

City Manager's Office

To: City Council

From: City Manager

Re: 3rd Quarter Report

The information below represents a compilation of results of each Department for 3rd Quarter, 2017.

CITY MANAGER'S OFFICE

- Port of Seattle Partnership Meeting.
- WCIA Audit.
- Soundside Policy Meeting.
- Attended National Emergency Management Institute in Emmitsburg Maryland with members of Des Moines city staff, South King Fire and Rescue and other local agencies for a week of emergency response training.
- Emergency Management Meeting.
- Ride Along with Police Officer Doug Weable.
- Community Connections Meeting on Metro Pilot grant.
- Met with Jack Mayne – Paid Parking Article.
- Attended Mayor's State of the City presentation at Wesley.
- Meeting and tour with Forterra.
- Finalize preparation for Marina paid parking which begin July, 6, 2017.
- Various discussions with Sea-Tac airport regarding the Ecology fund.
- Follow-up with Police regarding Fourth of July law enforcement coverage.
- Attended Judson Park State of the City with the Mayor.
- Attended Ribbon Cutting ceremony for the Beach Park Picnic Shelter and Restroom Project.
- Ride Along with Master Police Officer Bob Crane and Courtney Duncan.
- Met with Penny Bartley from SCORE.
- Attended Farmer's Market.
- Attended the Marina Parking meeting.
- Attended Mayor's Roundtable meeting.
- Organized and participated in meeting at the Airport on: Final DNS, Concourse D Hardstand Holdroom.
- Spent a large part of the week on 2018 City budget and preparation for the City Council Budget Retreat.

LEGAL DEPARTMENT

- Civil Matters: To date this year, the Legal Department has opened 127 files for civil matters; primarily advisory work to assist the City's operating departments.
- Presented a draft ordinance related to overgrown and nuisance vegetation on private property to the Public Safety and Transportation Committee. This ordinance is an outcome of the Pacific Ridge Plan and was subsequently approved by the entire Council on August 3, 2017.
- Continued work on updating telecommunications codes and franchise negotiations. Met with outside legal consultant to begin process of drafting amendments to telecommunications franchise ordinance. Updated the City's telecommunications franchise application.
- Researched and drafted initial complaint for potential City-initiated action related to a Port of Seattle SEPA decision. As a result of direct discussions with the Port, further assurances were provided by the Port and the complaint was not filed.
- City Attorney attended training hosted by WCIA regarding insurance and indemnity provisions in City contracts. Updated contracts as necessary.
- Issued notice letters to property owners in Pacific Ridge that have been identified as high crime properties as part of Pacific Ridge Strategic Improvement Plan. Provided calls for service information to those whose properties have been identified as requiring excessive public safety resources. City staff continued dialogue with owners to support efforts to reduce criminal activity and promote owners responsibility for property.
- Prepared a formal notice of breach regarding a vendor the City has under contract. Discussions continue regarding remedies.
- Drafted a conflict public defender appointment template for the Court to use when new public defenders are assigned to conflict cases.
- Reviewed an existing Development Agreement and provided legal advice on options for termination. Assisted in the drafting of necessary documents presented to the Council.
- Prepared litigation and claims status report for the state Auditor's Office as requested for their audit.
- Researched and drafted a resolution rejecting the siting of illegal substance injection sites in the City. This resolution was presented to, and enacted by, the City Council on August 24, 2017.
- Assisted the Police Department with public records requests and conducted legal research on several complicated requests.
- Continued work on construction contract dispute relating to Redondo Boardwalk. Began process for mediator selection. Facilitated settlement conference regarding outstanding claims. Continued negotiations prior to mediation with contractor. Agreement reached and approved to resolve outstanding dispute. Final execution of the Change Order concluded legal issues on the project.
- Attended onsite meeting regarding 239th City park closure and assisted other departments with developing options for a potential park reopening.

- Attended arbitration hearing with a City employee where testimony was taken from the employee in a dispute between the developer and the general contractor of the SeaMar project. The City was not a party to the dispute.
- Assisted Community Development and researched issues concerning the erection of an unpermitted television antenna of considerable height in violation of Zoning and Building Codes.
- Assisted in preparation of real estate documents and Memorandum of Understanding with Forterra for acquisition of the historic Van Gasken property. Prepared Lease Agreement with Forterra for property at 402 S. 222nd St. for presentation to the City Council. Ensured all required documents were completed with Forterra prior to closing. Drafted and reviewed necessary closing documents. The transaction successfully closed on Friday, September 29, 2017.
- A lawsuit against the City and the Police Department alleging that the City's actions regarding an investigation were negligent was dismissed in Superior Court after a summary judgment hearing.
- Worked with Marina staff to develop Marina parking signage to advise patrons of terms of use and to allow Marina staff to issue notices of violation.
- Assisted Community Development with an ongoing issue with unpermitted work on a hillside in violation of a stop work order.
- Assisted Marina staff in preparing formal documents to impound a boat located in guest moorage that had failed to pay moorage for over sixty days and with impoundment of vessel for unpaid moorage fees.
- Reviewed new state law and various other cities codes regarding charging fees for electronic records provided pursuant to the Public Records Act. In coordination with the City Clerk's Office and the IT Department, updates to the City's fee schedule will be drafted.
- Began review of contract extension for the City Currents publishing agreement. The existing agreement expires at the end of 2017.
- Began initial discussions for potential City lease of tidelands for artificial reef at Redondo Beach. The City Council will be provided with updates as soon as more information is obtained.
- The following Ordinances and Resolutions were prepared in final form and signed in the Third Quarter 2017 following approval by the City Council:

Ordinance No. 1686	Title 4 Housekeeping Amendments, Changing Mayor Pro Tem to Deputy Mayor
Ordinance No. 1687	Nuisance Vegetation
Resolution No. 1365	2018 – 2023 CIP
Resolution No. 1366	Non-Represented Employee Benefits
Resolution No. 1367	Opposition of Illegal Substance Injection Sites
Resolution No. 1368	SEPA Categorical Exemptions, Setting Public Hearing

- **Des Moines Prosecuting Attorney Quarterly Recap.** The Prosecuting Attorney filed 583 infractions and citations in the Third Quarter 2017 for Des Moines and appeared at 835 criminal hearings. Also filed were 363 Woodmont Photo Enforcement infractions, 8,628 red-light camera infractions, and 3 abatement infractions. The Prosecutor represented the City at 37 hearings involving infractions that were being opposed by private counsel, and 2 animal control hearings. Staff also responded to 18 infraction discovery requests.
- **Normandy Park Prosecuting Attorney Quarterly Recap.** The Prosecuting Attorney filed 82 infractions and citations in the Third Quarter 2017 for Normandy Park and appeared at 195 criminal hearings and 5 hearings involving infractions that were being opposed by private counsel. Staff also responded to 3 infraction discovery requests.
- Legal Department contracts signed in the Third Quarter: None for Legal.
- Bids, RFPs, and RFQs issued by Legal in the Third Quarter: None for Legal.

CITY CLERK'S OFFICE

- City Clerk was promoted to City Clerk / Communications Director.
- City Clerk and Deputy City Clerk attended the King County Municipal Clerks Association Quarterly meeting in Bothell.
- Deputy City Clerk assisted with the Des Moines Arts Commission Arts Gala.

Request for Public Records-2017

Month	Total # of Requests	Total Active Requests*	BY DEPARTMENT			
			ADMIN	PBPW	PD	Court
January	158	2	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	176	2	11	7	142	16
August	155	1	8	8	119	20
September	121	5	3	4	106	8
October	0					
November	0					
December	0					
TOTAL	1346	16	100	94	1042	112

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	

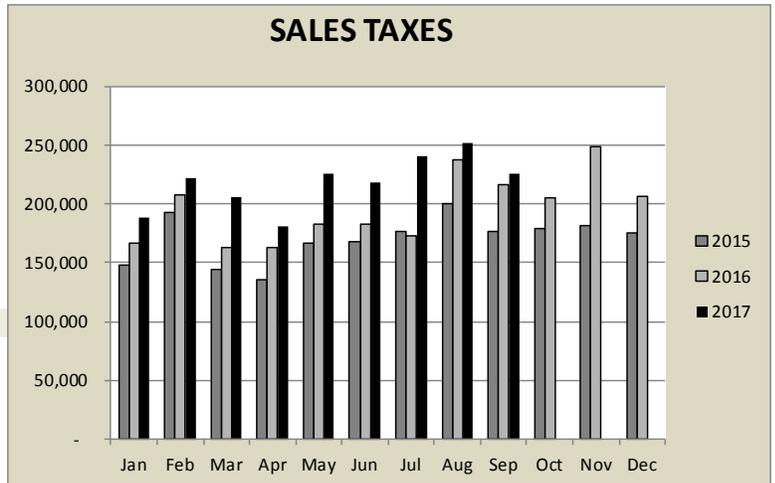
2017 YTD Compared to Annual Budget: **4,572,060** **58.5%**



