutter, sidewalk, asphalt paths and driveway approaches. The program prioritizes projects near schools, in commercial areas, and locations with high amounts of pedestrian traffic. Special consideration is given to locations with past pedestrian accident history and where citizen complaints are received.

<b>TOTAL PROJECT SCOPE</b>			
<i>Expenditures</i>	<i>1/1/16 Current CIP Budget</i>	<i>2016 CIP Supplemental Request</i>	<i>2016 Revised CIP Budget Estimate</i>
Design			
Internal Engineering/Project Mgmt	2,000	-	2,000
Prop/ROW/Easements			-
Construction			-
Internal Engr-Proj Mgmt/ Inspect	1,000	-	1,000
Maint/Repair Contract 1	17,000	-	17,000
Other			-
Contingencies			-
<b>Total Project Expense Budget:</b>	<b>20,000</b>	<b>-</b>	<b>20,000</b>

<b>PROJECT ALLOCATIONS BY YEAR</b>					
<i>Project to Date 12/31/15</i>	<i>Estimated Year End 2016</i>	<i>Planned Year 2017</i>	<i>Planned Year 2018</i>	<i>Planned Year 2019</i>	<i>Planned Year 2020</i>
-	2,000				
-	1,000				
-	17,000				
-	20,000	-	-	-	-

<i>Funding Sources</i>	<i>1/1/16 Current CIP Budget</i>	<i>2016 CIP Supplemental Request</i>	<i>2016 Revised CIP Budget Estimate</i>
ASE	20,000	-	20,000
<b>Total Project Revenue Budget:</b>	<b>20,000</b>	<b>-</b>	<b>20,000</b>

<i>Project to Date 12/31/15</i>	<i>Scheduled Year 2016</i>	<i>Scheduled Year 2017</i>	<i>Scheduled Year 2018</i>	<i>Scheduled Year 2019</i>	<i>Scheduled Year 2020</i>
-	20,000				
-	20,000	-	-	-	-

**Annual Guardrail Plan**

Project # **101.305.040**

Project Manager:  
 Lead Department:  
 Design Start Date:  
 Bid Opening:  
 Award:  
 Accepted by Council:  
 Retainage Released:

**Summary Project Description:**

Install new or replace outdated guardrail city wide.

**TOTAL PROJECT SCOPE**

Expenditures	1/1/16	2016 CIP	2016 Revised
	Current CIP Budget	Supplemental Request	CIP Budget Estimate
Design			
Internal Engineering/Project Mgmt	2,000	-	2,000
Other Professional Services		-	-
Prop/ROW/Easements		-	-
Construction		-	-
Internal Engr-Proj Mgmt/ Inspect	1,000	-	1,000
Construction Contract 1	22,000	-	22,000
Other		-	-
Contingencies		-	-
<b>Total Project Expense Budget:</b>	<b>25,000</b>	<b>-</b>	<b>25,000</b>

**PROJECT ALLOCATIONS BY YEAR**

Project to Date	Estimated Year End	Planned Year	Planned Year	Planned Year	Planned Year
12/31/15	2016	2017	2018	2019	2020
-	2,000				
-					
-					
-	1,000				
-	22,000				
-					
-					
-	25,000	-	-	-	-

**Funding Sources**

Funding Sources	1/1/16	2016 CIP	2016 Revised
	Current CIP Budget	Supplemental Request	CIP Budget Estimate
REET 2	25,000	-	25,000
<b>Total Project Revenue Budget:</b>	<b>25,000</b>	<b>-</b>	<b>25,000</b>

Project to Date	Scheduled Year				
12/31/15	2016	2017	2018	2019	2020
-	25,000				
-	25,000	-	-	-	-

<b>Arterial Street Paving</b>		Project #	<b>102.102.040</b>
Project Manager:			
Lead Department:		<u>Est.</u>	<u>Actual</u>
Design Start Date:			
Bid Opening:			
Award:			
Accepted by Council:			
Retainage Released:			

**Summary Project Description:**  
 Maintain and preserve the integrity of the City's existing roadway surfaces of approximately 5 centerline miles per year through a combination of pavement rehabilitation measures, such as chip seals, patches and overlays.

<b>TOTAL PROJECT SCOPE</b>			
<i>Expenditures</i>	<i>1/1/16 Current CIP Budget</i>	<i>2016 CIP Supplemental Request</i>	<i>2016 Revised CIP Budget Estimate</i>
Design			
Internal Engineering/Project Mgmt	15,000	-	15,000
Prop/ROW/Easements			-
Other Professional Services		-	-
Construction			-
Internal Engr-Proj Mgmt/ Inspect	40,000	-	40,000
Construction Contract 1	400,000	-	400,000
Other			-
Contingencies		-	-
<b>Total Project Expense Budget:</b>	<b>455,000</b>	<b>-</b>	<b>455,000</b>

<b>PROJECT ALLOCATIONS BY YEAR</b>					
<i>Project to Date 12/31/15</i>	<i>Estimated Year End 2016</i>	<i>Planned Year 2017</i>	<i>Planned Year 2018</i>	<i>Planned Year 2019</i>	<i>Planned Year 2020</i>
	15,000				
		40,000			
		400,000			
	15,000	440,000	-	-	-

<i>Funding Sources</i>	<i>1/1/16 Current CIP Budget</i>	<i>2016 CIP Supplemental Request</i>	<i>2016 Revised CIP Budget Estimate</i>
Transportation Benefit District	455,000	-	455,000
<b>Total Project Revenue Budget:</b>	<b>455,000</b>	<b>-</b>	<b>455,000</b>

<i>Project to Date 12/31/15</i>	<i>Scheduled Year 2016</i>	<i>Scheduled Year 2017</i>	<i>Scheduled Year 2018</i>	<i>Scheduled Year 2019</i>	<i>Scheduled Year 2020</i>
	15,000	440,000			
	15,000	440,000	-	-	-

**Residential Street Paving** Project # **103.103.040**

Project Manager: [Redacted]  
 Lead Department: [Redacted] **Est.** **Actual**  
 Design Start Date: [Redacted]  
 Bid Opening: [Redacted]  
 Award: [Redacted]  
 Accepted by Council: [Redacted]  
 Retainage Released: [Redacted]

**Summary Project Description:**  
 Maintain and preserve the integrity of the City's existing residential roadway surfaces through a combination of pavement rehabilitation measures, such as chip seals, patches and overlays.

<b>TOTAL PROJECT SCOPE</b>			
<i>Expenditures</i>	<i>1/1/16 Current CIP Budget</i>	<i>2016 CIP Supplemental Request</i>	<i>2016 Revised CIP Budget Estimate</i>
Design			
Internal Engineering/Project Mgmt	5,000	-	5,000
Prop/ROW/Easements			-
Construction			-
Internal Engr-Proj Mgmt/Inspect	13,600	-	13,600
Construction Contract 1	344,000	-	344,000
Other			-
Contingencies			-
<b>Total Project Expense Budget:</b>	<b>362,600</b>	<b>-</b>	<b>362,600</b>

<b>PROJECT ALLOCATIONS BY YEAR</b>					
<i>Project to Date 12/31/15</i>	<i>Estimated Year End 2016</i>	<i>Planned Year 2017</i>	<i>Planned Year 2018</i>	<i>Planned Year 2019</i>	<i>Planned Year 2020</i>
-	5,000				
-		13,600			
-		344,000			
-					
-	5,000	357,600	-	-	-

<i>Funding Sources</i>	<i>1/1/16 Current CIP Budget</i>	<i>2016 CIP Supplemental Request</i>	<i>2016 Revised CIP Budget Estimate</i>
Residential Cash Balance	362,600	-	362,600
	-	-	-

<i>Project to Date 12/31/15</i>	<i>Scheduled Year 2016</i>	<i>Scheduled Year 2017</i>	<i>Scheduled Year 2018</i>	<i>Scheduled Year 2019</i>	<i>Scheduled Year 2020</i>
-	5,000	357,600			
-					

<b>DMBP Sun Home Lodge Rehab</b>		Project #	<b>310.056.045</b>	<b>310.056</b>	<b>Summary Project Description:</b>
Project Manager:					Rehabilitation of the Sun Home Lodge for it's continued use as a recreation facility. Will include lifting the building, connecting new utilities (electrical, gas, phone, cable, water and sewer), constructing a new foundation, decking, exterior stairway and minor interior improvements. Additional interior building remodel work would be completed in future phases. This project relies on funding support from King County and Washington State. \$459K previously expended Picnic Shelter/Restroom funds will provide additional match for the project.
Lead Department:		Est.	Actual		
Design Start Date:					
Bid Opening:					
Award:					
Accepted by Council:					
Retainage Released:					

<b>TOTAL PROJECT SCOPE</b>			
<i>Expenditures</i>	<i>1/1/16 Current CIP Budget</i>	<i>2016 CIP Supplemental Request</i>	<i>2016 Revised CIP Budget Estimate</i>
Design			
External Engineering	64,350	-	64,350
Prop/ROW/Easements			-
Construction			-
Internal Engr-Proj Mgmt/ Inspect	5,000	-	5,000
Construction Contract 1	427,500	-	427,500
Const Contract 1 - Sales Tax	47,500	-	47,500
Other			-
Interfund Financial Services	6,050	-	6,050
Contingencies	54,600	-	54,600
<b>Total Project Expense Budget:</b>	<b>605,000</b>	<b>-</b>	<b>605,000</b>

<b>PROJECT ALLOCATIONS BY YEAR</b>					
<i>Project to Date 12/31/15</i>	<i>Estimated Year End 2016</i>	<i>Planned Year 2017</i>	<i>Planned Year 2018</i>	<i>Planned Year 2019</i>	<i>Planned Year 2020</i>
-	64,350				
-		5,000			
-		427,500			
-		47,500			
-	650	5,400			
-		54,600			
-	<b>65,000</b>	<b>540,000</b>	-	-	-

<i>Funding Sources</i>	<i>1/1/16 Current CIP Budget</i>	<i>2016 CIP Supplemental Request</i>	<i>2016 Revised CIP Budget Estimate</i>
Wa State Heritage Funds	355,000	-	355,000
King County Grant	250,000	-	250,000
<b>Total Project Revenue Budget:</b>	<b>605,000</b>	<b>-</b>	<b>605,000</b>

<i>Project to Date 12/31/15</i>	<i>Scheduled Year 2016</i>	<i>Scheduled Year 2017</i>	<i>Scheduled Year 2018</i>	<i>Scheduled Year 2019</i>	<i>Scheduled Year 2020</i>
-		355,000			
-	65,000	185,000			
-	<b>65,000</b>	<b>540,000</b>	-	-	-

**Field House Tennis Court**

Project # **310.057.045**

Project Manager:  
 Lead Department:  
 Design Start Date:  
 Bid Opening:  
 Award:  
 Accepted by Council:  
 Retainage Released:

*Summary Project Description:*

Repaint the tennis court at the Field House.

**TOTAL PROJECT SCOPE**

Expenditures	1/1/16	2016 CIP	2016 Revised
	Current CIP Budget	Supplemental Request	CIP Budget Estimate
Design			
Prop/ROW/Easements			-
Construction			-
Internal Engr-Proj Mgmt/ Inspect	1,000	-	1,000
Repair Contract 1	23,750	-	23,750
Other			-
Interfund Financial Services	250	-	250
Contingencies	-	-	-
<b>Total Project Expense Budget:</b>	<b>25,000</b>	<b>-</b>	<b>25,000</b>

**PROJECT ALLOCATIONS BY YEAR**

Project to Date	Estimated	Planned	Planned	Planned	Planned
	Year End 2016	Year 2017	Year 2018	Year 2019	Year 2020
12/31/15					
	1,000				
	23,750				
	250				
	-				
	-				
	25,000	-	-	-	-

**Funding Sources**

Funding Sources	1/1/16	2016 CIP	2016 Revised
	Current CIP Budget	Supplemental Request	CIP Budget Estimate
REET 1	25,000	-	25,000
<b>Total Project Revenue Budget:</b>	<b>25,000</b>	<b>-</b>	<b>25,000</b>

Project to Date	Scheduled	Scheduled	Scheduled	Scheduled	Scheduled
	Year 2016	Year 2017	Year 2018	Year 2019	Year 2020
12/31/15					
	25,000				
	-				
	25,000	-	-	-	-

**DMBP Picnic Shelter/Restrooms**

Project # **310.061.045**

Project Manager:   
 Lead Department:   
 Design Start Date:   
 Bid Opening:   
 Award:   
 Accepted by Council:   
 Retainage Released:

Est. Actual

**Summary Project Description:**

Rehabilitate the Picnic Shelter and Restroom including building a new stem wall, update mechanical, electrical and plumbing systems, fixtures, interior, exterior finishes and drainage to serve the high volume Beach Park and Des Moines Creek Trail Park users. The project is part of a multi-phased plan to rehabilitate the historic buildings. It is a high priority for the general public and for the full utilization of the Event Center to maximize rental revenues that are needed to sustain the park and it's buildings.

**TOTAL PROJECT SCOPE**

Expenditures	1/1/16	2016 CIP	2016 Revised
	Current CIP Budget	Supplemental Request	CIP Budget Estimate
<b>Design</b>			
External Engineering (Dave Clark)	45,000	-	45,000
Internal Engineering/Project Mgmt	10,275	-	10,275
Permits	17,000	-	17,000
Other Misc (Advertise, Postage, Etc.)	725	-	725
<b>Prop/ROW/Easements</b>			
<b>Construction</b>			
External Engineering	25,000	-	25,000
Internal Engr-Proj Mgmt/ Inspect	8,000	-	8,000
Construction Contract 1	413,000	-	413,000
<b>Other</b>			
Interfund Financial Services	6,230	-	6,230
Contingencies	97,770	-	97,770
<b>Total Project Expense Budget:</b>	<b>623,000</b>	<b>-</b>	<b>623,000</b>

**PROJECT ALLOCATIONS BY YEAR**

Project to Date	Estimated Year End	Planned Year	Planned Year	Planned Year	Planned Year
12/31/15	2016	2017	2018	2019	2020
30,000	15,000				
5,275	5,000				
-	17,000				
725					
-	25,000				
-	8,000				
-	413,000				
360	5,870				
-	97,770				
<b>36,360</b>	<b>586,640</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Funding Sources**

Funding Sources	1/1/16	2016 CIP	2016 Revised
	Current CIP Budget	Supplemental Request	CIP Budget Estimate
REET 1	41,074	-	41,074
KC Park Levy (2014-2019)	288,926	-	288,926
Washington State RCO	293,000	-	293,000
Misc Revenues	-	-	-
<b>Total Project Revenue Budget:</b>	<b>623,000</b>	<b>-</b>	<b>623,000</b>

Project to Date	Scheduled Year				
12/31/15	2016	2017	2018	2019	2020
-	171,144	(54,000)	(54,000)	(22,070)	
104,106	54,750	54,000	54,000	22,070	
-	293,000				
-					
<b>104,106</b>	<b>518,894</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Parkside Playground**

Project # **310.062.045**

Project Manager:  
 Lead Department:  
 Design Start Date:  
 Bid Opening:  
 Award:  
 Accepted by Council:  
 Retainage Released:

	Est.	Actual

**Summary Project Description:**

Redesign and upgrades to this park – new paths, play equipment, sport court upgrades.

**TOTAL PROJECT SCOPE**

Expenditures	1/1/16	2016 CIP	2016 Revised
	Current CIP Budget	Supplemental Request	CIP Budget Estimate
Design			
External Engineering	52,400	-	52,400
Internal Engineering/Project Mgmt	21,110	-	21,110
Permits	26,200	-	26,200
Other Misc (Advertise, Postage, Etc.)	3,000	-	3,000
Prop/ROW/Easements			-
Construction			-
Internal Engr-Proj Mgmt/ Inspect	10,000	-	10,000
Construction Contract 1 - Playground Constructio	258,495	-	258,495
Materials	12,104	-	12,104
Other			-
Interfund Financial Services	4,050	-	4,050
Contingencies	28,770	-	28,770
<b>Total Project Expense Budget:</b>	<b>416,129</b>	<b>-</b>	<b>416,129</b>

**PROJECT ALLOCATIONS BY YEAR**

Project to Date	Estimated Year End	Planned Year	Planned Year	Planned Year	Planned Year
12/31/15	2016	2017	2018	2019	2020
12,400	40,000				
8,610	12,500				
-	26,200				
-	3,000				
-					
-					
-	10,000				
-	258,495				
12,104					
-					
220	3,830				
-	28,770				
<b>33,334</b>	<b>382,795</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Funding Sources**

Funding Sources	1/1/16	2016 CIP	2016 Revised
	Current CIP Budget	Supplemental Request	CIP Budget Estimate
CDBG Federal Grant (100%?)	395,195	-	395,195
King County "I Can" Grant pass through	10,714	-	10,714
REET 2	10,220	-	10,220
<b>Total Project Revenue Budget:</b>	<b>416,129</b>	<b>-</b>	<b>416,129</b>

Project to Date	Scheduled Year				
12/31/15	2016	2017	2018	2019	2020
12,400	382,795				
10,714					
10,220					
<b>33,334</b>	<b>382,795</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Parkside Soil Remediation**

Project # **310.065.045**

Project Manager: [Redacted]  
 Lead Department: [Redacted] Est. Actual  
 Design Start Date: [Redacted]  
 Bid Opening: [Redacted]  
 Award: [Redacted]  
 Accepted by Council: [Redacted]  
 Retainage Released: [Redacted]

**Summary Project Description:**  
 Removal of contaminated soils and replacement with new clean soils as part of the Parkside Playground project.

<b>TOTAL PROJECT SCOPE</b>			
<i>Expenditures</i>	<i>1/1/16 Current CIP Budget</i>	<i>2016 CIP Supplemental Request</i>	<i>2016 Revised CIP Budget Estimate</i>
Design			
Internal Engineering/Project Mgmt		-	-
Permits		-	-
Prop/ROW/Easements			-
Construction			-
Internal Engr-Proj Mgmt/ Inspect	10,000	-	10,000
Construction Contract 2 - Soil Removal/Replace	104,500	-	104,500
Other			
Interfund Financial Services	1,200	-	1,200
Contingencies	5,000	-	5,000
<b>Total Project Expense Budget:</b>	<b>120,700</b>	<b>-</b>	<b>120,700</b>

<b>PROJECT ALLOCATIONS BY YEAR</b>					
<i>Project to Date 12/31/15</i>	<i>Estimated Year End 2016</i>	<i>Planned Year 2017</i>	<i>Planned Year 2018</i>	<i>Planned Year 2019</i>	<i>Planned Year 2020</i>
-					
-					
-					
-	10,000				
-	104,500				
-					
-	1,200				
-	5,000				
-	<b>120,700</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

<i>Funding Sources</i>	<i>1/1/16 Current CIP Budget</i>	<i>2016 CIP Supplemental Request</i>	<i>2016 Revised CIP Budget Estimate</i>
REET 2	1,200	-	1,200
DOE State Grant	119,500	-	119,500
		-	-
<b>Total Project Revenue Budget:</b>	<b>120,700</b>	<b>-</b>	<b>120,700</b>

<i>Project to Date 12/31/15</i>	<i>Scheduled Year 2016</i>	<i>Scheduled Year 2017</i>	<i>Scheduled Year 2018</i>	<i>Scheduled Year 2019</i>	<i>Scheduled Year 2020</i>
-	1,200				
-	119,500				
-					
-	<b>120,700</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Financial System Replacement**

Project # **310.514.024**

Project Manager: Donyele Mason  
 Lead Department: Finance **Est.** **Actual**  
 Design Start Date:  
 Bid Opening:  
 Award:  
 Accepted by Council:  
 Retainage Released:

**Summary Project Description:**  
 Replace the financial software and upgrade related server. Replacement system will be a fully integrated system containing general ledger, budgeting, payroll, accounts payable, accounts receivable, centralized cashing and project accounting modules.

