



**KING COUNTY**

1200 King County Courthouse  
516 Third Avenue  
Seattle, WA 98104

**Signature Report**

**August 25, 2003**

**Ordinance 14743**

**Proposed No.** 2003-0146.2

**Sponsors** Phillips

1 AN ORDINANCE relating to establishing a flexible  
2 response budgeting policy for the major maintenance  
3 reserve fund capital improvement program that allows  
4 current year budget authorization at the fund total rather  
5 than the capital improvement program project level,  
6 modifying the major maintenance reserve fund terms  
7 and reporting requirements; amending Ordinance  
8 12076, Section 2, as amended, and K.C.C. 4.04.020,  
9 Ordinance 12076, Section 3, as amended, and K.C.C.  
10 4.04.030, Ordinance 12076, Section 5, as amended, and  
11 K.C.C. 4.04.200, Ordinance 7159, Section 13, as  
12 amended, and K.C.C. 4.04.250, Ordinance 12076,  
13 Section 8, as amended, and K.C.C. 4.08.005 and  
14 Ordinance 12076, Section 29, as amended, and K.C.C.  
15 4.08.250 and adding new sections to K.C.C. chapter  
16 4.04.

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BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

SECTION 1. This ordinance establishes a flexible response budgeting policy for the major maintenance reserve fund capital improvement program that allows current-year budget authorization at the fund total rather than the capital improvement program level.

SECTION 2. Ordinance 12076, Section 2, as amended, and K.C.C. 4.04.020 are each hereby amended to read as follows:

**Definitions.** The following terms as used in this chapter shall, unless the context clearly indicates otherwise, have the respective meanings in this section.

A. "Acquisition of right of way" or "land acquisition" means funds budgeted for the purchase of property rights, excluding county force charges of the real property division.

B. "Adopted" means approval by council motion or ordinance.

C. "Agency" means every county office, officer, each institution, whether educational, correctional or other, and every department, division, board and commission, except as otherwise provided in this chapter.

D. "Allocation" means a part of a lump sum appropriation that is designated for expenditure by specific organization unit and/or specific purposes.

E. "Allotment" means a part of an appropriation that may be encumbered or expended during an allotment period.

F. "Allotment period" means a period of less than a fiscal year during which an allotment is effective.

41 G. "Appropriations" means an authorization granted by the council to makē  
42 expenditures and to incur obligations for specific purposes.

43 H. "Appropriation ordinance" means the ordinance that establishes the legal level  
44 of appropriation for a fiscal year.

45 I. "Art" means funds budgeted for the one percent for art program under K.C.C.  
46 chapter 4.40 or as otherwise provided by ordinance for a public art program.

47 J. "Budget" means a proposed plan of expenditures for a given period or purpose  
48 and the proposed means for financing these expenditures.

49 K. "Budget document" means a formal, written, comprehensive financial  
50 program presented by the executive to the council.

51 L. "Capital improvement plan" means a plan that establishes the capital  
52 improvements required to implement an approved operational master plan. This plan  
53 should extend over a minimum period of six years to define long-range capital  
54 improvement requirements and the annual capital improvements budget for a user  
55 agency.

56 1. The capital improvement plan shall include the following elements, where  
57 applicable:

58 a. general program requirements that define the development scope for specific  
59 sites or facilities;

60 b. general space and construction standards;

61 c. prototype floor plans and prototype facility designs for standard  
62 improvements;

63 d. space requirements based on the adopted county space plan;

- 64 e. initial, and life-cycle cost, of alternative facilities and locations including  
65 lease and lease/purchase approaches;
- 66 f. approximate location of planned capital improvements;
- 67 g. general scope and estimated cost of infrastructure;
- 68 h. a schedule, that extends over a minimum of six years, for the  
69 implementation of projects included in capital improvement plans, based on overall user  
70 agency priorities and projected available revenue;

71 2. The user agency shall prepare the elements of the plan in subsection L.1. a, d,  
72 f and h of this section. The implementing agency shall prepare the elements of this plan  
73 in subsection L.1. b, c, e and g of this section.

74 3. The six-year budget schedule included in the capital improvement plan shall  
75 be updated annually in conjunction with the capital budget adoption process.

76 M. "Capital project" means a project with a scope that includes one or more of  
77 the following elements, all related to a capital asset: acquisition of either a site or  
78 existing structure, or both; program or site master planning; design and environmental  
79 analysis; construction; major equipment acquisition; reconstruction; demolition; or major  
80 alteration. "Capital project" includes a: project program plan; scope; budget by task; and  
81 schedule. The project budget, conceptual design, detailed design, environmental studies  
82 and construction elements of a project shall be prepared or managed by the implementing  
83 agency.

84 N. "CIP" means capital improvement program.

85 O. "CIP exceptions notification" means, except ~~((in the case of))~~ for major  
86 maintenance reserve fund, roads, wastewater and surface water management CIP

87 projects, a letter ~~((transmitted))~~ filed with the clerk of the council for distribution to the  
88 chair of the ~~((council finance))~~ budget and fiscal management committee, or its successor  
89 committee, which describes changes to an adopted CIP project's scope ~~((and/))~~ or  
90 schedule, or both, or total project cost and, with the exception of schedule changes, shall  
91 be sent in advance of any action. For major maintenance reserve fund CIP projects,  
92 "exceptions notification" means a letter filed with the clerk of the council for distribution  
93 to the chair of the budget and fiscal management committee, or its successor committee,  
94 that describes changes of fifteen percent or more to an adopted CIP project's scope or  
95 schedule, or both, or total project costs and, with the exception of schedule changes, shall  
96 be sent in advance of any action. For road CIP projects, "exceptions notification" means  
97 a letter ~~((transmitted))~~ filed with the clerk of the council for distribution to the chair of the  
98 transportation committee, or its successor committee, ~~((which))~~ that describes changes of  
99 fifteen percent or more to an adopted CIP project's scope ~~((and/))~~ or schedule, or both, or  
100 total project costs and, with the exception of schedule changes, shall be sent in advance  
101 of any action. For wastewater and surface water management CIP projects, "exceptions  
102 notification" means a letter ~~((transmitted))~~ filed with the clerk of the council for  
103 distribution to the chair of the budget and fiscal management committee, or its successor  
104 committee, and to the chair of the utilities committee, or its successor committee, which  
105 describes changes of fifteen percent or more to an adopted CIP project's scope ~~((and/))~~ or  
106 schedule, or both, or total project costs and, with the exception of schedule changes, shall  
107 be sent in advance of any action.

108 P. "Construction" means funds budgeted for CIP project construction including  
109 contract construction, contract inspection and testing and, as appropriate, construction  
110 tasks performed by county forces.

111 Q. "Contingency" means funds budgeted for unanticipated CIP project costs  
112 associated with any other project activities.

