

City Manager's Office

To: City Council

From: City Manager

Re: 2nd Quarter Report

The information below represents a compilation of results of each Department for 2nd Quarter, 2017.

CITY MANAGER'S OFFICE

- Met with Marina consultants to review their preliminary work prior to their presentation at City Council on May 18 Study Session.
- Attended 509 Gateway Project local match meeting.
- Provided a tour of the City for the owners of Dick's Drive-In.
- Continued to work on Pac Ridge Strategic Plan.
- Met with Mr. Richard Procter, representative of Great Canadian Gaming Corporation on items related to their planned casino operations in the Four Points Sheraton hotel.
- Deputy City Clerk Interviews.
- Citizens Advisory Committee Meeting.
- Meeting with City Managers regarding of mutual issues regarding the Port of Seattle.
- Met with Ken Rogers to discuss potential Marina Café.
- Met with staff from King County to discuss status of Poverty Bay Shellfish downgrade and potential Protection District. City Council will be briefed on this in the near future.
- Toured Mt. Rainier High School with School Resource Officer (SRO) Justin Cripe.
- Community Development Director Interviews.
- Community Connections Metro Pilot Project – Stakeholders Meeting.
- Attended Port Commission Meeting.
- Meeting with South King Fire Chief Al Church.
- Quite Skies Meeting and presentation.
- Worked on staff evaluations.
- Metro Pilot Project Stakeholder follow up.
- Attended Mayor's Roundtable Meeting.
- Attended City Manager's Monthly Meeting.
- Met with regional City Managers to discuss violent crimes in South King County and coordination of each city's Public Safety efforts.
- Went on a tour of the City with representatives from Earth Economics who provide a sustainability model for future development.
- Met with Farmer's Market to review plans for the coming year and finalize the contract.

- Attended Huntington Park State of the City with Mayor and Deputy Mayor.
- Participated in a tour of Pike Place Market expansion.
- Attended Judson Park luncheon with Mayor and Deputy Mayor.
- Meeting with Green Corp. management to discuss Community Connections Pilot Program.
- Gang Task Force meeting with regional mayors, city managers and law enforcement officials to review response options to gang violence. City will provide a new detective position to this task force.
- Tour of Federal Aviation Administration building in construction.
- Meeting with SeaTac Airport Director of Aviation regarding airport impacts.
- Attended the Great American Casino Grand Opening Celebration.
- Meeting with John Resing – Chair of Federal Way Mayor’s Task Force on Aviation.
- Meeting with Duggan Harmon, Highline School District re: future of Des Moines Elementary.
- Tour of City with Port of Seattle Commissioner, John Creighton.
- Attended Highline Forum with Mayor Pina and Chief Operations Officer, Dan Brewer.
- Attended Soundside Alliance Steering Committee.
- Prepared Final Report from City consultants on Marina Development feasibility.
- Attended Citizen’s Advisory Committee meeting at the Marina to review plans to implement paid parking and the status of the Marina infrastructure.
- Provided final grant report on Marina development to the Port of Seattle.
- Met with Dave Soike, Interim CEO, Port of Seattle.
- Attended Opening Day Farmer’s Market.
- Conference call with Breanne Durham, Washington Main Street.
- Ride Along with Sergeant Paul Guest.
- Attended the Mayor’s Round Table luncheon.
- Attended Emergency Management Training meeting.
- Attended the Lower Zenith meeting at the Police Department
- Made a presentation at Southside Chamber Luncheon.
- Met with Port of Seattle Police Chief and our command staff to discuss Business Park Crime Prevention.
- Attended Aquatic Feasibility Study open house.
- Began meetings with directors as part of the budget process to review requests for Departmental personnel changes/upgrades and additions.
- Met with the owners of the Des Moines Theater to assess next steps.
- Ongoing discussions with Police Chief regarding implementation of Pacific Ridge Plan.
- 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 community policing issues.
- Port of Seattle Partnership Meeting.
- Soundside Policy Meeting.
- Meeting with Forterra.

- Emergency Management Meeting.
- Ride Along with Police Officer Doug Weable.
- Community Connections Meeting on Metro Pilot grant.
- Met with Jack Mayne/Waterland blog.
- Attended Farmer's Market.
- Attended Mayor's State of the City presentation at Wesley Retirement Homes.

LEGAL DEPARTMENT

- Civil Matters: To date this year, the Legal Department has opened 88 files for civil matters; primarily advisory work to assist the City's operating departments.
- Finalized negotiations and executed a written agreement with Anthony's Restaurant and the parking lot ownership group for installation and implementation of paid parking in the Marina.
- Drafted ordinances related to the designation and sale of surplus property and an update to the City gambling tax which were presented to the City Council for consideration and enacted on April 13, 2017.
- Updated contracts for the Parks Department for the 2017 operation of the Farmer's Market and Food Truck concessions at the Marina.
- Conducted research and provided legal direction to police department records clerks on several recurring issues related to public records requests.
- Negotiated and executed agreement with Landmarque HOA to terminate existing joint watering agreement.
- Continued business license emphasis enforcement. Issued 17 citations for commercial properties operating without a business license.
- Issued citations to unlicensed multi-family properties in Pacific Ridge as part of strategic emphasis plan.
- Presented information on Pacific Ridge Strategic Operations Plan to Citizen's Advisory Committee.
- Continued in-depth analysis of calls for service in Pacific Ridge. Prepared initial documentation for implementation of code enforcement emphasis.
- Reviewed state law and administrative regulations to determine procedure for rent review for lease of aquatic tidelands from the Department of Natural Resources.
- Prepared active litigation and claims analysis and provided the assessment to the Washington State Auditor's Office.
- Assisted in development and drafting employment agreements for Assistant Chief of Police position and Community Development Director position.
- Reviewed several thousand emails that were potentially responsive to a public records request relating to construction issues at the Sea Mar Facility.
- The Assistant City Attorney attended the Washington State Association of Municipal Attorneys Spring Conference in Bellingham, Washington.
- Participated in joint meetings with the Court and Police Department to consider increased security options for court areas to ensure compliance with new rules adopted by the Washington Supreme Court.
- Prepared and issued denial of claim letter for third party contractor alleging City was responsible for damages to rental equipment. City investigation concluded equipment was not damaged at time of return.

- Prepared outline of legal action necessary to obtain title to an abandoned boat in the Marina. City will be pursuing quiet title action in Superior Court against Key Bank to clear title to boat and proceed with sale.
- Drafted updated Resolution designating authorized agents of the City who can accept claims for damages as required based on staffing changes. It was presented to and approved by the Council on May 25, 2017.
- Gathered information and conducted research on adoption and implementation of an “Overgrown Vegetation Ordinance” to combat chronic problem properties. If adopted, this Ordinance would provide expedited procedure for obtaining liens on overgrown properties. A summary was prepared and presented to the PS&T Committee.
- The City Attorney and Assistant City Attorney spoke to a class of 7th graders at Pacific Middle School regarding their middle school and high school experiences and about how they got into the field of law. They fielded questions on a broad range of topics of interest to the students.
- Drafted an ordinance setting the hours of business for City Hall. This is required under state law and was enacted by the City Council on June 8th.
- Drafted an ordinance updating references in the Municipal Code that refer to “King County Fire Protection District 26”. These outdated references in the code were updated to reflect the current name “South King Fire & Rescue.” This ordinance was approved by the City Council on June 8th.
- Lawsuit was filed in Superior Court against the City by a property owner asserting ownership of undeveloped right-of-way on North Hill. The City Attorney’s Office filed a Notice of Appearance and will brief the Council as the matter progresses. Conducted legal and historical research regarding the disputed right-of-way. Hosted meeting between all parties involved to discuss potential resolutions. Continued legal research in preparation for defense.
- Presented telecommunications Draft Franchise Agreement with Verizon Wireless to the City Council for a public hearing on May 25, 2017. Following the June 8th second reading, the City Council approved the Agreement by enacting Ordinance No. 1682.
- Updated public work contract templates to reflect new language and provisions resulting from changes in state law effective July 2017.
- The Domestic Violence Victim Advocate attended a 2-day DV Risk Assessment conference which focused on engaging with victims to assess levels of danger, utilizing trauma informed care, and the misuse of technology to stalk.
- Prosecuting Attorney Tara Vaughn attended a three-day municipal court prosecution training hosted by the Washington Association of Prosecuting Attorneys (WAPA). Topics included new issues related to DUI and marijuana as well as several domestic violence presentations.
- Assisted in drafting explanation letter and access permit for Normandy Park homeowners who access beachfront property via the City’s Beach Park.
- Attended deposition of City employee regarding lawsuit between a Des Moines homeowner and the home builder.
- Began initial review of the City’s existing Alarm Registration Ordinance. Recommendations based on Police Department input will be prepared for the appropriate Committee to review later this year.
- Continued discussions with Verizon Wireless on small cell franchise application and process.

- Hosted meeting with City staff, consultants and Verizon Wireless to negotiate small cell telecommunications franchise agreement. The Ad Hoc Franchise Committee was updated on progress at their meeting on June 26th.
- 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 subsequently filed by WCIA 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 previously cleared this property; however, the vegetation is returning. This violation will authorize City staff to enter the property and clear it again.
- Drafted ordinance to change references in the Municipal Code from “Mayor Pro Tem” to “Deputy Mayor.” This ordinance was needed to bring the code up to date with the current City Council Rules. The ordinance was presented to the City Council on July 6th for approval.
- The following Ordinances and Resolutions were prepared in final form and signed in the Second Quarter 2017 following approval by the City Council:

Ordinance No. 1677	DMCBP Phase IV, Panattoni PUD
Ordinance No. 1678	Surplus Property Distribution
Ordinance No. 1679	Gambling Tax Extension
Ordinance No. 1680	Revenue Fund Amendments
Ordinance No. 1681	Budget Amendment
Ordinance No. 1682	MCI/Verizon Franchise
Ordinance No. 1683	City Hall Operating Hours
Ordinance No. 1684	So. King Fire & Rescue, Miscellaneous Name Corrections, Housekeeping Ordinance
Ordinance No. 1685	Marina Moorage Rates
Resolution No. 1358	Destination Des Moines Summer Events
Resolution No. 1359	Highline View Estates Final Plat
Resolution No. 1360	Field House Park Renovation Grant
Resolution No. 1361	Kiddie Park Renovation Grant
Resolution No. 1362	Claims Acceptance Agent Appointments
Resolution No. 1363	Small Cell Telecommunications Application Fee
Resolution No. 1364	Transportation Impact Fee 2018 – 2037

- **Des Moines Prosecuting Attorney Quarterly Recap.** The Prosecuting Attorney filed 764 infractions and citations in the Second Quarter 2017 for Des Moines and appeared at 897 criminal hearings. Also filed were 928 Woodmont Photo Enforcement infractions, 9,241 red-light camera infractions, and 22 abatement infractions. The Prosecutor represented the City at 31 hearings involving infractions that were being opposed by private counsel, and 10 animal control hearings. Staff also responded to 28 infraction discovery requests.

- **Normandy Park Prosecuting Attorney Quarterly Recap.** The Prosecuting Attorney filed 131 infractions and citations in the Second Quarter 2017 for Normandy Park and appeared at 198 criminal hearings and 2 hearings involving infractions that were being opposed by private counsel. Staff also responded to 4 infraction discovery requests.
- Legal Department contract signed in the Second Quarter: 3-year contract with LexisNexis for online research services.
- Bids, RFPs, and RFQs issued by Legal in the Second Quarter: None for Legal.

CITY CLERK'S OFFICE

- Reviewed fifty-four (54) applications received for the Deputy City Clerk position.
- Interviewed 5 applicants for the Deputy City Clerk position; Renee Cameron was selected and her start date was May 1, 2017.
- Relocation of City Clerk and Deputy City Clerk Offices.
- City Clerk Participated in the Community Development Director interviews.
- City Clerk attend bid opening for Parkside Park Renovation Project.
- City Clerk attended the South Sound Boating Opening Day Ceremony at the Des Moines Yacht Club on May 13th.
- City Clerk attended Farmer's Market and handed out Waterfront Paid Parking flyers and answered questions.
- City Clerk attended Scotch & Vine's Anniversary celebration

Request for Public Records-2017

Month	Total # of Requests	Total Active Requests*	BY DEPARTMENT			
			ADMIN	PBPW	PD	Court
January	158	0	13	15	123	7
February	149	0	20	13	105	11
March	129	0	7	15	91	16
April	148	2	15	14	108	11
May	146	0	9	13	117	9
June	164	6	14	5	131	14
July	0					
August	0					
September	0					
October	0					
November	0					
December	0					
TOTAL	896	8	78	75	675	68

Request for Public Records-2016

Month	Total # of Requests	Total Active Requests*	BY DEPARTMENT			
			ADMIN	PBPW	PD	Court
January	146	0	23	6	112	5
February	156	0	5	13	131	7
March	158	0	7	16	118	17
April	125	0	8	10	95	12
May	141	0	9	6	119	7
June	139	0	3	8	122	6
July	138	3	8	15	106	9
August	153	0	19	11	117	6
September	145	0	11	14	113	7
October	155	0	15	18	116	6
November	141	0	11	11	116	3
December	131	1	22	9	89	11
TOTAL	1728	4	141	137	1354	96

FINANCE DEPARTMENT

Major Tasks Completed During the Quarter

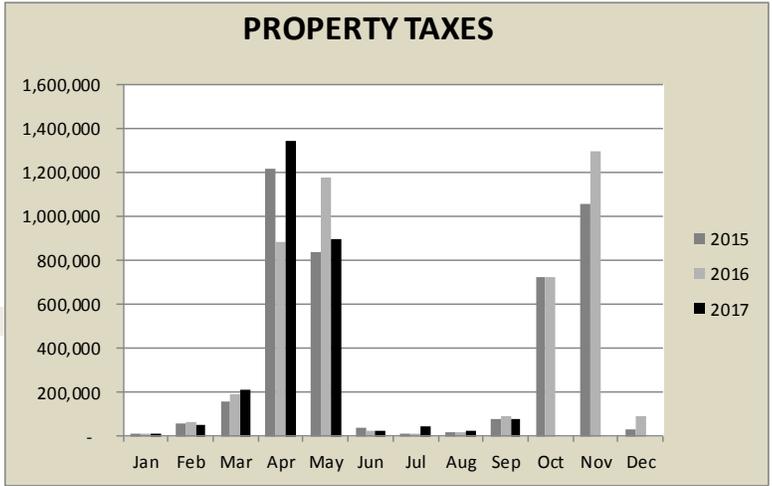
- Audit support for State Audit of 2017 financial statement, Federal Grants and accountability audits.
- Preparation, analysis and published 2017-2023 CIP Plan.
- Preparation, analysis and published 2017-2022 Budget Forecast and City Council Budget Retreat documents.
- Preparation, and analysis for 2018 City Manager Preliminary Budget document.
- Implemented and reworked accounting process to accommodate PRSS new software implementation.
- Implemented and reworked accounting process to accommodate ParkingBoxx new software implementation.