<b>TOTAL PROJECT SCOPE</b>			
<i>Expenditures</i>	1/1/16 Current CIP Budget	2016 CIP Supplemental Request	2016 Revised CIP Budget Estimate
Design			
Internal Engineering/Project Mgmt		-	-
Other Professional Services	80,000	-	80,000
Prop/ROW/Easements		-	-
Construction		-	-
Construction Contract 1 - Software License	155,000	-	155,000
Construction Contract 2 - Conversion Support C	10,000	-	10,000
Other		-	-
Interfund Financial Services	2,000	-	2,000
Individual Items < \$5,000 - Server/Printers/Etc.	5,000	-	5,000
Contingencies		-	-
<b>Total Project Expense Budget:</b>	<b>252,000</b>	<b>-</b>	<b>252,000</b>

<b>PROJECT ALLOCATIONS BY YEAR</b>					
Project to Date 12/31/15	Estimated Year End 2016	Planned Year 2017	Planned Year 2018	Planned Year 2019	Planned Year 2020
-					
-	20,000	60,000			
-	80,000	75,000			
-		10,000			
-	1,000	1,000			
-		5,000			
-					
<b>-</b>	<b>101,000</b>	<b>151,000</b>	<b>-</b>	<b>-</b>	<b>-</b>

<i>Funding Sources</i>	1/1/16 Current CIP Budget	2016 CIP Supplemental Request	2016 Revised CIP Budget Estimate
Computer Replacement Fund	192,000	-	192,000
Marina Rates	30,000	-	30,000
Surface Water Utility	30,000	-	30,000
<b>Total Project Revenue Budget:</b>	<b>252,000</b>	<b>-</b>	<b>252,000</b>

Project to Date 12/31/15	Scheduled Year 2016	Scheduled Year 2017	Scheduled Year 2018	Scheduled Year 2019	Scheduled Year 2020
-	71,000	121,000			
-	15,000	15,000			
-	15,000	15,000			
<b>-</b>	<b>101,000</b>	<b>151,000</b>	<b>-</b>	<b>-</b>	<b>-</b>



**SW Bridge Seismic Retrofit**

Project # **319,326.040**

Project Manager:  
 Lead Department:  
 Design Start Date:  
 Bid Opening:  
 Award:  
 Accepted by Council:  
 Retainage Released:

**Summary Project Description:**  
 Repairs and seismic retrofitting of the bridge. Patch and repair spalling areas.

<b>TOTAL PROJECT SCOPE</b>			
<i>Expenditures</i>	<i>1/1/16 Current CIP Budget</i>	<i>2016 CIP Supplemental Request</i>	<i>2016 Revised CIP Budget Estimate</i>
Design			
External Engineering	645,359	-	645,359
Internal Engineering/Project Mgmt	50,132	-	50,132
Prop/ROW/Easements			-
Construction			-
External Engineering - Excel Tech Consulting	460,000	-	460,000
Internal Engr-Proj Mgmt/ Inspect	57,321	-	57,321
Construction Contract 1 - Road Construction Inc	3,183,060	-	3,183,060
Other			
Interfund Financial Services	32,380	-	32,380
Contingencies	98,352	-	98,352
<b>Total Project Expense Budget:</b>	<b>4,526,604</b>	<b>-</b>	<b>4,526,604</b>

<b>PROJECT ALLOCATIONS BY YEAR</b>					
<i>Project to Date 12/31/15</i>	<i>Estimated Year End 2016</i>	<i>Planned Year 2017</i>	<i>Planned Year 2018</i>	<i>Planned Year 2019</i>	<i>Planned Year 2020</i>
645,359					
50,132					
460,000					
57,321					
3,183,060					
32,380					
91,698	6,654				
<b>4,519,950</b>	<b>6,654</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

<i>Funding Sources</i>	<i>1/1/16 Current CIP Budget</i>	<i>2016 CIP Supplemental Request</i>	<i>2016 Revised CIP Budget Estimate</i>
Transport CIP Fund Balance	525,229	-	525,229
FHWA/HBP/BRAC Grant (Per LA) 100%	4,001,375	-	4,001,375
			-
<b>Total Project Revenue Budget:</b>	<b>4,526,604</b>	<b>-</b>	<b>4,526,604</b>

<i>Project to Date 12/31/15</i>	<i>Scheduled Year 2016</i>	<i>Scheduled Year 2017</i>	<i>Scheduled Year 2018</i>	<i>Scheduled Year 2019</i>	<i>Scheduled Year 2020</i>
525,229					
4,001,375					
-					
<b>4,526,604</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>





**Barnes Creek Trail/SR 509 ROW** Project # **319.345.040**

Project Manager: [Redacted]  
 Lead Department: [Redacted] **Est.** **Actual**  
 Design Start Date: [Redacted]  
 Bid Opening: [Redacted]  
 Award: [Redacted]  
 Accepted by Council: [Redacted]  
 Retainage Released: [Redacted]

**Summary Project Description:**  
 SR 509 right-of-way from south 216th Street to Kent-Des Moines Road. A 2 mile multi-use trail connecting to the Des Moines Creek Trail in the north and Highline College at the south end.

TOTAL PROJECT SCOPE			
Expenditures	1/1/16 Current CIP Budget	2016 CIP Supplemental Request	2016 Revised CIP Budget Estimate
Design			
External Engineering - KPG	747,986	-	747,986
Internal Engineering/Project Mgmt	180,926	-	180,926
Other Professional Services	53,453	-	53,453
Other Misc (Advertise, Postage, Etc.)	275	-	275
Prop/ROW/Easements			-
Construction			-
Other			
Interfund Financial Services	7,870	-	7,870
Contingencies	73,502	-	73,502
<b>Total Project Expense Budget:</b>	<b>1,064,012</b>	<b>-</b>	<b>1,064,012</b>

PROJECT ALLOCATIONS BY YEAR					
Project to Date 12/31/15	Estimated Year End 2016	Planned Year 2017	Planned Year 2018	Planned Year 2019	Planned Year 2020
447,986	300,000				
160,926	20,000				
53,453					
275					
4,670	3,200				
73,502					
<b>740,812</b>	<b>323,200</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Funding Sources	1/1/16 Current CIP Budget	2016 CIP Supplemental Request	2016 Revised CIP Budget Estimate
Transportation CIP Fund	68,355	-	68,355
REET 1	283,656	-	283,656
King County Conservation Grant 2011 (Confirmed)	44,182	-	44,182
King County Trail Levy (Confirmed trail)	287,819	-	287,819
CMAQ-Design (Confirmed) FHWA	380,000	-	380,000
<b>Total Project Revenue Budget:</b>	<b>1,064,012</b>	<b>-</b>	<b>1,064,012</b>

Project to Date 12/31/15	Scheduled Year 2016	Scheduled Year 2017	Scheduled Year 2018	Scheduled Year 2019	Scheduled Year 2020
68,355					
-	283,656				
44,182					
287,819					
360,000	20,000				
<b>760,356</b>	<b>303,656</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**16th Ave S Improve - Segment 5A**

Project # **319.471.040**

Project Manager:   
 Lead Department:   
 Design Start Date:   
 Bid Opening:   
 Award:   
 Accepted by Council:   
 Retainage Released:

Est.      Actual

**Summary Project Description:**

South 272nd Street to approximately 1000 feet south of S 272nd Street. Install curbs, gutters, sidewalks, enclosed drainage system and bike lanes along both sides of the street. Improve existing lighting and install left turn lane. Cost estimates reflect overhead utilities. Undergrounding utilities would be a significant increase. This project coordinates with Segment 5B.

<b>TOTAL PROJECT SCOPE</b>			
<i>Expenditures</i>	<i>1/1/16 Current CIP Budget</i>	<i>2016 CIP Supplemental Request</i>	<i>2016 Revised CIP Budget Estimate</i>
Design			
External Engineering	200,739	-	200,739
Internal Engineering/Project Mgmt	16,700	-	16,700
Prop/ROW/Easements			
Internal Engineering	1,250	-	1,250
Land	40,000	-	40,000
Other Miscellaneous		-	-
Construction			
Other			
Interfund Financial Services	3,060	-	3,060
Contingencies	48,790	-	48,790
<b>Total Project Expense Budget:</b>	<b>310,539</b>	<b>-</b>	<b>310,539</b>

<b>PROJECT ALLOCATIONS BY YEAR</b>					
<i>Project to Date 12/31/15</i>	<i>Estimated Year End 2016</i>	<i>Planned Year 2017</i>	<i>Planned Year 2018</i>	<i>Planned Year 2019</i>	<i>Planned Year 2020</i>
-	120,039	80,700			
-	7,600	9,100			
			1,250		
			40,000		
-	1,230	900	930		
-			48,790		
-	128,869	90,700	90,970	-	-

<i>Funding Sources</i>	<i>1/1/16 Current CIP Budget</i>	<i>2016 CIP Supplemental Request</i>	<i>2016 Revised CIP Budget Estimate</i>
Traffic Impact Fees- City Wide		-	-
In Lieu Fees		-	-
In-Lieu Ashton (Received)	128,839	-	128,839
TIB		-	-
Transportation CIP Fund	181,700	-	181,700
		-	-
<b>Total Project Revenue Budget:</b>	<b>310,539</b>	<b>-</b>	<b>310,539</b>

<i>Project to Date 12/31/15</i>	<i>Scheduled Year 2016</i>	<i>Scheduled Year 2017</i>	<i>Scheduled Year 2018</i>	<i>Scheduled Year 2019</i>	<i>Scheduled Year 2020</i>
-					
-					
128,839					
-					
181,700					
-					
310,539	-	-	-	-	-



**Arterial Traffic Calming**

Project # **319.609.040**

Project Manager:  
 Lead Department:  
 Design Start Date:  
 Bid Opening:  
 Award:  
 Accepted by Council:  
 Retainage Released:

	Est.	Actual

**Summary Project Description:**

Install arterial traffic calming devices such as permanent radar speed signs, road rechannelization, speed cushions, and other appropriate devices for use on arterial streets. These devices are intended for higher volume roads and emergency response routes which have different characteristics than local roads. Locations are yet to be determined and based on operational characteristics.

**TOTAL PROJECT SCOPE**

Expenditures	1/1/16	2016 CIP	2016 Revised
	Current CIP Budget	Supplemental Request	CIP Budget Estimate
Design			
Internal Engineering/Project Mgmt		-	-
Other Professional Services		-	-
Prop/ROW/Easements			
Other Professional Services		-	-
Construction			
Construction Contract 1	15,000	-	15,000
Other			
Interfund Financial Services		-	-
Individual Assets > \$5,000 - Equipment		-	-
Contingencies		-	-
<b>Total Project Expense Budget:</b>	<b>15,000</b>	<b>-</b>	<b>15,000</b>

**PROJECT ALLOCATIONS BY YEAR**

Project to Date	Estimated	Planned	Planned	Planned	Planned
	Year End 2016	Year 2017	Year 2018	Year 2019	Year 2020
12/31/15					
-	15,000				
-					
-					
-					
-					
-					
-					
-					
-	15,000	-	-	-	-

**Funding Sources**

Funding Sources	1/1/16	2016 CIP	2016 Revised
	Current CIP Budget	Supplemental Request	CIP Budget Estimate
REET 1	15,000	-	15,000
<b>Total Project Revenue Budget:</b>	<b>15,000</b>	<b>-</b>	<b>15,000</b>

Project to Date	Scheduled	Scheduled	Scheduled	Scheduled	Scheduled
	Year 2016	Year 2017	Year 2018	Year 2019	Year 2020
12/31/15					
-	15,000				
-					
-					
-					
-					
-					
-					
-	15,000	-	-	-	-





<b>Redondo Board Walk Repair</b>		Project #	<b>319.615.040</b>
Project Manager:			
Lead Department:		Est.	Actual
Design Start Date:			
Bid Opening:			
Award:			
Accepted by Council:			
Retainage Released:			

**Summary Project Description:**  
 Replace Boardwalk with improved design. FHWA 86.5% for grant funding total of \$285K is confirmed. The rest of the grant funding is still in application status.

<b>TOTAL PROJECT SCOPE</b>			
<i>Expenditures</i>	<i>1/1/16 Current CIP Budget</i>	<i>2016 CIP Supplemental Request</i>	<i>2016 Revised CIP Budget Estimate</i>
Design			
External Engineering	329,079	-	329,079
Internal Engineering/Project Mgmt	30,000	-	30,000
Prop/ROW/Easements			-
Construction			-
External Engineering		-	-
External Proj Mgmt/Inspect #2	370,000	-	370,000
Internal Engr-Proj Mgmt/Inspect	30,000	-	30,000
Construction Contract 1	2,940,870	-	2,940,870
Other Professional Services	2,000	-	2,000
Other			
Interfund Financial Services	25,000	-	25,000
Contingencies	355,921	-	355,921
<b>Total Project Expense Budget:</b>	<b>4,082,870</b>	<b>-</b>	<b>4,082,870</b>

<b>PROJECT ALLOCATIONS BY YEAR</b>					
<i>Project to Date 12/31/15</i>	<i>Estimated Year End 2016</i>	<i>Planned Year 2017</i>	<i>Planned Year 2018</i>	<i>Planned Year 2019</i>	<i>Planned Year 2020</i>
329,079					
30,000					
-					
-	370,000				
-	30,000				
-	2,940,870				
-	2,000				
-	25,000				
-	355,921				
<b>359,079</b>	<b>3,723,791</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

<i>Funding Sources</i>	<i>1/1/16 Current CIP Budget</i>	<i>2016 CIP Supplemental Request</i>	<i>2016 Revised CIP Budget Estimate</i>
FH WA - PE 86.5% (LA8609)	285,315	-	285,315
FH WA - CN 86.5% (Unconfirmed)	1,503,110	-	1,503,110
TIB Unconfirmed	360,000	-	360,000
WA Capital Appropriation	1,455,000	-	1,455,000
REET 1	479,445	-	479,445
<b>Total Project Revenue Budget:</b>	<b>4,082,870</b>	<b>-</b>	<b>4,082,870</b>

<i>Project to Date 12/31/15</i>	<i>Scheduled Year 2016</i>	<i>Scheduled Year 2017</i>	<i>Scheduled Year 2018</i>	<i>Scheduled Year 2019</i>	<i>Scheduled Year 2020</i>
285,315					
-	1,503,110				
-	360,000				
29,079	1,425,921				
44,685	434,760				
<b>359,079</b>	<b>3,723,791</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Dock Electrical Replacement**

Project # **403.451.070**

Project Manager:  
 Lead Department:  
 Design Start Date:  
 Bid Opening:  
 Award:  
 Accepted by Council:  
 Retainage Released:

	Est.	Actual

**Summary Project Description:**  
 Install new shore power pedestals and distribution wiring on one dock.

<b>TOTAL PROJECT SCOPE</b>			
<i>Expenditures</i>	<i>1/1/16 Current CIP Budget</i>	<i>2016 CIP Supplemental Request</i>	<i>2016 Revised CIP Budget Estimate</i>
Design			
Prop/ROW/Easements		-	-
Construction		-	-
Internal Engr-Proj Mgmt/ Inspect	29,400	-	29,400
Materials	30,000	-	30,000
Other		-	-
Interfund Financial Services	600	-	600
Contingencies		-	-
<b>Total Project Expense Budget:</b>	<b>60,000</b>	<b>-</b>	<b>60,000</b>

<b>PROJECT ALLOCATIONS BY YEAR</b>					
<i>Project to Date 12/31/15</i>	<i>Estimated Year End 2016</i>	<i>Planned Year 2017</i>	<i>Planned Year 2018</i>	<i>Planned Year 2019</i>	<i>Planned Year 2020</i>
-	29,400				
-	30,000				
-	600				
-	60,000	-	-	-	-

<i>Funding Sources</i>	<i>1/1/16 Current CIP Budget</i>	<i>2016 CIP Supplemental Request</i>	<i>2016 Revised CIP Budget Estimate</i>
Marina Rate Transfer	60,000	-	60,000
<b>Total Project Revenue Budget:</b>	<b>60,000</b>	<b>-</b>	<b>60,000</b>

<i>Project to Date 12/31/15</i>	<i>Scheduled Year 2016</i>	<i>Scheduled Year 2017</i>	<i>Scheduled Year 2018</i>	<i>Scheduled Year 2019</i>	<i>Scheduled Year 2020</i>
-	60,000				
-	60,000	-	-	-	-

**Gate Security System** Project # **403.453.070**

Project Manager:  
 Lead Department:  
 Design Start Date:  
 Bid Opening:  
 Award:  
 Accepted by Council:  
 Retainage Released:

Est. Actual

**Summary Project Description:**

This project will replace the current gate security system with a new card reader system. The current system was installed 17 years ago in 1998 and many of the hardware components are no longer being manufactured. A new system will incorporate the latest security hardware and software and will be serviceable for another 15 to 20 years.

TOTAL PROJECT SCOPE			
Expenditures	1/1/16	2016 CIP	2016 Revised
	Current CIP Budget	Supplemental Request	CIP Budget Estimate
Design			
Prop/ROW/Easements			-
Construction			-
Internal Engr-Proj Mgm/ Inspect	2,000	8,000	10,000
Materials	37,600	(8,000)	29,600
Other			
Interfund Financial Services	400	-	400
Contingencies		-	-
<b>Total Project Expense Budget:</b>	<b>40,000</b>	<b>-</b>	<b>40,000</b>

PROJECT ALLOCATIONS BY YEAR					
Project to Date 12/31/15	Estimated Year End 2016	Planned Year 2017	Planned Year 2018	Planned Year 2019	Planned Year 2020
-	10,000				
-	29,600				
-	400				
-	40,000	-	-	-	-

Funding Sources	1/1/16	2016 CIP	2016 Revised
	Current CIP Budget	Supplemental Request	CIP Budget Estimate
Marina Rate Transfer	40,000	-	40,000
<b>Total Project Revenue Budget:</b>	<b>40,000</b>	<b>-</b>	<b>40,000</b>

Project to Date 12/31/15	Scheduled Year 2016	Scheduled Year 2017	Scheduled Year 2018	Scheduled Year 2019	Scheduled Year 2020
-	40,000				
-	40,000	-	-	-	-



**24th Ave Pipeline Replace/Upgrade**

Project # **451.815.040**

Project Manager:  
Lead Department:  
Design Start Date:  
Bid Opening:  
Award:  
Accepted by Council:  
Retainage Released:

	Est.	Actual
Project Manager:		
Lead Department:		
Design Start Date:		
Bid Opening:		
Award:		
Accepted by Council:		
Retainage Released:		

**Summary Project Description:**

Replacement of existing 12-inch storm drainage system on 24th Avenue from S. 224th to S. 227th Street with approximately 1100 feet of 36-inch pipe.

**TOTAL PROJECT SCOPE**

Expenditures	1/1/16	2016 CIP	2016 Revised
	Current CIP Budget	Supplemental Request	CIP Budget Estimate
Design			
Internal Engineering/Project Mgmt	20,000	-	20,000
Prop/ROW/Easements			-
Construction			-
Internal Engr-Proj Mgmt/ Inspect	24,000	-	24,000
Construction Contract 1	168,100	-	168,100
Other			
Interfund Financial Services	2,600	-	2,600
Contingencies	48,000	-	48,000
<b>Total Project Expense Budget:</b>	<b>262,700</b>	<b>-</b>	<b>262,700</b>

**PROJECT ALLOCATIONS BY YEAR**

Project to Date 12/31/15	Estimated Year End 2016	Planned Year 2017	Planned Year 2018	Planned Year 2019	Planned Year 2020
8,000	12,000				
-	24,000				
-	168,100				
-	2,600				
-	48,000				
<b>8,000</b>	<b>254,700</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Funding Sources**

Funding Sources	1/1/16	2016 CIP	2016 Revised
	Current CIP Budget	Supplemental Request	CIP Budget Estimate
Transfer in fund 450	262,700	-	262,700
<b>Total Project Revenue Budget:</b>	<b>262,700</b>	<b>-</b>	<b>262,700</b>

Project to Date 12/31/15	Scheduled Year 2016	Scheduled Year 2017	Scheduled Year 2018	Scheduled Year 2019	Scheduled Year 2020
8,000	254,700				
<b>8,000</b>	<b>254,700</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**L Massey Creek**

Project # **451.821.040**

Project Manager:  
 Lead Department:  
 Design Start Date:  
 Bid Opening:  
 Award:  
 Accepted by Council:  
  
 Retainage Released:

Est. Actual

**Summary Project Description:**

This project involves widening the Massey Creek channel between 10th Avenue South and the Taco Time property east of Marine View Drive, berming the north side of the creek, constructing a sheetpile floodwall on the south side of the creek, installing a small pump station, installing native plantings along the stream, removing invasive species and installing stream fish habitat features such as woody debris, stream boulders and bank logs. External funding is provide from King County with two grants: \$200K Flood Reduction Grant and \$196 Regional Opportunity Grant.