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	

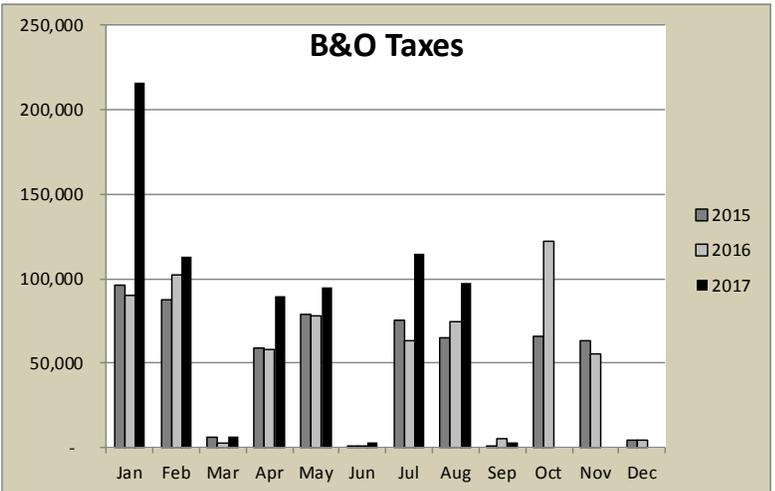
2017 YTD Compared to Annual Budget: **2,244,019** **87.3%**



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	

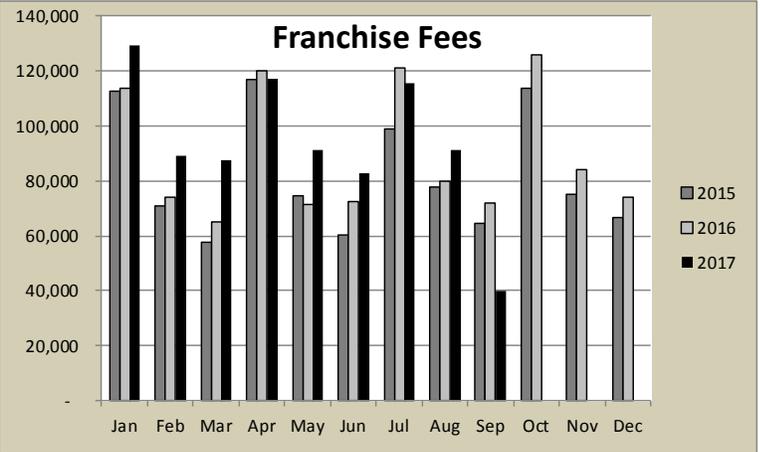
2017 YTD Compared to Annual Budget: **784,182** **94.1%**



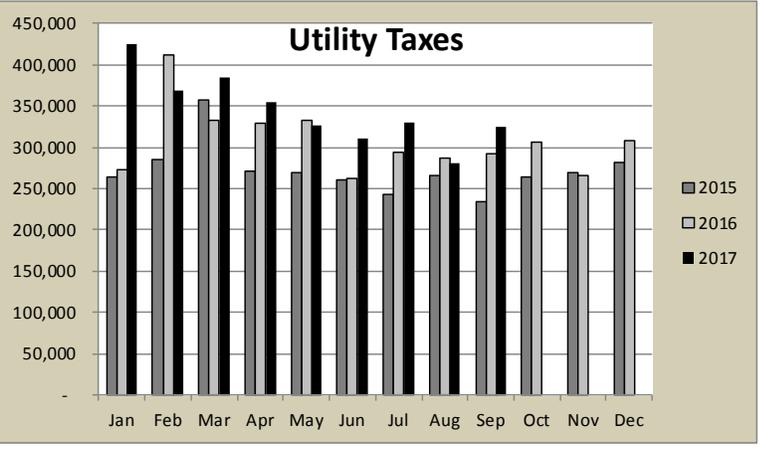
MAJOR REVENUE TRENDS

(Cash Basis -Continued)

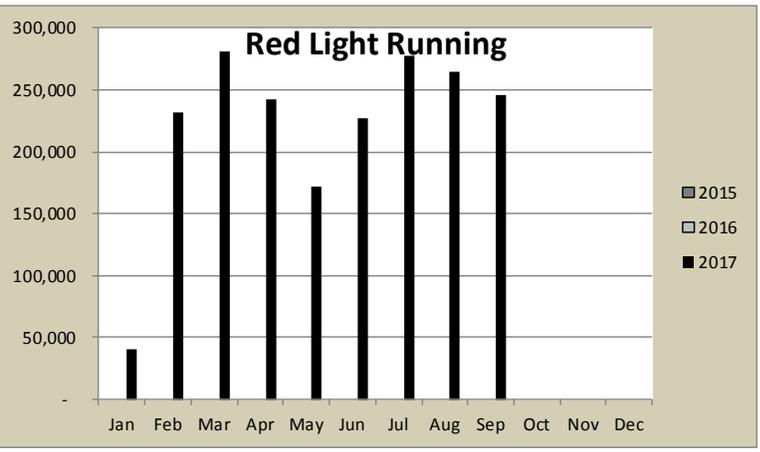
2017 YTD Compared to 2016 YTD:				
	2017	2016	2015	PY YTD
			53,479	6.8%
Jan	129,401	113,463	112,750	10.6%
Feb	89,045	73,834	71,075	17.4%
Mar	87,325	65,347	57,924	23.5%
Apr	116,973	120,207	116,879	34.7%
May	91,363	71,583	74,423	41.4%
Jun	82,575	72,626	60,470	48.1%
Jul	115,316	121,248	99,070	59.4%
Aug	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:				
	2017	2016	2015	PY YTD
			290,323	10.3%
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%

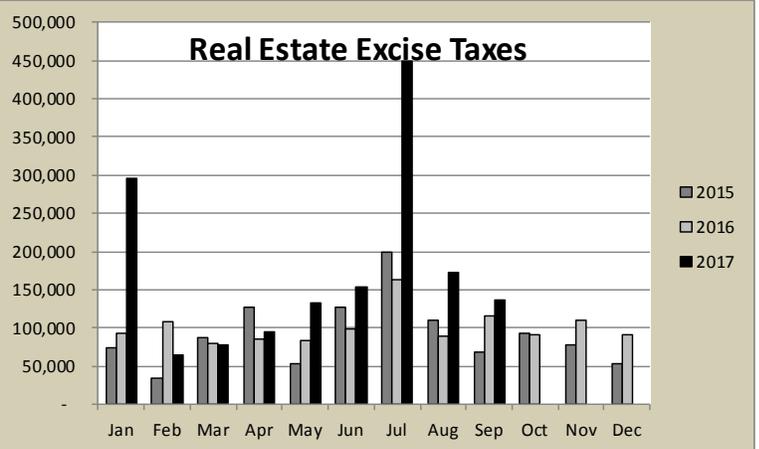


2017 YTD Compared to 2016 YTD:				
	2017	2016	2015	PY YTD
			1,984,442	
Jan	41,052			
Feb	232,138			
Mar	281,581			
Apr	242,435			
May	172,049			
Jun	227,114			
Jul	277,288			
Aug	264,954			
Sep	245,831			
Oct				
Nov				
Dec				
Totals	1,984,442	-	-	
2017 YTD Compared to Annual Budget:			1,985,000	100.0%

