

City Manager's Office

June 24, 2017

To: City Council

From: City Manager

Re: Weekly Report

The information below represents a compilation of results of each Department from June 18-June 24, 2017.

CITY MANAGER'S OFFICE

- Attended kick-off for the Port of Seattle Ecology Fund Small Grants program at the Seatac Botanical Gardens.
- Attended Soundside Alliance Operations Committee meeting in preparation for the upcoming Policy Committee meeting.
- Attended Commander Barry Seller's Retirement Party.
- Meeting with Chief Delgado and Sara Franklin (WA State Commissioner of African American Affairs) to discuss Pacific Ridge issues.

LEGAL DEPARTMENT

- A lawsuit was filed in Superior Court against the City and the police department alleging the department acted negligently following an incident between two neighbors. The City Attorney filed a notice of appearance. A notice of association was also filed to allow the City's insurer to defend covered claims.
- Issued a notice of violation for the overgrown nuisance property on the corner of 216th and 29th Ave. The City has previously cleared this property however the vegetation is returning. This violation will authorize City staff to enter the property and clear it again. An overgrown property ordinance will be presented to the Public Safety and Transportation Committee in July that would allow for the recoupment of costs in these situations.
- Drafted ordinance to change references in the Municipal Code from "Mayor Pro Tem" to "Deputy Mayor." This ordinance is needed to bring the code up to date with the current City Council rules. The ordinance will be presented to the City Council on July 6th for approval.

CITY CLERK'S OFFICE

- Twenty-seven (27) public records requests received
- Five (5) public records requests still open
- Attended the Farmer's Market to answer questions on paid parking

FINANCE DEPARTMENT

- Audit support for final phases of Financial Statement Audit.
- Continued 2018 Baseline Budget preparation/ 2017 Revised Forecast.
- Meetings with City Manager, COO and Directors regarding position change requests for 2018 Budget.

PARKS, RECREATION AND SENIOR SERVICES

- Summer Camp KHAOS started June 19th with an average of 102 children per day for the first week.
- Midway Picnic in the Park activities started June 19th and has averaged over 25 kids per day for the first week.
- Recreation Specialist Matt Gehrke has resigned his position and will be leaving the Parks, Recreation and Senior Services Department on July 7th.

POLICE DEPARTMENT

- City Manager and Chief Delgado met with Sara Franklin (WA State Commissioner of African American Affairs) to discuss Pacific Ridge outreach efforts.
- Police Department personnel attended Esteban Underwood's High School graduation in Everett WA. Esteban is the son of slain Des Moines Police Officer Steven J. Underwood.
- The City of Des Moines and the Police Department celebrated the retirement of Commander Barry Sellers after 25 years of service to the city.

MARINA

- Staff continue working on Marina paid parking.

PUBLIC WORKS

- A public hearing was held on June 22nd for the 2018 – 2037 Transportation Improvement Plan (TIP). The Council adopted a prioritized list of transportation projects with the effort that will help guide staff in project planning and development.
- City Council awarded the standby generator contract for the Engineering/IT/Shop building on June 22nd.
- Crews are making good progress on the basin inspection project (requirement of the City's NPDES permit) and hope to be completed by Monday the 3rd, leaving a handful of inaccessible to find and 75 to re-inspect. All will be completed by the August 1st deadline.
- City Crews are turning on the irrigation systems citywide in the Parks and City owned landscape areas.

COMMUNITY DEVELOPMENT

- Held two pre-application meetings: Weaver Single-Family Residence with critical areas (PA2017-0014); and Emergency Slope Stabilization at 25121 8th Pl S (PA2017-0017).
- WaterView Crossing (LUA2015-0013) - Issued Revised Design Review Decision.

- Sound Transit – staff attended bi-weekly Federal Way Light Rail Extension meeting.

BUILDING DIVISION

- There were 225 applications submitted and processed, including building permits, land use activity permits, fire permits, and business license applications.
- Total construction valuation of the building permits - \$13,916,183.97.
- Total revenue for permits and business licenses - \$137,132.80.
- There were 57 plan reviews conducted with comments.
- 155 field inspections were conducted.