113 R. "Contracted design" or "preliminary engineering" means funds budgeted for  
114 activities of a contract nature associated with all CIP project phases through bid  
115 advertising. Included are contracts for feasibility studies, planning, studies, preliminary  
116 design, construction drawings, bid specifications and on-site inspections.

117 S. "Cost elements" means CIP budgeting activities related to construction,  
118 contracted design, preliminary engineering, acquisition of right of way, equipment and  
119 furnishings, contingency, artistic furnishings, county force design, county force right of  
120 way, project administration or other activities as provided by the council.

121 T. "Council" means the (~~county council of~~) metropolitan King County council.

122 U. "County force design" means funds budgeted for CIP project design or design  
123 review by county personnel.

124 V. "County force right of way" means funds budgeted for real property costs  
125 associated with CIP land acquisition.

126 W. "Deficit" means the excess of expenditures over revenues during an  
127 accounting period, or an accumulation of such excesses over a period of years.

128 X. "Director" means the director of the office of management and budget.

129 Y. "Equipment and furnishings" means all costs for the purchase of equipment  
130 and furnishings associated with CIP project construction.

131 Z. "Executive" means the King County executive, as defined by Article 3 of the  
132 King County Charter.

133 AA. "Expenditures" means, where the accounts are kept on the accrual basis or  
134 the modified accrual basis, the cost of goods delivered or services rendered, whether paid  
135 or unpaid, including expenses, provisions for debt retirement not reported as a liability of  
136 the fund from which retired, and capital outlays. Where the accounts are kept on the cash  
137 basis, "expenditures" means actual cash disbursements for these purposes.

138 BB. "Financial plan" means a summary by fund of planned revenues and  
139 expenditures, reserves and undesignated fund balance.

140 CC. "Fund" an independent fiscal and accounting entity with a self-balancing set  
141 of accounts recording either cash (~~and~~) or other resources, or both, together with related  
142 liabilities, obligations, reserves and equities (~~which~~) that are segregated for the purpose  
143 of carrying on specific activities or attaining certain objectives in accordance with special  
144 regulations, restrictions or limitations.

145 DD. "Fund balance" means the excess of the assets of a fund over its liabilities  
146 and reserves except in the case of funds subject to budgetary accounting where, before  
147 the end of a fiscal period, it represents the excess of the fund assets and estimated  
148 revenues for the period over its liabilities, reserves and appropriations for the fiscal  
149 period.

150 EE. "General facility major maintenance emergent need contingency project"  
151 means an appropriation to provide contingent budget authority for emergent needs within  
152 major maintenance reserve fund CIP projects.

153 FF. "Implementing agency" means the appropriate department and division  
154 responsible for the administration of CIP projects.

155 ~~((FF.))~~ GG. "Lapse" of an appropriation means an automatic termination of an  
156 appropriation.

157 ~~((GG.))~~ HH. "Major maintenance reserve fund CIP project" means any major  
158 maintenance reserve fund CIP project that is allocated in the adopted six-year major  
159 maintenance reserve fund CIP and is appropriated at the major maintenance reserve fund  
160 level in accordance with section 6 of this ordinance.

161 II. "Major widening project" means any roads CIP project adding at least one  
162 through ~~((and))~~ lane in each direction.

163 ~~((HH.))~~ JJ. "Object of expenditure" means a grouping of expenditures on the  
164 basis of goods and services purchased ~~((e.g.)),~~ such as salary and wages~~((s))~~.

165 ~~((H.))~~ KK. "Open space non-bond fund project~~((s))~~" means an open space project  
166 that is allocated in the adopted six-year open space CIP and is appropriated at the open  
167 space non-bond fund number 3522 level in accordance with K.C.C. 4.04.300.

168 ~~((JJ.))~~ LL. "Operational master plan" means a comprehensive plan for an agency  
169 setting forth how the organization will operate now and in the future. ~~((H))~~ An  
170 operational master plan shall include the analysis of alternatives and their life cycle costs  
171 to accomplish defined goals and objectives, performance measures, projected workload,  
172 needed resources, implementation schedules and general cost estimates. ~~((This))~~ The  
173 operational master plan shall also address how the organization would respond in the  
174 future to changed conditions.



175           (~~KK~~) MM. "Program" means the definition of resources and efforts committed  
176 to satisfying a public need. The extent to which the public need is satisfied is measured  
177 by the effectiveness of the process in fulfilling the needs as expressed in explicit  
178 objectives.

179           (~~LL~~) NN. "Project administration" means funds budgeted for all county costs  
180 associated with administering design and construction contracts on CIP projects.

181           (~~MM~~) OO. "Project program plan" means a plan, primarily in written narrative  
182 form, that describes the overall development concept and scope of work for a building,  
183 group of buildings or other facilities at a particular site. The complexity of the project  
184 program plan will vary based upon the size and difficulty of the program for a particular  
185 site. When the plan includes projects that are phased over time, each phase shall have an  
186 updated project program plan prepared by the user agency before project implementation.  
187 The project program plan shall be prepared by the user agency with assistance from the  
188 implementing agency. The program plan(~~:~~) describes the user agency program  
189 requirements for a specific building or site; provides the basis for these requirements; and  
190 identifies when funds for the implementation of the capital projects will be provided.  
191 The program plan shall elaborate on the general program information provided in the  
192 operational master plan and the capital improvement plan. The plan shall also describe  
193 user agency programs, how these programs would fit and function on the site, and the  
194 general recommendation of the user agency regarding the appearance of the building or  
195 site. This plan shall indicate when a site master plan is required for a project.

196           (~~NN~~) OO. "Public need" means those public services found to be required to  
197 maintain the health, safety(~~:~~) and well being of the general citizenry.

198            ~~((ΘΘ-))~~ QQ. "Quarterly management and budget report" means a report prepared  
199 quarterly by the director for major operating and capital funds, which:

200            1. Presents executive revisions to the adopted financial plan or plans;  
201            2. Identifies significant deviations in agency workload from approved levels;  
202            3. Identifies potential future supplemental appropriations with a brief discussion  
203 of the rationale for each potential supplemental;

204            4. Identifies significant variances in revenue estimates;  
205            5. Reports information for each appropriation unit on the number of filled and  
206 vacant full-time equivalent and term-limited temporary positions and the number of  
207 temporary employees;

208            6. Includes the budget allotment plan information required under K.C.C.  
209 4.04.060; and

210            7. Describes progress towards transitioning potential annexation areas to cities.

211            ~~((PP-))~~ RR. "Reappropriation" means authorization granted by the council to  
212 expend the appropriation for the previous fiscal year for capital programs only.

213            ~~((QQ-))~~ SS. "Regulations" means the policies, standards and requirements, stated  
214 in writing, designed to carry out the purposes of this chapter, as issued by the executive  
215 and having the force and effect of law.