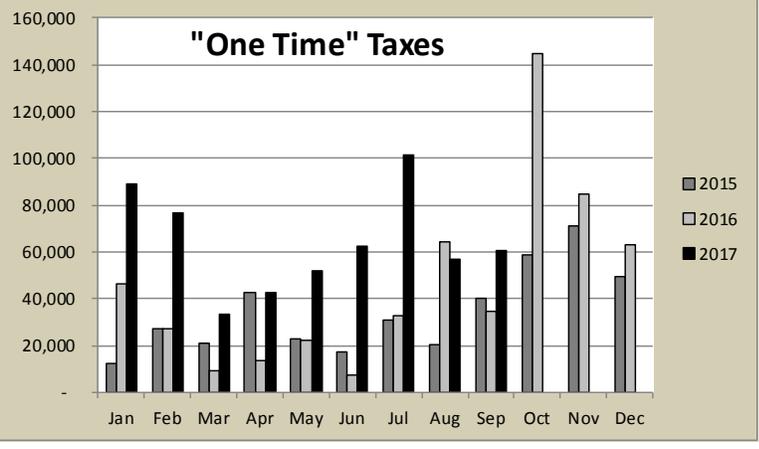


CIP FUNDING SOURCES

2017 YTD Compared to Annual Budget:				
	2017	2016	2015	PY YTD
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:				
	2017	2016	2015	PY YTD
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
<i>Unrestricted Revenues</i>								
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
<i>Policy & Support Services</i>								
Support Services Chargebacks	2,381,924		2,381,924	1,786,443	75%			1,786,443
City Council		91,989	(91,989)	-		52,541	57%	(52,541)
City Manager	26,357	1,212,929	(1,186,572)	26,357	100%	885,220	73%	(858,863)
Financial Services	51,356	1,009,598	(958,242)	24		722,593	72%	(722,569)
Technology Services	835,118	792,022	43,096	625,653	75%	629,671	80%	(4,018)
Legal (Civil)		298,332	(298,332)	8,146		219,767	74%	(211,621)
Bldg & Facility Maint		351,603	(351,603)			255,560	73%	(255,560)
Total Policy & Support Services	3,294,755	3,756,473	(461,718)	2,446,623	74%	2,765,352	74%	(318,729)
<i>Public Safety Services</i>								
Restricted - Public Safety	3,377,340		3,377,340	3,054,011	90%			3,054,011
Court	121,110	1,187,392	(1,066,282)	91,487	76%	910,948	77%	(819,461)
Probation	69,143	172,116	(102,973)	46,234	67%	121,715	71%	(75,481)
EMS/Fire/Jail/Public Defender:	4,358	756,312	(751,954)	3,516	81%	521,177	69%	(517,661)
Legal (Prosecution, DV, etc.)	25,000	345,164	(320,164)	24,584	98%	259,763	75%	(235,179)
Police	225,905	10,413,423	(10,187,518)	148,474	66%	7,533,143	72%	(7,384,669)
Total Public Safety Services	3,822,856	12,874,407	(9,051,551)	3,368,306	88%	9,346,746	73%	(5,978,440)
<i>Community Services</i>								
Planning & Bldg (NonFee Based)		438,678	(438,678)			315,402	72%	(315,402)
Engineering (NonFee Based)		245,096	(245,096)			181,240	74%	(181,240)
Subtotal	-	683,774	(683,774)	-		496,642	73%	(496,642)
Park Maintenance	28,403	855,184	(826,781)	16,101	57%	625,012	73%	(608,911)
Parks & Community Relations	2,825	210,174	(207,349)	9,446	334%	150,413	72%	(140,967)
Senior & Human Services	126,405	484,589	(358,184)	82,056	65%	375,713	78%	(293,657)
Arts Program	17,000	57,221	(40,221)	15,551	91%	40,206	70%	(24,655)
Recreation Programs	1,082,189	1,255,288	(173,099)	826,812	76%	928,277	74%	(101,465)
Beach Park Rentals	297,348	537,877	(240,529)	235,567	79%	383,436	71%	(147,869)
Subtotal	1,554,170	3,400,333	(1,846,163)	1,185,533	76%	2,503,057	74%	(1,317,524)
Total Community Services	1,554,170	4,084,107	(2,529,937)	1,185,533	76%	2,999,699	73%	(1,814,166)
<i>Transfers Out</i>								
Capital & Debt		64,440	(64,440)			29,152	45%	(29,152)
One Time Sales/ B&O Tax		700,000	(700,000)			575,622	82%	(575,622)
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
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

- Sergeant Doug Jenkins was promoted to Commander on July 1, 2017.
- Lateral Officers Mike Boehmer and Dan Lindstrom were hired effective July 1, 2017.
- Records Specialist Lloyd Chand resigned effective August 31, 2017.
- Entry Level Officer Doug Cetina was hired effective September 16, 2017. His Criminal Justice Training Commission Basic Law Enforcement Academy started on October 17th, and his graduation date will be February 28, 2018.

QUARTERLY CRIME STATISTIC TOTALS

Offense	2016 3rd Quarter Totals	2017 3rd Quarter Totals	2017 3rd Quarter Percent Change
Homicide	0	0	0%
Sex Offenses	10	6	-40%
Robbery	9	24	+167%
Assaults*	58	69	+19%
Burglary	40	35	-13%
Larceny*	198	197	-1%
MV Accidents	118	108	-8%
MV Thefts	68	64	-6%
Arson	6	1	-83%
Moving Violations	579	640	+10%
School Zone Photo Enforcement	527	437	-17%
Red Light Photo Enforcement	**	8,594	**
Officers Assaulted	4	1	-75%
Adult Arrest	59	70	+19%
Juvenile Arrest	11	8	-27%
Calls For Service	4,996	5,078	+2%

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

***Program started in 11/2016.*

YEAR TO DATE TOTALS

Offense	01/01/16- 09/30/16 Totals	01/01/17- 09/30/17 Totals	2017 YTD Percent Change
Homicide	3	0	-100%
Sex Offenses	36	22	-39%
Robbery	30	51	+70%
Assaults*	178	179	+1%
Burglary	122	122	0%
Larceny*	564	514	-9%
MV Accidents	289	282	-2%
MV Thefts	244	189	-22%
Arson	11	4	-64%
Moving Violations	2,022	2,273	+12%
School Zone Photo Enforcement	2,356	2,228	-5%
Red Light Photo Enforcement	**	28,821	**
Officers Assaulted	6	6	0%
Adult Arrest	188	206	+10%
Juvenile Arrest	19	20	+5%
Calls For Service	13,859	15,571	+12%

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

*** Program started in 11/2016.*

PARKS, RECREATION AND SENIOR SERVICES

Administration:

- The Human Services Joint Recommendation Committee’s Final Award recommendations were announced in September. Des Moines is slated to receive \$115,000 in CDBG funding for relocation, ADA improvements and purchase of a new play structure for Kiddie Park. The Kiddie Park project was identified as a project potentially eligible for additional funds with a maximum of \$200,000. This will not be known until May 2018. Field House Park was not funded however staff will re-apply in 2018.
- Staff proposed a Citywide Playground Improvement Plan to design, repair and/or replace play structures at 7 parks and develop 2 new play areas at 2 parks. Funding will come from Real Estate Excise Tax (REET), Parks Fee In Lieu funds, grants, Legacy Foundation and the community.
- A Citywide Play Area Survey was included in the Fall City Currents and available online at the Cities website encouraging citizens for their input. To date, 76 surveys have been collected and shared with staff.
- 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 by the DOE and a CDBG grant was awarded in May to D & D Construction 1, Inc., in the amount of \$459,800. Construction continues but should be completed in November. To inform the community about the improvements that would be made at Parkside, staff submitted an article in the Fall City Currents and a letter was distributed to residents within 300 feet of the park.

Community Engagement:

Volunteer/Committee Hours	1st Qtr.	2nd Qtr.	3rd Qtr.	YTD
DM Arts Commission	66	117	300.75	483.75
Sr. Services Advisory Committee	17	17	8	42
Human Services Advisory Comm.	7	18	6	31
DM Lodging Tax Advisory Comm.	-	-	6	6
KC Landmarks Commission	-	-	-	0
Daisy Sonju Garden	21	76	231.25	328.25
Youth Sports Coaches	1,545	1,242	899	3,686
Senior Services	1,329	1,550	1,845	4,724
Parks Administration	67	467	49	583
Total Volunteer/Committee Hrs.*	3,052	3,487	3,345	9,884
Total Full Time Equivalents	1.47 FTE	1.68 FTE	1.61 FTE	4.75 FTE

*Rounded to nearest whole number.

Recreation and Sports:

- Camp KHAOS ended the summer up slightly over last year with a total of 5,860 participations and over 270 individual registrations.
- Youth T-Ball ended with a total of 11 teams and 152 individual registrations.
- Youth Soccer started in late August, we have partnered with the City of SeaTac for a total of 40 teams (11 SeaTac/29 Des Moines), with a total of 273 individual registrations.
- Staff provided project management and implemented the new online Recreation Management Software (DASH) September 1. In September, 1,716 on-line customers registered using the new system.

Events and Facilities:

- Shannon and Katy represented The City of Des Moines Marina and Event Facilities at the Northwest Event Show on September 19th. This was a corporate, government and fraternal meeting planner event but all planners were invited. We participate every other year. Next trade show will be the Seattle Wedding Show at the Washington State Convention Center in January 2018.
- The Event Center is back to off season staffing levels with most staff returning to college.
- The Kitchen in the Founders Lodge was removed in September to abate mold under the sink. Formica for the new kitchen arrived but was damaged. It was re-ordered but with shipping we are 6 weeks out. Staff is working hard at moving renters to alternate facilities.

Activity Center/Senior Services:

- Senior Services staff held their annual staff retreat to plan 2018 programs, events and services.
- Senior Services Manager and center participant Marge Murtha, retired COO at Valley Medical Center, participated in the newly reorganized Quality First committee for Wesley Homes on Tuesday, July 18th.
- The Senior Services Advisory Committee met on Thursday, July 20th. They have reached out to the new owner of Des Moines Drug about installing a medicine take back container. The committee will announce to the community when the take back container is installed.
- Second quarter human services agency reports were reviewed by the Human Services Advisory Committee and their staff liaison.
- Senior Services Manager distributed letters to the 23 resource vendors for the 4th annual Des Moines Back to School Resource Fair on Thursday, August 3, 2017. The event was held at Steven J. Underwood Ballfield.
- Since April, monthly planning meetings are held for the coming years Bayside Brunch. This November 5th will be the 18th annual brunch hosted by Anthony's Restaurants and the Des Moines Legacy Foundation. The planning committee is co-chaired by Yvonne Nutting and Lisa Meinecke.
- Senior Services staff is researching Silver and Fit insurance for its Enhance Fitness, Tai Chi and Yoga classes. The cost of the class would be covered by the participant's Silver and Fit insurance coverage, generating new revenue and new participants for the programs.

- The Department partnered with the Highline Schools Foundation for the 4th Annual Des Moines Back to School Resource Fair on Thursday, August 3rd, 10am-12noon at Steven J. Underwood Park. Twenty nonprofit agencies hosted information and resource booths, with over 500 backpacks full of school supplies going to elementary and middle school aged low income students in Des Moines. Camp KHAOS provided the entertainment and the city's Human Services Advisory Committee members helped support the set up and coordination of the resource booths.
- The new DASH registration was implemented September 1st. Staff worked with seniors one-on-one to create profiles and register for classes online.
- Senior Services Manager prepared agenda items during 3rd quarter for:
 - An appointment for a vacancy on the Human Services Advisory Committee;
 - Approval for a new divider door;
 - Floor refinishing at Activity Center from Provine funds;
 - An Amendment to an Agreement for Planning Funding and Implementing a Joint Human Services Application and Funding Program.
- Senior Services Manager called a special meeting of the Human Services Advisory Committee to recommend that the City Council currently funded agencies receive an additional \$20,000 for the 2018 human services budget. The three agencies chosen provide help for homelessness and mental health support.
- The Activity Center celebrated Latino Independence Day on Thursday, September 14th with food, laughter and the music of a talented Mariachi Band. Over ninety guests enjoyed the singing, dancing and samples of Latino candies and treats. !Viva Mexico!