**TOTAL PROJECT SCOPE**

Expenditures	1/1/16	2016 CIP	2016 Revised
	Current CIP Budget	Supplemental Request	CIP Budget Estimate
<b>Design</b>			
External Engineering	107,996	-	107,996
Internal Engineering/Project Mgmt	246,323	-	246,323
Surveying Services	3,356	-	3,356
Other Professional Services	2,998	-	2,998
Permits	10,784	-	10,784
<b>Prop/ROW/Easements</b>			
Other Miscellaneous	1,061	-	1,061
<b>Construction</b>			
External Engineering	125,000	-	125,000
Internal Engr-Proj Mgmt/ Inspect	30,900	-	30,900
Construction Contract 1	973,400	-	973,400
<b>Other</b>			
Contingencies	406,700	-	406,700
<b>Total Project Expense Budget:</b>	<b>1,908,518</b>	<b>-</b>	<b>1,908,518</b>

**PROJECT ALLOCATIONS BY YEAR**

Project to Date	Estimated Year End	Planned Year	Planned Year	Planned Year	Planned Year
12/31/15	2016	2017	2018	2019	2020
107,996					
246,323					
3,356					
2,998					
10,784					
1,061					
-	125,000				
-	30,900				
-	973,400				
50,000	356,700				
<b>422,518</b>	<b>1,486,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Funding Sources**

Funding Sources	1/1/16	2016 CIP	2016 Revised
	Current CIP Budget	Supplemental Request	CIP Budget Estimate
Transfer in fund 450	1,512,337	-	1,512,337
King County Flood Reduct Grant (Construct Exp 1	200,000	-	200,000
King County Flood Control Fund (Construct Exp 1	196,181	-	196,181
SWM Capital Fund Balance		-	-
<b>Total Project Revenue Budget:</b>	<b>1,908,518</b>	<b>-</b>	<b>1,908,518</b>

Project to Date	Scheduled Year				
12/31/15	2016	2017	2018	2019	2020
1,512,337					
-	200,000				
-	196,181				
-					
<b>1,512,337</b>	<b>396,181</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Activity Center Floor Repair**

Project # **506.016.045**

Project Manager:  
 Lead Department:  
 Design Start Date:  
 Bid Opening:  
 Award:  
 Accepted by Council:  
 Retainage Released:

	Est.	Actual

**Summary Project Description:**  
 Repair Activity Center floor if necessary.

<b>TOTAL PROJECT SCOPE</b>			
<i>Expenditures</i>	1/1/16	2016 CIP	2016 Revised
	<i>Current CIP Budget</i>	<i>Supplemental Request</i>	<i>CIP Budget Estimate</i>
Design			
Internal Engineering/Project Mgmt		-	-
Prop/ROW/Easements			
Other Professional Services		-	-
Construction			
Other			
Non-Capitalizable Services		-	-
Contingencies	20,000	-	20,000
<b>Total Project Expense Budget:</b>	<b>20,000</b>	<b>-</b>	<b>20,000</b>

<b>PROJECT ALLOCATIONS BY YEAR</b>					
<i>Project to Date</i>	<i>Estimated Year End</i>	<i>Planned Year</i>	<i>Planned Year</i>	<i>Planned Year</i>	<i>Planned Year</i>
<i>12/31/15</i>	<i>2016</i>	<i>2017</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>
-					
-					
-					
-	20,000				
-	20,000	-	-	-	-

<i>Funding Sources</i>	1/1/16	2016 CIP	2016 Revised
	<i>Current CIP Budget</i>	<i>Supplemental Request</i>	<i>CIP Budget Estimate</i>
Facility Repair and Replacement Fund Cash	20,000	-	20,000
<b>Total Project Revenue Budget:</b>	<b>20,000</b>	<b>-</b>	<b>20,000</b>

<i>Project to Date</i>	<i>Scheduled Year</i>				
<i>12/31/15</i>	<i>2016</i>	<i>2017</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>
-	20,000				
-	20,000	-	-	-	-

**Council Chambers Lighting** Project # **506.704.040**

Project Manager: [Redacted]  
 Lead Department: [Redacted] Est. Actual  
 Design Start Date: [Redacted]  
 Bid Opening: [Redacted]  
 Award: [Redacted]  
 Accepted by Council: [Redacted]  
 Retainage Released: [Redacted]

**Summary Project Description:**  
 Improve lighting in Council Chambers.

TOTAL PROJECT SCOPE			
Expenditures	1/1/16	2016 CIP	2016 Revised
	Current CIP Budget	Supplemental Request	CIP Budget Estimate
Design			
Internal Engineering/Project Mgmt		-	-
Permits	1,000	-	1,000
Other Misc (Advertise, Postage, Etc.)		-	-
Prop/ROW/Easements			-
Construction			-
Internal Engr-Proj Mgmt/Inspect	1,300	-	1,300
Maint/Repair Contract 1	20,500	-	20,500
Other			
Contingencies	2,200	-	2,200
<b>Total Project Expense Budget:</b>	<b>25,000</b>	<b>-</b>	<b>25,000</b>

PROJECT ALLOCATIONS BY YEAR					
Project to Date	Estimated Year End	Planned Year	Planned Year	Planned Year	Planned Year
12/31/15	2016	2017	2018	2019	2020
-					
-	1,000				
-					
-					
-	1,300				
-	20,500				
-					
-	2,200				
-	<b>25,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

FUNDING SOURCES			
Funding Sources	1/1/16	2016 CIP	2016 Revised
	Current CIP Budget	Supplemental Request	CIP Budget Estimate
Facility Repair and Replacement Fund Cash	25,000	-	25,000
<b>Total Project Revenue Budget:</b>	<b>25,000</b>	<b>-</b>	<b>25,000</b>

Project to Date	Scheduled Year				
12/31/15	2016	2017	2018	2019	2020
-	25,000				
-	<b>25,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>LED Exterior Lighting</b>		Project #	<b>506.705.040</b>
Project Manager:			
Lead Department:		Est.	Actual
Design Start Date:			
Bid Opening:			
Award:			
Accepted by Council:			
Retainage Released:			

Summary Project Description:	
Activity Center	\$4,000
PW Service Center	\$7,200
City Hall	\$9,100
PW Engineering	\$2,750
Police	\$5,200
Field House	\$3,500
SJU Park	\$2,100

TOTAL PROJECT SCOPE			
Expenditures	1/1/16 Current CIP Budget	2016 CIP Supplemental Request	2016 Revised CIP Budget Estimate
Design			
External Engineering		-	-
Internal Engineering/Project Mgmt		-	-
Permits	1,200	-	1,200
Prop/ROW/Easements			-
Construction			-
Internal Engr-Proj Mgmt/ Inspect	1,300	-	1,300
Maint/Repair Contract 1	28,500	-	28,500
Other			
Contingencies	3,000	-	3,000
<b>Total Project Expense Budget:</b>	<b>34,000</b>	<b>-</b>	<b>34,000</b>

PROJECT ALLOCATIONS BY YEAR					
Project to Date 12/31/15	Estimated Year End 2016	Planned Year 2017	Planned Year 2018	Planned Year 2019	Planned Year 2020
-					
-	1,200				
-	1,300				
-	28,500				
-	3,000				
<b>-</b>	<b>34,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Funding Sources	1/1/16 Current CIP Budget	2016 CIP Supplemental Request	2016 Revised CIP Budget Estimate
Facility Repair and Replacement Fund Cash	34,000	-	34,000
<b>Total Project Revenue Budget:</b>	<b>34,000</b>	<b>-</b>	<b>34,000</b>

Project to Date 12/31/15	Scheduled Year 2016	Scheduled Year 2017	Scheduled Year 2018	Scheduled Year 2019	Scheduled Year 2020
-	34,000				
<b>-</b>	<b>34,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## GENERAL INFORMATION

COMPARATIVE SUMMARY OF AD VALOREM TAXES  
(\$ per \$1000 ASSESSED VALUE)

	2013 Tax Year Assessed in 2012			2014 Tax Year Assessed in 2013		
	ASSESSED	LEVY PER	AMOUNT	ASSESSED	LEVY PER	AMOUNT
	VALUE	\$1000 A.V.		VALUE	\$1000 A.V.	
<u>GENERAL LEVY</u>						
CURRENT EXPENSE	\$ 2,291,203,000	\$1.5796	\$ 3,619,294	\$ 2,249,628,000	\$1.5819	\$ 3,558,582

	2015 Tax Year Assessed in 2014			Est 2016 Tax Year Assessed in 2014		
	ASSESSED	LEVY PER	AMOUNT	ASSESSED	LEVY PER	AMOUNT
	VALUE	\$1000 A.V.		VALUE	\$1000 A.V.	
<u>GENERAL LEVY</u>						
CURRENT EXPENSE	\$ 2,641,915,375	\$1.6545	\$ 4,371,100	\$ 2,858,454,936	\$1.6530	\$ 4,725,045

RATIO of GOVERNMENTAL ACTIVITY GENERAL OBLIGATION DEBT  
to ASSESSED VALUE and NET BONDED DEBT PER CAPITA  
as of DECEMBER 31

<u>FISCAL YEAR</u>	<u>APRIL 1 POPULATION</u>	<u>ASSESSED VALUATION</u>	<u>DEBT</u>	<u>RATIO OF DEBT TO ASSESSED VALUE</u>	<u>DEBT PER CAPITA</u>
2006	29,020	\$2,357,985,000	\$4,088,469	0.7%	140.88
2007	29,090	\$2,590,865,000	\$3,285,078	0.6%	112.93
2008	29,180	\$2,908,318,000	\$4,012,534	0.5%	137.51
2009	29,270	\$3,267,952,000	\$4,295,811	0.4%	146.76
2010	29,673	\$2,758,797,000	\$4,024,709	0.3%	135.64
2011	29,680	\$2,696,885,000	\$3,953,740	0.3%	133.21
2012	29,700	\$2,459,855,000	\$3,665,513	0.2%	123.42
2013	26,730	\$2,291,203,000	\$3,400,795	0.1%	127.23
2014	30,030	\$ 2,249,628,000	\$ 3,100,291	0.1%	103.24
2015	30,030	\$ 2,641,915,375	\$ 3,100,291	0.1%	103.24
2016*	30,100	\$ 2,858,454,936	\$ 2,505,868	0.1%	83.25

\* Estimated

## CITY OF DES MOINES

## DEBT LIMITATION AS OF DECEMBER 31, 2016

ESTIMATED ASSESSED VALUATION for 2016 TAXES		\$ 2,858,454,936	
<b>GENERAL PURPOSES</b>			
<b>Councilmanic:</b>			
Capacity (1.50% of Assessed value)		42,876,824	
Less:			
G.O. Bonds Outstanding	1,870,000		
State L.O.C.A.L. Program	57,977		
State PWTF	571,300		
		<u>2,499,277</u>	
Available Councilmanic Capacity Excluding Capital Leases			40,377,547
<b>Voter-Approved: 60 percent approval</b>			
Total Capacity (2.50% of Assessed Value)		71,461,373	
Less:			
Councilmanic Outstanding			
Issued Voter-Approved			
		<u>0</u>	
Available Voter-Approved Capacity			\$ 71,461,373
<b>UTILITY PURPOSES</b>			
Voter-Approved:			
Capacity (2.5% of Assessed Value)		<u>71,461,373</u>	
Available Utility Capacity			71,461,373
<b>OPEN SPACE AND PARK FACILITIES</b>			
Voter-Approved:			
Capacity (2.5% of Assessed Value)		<u>71,461,373</u>	
Available Open Space and Park Facilities Capacity			<u>71,461,373</u>
<b>TOTAL AVAILABLE DEBT CAPACITY</b>			<u><u>\$ 214,384,119</u></u>

**CITY OF DES MOINES**  
Projected As of December 31, 2016

SUMMARY OF DEBT (EXCEPT L.I.D.'s)

PURPOSE		ORIGINAL ISSUE AMOUNT	DATED	INTEREST RATE(S)	MATURITY DATE
<b>GENERAL OBLIGATION DEBT</b>					
COUNCILMANIC BONDS:					
2008 LTGO	Transportation	2,515,000	12/1/2008	4.00 - 4.75%	12/1/2028
2008B LTGO	Ref 1997- New City Hall Wing	935,000	12/1/2008	4.00 - 4.25%	2/1/2017
VOTER-APPROVED BONDS: None					
OTHER GENERAL OBLIGATION DEBT:					
2004 PWTF	Pac Highway Construction	2,250,000	6/29/2004	0.50%	7/1/2024
2009 PWTF	Gateway Construction	120,000	8/1/2006	0.50%	7/1/2028
2011 LOCAL	Energy Savings	106,138	11/6/2011		12/1/2021
Capital Lease	Document Mgmt System	17,739	8/4/2013	0.84%	10/15/2018
<b>BUSINESS DEBT</b>					
2008A LTGO	Marina	6,080,000	12/1/2008	4.00 - 4.75%	12/1/2028
2012 LTGO	Marina - 2002 Refunding	2,810,000	4/19/2012	2.00 - 4.00%	12/1/2022
OTHER BUSINESS DEBT: None					

**CITY OF DES MOINES**  
Projected As of December 31, 2016

SUMMARY OF DEBT

PRINCIPAL DUE DATE	INTEREST DUE DATES	PRINCIPAL OUTSTANDING 12/31/2015	2016 DEBT SERVICE REQUIREMENTS			PRINCIPAL OUTSTANDING 12/31/2016
			PRINCIPAL	INTEREST	TOTAL	
12/1	6/1,12/1	1,860,000	110,000	84,300	194,300	1,750,000
12/1	6/1,12/1	235,000	115,000	9,988	124,988	120,000
TOTAL COUNCILMANIC BONDS		<u>2,095,000</u>	<u>225,000</u>	<u>94,288</u>	<u>319,288</u>	<u>1,870,000</u>
TOTAL VOTER APPROVED BONDS		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL G.O. BOND DEBT		<u>2,095,000</u>	<u>225,000</u>	<u>94,288</u>	<u>319,288</u>	<u>1,870,000</u>
6/30	6/30	212,566	23,618	1,063	24,681	188,948
6/30	6/30	414,215	31,863	2,071	33,934	382,352
12/1	6/1,12/1	68,269	10,292	2,855	13,147	57,977
Monthly	Monthly	10,143	3,552	72	3,624	6,591
TOTAL OTHER GENERAL DEBT		<u>705,193</u>	<u>69,325</u>	<u>6,061</u>	<u>75,386</u>	<u>635,868</u>
TOTAL GENERAL OBLIGATION DEBT		<u>\$ 2,800,193</u>	<u>\$ 294,325</u>	<u>\$ 100,349</u>	<u>\$ 394,674</u>	<u>\$ 2,505,868</u>
12/1	6/1,12/1	4,915,000	285,000	226,429	511,429	4,630,000
12/1	6/1,12/1	1,850,000	240,000	68,400	308,400	1,610,000
TOTAL REVENUE BONDED DEBT		<u>1,850,000</u>	<u>240,000</u>	<u>68,400</u>	<u>308,400</u>	<u>1,610,000</u>
TOTAL OTHER BUSINESS DEBT		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL UTILITY DEBT		<u>1,850,000</u>	<u>240,000</u>	<u>68,400</u>	<u>308,400</u>	<u>1,610,000</u>
<b>TOTAL CITY DEBT</b>		<u><u>\$ 4,650,193</u></u>	<u><u>\$ 534,325</u></u>	<u><u>\$ 168,749</u></u>	<u><u>\$ 703,074</u></u>	<u><u>\$ 4,115,868</u></u>

<b>GLOSSARY OF TERMS</b>
--------------------------

**AD VALOREM TAXES** - (Property Tax) A tax levied on the assessed value of real property.

**APPROPRIATION** - A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and as to the time when it may be expended.

**APPROPRIATION ORDINANCE OR RESOLUTION** – An ordinance or resolution by means of which appropriations are given legal effect. It is the method by which the expenditure side of the annual operating budget is enacted into law by the legislative body.

**ASSESSED VALUATION** - A valuation set upon real estate or other property by the County Assessor as a basis for levying property taxes.

**BASIS OF ACCOUNTING** – The timing of recognition, that is, when the effects of transactions or events should be recognized for financial reporting purposes. For example, the effects of transactions or events can be recognized on an accrual basis (that is, when the transactions or events take place), or on a cash basis (that is, when cash is received or paid). Basis of accounting is an essential part of measurement focus because a particular timing of recognition is necessary to accomplish a particular measurement focus.

**Cash Basis** - A basis of accounting under which transactions are recognized only when cash is received or disbursed.

**Accrual Basis** - A basis of accounting under which transactions are recorded in the periods in which those transactions occur, rather than only in the periods in which cash is received or paid by the government.

**Modified Accrual Basis** - A basis of accounting according to which (a) revenues and other financial resources are recognized when they become available and measurable and (b) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations, which should be recognized when due.

**Modified Cash Basis** – is the cash basis of accounting adjusted for Washington State statute. RCW 35.33.151 and RCW 35A.33.150 requires cities to keep their books open in order to pay December bills by the following January 20. RCW 36.40.200 requires counties to keep their books open until January 30 in order to pay December bills and charge the prior year.

**BOND** - A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s), together with

periodic interest at a specified rate. The difference between a note and a bond is that the latter runs for a longer period of time and requires greater legal formality.

**BUDGET** - A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year. The term "budget" is used in two senses in practice. Sometimes it designates the financial plan presented to the appropriating body for adoption and sometimes the plan formally approved by that body. It is usually necessary to specify whether the budget under consideration is preliminary and tentative or whether the appropriating body has approved it.

**BUDGETARY CONTROL** - The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

**BUDGET DOCUMENT** - The instrument used by the budget-making authority to present a comprehensive financial program to the appropriating body. In addition to the budget document, an appropriation ordinance is necessary to formally approve the budget.

**CAPITAL IMPROVEMENTS PROJECT** - A plan for capital expenditures to be incurred each year over a fixed period of years to meet capital needs arising from the long-term work program or otherwise. It sets forth each project or other contemplated expenditure in which the government is to have a part and specifies the full resources estimated to be available to finance the projected expenditures.

**CAPITAL OUTLAYS** - Expenditures that result in the acquisition of or addition to fixed assets.

**DEBT** - An obligation resulting from the borrowing of money or from the purchase of goods and services. Debts of governments include bonds, registered warrants, notes, contracts, and accounts payable.

**DEBT SERVICE FUND** - A fund established to account for the accumulation of resources and for the payment of general long-term debt principal and interest. Formerly called a sinking fund.

**DEBT LIMIT** - The maximum amount of gross or net debt that is legally permitted.

**DEFICIT** - (1) The excess of the liabilities of a fund over its assets. (2) The excess of expenditures over revenues during an accounting period; or, in the case of proprietary funds, the excess of expense over income during an accounting period.

**EMPLOYEE/PERSONNEL BENEFITS** - For budgeting purposes, employee benefits are employer payments for social security, retirement, group health and life insurance, and worker's compensation. These expenses are budgeted at the activity level.

**ENTERPRISE FUND** - Proprietary fund type used to report an activity for which a fee is charged to external users for goods or services.

**EXPENDITURES** - Decreases in net current assets. Expenditures include debt service, capital outlays, and those current operating costs that require the use of current assets.

**EXPENSES** - Decreases in net total assets. Expenses represent the total cost of operations during a period regardless of the timing of related expenditures.