216            ~~((RR-))~~ TT. "Revenue" means the addition to assets ~~((which))~~ that does not  
217 increase any liability, ~~((not))~~ does not represent the recovery of an expenditure, ~~((not))~~  
218 does not represent the cancellation of certain liabilities on a decrease in assets ~~((not))~~ and  
219 does not represent a contribution to fund capital in enterprise and intragovernmental  
220 service funds.

221            ~~((SS:))~~ UU. "Roads CIP project" means roads capital projects that are allocated in  
222 the adopted six-year roads CIP and are appropriated at the roads CIP fund level in  
223 accordance with K.C.C. 4.04.270.

224            ~~((TT:))~~ VV. "Scope change" means, except ~~((in the case of))~~ for major  
225 maintenance reserve fund, roads, surface water management and wastewater CIP  
226 projects, that a CIP project's ~~((scope is changed if))~~ total project cost increases by ten  
227 percent or by fifty thousand dollars, whichever is less. ~~((A))~~ For major maintenance  
228 reserve fund, roads, surface water management or wastewater CIP ~~((project's scope is~~  
229 ~~changed if))~~ "scope change" means the total project cost increases by fifteen percent.

230            ~~((UU:))~~ WW. "Site master plan" means a plan prepared by the implementing  
231 agency, with input from the user agency, that describes, illustrates and defines the capital  
232 improvements required to provide user agency program elements.

233            1. The site master plan shall include preliminary information regarding, at a  
234 minimum:

- 235            a. site analysis, including environmental constraints;
- 236            b. layout, illustration and description of all capital improvements;
- 237            c. project scopes and budgets;
- 238            d. project phasing; and
- 239            e. operating and maintenance requirements.

240            2. The site master plan shall be approved by the user agency and the  
241 implementing agency before submittal to the executive and council for approval.

242            ~~((VV:))~~ XX. "Surface water management CIP project" means a surface water  
243 management project that is allocated in the adopted six-year surface water management

244 CIP and is appropriated at the surface water management CIP fund level in accordance  
245 with K.C.C. 4.04.275.

246 ~~((WW-))~~ YY. "User agency" means the appropriate department, division, office  
247 or section to be served by any proposed CIP project.

248 ~~((XX-))~~ ZZ. "Wastewater asset management projects" means the wastewater  
249 capital projects identified and intended by the wastewater treatment division to extend  
250 and optimize the useful life of wastewater treatment assets, including facilities, structures,  
251 pipelines and equipment.

252 ~~((YY-))~~ AA. "Wastewater CIP project" means wastewater capital projects that are  
253 allocated in the adopted six-year wastewater CIP and are appropriated at the wastewater  
254 CIP fund level in accordance with K.C.C. 4.04.280.

255 SECTION 3. Ordinance 12076, Section 3, as amended, and K.C.C. 4.04.030 are  
256 each hereby amended to read as follows:

257 **Contents of the budget document.** The budget documents shall include, but not  
258 be limited to, data specified in this chapter.

259 A. The budget shall set forth the complete financial plan for the ensuing fiscal  
260 year showing planned expenditures, and the sources of revenue from which they are to be  
261 financed.

262 1. The budget document shall include the following:

263 a. estimated revenue by fund and by source from taxation;

264 b. estimated revenues by fund and by source other than taxation;

265 c. actual receipts for first six months ~~(( ))~~, January 1 through June 30~~(( ))~~, of  
266 the current fiscal year;

- 267 d. actual receipts for the last completed fiscal year by fund and by source;
- 268 e. estimated fund balance or deficit for current fiscal year by fund; and
- 269 f. such additional information dealing with revenues as the executive and
- 270 council shall deem pertinent and useful.

271 ~~((2. The budget document shall include the following:~~

- 272 a.) ~~g.~~ g. tabulation of expenditures in a comparable form by fund, program
- 273 project, ~~((and/or))~~ or object of expenditure for the ensuing fiscal year;

- 274 ~~((b.))~~ h. actual expenditures for the first six months ~~((of))~~, January 1 through
- 275 June 30~~((of))~~, of the current year;

- 276 ~~((e.))~~ i. actual expenditures for the last completed fiscal year;

- 277 ~~((d.))~~ j. the appropriation for the current year; and

- 278 ~~((e.))~~ k. such additional information dealing with expenditures as the executive
- 279 and council shall deem pertinent and useful.

280 ~~((3.))~~ 2. All capital improvement projects and appropriations shall be authorized

281 only by inclusion in the annual council adopted CIP or any amendment thereto. A bond

282 ordinance is not an appropriation for capital projects. The capital improvement section of

283 the budget shall include:

- 284 a. estimated expenditures for at least the next six fiscal years by program;

- 285 b. expenditures planned for current, pending, or proposed capital projects
- 286 during the fiscal year, classified according to proposed source of funds whether from
- 287 bonds, or any combination of other local, state, federal and private sources;

- 288 c. an alphabetic index to enable quick location of any project contained in the
- 289 budget;

290 d. a discrete number for each project (~~(which)~~) that shall serve to identify it  
291 within the capital budget document(~~(;)~~) and all accounting reports;

292 e. estimated net annual operating costs associated with each project upon  
293 completion or in cases where operating costs are negligible or incalculable, a statement to  
294 that effect;

295 f. an identification of all CIP projects by council district in which they are  
296 located;

297 g. CIP projects funded in the budget year, which shall be presented in ~~((a))~~  
298 separate sections of the budget(~~(, or otherwise distinctively identified from five-year CIP~~  
299 ~~program of future planned projects and any previously funded projects. However:))~~;

300 (1) Major maintenance reserve fund CIP projects shall be presented in the  
301 six-year general CIP program.

302 (2) The appropriation for major maintenance reserve fund CIP projects shall  
303 be made at the major maintenance reserve fund level in accordance with section 6 of this  
304 ordinance.

305 (3) ~~((#))~~Roads CIP projects shall be presented in the six-year road CIP  
306 program(~~(;)~~).

307 ~~((2))~~ (4) ~~((#))~~The appropriation for roads projects shall be made at the roads  
308 CIP fund level in accordance with K.C.C. 4.04.270(~~(;)~~).

309 ~~((3))~~ (5) ~~((w))~~Wastewater CIP projects shall be presented in the six-year  
310 wastewater CIP program(~~(;)~~).

311 ~~((4))~~ (6) ~~((#))~~The appropriation for wastewater CIP projects shall be made at  
312 the wastewater CIP fund level in accordance with K.C.C. 4.04.280(~~(;)~~).

313                    ~~((5))~~ (7) ~~((s))~~ Surface water management CIP projects shall be presented in  
314 the six-year surface water management CIP program~~((; and))~~.