MAJOR REVENUE TRENDS (CASH BASIS)

2017 YTD Compared to 2016 YTD: **212,091** **8.6%**

	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>PY YTD</u>
Jan	10,191	9,718	7,766	0.2%
Feb	52,372	62,078	55,462	1.6%
Mar	207,664	192,691	159,802	5.8%
Apr	1,341,941	884,255	1,214,531	25.2%
May	892,976	1,172,679	834,623	50.8%
June	22,136	24,323	34,134	51.4%
Jul	45,386	8,130	12,380	51.5%
Aug	22,470	19,914	15,762	52.0%
Sep	78,305	87,561	76,908	53.9%
Oct		721,023	723,002	69.7%
Nov		1,292,382	1,054,756	98.0%
Dec		92,696	29,206	100.0%
Totals	2,673,440	4,567,450	4,218,332	

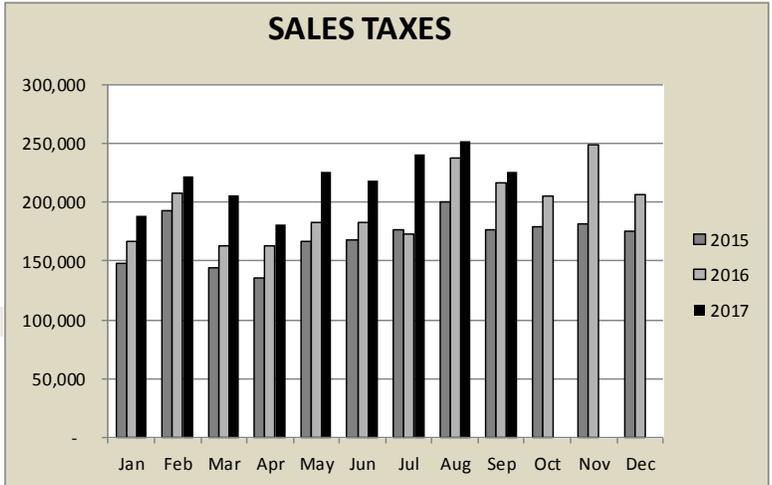
2017 YTD Compared to Annual Budget: **4,572,060** **58.5%**



2017 YTD Compared to 2016 YTD: **268,476** **15.9%**

	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>PY YTD</u>
Jan	188,813	166,482	148,542	7.1%
Feb	222,214	207,580	192,640	15.9%
Mar	206,184	162,512	144,525	22.8%
Apr	180,327	162,783	135,180	29.7%
May	225,772	183,308	166,575	37.5%
Jun	218,517	182,542	167,671	45.3%
Jul	240,702	172,341	176,608	52.6%
Aug	251,535	236,926	200,510	62.7%
Sep	225,110	216,225	176,594	71.9%
Oct		205,441	178,690	80.7%
Nov		248,392	181,241	91.2%
Dec		206,295	174,869	100.0%
Totals	1,959,175	2,350,827	2,043,645	

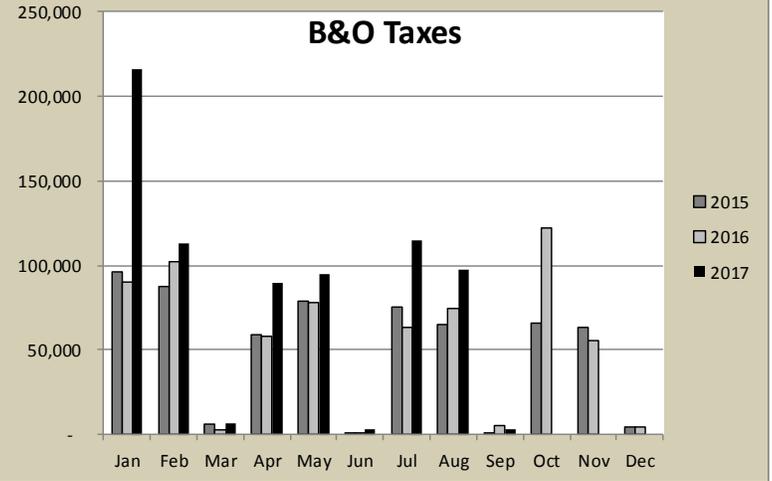
2017 YTD Compared to Annual Budget: **2,244,019** **87.3%**



2017 YTD Compared to 2016 YTD: **261,501** **54.9%**

	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>PY YTD</u>
Jan	216,324	89,942	95,787	13.7%
Feb	112,795	101,825	87,424	29.2%
Mar	6,291	3,106	6,095	29.6%
Apr	89,260	58,292	58,723	38.5%
May	94,829	78,035	78,674	50.3%
Jun	3,205	1,262	745	50.5%
Jul	114,496	63,661	75,441	60.2%
Aug	97,730	74,863	64,797	71.6%
Sep	2,767	5,211	1,192	72.4%
Oct		122,095	66,238	91.0%
Nov		55,292	63,614	99.4%
Dec		4,217	4,699	100.0%
Totals	737,698	657,801	603,429	

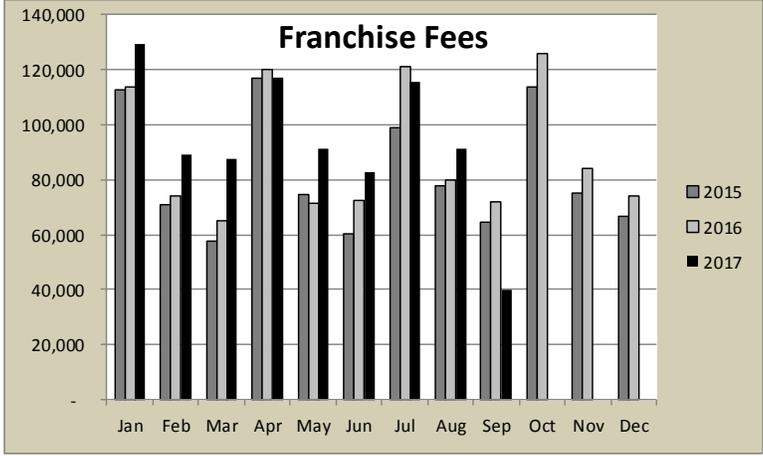
2017 YTD Compared to Annual Budget: **784,182** **94.1%**



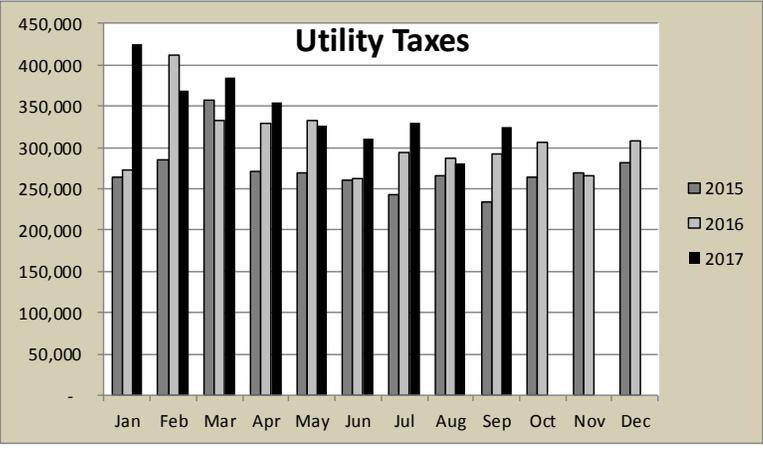
MAJOR REVENUE TRENDS

(Cash Basis -Continued)

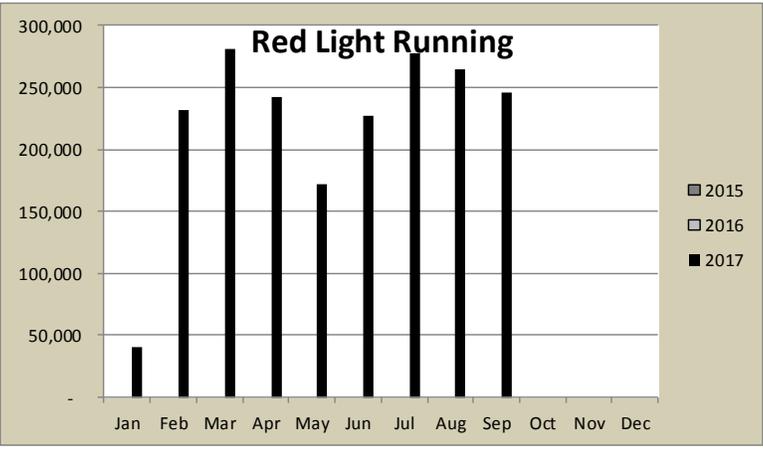
2017 YTD Compared to 2016 YTD:		53,479	6.8%	
	2017	2016	2015	PY YTD
Jan	129,401	113,463	112,750	10.6%
Feb	89,045	73,834	71,075	17.4%
Mar	87,325	65,347	57,924	23.5%
Apr	116,973	120,207	116,879	34.7%
May	91,363	71,583	74,423	41.4%
Jun	82,575	72,626	60,470	48.1%
Jul	115,316	121,248	99,070	59.4%
Aug	91,478	79,804	77,663	66.8%
Sep	40,214	72,099	64,435	73.5%
Oct		126,141	113,761	85.3%
Nov		84,251	74,997	93.1%
Dec		73,899	66,607	100.0%
Totals	843,690	1,074,502	990,053	
2017 YTD Compared to Annual Budget:		1,090,440	77.4%	



2017 YTD Compared to 2016 YTD:		290,323	10.3%	
	2017	2016	2015	PY YTD
Jan	424,753	273,337	264,911	7.4%
Feb	369,100	410,967	284,340	18.5%
Mar	384,143	332,039	357,130	27.5%
Apr	354,597	329,815	270,479	36.4%
May	326,610	333,168	269,809	45.4%
Jun	311,295	262,684	260,950	52.6%
Jul	330,214	293,988	243,353	60.5%
Aug	279,999	286,311	265,630	68.3%
Sep	324,244	292,324	233,833	76.2%
Oct		306,464	263,509	84.5%
Nov		266,326	269,275	91.7%
Dec		308,003	281,830	100.0%
Totals	3,104,955	3,695,425	3,265,049	
2017 YTD Compared to Annual Budget:		3,870,139	80.2%	

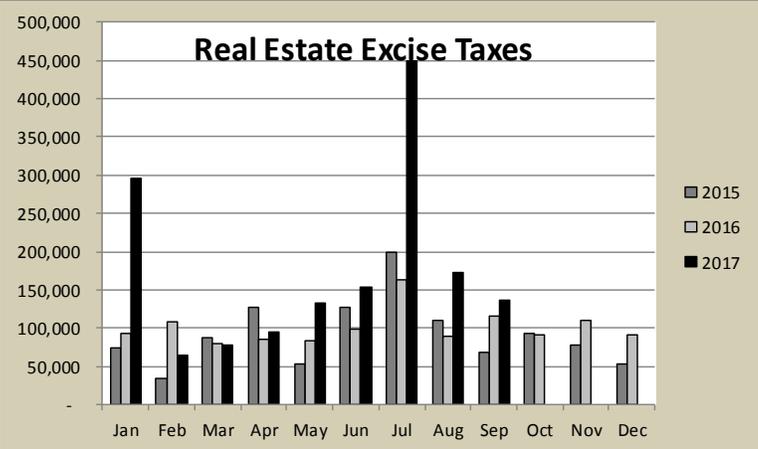


2017 YTD Compared to 2016 YTD:		1,984,442		
	2017	2016	2015	PY YTD
Jan	41,052			
Feb	232,138			
Mar	281,581			
Apr	242,435			
May	172,049			
Jun	227,114			
Jul	277,288			
Aug	264,954			
Sep	245,831			
Oct				
Nov				
Dec				
Totals	1,984,442	-	-	
2017 YTD Compared to Annual Budget:		1,985,000	100.0%	

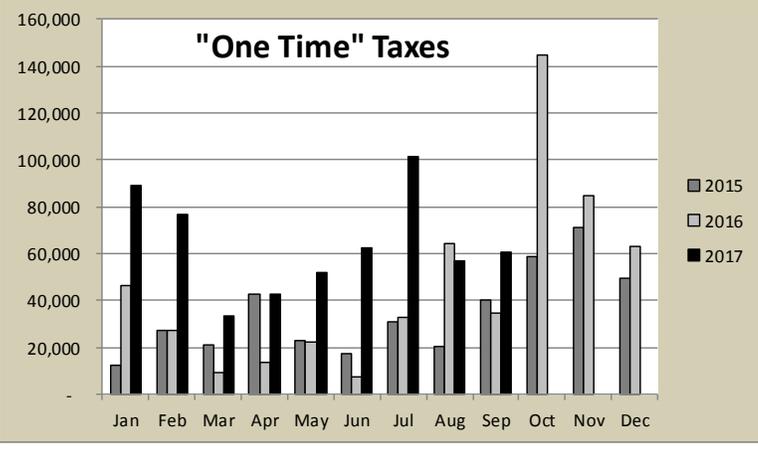


CIP FUNDING SOURCES

2017 YTD Compared to Annual Budget:		656,004	71.1%	
	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>PY YTD</u>
Jan	296,469	93,909	74,382	7.7%
Feb	64,190	109,153	33,884	16.7%
Mar	78,233	80,623	88,020	23.3%
Apr	95,642	86,005	127,450	30.4%
May	132,598	84,072	53,190	37.3%
Jun	152,999	99,166	127,038	45.5%
Jul	448,867	163,905	199,170	59.0%
Aug	173,469	90,084	110,322	66.4%
Sep	136,573	116,119	68,647	75.9%
Oct		91,603	93,478	83.4%
Nov		109,682	78,694	92.5%
Dec		91,594	53,220	100.0%
Totals	1,579,040	1,215,915	1,107,495	
2017 YTD Compared to Annual Budget:		800,000	197.4%	



2017 YTD Compared to 2016 YTD:		317,593	223.1%	
	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>PY YTD</u>
Jan	89,266	46,556	12,359	3.8%
Feb	76,783	27,195	27,114	6.1%
Mar	33,370	9,428	20,850	6.8%
Apr	42,775	13,465	42,498	7.9%
May	52,185	22,165	22,862	9.8%
Jun	62,293	7,770	17,170	10.4%
Jul	101,589	32,666	31,104	13.1%
Aug	56,915	64,376	20,237	18.4%
Sep	60,445	34,407	40,336	21.2%
Oct	-	144,643	58,538	33.1%
Nov	-	84,923	71,022	40.1%
Dec	-	62,874	49,216	45.3%
Totals	575,621	550,468	413,306	
2017 YTD Compared to Annual Budget:		700,000	82.2%	