Seniors/Activity Center	1st Qtr.	2nd Qtr.	3rd Qtr.	YTD
Meals Served	2,415	3,073	4,827	10,315
Fee Program Attendance	1,527	1,896	1,705	5,128
Drop In Attendance	2,163	2,269	2,025	6,457
Consultation Services	634	759	786	2,179

City Council Committee Reports:

Des Moines Arts Commission

The Commission met on Wednesdays, July 12th and August 9th, prior to Summer Concerts (abbreviated meetings) and on Tuesday, September 12th.

Meeting discussion: Commission had only one full meeting this quarter in September and interviewed 3 applicants for the 2 open positions on the Commission. Recommendations were sent to the Mayor and appointments took place in October.

The summer concert series was a record breaker in both attendance and donations. Over the course of the concerts and Shakespeare in the Park, attendance was just shy of 5,000 people and donations exceeded \$3,300.

The third annual Arts Gala on Poverty Bay sponsored by the Des Moines Legacy Foundation and Des Moines Arts Commission held on Friday, September 22 at the Beach Park Auditorium was attended by 186 patrons, had 25 sponsors and generated over \$19,000 for future Arts Commission projects. This was the best attended and highest producing arts fundraiser to date.

The Arts Commission sponsored the Seattle Symphony on October 13th; and the remaining Arts Commission event for the year is the Squid – A – Rama on November 11, 2017.

Senior Services Advisory Committee

Met on Thursday, July 20th

Meeting discussion: Updates on the committee's 2017 goals; encourage connections for good nutrition for older adults in our community, human connections for healthy aging, communicate with elected officials, latest on King county's Take Back Your Meds program, more and better outreach for our committee, and elder safety and emergency preparedness as presented through the activity center.

Human Services Advisory Committee

Met on Thursday, August 24th.

Meeting discussion: Presentation by Pediatric Interim Care Center board member, one of our first time to be funded agencies; select the next newly funded agency presentation to the committee, additional funding provided by city council for 2018 human services, resignation of Dr. Alex Szabo due to poor health, second quarter agency reports, the printing and distribution of the committee's community services directory, and a summary report on the 4th annual Back to School Resource Fair.

Des Moines Lodging Tax Advisory Committee (DMLTC)

Met meeting was held.

Des Moines Landmarks Commission

No meeting was held.

MARINA

Capital Projects

- Pay Parking In the Marina & Beach Park

The pay parking project was substantially completed and started operations in July. Starting the pay parking system in the second busiest month of the year was problematic at best and required most of the staff time to learn how to operate and maintain the equipment. Staff time required to operate the system in August and September was less but still significant. The sale of the annual passes exceeded expectation by about 300%.

Marina Revenues

Marina Service Revenue

	July	August	Sept	3rd Qtr. Total 2017	2nd Qtr. Total 2016	Percent Change
Fuel Sales	\$ 193,799	\$ 194,687	\$ 140,396	\$ 528,882	\$ 454,470	+17%
Guest Moorage	\$ 10,695	\$ 13,200	\$ 10,785	\$ 34,680	\$ 35,507	-3%
Parking	\$ 49,074	\$ 45,853	\$ 25,384	\$ 120,311	\$ 22,849	+427%
Moorage	\$ 190,701	\$ 191,328	\$ 188,997	\$ 595,029	\$ 561,509	+6%
Dry Sheds	\$ 13,574	\$ 14,614	\$ 14,194	\$ 42,728	\$ 47,922	-11%
Lease Revenue	\$ 13,545	\$ 13,545	\$ 13,574	\$ 40,664	\$ 40,981	-1%
Total Revenue	\$ 471,388	\$ 473,277	\$ 393,330	\$1,337,995	\$ 1,183,328	+13%

Marina service revenues for the second quarter of 2017 were up over the same period in 2016 by about 13%. Part of the increase was due to higher fuel prices but the significant difference was the addition of the revenue from the Marina Pay Parking program. Permeant moorage revenue was up in the 3rd quarter compared to last year. Overall, for the year-to-date, moorage revenue is up about \$40,000, mainly because of the rate increases that took effect in August.

PLANNING, BUILDING AND PUBLIC WORKS

Highlights

- The City contracted with Scarsella Bros. to immediately repair an isolated pavement subgrade issue found during project geotechnical investigation for the S. 223rd Street Pavement Rehabilitation Project design. Work took one day to complete and will not require additional work as part of next year's rehabilitation project.



Capital Improvement Projects

Marina North Bulkhead Replacement Project

The City has conducted a formal Request for Proposals soliciting for engineering and architectural services to replace the failing north marina bulkhead and adjacent restrooms. Exeltech Consulting was selected from a number of highly qualified firms to assist the City in planning, design, and permitting.

City staff will be working with Exeltech to develop a scope of services to be finalized by the end of the year. Design and permitting will occur during 2018 with construction beginning in 2019 pending numerous anticipated permit conditions. Given the various elements of work, it is expected that the project will take a few seasons to complete.

Condition of Bulkhead Now:



After Restoration:



Lower Massey Creek Channel Modification Project

The project is complete. However, a small slump developed on the south side of creek adjacent to the boat yard which has now been repaired. All plantings under warranty that did not survive have been replaced by Buckley Nursery. A task assignment change order has been signed with TetraTech for preparing a re-planting plan for the “triangle” area east of Taco Time. The consultant will be working with the permitting agencies to develop a plan that is more suitable for the soil conditions on the site.

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.

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

The 24th Avenue Sidewalk project is currently in the preliminary engineering phase, but has been put on hold until 2018. It is expected that design work will be completed in 2018 with construction during the summer of 2019. 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.



Redondo Boardwalk

The City and Contractor, Stellar J., achieved Physical Completion in October and the project team is finalizing project close-out paperwork.



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.



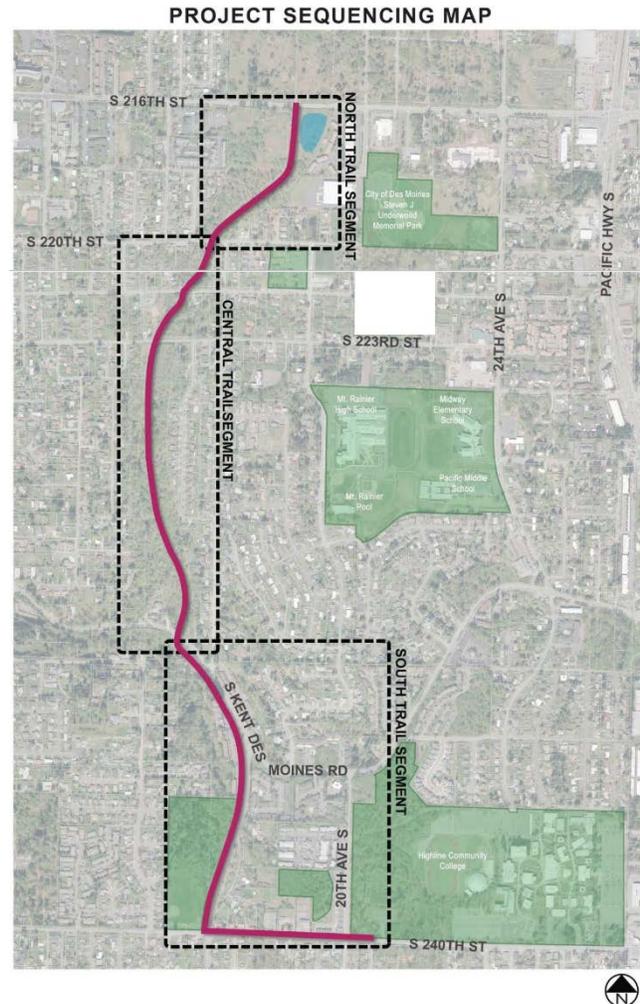
Barnes Creek/Kent-Des Moines Road Culvert Replacement Project

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. The state has now appealed the case to the U.S. Supreme Court. While this culvert is not on WSDOT's current replacement list through the 2019-2021 bienna, WSDOT concurs with the 2015 condition/fish assessment report made by TetraTech. Staff has sent WSDOT a letter requesting a meeting with WSDOT to discuss the schedule and potential partnership for the 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.

The City has also applied for PSRC's Transportation Alternatives Program grant for the Right-of-Way phase of the South Segment. Selection results will be known by the end of the year.



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. The project will be re-bid early 2018 for construction during the fish window next summer. It is expected that the temporary outfall modifications will be adequate until permanent improvements can be made. Staff will continue to monitor the site throughout the winter.



Des Moines Street Standards

The City is currently updating its street standards and expects to be complete early 2018. The existing street standards were approved in 1996 and are in need of a substantial update. Staff will be working with a consultant, Parametrix, 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.