315                    ~~((6))~~ (8) ~~((t))~~ The appropriation for surface water management CIP projects  
316 shall be made at the surface water management CIP fund level in accordance with K.C.C.  
317 4.04.275;

318                    h. in addition to schedule requirements, a statement of purpose and estimated  
319 total cost for each project for which expenditures are planned during the ensuing fiscal  
320 year;

321                    i. the original project cost estimate, which shall remain fixed from year to year.  
322 This original cost estimate shall be included in the capital budget document. A project  
323 record, separate from the budget document, shall be provided which identifies the  
324 original project cost estimate and any subsequent changes thereto by cost element and  
325 revenue source as approved in the budget document or any amendment to the budget;

326                    j. an enumeration of revised project cost estimates;

327                    k. funds actually expended for projects as of June 30 of the current year;

328                    l. funds previously authorized for the project;

329                    m. anticipated specific cost elements within each project. However, the  
330 executive is authorized to transfer funds between specific activities within the same  
331 project ~~((provided that,))~~ only if these transfers will not result in a necessary increase to  
332 the total project budget. A ~~((change in))~~ scope change of a project constitutes a revision.

333                    (1) A CIP project scope change shall be included in the CIP exceptions  
334 notification if total project costs increase by ten percent or by fifty thousand dollars,  
335 whichever is less; or if the schedule deviates by three months.

336           (2) For parks CIP projects, a CIP exceptions notification shall be  
337           ~~((transmitted in advance))~~ filed with the clerk of the council in advance of action for  
338           distribution to the chair of the ~~((council finance))~~ budget and fiscal management  
339           committee, or its successor committee, when fifty thousand dollars or more or funds in  
340           excess of ten percent ~~((or more))~~ of total project costs, whichever is less, are to be  
341           transferred from a contingency project to a CIP project.

342           (3) For major maintenance reserve fund CIP projects, a CIP exceptions  
343           notification shall be filed with the clerk of the council in advance of action for  
344           distribution to the chair of the budget and fiscal management committee, or its successor  
345           committee, when moneys in excess of fifteen percent of the total major maintenance  
346           reserve fund CIP project costs are to be transferred from the general facility major  
347           maintenance emergent need contingency project.

348           (4) For roads CIP projects, a CIP exceptions notification shall be~~((transmitted~~  
349           ~~in advance))~~ filed with the clerk of the council in advance of action for distribution to the  
350           ~~((council))~~ chair of the transportation ~~((chair))~~ committee, or its successor committee,  
351           when contingency funds in excess of fifteen percent ~~((or more))~~ of total project costs are  
352           to be transferred.

353           (5) For wastewater and surface water management CIP projects, a CIP  
354           exceptions notification shall be ~~((transmitted in advance))~~ filed with the clerk of the  
355           council in advance of action for distribution to the chair of the budget and fiscal  
356           management committee, or its successor committee, and chair of the utilities committee,  
357           or its successor committee, when contingency funds in excess of fifteen percent ~~((or~~  
358           ~~more))~~ of total project costs are to be transferred;



359 n. individual allocations by cost element for each capital project; and  
360 o. when a single fund finances both operating expenses and capital projects,  
361 there shall be separate appropriations (~~(therefrom)~~) from the fund for the operating and  
362 the capital sections of the budget.

363 B.1. The budget message shall explain the budget in fiscal terms and in terms of  
364 goals to be accomplished and shall relate the requested appropriation to the  
365 Comprehensive Plan of the county.

366 2. The total proposed expenditures shall not be greater than the total proposed  
367 revenue. However, this requirement shall not prevent the liquidation of any deficit  
368 existing on January 1, 1996.

369 3. If the estimated revenues in the current expense, special revenue, or debt  
370 service funds for the next ensuing fiscal period, together with the fund balance for the  
371 current fiscal period exceeds the applicable appropriations proposed by the executive for  
372 the next ensuing fiscal period, the executive shall include in the budget document  
373 recommendations for the use of the excess for the reduction of indebtedness, for the  
374 reduction of taxation or for other purposes as in his or her discretion shall serve the best  
375 interests of the county.

376 4. If, for any applicable fund, the estimated revenues for the next ensuing period  
377 plus fund balance shall be less than the aggregate of appropriations proposed by the  
378 executive for the next ensuing fiscal period, the executive shall include in the budget  
379 document his or her proposals as to the manner in which the anticipated deficit shall be  
380 met, whether by an increase in the indebtedness of the county, by imposition of new  
381 taxes, by increase of tax rate or in any like manner.

382 C.1. Justification for revenues and expenditures shall be presented in detail when  
383 necessary to explain changes of established practices, unique fiscal practices and new  
384 sources of revenue or expenditure patterns or any data the executive (~~((deems))~~) considers  
385 useful to support the budget. The following (~~((are))~~) elements shall be included:

386 a. nonbudgeted departments and programs expenditures and revenues; that is,  
387 intragovernmental service funds;

388 b. historical and projected agency workload information; and

389 c. a brief explanation of existing and proposed new programs, as well as the  
390 purpose and scope of agency activities.

391 2. Capital improvement program data shall include but not be limited to the  
392 streets and highway programming process, which shall specify priorities, guide route  
393 establishments, select route design criteria and provide detailed design information for  
394 each road or bridge project.

395 D.1. Beginning with budget year 2004, the department of executive services shall  
396 submit a request for CIP project funding, which shall specify project funding levels on a  
397 project by project basis, but which shall be appropriated at the major maintenance reserve  
398 fund CIP fund level, stated as an aggregate of individual projects for the budget year in  
399 question in accordance with section 7 of this ordinance.

400 2. The council may require other data from the department that the council  
401 considers necessary for review of the budget, which may include objects of expenditure  
402 and other expenditures categories.

403 E. The department of transportation shall submit a request for CIP project  
404 funding, which shall specify project funding levels on a project by project basis, but

405 which shall be appropriated at the road CIP fund level, stated as an aggregate of  
406 individual projects for the budget year in question in accordance with K.C.C. 4.04.270.  
407 ~~((The director shall annually review and forecast recommended roads CIP projects to the~~  
408 ~~executive.~~

409 ~~2. For projects where a determination of environmental significance has been~~  
410 ~~made pursuant to the state Environmental Policy Act, a study or environmental impact~~  
411 ~~statement or declaration of no significant impact will be prepared by the responsible~~  
412 ~~official. For a determination of environmental significance to be made, the proposal~~  
413 ~~should be at a sufficient stage of contemplation or planning that its principal features can~~  
414 ~~be reliably identified in terms of alternative locations, size, quantities of natural resources~~  
415 ~~involved, changes in land use and general areas of the community and population that~~  
416 ~~may be affected.~~

417 ~~3.))~~ 2. The ~~((executive and))~~ council may require other data from the department  
418 ~~that ((they deem))~~ that the council considers necessary for review of the budget, which  
419 may include objects of expenditure and other expenditures categories.