GENERAL FUND 001

	2017 BUDGET			2017 Year to Date ACTUAL				
	ANNUAL 12 MONTHS			SEPTEMBER				
	REVENUES	EXPENDITURES	NET	REVENUES	%*	EXPENDITURES	%*	NET
BEGINNING FUND BALANCE			2,933,039					2,933,039
<u>Unrestricted Revenues</u>								
Unrestricted Taxes	11,650,919		11,650,919	8,580,516	74%			
One Time Sales/B&O Taxes	199,420		199,420	575,622	289%			
Unrestricted Franchise Fees	1,090,440		1,090,440	846,139	78%			
State/City Assistance	90,000		90,000	85,433	95%			
Miscellaneous	41,650		41,650	52,524	126%			
Transfer In	-		-					
Total Unrestricted Revenues	13,072,429		13,072,429	10,140,234	78%			10,140,234
<u>Policy & Support Services</u>								
Support Services Chargebacks	2,381,924		2,381,924	1,786,443	75%			1,786,443 75%
City Council		91,989	(91,989)	-		52,541	57%	(52,541) 57%
City Manager	26,357	1,212,929	(1,186,572)	26,357	100%	885,220	73%	(858,863) 72%
Financial Services	51,356	1,009,598	(958,242)	24		722,593	72%	(722,569) 75%
Technology Services	835,118	792,022	43,096	625,653	75%	629,671	80%	(4,018) -9%
Legal (Civil)		298,332	(298,332)	8,146		219,767	74%	(211,621) 71%
Bldg & Facility Maint		351,603	(351,603)			255,560	73%	(255,560) 73%
Total Policy & Support Services	3,294,755	3,756,473	(461,718)	2,446,623	74%	2,765,352	74%	(318,729) 69%
<u>Public Safety Services</u>								
Restricted - Public Safety	3,377,340		3,377,340	3,054,011	90%			3,054,011 90%
Court	121,110	1,187,392	(1,066,282)	91,487	76%	910,948	77%	(819,461) 77%
Probation	69,143	172,116	(102,973)	46,234	67%	121,715	71%	(75,481) 73%
EMS/Fire/Jail/Public Defender	4,358	756,312	(751,954)	3,516	81%	521,177	69%	(517,661) 69%
Legal (Prosecution, DV, etc.)	25,000	345,164	(320,164)	24,584	98%	259,763	75%	(235,179) 73%
Police	225,905	10,413,423	(10,187,518)	148,474	66%	7,533,143	72%	(7,384,669) 72%
Total Public Safety Services	3,822,856	12,874,407	(9,051,551)	3,368,306	88%	9,346,746	73%	(5,978,440) 66%
<u>Community Services</u>								
Planning & Bldg (NonFee Based)		438,678	(438,678)			315,402	72%	(315,402) 72%
Engineering (NonFee Based)		245,096	(245,096)			181,240	74%	(181,240) 74%
Subtotal	-	683,774	(683,774)	-		496,642	73%	(496,642) 73%
Park Maintenance	28,403	855,184	(826,781)	16,101	57%	625,012	73%	(608,911) 74%
Parks & Community Relations	2,825	210,174	(207,349)	9,446	334%	150,413	72%	(140,967) 68%
Senior & Human Services	126,405	484,589	(358,184)	82,056	65%	375,713	78%	(293,657) 82%
Arts Program	17,000	57,221	(40,221)	15,551	91%	40,206	70%	(24,655) 61%
Recreation Programs	1,082,189	1,255,288	(173,099)	826,812	76%	928,277	74%	(101,465) 59%
Beach Park Rentals	297,348	537,877	(240,529)	235,567	79%	383,436	71%	(147,869) 61%
Subtotal	1,554,170	3,400,333	(1,846,163)	1,185,533	76%	2,503,057	74%	(1,317,524) 71%
Total Community Services	1,554,170	4,084,107	(2,529,937)	1,185,533	76%	2,999,699	73%	(1,814,166) 72%
<u>Transfers Out</u>								
Capital & Debt		64,440	(64,440)			29,152	45%	(29,152) 45%
One Time Sales/ B&O Tax		700,000	(700,000)			575,622	82%	(575,622) 82%
Total Transfers	-	764,440	(764,440)	-		604,774		(604,774)
TOTAL GENERAL FUND	21,744,210	21,479,427	264,783	17,140,696	79%	15,716,571	73%	1,424,125 538%
ENDING FUND BALANCE			3,197,822					4,357,164
<i>*Sept is month 9 of 12 = 75%</i>								
<i>2 month expenditures target min Ending Fund Balance</i>								
			<u>3,580,620</u>					

SPECIAL REVENUE FUND 105 (DEVELOPMENT - FEE BASED)

2017 BUDGET			2017 Year to Date ACTUAL					
ANNUAL 12 MONTHS			SEPTEMBER					
	REVENUES	EXPENDITURES	NET	REVENUES**	%*	EXPENDITURES	%*	NET
BEGINNING FUND BALANCE			1,507,686					1,507,686
<i>Community Services (PBPW Fee Based)</i>								
Interest Earnings				2,717				2,717
Planning (Fee Based)	479,000	458,795	20,205	260,567	54%	310,797	68%	(50,230) -249%
Recycle Grant	53,000	50,318	2,682	24,262	46%	25,384	50%	(1,122) -42%
Building & Permits (Fee Based)	948,145	791,592	156,553	1,665,368	176%	560,116	71%	1,105,252 706%
Minor Home Repair Grant	25,000	25,000	-	22,275	89%	24,486	98%	(2,211) -
Engineering (Fee Based)	457,570	861,373	(403,803)	539,507	118%	661,733	77%	(122,226) 30%
TOTAL PBPW Fee Based	1,962,715	2,187,078	(224,363)	2,514,696	128%	1,582,516	72%	932,180 -415%
ENDING FUND BALANCE			1,283,323					2,439,866

*Sept is month 9 of 12 = 75%

POLICE DEPARTMENT

CRIME STATISTICS

Quarterly Totals

Offense	2016 2nd Quarter Totals	2017 2nd Quarter Totals	2017 2nd Quarter Percent Change
Homicide	1	0	-100%
Sex Offenses	11	7	-36%
Robbery	14	13	-7%
Assaults*	65	54	-17%
Burglary	42	52	+24%
Larceny*	210	171	-19%
MV Accidents	81	98	+21%
MV Thefts	93	59	-37%
Arson	4	1	-75%
Moving Violations	625	877	+40%
School Zone Photo Enforcement	1,018	955	-6%
Red Light Photo Enforcement	**	9,702	**
Officers Assaulted	2	5	+150%
Adult Arrest	80	71	-11%
Juvenile Arrest	4	7	+75%
Calls For Service	4,737	4,916	+4%

**Assault and Larceny category include all reported felony and misdemeanor crimes.*

***Program started in 11/2016.*

Year to Date Totals

Offense	01/01/16- 06/30/16 Totals	01/01/17- 06/30/17 Totals	2017 YTD Percent Change
Homicide	3	0	-100%
Sex Offenses	26	16	-38%
Robbery	21	27	+29%
Assaults*	120	109	-9%
Burglary	82	86	+5%
Larceny*	366	317	-13%
MV Accidents	171	174	+2%
MV Thefts	176	125	-29%
Arson	5	3	-40%
Moving Violations	1,443	1,630	+13%
School Zone Photo Enforcement	1,884	1,841	-2%
Red Light Photo Enforcement	**	22,731	**
Officers Assaulted	2	5	+150%
Adult Arrest	129	136	+8%
Juvenile Arrest	8	12	+50%
Calls For Service	8,863	9,203	+4%

**Assault and Larceny category include all reported felony and misdemeanor crimes
 ** Program started in 11/2016.*

PARKS, RECREATION AND SENIOR SERVICES

Administration:

- Des Moines Beach Park Picnic Shelter and Restroom Project construction is underway. Weather and unforeseen building conditions added to project delays, however, the project is on schedule for completion in June.
- Parkside Park Renovation Project was out to bid in March. A contractor was selected in May.
- Staff managed five volunteer organizations for Earth Day activities in April.
- CDBG Pre-applications were submitted for new play equipment at Kiddie Park and Field House Park. Funding for the Field House Park is the top priority of the two projects. Both projects will be submitted each year until funded.
- Staff received \$30,000 grant award from 4Culture for Des Moines Beach Park Sun Home Lodge Foundation Design.
- Staff researched Recreation Management Software options and selected DASH Platform for implementation on September 1.
- Staff proposed a Citywide Playground Improvement Plan to design needed repairs or replacements for 7 play structures and development of two new play areas. Funding to come from Real Estate Excise Tax (REET), Parks Fee In Lieu funds, grants, Legacy Foundation and the community.
- Staff produced the 2017 Rec N Roll spring magazine that mailed March 10. The magazine includes the March – September “To the Beach” Community Events Calendar.
- Staff collaborated with Highline College’s Urban Agriculture Department and other partners such as King Conservation District (KCD) and International Refugee Commission to submit an application to KCD for a grant to implement an outdoor classroom project at Sonju Park.
- DMMC Chapter 19 Parks and Recreation sections were updated and vetted by the Municipal Facilities Committee for City Council approval.
- The 2017 Parkside Park Renovation Project funded with CDBG and DOE grants was awarded in May to D & D Construction 1, Inc., in the amount of \$459,800.

Community Engagement:

Volunteer/Committee Hours	1st Qtr.	2nd Qtr.	YTD
DM Arts Commission	66	117	183
Sr. Services Advisory Committee	17	17	34
Human Services Advisory Comm.	7	18	25
DM Lodging Tax Advisory Comm.	-	-	-
KC Landmarks Commission	-	-	-
Daisy Sonju Garden	21	76	97
Youth Sports Coaches	1,545	1,242	2,787
Senior Services	1,329	1,550	2,879
Parks Administration	67	467	534
Total Volunteer/Committee Hrs.*	3,052	3,487	6,539

*Rounded to nearest whole number.

Recreation and Sports:

- Club KHAOS ended the school year up 4% over last year with a total of 32,137 participations and 359 individual registrations.
- Youth Soccer ended with a total of 35 teams and 282 individual registrations.
- Camp KHAOS started with the first 2 weeks of summer camp with 1,067 total participations and over 200 individual registrations.

Events and Facilities:

- The Events and Facilities Office moved to the Marina Office. This location has better security, better access to clients and presents a more professional image.
- Alexander Jones resigned his position at the end of the quarter. Facility staff filled the position with an internal candidate.
- Largest challenge for the events center is finding qualified capable staff to work events.
- Refrigerator and oven in the Founders Lodge need to be replaced this year with new equipment that works properly.

Activity Center/Senior Services:

- The week of April 24 was National Volunteer Appreciation Week. Staff at the Senior Center recognized all of their volunteers daily during lunch with a special thank you, a VIP nametag, and a gift of a colorful whirly-gig/pin wheel for each volunteer because our volunteers, BLOW US AWAY, with all they do for the senior center!
- Recreation Specialist, Natalie Lavoie, attended the Washington State Association of Senior Centers conference May 23-25. Natalie Lavoie, was promoted to full time beginning June 1, 2017.
- Senior Center staff hosted a retirement farewell for the Transportation Director at Sound Generations and founder of the largest senior transportation program in the nation, Cindy Zwart on Tuesday, June 27, 2017. Des Moines/Normandy Park is proud to have been the first pilot shuttle for the creation of the HYDE Senior Shuttle, back in 1997.
- It was announced at the quarterly Sound Generations Volunteer Coordinators meeting on June 12th that the Meals on Wheels program for senior adults in King County is the largest meals on wheels program in the nation. The Des Moines/Normandy Park meals on wheels volunteers (over twelve regular volunteers) are proud to support this important program.
- Senior Center lunch volunteer, and WWII concentration camp survivor, Anna Lidzbarski, spoke about her birth, life and family's release from a German concentration camp at the Senior Center on Tuesday, June 27th. Ninety-five residents attended this powerful presentation on survival, and the power of hope.

Seniors/Activity Center	1 st Qtr.	2 nd Qtr.	YTD
Meals Served	2,415	3,073	5,488
Fee Program Attendance	1,527	1,896	3,423
Drop In Attendance	2,163	2,269	4,432
Consultation Services	634	759	1,393

City Council Committee Reports:

Des Moines Arts Commission

Met on Tuesday, April 11th

Meeting discussion: The new commissioners introduced themselves and discussed their interest in bring additional educational events to the City of Des Moines through the Arts Commission.

The 4Culture grant of \$7,500.00 was approved in March and the details of the grant were discussed in detail.

Met on Tuesday, May 9th

Meeting discussion: Sarah Kavage an artist working with Sound Transit for light rail arts projects came by and worked with the commission on ideas for art work at the light rail stations.

Sheri updated the commissioners on the Art Walk with the Yacht Club. She also gave updates for the 2017 September Art on Poverty Bay gala.

Erik reported out on the SAMOAN art and education event

A larger sponsor banner was discussed for this year's summer concerts sponsors.

Met on Tuesday, June 13th

Meeting discussion: Commissioners discussed the final details for the summer concert series and Shakespeare in the park. Ensured all supplies were stacked and requested what was needed for the series through Shannon in Facilities.

Erik was introduced as the concert Facility Attendant. He will be on site for all summer events to set up, tear down and issue payments to the bands and sound tech.

Senior Services Advisory Committee

Met on Thursday, March 16th

Meeting discussion: Normandy Park Senior Services funding, 2017 committee goals update, Traffic concerns on 216th, and the Drive Up Mailbox at Des Moines Post Office.

Met Thursday, May 18th

Meeting discussion: 216th Street Traffic study, letter to Des Moines adult family homes regarding safe disposal of medicines return box locations, and 2017 committee goals update.

Human Services Advisory Committee

Met on Thursday, April 27th

Meeting discussion: presentation by ANEW-training for family wage jobs, schedule next new agency presentation, update in common application software changes, first quarter agency reports and begin the update for the bi-annual City of Des Moines Community Services Directory.

Met on Thursday, June 22nd

Meeting discussion: Presentation by Children's Therapy Center, help special needs children 3-18 years of age, schedule next new agency presentation, Back to School Resource Fair, quarterly reporting form review and changes, final review of the changes to the Community Services directory.

