

City Manager's Office

March 23, 2016

To: City Council
From: City Manager
Re: Weekly Report

Human Resources

- Mr. Ron Holifield of SGR will be here today and tomorrow to discuss the desired qualities of the next City Manager with Councilmembers and department directors.
- Human Resources Manager Maureen Murphy and our consulting attorney Bruce Schroeder participated in a mediation session with the Des Moines Police Management Association on Tuesday. The results of this mediation session will be discussed with Council in an executive session before next week's City Council meeting.

Finance

- Finance Director Mason has beefed up her monthly financial report to the City Council to include information on other funds in addition to the General Fund. This expanded report will be in the Council meeting packet this Friday and she will provide a presentation and answer questions at next week's Council meeting.
- Finance Department staff has completed its review of three financial system packages. The Parks, Recreation, and Senior Services staff will review the recreation component of one of these packages to see if it meets their needs. Our recreation software is in need of replacement as the vendor will no longer be providing support to the system starting in 2017.

Parks, Recreation, and Senior Services

- Staff is evaluating play/exercise equipment that will be installed as part of the Parkside Park renovation project.
- Jurying for the Art on Poverty Bay sculpture program will be conducted next week. The winning sculptures are scheduled to be install in May.
- Park, Recreation, and Senior Services Director Thorell is working with our solid waste vendor, Recology, to see what support they can provide to the Earth Day clean ups that will be held on Saturday, April 23rd.

- The Seattle Symphony will be providing a free community event and performance on Sunday, October 23rd. We are partnering with the Highline School District, the Des Moines-Normandy Park Rotary Club and Music4Life on this event.
- Our soccer programs started this week.
- The food truck pod is on track to begin in May.

Legal

- The Department continues assisting with several personnel issues and franchise issues.

Planning, Building, and Public Works Department

- Bids for the Massey Creek project were opened on Monday, March 21st. We received nine bids, with the lowest bidder being \$50,000 under the engineer's estimate. We will conduct our normal due diligence on this bidder. If all is well, we will bring a proposed construction contract to the City Council for approval at the March 31st Council meeting.
- AT&T has submitted a permit application for their telecommunications tower located at the Field House. They are proposing to increase the height of the tower by ten feet. Staff believes that this will require an amendment to their lease but we are researching it.
- A building permit application for the first of two buildings that are planned for the third phase of the Des Moines Creek Business Park were submitted last week. Building 3A is a _____ square foot building valued at \$6.9 million. We expect a building permit application for Building 3B sometime this week or next. We were told that Phase Three of the DMCBP would start next year so neither of these two buildings are part of our work plan for 2016.
- The clearing and grading permit for the FAA facility is about ready to be issued. Work should start shortly thereafter.

Police Department

- We currently have four commissioned officers on light duty (three patrol officers and one command staff).
- The Chase Bank on Marine View Drive was robbed on Monday. No arrest has been made, yet.
- There was a drive-by shooting in the Pacific Ridge neighborhood on Sunday night. A vehicle was hit. The owner of the vehicle didn't notify us until the following morning.

Economic Development

- Mayor Pina, Assistant City Manager/Economic Development Director Matthias, and I will be meeting with representatives of the Port of Seattle today to discuss several topics, most importantly how we can continue partnering in economic development projects.