420 ~~((E.1. Beginning with budget year 2002,))~~ F.1. ~~((t))~~The department of natural  
421 resources and parks shall submit a request for CIP project funding, which shall specify  
422 project funding levels on a project by project basis, but which shall be appropriated at the  
423 wastewater CIP fund level, stated as an aggregate of individual projects, including  
424 subprojects, for the budget year in question in accordance with K.C.C. 4.04.280. Except  
425 for multiyear construction contracts and carryover amounts approved during the annual  
426 CIP reconciliation process, appropriations shall be for one year. All construction  
427 contracts including multiyear construction contracts shall be appropriated for the full

428 construction amount in the first year. Any multiyear construction contracts longer than  
429 three years must be specifically identified in the department of natural resources and  
430 parks wastewater CIP budget request. The request for CIP project funding for  
431 wastewater asset management shall include categories of wastewater asset management  
432 projects. Wastewater asset management projects shall be appropriated annually at the  
433 category level. The executive-proposed CIP shall allocate anticipated expenditures for  
434 each wastewater asset management project category as part of the six-year wastewater  
435 CIP. For each category, a proposed project list will be appended. ~~((The director shall  
436 annually review and forecast recommended wastewater CIP projects to the executive.~~

437 ~~2. Subsection D.2 and 3 of this section also applies to the wastewater CIP  
438 development process.))~~

439 2. The council may require other data from the department that the council  
440 considers necessary for review of the budget, which may include objects of expenditures  
441 and other expenditures categories.

442 ~~((F.1. Beginning with budget year 2003,))~~ G.1. ((~~€~~))The department of natural  
443 resources and parks shall submit a request for CIP project funding, which shall also  
444 specify project funding levels on a project by project basis but which shall be  
445 appropriated at the surface water management CIP fund level, states as an aggregate of  
446 individual projects, including subprojects, for the budget year in question in accordance  
447 with K.C.C. 4.04.275. Except for multiyear construction contracts and carryover  
448 amounts approved during the annual CIP reconciliation process, appropriations shall be  
449 for one year. All construction contracts including multiyear construction contracts shall  
450 be appropriated for the full construction amount in the first year. Any multiyear

451 construction contracts longer than three years must be specifically identified in the-  
452 department of natural resources and parks surface water management CIP budget request.

453 ~~((2. For projects where a determination of environmental significance has been~~  
454 ~~made pursuant to the state Environmental Policy Act, a study or environmental impact~~  
455 ~~statement or declaration of no significant impact will be prepared by the responsible~~  
456 ~~official. For a determination of environmental significance to be made, the proposal~~  
457 ~~should be at a sufficient stage of contemplation or planning that its principal features can~~  
458 ~~be reliably identified in terms of alternative locations, size, quantities of natural resources~~  
459 ~~involved, changes in land use and general areas of the community and population that~~  
460 ~~may be affected.~~

461 3.)) 2. The ~~((executive and))~~ council may require from the department other data  
462 that ~~((they deem))~~ that the council considers necessary for review of the budget, which  
463 may include objects of expenditure and other expenditures categories.

464 SECTION 4. Ordinance 12076, Section 5, as amended, and K.C.C. 4.04.200 are  
465 each hereby amended to read as follows:

466 **Executive responsibilities.**

467 A.1. The executive shall be responsible for the implementation of all CIP projects  
468 pursuant to adopted project budgets and schedules. However, major maintenance reserve  
469 fund CIP projects may be implemented in accordance with the major maintenance reserve  
470 fund capital improvement budgeting procedures in section 6 of this ordinance, road CIP  
471 projects may be implemented in accordance with the roads capital improvement  
472 budgeting procedures in K.C.C. 4.04.270, wastewater CIP projects may be implemented  
473 in accordance with the wastewater capital improvement budgeting procedures in K.C.C.

474 4.04.280 and surface water management CIP projects may be implemented in accordance  
475 with the surface water management capital improvement budgeting procedures in K.C.C.  
476 4.04.275.

477 2. At least fifteen days before advertising for construction bids for any capital  
478 project, the council chair and councilmembers in whose district construction will take  
479 place shall be notified. The notification shall include project identification, advertising  
480 dates and a summary description of the work to be performed, though failure to comply  
481 with this provision shall not delay bid advertisement.

482 B.1. The executive shall be responsible for implementation of ~~((council))~~ adopted  
483 CIP projects to ensure their completion on schedule and within adopted budgets.

484 However, major maintenance reserve fund CIP projects may be reprogrammed in  
485 accordance with section 6 of this ordinance, roads CIP projects may be reprogrammed in  
486 accordance with K.C.C. 4.04.270, wastewater CIP projects may be reprogrammed in  
487 accordance with K.C.C. 4.04.280 and surface water management CIP projects may be  
488 reprogrammed in accordance with K.C.C. 4.04.275.

489 2. The budget for each major maintenance reserve fund CIP project shall not  
490 exceed by more than fifteen percent the amount specified for that project in the adopted  
491 six-year major maintenance reserve fund CIP, except when the amount is modified by  
492 ordinance or in accordance with the CIP exceptions notification process. The budget for  
493 each roads CIP project shall not exceed by more than fifteen percent the amount specified  
494 for that project in the adopted six-year roads CIP, except when the amount is modified by  
495 ordinance or in accordance with the CIP exceptions notification process~~((and the))~~. The  
496 budget for each surface water management and wastewater CIP project shall not exceed

497 by more than fifteen percent the amount specified for that project in the adopted six-year  
498 surface water management or wastewater CIP, except when the amount is modified by  
499 ordinance or in accordance with the CIP exceptions notifications process.

500 3. The executive ~~((shall))~~ may select consultants ~~((soliciting work))~~ on all CIP  
501 projects. The executive shall implement this section by ~~((the establishment of))~~  
502 establishing rules and procedures that provide for consultant selection, ongoing CIP  
503 design review and project implementation.

504 C. All above-grade~~((;))~~ CIP projects shall be subject to the following process:

505 1. An operational master plan shall be developed by the agency requesting a  
506 CIP project in conjunction with the director of the office of management and budget and  
507 shall be submitted to the executive and the council for approval;

508 2. A capital improvement plan, based upon the adopted county space plan,  
509 where applicable, and the approved operational master plan, shall be developed by the  
510 user agency with assistance from the implementing agency and shall be submitted to the  
511 executive and the council for approval~~((Capital projects that involve the development  
512 of new parks or significant addition to or rehabilitation of existing parks shall require a  
513 public meeting in the affected community at the program plan and site master plan stage,  
514 before submitting these plans to the executive and council for approval))~~);

515 3. A project program plan, based upon the adopted county space plan, where  
516 applicable, and the approved operational master plan, shall be developed by the user  
517 agency, with assistance from the implementing agency, for each requested CIP. This  
518 plan shall be submitted to the executive and the council for approval. This plan shall  
519 specify which projects will require a site master plan;

520 4. A site master plan shall be developed by the implementing agency, with input  
521 from the user agency, for all capital improvements that involve multiple projects, are  
522 complex in nature, or are otherwise identified as requiring such a plan in the project  
523 program plan. This plan shall be submitted to the executive and council for approval;  
524 ((and))

525 5. The executive may exempt smaller scale projects from the requirements in  
526 subsection C.1 and C.2 of this section((;)) if criteria for granting exemptions are  
527 established((;)) and approved by the council((;)) and if the implementing agency certifies  
528 the project program plan and related CIP or lease request is in conformance with the  
529 adopted county space plan; and

530 6. Capital projects that involve the development of new parks or significant  
531 addition to or rehabilitation of existing parks shall require a public meeting in the affected  
532 community at the program plan and site master plan stages, before submitting these plans  
533 to the executive and council for approval.