Des Moines Lodging Tax Advisory Committee (DMLTC)

Met on (No Meetings)

Meeting discussion:

Des Moines Landmarks Commission

Met on (No Meetings)

Meeting discussion:

MARINA

Marina Occupancy Report

	Apr.	May.	June.	2nd Qtr. Avg. 2017	2nd Qtr. Avg. 2017
Open Slips	90%	94%	95%	96.0%	89.3%
Covered Slips	80%	85%	92%	86.0%	77.3%
Dry Sheds	96%	100%	99%	96.0%	98.0%
Total Occupancy	93%	98%	96%	96.0%	93.0%

Capital Projects

- Pay Parking In the Marina & Beach Park

The pay parking project was substantially completed and ready to start operations at the end of June. The Marina staff continued hosting public meetings in the second quarter. The meetings were on the 3rd Wednesday of each month and were held at the Activity Center. At the meetings the Harbormaster discussed the reasons why the City is implementing pay parking in the Marina and Beach Park and how the system will work. City staff also attended some of the meetings to discuss parking impacts in the adjacent neighborhoods.

Marina Revenues

Marina Service Revenue

	Apr.	May.	June	2nd Qtr. Total 2017	2nd Qtr. Total 2016	Percent Change
Fuel Sales (gals.)	\$ 14,534	\$ 40,874	\$ 55,110	\$110,518	\$103,464	+7.0%
Guest Moorage	\$ 2,146	\$ 6,651	\$ 11,593	\$ 20,390	\$ 15,178	+14.0%
Redondo Parking	\$ 3,409	\$ 8,547	\$ 10,850	\$ 22,806		
Moorage	\$ 200,286	\$215,331	\$194,127	\$609,834	\$633,162	-4.0%
Dry Sheds	\$ 14,300	\$ 14,084	\$ 14,344	\$ 42,728	\$ 43,132	-3.0%
Lease Revenue	\$ 13,172	\$ 13,172	\$ 13,545	\$ 39,889	\$ 41,881	-5.0%

Marina service revenues for the second quarter of 2017 were about the same as the second quarter last year, with the exception of fuel sales and quest moorage which were up significantly. Fuel prices were about the same compared to last year but the weather has been much better with lots of good boating days during the quarter.

PLANNING, BUILDING AND PUBLIC WORKS

Highlights

- Work on the South 216th Street – Segment 1A Project (24th Ave S to Pacific Highway South) is substantially complete.
- Development related activity within the City continues at an all-time high level, most notably work at the Des Moines Creek Business Park shown in the photo below.



Capital Improvement Projects

Lower Massey Creek Channel Modification Project

The project is complete. However, a small slump has developed on the south side of the creek adjacent to the boat yard. A change order has been approved with the contractor for repairing the stream bank with the work to be done in August during the fish window.

Transportation Gateway Projects

S 216th Street Segment 1-A (24th Avenue S to SR-99)

Work is substantially complete. Minor punch list items have been completed. We are working on project closeout activities.





S 216th Street Segment 3: 11th Avenue S to 20th Avenue S

Per Council direction with funding from the Washington State TIB, staff initiated preliminary design on the project engaging KPG, Inc. as the project designer. The project will complete the missing link of improvements between SR99 and Marine View Drive.



Involved will be the creation of a three lane roadway section with bicycle lanes, curb, sidewalk, undergrounding of utilities, drainage improvements, etc. Notices were sent to over 500 surrounding residences inviting all to review the plans at the Activity Center during an Open

House held on June 7, 2017. Staff continues to meet with adjoining property owners to address construction concerns. Preliminary design will be completed this summer including development of a right-of-way plan. Final design and right-of-way acquisition is scheduled to begin in October, 2018. Construction is scheduled for early 2019.

Marine View Drive and S 240th Intersection

On July 18th at approximately 5:00 PM, the City implemented an all way stop at the intersection of Marine View Drive & South 240th Street. The improvement focuses on intersection safety to reduce vehicle speeds, vehicles leaving the roadway, and vehicle turning movement collisions while at the same time allowing for better pedestrian access. Long term, the City is looking at the feasibility to install a roundabout at this location.

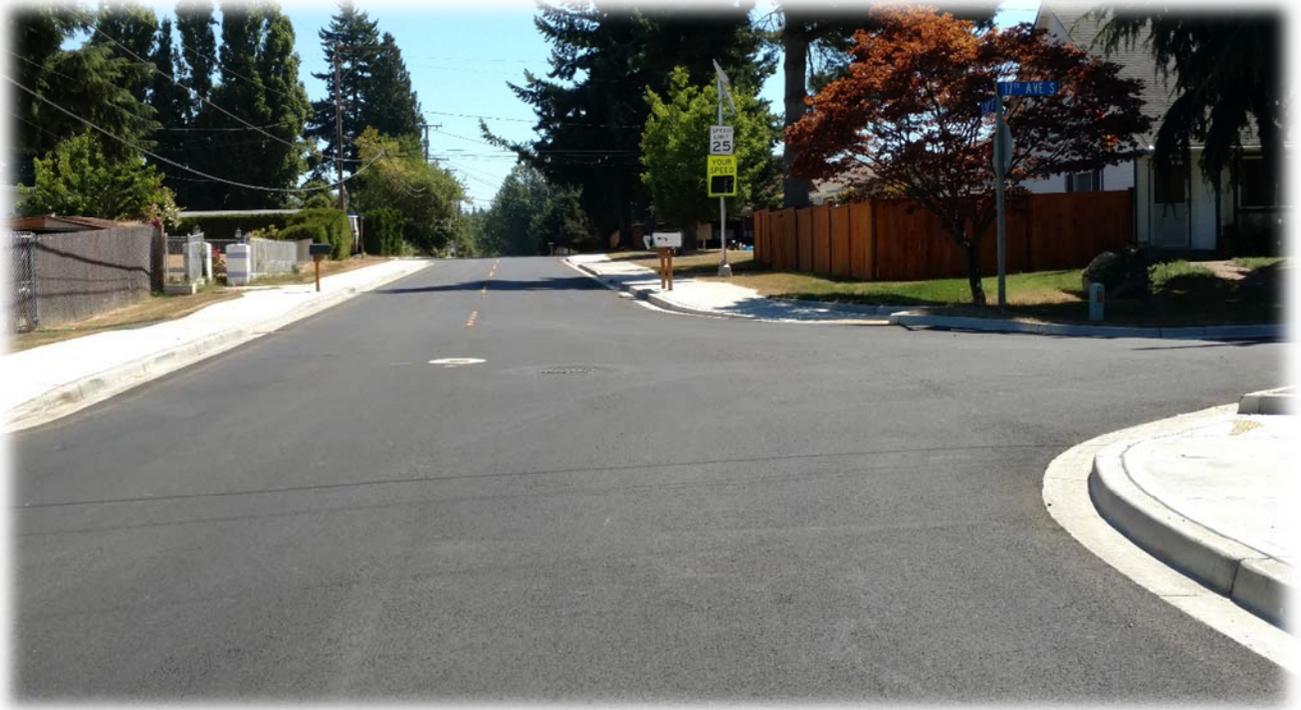


24th Avenue South (S 224th St to S 227th Pl)

The 24th Avenue Sidewalk project is currently in the preliminary engineering phase. Staff is working with a consultant for design work while in discussions with effected utilities along the corridor. It is expected that design work will be completed in 2017 with construction during the summer of 2018. The project will provide sidewalks on the east side of 24th Avenue between S 224th Street and S 226th Street, enhanced overhead pedestrian crossing signage, street lighting and storm water upgrades between S 224th Street and S 227th Street.

South 268th Street Sidewalk Project

The South 268th Street Sidewalk Improvements project has been substantially completed. Following the utility upgrades of last summer by Century Link, Puget Sound Energy, Midway Sewer District and Highline Water District, the City was able to construct new sidewalks, storm drainage facilities, radar feedback signs, and other pedestrian enhancements along this route connecting 16th Avenue S with Pacific Highway.



The City Council accepted a Safe Routes to School grant from the Federal Highway Safety Improvement Program to help finance these improvements and make this project a reality.

24th Avenue South (S 216th St to S 208th St)

City staff continues to coordinate with SeaTac staff regarding final grading and construction of the S 208th intersection as part of their portion of the Connection 28th/24th Avenue S project.

Redondo Boardwalk

The City and Contractor, Stellar J., is continuing with project punch-list work items achieve Physical Completion project close-out. It is anticipated that the remaining work will be completed in summer 2017.



to
and

Pavement Management Program

South 223rd Street – Pavement Rehabilitation Project

The City and Consultant, KPG, are completing final design engineering and geotechnical investigation for the South 223rd Street Roadway Rehabilitation Project. Design, permitting, and utility coordination will be complete in 2017 with anticipated construction in 2018.

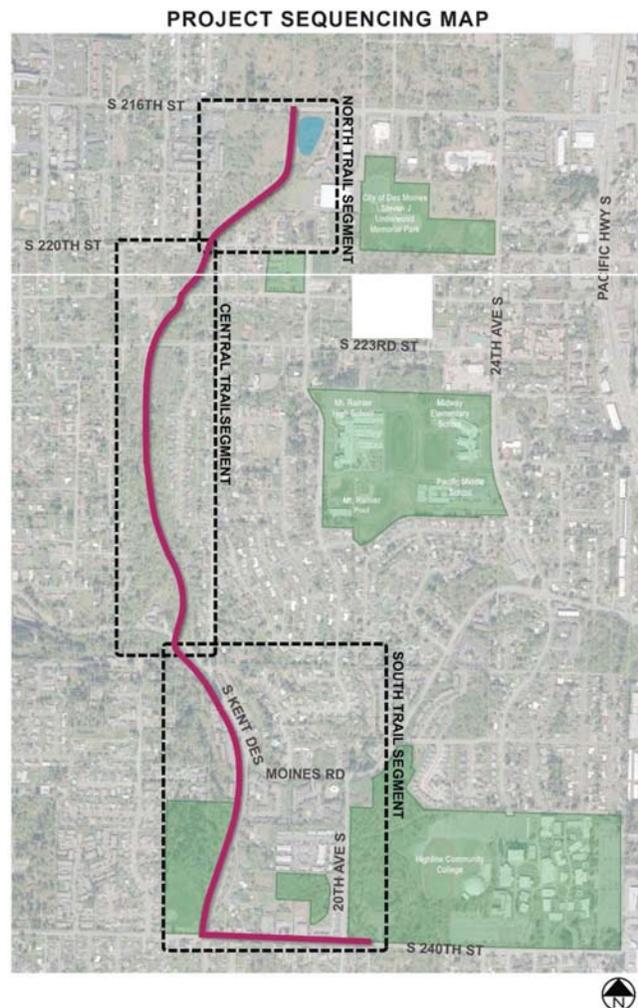


Barnes Creek/Kent-Des Moines Road Culvert Replacement Project

Council approved a Task Assignment with TetraTech Engineers to prepare the project design for replacing the dilapidated culvert located below Kent-Des Moines Road at approximately 13th Avenue. TetraTech has completed base mapping the site and location of all underground utilities and has met with the Department of Fisheries to determine the appropriate width of the new culvert. The project design has been placed on hold pending a meeting with WSDOT on the schedule for replacement of this culvert. This culvert is one of several hundred culverts that are required to be replaced by WSDOT by March 29, 2030 in accordance to an injunction of a U.S. District Court ruling that state-owned barrier culverts under roads are a violation of Tribal Treaty Rights. While this culvert is not on WSDOT's current replacement list through the 2019-2021 biennia, WSDOT concurs with the 2015 condition/fish assessment report made by TetraTech. Staff will be scheduling a meeting with WSDOT to discuss the schedule for replacement of this culvert.

Barnes Creek Trail

The City and consultant, KPG, are continuing efforts to complete 85% design and NEPA permitting for the Barnes Creek Trail. Additionally, this project has been broken down into three distinct phases within the City's Transportation Improvement Plan (TIP). This will help the project move forward with future phases of work such as construction, position each project for competitive grants, aid development coordination with adjacent properties, and allow for logical project termini. The City is also coordinating design efforts with the South 216th Street – Segment 3 project near the intersection of 18th Ave S & S 216th Street to ensure proper trail crossing. It is anticipated that the South Trail Segment will be pursued for construction first.



ADA Transition Plan

Continuing efforts to develop an Americans with Disabilities Act Transition Plan to ensure equal access to public programs, services, and facilities, the City has conducted a public open house, initiated an online survey, field surveyed sidewalks, and developed an outline for the final Transition Plan document. Throughout this summer, evaluation of City programs, services, and buildings will occur followed by a draft Transition Plan this fall. The plan will ultimately document ADA deficiencies and identify strategic actions moving forward to mitigate these issues.

The ADA online survey will be accessible throughout the plan development, and the City encourages you to provide comments. www.desmoineswa.gov.



South 251st Street Landslide

In early June, bids were solicited from the small works MSRC roster. However, only one bid was received from Road Construction Northwest that was far above the engineering estimate for the project. Subsequently, a bid rejection letter was issued. Staff will be checking with several contractors from the MSRC roster later this summer to determine if there is any interest in us re-bidding the project this year. If not, the project will be re-bid early next year for construction during the fish window next summer. All permits will remain valid for next summer.

Des Moines Street Standards

The City will be updating its street standards during 2017. The existing street standards were approved in 1996 and are in need of a substantial update. Staff will be working with a consultant to make needed changes to a number of items within the street standards including: policy updates, code updates, standards related to Low Impact Development, and standard details. Staff will bring forward the updated street standards to the City Council near the end of 2017.



Picnic Shelter/Restroom Rehabilitation

Argosy Construction began work in October 2016 on this project. The project is physically complete, and has been reopened to the public for use. We are working on project closeout.



Parkside Park Renovation

The design scope of work by consultant (The LA Studio LLC) is being modified slightly to reduce construction costs. We advertised for bids again in March 2017. Work will begin in August when the ground has dried up, and will be completed by the end of November 2017. Working with Ecology on contaminated soils remediation.

Field House Tennis Court

This project was placed on hold in 2016, and is scheduled to be completed during the summer of 2017.

Engineering Standby Generator

Superior Electric, Inc. was awarded the construction contract in June 2017. We are currently reviewing project submittals for approval, so that the generator components can be ordered. The project should be complete by December 2017.

Special Projects

Sound Transit FWLE Project

Staff continued to work with Sound Transit on the 30% design submittal. Staff attended a coordination meeting with Sound Transit and Highline College to discuss improvements to South 236th Lane. Staff also attended a meeting with the City of Kent to discuss design alternatives for Pacific Highway South, and the timing of those improvements with pending development – i.e. Highline Place. Staff is currently working with Sound Transit staff on the development of a draft term sheet that will outline project achievements to date, and layout our work program for 2017 as we move towards the creation of a development agreement with Sound Transit.

