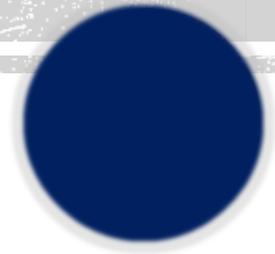


CITY MANAGER MONTHLY REPORT

October 2018



CITY MANAGER

- Tour of Des Moines with Rep. Orwall.
- Attended Mayor's Roundtable.
- Attended Wild West Bingo
- Part 2 Tour of Des Moines with Dr. Mosby
- Aviation Advisory Committee meeting.
- North Hill Community Club meeting.
- StART Meeting.
- Des Moines Marina Tenants Association Meeting.
- Met with Arts Commission regarding sculpture location in City Hall Courtyard.
- SCORE Admin Board meeting.
- Budget Preparation.
- Legislative Agenda (proposed).



CHIEF OPERATIONS OFFICER

- Attended Des Moines Marina Tenants Association Meeting.
- Meetings with Outdoor Research.
- Met with WSDOT staff – surplus property.
- Attended 9 - FWLE Design Build meetings.
- Attended Forterra's Green Cities Partnership meeting.
- Several Human Resource Projects and Investigations.



CITY CLERK

- Wellness Planning Forum.
- Wellness Wii Bowling Tournament/Crockpot Chili Cook-off Contest.
- South King County Housing and Homelessness Partnership meeting.
- Washington Public Records Officer's Annual Conference
- 134 Total Public Record Requests received in October
 - 1,319 requests received to date, 40 records open, which includes both 2017 and 2018.
- Wild West Bingo.
- Quarterdeck Ribbon Cutting.



COMMUNITY DEVELOPMENT

- Des Moines Fall Recycling Collection Event held on October 27th collected three hundred and forty-nine (349) carloads of recyclable material. The total amount of material collected was 55,565 pounds or nearly 28 tons. Held in conjunction with Recology's Residential Curbside Garbage Collection event which is occurring this week on regularly scheduled collection days. Customers can place up to three additional 32-gal equivalents (bag or can) of garbage at the curb for collection.
- The Pacific Heights 64 Lot PUD and Crestwood Park 62 Lot PUD are working on completing civil improvements and other punch list items for Final Plat. Once approved, both projects anticipate moving forward quickly on the residential construction adding new housing stock in the city next year.
- The Highline Place mixed use building is nearing completion, requested a Temporary Certificate of Occupancy.
- The Des Moines Theater project is gaining speed. Although not visible from Marine View Drive, the interior the foundation system is coming out of the ground.
- Wesley Gardens' earthwork is well underway.
- Permits- October 2018:
 - Permit intakes remain strong in with 274 new applications, including building and land use projects.
 - Particularly notable - 1083 field inspections conducted vs. 560 in October 2017.
 - Business licenses - 232 new and renewal licenses this month.



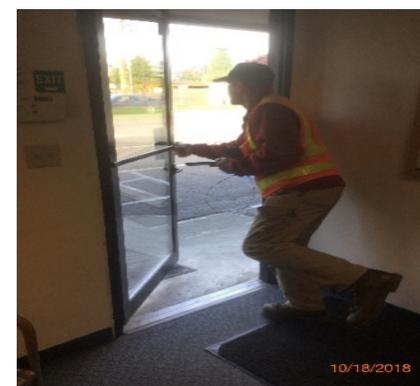
COURT

- Court staff attended fall regional training in Olympia.
- Probation put on motivational interviewing class.
- Judge & Probation attended Wash State Drug Court Conference.



EMERGENCY MANAGEMENT

- The City of Des Moines participated in the 2018 Shake Out. We had great participation from City personnel.
- Cert Planning continues in partnership with SKFR with a date for a pilot class to be set for mid-January. Information will be on the City of Des Moines website.
- Attended the monthly unified Command Meeting for the Complex Coordinated Terrorist Attack work group at the King County Office of Emergency Management. We're working through coordination issues we'll face between King, Pierce, and Snohomish Counties.
- Working with City staff (Denise Lathrop) and Highline Schools to identify non-English languages spoken in our Community, and the development of a communications plan required for our Comprehensive Emergency Management Plan.



FINANCE

- 1st Reading – 2019 Preliminary Budget.
- Prepared Budget Amendment for 2018 Budget.
- Met with Key Bank regarding banking services.
- Municipal Court and Finance met with Dunbar Armored Car Services. Brink's and Dunbar Armored have combined into one company.
- Met with FileLocal (e-portal for city business license and/or local business tax filing) to finalize FIT Analysis.
- Requested proposal for Utility Tax Audit.



LEGAL

- Reviewed and updated the facility rental policies for use of the rental facilities at the Des Moines Beach Park and updated the rental contracts.
- Assisted Code Enforcement, Building, and Police with addressing properties with code violations and/or unsafe conditions.
- The City Prosecutor brought a fourth criminal case to trial since the end of August, resulting in a guilty verdict on an Assault 4th Degree charge.



MARINA

- Dry shed improvements have started (Doors/Paint, etc.).
- All old Redondo breakwaters have been sold.
- Winter Dock Maintenance has started.
- Combined Parking revenue 1/1/2018-10/29/2018, **\$ 151,000**



PARKS, RECREATION & SENIOR SERVICES

- The 2nd annual Stormfest in the Beach Park - 800 Highline School District 6th graders participated.
 - REI had their annual Merchandizing event in the Auditorium - 200 people.
 - Seattle Symphony - next year looking for a larger facility to bring the entire symphony.
 - Fall Soccer ended 10 week season - 364 registrants and 33 teams.
 - Halloween Carnival – Field House.
 - Teen Dance October 26th - 125 teens included a costume contest and dance-off.
 - Halloween costume party, pumpkin decorating, and Ghostbusters movie.
 - Wild West Bingo - sold out with \$3,917 towards Activity Center programing.
 - Senior Outings continue to be successful with sold out trips to Issaquah Fish Hatchery, Bainbridge Island Art Museum, Museum of Glass workshop, and Spooner Farms Harvest Fest.
 - On October 6th we held a volunteer activity Eagle Scout Group Troop 965 who marked storm drains with “Puget Sound Starts Here.” About 35 volunteers participated.
 - Des Moines Arts Commission 2019 Officers will be Marcus Williams - Chair, Michelle Fawcett - Vice Chair and Nick Fannin has been nominated for Secretary. There will be four vacancies to fill.
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POLICE

- Car in to the water at the Redondo Boat Launch.
- Homicide at 272nd and Pacific Highway South.
- Pacific Ridge Community Meeting on 10/24/18.



PUBLIC WORKS

- 223rd Pavement project – substantial completion issued. Punch list work ongoing.
- Began use of 4 portable speed radar signs, will rotate throughout City.
- City Hall Plaza art bases poured, lighting and landscaping next.
- Highline School District Stormfest – 1,016 6th graders attended on 10/10 and 10/11 in Beach Park. Next event is June 2020.
- Wasson house utilities cut/capped.