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 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 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

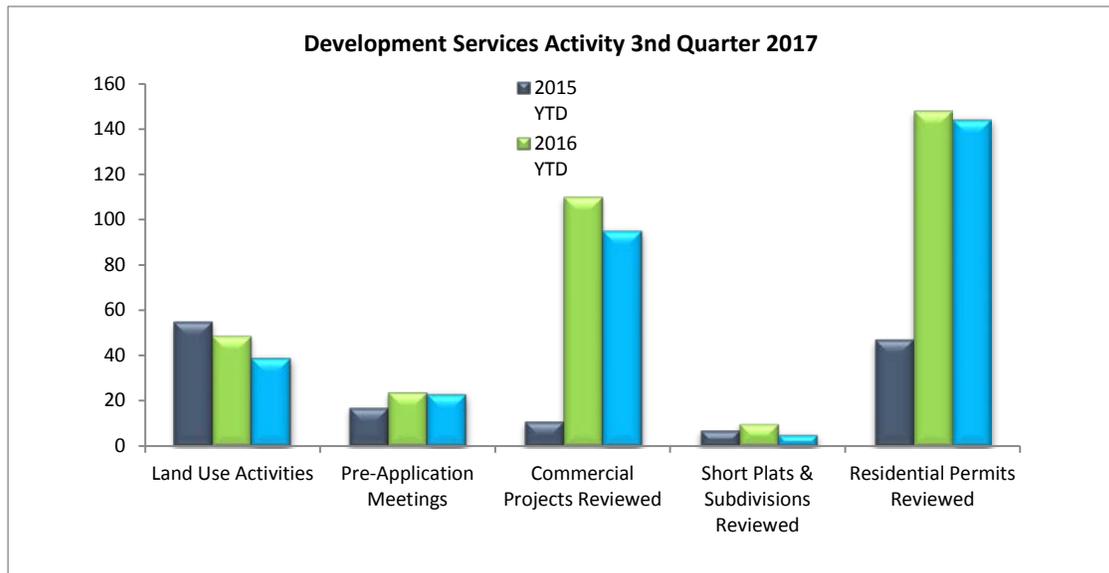
SR 509 – Puget Sound Gateway Project

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 third Quarter of 2017, the Planning Division completed 98 project reviews of which 41 were commercial, 55 were residential and 2 were short plats. In addition, the Department held 8 pre-application meetings and received 16 new submittals. Of the **\$1,115,734** in revenue received by the PBPW Department, the Planning Division's portion was **5.5% (\$60,867)**. For more details on specific land use projects, see **Attachment 1** at the end of this report.



Planning Projects

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. These code amendments are complete, resulting in a more streamlined permit process, while still assuring appropriate environmental protections.

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

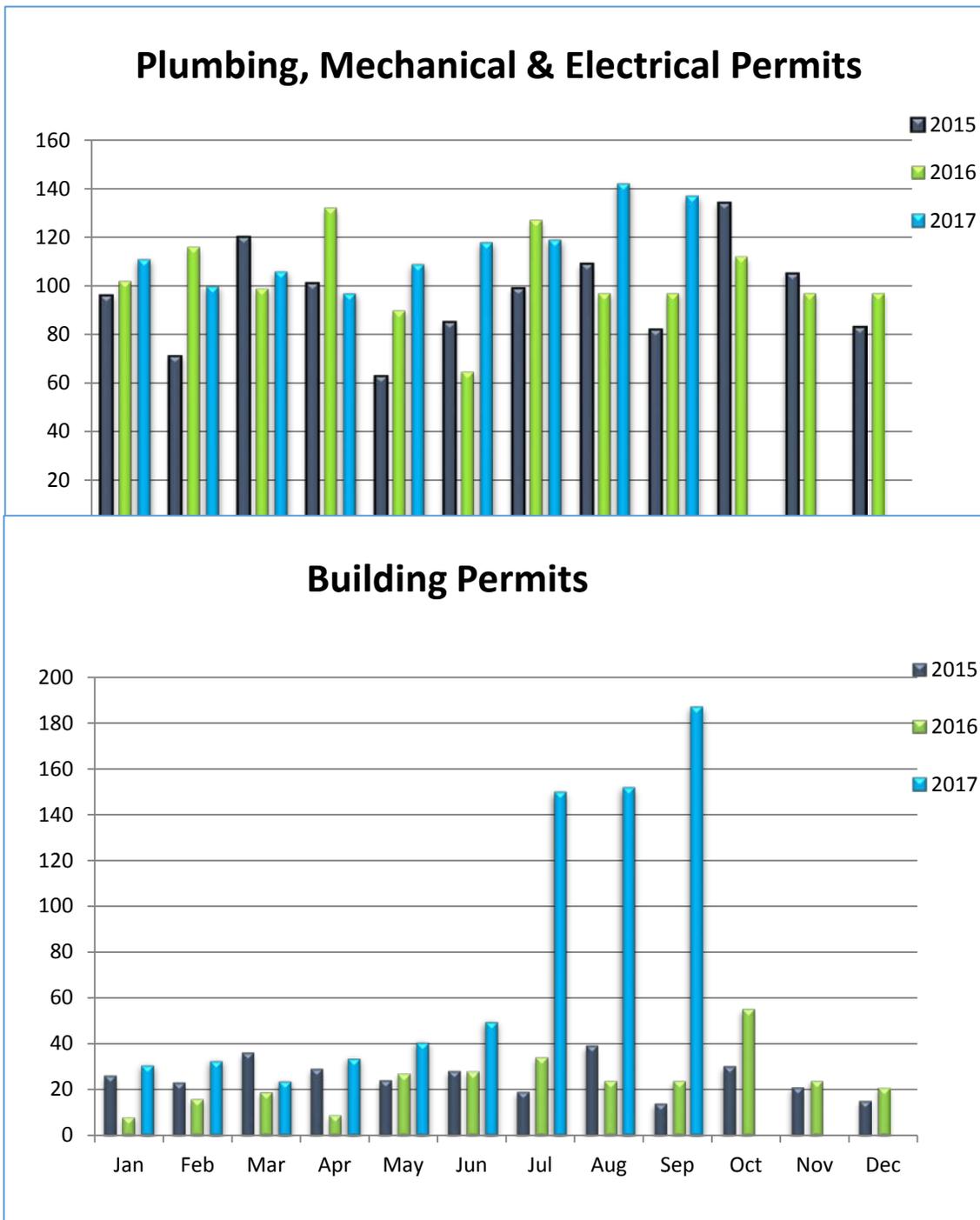
A public hearing is scheduled for December 7, 2017 for landscaping and fee in lieu tree mitigation regulations. These regulations would provide more flexibility related to the landscape buffer adjacent to freeways for essential public transportation facilities, and provide for payment to a new urban forestry fund as a potential mechanism for tree replacement.

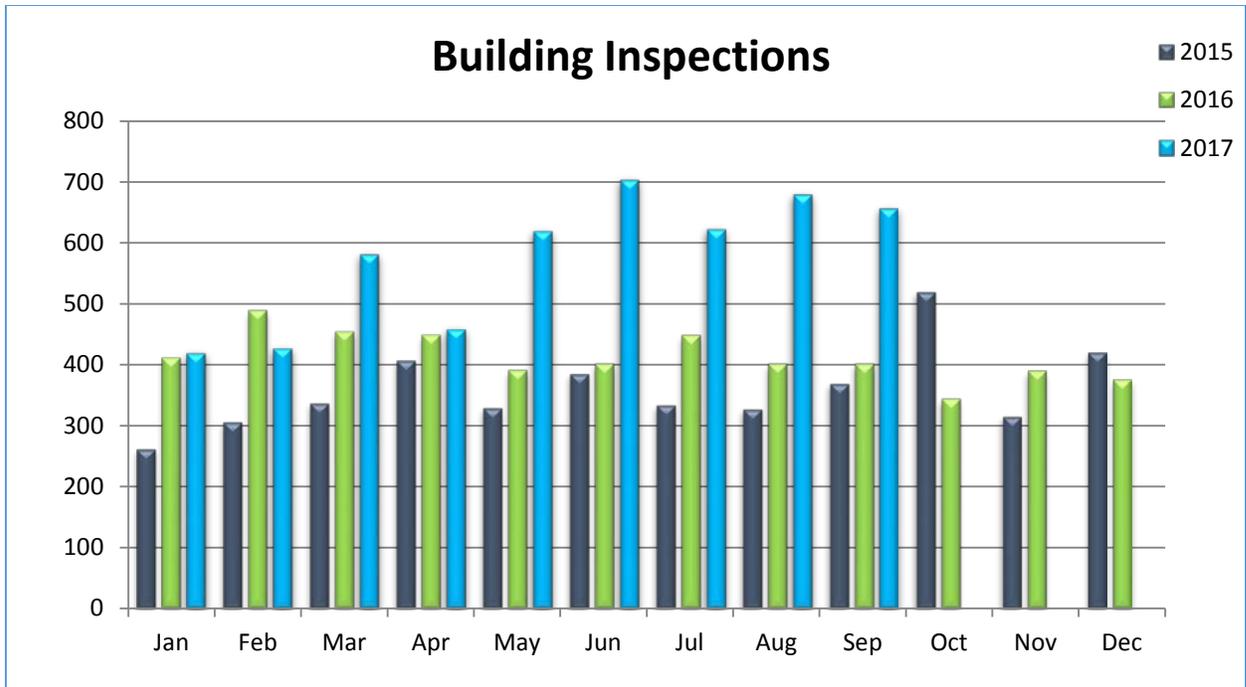
Essential Public Facilities Code Amendments: Staff is working on revisions to the ordinance consistent with Council direction received at the public hearing held in May 2016.