Metro Community Connections Pilot Project

Staff has partnered with KC Metro to provide public transportation between the downtown Marina District, Des Moines Creek Business Park and the Angle Lake Station. They have selected the City for implementation of a pilot project that will employ alternative, flexible service that will improve connections between these local activity centers and the region. A stakeholders group of major employers was formed, a needs assessment was conducted and the results were presented at the June 27th meeting hosted by Wesley Homes. Four major areas of need were identified: Provide connections to regional transit system, provide options for those who do not or will not use cars, provide flexible and safe options for employees who work off hours; facilitate getting around during the work day without own car. Implementation of the plan in the fall of 2017 is subject to Council concurrence

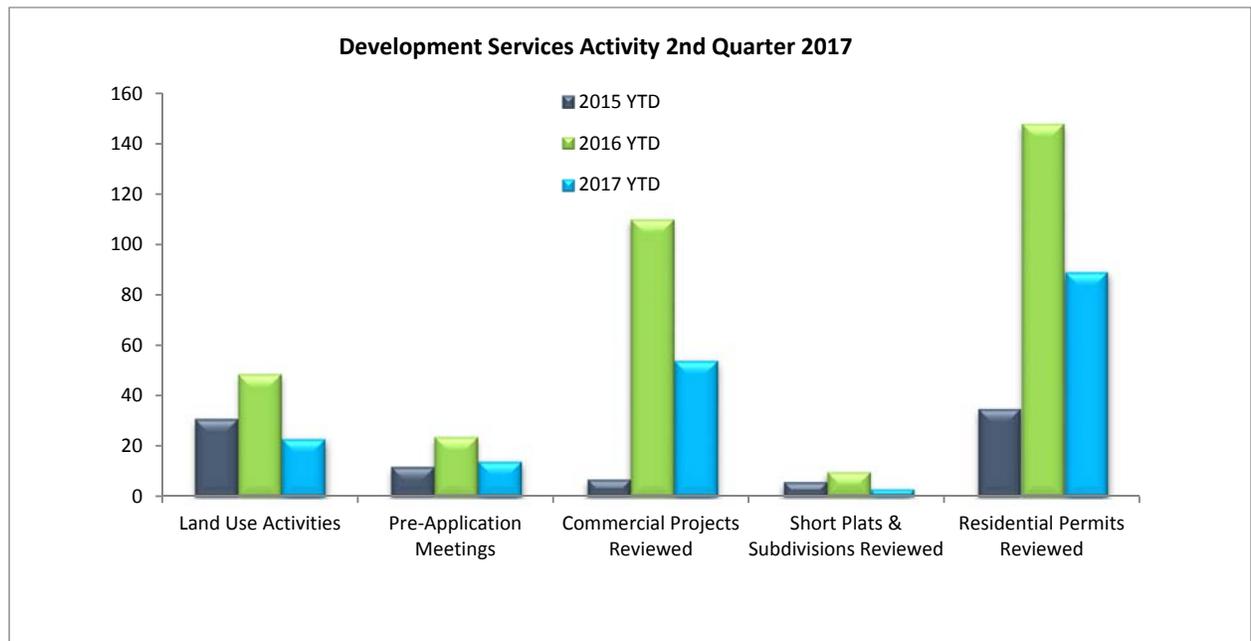
SR 509 – Puget Sound Gateway Project

Staff attended several steering committee meetings on the project, and discussed WSDOT's travel demand modeling, assumptions and details. In addition, there was discussion of the performance targets and metrics, and how WSDOT would be approaching and evaluating various design options. Staff will attend the executive committee meeting in October, where both the SR-509 and SR-167 projects will be discussed in relation to the overall project budget.

Community Development

Planning, Building, and Development Services Division

As shown in the chart below, commercial and residential project reviews are at exceptional levels. In the second Quarter of 2017, the Planning Division completed 75 project reviews of which 32 were commercial, 41 were residential and 2 were short plats. In addition, the Department held 7 pre-application meetings and received 11 new submittals. Of the \$324,839 in revenue received by the PBPW Department, the Planning Division's portion was 15.4% (\$50,086). For more details on specific land use projects, see Attachment 1 at the end of this report.



Planning Projects

Wasson House Reuse/Redevelopment Feasibility Study/Limited Shoreline Master Program Amendment: Contracted with consultant Theresa Dusek to complete a shoreline/environmental review that will feed into a feasibility study for the reuse/redevelopment of the Wasson house/property. Draft study work and coordination with the Department of Ecology Shoreline Administrator was completed December 2016, and consultant submitted the report 2/2/17. A Council study session to discuss was held on 3/2/17. Working with consultant in drafting the Limited Amendment to the Shoreline Master Program.

SEPA Thresholds Code Amendments: Increasing SEPA exemption levels implements a change in state law allowing cities to increase exemption levels under the State Environmental Policy Act (SEPA) for smaller projects, streamlining the permit process. Amendments were drafted, and the

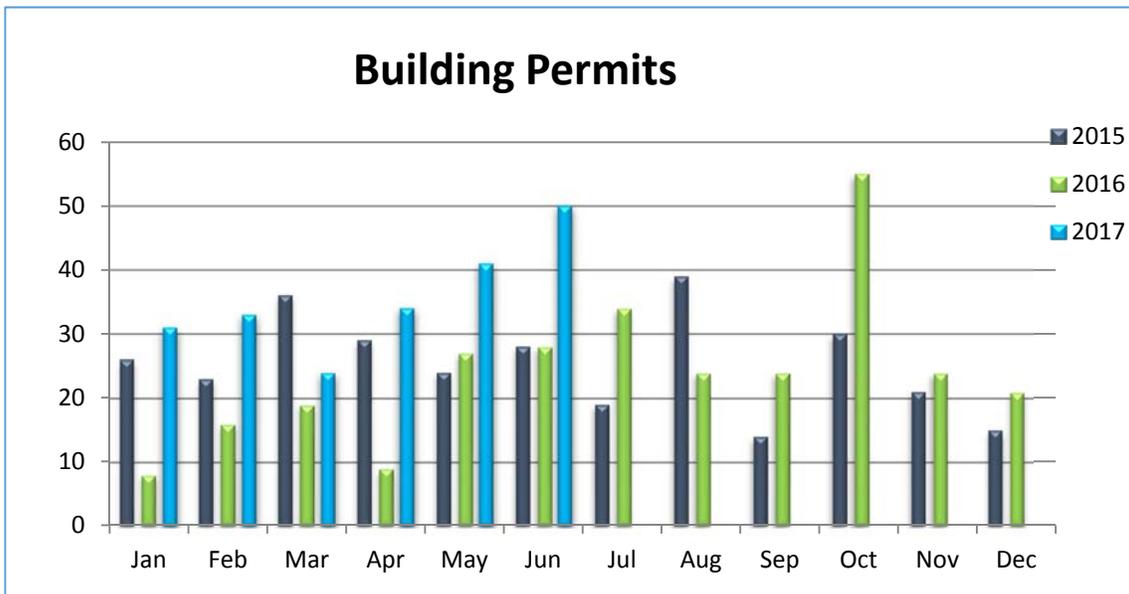
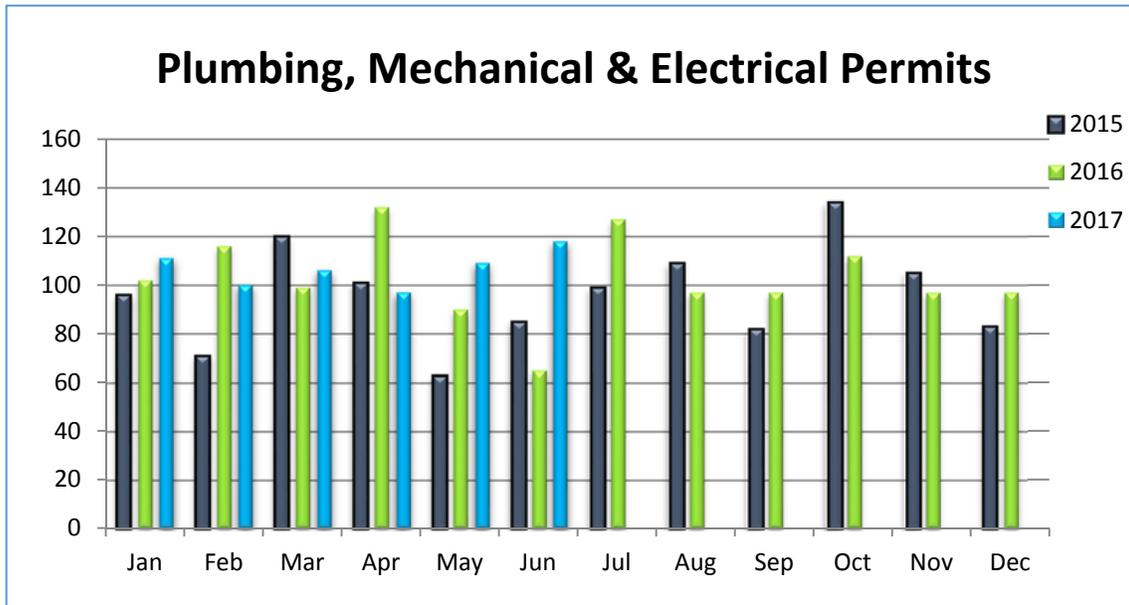
public notice starting the required 60 day comment period was published 6/28/2017. The public hearing for the amendments is anticipated for the first regular council meeting in October.

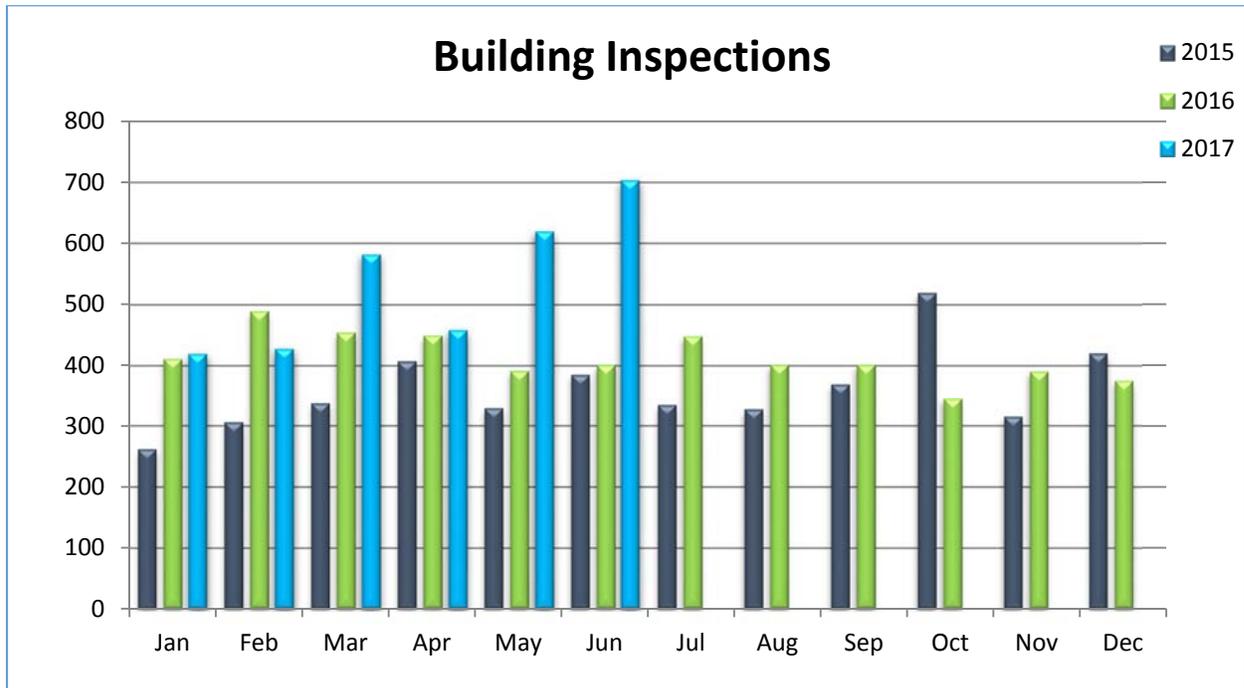
Essential Public Facilities Code Amendments: Staff is working on revisions to the ordinance consistent with Council direction received at the public hearing held in May 2016.

Coordination with Sound Transit continues related to permitting process and code requirements.

Building Division

As shown in the following charts, building related activity is trending and rising as expected.





- In the second Quarter of 2017, the Building Division issued 449 permits: 42 Building permits and 363 Electrical, Mechanical and Plumbing permits. The PBPW Department received \$798,788 in revenue and processed \$1,503,155 in total City receipts. Building Division's portion of PBPW revenues for this period was 71.4% (\$571,562), the Planning Division's portion was 13.0% (\$104,046), and the Engineering Division's portion was 15.4% (\$123,179). The total permit valuation for this period was \$54,105,793.
- During the 2nd Quarter of 2017 Permit Staff issued 189 online permits out of a total of 449 BLD permits (Building, Electrical, Mechanical, and Plumbing). The online permits are limited to over-the-counter (OTC) residential permits that do not require plan review. There were 347 total non-plan review permits (OTC and online) issued in the 2nd Quarter. That means online permits represented 42% of all permits and 54% of all non-plan review permits.
- Our permitting software, PermitTrax, allowed us to begin receiving and issuing online permits in September 2013. Online permits take about the same amount of time to process as Over-the-Counter permits that are presented in person. But permitting staff can organize their work more effectively by choosing when they will process the permits without applicants waiting at the counter for them. The larger advantage is for the applicants, homeowners and contractors, who are able to make their applications in their own time, avoiding expensive trips to our office (more time, more gas expense, more fossil fuels) and receiving their permits more quickly. The customers who use the online opportunity, and the staff that help them, enjoy it.
- Total Public Records Requests were reported in a chart earlier in this report. Some of those records requests are processed by the Building Division, in assistance to the City Clerk. During the 2nd quarter of 2017, Building Division staff received 32 new public records requests in addition to 14 cases open from earlier and spent 66 hours to provide service. 25 cases were closed during the quarter and 21 are still active.

Building Construction Highlights

Adriana Mixed Use Project, 22525 7th Ave S:

The sixth and last story of the Adriana's interior structural wood framing is now complete. Electrical, plumbing, and mechanical work continues on all floors. Sheetrock installation has begun on the upper two floors. The picture below illustrates work continuing on the exterior.



Des Moines Creek Business Park: Phase 3 (2361 & 2141 S 211th Street):

The central portion of the Business Park consists of two warehouse buildings. Partners Crackers will occupy the entire 3-A building and Amerisource will occupy a large portion of Building 3-B. The remainder of the building 3-B has been rented out to two additional tenants. The business called "XPO" is nearing completion of all items and is working under a Temporary Certificate of Occupancy. This company provides distribution services for Boeing parts and will employ approximately 30 persons. The southwest area will be occupied by Banzai Sushi, a company that produces frozen seafood rolls. Work will include installation of a 16,000 gallon liquid nitrogen tank. Work is progressing in this area, however, it will be a couple of months before completion and a request to occupy is made.