534 SECTION 5. Ordinance 7159, Section 13, as amended, and K.C.C. 4.04.250 are  
535 each hereby amended to read as follows:

536 **CIP schedule requirements.**

537 A. All CIP appropriation requests from the executive shall include project  
538 schedule information for land acquisition, design and construction for each project. All  
539 CIP projects involving county staff shall include estimated number of county staff hours  
540 in the ensuing fiscal year for each county force project cost element. The estimated  
541 schedule, with beginning and ending dates for each of these cost elements, shall be listed  
542 by month.



543           B. The ~~((foregoing))~~ requirements ~~((shall))~~ in subsection A of this section do not  
544 ~~((preclude))~~ apply to reprogramming appropriations for:

545           1. ~~((t))~~The major maintenance reserve fund CIP being made at the major  
546 maintenance reserve fund level and major maintenance reserve fund CIP projects being  
547 reprogrammed, all in accordance with section 6 of this ordinance;

548           2. The roads CIP being made at the roads CIP fund level, and roads projects  
549 being reprogrammed, all in accordance with K.C.C. 4.04.270~~((s))~~ and

550 ~~((shall not preclude appropriations for))~~ 3. ~~((t))~~The surface water management  
551 and wastewater CIPs being made at the surface water management and wastewater CIP  
552 fund levels, and surface water management and wastewater projects ~~((being~~  
553 reprogrammed)), all in accordance with K.C.C. 4.04.275 and K.C.C. 4.04.280. ~~((All CIP~~  
554 projects involving county staff shall include estimated number of county staff hours in  
555 the ensuing fiscal year for each county force project cost element.))

556           NEW SECTION. SECTION 6. There is hereby added to K.C.C. chapter 4.04 a  
557 new section to read as follows:

558           **Major maintenance reserve fund capital improvement budgeting.**

559           A. This section establishes procedures required for flexible response budgeting  
560 provisions applicable to the major maintenance reserve fund beginning in 2003. Except  
561 as specifically provided in this section, budgeting for the major maintenance reserve fund  
562 shall be in accordance with other applicable county law.

563           B. To allow reprogramming flexibility needed to respond in a timely manner to  
564 events beyond the control of the facilities management division that result in temporary  
565 postponement or acceleration of major maintenance reserve fund CIP projects allocated

566 in the current budget year, and notwithstanding any other provision of county law, -  
567 current-year budget authorization for the major maintenance reserve fund CIP shall be  
568 appropriated at the total CIP fund level rather than CIP project level. Major maintenance  
569 reserve fund CIP project budget allocation reallocations may take place during the budget  
570 year among the projects specifically adopted in the current six-year major maintenance  
571 reserve fund CIP together with carryover projects from previously adopted plans in  
572 accordance with the procedures in this section without the need of amendatory  
573 appropriations ordinances.

574 C.1. Implementation of the major maintenance reserve fund CIP shall be in  
575 accordance with the project funding priorities and project funding levels identified in the  
576 annual major maintenance reserve fund six-year CIP as adopted by the council. On or  
577 before May 15 of each year, the facilities management division shall prepare and file in  
578 the office of the clerk of the council a major maintenance reserve fund CIP reallocation  
579 report. All planned expenditures shall be consistent with the financial model, financial  
580 plan and program plan. The report shall provide the following information concerning all  
581 existing and previously approved uncompleted major maintenance reserve fund CIP  
582 projects:

- 583 a. each project's name and number;
- 584 b. project location;
- 585 c. current status of the project;
- 586 d. the year the project first received appropriation authority;
- 587 e. the initial estimate of the project's duration in years, or expected completion  
588 date;

- 589 f. the original estimate of the project's total cost;
- 590 g. any revisions to the original estimate of the project's total cost;
- 591 h. total budget, expenditures and encumbrances spanning the project's
- 592 existence;
- 593 i. for each fiscal year of existence, the appropriation amount, the beginning
- 594 balance, the summary totals of expenditures and encumbrances and the carryover at the
- 595 year's end;
- 596 j. identification of any expenditures under the general facility major
- 597 maintenance emergent need contingency project;
- 598 k. an explanation of scope changes or significant changes to schedule or
- 599 budget since the last budget approval;
- 600 l. a reallocated major maintenance reserve fund six-year CIP, including a
- 601 revised program plan, all changes to projects, estimated costs, schedules, and scopes of
- 602 work to be pursued for the current year, and programmed in the remaining years of the
- 603 six-year program;
- 604 m. a justification for each project postponement or acceleration;
- 605 n. identification of which projects will be ready for implementation in the
- 606 current budget year within the constraints of the total current year fund appropriation; and
- 607 o. a revised financial model showing the impacts or adjustments resulting from
- 608 the proposed allocations.
- 609 2. If current project in the adopted program needs to be postponed or
- 610 accelerated, the report shall identify one or more projects of comparable budget
- 611 allocation value in the current six-year major maintenance reserve fund CIP for

612 acceleration or postponement in its place. If the budget allocation for a postponed or  
613 accelerated project exceeds the budget allocation of the project or projects proposed to be  
614 accelerated or postponed in its place, the difference shall be allocated to the general  
615 facility major maintenance emergent need contingency project appropriation. A  
616 postponed project shall be reallocated to the next possible year in the six-year program in  
617 which it could be accomplished. Succeeding projects shall be adjusted as necessary in  
618 the major maintenance reserve fund six-year CIP and financial plan. If a suitable CIP  
619 project does not exist to receive the reallocated funds, the funds shall remain allocated to  
620 the original CIP project.

621 D.1. The reallocation report shall be filed with the clerk of the council for  
622 distribution to the chair of the budget and fiscal management committee, or its successor  
623 committee, to each councilmember and to the lead staff for the budget and fiscal  
624 management committee, or its successor committee.

625 2. A councilmember who objects to a project reallocation proposed in the  
626 reallocation report shall notify the chair of the budget and fiscal management committee,  
627 or its successor committee, within fourteen days of the filing of the report. The chair  
628 shall consult with the councilmember and consider the objection and shall, within thirty  
629 days of the filing of the report, notify the executive in writing of project reallocations that  
630 may proceed and shall also notify the executive in writing of project reallocations that  
631 may not proceed. The chair of the budget and fiscal management committee, or its  
632 successor committee, shall file with the clerk of the council a copy of the written notice  
633 and send a copy of the notice to any councilmember who raised an objection. The  
634 reallocation report takes effect upon receipt by the executive of the written notice.