**FISCAL POLICY** - The City Government's policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investment. Fiscal policy provides an agreed upon set of principles for the planning and programming of government budgets and their funding.

**FISCAL YEAR** - A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. The City begins its annual operations on the first day of January and ends on the last day of December.

**FIXED ASSETS** - Assets intended to be held or used for a long term purpose, such as land, buildings, improvements other than buildings, machinery and equipment. In common usage, the term refers only to operating facilities and equipment, not to long-term investments and other non-current assets. The City's capitalization threshold is \$5,000.

**FUND** - A fiscal and accounting entity with self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

**FUND BALANCE** - The difference between assets and liabilities reported in a governmental fund.

**GENERALLY ACCEPTED ACCOUNTING PRINCIPALS (GAAP)** – Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompasses the conventions, rules and procedures necessary to define the accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations. The

primary authoritative body on the application of GAAP to state and local governments is the Governmental Accounting Standards Board.

**GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB)** – The authoritative accounting and financial standard-setting body for government entities.

**GENERAL FUND** - Accounts for all revenues and expenditures that are not accounted for in any other fund except those required by statute. It is a fund supported by taxes, fees, and other miscellaneous revenues.

**GENERAL OBLIGATION BONDS** - Bonds for the payment of which the full faith and credit of the issuing government are pledged. G.O. Bonds can be voter approved (unlimited-tax general obligation bond-UTGO) where property owners are assessed property taxes for the debt repayment, or non-voted (limited-tax general obligation bonds-LTGO) that are authorized by the governing authority (City Council) and are paid with existing tax revenues or another source.

**INTERNAL SERVICE FUNDS** – These funds account for operations that provide goods or services to other departments or funds of the City or to other governmental units on a cost-reimbursement basis.

**INTERGOVERNMENTAL REVENUE** - Funds received from federal, state and other local government sources in the form of grants, shared revenues, and payments in lieu of taxes.

**LEVY** - (1) (Verb) To impose taxes, special assessments or service charges for the support of government activities. (2) (Noun) The total amount of taxes, special assessments or service charges imposed by a government.

**LIABILITY** - A debt or other legal financial obligation.

**LICENSES AND PERMITS** - Documents issued in order to regulate various kinds of businesses and other activity within the community. A degree of inspection may accompany the issuing of a license or permit, as in the case of business licenses or building permits. In most instances, a fee is charged in conjunction with the issuance of a license or permit, generally to cover the cost of administration.

**LID** - Local Improvement District or Special Assessments made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

**LONG TERM DEBT** - Debt with a maturity of more than one year after the date of issuance.

**LIMITED TAX GENERAL OBLIGATION (LTGO) BONDS** - See General Obligation Bonds

**OPERATING BUDGET** - Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing of acquisition, spending, and service delivery activities of a government are controlled. The use of annual operating budgets is usually required by law. Even where not required by law, however, annual operating budgets are essential to sound financial management and should be adopted by every government.

**OPERATING TRANSFER** - Routine and/or recurring transfers of assets between funds.

**ORGANIZATIONAL CHART** - A graphic portrayal of relationships among positions and officials established by the City.

**PERSONNEL** - Refers to the number of full-time or part-time regular authorized positions which may be employed within the operation of the City.

**REFUNDING BONDS** - Bonds issued to retire bonds already outstanding. The refunding bonds may be sold for cash and outstanding bonds redeemed in cash, or the refunding bonds may be exchanged with holders of outstanding bonds.

**RESERVE** - (1) An account used to segregate a portion of fund balance to indicate that it is not available for expenditure; and (2) an account used to segregate a portion of fund equity as legally set aside for a specific future use.

**REVENUE** - Income received by the City in support of a program of services to the community. It includes such items as property taxes, fees, user charges, grants, fines and forfeits, interest income and miscellaneous revenue. The term designates an increase to a fund's assets from other than expense refunds, capital contributions, and residual equity transfers.

**REVENUE BONDS** - Bonds whose principal and interest are secured by and payable exclusively from earnings of an enterprise or proprietary fund.

**SALARIES AND WAGES** - Monetary compensation in the form of an annual or hourly rate of pay for hours worked.

**SERVICES AND CHARGES** - Expenditures for services other than personal services which are required by the City in the administration of its assigned functions or which are legally or morally obligating on it; such as, contracted services, utilities, printing, advertising, insurance and rental of equipment.

**SPECIAL REVENUE FUNDS** - Funds used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specific purposes.

**SUPPLIES AND MATERIALS** - Articles and commodities which are consumed or materially altered when used; such as, office supplies, motor fuel, building supplies and postage.

**TAXES** - Compulsory charges levied by a government to finance services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits, such as special assessments. Neither does the term include charges for services rendered only to those paying such charges (e.g., sewer service charges).

**TAX RATE** - The amount of tax stated in terms of a unit of the tax base. The amount of tax levied for each \$1,000 of market valuation.

**TAX-RATE LIMIT** - The maximum rate at which a government may levy a tax. The limit may apply to taxes raised for a particular purpose or to taxes imposed for all purposes and may apply to a single government or to a class of governments operating in a particular area. Overall tax rate limits usually restrict levies for all purposes and of all governments, state and local, having jurisdiction in a given area. The tax rate limit for general purposes for the City of Des Moines is \$3.60.



## 2015-2020 GENERAL FUND - 16% Water/Sewer Scenario: Current Cuts

	REVISED	BUDGET	FORECAST			
	2015	2016	2017	2018	2019	2020
Revenues	18,024,320	18,778,660	20,001,829	20,000,957	20,247,657	20,419,684
Expenses	(17,551,580)	(19,053,000)	(20,018,514)	(19,999,631)	(20,073,368)	(20,341,488)
<b>Net "Profit/Loss"</b>	472,740	(274,340)	(16,685)	1,326	174,289	78,196
<b>Add'l Reserve Req't</b>		(134,696)	(156,453)	(17,027)	(22,997)	(30,869)
<b>Total Annual Problem</b>	472,740	(409,036)	(173,138)	(15,701)	151,292	47,327
<b>SOLUTIONS</b>						
Police One-time O&M		(57,400)				
Police One-time New Cost		(18,000)				
Court One-time New Cost		(32,000)				
IS One-time New Cost		(20,000)				
One-time Revenues*						
New P&R Fees (10%/8%/5%/5%/5%)		121,492	78,388	47,766	55,319	58,206
Business Licenses (25%/20%)		57,670	57,614			
+ SWM utility tax		257,230				
+ Cable utility tax		195,885				
+ Sanitation utility tax		-				
+ Water/Sewer Utility		1,085,125				
2 month Implementation offset		(180,782)				
Hotel/Motel Festival Reimb		20,000				
Self Insurance fully funded/lower assessment						133,000
Permanent Comp Cuts	25,000	158,000	-	42,632		278,986
Add 3 Patrol Officers		(86,250)				
<b>Total Annual Solution</b>	25,000	1,500,970	136,002	90,398	55,319	470,192
<b>Ending Reserve</b>	1,175,300	2,401,930	2,521,247	2,612,971	2,842,579	3,390,967
<b>Required Reserve Calculation</b>						
5% Stabilization	854,237	883,832	972,699	991,048	1,008,883	1,020,984
7% Regular	1,228,611	1,333,710	1,401,296	1,399,974	1,405,136	1,423,904
<b>Combined Required</b>	2,082,848	2,217,542	2,373,995	2,391,022	2,414,019	2,444,888
<b>Reserve Shortfall</b>	(907,548)	184,388 **	147,252 **	221,949 **	428,560 **	946,079

## 2015-2020 GENERAL FUND - 10% Water/Sewer Scenario: Current Cuts

	REVISED	BUDGET	FORECAST			
	2015	2016	2017	2018	2019	2020
Revenues	18,024,320	18,778,660	19,820,975	19,820,103	20,066,803	20,238,830
Expenses	(17,551,580)	(19,053,000)	(20,018,514)	(19,999,631)	(20,073,368)	(20,341,488)
<b>Net "Profit/Loss"</b>	472,740	(274,340)	(197,539)	(179,528)	(6,565)	(102,658)
<b>Add'l Reserve Req't</b>		(134,696)	(147,410)	(17,027)	(22,997)	(30,870)
<b>Total Annual Problem</b>	472,740	(409,036)	(344,949)	(196,555)	(29,562)	(133,528)
<b>SOLUTIONS</b>						
Police One-time O&M		(57,400)				
Police One-time New Cost		(18,000)				
Court One-time New Cost		(32,000)				
IS One-time New Cost		(20,000)				
<b>One-time Revenues*</b>						
New P&R Fees (10%/8%/5%/5%/5%)		121,492	78,388	47,766	55,319	58,206
Business Licenses (25%/20%)		57,670	57,614			
+ SWM utility tax		257,230				
+ Cable utility tax		195,885				
+ Sanitation utility tax		-				
+ Water/Sewer Utility		904,271				
2 month Implementation offset (4 mo total)		(150,742)				
Hotel/Motel Festival Reimb		20,000				
Self Insurance fully funded/lower assessment						133,000
Permanent Comp Cuts	25,000	158,000	-	42,632		278,986
<b>Add 3 Patrol Officers Oct 1</b>		(86,250)				
<b>Total Annual Solution</b>	25,000	1,350,156	136,002	90,398	55,319	470,192
<b>Ending Reserve</b>	1,175,300	2,251,116	2,189,579	2,100,449	2,149,203	2,516,737
<b>Required Reserve Calculation</b>						
5% Stabilization	854,237	883,832	963,656	982,005	999,840	1,011,942
7% Regular	1,228,611	1,333,710	1,401,296	1,399,974	1,405,136	1,423,904
<b>Combined Required</b>	2,082,848	2,217,542	2,364,952	2,381,979	2,404,976	2,435,846
<b>Reserve Shortfall</b>	(907,548)	33,574 **	(175,373) **	(281,530) **	(255,773) **	80,891

## 2015-2020 GENERAL FUND - 8% Water/Sewer Scenario: Current Cuts

	REVISED	BUDGET	FORECAST			
	2015	2016	2017	2018	2019	2020
Revenues	18,024,320	18,778,660	19,640,121	19,639,249	19,885,949	20,057,976
Expenses	(17,551,580)	(19,053,000)	(20,018,514)	(19,999,631)	(20,073,368)	(20,341,488)
<b>Net "Profit/Loss"</b>	472,740	(274,340)	(378,393)	(360,382)	(187,419)	(283,512)
<b>Add'l Reserve Req't</b>		(134,696)	(138,367)	(17,027)	(22,997)	(30,870)
<b>Total Annual Problem</b>	472,740	(409,036)	(516,760)	(377,409)	(210,416)	(314,382)
<b>SOLUTIONS</b>						
Police One-time O&M		(57,400)				
Police One-time New Cost		(18,000)				
Court One-time New Cost		(32,000)				
IS One-time New Cost		(20,000)				
<b>One-time Revenues*</b>						
New P&R Fees (10%/8%/5%/5%/5%)		121,492	78,388	47,766	55,319	58,206
Business Licenses (25%/20%)		57,670	57,614			
+ SWM utility tax		257,230				
+ Cable utility tax		195,885				
+ Sanitation utility tax		-				
+ Water/Sewer Utility		723,417				
2 month Implementation offset (4 mo total)		(120,594)				
Hotel/Motel Festival Reimb		20,000				
Self Insurance fully funded/lower assessment						133,000
Permanent Comp Cuts	25,000	158,000	-	42,632		278,986
<b>Add 3 Patrol Officers Oct 1</b>		(86,250)				
<b>Total Annual Solution</b>	25,000	1,199,450	136,002	90,398	55,319	470,192
<b>Ending Reserve</b>	1,175,300	2,100,410	1,858,019	1,588,035	1,455,935	1,642,615
<b>Required Reserve Calculation</b>						
5% Stabilization	854,237	883,832	954,613	972,962	990,797	1,002,899
7% Regular	1,228,611	1,333,710	1,401,296	1,399,974	1,405,136	1,423,904
<b>Combined Required</b>	2,082,848	2,217,542	2,355,909	2,372,936	2,395,933	2,426,803
<b>Reserve Shortfall</b>	(907,548)	(117,132) **	(497,890) **	(784,901) **	(939,998) **	(784,188)

## 2015-2020 GENERAL FUND - 6% Water/Sewer Scenario: Current Cuts

	REVISED	BUDGET	FORECAST			
	2015	2016	2017	2018	2019	2020
Revenues	18,024,320	18,778,660	19,469,266	19,468,394	19,715,094	19,887,121
Expenses	(17,551,580)	(19,053,000)	(20,018,514)	(19,999,631)	(20,073,368)	(20,341,488)
<b>Net "Profit/Loss"</b>	<b>472,740</b>	<b>(274,340)</b>	<b>(549,248)</b>	<b>(531,237)</b>	<b>(358,274)</b>	<b>(454,367)</b>
<b>Add'l Reserve Req't</b>		<b>(134,696)</b>	<b>(129,825)</b>	<b>(17,027)</b>	<b>(22,997)</b>	<b>(30,869)</b>
<b>Total Annual Problem</b>	<b>472,740</b>	<b>(409,036)</b>	<b>(679,073)</b>	<b>(548,264)</b>	<b>(381,271)</b>	<b>(485,236)</b>
<b>SOLUTIONS</b>						
Police One-time O&M		(57,400)				
Police One-time New Cost		(18,000)				
Court One-time New Cost		(32,000)				
IS One-time New Cost		(20,000)				
<b>One-time Revenues*</b>						
New P&R Fees (10%/8%/5%/5%/5%)		121,492	78,388	47,766	55,319	58,206
Business Licenses (25%/20%)		57,670	57,614			
+ SWM utility tax		257,230				
+ Cable utility tax		195,885				
+ Sanitation utility tax		-				
+ Water/Sewer Utility		542,562				
2 month implementation offset (4 mo total)		(90,445)				
Hotel/Motel Festival Reimb		30,000				
Self Insurance fully funded/lower assessment						133,000
Permanent Comp Cuts	25,000	158,000	-	42,632		278,986
<b>Add 3 Patrol Officers</b>		-				
<b>Total Annual Solution</b>	<b>25,000</b>	<b>1,144,994</b>	<b>136,002</b>	<b>90,398</b>	<b>55,319</b>	<b>470,192</b>
<b>Ending Reserve</b>	<b>1,175,300</b>	<b>2,045,954</b>	<b>1,632,708</b>	<b>1,191,869</b>	<b>888,914</b>	<b>904,739</b>
<b>Required Reserve Calculation</b>						
5% Stabilization	854,237	883,832	946,071	964,420	982,255	994,356
7% Regular	1,228,611	1,333,710	1,401,296	1,399,974	1,405,136	1,423,904
<b>Combined Required</b>	<b>2,082,848</b>	<b>2,217,542</b>	<b>2,347,367</b>	<b>2,364,394</b>	<b>2,387,391</b>	<b>2,418,260</b>
<b>Reserve Shortfall</b>	<b>(907,548)</b>	<b>(171,588) **</b>	<b>(714,659) **</b>	<b>(1,172,525) **</b>	<b>(1,498,477) **</b>	<b>(1,513,521)</b>

## 2015-2020 GENERAL FUND - 0% Water/Sewer Scenario: Current Cuts

	REVISED	BUDGET	FORECAST			
	2015	2016	2017	2018	2019	2020
Revenues	18,024,320	18,778,660	18,926,704	18,925,832	19,172,532	19,344,559
Expenses	(17,551,580)	(19,053,000)	(20,018,514)	(19,999,631)	(20,073,368)	(20,341,488)
<b>Net "Profit/Loss"</b>	472,740	(274,340)	(1,091,810)	(1,073,799)	(900,836)	(996,929)
<b>Add'l Reserve Req't</b>		(134,696)	(102,696)	(17,028)	(22,997)	(30,869)
<b>Total Annual Problem</b>	472,740	(409,036)	(1,194,506)	(1,090,827)	(923,833)	(1,027,798)
<b>SOLUTIONS</b>						
Police One-time O&M		(57,400)				
Police One-time New Cost						
Court One-time New Cost		(32,000)				
IS One-time New Cost		(20,000)				
<b>One-time Revenues*</b>						
New P&R Fees (10%/8%/5%/5%/5%)		121,492	78,388	47,766	55,319	58,206
Business Licenses (25%/20%)		57,670	57,614			
+ SWM utility tax		257,230				
+ Cable utility tax		195,885				
+ Sanitation utility tax		-				
+ Water/Sewer Utility						
2 month Implementation offset (4 mo total)		30,000				
Hotel/Motel Festival Reimb						
Self Insurance fully funded/lower assessment						133,000
Permanent Comp Cuts	25,000	158,000	-	42,632		278,986
<b>Add 3 Patrol Officers</b>						
<b>Total Annual Solution</b>	25,000	710,877	136,002	90,398	55,319	470,192
<b>Ending Reserve</b>	1,175,300	1,611,837	656,029	(327,372)	(1,172,889)	(1,699,626)
<b>Required Reserve Calculation</b>						
5% Stabilization	854,237	883,832	918,942	937,292	955,127	967,228
7% Regular	1,228,611	1,333,710	1,401,296	1,399,974	1,405,136	1,423,904
<b>Combined Required</b>	2,082,848	2,217,542	2,320,238	2,337,266	2,360,263	2,391,132
<b>Reserve Shortfall</b>	(907,548)	(605,705) **	(1,664,209) **	(2,664,638) **	(3,533,152) **	(4,090,758)

"Full Cuts"

**CITY MANAGER SCENARIO POSITIONS**

		2016 Rates			2015	2016
		Full Year Cuts				
Sr. Coord 2015 Vacant	P&R	100,000		1-Oct	25,000	-
Add .724 Rec Specialist	P&R	(39,400)			-	-
	2015		-		25,000	-
			-			
→ CM Executive Asst	City Mgr	99,000	99,000	1-Jan		99,000
→ Code Enforce (by CSO)	Police	105,000	105,000	1-Jan		105,000
→ Police Office Manager	Police	97,000	97,000	1-Jul		48,500
→ P&R Director	P&R	179,000	179,000	1-Jul		89,500
Court Clerk .5 FTE	Court	78,000	53,000	1-Jan		53,000
.5 FTE Paralegal	Legal	28,000	-	1-Jul		-
	2016	395,000	533,000			395,000
Commander	Police	191,000	-	1-Jan		
	2017	191,000	-			
.5 FTE Accountant	Finance	42,000	42,000	1-Jan		
	2018	42,000	42,000			
Total Cuts w/o CD		646,600	575,000			

← 2016 ProRata

← 2016 Full Year

## 2015-2020 GENERAL FUND - 16% (12%) Water/Sewer Scenario: Full Cuts \$575K

	REVISED	BUDGET	FORECAST			
	2015	2016	2017	2018	2019	2020
Revenues	18,024,320	18,778,660	20,001,829	20,000,957	20,247,657	20,419,684
Expenses	(17,551,580)	(19,053,000)	(19,638,463)	(19,614,447)	(19,685,295)	(19,950,505)
<b>Net "Profit/Loss"</b>	<b>472,740</b>	<b>(274,340)</b>	<b>363,366</b>	<b>386,510</b>	<b>562,362</b>	<b>469,179</b>
<b>Add'l Reserve Req't</b>		<b>(134,696)</b>	<b>(129,849)</b>	<b>(16,668)</b>	<b>(22,795)</b>	<b>(30,665)</b>
<b>Total Annual Problem</b>	<b>472,740</b>	<b>(409,036)</b>	<b>233,517</b>	<b>369,842</b>	<b>539,567</b>	<b>438,514</b>
<b>SOLUTIONS</b>						
Police One-time O&M		(57,400)				
Police One-time New Cost		(18,000)				
Court One-time New Cost		(32,000)				
IS One-time New Cost		(20,000)				
One-time Revenues*						
New P&R Fees (10%/8%/5%/5%/5%)		121,492	78,388	47,766	55,319	58,206
Business Licenses (25%/20%)		57,670	57,614			
+ SWM utility tax		257,230				
+ Cable utility tax		195,885				
+ Sanitation utility tax		-				
+ Water/Sewer Utility		1,085,125				
2 month Implementation offset		(180,782)				
Hotel/Motel Festival Reimb		20,000				
Self Insurance fully funded/lower assessment						133,000
Permanent Comp Cuts	25,000	395,000	-	42,632		278,986
Add 3 Patrol Officers		(86,250)				
<b>Total Annual Solution</b>	<b>25,000</b>	<b>1,737,970</b>	<b>136,002</b>	<b>90,398</b>	<b>55,319</b>	<b>470,192</b>
<b>Ending Reserve</b>	<b>1,175,300</b>	<b>2,638,930</b>	<b>3,138,298</b>	<b>3,615,206</b>	<b>4,232,887</b>	<b>5,172,258</b>
<b>Required Reserve Calculation</b>						
5% Stabilization	854,237	883,832	972,699	991,048	1,008,883	1,020,984
7% Regular	1,228,611	1,333,710	1,374,692	1,373,011	1,377,971	1,396,535
<b>Combined Required</b>	<b>2,082,848</b>	<b>2,217,542</b>	<b>2,347,391</b>	<b>2,364,059</b>	<b>2,386,854</b>	<b>2,417,519</b>
<b>Reserve Shortfall</b>	<b>(907,548)</b>	<b>421,388 **</b>	<b>790,907 **</b>	<b>1,251,147 **</b>	<b>1,846,033 **</b>	<b>2,754,739</b>