Comments were submitted on SeaTac Airport’s State Environmental Policy Act (SEPA) determination for the Concourse D Hardstand Holdroom project and City staff subsequently met with Port of Seattle environmental staff to discuss the SEPA process related to this project and its relationship to the Sustainable Airport Master Plan.

Building Division

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





- In the third Quarter of 2017, the Building Division issued 489 permits: 91 Building permits and 398 Electrical, Mechanical and Plumbing permits. The PBPW Department received \$1,115,734 in revenue and processed \$1,920,349 in total City receipts. Building Division's portion of PBPW revenues for this period was 69% (\$769,964), the Planning Division's portion was 5.5% (\$60,867), and the Engineering Division's portion was 25.5% (\$284,902). The total permit valuation for this period was \$31,891,036.
- During the Third Quarter of 2017 Permit Staff issued 137 Over the Counter and online permits out of a total of 489 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. The non-reviewed permits account for 29% of issued permits in the 3rd quarter.
- 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 3rd quarter of 2017, Building Division staff received 26 new public records requests in addition to 7 cases open from earlier and spent 79 hours to provide service. 21 cases were closed during the quarter and 12 are still active.

Building Construction Highlights

Adriana Mixed Use Project, 22525 7th Ave S:

The top three floors of this building are nearing completion. The lower floors, the parking garage, and the exterior civil improvements are in various stages of completion.

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. All tenant spaces are occupied and under a Temporary Certificate of Occupancy while items are nearing completion.

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. Tenant office modules are being installed as the building nears completion. The contractors project completion of the project in February of 2018.



Wesley Homes Project:

The Wesley Gardens property, located to the west of City Hall at 815 S 216th, is under construction as the second part of the first phase of this 5-year facility replacement project begins in earnest. Construction on the 32-unit “Brownstone” structure that borders S 219th has begun. The foundation and parking section of that building is shown in the following picture.



Highline Place, 23609 Pacific Highway South:

This project is now well underway. Charter Construction is about to place the first floor concrete slab as is represented in the picture below.

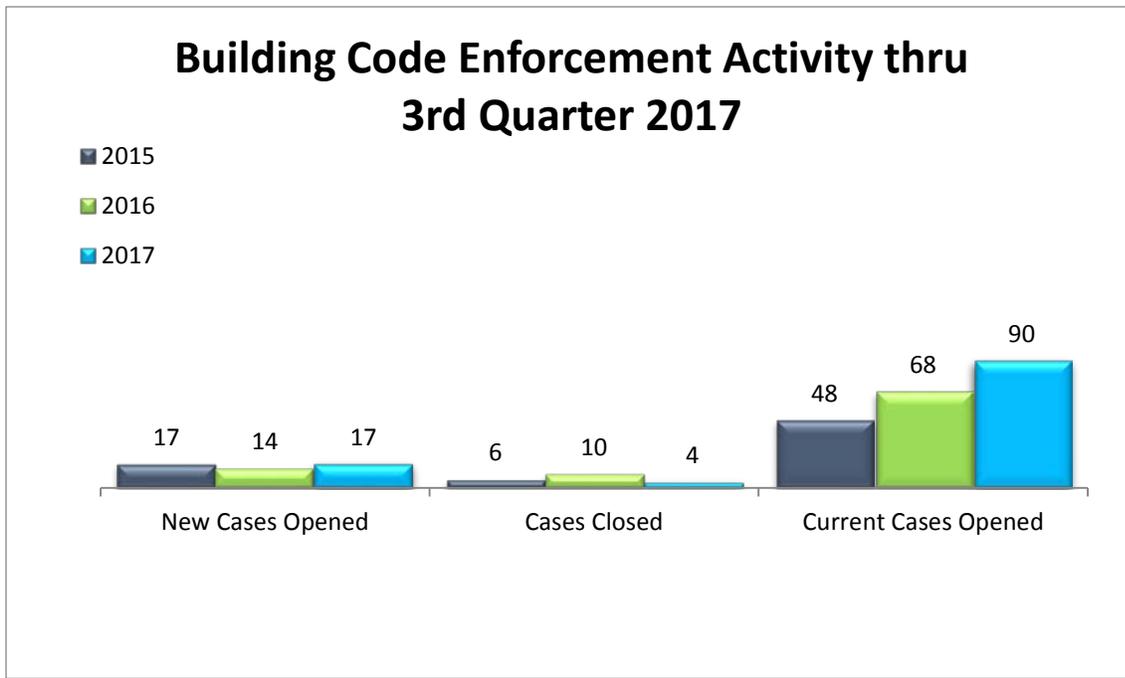


Highline View Estates, S 240th: This 24 unit Single Family Residential project is moving along quickly. The picture below depicts the project site in transition. The rear area of the picture shows buildings nearing completion, with one home framed up in the foreground of the picture.



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.

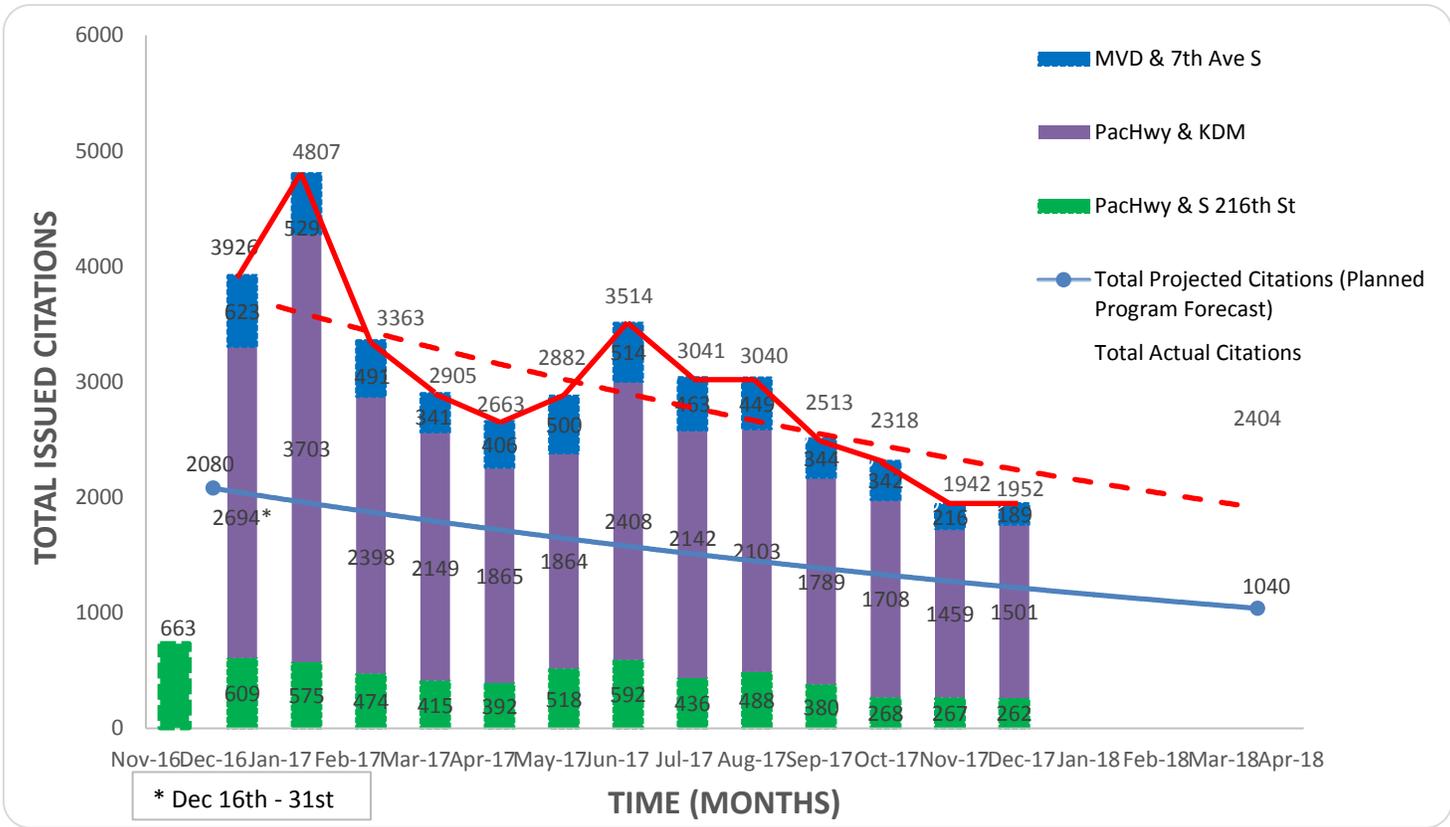


Red Light Running Automated Enforcement

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 have discontinued 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 ninety four (194) Right-of-Way permits were processed by the end of the 3rd Quarter with \$132,252.00 in fees.

