
“GREEN SHEET”

Meeting dates: June 6-7, 2008, Commission Meeting

Agenda item #5 Draft 2009-2011 Department Capital Budget Proposal Request

Staff Contact: Bill Phillips

Presenter(s): Bill Phillips

Background:

In September of every even numbered year, state agencies submit their capital budget proposals for the ensuing biennium to the Office of Financial Management (OFM) and the Legislature. The Department has started the development of its 2009-11 Capital Budget and will present its proposed capital budget to the Commission for approval in August 2008.

The development of the Department’s request is structured to provide an opportunity for each program/region to identify projects that have capital needs for inclusion. The 2009-11 Capital Project Request Form and Instructions, as well as the Backlog Reduction Plan, were posted on the Department’s intranet site for program and region staff to use. As a result, newly submitted projects and those projects currently in the Backlog Reduction Plan have been incorporated into project lists. Capital, Planning, and Facilities Management (CP&FM) staff will be estimating the cost of each new project, updating prior project costs, and developing project lists that are sorted based on budget categories. In response to the Department’s strategic plan and performance measures, the Director’s Office and Executive Management Team will allow only the highest priority request items to pass through a rigorous screening process to be considered and approved by the Commission.

Policy issue(s) you are bringing to the Commission for consideration:

The Capital Budget provides funding for the construction, remodel, renovation of facilities, property, and infrastructure, and property acquisition for the Department.

Public involvement process used and what you learned:

Public may provide testimony at the August 2008 meeting.

Action requested:

Review, feedback, and further direction provided to Department staff for final 2009-11 Capital Budget development. The final proposed 2009-11 Capital Budget Request will be presented for approval at the August 8-9, 2008, Commission meeting to ensure that the Department’s Capital Budget request is transmitted to the Office of Financial Management by September 2, 2008, as required.

Draft motion language:

N/A

Justification for Commission action:

RCW 77.04.055, Commission -- Duties. (6) The commission shall have final approval authority for the department's budget proposals.