## 2015-2020 GENERAL FUND - 10% Water/Sewer Scenario: Full Cuts \$575K

	REVISED	BUDGET	FORECAST			
	2015	2016	2017	2018	2019	2020
Revenues	18,024,320	18,778,660	19,820,975	19,820,103	20,066,803	20,238,830
Expenses	(17,551,580)	(19,053,000)	(19,638,463)	(19,614,447)	(19,685,295)	(19,950,505)
<b>Net "Profit/Loss"</b>	<b>472,740</b>	<b>(274,340)</b>	<b>182,512</b>	<b>205,656</b>	<b>381,508</b>	<b>288,325</b>
<b>Add'l Reserve Req't</b>		<b>(134,696)</b>	<b>(120,806)</b>	<b>(16,668)</b>	<b>(22,795)</b>	<b>(30,666)</b>
<b>Total Annual Problem</b>	<b>472,740</b>	<b>(409,036)</b>	<b>61,706</b>	<b>188,988</b>	<b>358,713</b>	<b>257,659</b>
<b>SOLUTIONS</b>						
Police One-time O&M		(57,400)				
Police One-time New Cost		(18,000)				
Court One-time New Cost		(32,000)				
IS One-time New Cost		(20,000)				
<b>One-time Revenues*</b>						
New P&R Fees (10%/8%/5%/5%/5%)		121,492	78,388	47,766	55,319	58,206
Business Licenses (25%/20%)		57,670	57,614			
+ SWM utility tax		257,230				
+ Cable utility tax		195,885				
+ Sanitation utility tax		-				
+ Water/Sewer Utility		904,271				
2 month implementation offset (4 mo total)		(150,742)				
Hotel/Motel Festival Reimb		20,000				
Self Insurance fully funded/lower assessment						133,000
Permanent Comp Cuts 25,000	25,000	395,000	-	42,632		278,986
<b>Add 3 Patrol Officers Oct 1</b>		<b>(86,250)</b>				
<b>Total Annual Solution</b>	<b>25,000</b>	<b>1,587,156</b>	<b>136,002</b>	<b>90,398</b>	<b>55,319</b>	<b>470,192</b>
<b>Ending Reserve</b>	<b>1,175,300</b>	<b>2,488,116</b>	<b>2,806,630</b>	<b>3,102,684</b>	<b>3,539,511</b>	<b>4,298,028</b>
<b>Required Reserve Calculation</b>						
5% Stabilization	854,237	883,832	963,656	982,005	999,840	1,011,942
7% Regular	1,228,611	1,333,710	1,374,692	1,373,011	1,377,971	1,396,535
<b>Combined Required</b>	<b>2,082,848</b>	<b>2,217,542</b>	<b>2,338,348</b>	<b>2,355,016</b>	<b>2,377,811</b>	<b>2,408,477</b>
<b>Reserve Shortfall</b>	<b>(907,548)</b>	<b>270,574 **</b>	<b>468,282 **</b>	<b>747,668 **</b>	<b>1,161,700 **</b>	<b>1,889,551</b>

## 2015-2020 GENERAL FUND - 8% Water/Sewer Scenario \$575K

	REVISED	BUDGET	FORECAST			
	2015	2016	2017	2018	2019	2020
Revenues	18,024,320	18,778,660	19,640,121	19,639,249	19,885,949	20,057,976
Expenses	(17,551,580)	(19,053,000)	(19,638,463)	(19,614,447)	(19,685,295)	(19,950,505)
<b>Net "Profit/Loss"</b>	<b>472,740</b>	<b>(274,340)</b>	<b>1,658</b>	<b>24,802</b>	<b>200,654</b>	<b>107,471</b>
<b>Add'l Reserve Req't</b>		<b>(134,696)</b>	<b>(111,763)</b>	<b>(16,668)</b>	<b>(22,795)</b>	<b>(30,666)</b>
<b>Total Annual Problem</b>	<b>472,740</b>	<b>(409,036)</b>	<b>(110,105)</b>	<b>8,134</b>	<b>177,859</b>	<b>76,805</b>
<b><u>SOLUTIONS</u></b>						
Police One-time O&M		(57,400)				
Police One-time New Cost		(18,000)				
Court One-time New Cost		(32,000)				
IS One-time New Cost		(20,000)				
<b>One-time Revenues*</b>						
New P&R Fees (10%/8%/5%/5%/5%)		121,492	78,388	47,766	55,319	58,206
Business Licenses (25%/20%)		57,670	57,614			
+ SWM utility tax		257,230				
+ Cable utility tax		195,885				
+ Sanitation utility tax		-				
+ Water/Sewer Utility		723,417				
2 month Implementation offset (4 mo total)		(120,594)				
Hotel/Motel Festival Reimb		20,000				
Self Insurance fully funded/lower assessment						133,000
Permanent Comp Cuts 25,000	25,000	395,000	-	42,632		278,986
<b>Add 3 Patrol Officers Oct 1</b>		<b>(86,250)</b>				
<b>Total Annual Solution</b>	<b>25,000</b>	<b>1,436,450</b>	<b>136,002</b>	<b>90,398</b>	<b>55,319</b>	<b>470,192</b>
<b>Ending Reserve</b>	<b>1,175,300</b>	<b>2,337,410</b>	<b>2,475,070</b>	<b>2,590,270</b>	<b>2,846,243</b>	<b>3,423,906</b>
<b><u>Required Reserve Calculation</u></b>						
5% Stabilization	854,237	883,832	954,613	972,962	990,797	1,002,899
7% Regular	1,228,611	1,333,710	1,374,692	1,373,011	1,377,971	1,396,535
<b>Combined Required</b>	<b>2,082,848</b>	<b>2,217,542</b>	<b>2,329,305</b>	<b>2,345,973</b>	<b>2,368,768</b>	<b>2,399,434</b>
<b>Reserve Shortfall</b>	<b>(907,548)</b>	<b>119,868 **</b>	<b>145,765 **</b>	<b>244,297 **</b>	<b>477,475 **</b>	<b>1,024,472</b>

## 2015-2020 GENERAL FUND - 6% Water/Sewer Scenario: Full Cuts \$575K

	REVISED	BUDGET	FORECAST			
	2015	2016	2017	2018	2019	2020
Revenues	18,024,320	18,778,660	19,459,266	19,458,394	19,705,094	19,877,121
Expenses	(17,551,580)	(19,053,000)	(19,638,463)	(19,614,447)	(19,685,295)	(19,950,505)
<b>Net "Profit/Loss"</b>	<b>472,740</b>	<b>(274,340)</b>	<b>(179,197)</b>	<b>(156,053)</b>	<b>19,799</b>	<b>(73,384)</b>
<b>Add'l Reserve Req't</b>		<b>(134,696)</b>	<b>(102,721)</b>	<b>(16,668)</b>	<b>(22,795)</b>	<b>(30,665)</b>
<b>Total Annual Problem</b>	<b>472,740</b>	<b>(409,036)</b>	<b>(281,918)</b>	<b>(172,721)</b>	<b>(2,996)</b>	<b>(104,049)</b>
<b>SOLUTIONS</b>						
Police One-time O&M		(57,400)				
Police One-time New Cost		-				
Court One-time New Cost		(32,000)				
IS One-time New Cost		(20,000)				
One-time Revenues*						
New P&R Fees (10%/8%/5%/5%/5%)		121,492	78,388	47,766	55,319	58,206
Business Licenses (25%/20%)		57,670	57,614			
+ SWM utility tax		257,230				
+ Cable utility tax		195,885				
+ Sanitation utility tax		-				
+ Water/Sewer Utility		542,562				
2 month implementation offset (4 mo total)		(90,445)				
Hotel/Motel Festival Reimb		20,000				
Self Insurance fully funded/lower assessment						133,000
Permanent Comp Cuts	25,000	395,000	-	42,632		278,986
Add 3 Patrol Officers		-				
<b>Total Annual Solution</b>	<b>25,000</b>	<b>1,389,994</b>	<b>136,002</b>	<b>90,398</b>	<b>55,319</b>	<b>470,192</b>
<b>Ending Reserve</b>	<b>1,175,300</b>	<b>2,290,954</b>	<b>2,247,759</b>	<b>2,182,104</b>	<b>2,257,222</b>	<b>2,654,030</b>
<b>Required Reserve Calculation</b>						
5% Stabilization	854,237	883,832	945,571	963,920	981,755	993,856
7% Regular	1,228,611	1,333,710	1,374,692	1,373,011	1,377,971	1,396,535
<b>Combined Required</b>	<b>2,082,848</b>	<b>2,217,542</b>	<b>2,320,263</b>	<b>2,336,931</b>	<b>2,359,726</b>	<b>2,390,391</b>
<b>Reserve Shortfall</b>	<b>(907,548)</b>	<b>73,412 **</b>	<b>(72,504) **</b>	<b>(154,827) **</b>	<b>(102,504) **</b>	<b>263,639</b>

## 2015-2020 GENERAL FUND - 0% Water/Sewer Scenario: Full Cuts \$575K

	REVISED	BUDGET	FORECAST			
	2015	2016	2017	2018	2019	2020
Revenues	18,024,320	18,778,660	18,916,704	18,915,832	19,162,532	19,334,559
Expenses	(17,551,580)	(19,053,000)	(19,638,463)	(19,614,447)	(19,685,295)	(19,950,505)
<b>Net "Profit/Loss"</b>	<b>472,740</b>	<b>(274,340)</b>	<b>(721,759)</b>	<b>(698,615)</b>	<b>(522,763)</b>	<b>(615,946)</b>
<b>Add'l Reserve Req't</b>		<b>(134,696)</b>	<b>(75,592)</b>	<b>(16,669)</b>	<b>(22,795)</b>	<b>(30,665)</b>
<b>Total Annual Problem</b>	<b>472,740</b>	<b>(409,036)</b>	<b>(797,351)</b>	<b>(715,284)</b>	<b>(545,558)</b>	<b>(646,611)</b>
<b>SOLUTIONS</b>						
Police One-time O&M		(57,400)				
<b>Police One-time New Cost</b>		<b>-</b>				
Court One-time New Cost		(32,000)				
IS One-time New Cost		(20,000)				
One-time Revenues*						
New P&R Fees (10%/8%/5%/5%/5%)		121,492	78,388	47,766	55,319	58,206
Business Licenses (25%/20%)		57,670	57,614			
+ SWM utility tax		257,230				
+ Cable utility tax		195,885				
+ Sanitation utility tax		-				
<b>+ Water/Sewer Utility</b>						
<b>2 month Implementation offset (4 mo total)</b>		<b>20,000</b>				
Hotel/Motel Festival Reimb						
Self Insurance fully funded/lower assessment						133,000
Permanent Comp Cuts	25,000	395,000	-	42,632		278,986
<b>Add 3 Patrol Officers</b>						<b>-</b>
<b>Total Annual Solution</b>	<b>25,000</b>	<b>937,877</b>	<b>136,002</b>	<b>90,398</b>	<b>55,319</b>	<b>470,192</b>
<b>Ending Reserve</b>	<b>1,175,300</b>	<b>1,838,837</b>	<b>1,253,080</b>	<b>644,863</b>	<b>177,419</b>	<b>31,665</b>
<b>Required Reserve Calculation</b>						
5% Stabilization	854,237	883,832	918,442	936,792	954,627	966,728
7% Regular	1,228,611	1,333,710	1,374,692	1,373,011	1,377,971	1,396,535
<b>Combined Required</b>	<b>2,082,848</b>	<b>2,217,542</b>	<b>2,293,134</b>	<b>2,309,803</b>	<b>2,332,598</b>	<b>2,363,263</b>
<b>Reserve Shortfall</b>	<b>(907,548)</b>	<b>(378,705) **</b>	<b>(1,040,054) **</b>	<b>(1,664,940) **</b>	<b>(2,155,179) **</b>	<b>(2,331,598)</b>



**Motion 3a:** “I move to consider Substitute Draft Ordinance 15-173.”

**Motion 3b:** “I move to suspend Rule 26(a) in order to enact Substitute Draft Ordinance 15-173 on first reading.”

**Motion 3c:** “I move to enact Substitute Draft Ordinance 15-173 creating and imposing a utility tax on sewer utilities in the amount of sixteen percent.”

**Motion 4a:** “I move to consider Substitute Draft Ordinance 15-186.”

**Motion 4b:** “I move to suspend Rule 26(a) in order to enact Substitute Draft Ordinance 15-186 on first reading.”

**Motion 4c:** “I move to enact Substitute Draft Ordinance 15-186 creating and imposing a utility tax on water utilities in the amount of sixteen percent.”

### **Background**

The City of Des Moines has faced challenging budget deficits, particularly in the General and Street Funds, for many years, stretching back to the passage of I-695 in 1999. The City has used a variety of strategies to balance the budget over the years, including positions cuts, use of one-time revenues, instituting new revenues, furloughs, employees voluntarily reducing their Cost of Living Adjustments, changes to benefit programs, reorganizations, etc.

The budget situation for 2016 is significant and depends on significant one-time development revenues related to several large projects. The state of our reserves and the prospects for 2017 and beyond are bleak. Without significant new revenues or massive cuts in expenses, our reserves will be completely drained before the end of 2017 and the City will no longer be able to provide services at current levels. While the City has been very aggressive with economic development efforts—including changing our development codes and streamlining our development processes—we are just now seeing the fruits of our labors. Those developments that are either under construction now or look to be under construction within the next year will bring in new revenues. This new revenue has been conservatively estimated and built into our budget forecasts through 2020 but it is not enough to get us to a sustainable budget.

Staff was also directed to look for every revenue opportunity that might be available for the Council to implement. Possible revenue increases that came forward were increases to business license fees, increases to our parks and recreation fees, increases to our current utilities taxes (on storm water, cable TV, and solid waste), and implementation of a utility tax on water and sanitary sewer services. Applying our utility tax to water and sanitary sewer services is a new revenue option.

### **Discussion**

This item was set over from the October 29, 2015 meeting to the November 12, 2015 agenda for Council consideration. After careful consideration and discussion with Councilmembers, staff, and members of

the public, at the October 8 Council meeting, Council directed staff to prepare ordinances to increase some of the existing utility taxes and create a new utility tax on water and sewer districts. Accordingly, the attached ordinances:

- increase the utility tax rate applicable to persons engaged in the business of carrying on solid waste collection from 8% to 18% with 45% of the total tax proceeds devoted to the general fund and 55% devoted to the street maintenance fund.
- increase the utility tax rate applicable to persons engaged in the business of transmitting television or audio services by cable or wire from 8% to 10% and all of the tax proceeds continue to be devoted to the general fund.
- increase the utility tax rate applicable water utility rates from 0% to 16% with 75% of the total tax proceeds devoted to the general fund and 25% devoted to the street pavement fund.
- increase the utility tax rate applicable sewer utility rates from 0% to 16% with 75% of the total tax proceeds devoted to the general fund and 25% devoted to the street pavement fund.

### **Financial Impact**

The fiscal impacts as part of the 2016 City Manager Preliminary Budget are as follows (including the increase in car tabs previously approved):

	<u>General Fund</u>	<u>Street O&amp;M</u>	<u>Street Paving</u>	<u>TOTAL NEW</u>
<b><u>Estimated 2016 Additional Tax Revenue</u></b>				
Stormwater	257,230	55,639		312,869
Cable	195,885			195,885
Sanitation	-	365,400		365,400
Water/Sewer	1,085,125		361,709	1,446,834
Car Tab			440,000	440,000
Total Estimated Additional Revenue	<u>1,538,240</u>	<u>421,039</u>	<u>801,709</u>	<u>2,760,988</u>

### **Recommendation or Conclusion**

Enact the utility taxes as presented or adjust the rates and budget plan based on public comment.

THIS PAGE LEFT INTENTIONALLY BLANK

## CITY ATTORNEY'S FIRST DRAFT 10/24/2015

## DRAFT ORDINANCE NO. 15-171

**AN ORDINANCE OF THE CITY OF DES MOINES, WASHINGTON,** relating to utility occupations, amending DMMC 3.68.060(4) to increase utility occupation taxes levied on solid waste utilities by ten percent and repealing the sunset provision at DMMC 3.68.060(4)(a).

**WHEREAS,** the City Council has determined that there will be a deficit balance in the City's General Fund and Street Fund in 2016, and

**WHEREAS,** the basic City service levels would be greatly reduced without an additional source of revenue, and

**WHEREAS,** the City Council has determined that the public interest is best served by implementing increased utility taxes on the businesses of solid waste and cable utilities, and

**WHEREAS,** on October 8, 2015, by consensus, the City Council directed staff to bring forth ordinances necessary to enact the revenue recommendations presented in the City Manager's Budget to the City Council to be considered at the meeting on October 29, 2015, and

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

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

**Sec. 1.** DMMC 3.68.060(4) (formerly DMMC 3.61.060) and section 6 of Ordinance No. 916 as amended by section 1 of Ordinance No. 1004 as amended by sections 1 and 2 of Ordinance No. 1005 as amended by section 1 of Ordinance No. 1023 as amended by section 2 of Ordinance No. 1118 as amended by section 63(11) of Ordinance No. 1144 as amended by section 1 of Ordinance No. 1249 as amended by sections 1 and 2 of Ordinance No. 1610 are amended to read as follows:

**Occupations subject to tax - Amount.** There is levied upon, and shall be collected from a person because of certain business activities engaged in or carried on in the City, license fees or occupation taxes in

Ordinance No. \_\_\_\_  
Page 2 of 3

the amount to be determined by the application of rates given against gross income as follows:

(4) Effective January 1, 2016, Upon a person engaged in or carrying on the business of solid waste collection, a fee or tax equal to ~~eight~~ eighteen percent (18%) of the total gross income from such business in the City during the period for which the license fee or tax is due. The eighteen percent (18%) tax shall be allocated as follows: eight percent (8%) shall be allocated into the Des Moines General Fund and ten percent (10%) shall be allocated into the Street Fund.

~~(a) Sunset Provision. Unless renewed by City Council action, Ord. No. 1610 shall automatically expire and terminate five years after its effective date.~~

**NEW SECTION. Sec. 2. Savings clause.** Ordinance No. 1610 which is amended by this Ordinance, shall remain in full force and effect until the December 31, 2015, at which time Draft Ordinance 15-171 shall become effective.

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

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

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

**NEW SECTION. Sec. 4. Effective date.** This Ordinance shall take effect and be in full force five (5) days after its final passage by the Des Moines City Council.