Right-of-Way Coordination Activities:

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 3rd Quarter of 2017:

2017	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Signs/Traffic Operations	15	6	4	
Vegetation/Tree Concerns	2	24	9	
Pot Holes/Roadway Surface/Clean up	23	21	6	
Traffic Calming	2	20	4	
Transportation Benefit District	10	15	12	
Misc. (garbage, animals, catch basins, sidewalks, etc.)	14	5	4	

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	Deepdene 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
	4-1	Supplement 1 216 th /11 th Pipe Replacement	\$33,033.27
	5	Barnes Creek Trail – 85% PE and NEPA	\$298,525.41
	6	South 239 th Street Viewing Platform Repairs	\$4,000.00
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
	9	Woodmont Forest Management Support	\$21,979.68
	10	S. 224 th Street Improvements	\$2,000.00
Tetra Tech	1	Lower Masey Creek Improvements	\$183,048.00
	1A	Masey Creek Year 0 Landscape Mitigation Report	\$2,091.00
	1B	Masey Creek CM Extension	\$14,098.00
	1C	Masey Creek CM Change Order	\$0
	2	Barnes Creek Culvert Replacement	\$340,729.00
	3	Lower Massey Creek Vegetation Monitoring	\$109,536.00
	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 and preliminary drafts of the next permit have been issued for comment. The most notable highlights of the new permit include the addition of business outreach inspections, mapping outfalls, and uniform spill response forms.

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).

On July 27th the City hosted a field trip for 120 Pacific Middle School students. Students learned about the importance of stormwater and experienced demonstrations of stormwater equipment.

The City is continuing its partnership with the other Cities in the Highline School District to hold a 2-day stormwater festival at the Des Moines Beach Park for 6th grade students in the spring of 2018. A \$152,000 grant was awarded for this project.

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 July, August, and September there were twelve spill responses to report, with a total of thirty-seven for the year.



Poverty Bay Shellfish Downgrade

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. King County has finalized a proposed boundary for a shellfish protection district. The next steps to form a district include formalizing legislation and taking it through the County Council for approval.

Municipal Operations and Maintenance

Catch basin inspections have been completed for year 2017. There were 261 public facility inspections required for the year and there are only 89 currently remaining. Facility maintenance from last year's inspections are currently underway.

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 has presented two alternatives to staff and a preferred alternative has been selected. The next steps included briefing the full council on the proposal before moving forward with the design.

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. Due to the need to meet NPDES permit maintenance requirements the Pipe Program work had been temporarily put on hold. The program is now open to new requests with project work being done as weather permits. As of October, seven (7) requests are awaiting installation and one request completed.

Deedene 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 extended the temporary outfall pipe to the beach. Replacement of the entire outfall is scheduled for next summer.



Public Works & Parks Maintenance Division

Public Works & Parks General Information

Fall is with us and winter fast approaching. The crews are finishing up the seasonal shoulder and ditch mowing and starting annual winter prep. Staff is still working on and completed the yard requirements in response to the department of Ecology requirements

Streets Division

Signs:

15 new signs were installed; 54 repairs and 10 faded signs were replaced. Fall sign inspection was completed and continue to follow up with repairs from the summer inspections.

Streets:

The Streets crew has been busy with continuation of street and pothole repairs, shoulder maintenance, grading of gravel roads and alleys with the help of two seasonals. The crew also assisted with the first phase of the Woodmont Tree

Removal Project. They have also completed the assembly of the new de-icer frame and the renovation of the 7th Avenue and S 236th Street center medians along with assisting with the removal of the dead plants and vegetation on the Pacific Highway Streetscapes.

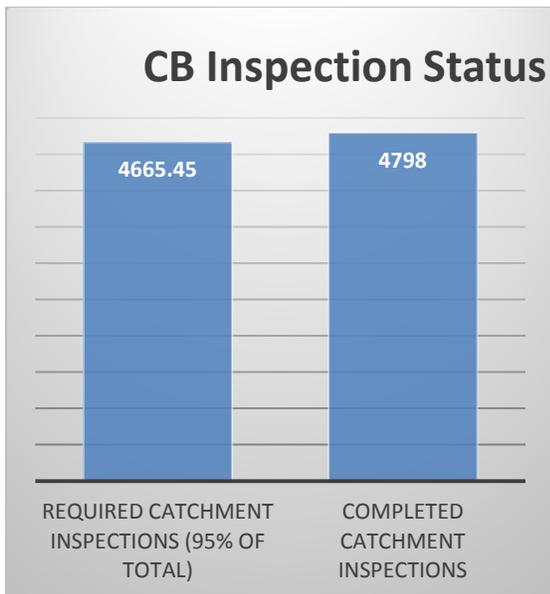


Surface Water Management (SWM) Division

SWM continues to have two open FTEs which will be filled at the end of the year or first part of January. The crew continues to finish up the NPDES work and will complete the required flushing and inspections by the end of the year. Dane and Trevor assisted SWM Engineering with the Beach Park Student day where they demonstrated the Flush and camera trucks along with a display of an underground pipe and basin structure. Completed the 10 PI pipe and basin project which



consisted of 5 basins and 360 feet of pipe. Extended the out fall pipe on 232nd which included the pipe and spillway. Two basin install project on 8th Ave and 222nd St. extended a temporary pipe at the 260th beach washout area. Installed 3 basins and 260 feet of pipe on KDM just east of Marine View Drive.



Parks Division

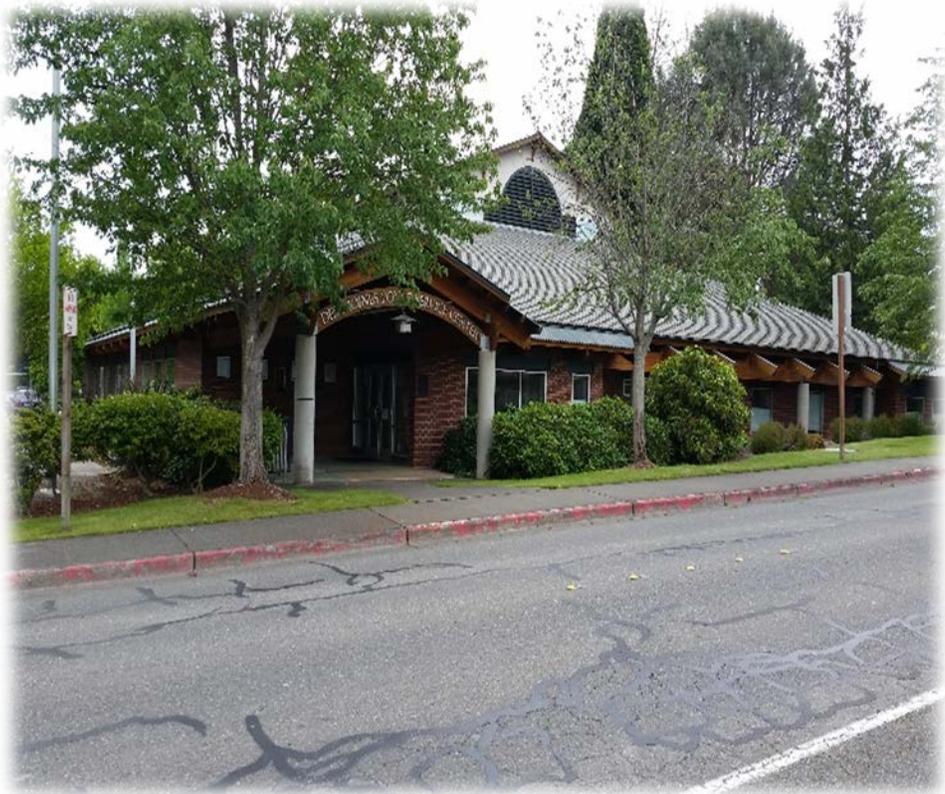
3rd Quarter Projects

The Parks Division hired an additional seasonal to work from July to the end of the year. Along with general maintenance other projects included the improvement to the skate park which consisted of installing a new metal edge, resealing all the joints and cracks, and grinding the concrete edges smooth. Cleared all the blackberries and branches from City Park. Continuing ballfield maintenance and games, graffiti removal and vandalism repair. Also assisted the Boy Scouts with the completion of their Barnes Creek Trail project.



Facilities Division

Facilities work in the 3rd 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 of one 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. The main project this quarter is the renovation of the kitchen in the Founders Lodge.

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.

3rd Quarter Projects

Performed 29 services in July, 24 in August and 10 in September. Replaced the rubber supports on the ditch mower and repaired the pony motor on the flush truck. Took delivery of the new Police cars and coordinated getting the additional equipment installed and graphics added. Continued to prep the old Police vehicles to send them off to surplus.



**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

Business License Reviews/Updates

- BUS2017-00112; Herc Rentals Outdoor Storage, 22868 Pacific Highway S.: Working with applicant on allowable area for outdoor storage and associated landscaping and parking requirements for design review submittal.

Commercial Scale Projects Pending Review/Approval

- Port of Call Condos, 22529 6th Ave S., BLD2017-1160: Application received 8/14/17 associated with interior TI on a 4-unit condo building. Planning review associated with any proposed change of use. Building comments sent 9/21/17.
- 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 information related to the rain garden.
- 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 s.f. and Building B is approximately 225,918 s.f. Civil and grading plans submitted on 5/9/17 & 7/5/17. Full grading plans approved on 8/7/17. Civil plans issued on 9/6/17. Civil pre-construction meeting held on 9/6/17. Lot line adjustment recorded on 9/12/17.
- Des Moines Theater, 22325 Marine View Dr. S, LUA2015-0054: Applicant has revised the project to reduce commercial space and reconfigure existing residential space to add more dwelling units. A revised building submittal has been received, and building staff is working closely with the applicant and architect. Submittal of revised land use items is pending. The deadline for building permit issuance is 12/31/17.
- 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. Applicant working with adjacent property owner on parking lot. Submittal pending.