Amerisource is working to complete the tenant improvements with the goal of being under full operation by the end of August. XPO is operating under a Temporary Certificate of Occupancy.

Partners Crackers is also under a Temporary Certificate of Occupancy while they complete certain exterior elements and their interior cooking line up is installed.

Des Moines Creek Business Park: Phase 2 (2200 S 216th Street), the GSA Building: The project is moving along at quite a fast pace. On all floors, all trades are fully involved with their discipline of work.

Wesley Homes Project: The Wesley Gardens property, located to the west of City Hall at 815 S 216th, is under construction as the first phase of this 5-year facility replacement project begins in earnest. Nine cottages are currently under construction in various phases. Construction on the 32-unit “Brownstone” structure that borders S 219th has begun.

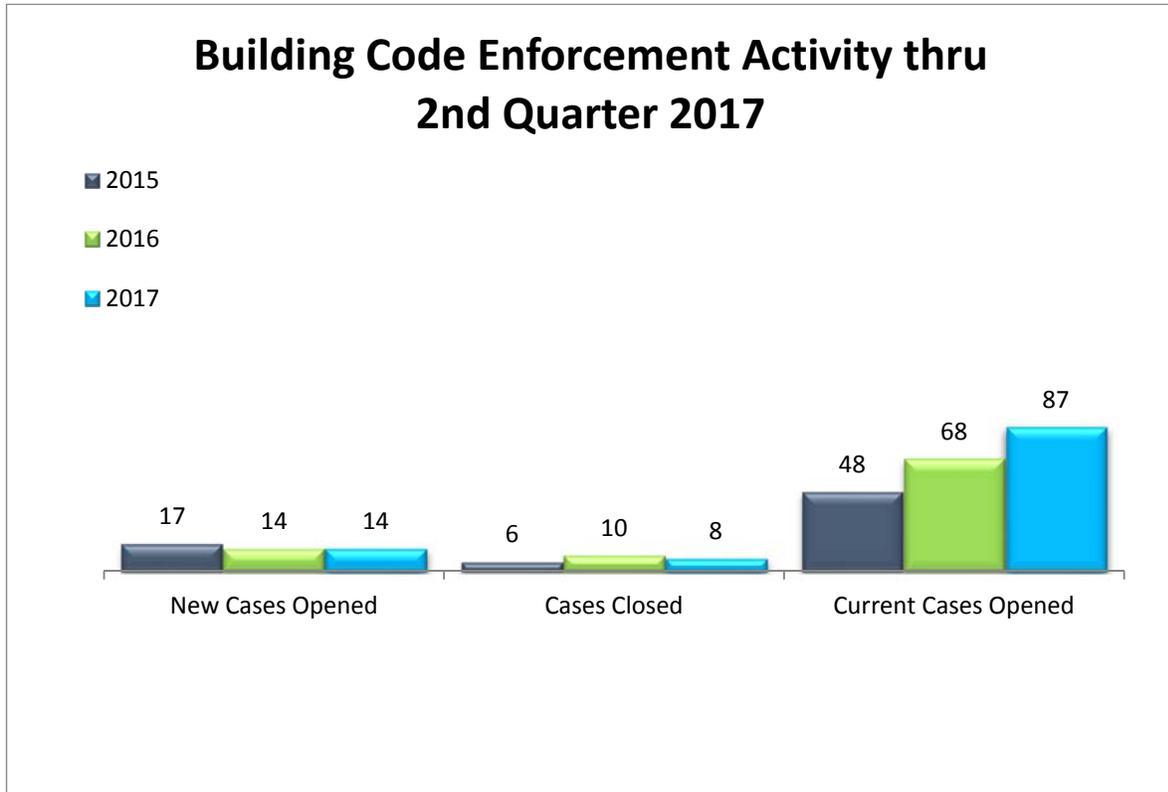
Highline Place, 23609 Pacific Highway South: This project is now underway. A pre-construction meeting was held on July 12 with the builder, Charter Construction.

Highline View Estates, S 240th: This 24 unit Single Family Residential project has begun in earnest. The picture below depicts the project site in transition.



Building Code Enforcement

The graph below represents the Building Division's Code Enforcement activity. Activity continues to be brisk at various locations in the City.



Engineering Services Division

Traffic Engineering and Operations

Street Lighting

PSE has completed Phase I and Phase II of the “Pacific Ridge Streetlight Improvements” project.

Traffic Calming

Staff has concluded approximately 30 speed studies City-wide. Locations have focused primarily on neighborhood collector roadways that currently have limited traffic calming features present. Results from this speed study will help Staff identify any traffic calming measures for future implementation.

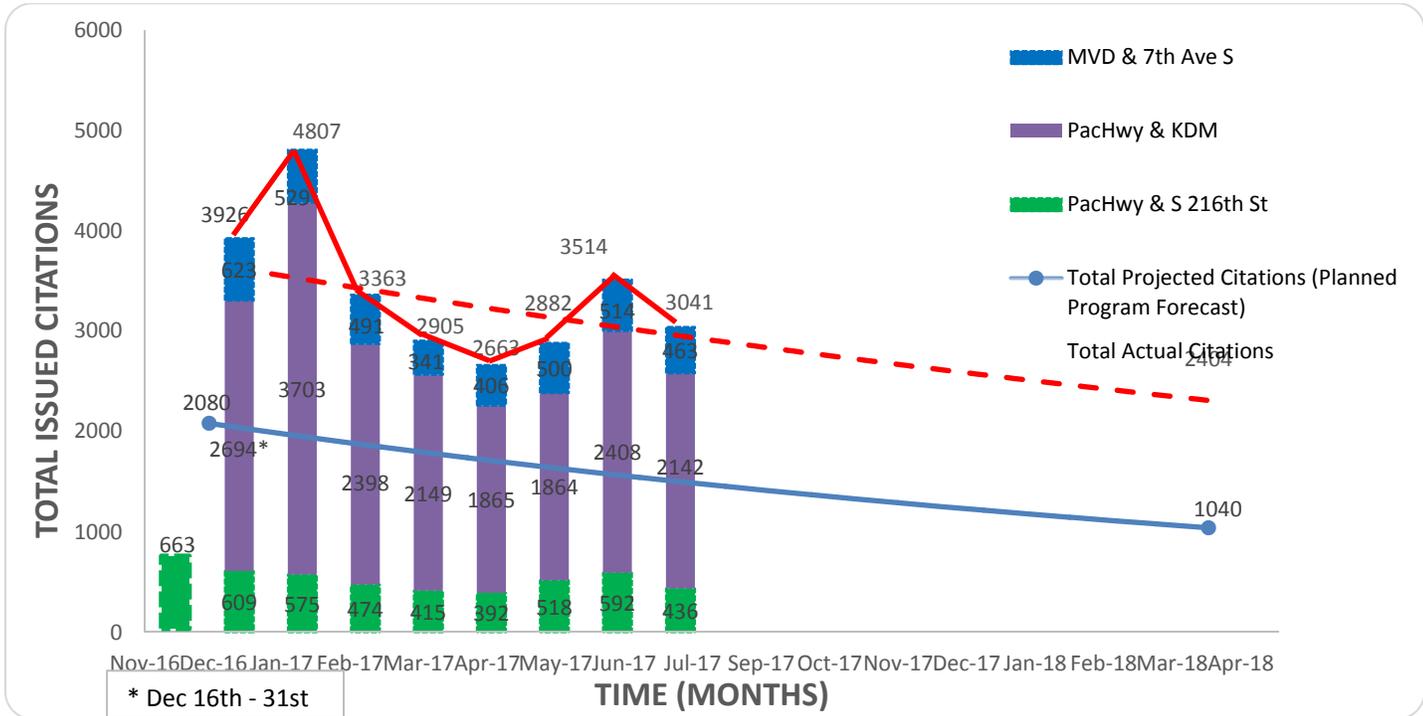


Red Light Running Automated Enforcement

The Automated Red Light Running Enforcement program was approved by the City Council on April 7, 2016. In the action, the City Council directed staff to enter into a contract with ATS (vendor) to install six locations for enforcement. The primary purpose is to increase vehicle stopping compliance at intersections in an effort to improve safety. While visible flashes from the cameras occur frequently, a commissioned Des Moines Police Officer reviews video for potential infraction before a citation is issued. Those six locations are:

- **Southbound and Eastbound at SR-99 (Pac Hwy)/South 216th Street**
- **Southbound and Westbound at SR-99 (Pac Hwy)/SR-516 (KDM)**
- **Northbound and Southbound at SR-509 (MVD)/7th Place South/South 216th Street**

These six locations were chosen from a group of twenty-one potential locations in partnership with ATS. It was anticipated that these six chosen locations would generate approximately 12,500 violations per year or about 1,042 per month. This 1,042 per month figure assumed an initial tickets/month at the start of the program of around 2,084 per month and slowly tapering to the 1,042 amount after 18 months as drivers in the area modified their behavior. This 10 month trend line was provided to the City as the historical trends seen by ATS in other installations throughout the nation. The graph shows the actual monthly citations issued at each intersection and the total number of actual citations will be tracked over time against the anticipated trend line to evaluate the traffic behavior curve specifically for Des Moines.



So where does the money raised by the fines go? The City created the Red Light Camera Program under ordinance which mandates that 100% of all revenues be spent for public safety purposes, DMMC 10.40.070.

For further information, please see the Traffic Camera Program on the City’s website.

School Safety

The revenues and trends for the Automated Speed Enforcement Systems on 24th Avenue S in front of Midway Elementary School and Pacific Middle School, in addition to Woodmont Elementary School located on 16th Avenue S, have normalized and we will discontinue reporting on them. Staff will continue to closely monitor the infraction trends in both of these locations.

Civil Engineering Services

- **Right-of-Way Use Permits and Inspections:** One hundred twenty-nine (129) Right-of-Way permits were processed by the end of the 2nd Quarter with \$37,253.62 in fees.

Portable Basketball Hoops:

Residents have been placing portable basketball hoops and other types of recreational equipment in and next to roadways that have been a topic of concern regarding safety in the right-of-way. The City will be placing flyers on this equipment giving residents an opportunity to remove the equipment and place it on their own property. If the equipment has not been removed in the

allotted time, the City Maintenance Division will collect, store and then dispose of the material after 14 days.

Citizen Correspondence and Interaction:

Staff received the following requests from citizens in the 2nd Quarter of 2017:

2017	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Signs/Traffic Operations	15	6		
Vegetation/Tree Concerns	2	24		
Pot Holes/Roadway Surface/Clean up	23	21		
Traffic Calming	2	20		
Transportation Benefit District	10	15		
Misc. (garbage, animals, catch basins, sidewalks, etc.)	14	5		

Multi-Year On-Call Consultant – Task Order Tracking:

Following is a summary of the On-Call Engineering Services task order assignments for 2016 through 2017:

Consultant	Task Number	Description	Amount
AMEC	1	Deedene Plat Landslide	\$3,300
BergerABAM			
Exeltech	1	South Twin Bridge Joint Repair	\$10,489.50
	2	South Twin Bridge Joint Repair	\$0
	3	Marine View Dr S/S 240 th St Mini Roundabout	\$30,024.60
HWA Geo.	1	S 260 th Street Outfall to Puget Sound	\$3,400.00
KPFF	1	Municipal Storage Yard Storm BMP Imp Plan	\$37,330.00
KPG	1	S 251 st Street Storm Outfall	\$95,700.84
	2	PB&PW Presentation Assistance	\$4,800.00
	3	Barnes Creek Trail – SEPA and Staking	\$9,677.44
	4	S 216 th Street – Segment 3	\$539,976.35
	5	Barnes Creek Trail – 85% PE and NEPA	\$298,525.41
Parametrix	1	LID Integration into City Code and Design	\$90,005.35
	2	Vegetation Monitoring	\$9,995.89
	3	Woodmont SRTS Walkway Improvements	\$135,254.20
	4	24 th Ave Sidewalk Improvement	\$99,361.33
	5	ADA Transition Plan	\$19,984.94
	6	Woodmont (16 th and 17 th) Storm Connections	\$30,671.93
	7	ADA Transition Plan	\$59,141.00
	8	Street Development Standards	\$45,697.65
Tetra Tech	1	Lower Masey Creek Improvements	\$199,228.00
	2	Barnes Creek Culvert Replacement	\$340,729.00
	3	Lower Massey Creek Vegetation Monitoring	\$99,582.00
	4	Lower Massey Creek Improvements	\$2,544.00

Surface Water Management (SWM) Division

NPDES Permit Activity

The new Western Washington Phase II Municipal Storm Water Permit became effective on 8/1/13. The 2013 permit contains significant changes including increases in monitoring, inspection, and maintenance requirements; and the addition of low impact development requirements. The NPDES permit has been extended through 2019.

Public Education, Outreach, Involvement, and Participation

The City has continued its partnership with Environmental Coalition of South Seattle (ECOSS) to help educate, train, and deliver free spill kits to eighteen Des Moines businesses in 2017. “ECOSS” is a nonprofit organization that encourages urban redevelopment and a healthy environment by providing education, resources and technical assistance to diverse businesses and communities in the Puget Sound region (www.ecoss.org).

Surface water staff will be working with other departments to support a Pacific Middle School field trip to the Beach Park. Approximately 130 kids will be attending the field trip on July 27th.

Illicit Discharge Detection and Elimination (IDDE)



Residents are directed to call 206.870.6869 to report discharges or spills. Residents may also call the Police non-emergency number at 206.878.3301 during times that City Hall is closed. During the months of April, May, and June there were fourteen spill responses to report, with a total of thirty-seven for the year.

Poverty Bay Shellfish Downgrade

In association with the NPDES permit’s IDDE program the City is in the process of partnering with King County to help the overall reduction and elimination of fecal coliform levels in Poverty Bay. Poverty Bay is currently under “conditional” restriction for shell fish harvesting and is being threatening to the point of increasing the restriction to “prohibited.” As required by state law, King County must create a shellfish protection program within 180 days (March 14, 2017) of the downgrade and implement the program within 60 days after it is established.

An article was published in the Winter City currents introducing the public to the concerns with Poverty Bay.

Municipal Operations and Maintenance

Catch basin inspections are underway for 2017 and the August 1st deadline is expected to be met.

Maintenance Yard(s) Storm Water Pollution Prevention Plan (SWPPP)

The City's mechanic shop and Service Center yard have both been inspected to measure their compliance with the SWPPP plan's required BMPs. Both sites have BMPs that are out of compliance. Currently the short term compliance items are being corrected and the long term compliance items are being implemented into a plan by a consultant. KPFF will be presenting preliminary plans in July.