Ordinance No. \_\_\_\_  
Page 3 of 3

**PASSED BY** the City Council of the City of Des Moines this \_\_\_\_ day of \_\_\_\_\_, 2015 and signed in authentication thereof this \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
M A Y O R

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

ATTEST:

\_\_\_\_\_  
City Clerk

Published: \_\_\_\_\_

THIS PAGE LEFT INTENTIONALLY BLANK

## CITY ATTORNEY'S FIRST DRAFT 10/24/2015

## DRAFT ORDINANCE NO. 15-185

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

**WHEREAS**, the City Council has determined that there will be a deficit balance in the City's General Fund and Street Fund in 2016, and

**WHEREAS**, the basic City service levels would be greatly reduced without an additional source of revenue, and

**WHEREAS**, the City Council has determined that the public interest is best served by implementing increased utility taxes on the businesses of solid waste and cable utilities, and

**WHEREAS**, on October 8, 2015, by consensus, the City Council directed staff to bring forth ordinances necessary to enact the revenue recommendations presented in the City Manager's Budget to the City Council to be considered at the meeting on October 29, 2015, and

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

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

**Sec. 1.** DMMC 3.68.060(5) (formerly 3.61.060) (formerly DMMC 3.61.060) and section 6 of Ordinance No. 916 as amended by section 1 of Ordinance No. 1004 as amended by sections 1 and 2 of Ordinance No. 1005 as amended by section 1 of Ordinance No. 1023 as amended by section 2 of Ordinance No. 1118 as amended by section 63(11) of Ordinance No. 1144 as amended by section 1 of Ordinance No. 1249 as amended by sections 1 and 2 of Ordinance No. 1609 are amended to read as follows:

**Occupations subject to tax - Amount.** There is levied upon, and shall be collected from a person because of certain business activities engaged in or carried

Ordinance No. \_\_\_\_\_  
Page 2 of 3

on in the City, license fees or occupation taxes in the amount to be determined by the application of rates given against gross income as follows:

(5) Effective January 1, 2016, Upon a person engaged in or carrying on the business of transmitting television or audio services by cable or wire, a fee or tax equal to ~~eight~~ ten percent (10%) of the total gross income from such business in the City during the period for which the fee or tax is due.

~~(a) Sunset Provision. Unless renewed by City Council action, Ord. No. 1609 shall automatically expire and terminate five years after its effective date;~~

**NEW SECTION.** **Sec. 2. Savings clause.** Ordinance No. 1609 which is amended by this Ordinance, shall remain in full force and effect until December 31, 2015 at which time Draft Ordinance 15-185 shall become effective.

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

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

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

**NEW SECTION.** **Sec. 4. Effective date.** This Ordinance shall take effect and be in full force five (5) days after its final passage by the Des Moines City Council.

**PASSED BY** the City Council of the City of Des Moines this \_\_\_\_\_ day of \_\_\_\_\_, 2015 and signed in authentication thereof this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

Ordinance No. \_\_\_\_\_  
Page 3 of 3

\_\_\_\_\_  
M A Y O R

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

ATTEST:

\_\_\_\_\_  
City Clerk

Published: \_\_\_\_\_

THIS PAGE LEFT INTENTIONALLY BLANK

## CITY ATTORNEY'S FIRST DRAFT 11/04/2015

DRAFT SUBSTITUTE ORDINANCE NO. 15-173

AN ORDINANCE OF THE CITY OF DES MOINES, WASHINGTON, relating to revenue and finance, and adding a new subsection (7) to DMMC 3.68.060 to create and impose a sewer utility tax at the rate of sixteen percent per year.

**WHEREAS**, Article VII, Section 9 of the Washington State Constitution states:

"The legislature may vest the corporate authorities of cities, towns and villages with power to make local improvements by special assessment, or by special taxation of property benefited. For all corporate purposes, all municipal corporations may be vested with authority to assess and collect taxes and such taxes shall be uniform in respect to persons and property within the jurisdiction of the body levying the same",

and

**WHEREAS**, in addition, the Washington State Constitution at Article XI, Section 12, states

"The legislature shall have no power to impose taxes upon counties, cities, towns or other municipal corporations, or upon the inhabitants or property thereof for county, city, town, or other municipal purposes, but may, by general laws, vest in the corporate authorities thereof, the power to assess and collect taxes for such purpose",

and

**WHEREAS**, in RCW 35A.11.020, the Legislature has given municipalities "all powers of taxation for local purposes except those which are expressly preempted by the state as provided in RCW 66.08.120, 82.36.440, 48.14.020, and 48.14.080." The statutes provided do not expressly prohibit the taxation of sewer district services, and

**WHEREAS**, RCW 35A.82.020 provides that:

Ordinance No. \_\_\_\_\_  
 Page 2 of 5

"[a] code city may exercise the authority authorized by general law for any class of city to license and revoke the same for cause, to regulate, make inspections and to impose excises for regulation or revenue in regard to all places and kinds of business, production, commerce, entertainment, exhibition, and upon all occupations, trades and professions and any other lawful activity",

and

**WHEREAS**, in *City of Wenatchee v. Chelan County Public Utility District No. 1*, 181 Wn. App 326 (2014) Division 3 of the Court of Appeals, declared that the utility tax levied by the City of Wenatchee on Chelan County PUD for the sale of domestic water within the City's limits was a proper tax on activities that were proprietary in nature and that the City has the authority to levy and collect the tax from Chelan County Public Utility District No. 1, and

**WHEREAS**, the following courts have found that the sale of utilities is a proprietary function in *Russell v. City of Grandview*, 39 Wn.2d 551, 236 P.2d 1061 (1951), *Public Util. Dist. No. 1 of Pend Oreille County v. Town of Newport*, 38 Wn.2d 221, 228 P.2d 766 (1951), and *City of Moses Lake v. United States*, 430 F.Supp.2d 1164 (2006), and

**WHEREAS**, the City of Wenatchee imposed taxes on water utilities at 16% and sewer utilities at 16% in 2011, and

**WHEREAS**, a sewer utility district operates in its proprietary capacity when selling sewer utility services to its ratepayers, and

**WHEREAS**, a sewer utility district when operating in its proprietary capacity does not enjoy governmental immunity, and

**WHEREAS**, RCW 35A.82.020 grants code cities broad general authority to impose excise taxes for regulation or revenue, unless expressly preempted, and

**WHEREAS**, the Legislature could have included in chapter 35A.82 RCW language precluding code cities from taxing other

Ordinance No. \_\_\_\_\_  
 Page 3 of 5

municipality entities under RCW 35A.82.020, but refrained from doing so, and

**WHEREAS**, the proprietary activities of a municipality, like the business activities of private parties, are subject to taxation, (see generally the *2014 AWC Cities, Tax and User Fee Survey* for tax rates for sewer statewide as reported and redacted to include only water and sewer rates), and

**WHEREAS**, the operation of a sewer utility serving billed customers is a proprietary function, and

**WHEREAS**, public utilities that pay a utility tax are exempt from the Business and Occupation Tax under DMMC 3.84.110(1), and

**WHEREAS**, the City Council has determined that there will be a deficit balance in the City's General Fund and Street Fund in 2016, and

**WHEREAS**, the basic City service levels would be greatly reduced without an additional source of revenue, and

**WHEREAS**, the City Council has determined that the public interest is best served by implementing utility taxes on sewer utility rates, effective January 1, 2016, and

**WHEREAS**, on October 8, 2015, by consensus, the City Council directed staff to bring forth ordinances necessary to enact the revenue recommendations presented in the City Manager's Budget to the City Council to be considered at the meeting on October 29, 2015, and

**WHEREAS**, the City Council finds that this Draft Ordinance is reasonable and necessary for the preservation of the public health and welfare; now therefore,

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

**Sec. 1.** A new subsection (7) is added to DMMC 3.68.060 DMMC to read as follows:

Ordinance No. \_\_\_\_\_  
Page 4 of 5

**Imposition of sewer utility tax.** Effective January 1, 2016, there is hereby created and levied a tax in the amount of sixteen percent (16%) per year, chargeable monthly, against and upon the gross income derived from the sewer utilities operating in the City. This section shall not apply to any sewer utility that precludes the levying of a utility tax pursuant to a franchise or interlocal agreement. The sixteen percent (16%) tax shall be allocated as follows: twelve percent (12%) shall be allocated into the Des Moines General Fund and four percent (4%) shall be allocated to the Street Pavement Fund.

**Sec. 2. Severability - Construction.**

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

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

**Sec. 3. Effective date.** This Ordinance shall take effect and be in full force five (5) days after its final passage by the Des Moines City Council.

**PASSED BY** the City Council of the City of Des Moines this \_\_\_\_\_ day of \_\_\_\_\_, 2015 and signed in authentication thereof this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
M A Y O R

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

Ordinance No. \_\_\_\_\_  
Page 5 of 5

ATTEST:

\_\_\_\_\_  
City Clerk

Published: \_\_\_\_\_

THIS PAGE LEFT INTENTIONALLY BLANK

## CITY ATTORNEY'S FIRST DRAFT 11/04/2015

DRAFT SUBSTITUTE ORDINANCE NO. 15-186

AN ORDINANCE OF THE CITY OF DES MOINES, WASHINGTON, relating to revenue and finance, and adding a new subsection (8) to DMMC 3.68.060 to create and impose a water utility tax at the rate of sixteen percent per year.

**WHEREAS**, Article VII, Section 9 of the Washington State Constitution states:

"The legislature may vest the corporate authorities of cities, towns and villages with power to make local improvements by special assessment, or by special taxation of property benefited. For all corporate purposes, all municipal corporations may be vested with authority to assess and collect taxes and such taxes shall be uniform in respect to persons and property within the jurisdiction of the body levying the same",

and

**WHEREAS**, in addition, the Washington State Constitution at Article XI, Section 12, states

"The legislature shall have no power to impose taxes upon counties, cities, towns or other municipal corporations, or upon the inhabitants or property thereof for county, city, town, or other municipal purposes, but may, by general laws, vest in the corporate authorities thereof, the power to assess and collect taxes for such purpose,"

and

**WHEREAS**, in RCW 35A.11.020, the Legislature has given municipalities "all powers of taxation for local purposes except those which are expressly preempted by the state as provided in RCW 66.08.120, 82.36.440, 48.14.020, and 48.14.080." The statutes provided do not expressly prohibit the taxation of sewer district services, and

**WHEREAS**, RCW 35A.82.020 provides that:

Ordinance No. \_\_\_\_\_  
Page 2 of 5

"[a] code city may exercise the authority authorized by general law for any class of city to license and revoke the same for cause, to regulate, make inspections and to impose excises for regulation or revenue in regard to all places and kinds of business, production, commerce, entertainment, exhibition, and upon all occupations, trades and professions and any other lawful activity",

and

**WHEREAS**, in *City of Wenatchee v. Chelan County Public Utility District No. 1*, 181 Wn. App 326 (2014) Division 3 of the Court of Appeals, declared that the utility tax levied by the City of Wenatchee on Chelan County PUD for the sale of domestic water within the City's limits was a proper tax on activities that were proprietary in nature and that the City has the authority to levy and collect the tax from Chelan County Public Utility District No. 1, and

**WHEREAS**, the following courts have found that the sale of utilities is a proprietary function in *Russell v. City of Grandview*, 39 Wn.2d 551, 236 P.2d 1061 (1951), *Public Util. Dist. No. 1 of Pend Oreille County v. Town of Newport*, 38 Wn.2d 221, 228 P.2d 766 (1951), and *City of Moses Lake v. United States*, 430 F.Supp.2d 1164 (2006), and

**WHEREAS**, the City of Wenatchee imposed taxes on water utilities at 16% and sewer utilities at 16% in 2011, and

**WHEREAS**, a water utility district operates in its proprietary capacity when selling water utility services to its ratepayers, and

**WHEREAS**, a water utility district when operating in its proprietary capacity does not enjoy governmental immunity, and

**WHEREAS**, RCW 35A.82.020 grants code cities broad general authority to impose excise taxes for regulation or revenue, unless expressly preempted, and

**WHEREAS**, the Legislature could have included in chapter 35A.82 RCW language precluding code cities from taxing other

Ordinance No. \_\_\_\_\_  
Page 3 of 5

municipality entities under RCW 35A.82.020, but refrained from doing so, and

**WHEREAS**, in the 2013 Regular Session of the Legislature, SHB 1512, (codified at chapter 70.315 RCW), was enacted to clarify the duties and obligations of municipalities water purveyors and fire suppression water services, and

**WHEREAS**, the City is neither a water purveyor nor does it provide fire suppression water services as the City is served by a number of water, sewer and fire districts, and

**WHEREAS**, a municipality may contract with a water purveyor for the provision of fire suppression water facilities, services, or both, but is not obligated to do either pursuant to RCW 70.315.040, and

**WHEREAS**, the proprietary activities of a municipal entity, like the business activities of private parties, are subject to taxation, (see generally the *2014 AWC Cities, Tax and User Fee Survey* for tax rates for water statewide as reported and redacted to include only water and sewer rates), and

**WHEREAS**, the operation of a water utility serving billed customers is a proprietary function, and

**WHEREAS**, public utilities that pay utility tax are currently exempt from the Business and Occupation Tax under DMMC 3.84.110(1), and

**WHEREAS**, the City Council has determined that there will be a deficit balance in the City's General Fund and Street Fund in 2016, and

**WHEREAS**, the basic City service levels would be greatly reduced without an additional source of revenue, and

**WHEREAS**, the City Council has determined that the public interest is best served by implementing utility taxes on water utility rates, effective January 1, 2016, and

**WHEREAS**, on October 8, 2015, by consensus, the City Council directed staff to bring forth ordinances necessary to

Ordinance No. \_\_\_\_\_  
Page 4 of 5

enact the revenue recommendations presented in the City Manager's Budget to the City Council to be considered at the meeting on October 29, 2015, and

**WHEREAS**, the City Council finds that this Draft Ordinance is reasonable and necessary for the preservation of the public health and welfare; now therefore,

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

**Sec.1.** A new subsection (8) is added to DMMC 3.68.060 to read as follows:

**Imposition of water utility tax.** Effective January 1, 2016, there is hereby created and levied a tax in the amount of sixteen percent (16%) per year, chargeable monthly, against and upon the gross income derived from the water utilities operating in the City. This section shall not apply to any water utility that precludes the levying of a utility tax pursuant to a franchise or interlocal agreement. The sixteen percent (16%) tax shall be allocated as follows: twelve percent (12%) shall be allocated into the Des Moines General Fund and four percent (4%) shall be allocated to the Street Pavement Fund.

**Sec. 2. Severability - Construction.**

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

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

**Sec. 3. Effective date.** This Ordinance shall take effect and be in full force five (5) days after its final passage by the Des Moines City Council.

Ordinance No. \_\_\_\_\_  
Page 5 of 5

**PASSED BY** the City Council of the City of Des Moines this \_\_\_\_\_ day of \_\_\_\_\_, 2015 and signed in authentication thereof this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
M A Y O R

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

ATTEST:

\_\_\_\_\_  
City Clerk

Published: \_\_\_\_\_

THIS PAGE LEFT INTENTIONALLY BLANK



# City of Des Moines

ADMINISTRATION  
21630 11TH AVENUE SOUTH, SUITE A  
DES MOINES, WASHINGTON 98198-6398  
(206) 878-4595 T.D.D.; (206) 824-6024 FAX: (206) 870-6540



November 6, 2015

Mr. Matt Everett  
General Manager  
Highline Water District  
23828 30<sup>th</sup> Ave. S.  
Kent, WA 98032

Dear Mr. Everett:

In your October 27, 2015 letter opposing the City's proposed adoption of a utility tax on water you address several issues. The ensuing is our response to these issues:

1. **Financial Hardship.** We appreciate your concern for the Des Moines' citizens and your ratepayers' efforts in reducing your operating expenses; however, the District has the authority to alleviate the financial hardship a utility tax may impose on some ratepayers.

**RCW 54.52.010(2) provides that:**

A public utility district may include with or as part of its regular customer billings, a request for voluntary contributions to assist qualified low-income residential customers of the district in paying their water and sewer bills. All funds received by the district as a result of these requests shall be transmitted to a charitable organization within the district's service area or retained by the district and distributed solely to assist qualified low-income residential customers in paying their water and sewer bills. The charitable organization or district is responsible for determining which of the district's customers are qualified to receive low-income assistance and the amount of assistance provided to qualified customers.

Further, the District is not obligated to pass these taxes along to ratepayers at the same percentage that the City assesses, if the current rates charged create excess revenue over immediate needs the District can pass on a lesser amount to reduce rates to mitigate the taxes to be imposed. While the City does not doubt that some ratepayers may experience financial hardship we do not believe the District will experience great financial hardship. The reality is that the District has over 16 million dollars in unrestricted cash at the end of 2014 and its "2015 CIP – Outstanding Funds and Debt Service (2014-2018) Capital Projects" schedule only anticipates annual capital projects of three to four million per year. Since you have not been

charged a utility tax you have received the benefit of not paying a B&O, tax unlike other businesses in the City.

Like the District, the City too has laid off employees. Since 2008 the City's general fund FTE's and all other police positions have been reduced from 137 to 110, which is about 20%. These reductions have created hardship for the citizens of Des Moines based on the reduced amount of service we can provide those citizens, particularly in the services provided by the Police, which have been reduced from 60 positions to 43 positions (28%) now, and Building Division from 9 FTE's to 6 FTE's and Planning & Development Services from 5 FTE's to 3 FTE's (40%), and Parks Maintenance from 7 FTE's to 4 FTE's (42%) with the lack of those positions, the City's ability to bring economic development into the City to turn our economy around is severely hampered.

2. **Regressive Tax.** A tax on utility service may be a regressive tax but that is the Legislation the state has granted to the City as a revenue enhancement.
3. **Water is a Necessity of Life.** Although water may be a necessity of life, a community will also not thrive without the plethora of services provided by the City, e.g., police services, public works, streets, parks, etc.
4. **Cumulative Impacts.** We understand that you may be taxed by the State which, as an aside, indicates that you do understand that it is neither unconstitutional nor illegal for one governmental entity to tax another; we can only assert that the City needs operating revenues to provide necessary public services to its citizens and that revenue can only be generated in the manner the State Legislature has granted. Further, the City exempts public utilities that pay a utility tax from paying the City's B&O tax. DMMC 3.84.110(1).
5. **Tax implementation Problems and Costs.** Although the City has not imposed a utility tax on the District in the past, the City does have a legal right to do so and in the current environment the City must exercise all its options to generate the necessary revenues to provide necessary public services to its citizens. See generally the discussion in No. 7.
6. **District Right to Bill the City for Fire Suppression Facilities.** The citation to *Lane v. City of Seattle*, and *City of Tacoma vs. Bonney Lake* cases ignores the clear language of the Chapter 70.315 RCW "fix" provided by the Legislature for the confusion caused by the these two cases. The City of Des Moines, unlike the cities of Tacoma and Seattle, is not a water purveyor nor does it have a fire department or provide fire suppression services.

RCW 70.315, states in pertinent part:

**RCW 70.315.010**

### **Findings and declaration of purpose.**

(4) The legislature finds that recent Washington supreme court decisions, including *Lane v. City of Seattle*, 164 Wn.2d 875 (2008), and *City of Tacoma v. City of Bonney Lake, et al.*, 173 Wn.2d 584 (2012), have created uncertainty and confusion as to the role, responsibilities, cost allocation, and recovery authority of water purveyors. If left unresolved, the absence of legal clarity will adversely affect the availability and condition of fire suppression infrastructure necessary to protect life and property.

(5) It is the legislature's intent to determine appropriate methods of organizing public services and the authority of water purveyors with respect to critical public services. The legislature further intends this chapter to clarify the authority of water purveyors to provide fire suppression water facilities and services and to recover the costs for those facilities and services. The legislature also intends to provide liability protections appropriate for water purveyors engaged in this vital public service.

### **RCW 70.315.030**

#### **Cost allocation and recovery.**

A purveyor may allocate and recover the costs of fire suppression water facilities and services from all customers as costs of complying with state laws and regulations, or from customers based on service to, benefits conferred upon, and burdens and impacts caused by various classes of customers, or both.