635 However, if the written notice is not provided by the chair of the budget and fiscal -  
636 management committee, or its successor committee within thirty days of the filing of the  
637 reallocation report, the report takes effect on the thirty-first day following the filing of the  
638 reallocation report.

639 E. If sufficient moneys are available, any scope change proposed for allocation in  
640 the current year that is not included in the current major maintenance reserve fund six-  
641 year CIP shall be funded from the general facility major maintenance emergent need  
642 contingency project. If moneys are not available, any scope change proposed for  
643 allocation in the current year may only be added to the major maintenance reserve fund  
644 CIP after going through the normal appropriation process.

645 F. A general facility major maintenance emergent need contingency project shall  
646 be allocated in the current year fund appropriation to provide contingent budget authority  
647 to be used in accordance with in this chapter. The general facility major maintenance  
648 emergent need contingency project amount shall be no more than five percent of the  
649 current-year major maintenance reserve fund CIP budget or five hundred thousand  
650 dollars, whichever is less.

651 NEW SECTION. SECTION 7. There is hereby added to K.C.C. chapter 4.04. a  
652 new section to read as follows:

653 **Major maintenance financial program.**

654 A. The following shall be submitted with the proposed appropriation ordinance  
655 for the ensuing budget year:

656 1. The detailed financial plan covering at least six years setting forth the sources  
657 and amounts of revenues used to finance major maintenance reserve fund expenditures in

658 each year of the plan. The revenues from a particular source may change from year to  
659 year, as economic and budgetary circumstances warrant. However, if proposed revenues  
660 do not fully fund the major maintenance financial model, then the discrepancy shall be  
661 documented together with justification and a recovery plan outlining how the deficiencies  
662 will be restored;

663           2. The major maintenance financial model, which is the analytical system for  
664 the expenses for periodic replacement of major county building systems and components  
665 and for developing the revenue estimates necessary to fund those expenses. The model  
666 shall include any proposed changes from the previous year's model to building systems  
667 and components, life cycles, estimates, percentage allocations or other associated  
668 assumptions that form the basis of the model; and

669           3. The proposed major maintenance program plan, which is the prioritized list  
670 of projects transmitted to the council with and funded by the annual major maintenance  
671 fund budget request for the ensuing budget year, accompanied by criteria used to develop  
672 the list and any changes from the previous year's list. The plan shall be prioritized and  
673 include project names, project numbers and project appropriation requests. The final  
674 program plan is adopted by the council as part of the budget ordinance. Expenditures  
675 may be made only for approved projects on the program plan or approved reallocations  
676 but total expenditures shall not exceed the amount appropriated to the fund.

677           B. Major maintenance program costs shall be financed by the major maintenance  
678 reserve fund. The calculation of the amount necessary to finance facility infrastructure  
679 maintenance costs for each building shall be determined by the major maintenance

680 financial model. Proposed changes to the financial model are subject to the reporting  
681 requirements in subsection A.2. of this section.

682 SECTION 8. Ordinance 12076, Section 8, as amended, and K.C.C. 4.08.005 are  
683 each hereby amended to read as follows:

684 **Definitions.** As used in this chapter, the following terms shall have the following  
685 meanings:

686 A. "Manager" means the manager of the finance and business operations  
687 division.

688 B. "First tier fund" means ~~((each))~~ a fund that is listed or described as a first tier  
689 fund in ~~((K.C.C.))~~ this chapter ~~((4.08))~~.

690 C. "Fund manager" means that person holding or exercising the powers of the  
691 position or office specified in ~~((K.C.C.))~~ this chapter ~~((4.08))~~ as the manager for each  
692 fund. ~~((As to))~~ For any fund ~~((created))~~ for which no fund manager is designated, the  
693 manager of the finance and business operations division shall be ~~((deemed to be))~~ the  
694 fund manager.

695 D. "Second tier fund" means ~~((each))~~ a fund that is listed or described as a second  
696 tier fund in ~~((K.C.C.))~~ this chapter ~~((4.08))~~ and that is not to be invested for its own  
697 benefit under the first paragraph of RCW 36.29.020.

698 SECTION 9. Ordinance 12076, Section 29, as amended, and K.C.C. 4.08.250 are  
699 each hereby amended to read as follows:

700 **Major maintenance reserve fund.**

701 A. There is hereby created ~~((a new county fund entitled))~~ the ~~((M))~~ major  
702 ~~((M))~~ maintenance ~~((R))~~ reserve ~~((F))~~ fund. This fund shall be a first tier fund as described

703 in ~~((K.C.C.))~~ this chapter ~~((4.08))~~ and the first paragraph of RCW 36.29.020. The  
704 manager of the facilities management division shall be the fund manager.

705 B.~~((1.))~~ The purpose of the major maintenance reserve fund is to provide for the  
706 periodic replacement of major building systems and components at ~~((certain))~~ King  
707 County facilities maintained by the facilities management division so that each building  
708 will realize its full useful life. Expenditures from this fund shall not be used ~~((to~~  
709 ~~accommodate))~~ for routine maintenance~~((;))~~ and shall not be used to finance unique  
710 program infrastructure investments. Unique program infrastructure investments shall be  
711 financed from other appropriate funding sources but may be combined with work  
712 financed by the major maintenance reserve fund. For the purposes of this section,  
713 "~~((U))~~unique program infrastructure investments" ~~((are))~~ means those capital expenses  
714 unique to a specific building user that are not necessary to maintain the usability and  
715 maintenance standard for the building. ~~((Such capital investments may be combined with~~  
716 ~~major maintenance reserve fund eligible work but shall be financed from other~~  
717 ~~appropriate funding sources. For the purpose of this section, "major maintenance~~  
718 ~~program plan" means the prioritized list of projects transmitted to the council with, and~~  
719 ~~funded by, the annual major maintenance fund budget request. For the purpose of this~~  
720 ~~section, "major maintenance financial model" means the analytical system for projecting~~  
721 ~~both the cyclical and existing maintenance expenses of major county building systems~~  
722 ~~and components, and development of the revenue estimates necessary to fund those~~  
723 ~~expenses.~~

724 2. ~~The major maintenance program shall consist of two primary categories of~~  
725 ~~projects:~~



726 a. ~~Life cycle projects, which involve a forecast of future expenditures based~~  
727 ~~upon the expected life of building components and systems, their current age, and the~~  
728 ~~cost to repair or replace those components and systems. The major maintenance financial~~  
729 ~~model includes three "life cycle" categories of facility improvements:~~

730 (1) ~~eight year "short cycle" refurbishments, including but not limited to~~  
731 ~~carpet, paint and communications equipment;~~