Pipe Program Tracking

Beginning last year, staff began tracking participation in the Pipe Program. This program was established nearly 20 years ago and has been a very successful and popular way to fill and pipe many of the City's road side ditches. Because the pipe work benefits both the City and property owners, each pipe project involves a contract between the City and property owner whereby the property owner pays for the material costs and the City provides the labor and equipment to perform the project. On average each year, nearly a dozen projects are done installing more than 1,000 feet of storm pipe. However, due to the need to meet NPDES permit maintenance requirements the Pipe Program work has been temporarily put on hold. In the meantime, staff will continue to take requests for the program and provide cost estimates to interested property owners. As of December, seven (7) requests are awaiting installation.

Deepdene Plat Landslide

Following heavy rains early this year a landslide developed at the 260th storm outfall to Puget Sound. City crews made a repair to the outfall and engineering staff will be monitoring the repair work throughout the winter. Staff has also met with the adjacent property owners to determine if there is any interest in partnering in a pipe repair/slope stabilization project. HWA GeoSciences was hired to re-evaluate the outfall area. In response to the recommendations from the report, City maintenance crews will be extending the temporary outfall pipe to the beach. Replacement of the entire outfall has also been scheduled for next summer.



Public Works & Parks Maintenance Division

Public Works & Parks General Information

Spring is here and maintenance staff has been busy as the growing season is in full bloom. Staff is still working on and completed the yard requirements in response to Department of Ecology concerns. The entire maintenance staff has been re-organizing the Service Yard to bring it into compliance with NPDES requirements.

Streets Division

Signs: Drew Koplitz was promoted to the sign specialist position vacated by Anthony Jones in May. 2nd Quarter work included the following: 15 new signs installed; 54 repairs and 12 faded signs were replaced. In addition, set up VMS sign reader board for the monthly Marina paid parking meetings.

Streets: The Streets crew has been busy with continuation of street and pothole repairs, shoulder maintenance which includes shoulder and ditch mowing and lots of line-of-site and vegetation issues. All the crews finished up the reorganization of the Service Center yard per the Department of Ecology. A large part of the 2nd Quarter the Streets crew was involved in the Marina paid parking project. We are currently looking to add a new FTE and two seasonal workers for the 3rd quarter.

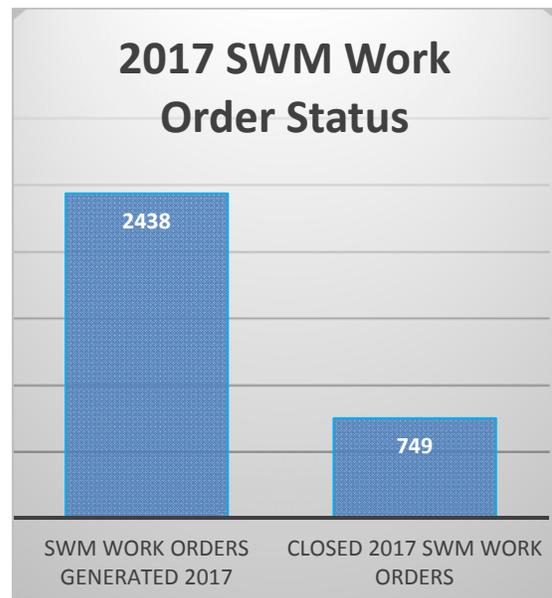
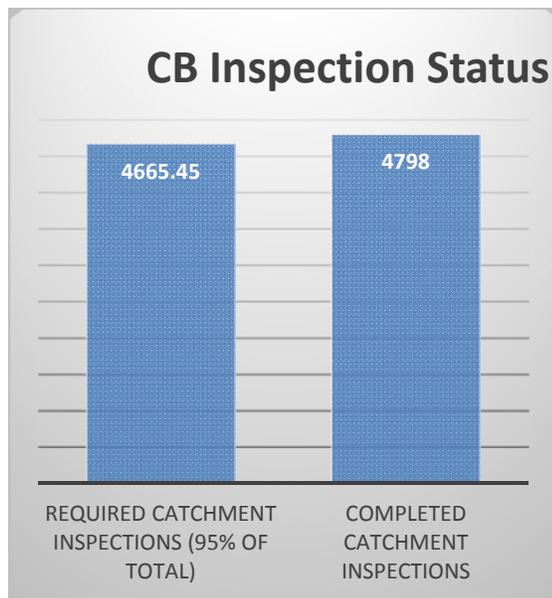


Surface Water Management (SWM) Division

Dane Sashko was promoted to the Senior Maintenance Worker position when Dave McGinnis retired in May. Dane hit the ground running with numerous projects which included the installation of a 3000 gallon wash station tank at the Service Center; the 210th and 1st Place S pipe project with 300 feet of pipe and 4 basins;



camera work for the S 216th Street project and basin flushing. The focus this year in SWM Maintenance has been to complete the catch basin inspections and repairs per the guidelines in the City's NPDES permit. We are continuing with the basin inspections and at this point we will finish before the July 31st deadline. NLS Landscape Company has been contracted to maintain the storm water ponds for 2017. Noah St. Martin started as a SWM Maintenance Worker with us on July 3rd – prior to starting here he was with the City of Algona for 8 years.



Parks Division

2nd Quarter Projects

Numerous projects going on in the Parks division include irrigation startup, replanting all the pots at City Hall, Engineering and Big Catch Basin; repainting of 5 picnic tables at Wooton Park; removed the broken slide at Wooton Park and pressure washed the Dining Hall deck. Other projects have been applying herbicides and fertilizer to all City maintained parks; installed 130 yards of play chips to 5 playground areas; trail



maintenance at Des Moines Creek Trail, Barnes Creek and Redondo Hills. The Parks crew also got called in to work on the Marina paid parking project.

Facilities Division

Facilities work in the 2nd quarter included general building maintenance and repairs; management and coordination of vendors that included fire and security system inspections and lock replacements. Facilities Maintenance consists 1 person that is tasked with keeping all City facilities up and running. He performs routine maintenance of plumbing, electrical and lock repair; monitors, coordinates



and inspects contracted services for pest control, security alarms, sprinkler systems and HVAC maintenance. He is also instrumental in repairing any damage from wire thefts at our parks.

Fleet Maintenance Division

There are only 1.5 staff in Fleet Maintenance that tend to all the City's vehicles and equipment. They perform routine maintenance on vehicles; prepare all old vehicles for surplus and order all new vehicles and equipment; install any aftermarket products on vehicles and equipment; and provide CDL training to new employees.

2nd Quarter Projects

Performed 68 regular vehicle services, repaired the control valve on the SWM backhoe; installed an additional hand rail on the new Senior Center van; repaired and replaced the hose on the ditch mower; took delivery of six new PD cars and delivered them to SPS for equipment setup; took delivery and setup the new Streets Division service body truck. Trevor Bonholzer completed his Commercial (CDL) drivers test and now has his CDL.



**2016 VEHICLE SURPLUS TRACKING
(Council Resolution No. 16-015)**

NUMBER	DESCRIPTION	APPROXIMATE VALUE	SURPLUS DATE	SURPLUS VALUE
511	Tan 2005 Ford Taurus, License 38322, VIN#1FAHP53285A266009	\$1,000	12/13/2016	\$2,233.51
523	Blue 2008 Ford Crown Vic, License 47415D, VIN#2FAHP71V88X145999	\$1,500	12/13/2016	\$1,693.51
522	Blue 2011 Ford Crown Vic, License 52821D, VIN#1FABP7BV0BX182735	\$1,500	12/13/2016	\$2,683.51
530	Gray 2011 Ford Crown Vic, License 52137D, VIN#2FABP7BVXBX116581	\$2,000	12/13/2016	\$2,233.51
538	Blue 2011 Ford Crown Victoria, License 52135D, VIN#2FABP7BV8BX116580	\$2,000		
529	Blue 2007 Chevrolet Tahoe, License 541351D, VIN#1GNFK03087R354149	\$4,000	12/13/2016	\$7,622.55
516	Blue Dodge Caravan, License 45124D, VIN#1D8GP24E57BG195962	\$1,500	12/13/2016	\$4,472.55
P-200	Green 2653A John Deere Mower, VIN#TC2653D100590	\$2,500	June 4th	\$2,500
		TOTAL SURPLUS RECEIVED:		

Attachment 1

Land Use Activity Summary

Commercial Scale Projects Pending Review/Approval

- Redondo Square 16th Avenue S Access, LUA2017-0008: Grading permit for new access off of 16th Avenue S. A performance bond will need to be posted prior to issuance. Surface water management requires additional erosion control information.
- Local 242 Laborers (BLD2017-0335): Interior remodel and parking modification. Planning approved parking modification on 6/29/17.
- Interim School at Olympic Site, 615 South 200th Street (PIN 7893206625), LUA2017-0017 & BLD2017-0498: Highline School District submitted building permit application on 4/21/17 for improvements associated with the interim use of the Olympic School site to house Highline High School (June 2018-June 2021). Design review application submitted on 4/21/17 and routed for review. Staff met to discuss potential neighborhood impacts not covered by prior SEPA completed in 2014. Comment letter sent on 6/7/17. Revisions submitted on 6/23/17. Design review approval issued on 6/30/17. Final Traffic Impact Assessment submitted on 7/24/17. Reporting on this item will continue under Building Division.
- DMCBP Phase IV, S. 216th Street/24th Ave S (Furney/Ono+), LUA2017-0006: Panattoni Development Company, Inc. submitted a Planned Unit Development Application for a light industrial warehouse development proposal on an approximately 22.8 acre site in the Pacific Ridge Commercial Zone. The project includes the construction of two tilt-up concrete warehouse buildings approximately 40' tall. Building A is approximately 266,013 sq. ft. and Building B is approximately 225,918 sq. ft. A public hearing on the PUD was held on 4/13/17. PUD with conditions was approved unanimously. Rough Grading Permit for contaminated soil remediation submitted 4/6/17. Appeal period ended on 5/9/17 and no appeals were filed. Design review application submitted on 4/27/17 and routed for review. Rough grading permit application submitted on 5/9/17. Rough grading permit issued on 5/16/17. Design review comments sent on 5/31/17. Applicant revisions submitted on 6/15/17. Design Review Determination issued on 6/29/17. Civil and grading plans submitted on 5/9/17 & 7/5/17 and reviews in progress.
- Highline College Building 26, LUA2016-0040: Application received on 9/21/16 for renovation of Building 26 at Highline College for Health and Life Science programs. The project consists of approximately 32,000 sf of renovation and 15,000 sf of addition. Design review approval issued 2/2/17. Building and Grading Permits submitted 3/28/17. Grading permits routed for review. Design revisions were submitted for review on 5/23/17. Grading permit issued on 6/15/17 and building permit issued on 6/16/17. Reporting on this item will continue under Building Division.
- Des Moines Theater, 22325 Marine View Dr. S, LUA2015-0054: Due to the increase in construction costs, applicant is revising project to reduce commercial space and reconfigure existing residential space to add more dwelling units. Challenge meeting parking and financing requirements. Proposed changes will require revisions to parking modification. Met with Applicant on 1/9/17 to discuss potential to increase the number of

units within the existing project footprint. Coordination has been on-going, and resubmittal of revisions pending.

- Wally's Storage Addition, 22531 Marine View Dr., BLD2015-1328: Building permit application submitted on 11/30/15. Letter sent on 12/15/15 informing applicant that they must apply for design review. Master Development Application received on 12/22/15 without any of the submittal items requested. Business owner of Wally's took over as project contact and was made aware of the design review requirements on 1/6/16. Applicant was contacted on 6/29/16 and wishes to submit in the near future.
- Seascape, 22607 Marine View Dr. S, LUA2015-0053: Application submitted for SEPA and design review on 9/21/15. A notice of complete application was issued on 10/8/15. The proposed project is an 115,697 SF mixed use building that includes 6,644 SF of commercial space, 49 residential units and 106 parking spaces. Plans routed for SEPA review on 10/9/15. SEPA DNS notice was issued on 11/30/15. SEPA public comment period ended on 12/15/15 and five comment letters were received. A comment response letter was sent to those that commented on 12/17/15. The 10-day appeal period lapsed on 12/28/15 and no appeals were filed. Design review comments sent 1/8/16. Staff has had discussions with the architect regarding potential options for meeting the commercial space requirements. On 5/2/17, applicant inquired about requirements for adolescent play space and staff provided information regarding park-in-lieu fee. Sent applicant an e-mail on 7/14/17 to check on project status.
- DM Mixed Use, 7th Avenue S/227th S, LUA2015-0044: Design Review application submitted on 8/3/15. NOCA issued on 8/17/15. Design review comments sent on 9/23/15. Applicant's new architect submitted design review revisions on 12/7/16 for a 16,869 square foot (SF) mixed use building in the Marina District Neighborhood that will include ten (10) apartments and 2,063 SF of retail space and residential parking within the building. Review comments sent on 1/13/17. Applicant revisions submitted on 3/1/17 and staff comments sent 3/31/17. Design review approved on 4/13/17. Reporting on this item will continue under Building Division.
- Be Be Nails, 22602 Marine View Drive S, 8/3/15, LUA2015-0043: Design Review application submitted on 8/3/15. Comments sent to applicant 8/20/15. Revisions submitted on 10/7/15. Planning provided comments for a consolidated review letter on 11/19/15. Resubmittal received on 5/13/16. Coordinated review letter sent to applicant by Building on 6/29/16. Resubmittal routed 11/30/16. Planning comments sent to applicant 12/8/16. Sent review letter on landscape modification and justification. Applicant submitted landscape modification request on 1/27/17. Comments sent on 2/17/17 with revisions submitted on 3/11/17. Notice of landscape modification sent on 3/24/17 with comments due 4/11/17. Design review and landscape modification approved on 5/2/17 and appeal period ended 5/12/17 with no appeals filed. Building permit issuance pending resubmittal of revised plans. Reporting on this item will continue under Building Division.