### **RCW 70.315.040**

#### **Contracts to provide for facilities and services.**

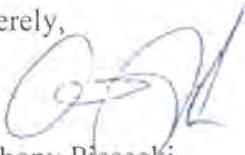
A city, town, or county *may* contract with purveyors for the provision of fire suppression water facilities, services, or both. The contract may take the form of a franchise agreement, an interlocal agreement pursuant to chapter 39.34 RCW, or an agreement under other contracting authority, and may provide for funding or cost recovery of fire suppression water facilities, services, or both, as the parties may agree. (emphasis added)

As the authority granted to the District is discretionary, based on the use of the word “may”, it is also discretionary for the City to decide to enter into either a franchise or interlocal agreement with the District to account for fire suppression services. The City’s decision to enter into either of the agreements, franchise or interlocal, is not subject to executive fiat by the District. See also *Water Utilities and Fire Hydrants: Legislative Update – MRSC article May 1, 2013* by FCS GROUP and John W. Milne, Inslee Best Doexie & Ryder, P.S.

7. Utility Tax Illegal. We, of course disagree with your interpretation that a city imposed tax is illegal. The City does have a legal right to tax utilities operating as a proprietary business. I can only encourage you to re-read *Wenatchee vs. Chelan County PUD* 2014 to determine the state of the law now rather than rely on a 1984 case involving a governmental function rather than the proprietary function of your District. Note also that Wenatchee increased their utility tax on water and sewer of 16%. You may also want to read *Russell v. City of Grandview*, 39 Wn. 2d 551, 553 (1951), *Pub. Util. Dist. No. 1 of Pend Oreille County v. Town of Newport*, 38 Wn. 2d 221 (1951); *City of Moses Lake v. United States*, 430 F Supp. 2d 1164 (E.D. Wash. 2006) to understand that the distinction between a governmental function and a proprietary function has long been established in case law and water purveying is a *proprietary* function.

In closing, Des Moines is considering all of its options, including the option to impose a utility tax. We stand ready to discuss the utility tax rate with you, but we will not do so through a franchise agreement. We must act with regards to the utility tax by the end of the year, more exacting by the end of the month. We are hopeful you will work with us regarding the utility tax rate; however, since time is of the essence, we will exercise the authority granted to us by the Legislature and acknowledged in the Washington State Constitution, statutes of the state and case law and impose the utility tax. Regarding entering into a franchise agreement, we would be open to restarting negotiations for a franchise agreement as the existing one expired in June 2003; however, we have neither the time nor the patience to stretch out the negotiation of a franchise agreement for another four years.

Sincerely,



Anthony Plasecki  
City Manger

c: City Council  
Pat Bosmans, City Attorney  
Tim George, Assistant City Attorney  
Dunyele Mason, Finance Director  
Dan Brewer, PBPW Director



# City of Des Moines

Attachment #6

ADMINISTRATION  
21630 11TH AVENUE SOUTH, SUITE A  
DES MOINES, WASHINGTON 98198-6398  
(206) 878-4595 T.D.D.; (206) 824-6024 FAX:(206) 870-6540



November 6, 2015

Mr. Ron Hall  
General Manager  
Southwest Suburban Sewer District  
431 SW Ambaum Blvd.  
Burien, WA 98166-2462

Dear Mr. Hall:

In your October 27, 2015 letter opposing the City's proposed adoption of a utility tax on sewer you address several issues. Find attached our letter to the District dated October 19, 2011 with a proposed draft Franchise Agreement. Since 2011 there has been no significant progress on negotiating this agreement. Clearly, the proposed draft franchise agreement we sent in 2011 is no longer on the table due to clarity in the law with regards to the City's authority to pursue a utility tax. While we continue to be willing to negotiate a franchise agreement we have turned our attention to the utility tax and need to resolve that issue before entering into negotiations.

The ensuing is our response to these issues:

1. The City is not interested in negotiating utility tax rates within a franchise agreement. Our authority for utility taxes are established in the "Whereases" in the attached Draft Ordinance No. 15-173. Utility taxes, by law, are not subject to negotiations, we are clearly open to discussing these matters but not as a part of negotiations for a franchise agreement
2. The franchise agreement you enjoy with the City, signed October 12, 1995, effectively terminated in 2005. A franchise agreement between the City and the District is necessary in order to grant the District the authority to operate, maintain and construct its systems within the City's right-of way, see below the terms of the franchise agreement:

Sec. 4. Term of franchise--Termination--Right to amend.

(1) Term of franchise. The rights and privileges granted by this franchise will be in effect for a **period of ten (10) years** after the date on which this ordinance becomes effective, unless sooner terminated or forfeited as provided in this ordinance or as subsequently amended.

3. The District may choose to pass the utility tax on to its ratepayers but you also have alternatives. The District has the authority to alleviate the financial hardship a utility tax may impose on some ratepayers.

**RCW 54.52.010(2) provides that:**

A public utility district may include with or as part of its regular customer billings, a request for voluntary contributions to assist qualified low-income residential customers of the district in paying their water and sewer bills. All funds received by the district as a result of these requests shall be transmitted to a charitable organization within the district's service area or retained by the district and distributed solely to assist qualified low-income residential customers in paying their water and sewer bills. The charitable organization or district is responsible for determining which of the district's customers are qualified to receive low-income assistance and the amount of assistance provided to qualified customers.

Further, the District is not obligated to pass these taxes along to ratepayers at the same percentage that the City assesses. The District can use existing cash on hand and pass on a lesser amount to reduce rates and mitigate the tax impact. While the City does not doubt some ratepayers may experience financial hardship we do not believe the District will experience great financial hardship. The reality is the District has \$3 million in unrestricted cash whereas total tax impact is less than \$60,000. Additionally, the City exempts public utilities that pay a utility tax from paying the City's B&O tax. DMMC 3.84.110(1). Since you have not been charged a utility tax you have received the benefit of not paying a B&O, tax unlike other businesses in the City.

4. Your comment with regards to the franchise signed by the Lakehaven Utility District and comment that not *all property* owners are being treated equally. The proposed draft franchise agreement you were offered in 2011 was offered at a time when the state of the law was uncertain, with certainty in the law our position has changed. There are multiple PUD's providing service in the City of Des Moines. Every utility set its own rates. Not all property owners in Des Moines pay the same rate now. If the City created its own utility then it could create more rate equality between property owners.
5. We have adjusted our estimates based on the information you have provided us as to monthly services charges. Thank you for that information.

In closing, Des Moines is considering all of its options, including the option to impose a utility tax. We stand ready to discuss the utility tax rate with you, but we will not do so through a franchise agreement. We must act with regards to the utility tax by the end of the year, more exacting by the end of the month. We are hopeful you will work with us regarding the utility tax

rate; however, since time is of the essence, we will exercise the authority granted to us by the Legislature and acknowledged in the Washington State Constitution, statutes of the state and case law and impose the utility tax. Regarding entering into a franchise agreement, we would be open to restarting negotiations for a franchise agreement as the existing one expired in June 2005; however, we have neither the time nor the patience to stretch out the negotiation of a franchise agreement for another four years.

Sincerely,

A handwritten signature in blue ink, appearing to read 'APiasecki', written over a horizontal line.

Anthony Piasecki  
City Manager

c: City Council  
Pat Bosmans, City Attorney  
Tim George, Assistant City Attorney  
Dunyele Mason, Finance Director  
Dan Brewer, PBPW Director

THIS PAGE LEFT INTENTIONALLY BLANK



November 4, 2015

Midway Sewer District Board of Commissioners  
Midway Sewer District  
21630 11<sup>th</sup> Ave. S.  
Des Moines, WA 98198

Dear Board of Commissioners:

Thank you for your letter of October 28, 2015. In your October 28, 2015 letter opposing the City's proposed adoption of a utility tax on sewer you address several issues. The ensuing is our response to these issues:

1. Find attached our letter to the District dated April 16, 2013 with the City's comments on a Franchise Agreement for your review. We did not get a response back from the District nor any comments on the proposed franchise agreement. Clearly, the proposed draft franchise agreement we sent in 2013 is no longer on the table due to clarity in the law with regards to the City's authority to pursue a utility tax. While we continue to be willing to negotiate a franchise agreement we have turned our attention to the utility tax and need to resolve that issue before entering into negotiations.

If Lakehaven residents "got a better deal" it is because they negotiated a "better deal" in their franchise agreement in 2013. The proposed draft franchise agreement you were offered in 2013 was offered at a time when the state of the law was uncertain, with certainty in the law our position has changed. Further, the utility taxes have little to do with utility rates, the City cannot control the rates the differing sewer utilities operating in the City charge to their ratepayers.

2. Clearly you understand that we cannot charge sewer rates without providing sewer services. (See *Samis Land Co. v. Soap Lake*, 143 Wn. 2d 798 (2001). The "unconnected" property owners are not sewer ratepayers and as such would not be subject to a sewer tax.
3. The public sees draft ordinances on agendas pursuant to the Des Moines City Council Rules, when the Council takes action on an item is within the discretion of the Council.
4. The utility tax is subject to the discretion of the Council and the current tax limitations are established by both statute and/or ordinance.

5. The District may choose to pass the utility tax on to its ratepayers but you also have alternatives. The District has the authority to alleviate the financial hardship a utility tax may impose on some ratepayers.

**RCW 54.52.010(2) provides that:**

A public utility district may include with or as part of its regular customer billings, a request for voluntary contributions to assist qualified low-income residential customers of the district in paying their water and sewer bills. All funds received by the district as a result of these requests shall be transmitted to a charitable organization within the district's service area or retained by the district and distributed solely to assist qualified low-income residential customers in paying their water and sewer bills. The charitable organization or district is responsible for determining which of the district's customers are qualified to receive low-income assistance and the amount of assistance provided to qualified customers.

Further, the District is not obligated to pass these taxes along to ratepayers at the same percentage that the City assesses, if the current rates charged create excess revenue over anticipated needs the District can pass on a lesser amount to reduce rates to mitigate the taxes to be imposed. The reality is that the District has over \$22 million in unrestricted cash in reserves and its "Anticipated Capital Expenditures for the Next Ten Years Starting in 2015" only anticipates about \$4 million a year in rate funded projects. Additionally, the City exempts public utilities that pay a utility tax from paying the City's B&O tax. DMMC 3.84.110(1). Since you have not been charged a utility tax you have received the benefit of not paying a B&O, tax unlike other businesses in the City.

6. We understand that you may be taxed by the State which, as an aside, indicates that you do understand that it is neither unconstitutional nor illegal for one governmental entity to tax another; we can only assert that the City needs operating revenues to provide necessary public services to its citizens and that revenue can only be generated in the manner the State Legislature has granted.
7. We can discuss the effective date of the utility tax and allow for reasonable set up time. It will not be effective for at least 60 days.

In closing, Des Moines is considering all of its options, including the option to impose a utility tax. We stand ready to discuss the utility tax rate with you, but we will not do so through a franchise agreement. We must act with regards to the utility tax by the end of the year, more exacting by the end of the month. We are hopeful you will work with us regarding the utility tax rate; however, since time is of the essence, we will exercise the authority granted to us by the Legislature and acknowledged in the Washington State Constitution, statutes of the state and case law and impose the utility tax. Regarding entering into a franchise agreement, we would be open to restarting negotiations for a franchise agreement as the existing one expired in 2011; however, we have neither the time nor the patience to stretch out the negotiation of a franchise agreement for another four years.

Sincerely,

A handwritten signature in black ink, appearing to read 'APiasecki', written over a light blue circular stamp.

Anthony Piasecki  
City Manager

c: City Council  
Pat Bosmans, City Attorney  
Tim George, Assistant City Attorney  
Dunyele Mason, Finance Director  
Dan Brewer, PBPW Director

**Tim George**

---

**Subject:** FW: Midway Franchise Agreement  
**Attachments:** DesMoines DraftFranchise(MSDRevisions) Des Moines Answer 4.16.13.docx

**From:** Loren Reinhold  
**Sent:** Tuesday, April 16, 2013 1:53 PM  
**To:** 'Brian Snure' <Brian@snurelaw.com>  
**Cc:** Dan Brewer <DBrewer@desmoineswa.gov>; Tim George <TGeorge@desmoineswa.gov>; Peter Ruppert <PRuppert@desmoineswa.gov>  
**Subject:** RE: Midway Franchise Agreement

Brian,

Please find attached our reply to the District's comments for the draft franchise agreement. In summary, our comments are as follows:

1. First recital is accepted with a couple of minor edits for clarification.
2. Definition for "District" accepted.
3. Definition for "Facilities" accepted.
4. Definition for "Rights-of-Way" added.
5. Language for Section 2 per District accepted, deleted language remains within this section.
6. Automatic extension language added to Section 3.
7. District's comments to Section 5 declined. This language is used in our other recent water and sewer franchise agreements.
8. Eminent domain language for Section 8 per District accepted.
9. District's comments to Section 9 is declined. This language is used in our other recent water and sewer franchise agreements.
10. District's comments to Section 10 - Enforcement accepted (Section now titled Non-Waiver).
11. Per consultation with our insurance provider (WCIA), no changes to Section 11 - Indemnity and Hold Harmless - are acceptable. Current language is used in our other recent water and sewer franchise agreements.
12. Per consultation with our insurance provider (WCIA), no changes to Section 12 - Insurance - are acceptable. Current language is used in our other recent water and sewer franchise agreements.
13. The District's comments to Section 13 (5) are accepted; however all other changes are declined. Similar to the statements above, the City desires that all of the water and sewer districts to operate under the same franchise terms, especially so for Section 13.
14. District's comments for Section 15 adding subsection 2 - Performance of work is accepted.
15. Section XX - Blasting Requirements - is deleted in entirety.
16. District comments for Section 18 (2) - Reservation of rights accepted.
16. District comments for Section 19 - Assignment - are declined.
17. District's comments for Section 20 - Penalty for violation of conditions - are accepted.
18. Content of Section XX - Expiration and Renewal has moved to Section 3.
19. All changes to Section 21 - Abandonment and/or removal of District facilities are declined. As stated, the City desires that all of the sewer and water districts to operate under the same terms and this is the same language used in our recent water and sewer franchise agreements.
20. Per consultation with our insurance provider (WCIA), no changes to Section 25(2) - Dispute Resolution - regarding indemnification - are acceptable. Current language is used in our other recent water and sewer franchise agreements.

Let me know if you have any questions and if the changes are acceptable, we can proceed to Council approval. Thanks.

***Loren Reinhold, P.E.***

Assistant Director - Utilities & Environmental Engineering  
City of Des Moines  
21650 11th Avenue South  
Des Moines, WA 98198

(206)870-6524 Phone  
(206)870-6596 Fax

---

**From:** Brian Snure [<mailto:Brian@snurelaw.com>]  
**Sent:** Monday, 18 March, 2013 11:54 AM  
**To:** Loren Reinhold  
**Cc:** Ken Kase  
**Subject:** Franchise Agreement

Loren,

You will find attached a redlined version of the City's proposed Franchise Agreement reflecting Midway's proposed changes.

As the changes are substantial, I am certainly willing to discuss the changes and the rationale behind them with you, or the City's legal, if it would help to move the Agreement forward.

Thank you for your patience and I look forward to hearing from you.

[see attached file: MSDK3\_15\_13DesMoinesDraftFranchise(MSDRevisions).docx]

--  
Sincerely,

Brian Snure  
Snure Law Office, PSC  
612 S. 227th St.  
Des Moines, WA 98198  
Phone: 206-824-5630  
Toll Free: 800-486-9484  
Fax: 206-824-9096  
Email: [Brian@snurelaw.com](mailto:Brian@snurelaw.com)

THE INFORMATION CONTAINED IN THIS EMAIL MAY BE PRIVILEGED, CONFIDENTIAL AND INTENDED ONLY FOR THE USE OF THE INDIVIDUAL IDENTIFIED ABOVE. IF YOU HAVE RECEIVED THIS COMMUNICATION IN ERROR, PLEASE NOTIFY US IMMEDIATELY, DO NOT COPY OR SEND THE MESSAGE TO ANYONE ELSE AND DELETE THE ORIGINAL TRANSMITTAL. THANK YOU!

THIS PAGE LEFT INTENTIONALLY BLANK

County	Date of Incorp	2014 Population (est)	Municipality	Water	Rate	Sewer	Rate
Adams	1907	110	<b>Hatton</b>				
Adams	1902	565	<b>Lind</b>				
Adams	1910	7,695	<b>Othello</b>	Yes	2.00%	No	
Adams	1890	1,680	<b>Ritzville</b>	Yes	6.00%	Yes	6.00%
Adams	1903	215	<b>Washtucna</b>				
Asotin	1890	1,265	<b>Asotin</b>	Yes	9.00%	Yes	9.00%
Asotin	1902	7,225	<b>Clarkston</b>	No		Yes	14.00%
Benton	1945	3,255	<b>Benton City</b>	Yes	6.00%	Yes	6.00%
Benton	1904	77,700	<b>Kennewick</b>	Yes	15.50%	Yes	15.50%
Benton	1899	5,815	<b>Prosser</b>	Yes	20.60%	Yes	22.10%
Benton	1910	52,090	<b>Richland</b>	Yes	12.26%	Yes	10.50%
Benton	1955	13,620	<b>West Richland</b>	Yes	15.00%	Yes	13.50%
Chelan	1904	3,010	<b>Cashmere</b>	Yes	10.00%	Yes	10.00%
Chelan	1902	4,020	<b>Chelan</b>	Yes	9.50%	Yes	9.50%
Chelan	1944	1,140	<b>Entiat</b>	Yes	6.00%	Yes	6.00%
Chelan	1906	1,970	<b>Leavenworth</b>	Yes	10.00%	Yes	10.00%
Chelan	1893	33,070	<b>Wenatchee</b>	Yes	16.00%	Yes	16.00%
Clallam	1945	3,565	<b>Forks</b>	Yes	6.00%	Yes	6.00%
Clallam	1890	19,090	<b>Port Angeles</b>	Yes	10.00%	Yes	10.00%
Clallam	1913	6,910	<b>Sequim</b>				
Clark	1951	18,680	<b>Battle Ground</b>	Yes	18.00%	Yes	18.00%
Clark	1906	20,880	<b>Camas</b>				
Clark	1909	3,050	<b>La Center</b>				
Clark	1909	6,035	<b>Ridgefield</b>				
Clark	1857	167,400	<b>Vancouver</b>	Yes	20.00%	Yes	20.00%
Clark	1908	14,910	<b>Washougal</b>	Yes	10.00%	Yes	10.00%
Clark	1906	5,695	<b>Woodland</b>	Yes	6.50%	Yes	6.50%
Clark	1908	1,620	<b>Yacolt</b>	Yes	20.00%	Yes	20.00%

County	Date of Incorp	2014 Population (est)	Municipality	Water	Rate	Sewer	Rate
Columbia	1881	2,545	<b>Dayton</b>				
Columbia	1905	130	<b>Starbuck</b>				
Cowlitz	1890	2,145	<b>Castle Rock</b>				
Cowlitz	1871	2,430	<b>Kalama</b>	Yes	6.00%	Yes	6.00%
Cowlitz	1890	11,960	<b>Kelso</b>	Yes	8.00%	Yes	8.00%
Cowlitz	1924	37,040	<b>Longview</b>	Yes	9.50%	Yes	9.50%
Douglas	1910	2,445	<b>Bridgeport</b>	Yes	5.00%	Yes	5.00%
Douglas	1935	13,370	<b>East Wenatchee</b>				
Douglas	1911	325	<b>Mansfield</b>				
Douglas	1890	790	<b>Rock Island</b>				
Douglas	1889	1,155	<b>Waterville</b>	Yes	6.00%	Yes	5.00%
Ferry	1900	1,100	<b>Republic</b>	Yes	6.00%	Yes	6.00%
Franklin	1910	5,330	<b>Connell</b>	Yes	9.00%	Yes	6.00%
Franklin	1907	185	<b>Kahlotus</b>	No		NA	
Franklin	1955	495	<b>Mesa</b>	No		No	
Franklin	1891	67,770	<b>Pasco</b>				
Garfield	1886	1,395	<b>Pomeroy</b>	Yes	6.00%	Yes	6.00%
Grant	1907	565	<b>Coulee City</b>	Yes	18.50%	Yes	10.00%
Grant	1950	1,010	<b>Electric City</b>				
Grant	1909	7,930	<b>Ephrata</b>	Yes	20.00%	Yes	20.00%
Grant	1961	720	<b>George</b>	Yes	6.00%	Yes	6.00%
Grant	1935	1,050	<b>Grand Coulee</b>	Yes	24.20%	Yes	6.00%
Grant	1907	155	<b>Hartline</b>				
Grant	1911	50	<b>Krupp</b>				
Grant	1958	4,460	<b>Mattawa</b>	Yes	10.00%	Yes	10.00%
Grant	1938	21,600	<b>Moses Lake</b>	Yes	8.00%	Yes	8.00%
Grant	1907	7,235	<b>Quincy</b>				
Grant	1962	2,210	<b>Royal City</b>	Yes	10.00%	Yes	10.00%