- Seascapes, 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. Design review comments sent 1/8/16. Design revisions submitted 8/9/17 and approval issued on 9/5/17. The deadline for building permit issuance is 12/31/17. Reporting on this item will continue under the Building Division.
- WaterView Crossing (DEVCO), Pacific Highway S and S 220th Street, LUA2015-0013. Design Review Approval issued on 3/25/16. Civil revisions submitted 6/5/17. Civil approval and grading permit issued 8/2/17. Application for a Lot Line Adjustment submitted on 6/5/17. City Council approved release of SSI Pacific Place Development Agreement approved on the 8/24/17. Lot line adjustment recorded on 9/14/17. Pre-construction meeting held 9/27/17.
- Thind/Comfort Inn, 2628 S 222nd Street, BLD2017-0522 & LUA2015-0060: 89,596 SF hotel complex with 158 guest rooms on a lot of 23,698 SF. Design Review Determination issued 9/19/16. Building permit application submitted on 4/26/17. Planning noted design changes related to relocation of detention/infiltration facility to west side of building. Review comments sent to applicant on 05/22/17. Pending approval by Building. Proposed detention on west side requires structural review for west wall.

Subdivisions Pending Review/Approval

- Blueberry Lane II Short Plat, LUA2017-0029: Application for a three lot short plat submitted on 7/27/17. SEPA noticed on 9/22/17.
- 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. Applicant is completing civil improvements in preparation for final plat submittal.
- 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. Final plat submitted 7/5/17. Temp C of O issued until final plat recording. Final plat signed 9/26/17, applicant to record.
- 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. Coordinating with applicant on final plat submittal.

- 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. DNS noticed on 8/11/17 and comment period ended 8/25/17. One comment received from King County Historic Preservation Program. Applicant to submit an inadvertent discovery plan. Civil comments sent 9/7/17.
- 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. Resubmittal received 9/15/17.
- 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. Comments sent 6/26/17.
- Luzee Short Plat, LUA2017-0014: Notice of application 5/11/17. Comments sent 6/6/17. Resubmittal received 8/31/17.
- Akinlosotu Short Plat, LUA2017-0019: Notice of application 6/29/17. Comments sent 9/5/17.

Land Division Requests with Approvals, Pending Construction

- Crestwood Park, 67 lot PUD, 27425 16th Avenue South, LUA06-056: Preliminary Plat expires 12/6/17. Met with potential applicant to discuss civil improvements and regarding feasibility for completing the project, including Corps and Ecology wetland permitting. Council could approve a one year extension provided the applicant can demonstrate that all civil improvements can be substantially completed prior to submitting for final plat. Working with potential applicant on submittal requirements and the review and approval process.
- 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 permit issued and Pre-construction meeting held on 7/5/17. Site clearing and grading is underway. Staff met with applicant 9/13/17 regarding requirements for a second minor deviation request.

Lot Line Adjustment

- Rainier Ridge LLA, LUA2017-0030: Application submitted on 8/15/17, under review.
- 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.
- 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. Pre-application meeting held on 10/12/16. Resubmittal received 6/7/17, under review.

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. Four single family residences approved and four additional permit applications submitted. Comments on two SFRs sent on 8/16/17. Applicant to submit a grading permit for revising existing grades.
- 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. Staff met with applicant on 9/25/17, to submit grading permit for revising existing grades.
- Cady Garage, BLD2017-0164: Garage proposed within stream and ravine buffer. Grading and building permits issued 9/13/17.

Shoreline and Critical Area Projects Pending Review/Approval

- Williams Property Slope Erosion Control and Stabilization,,LUA2017-0031: Application submitted on 9/6/17. NOICA sent on 9/13/17. Resubmittal pending.
- Queenie T. Grading Permit and Critical Area Review, 838 S. Kent-Des Moines Road, LUA2017-0028: Application submitted on 7/27/17 for a new SFR and driveway located in steep slope area. Critical area review for hillsides. Grading permit approved 9/25/17.

- McKenna Grading Permit and Shoreline Review, 913 S. 278th Place, LUA2017-0027: Grading permit application submitted on 7/12/17 for a proposal to add 125 CY of crushed rock landward of existing bulkhead. Shoreline review required. NOICA sent 8/7/17. Resubmittal pending.
- Boushey Residence, BLD2017-0931: Critical Area Development Exception and SEPA exemption for emergency retaining wall approved 8/8/17. After-the-fact permitting required for prior work in critical areas and unpermitted clearing, grading and constriction of stairs. 9/21/17 NOICA. Meeting scheduled with applicant 10/4/17.
- Seattle Zephyr Emergency Slope Stabilization, 25121 8th Place S, LUA2017-0026: Shoreline Exemption, Environmentally Critical Areas Development Exception and SEPA Exemption for emergency slope stabilization approved 8/3/17. Reporting on this item will continue under the Building Division.
- Yasuda Davit, 6/2/17, 27625 10th Avenue S., LUA2017-0021: Shoreline application for davit to manually launch boat on Puget Sound. Resubmittal of information pending.
- Olson/Warren SFR, BLD2017-0653 & LUA2017-0020: Submitted building permit application 6/29/17. Shoreline Exemption approved. Building permit comments sent 8/14/17 and 8/29/17.
- Des Moines Yacht Club Dock, Shoreline Exemption Application, LUA2017-0018: Notice of incomplete application sent on 6/16/17. Additional materials submitted 8/11/17. Shoreline Exemption Decision for a dock replacement issued 8/15/17. Reporting on this item will continue under the Building Division.
- 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. Per recent communications, WA State Parks completed SEPA review. SEPA Adoption pending payment of permit fee.
- 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. Notice of Flood Hazard Areas Permit application and SEPA DNS published on 8/18/17 and comment period ended 8/29/17. Staff met with applicant 9/20/17. Comments sent 9/19/17.
- Stamets Driveway, LUA2016-0017: Grading permit approved 2/17/17 and issued. Pre-construction meeting held on 9/20/17.
- 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 deemed complete on 6/22/16. Consultant reviewed comments sent on 7/29/16. Applicant contacted the City on 6/27/17 indicating they do not have the money to complete the project. Internal staff meeting needed to discuss sewer extension options.

- 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. Comments sent 8/30/17.
- 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. Met with applicant on 1/11/17 to discuss outstanding questions and next steps. On 3/1/17, Applicant withdrew appeal of Ecology's 11/2/16 Shoreline Decision. Building permit submittal pending.

Legal Lot of Record

- No activity.

Pre-Application Meetings

- PA2017-0023 Washington Scuba Alliance: Quarried rock artificial reef and statue in 30-85 foot deep water near Salty's Restaurant for wildlife viewing and marine habitat. Monitoring by Marine Science and Technology Center.
- PA2017-0022 Terry Residence Addition & Renovation: Nonconforming building and shoreline permitting.
- PA2017-0021 MVD Mixed Use, 22528 Marine View Drive S: Proposed mixed use building with 3,300 SF commercial space and 22 residential units. Two levels of parking – one level accessed from Marine View Dr. and one level accessed from 8th Avenue S.
- PA2017-0020 RACE Recycling: Proposed headquarters for a recycling business in the B-P zone (south subarea) that rents and leases recycling equipment to small business customers; purchases, refurbishes and sells recycling equipment; repairs equipment at customer sites; and transports recyclables materials. Applicant noted that no recyclable materials will be stored on site.
- PA2017-0019 Robinson-Laico Stop Work on Addition at 28841 Redondo Shores Dr. S. (BCE2017-0008): Unpermitted deck expansion and installation of spa pool. Submittal pending additional coordination between staff and property owner.
- PA2017-0018 Fred's Refuge Multi-Family Development, 24407 26th Place South: The property is zoned Residential Multifamily RM-2400. Applicant is proposing two duplex townhome units.
- PA2017-0017, Emergency Slope Stabilization, 25121 8th Place S.: The property is zoned Residential Single Family RS-15,000 Zone in the Zenith Neighborhood. The applicant proposes both temporary and permanent slope stabilization in an area where a landslide occurred. Temporary slope protection includes: placement of a matting system that is pinned to the slope with wire staples and seeding the entire area. Permanent slope protection includes installation of a soil nail and shotcrete wall facing and replacement of rain water drainage system.

- PA2017-0016, New Elementary School at Zenith Park Site: The proposed project is located on Property Tax ID# 1722049100. The property is zoned Residential Single Family RS-7,200 Zone in the Zenith Neighborhood. The applicant desires to construct a new elementary school and related site improvements.

Pre-submittal Assistance

- Staff met with representatives of the Gerrity Group, owners of Redondo Square, to discuss future façade and site improvements and development of vacant lot at SW corner.
- Staff supported Director in identifying vacant properties in the City for development.

City Services, Project Management and Coordination

- South 216th Street – Segment 3, LUA2017-0039: Application for SEPA review submitted on 9/28/17. Coordinating noticing of project.
- 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. Staff presented information at the 3/2/17 Council study session for discussion and direction. Working with consultant on completing a Limited Amendment to the Shoreline Master Program.

Miscellaneous Development Review Activities

- Sonju Park Bees, LUA2016-0046: Application for keeping bees submitted on 12/6/2016. Review on hold pending required code changes to allow keeping of animals in parks.