- WaterView Crossing (DEVCO), Pacific Highway S and S 220th Street, LUA2015-0013. Design Review Approval issued on 3/25/16. Civil plans submitted 6/29/16. Grading permit and civil plan review comments sent 9/30/16. Comments on landscaping plans sent 10/26/16. Met with applicant on 12/1/17 to discuss minor design revisions to buildings to address functionality and changes in interior spaces. Design revisions submitted on 12/14/16. Review comments sent on 1/20/17. Revisions to design review submitted 2/22/17 and routed for review with review comments sent on 3/28/17. Civil plans resubmitted on 2/27/17; however, changes were not identified and no revision letter provided, applicant resubmitted on 4/5/17. Parking dimensions for both design and civil plans changed so project review on pause until discrepancies can be rectified. Building plans for Stormwater Detention Vault (BLD2017-0332) were routed on 3/16/17 and applicant's expectation is that they can begin construction this summer. Met with applicant 5/4/17 regarding parking design requirements and proposed options for material changes that affect revised design review and civil plan review. Application for a Lot Line Adjustment submitted on 6/5/17 and NOCA for LLA sent on 6/30/17. Design review revisions submitted on 6/5/17 with missing plan sheets submitted on 6/20/17. Design Review Determination issued 6/20/17. Civil revisions submitted 6/5/17. Issuance of civil/grading permit pending submittal of Bond Quantity Worksheet for review and posting of performance bond.
- Highline Place, BLD2016-0786 & LUA2015-0006: 160-bed college housing project with 13,343 sq. ft. of office and retail space. Design Review approved 7/28/16 and civil plans approved 9/26/16. Civil/Grading and Building permits issued on 6/26/17. Reporting on this item will continue under Building Division.

Subdivisions Pending Review/Approval

- Warren 4 Lot Short Plat, 900 S 242nd St, 5/7/15: Request for public comments issued on 5/27/15, comments due 6/11/15. No comments received. Staff comments provided to the applicant on 6/18/15. Applicant resubmitted on 5/7/15. Comments due to Planning 10/21/15. Review comments sent to applicant 10/2/15. Preliminary plat approval issued 1/14/16. Civil plans issued on 4/22/16. Utility installation underway. Curb, gutter and sidewalk installed and work on storm pond underway. No paving underway yet.
- Shoopman 4 lot Short Plat, 2414 S 222nd St, 5/26/15: Notice of incomplete application sent on 6/2/15. Additional materials submitted, notice of complete application sent on 6/10/15. SEPA DNS issued on 7/7/15. Preliminary plat approved on 11/17/15. Civil plan review submitted 2/1/16. Notice of Incomplete Application sent 2/4/16. Revisions/clarifications and fees received. Comments sent to applicant on 3/31/16. Civil plans issued 6/9/16. Pre-Construction Meeting held 1/4/17. Grading for curb, gutter and sidewalk installation is completed. Final plat submitted 7/5/17 and reviews in progress. Review of lot closure report in progress. Final landscape inspection for Lot 3 approved on 7/18/17.
- The Pinnacles 22 lot Modified Subdivision, S 232nd and 14th Ave S, 6/10/15, LUA2015-0030: SEPA DNS issued on 7/7/15 and public comment period closed on 7/21/15.

Response to public comments sent 7/22/15. Public hearing notice issued on 8/4/15. City Council public hearing held on 8/20/15. Civil plans submitted on 10/23/15. Review comments sent on 12/7/15. Resubmittal received 12/24/15. Civil plans issued. A pre-construction meeting was held on 6/22/16. Issued demo permits on SFR. Grading underway. Building received bond for vault. Construction of sewer and storm drainage underway. One single family residence (model home) was approved.

- Breckenridge 7 lot Short Plat, 25316 22nd Ave S, 7/16/15, LUA2015-0039: Seven lot short plat with a cul-de-sac. Application submitted on 7/16/15. Additional materials submitted on 8/25/15. NOCA issued on 8/27/15. Public comment period to begin 9/3/15. Review comments sent 10/21/15. Additional information and lot line adjustment application received 12/22/15. Lot line adjustment to incorporate additional area for cul-de-sac recorded 7/14/16. Preliminary plat approval issued 7/22/16. Civil and grading plans and SEPA submitted 6/28/17 and fees paid 7/18/17.
- Casey Short Plat, 10th Avenue S/S226th Street, LUA2016-0038: Application submitted on 9/9/16. Application put on hold on 11/15/16 due to street improvement requirements. Staff provided comments on 2/25/17. Recent inquiries from project engineer regarding parking.
- Wang Short Plat, 23206 Marine View Dr. S, LUA2016-0048: Application for 4 lot short plat submitted on 12/09/2016. NOCA provided on 12/27/16. Noticing instructions sent on 1/10/17. Notice of application on 6/8/17.
- Luzee Short Plat, LUA2017-0014: Notice of application 5/11/17. Comments sent 6/6/17.
- Akinlosotu Short Plat, LUA2017-0019: Notice of application 6/29/17.

Land Division Requests with Approvals, Pending Construction

- Crestwood Park, 67 lot PUD, 27425 16th Avenue South, LUA06-056: Preliminary Plat expires 12/6/17. Continue to receive inquiries regarding feasibility for completing the project. Met with potential buyers and consultants to discuss civil improvements and potential amendments to address Corps requirements for protecting wetlands. Staff noted that a one year extension could be granted provided that applicant can demonstrate that all civil improvements can be substantially completed prior to submitting for final plat.
- Pacific Heights PUD, 77 lot PUD, 15xx S 279th Place, 6/1/11, LUA2012-0001: On 1/7/13, civil plans were conditionally approved by City staff. Grading and ROW permit issuance are pending Army Corps of Engineer approval to fill certain wetland areas. Staff informed that the applicant submitted permit to ACOE early 2014. Applicant submitted letter requesting a minor deviation to the PUD on 2/25/15. Applicant submitted minor deviation request on 7/16/15. Minor deviation determination issued 8/26/15. Received inquiries from potential buyers about next steps, park in-lieu fees, school impact fees and traffic impact fees. On 8/2/16 the City was notified that JMI Holdings, LLC is the owner of the project. The new owner is working through questions related to wetland mitigation, building height requirements and fence encroachments. Civil plan revisions submitted 8/12/16. Civil plan approval 10/18/16. Grading permit issued and pre-construction

meeting held on 7/5/17. Site clearing and grading is underway. Staff have been working with the contractor to address concerns from adjacent residents.

Lot Line Adjustment

- Conrad LLA, LUA2016-0031: Application submitted on 7/26/16 and deemed complete 8/3/16. Waiting on plan revisions. Sent second set of review comments on critical area review sent 1/19/17. No activity.
- Coherent/Longson LLA, 8XX S 280th St, 4/21/14, LUA2014-0013: Applicant revised critical area and SEPA documents to evaluate future single family residence in addition to relocating an existing driveway easement. Applicant submitted grading permit and revised environmental review materials for relocating driveway on 10/23/14, LLA on hold. SEPA DNS comment period ended 12/30/14. One comment received. Appeal period ended on 1/9/15. Comments sent to applicant on 1/20/15 and 2/11/15, and 1/15/16. Staff working with applicant and adjacent property to address questions. Pre-application meeting held on 10/12/16. Code enforcement follow-up required.
- Blueberry Lane LLA, LUA2017-0005: Application submitted on 2/22/17. Planning comments sent on 3/24/17. Resubmittal routed 4/24/17. Recorded 7/12/17.
- WaterView Crossing LLA, LUA2015-0013: Application submitted on 6/5/17. NOCA sent on 6/30/17. Noticing and review in progress.

Residential Pending Review/Approval

- Miller, BLD2016-0380: New SFR received on 4/7/16. A second set of review comments were sent to the applicant on 5/27/16. Third comment letter sent on 6/2/16. Planning met with applicant. Applicant submitted a new design.
- Blueberry Lane reviews: Applicant continues to have difficulties meeting required setbacks on Lot 8. Latest revisions came in incomplete and incorrect. Met with applicant 12/7/16 to discuss strategies for assuring more streamlined review including applicant QA/QC on submittals. Meeting scheduled for 1/13/17 to go over site plan and building elevation requirements. Four SFR approved in the first quarter. Many required revisions. Four single family residences approved and four additional permit applications submitted.
- Highline View Estates: Four SFR approved in the first quarter. Multiple reviews in and many required revisions. Four single family residences approved and waiting for pickup.
- Cady Garage, BLD2017-0164: Garage proposed within stream and ravine buffer. Planning review underway.

Shoreline and Critical Area Projects Pending Review/Approval

- Des Moines Yacht Club Dock, Shoreline Exemption Application (LUA2017-0018): Notice of incomplete application sent on 6/16/17.
- Olson/Warren SFR, BLD2017-0653 & LUA2017-0020: Submitted building permit application 6/29/17. Reviews in progress.

- Saltwater State Park Restroom, LUA2017-0013: City of Des Moines received submittal materials for a Critical Areas Review for the subject project on 4/4/17. The Critical Areas Review submittal is currently deemed incomplete and comments sent 4/7/17. Additional materials submitted on 4/20/17. NOCA sent on 5/3/17. Environmentally Critical Areas and design reviews in progress.
- Doxon Cabana Addition, LUA2017-0007: On 3/28/17 issued a Shoreline Exemption for an after-the-fact permit related to a pool cabana addition to a single-family residence. Approved 4/24/17. Reporting on this item will cease.
- Campany Addition, 28807 Redondo Shores Dr. S., LUA2017-0002: Application for a Shoreline Exemption application received 1/23/17. Comments sent 3/7/17. Applicant working on flood hazard review.
- PSE Bonding Box Repair, LUA2017-0001: Application for a Shoreline exemption received 12/29/16 to repair the buried submarine cable structure where underground cables from a substation connect to cables spanning Puget Sound. Approved 4/18/17. Reporting on this item will cease.
- Doxon Swimming Pool, LUA2016-0037: Applications for a Shoreline Substantial Development Permit and Grading Permit associated with the construction of a 16'x32' swimming pool submitted on 9/6/16. NOCI sent on 10/3/16. On 12/21/16, City Staff met with the applicant and Ecology's Shoreline Administrator to discuss shoreline permitting and it was determined that a Shoreline Variance would not be required. NOCA was provided on 11/28/16. Planning approval on 5/2/17. Reporting on this item will cease.
- Stamets Driveway, LUA2016-0017: Grading permit approved 2/17/17 and issuance pending posting of bond.
- Hawkins Sewer Connection, LUA2016-0009: Critical Areas Permit application submitted on 5/25/16 for a proposal to connect existing dwellings to the public sewer system. Application was deemed complete effective 6/22/16. Comments sent on 7/29/16. Applicant stopped at front counter on 6/27/17 to discuss and indicated they do not have the money to complete the project or address issues coordinating with neighboring properties. Staff recommends an internal meeting to discuss options for moving forward.
- Stober SFR, 11/4/15; LUA2015-0057: Application submitted 11/4/15 for SEPA review, Shoreline Variance review, and Flood Hazard Area review for the demolition of an existing single family residence and construction of a new SFR. NOIA issued on 11/4/15. Staff provided follow-up response to applicant questions on shoreline variance requirements on 12/15/15. Applicant resubmitted and NOCA provided on 12/28/16. Comments sent on 2/13/17. Revisions submitted on 6/23/17.
- Mikhailov Remodel/Restoration, 8/3/15; LUA2015-0042: Application submitted 8/3/15. NOCA issued on 9/2/15. SEPA issued on 9/28/15 and appeal period ended on 10/22/15. Review comments sent to applicant on 10/29/15. On 1/19/16, staff sent an e-mail inquiry to the Applicant regarding the resubmittal status. Revision received 1/4/17 and approved 1/27/17. Building final issued and landscaping bonded 2/24/17. Final landscaping inspection approved 5/22/17. Reporting on this item will cease.
- Im, 6/25/10, 27419 8th Avenue S, LUA2012-0023: On 11/2/16 the Washington State Department of Ecology issued a decision to disapproved the Shoreline Variance and to

partially approve with conditions the Shoreline CUP. Applicant filed an appeal to the Shorelines Hearing Board on 11/23/16. Staff and consultant met with applicant on 1/11/17 to discuss outstanding questions and next steps. On 3/1/17, the Applicant withdrew appeal of Ecology's 11/2/16 Shoreline Decision. Building submittal pending.

Legal Lot of Record

- No activity.

Business License Recap

- There were a total of 261 new and renewed business licenses processed in the 2nd quarter of 2017, including 104 renewals and 157 new licenses, totaling \$24,335.00. Of the 261 business licenses processed, 78 were applied for online.

Minor Homes Repair Recap

- There were eight households helped in the 2nd quarter of 2017. There have been multiple plumbing and electrical repairs, along with gutter and roof cleaning. We installed a front porch handrail for one resident at Huntington Park, and added smoke/CO2 detectors and outside lighting to add security for several Des Moines families. We are currently using the 2016 CDBG Minor Home Repair grant for which each City in the Interlocal has \$31,625 project dollars to use toward the repair and maintenance of City residents' homes. There are five people on the waiting list at this time.

Pre-Application Meetings

- PA2017-0010 Marina Shipping Container Cafe - DM Harborside LLC: Staff working with Harbor Master and Ken Rogers regarding the permitting and review requirements to site a Commercial Container Restaurant on the Marina Floor. A pre-application meeting was held 4/12/17. Harbormaster/Marina will be proceeding with the permitting.
- PA2017-0011 Nathan Grapes SFR on parcel 6929601115: Pre-application for development of a single family residence.
- PA2017-0012 Pedersen Bluff at 402 S 222nd St.: Applicant discussed options for redevelopment of the property with single family residences, townhomes or multifamily and permitting.
- PA2017-0013 2 Lot Short Plat at 131 S 199th St: Pre-application for a short plat.
- PA2017-0014 Weaver Single-Family Residence (parcel 9536602115): Pre-application for a single family residence on a site with environmentally critical areas.
- PA2017-0015 Millennial Ward LLA at 22332 19th Ave Son Tax Parcel **2011400153**. Proposal to short plat the existing lot into four separate lots.
- PA2017-0016 New Zenith Elementary School, PIN 1722049100: The applicant desires to construct an 86,000 SF new elementary school and related site improvements at the Zenith Park site which is approximately 15.5 acres. The property is located in the Zenith Neighborhood and is zoned Residential Single Family RS-7,200. Staff have been responding to follow-up questions by the applicant.

- PA2017-0017 Emergency Slope Stabilization at 25121 8th Pl S: Pre-application meeting to discuss permit requirements for emergency slope stabilization adjacent to a landslide area.

Pre-Submittal Assistance

- Washington Scuba Alliance: Staff has received inquiries regarding the permitting requirements associated with creating an underwater reef utilizing riprap/bulkhead from Saltwater State Park. Coordination with improvements to Saltwater State Park will be necessary.

City Services, Project Management and Coordination

- Wasson House Reuse/Redevelopment Feasibility Study: Contracted with consultant Theresa Dusek to complete a shoreline/environmental review in that will feed into a feasibility study for the reuse/redevelopment of the Wasson house/property. A draft study was provided to the City on 12/3/16 and Staff met on 12/14/16 to discuss initial findings and provide comments to Consultant. Staff also had a discussion with Ecology Shoreline Administrator on 12/21/16 to discuss options for limited amendments the Shoreline Master Program and permitting. Consultant submitted updated report 2/2/17. Council study session to discuss on 3/2/17. Working with consultant on completing a Limited Amendment to the Shoreline Master Program.