County	Date of Incorp	2014 Population (est)	Municipality	Water	Rate	Sewer	Rate
Grant	1919	1,530	<b>Soap Lake</b>		15.00%		15.00%
Grant	1910	2,710	<b>Warden</b>				
Grant	1903	205	<b>Wilson Creek</b>				
Grays Harbor	1890	16,850	<b>Aberdeen</b>	Yes	2.00%	Yes	2.00%
Grays Harbor	1890	1,645	<b>Cosmopolis</b>	Yes		Yes	
Grays Harbor	1890	3,130	<b>Elma</b>	Yes	6.00%	Yes	6.00%
Grays Harbor	1890	8,625	<b>Hoquiam</b>	Yes	8.00%	Yes	8.00%
Grays Harbor	1943	1,660	<b>McCleary</b>	Yes	8.90%	Yes	8.90%
Grays Harbor	1883	4,075	<b>Montesano</b>				
Grays Harbor	1905	690	<b>Oakville</b>				
Grays Harbor	1970	5,880	<b>Ocean Shores</b>	Yes	6.00%	Yes	6.00%
Grays Harbor	1914	2,110	<b>Westport</b>	Yes	7.00%	Yes	7.00%
Island	1910	1,895	<b>Coupeville</b>	Yes	6.00%	Yes	6.00%
Island	1913	1,075	<b>Langley</b>	Yes	6.00%	Yes	6.00%
Island	1915	21,940	<b>Oak Harbor</b>	Yes	6.25%	Yes	6.25%
Jefferson	1860	9,355	<b>Port Townsend</b>	Yes	20.00%	Yes	20.00%
King	1955	3,090	<b>Algona</b>	Yes	6.00%	Yes	6.00%
King	1891	74,630	<b>Auburn</b>	Yes	7.00%	Yes	7.00%
King	1954	295	<b>Beaux Arts Village</b>	No		No	
King	1953	134,400	<b>Bellevue</b>		10.40%		5.00%
King	1959	4,180	<b>Black Diamond</b>	Yes	6.00%	Yes	6.00%
King	1909	41,630	<b>Bothell</b>	Yes	10.15%	Yes	5.00%
King	1993	48,240	<b>Burien</b>	No		No	
King	1912	1,790	<b>Carnation</b>	Yes	6.00%	Yes	
King	1953	2,995	<b>Clyde Hill</b>	No		No	
King	1997	18,480	<b>Covington</b>	NA		NA	
King	1959	30,030	<b>Des Moines</b>	NA		NA	
King	1913	7,325	<b>Duvall</b>	Yes	6.00%	Yes	6.00%

County	Date of Incorp	2014 Population (est)	Municipality	Water	Rate	Sewer	Rate
King	1913	11,110	<b>Enumclaw</b>	Yes	8.00%	Yes	8.00%
King	1990	90,150	<b>Federal Way</b>				
King	1955	405	<b>Hunts Point</b>	Yes	6.00%	Yes	6.00%
King	1892	32,880	<b>Issaquah</b>	Yes	2.33%	No	
King	1998	21,370	<b>Kenmore</b>	NA		NA	
King	1890	121,400	<b>Kent</b>	Yes	13.00%	Yes	13.00%
King	1905	82,590	<b>Kirkland</b>	Yes	11.80%		9.50%
King	1961	12,750	<b>Lake Forest Park</b>	NA		Yes	
King	1997	24,230	<b>Maple Valley</b>	No		No	
King	1955	3,055	<b>Medina</b>	No		No	
King	1960	23,310	<b>Mercer Island</b>	Yes	5.30%	Yes	5.30%
King	1907	7,265	<b>Milton</b>	Yes	9.00%	Yes	6.00%
King	1994	10,850	<b>Newcastle</b>				
King	1953	6,375	<b>Normandy Park</b>				
King	1909	6,280	<b>North Bend</b>	Yes	6.00%	Yes	6.00%
King	1909	6,830	<b>Pacific</b>				
King	1912	57,700	<b>Redmond</b>	No		No	
King	1901	97,130	<b>Renton</b>	Yes	6.80%	Yes	6.00%
King	1999	49,260	<b>Sammamish</b>	NA		NA	
King	1990	27,620	<b>SeaTac</b>	NA		NA	
King	1865	640,500	<b>Seattle</b>				
King	1995	53,990	<b>Shoreline</b>	Yes	6.00%	Yes	6.00%
King	1909	200	<b>Skykomish</b>				
King	1903	12,130	<b>Snoqualmie</b>	Yes	9.00%	Yes	9.00%
King	1908	19,210	<b>Tukwila</b>	Yes	10.00%	Yes	10.00%
King	1993	11,240	<b>Woodinville</b>	NA		NA	
King	1959	1,015	<b>Yarrow Point</b>	NA		NA	
Kitsap	1947	23,360	<b>Bainbridge Island</b>				

County	Date of Incorp	2014 Population (est)	Municipality	Water	Rate	Sewer	Rate
Kitsap	1901	38,180	<b>Bremerton</b>	Yes	15.50%	Yes	20.00%
Kitsap	1890	13,150	<b>Port Orchard</b>	Yes	5.00%	Yes	5.00%
Kitsap	1907	9,775	<b>Poulsbo</b>	Yes	9.00%	Yes	9.00%
Kittitas	1907	1,870	<b>Cle Elum</b>	Yes	6.00%	Yes	6.00%
Kittitas	1907	18,440	<b>Ellensburg</b>	Yes	10.00%	Yes	10.00%
Kittitas	1907	1,475	<b>Kittitas</b>				
Kittitas	1907	895	<b>Roslyn</b>	Yes	6.00%	Yes	6.00%
Kittitas	1911	530	<b>South Cle Elum</b>	Yes	6.00%	Yes	6.00%
Klickitat	1924	730	<b>Bingen</b>	Yes	6.00%	Yes	10.00%
Klickitat	1879	3,420	<b>Goldendale</b>	Yes	6.00%	Yes	6.00%
Klickitat	1907	2,315	<b>White Salmon</b>	Yes	18.00%	Yes	21.00%
Lewis	1886	16,640	<b>Centralia</b>	Yes	10.00%	Yes	14.00%
Lewis	1883	7,370	<b>Chehalis</b>	Yes		Yes	
Lewis	1913	1,120	<b>Morton</b>				
Lewis	1948	765	<b>Mossyrock</b>	No		No	
Lewis	1913	1,815	<b>Napavine</b>	Yes	5.00%	Yes	5.00%
Lewis	1906	630	<b>Pe Ell</b>	No		No	
Lewis	1892	725	<b>Toledo</b>	Yes	9.00%	Yes	9.00%
Lewis	1906	620	<b>Vader</b>	Yes	7.00%	Yes	7.00%
Lewis	1890	1,335	<b>Winlock</b>	Yes	6.00%	Yes	6.00%
Lincoln	1904	280	<b>Almira</b>	Yes	30.00%	Yes	30.00%
Lincoln	1903	230	<b>Creston</b>	Yes		Yes	
Lincoln	1890	1,685	<b>Davenport</b>	Yes	18.00%	Yes	18.00%
Lincoln	1902	415	<b>Harrington</b>				
Lincoln	1902	900	<b>Odessa</b>	Yes	24.00%	No	
Lincoln	1903	570	<b>Reardan</b>	Yes	5.03%	Yes	2.68%
Lincoln	1883	440	<b>Sprague</b>		20.03%		3.85%
Lincoln	1890	875	<b>Wilbur</b>	Yes		Yes	

County	Date of Incorp	2014 Population (est)	Municipality	Water	Rate	Sewer	Rate
Mason	1890	9,995	<b>Shelton</b>	Yes	11.63%	Yes	5.00%
Okanogan	1910	2,380	<b>Brewster</b>	Yes	12.00%		12.00%
Okanogan	1908	230	<b>Conconully</b>				
Okanogan	1959	1,100	<b>Coulee Dam</b>	Yes	18.00%	Yes	18.00%
Okanogan	1947	240	<b>Elmer City</b>	NA		NA	
Okanogan	1935	235	<b>Nespelem</b>	No		No	
Okanogan	1907	2,595	<b>Okanogan</b>	Yes	10.00%	Yes	10.00%
Okanogan	1911	4,840	<b>Omak</b>				
Okanogan	1908	1,700	<b>Oroville</b>				
Okanogan	1913	665	<b>Pateros</b>				
Okanogan	1913	290	<b>Riverside</b>	Yes	6.00%		
Okanogan	1927	1,110	<b>Tonasket</b>	Yes	10.00%	Yes	10.00%
Okanogan	1909	945	<b>Twisp</b>				
Okanogan	1924	435	<b>Winthrop</b>	Yes		Yes	
Pacific	1890	945	<b>Ilwaco</b>	Yes	8.00%	Yes	6.00%
Pacific	1922	1,410	<b>Long Beach</b>	Yes	6.00%	Yes	6.00%
Pacific	1907	2,890	<b>Raymond</b>	Yes	10.00%	No	
Pacific	1890	1,630	<b>South Bend</b>	No		No	
Pend Oreille	1927	205	<b>Cusick</b>				
Pend Oreille	1910	445	<b>Ione</b>	NA		NA	
Pend Oreille	1948	185	<b>Metaline</b>	No		No	
Pend Oreille	1911	240	<b>Metaline Falls</b>	No		No	
Pend Oreille	1903	2,150	<b>Newport</b>	Yes	12.00%	Yes	8.00%
Pierce	1949	18,520	<b>Bonney Lake</b>	Yes	8.00%	NA	
Pierce	1890	4,430	<b>Buckley</b>	Yes	10.00%	Yes	10.00%
Pierce	1948	610	<b>Carbonado</b>				
Pierce	1912	9,175	<b>DuPont</b>	Yes	12.00%	Yes	6.00%
Pierce	1909	2,840	<b>Eatonville</b>	Yes	6.00%	Yes	6.00%

County	Date of Incorp	2014 Population (est)	Municipality	Water	Rate	Sewer	Rate
Pierce	1996	9,525	<b>Edgewood</b>				
Pierce	1957	9,405	<b>Fife</b>				
Pierce	1925	6,555	<b>Fircrest</b>	Yes	8.00%	Yes	6.00%
Pierce	1946	7,985	<b>Gig Harbor</b>	Yes	5.00%	Yes	5.00%
Pierce	1996	58,360	<b>Lakewood</b>	No		No	
Pierce	1889	7,065	<b>Orting</b>				
Pierce	1890	38,670	<b>Puyallup</b>	Yes	8.00%	Yes	8.00%
Pierce	1908	805	<b>Roy</b>	Yes	6.00%	NA	
Pierce	1906	830	<b>Ruston</b>				
Pierce	1909	435	<b>South Prairie</b>				
Pierce	1854	6,060	<b>Steilacoom</b>				
Pierce	1891	9,545	<b>Sumner</b>	Yes	6.00%	Yes	6.00%
Pierce	1875	200,900	<b>Tacoma</b>	Yes	8.00%	Yes	8.00%
Pierce	1995	31,420	<b>University Place</b>	No	6.00%	No	
Pierce	1909	485	<b>Wilkeson</b>	Yes		Yes	
San Juan	1909	2,190	<b>Friday Harbor</b>	No		No	
Skagit	1891	16,190	<b>Anacortes</b>				
Skagit	1902	8,445	<b>Burlington</b>	No		No	
Skagit	1909	720	<b>Concrete</b>	Yes	6.00%	Yes	6.00%
Skagit	1891	305	<b>Hamilton</b>	Yes	6.00%		
Skagit	1883	895	<b>La Conner</b>	No		No	
Skagit	1909	445	<b>Lyman</b>	Yes	6.00%	NA	
Skagit	1890	33,170	<b>Mount Vernon</b>	No		Yes	7.00%
Skagit	1898	10,610	<b>Sedro-Woolley</b>	NA		Yes	7.50%
Skamania	1935	1,005	<b>North Bonneville</b>	NA		NA	
Skamania	1907	1,510	<b>Stevenson</b>	No		No	
Snohomish	1903	18,360	<b>Arlington</b>	Yes	5.00%	Yes	5.00%
Snohomish	1965	6,345	<b>Brier</b>	NA		No	

County	Date of Incorp	2014 Population (est)	Municipality	Water	Rate	Sewer	Rate
Snohomish	1945	1,350	<b>Darrington</b>	Yes		NA	
Snohomish	1890	39,950	<b>Edmonds</b>				
Snohomish	1893	104,900	<b>Everett</b>	Yes	6.00%	Yes	6.00%
Snohomish	1910	2,085	<b>Gold Bar</b>	Yes		No	
Snohomish	1903	3,390	<b>Granite Falls</b>				
Snohomish	1907	180	<b>Index</b>	No		NA	
Snohomish	1960	29,170	<b>Lake Stevens</b>				
Snohomish	1959	36,030	<b>Lynnwood</b>				
Snohomish	1891	62,600	<b>Marysville</b>	Yes	8.50%	Yes	
Snohomish	1983	18,780	<b>Mill Creek</b>	No		No	
Snohomish	1903	17,660	<b>Monroe</b>	Yes	10.00%	No	
Snohomish	1954	20,530	<b>Mountlake Terrace</b>				
Snohomish	1947	20,540	<b>Mukilteo</b>				
Snohomish	1883	9,270	<b>Snohomish</b>		5.33%		5.33%
Snohomish	1903	6,530	<b>Stanwood</b>	Yes	10.70%	Yes	6.00%
Snohomish	1905	4,665	<b>Sultan</b>	Yes	6.00%	Yes	6.00%
Snohomish	1958	1,310	<b>Woodway</b>				
Spokane	1955	7,970	<b>Airway Heights</b>		19.80%	Yes	15.00%
Spokane	1883	11,310	<b>Cheney</b>	Yes	11.00%	Yes	11.00%
Spokane	1908	3,870	<b>Deer Park</b>	Yes	12.00%	Yes	12.00%
Spokane	1905	615	<b>Fairfield</b>	No		No	
Spokane	1892	195	<b>Latah</b>				
Spokane	2001	8,675	<b>Liberty Lake</b>	No		No	
Spokane	1890	4,965	<b>Medical Lake</b>				
Spokane	1927	1,785	<b>Millwood</b>	No		No	
Spokane	1930	470	<b>Rockford</b>	No		No	
Spokane	1888	280	<b>Spangle</b>				
Spokane	1881	212,300	<b>Spokane</b>				

County	Date of Incorp	2014 Population (est)	Municipality	Water	Rate	Sewer	Rate
Spokane	2003	92,050	<b>Spokane Valley</b>	No		No	
Spokane	1907	111	<b>Waverly</b>	Yes	2.00 each month	NA	
Stevens	1903	2,615	<b>Chewelah</b>	Yes	17.00%	Yes	17.00%
Stevens	1890	4,690	<b>Colville</b>	Yes	6.00%	Yes	6.00%
Stevens	1892	1,610	<b>Kettle Falls</b>				
Stevens	1910	180	<b>Marcus</b>		10.00%	NA	
Stevens	1898	290	<b>Northport</b>	NA		NA	
Stevens	1903	285	<b>Springdale</b>	Yes	6.00%	Yes	6.00%
Thurston	1910	560	<b>Bucoda</b>	Yes	11.00%		
Thurston	1966	45,320	<b>Lacey</b>	Yes	12.04%	Yes	6.00%
Thurston	1859	49,670	<b>Olympia</b>	Yes	10.00%	Yes	10.00%
Thurston	1947	1,850	<b>Rainier</b>	Yes	6.00%	Yes	6.00%
Thurston	1906	1,725	<b>Tenino</b>				
Thurston	1869	18,800	<b>Tumwater</b>				
Thurston	1924	7,915	<b>Yelm</b>	Yes	4.00%	Yes	4.00%
Wahkiakum	1907	500	<b>Cathlamet</b>				
Walla Walla	1946	9,050	<b>College Place</b>	No		No	
Walla Walla	1903	325	<b>Prescott</b>				
Walla Walla	1881	1,220	<b>Waitsburg</b>	No		No	
Walla Walla	1862	32,260	<b>Walla Walla</b>		10.75%		10.75%
Whatcom	1903	82,810	<b>Bellingham</b>				
Whatcom	1890	4,865	<b>Blaine</b>	Yes	9.00%	Yes	9.00%
Whatcom	1929	2,570	<b>Everson</b>	Yes	6.00%	Yes	6.00%
Whatcom	1907	12,710	<b>Ferndale</b>	Yes	9.00%	Yes	9.00%
Whatcom	1891	12,920	<b>Lynden</b>	Yes	6.00%	Yes	6.00%
Whatcom	1888	1,435	<b>Nooksack</b>	Yes	6.00%	Yes	6.00%
Whatcom	1891	1,468	<b>Sumas</b>	Yes	9.00%	Yes	9.00%
Whitman	1910	555	<b>Albion</b>				

County	Date of Incorp	2014 Population (est)	Municipality	Water	Rate	Sewer	Rate
Whitman	1873	2,765	<b>Colfax</b>	Yes	6.00%	Yes	6.00%
Whitman	1890	420	<b>Colton</b>	No		No	
Whitman	1905	300	<b>Endicott</b>	NA		NA	
Whitman	1888	150	<b>Farmington</b>				
Whitman	1890	595	<b>Garfield</b>	Yes		Yes	
Whitman	1917	320	<b>La Crosse</b>	Yes	6.00%	Yes	6.00%
Whitman	1910	80	<b>Lamont</b>	Yes	5.03%	NA	
Whitman	1909	205	<b>Malden</b>	Yes	6.00%	NA	
Whitman	1890	425	<b>Oakesdale</b>	Yes	6.00%	Yes	6.00%
Whitman	1888	1,030	<b>Palouse</b>	Yes	6.00%	Yes	6.00%
Whitman	1888	31,420	<b>Pullman</b>		8.00%	Yes	
Whitman	1894	555	<b>Rosalia</b>				
Whitman	1904	505	<b>St John</b>	NA		NA	
Whitman	1889	775	<b>Tekoa</b>	Yes	6.00%	Yes	6.00%
Whitman	1890	335	<b>Uniontown</b>				
Yakima	1909	11,170	<b>Grandview</b>	Yes	24.20%	Yes	6.00%
Yakima	1909	3,495	<b>Granger</b>	Yes	36.00%	Yes	36.00%
Yakima	1946	645	<b>Harrah</b>	Yes	12.00%	Yes	12.00%
Yakima	1905	2,310	<b>Mabton</b>				
Yakima	1921	3,720	<b>Moxee</b>				
Yakima	1921	815	<b>Naches</b>	Yes	6.00%	Yes	3.00%
Yakima	1919	7,395	<b>Selah</b>	Yes	6.00%	Yes	6.00%
Yakima	1902	16,230	<b>Sunnyside</b>	Yes	18.00%	Yes	18.00%
Yakima	1942	1,255	<b>Tieton</b>	Yes	6.00%	Yes	6.00%
Yakima	1907	8,955	<b>Toppenish</b>	Yes	33.00%	Yes	33.00%
Yakima	1883	6,140	<b>Union Gap</b>				
Yakima	1908	5,040	<b>Wapato</b>				
Yakima	1886	93,080	<b>Yakima</b>	yes	20.00%	Yes	20.00%
Yakima	1911	3,140	<b>Zillah</b>				