732 (2) ~~fifteen year "medium cycle" refurbishments, including but not limited to~~  
733 ~~lighting fixtures, parking lots and grounds and structures;~~

734 (3) ~~twenty five year "long term" renovation, including but not limited to~~  
735 ~~heating, ventilation, air conditioning and electrical systems, walls, doors, roofs and~~  
736 ~~conveyance systems.~~

737 b. ~~Deferred maintenance projects, which entail immediate deficiencies and~~  
738 ~~partially worn systems that would normally be financed within the major maintenance~~  
739 ~~financial model's framework but that already existed when the model was initiated.~~

740 ~~Deferred maintenance project costs shall be estimated similarly to capital projects; the~~  
741 ~~scope of work is defined, and construction costs are estimated, by the project manager,~~  
742 ~~county staff or consultants. Costs estimates shall include any necessary design work,~~  
743 ~~permitting and overhead associated with the project.))~~

744 C. Major maintenance program costs are funded by the major maintenance  
745 reserve fund. The calculation of the amount necessary to finance ((facility infrastructure  
746 maintenance costs)) the major maintenance reserve fund program is based on ((a)) the  
747 building-specific per-square-foot charge corresponding to ((existing deficiencies and  
748 current age of)) the mix of building systems and ((mix of building systems)) components

749 and life cycle cost assumptions as determined by the financial model. The financial  
750 model shall include tenant area finishes to include carpet and paint. The major  
751 maintenance reserve fund shall be fully funded based on the financial model and funding  
752 requirements shall be fulfilled by:

753 1. ~~((An annual))~~ A transfer of undesignated fund balance in the sales tax reserve  
754 contingency fund ((balance)) in excess of fifteen million dollars;

755 2. Transfers~~((, which))~~ that are contributions((;)) from the current expense fund;

756 3. Transfers~~((, which))~~ that are contributions from the non-current expense fund  
757 agencies ((in)):

758 a. when housed in buildings owned by King County or for which the county is  
759 responsible for debt service costs; and

760 b. for a proportional allocation of major maintenance reserve fund costs  
761 attributable to space occupied by current expense agencies included in the overhead cost  
762 allocation outlined in K.C.C. 4.04.045;

763 4. Contributions from the operating budgets of current expense ((agency  
764 operating budgets)) agencies that receive partial reimbursement from other jurisdictions;  
765 and

766 5. Other revenue sources, including investment earnings ~~((on the emergency~~  
767 ~~reserve balance. The per square foot charge to current expense agencies is financed~~  
768 ~~primarily from the sales tax reserve and current expense fund transfer to the major~~  
769 ~~maintenance reserve fund.~~

770 ~~D. The following shall be submitted with the annual budget transmittal, except as~~  
771 ~~noted:~~

772           1. ~~Financial plan.~~ The exact mix of revenues used to finance major maintenance  
773     ~~reserve fund expenditures in a given year shall be set forth in a detailed financial plan~~  
774     ~~spanning no less than six years. The mix of revenues may change from year to year, as~~  
775     ~~economic and budgetary circumstances warrant, subject to adoption of the financial plan~~  
776     ~~by the council concurrent with adoption of the annual major maintenance reserve fund~~  
777     ~~appropriation;~~

778           2. ~~Major maintenance financial model.~~ Any proposed changes to the major  
779     ~~maintenance financial model shall be submitted to the council, along with supporting~~  
780     ~~materials that describe how the proposed changes will affect the financing and progress~~  
781     ~~of outstanding major maintenance projects;~~

782           3. ~~Program plan.~~ The major maintenance program plan is the list of projects  
783     ~~transmitted to the council with, and funded by, the annual major maintenance fund~~  
784     ~~budget request. The program plan shall be adopted with the annual major maintenance~~  
785     ~~budget allocation. The plan will be prioritized and include project names, project~~  
786     ~~numbers and project appropriation requests. Expenditures may be made only for~~  
787     ~~approved projects on the program plan and total expenditures shall not exceed the~~  
788     ~~aggregate project appropriation level for a given year. The executive shall submit~~  
789     ~~quarterly reports documenting all proposed changes to the program plan and the reasons~~  
790     ~~for those changes, including but not limited to changes that alter project appropriation~~  
791     ~~levels as indicated in the program plan, scope or scheduling of listed projects, or by~~  
792     ~~adding or deleting projects from the program plan; and~~

793           4. ~~Status.~~ The executive shall report annually, by May 30, to the council on the  
794     ~~status of scope, schedule and expenditures for all identified projects funded by the major~~

795 ~~maintenance reserve fund. All planned expenditures shall be consistent with the financial~~  
796 ~~model, financial plan and program plan. These annual reports shall be sorted by building,~~  
797 ~~project status, category (either "life cycle" or "deferred") and year the project first~~  
798 ~~received appropriation authority, and shall include:~~

- 799 ~~a. each project name and number;~~
- 800 ~~b. project location;~~
- 801 ~~c. current status of the project;~~
- 802 ~~d. whether the project is classified as "life cycle" or "deferred";~~
- 803 ~~e. the year the project was first identified;~~
- 804 ~~f. the year the project first received appropriation authority;~~
- 805 ~~g. the initial year of construction;~~
- 806 ~~h. the initial estimate of the project's duration in years, or expected completion~~  
807 ~~date;~~
- 808 ~~i. the original estimate of the project's total cost;~~
- 809 ~~j. any revisions to the original estimate of the project's total cost;~~
- 810 ~~k. current expenditures and encumbrances spanning the project's existence;~~

811 ~~and~~

- 812 ~~l. for each fiscal year of existence, the appropriation amount, the beginning~~

Ordinance 14743


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813 ~~balance, the summary totals of expenditures and encumbrances and the carryover at the~~  
814 ~~year's end)).~~  
815


Ordinance 14743 was introduced on 4/7/2003 and passed by the Metropolitan King County Council on 8/25/2003, by the following vote:

Yes: 12 - Ms. Sullivan, Ms. Edmonds, Mr. von Reichbauer, Ms. Lambert, Mr. Phillips, Mr. Pelz, Mr. McKenna, Mr. Constantine, Mr. Gossett, Ms. Hague, Mr. Irons and Ms. Patterson  
No: 0  
Excused: 1 - Mr. Hammond

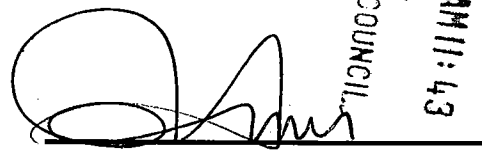
KING COUNTY COUNCIL  
KING COUNTY, WASHINGTON

  
Cynthia Sullivan, Chair

ATTEST:

  
Anne Noris, Clerk of the Council

APPROVED this 5 day of September 2003.

  
Ron Sims, County Executive

RECEIVED  
2003 SEP -5 AM 11:43  
CLERK  
KING COUNTY COUNCIL

Attachments None